

# Meeting of the Council of the London Borough of Barnet

TO BE HELD ON

TUESDAY 27TH FEBRUARY, 2024 AT 7.00 PM

VENUE

HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

SUMMONS AND AGENDA



All Councillors are hereby summoned to attend the Council Meeting for the transaction of the business set out.

Agenda and Timetable  
Tuesday 27th February, 2024

Item	Subject	Timing	Page Nos
1.	<b>Official announcements</b>		
2.	<b>Apologies for absence</b>		
3.	<b>Elect a Member to preside if the Mayor is absent</b>		
4.	<b>Words from Young People in Barnet</b>		
5.	<b>Declarations of Interest</b>		
6.	<b>Minutes of the last meeting</b>		5 - 26
7.	<b>Any business remaining from last meeting</b>		
8.	<b>Resolution of Appreciation</b>		
9.	<b>The Mayoralty for the Municipal Year 2024-2025</b>		
10.	<b>Reports from Executive &amp; Council Committees</b>		
10.1	Report from the Executive - Business Planning 2024-2030		27 - 364
10.2	Report of the Employment Sub Committee - Pay Policy Statement 2024/25		365 - 388
11.	<b>Reports of Officers</b>		
11.1	Report of the Monitoring Officer - Constitution Review		389 - 472
11.2	Report of the Head of Governance - Members Allowances Scheme 2024/25		473 - 512
11.3	Report of the Head of Governance - Administrative Matters		513 – 520 Appendix A to follow

11.4	Report of the Head of Governance - Calculation of Political Balance (Proportionality)		TO FOLLOW
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Andrew Charlwood, Head of Governance  
2 Bristol Avenue, Colindale, NW9 4EW

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## Minutes

OF THE MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF BARNET  
held at Hendon Town Hall, The Burroughs, London NW4 4BQ, on 30 January 2024

### AGENDA ITEM 6

#### PRESENT:-

The Worshipful the Mayor (Councillor Nagus Narenthira)  
The Deputy Mayor (Councillor Tony Vourou)

#### Councillors:

Ernest Ambe	Jennifer Grocock	Matthew Perlberg
Richard Barnes	Rohit Grover	Alex Prager
Zahra Beg	Kamal Gurung	Simon Radford
Andrea Bilbow OBE	Lachhya Gurung	Barry Rawlings
Rishikesh Chakraborty	Marianne Haylett	Danny Rich
Anne Clarke	Ross Houston	Tim Roberts
Pauline Coakley Webb	Anne Hutton	Ella Rose
Philip Cohen	Giulia Innocenti	Gill Sargeant
Joshua Conway	Andreas Ioannidis	Alan Schneiderman
Sara Conway	Humayune Khalick	Mark Shooter
Geof Cooke	Paul Lemon	Caroline Stock
Alison Cornelius	David Longstaff	Daniel Thomas
Richard Cornelius	Kath McGuirk	Woodcock-Velleman
Edith David	Nick Mearing-Smith	Lucy Wakeley
Val Duschinsky	Michael Mire	Emma Whysall
Paul Edwards	Arjun Mittra	Nigel Young
Claire Farrier	Giulia Monasterio	Peter Zinkin
Shuey Gordon	Alison Moore	Zakia Zubairi
Eva Greenspan	Ammar Naqvi	

#### 1. OFFICIAL ANNOUNCEMENTS

The Worshipful the Mayor paid tribute to the sad passing of former Council Leader and Mayor of Barnet, Brian Salinger in December 2023. Many Members had known Brian and worked with him in some capacity, as he served the borough of Barnet for more than 30 years.

The Worshipful the Mayor informed Council that in 2005, Brian was elected Leader of the Council and during this time he oversaw housing regeneration schemes on the borough's four largest estates, and the Primary Schools Investment Programme which led to a number of primary schools being re-built.

He was first elected a Conservative councillor in 1986, representing Friern Barnet Ward and, after boundary changes, Oakleigh Ward. Prior to becoming Leader, he had also been the Cabinet Member for Housing and Environmental Health.

Brian retired at the end of his mayoral year 2017-2018 as the 53<sup>rd</sup> Mayor of Barnet.

The Worshipful the Mayor then invited tributes from Councillors Richard Cornelius, Ross Houston, Mark Shooter, Ella Rose, Jennifer Grocock and Alison Moore.

The Worshipful the Mayor then asked the Council to stand for a minute's silence to honour Brian Salinger.

The Worshipful the Mayor informed Council that she had written to the following to congratulate them on their recognition in the King's New Years Honours:

Sir Gerald Maurice Ronson CBE who received the honour of Knights Bachelor;

Antony Kenneth Blackburn (DJ and Broadcaster Tony Blackburn) received an OBE for services to Broadcasting and to Charity;

Martin Henry Charles Russell DL who received an MBE for services to the community in the London Borough of Barnet;

Aryeh Leaman who received an MBE for services to young people and to the community in Hendon;

Barry Flack who received a British Empire Medal for services to the Jewish community in Mill Hill; and

Dr Michael John Worms who received a British Empire Medal for services to the community in Mill Hill.

The Worshipful the Mayor noted that although not a resident of Barnet it should be noted Justin Cohen, News Editor of the Jewish News, son of the late former Mayor and Councillor Melvin Cohen, had received an MBE for services to Holocaust Remembrance and to the Jewish Community.

The Worshipful the Mayor also informed Council of the extremely sad news of the death of our friend and colleague, Deacon Anthony Clarke who was a founder member of Barnet Multi Faith Forum and was always courageous and fearless in speaking out against prejudice and discrimination.

The Worshipful the Mayor noted that the very successful and well attended Holocaust Memorial Event took place on Sunday 28<sup>th</sup> January 2024 at Middlesex University and expressed her thanks to everyone involved in organising this important event for the Council. She noted that speakers included the Chairman of the Holocaust Educational Trust as well as the Rwanda High Commissioner and heard stories from students who had visited Auschwitz.

The Worshipful the Mayor expressed her pride in announcing that, following their Gold Award at the regional round of the National Concert Band Festival in November 2023, the London Youth Concert Band have been invited to attend the national round later this year. London Youth Concert Band, based in North Finchley, has become the Borough's flagship youth music group.

Finally, the Worshipful the Mayor informed Council of the opening of the new Brent Cross West station that took place in early December last year. The opening is part of the biggest redevelopment and growth programme Barnet Council has ever undertaken and one of the most ambitious in Europe and congratulated everyone involved in making it a success.

## **2 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Elliot Simberg, Sarah Wardle, Dean Cohen, Linda Lusingu and Laithe Jajeh.

## **3. ELECT A MEMBER TO PRESIDE IF THE MAYOR IS ABSENT**

The Worshipful the Mayor was present.

## **4. WORDS FROM YOUNG PEOPLE IN BARNET**

The Worshipful the Mayor invited Kashmala Amin, Avi Aggarwal, Meir Ross and Sejal Bobba, candidates in the current cycle of Youth Parliament and Youth Ambassador elections to say a few words.

## **5. DECLARATIONS OF INTEREST**

Councillor Mitra declared a non-pecuniary interest in items 14.2 and 14.6 by virtue of employment.

Councillor Rawlings advised Council that he would leave the Chamber for the debate on the Deputation as he would be dealing with the asset of Community Value matter.

## **6. MINUTES OF THE LAST MEETING**

**RESOLVED** that the minutes of the meeting held on 17 October 2023 be agreed as a correct record.

## **7. ANY BUSINESS REMAINING FROM LAST MEETING**

None.

## **8. PUBLIC QUESTIONS TO THE LEADER & PORFOLIO HOLDERS**

None.

## **9. DEPUTATIONS**

\*Councillor Barry Rawlings left the Council Chamber for item 9.\*

\*Councillor Michael Mire left the Council meeting at 7.45pm.\*

The Head of Governance advised Council that the deputation had submitted the following supporting statement:

“We would like to address the council about our campaign to Save the Prince of Wales Pub in East Barnet. A pub has stood on this site since 1870 and is now under threat as Stonegate brewery is selling it. We are pleased to be standing alongside a campaign led by our local councillors to maintain this site as a pub and we would like the council to acknowledge the importance of this.”

Mr John Ireton was invited to speak on the received deputation.

Members asked questions of the deputation.

Following the questioning of the deputation, debate ensued. Following debate:

Councillor Richard Cornelius (Conservative) moved the following proposal from section 18.8 of the Council Procedure Rules: “To ask officers to prepare a report for the next meeting (of either Council or relevant committee) on the deputation.

Councillor Ross Houston (Labour) moved the following proposal from section 18.8 of the Council Procedure Rules: “To note the deputation and take no further action.”

Upon the Conservative proposal being put to the vote, the votes were as follows:

For: 17  
Against: 38  
Abstain: 1  
Absent: 7  
Total: 63

**The Conservative Group proposal was therefore LOST.**

Upon the Labour Group proposal being put to the vote, the votes were as follows:

For: 38  
Against: 17  
Abstain: 1  
Absent: 7  
Total: 63

**The Labour Group proposal was therefore CARRIED and it was therefore RESOLVED to note the deputation and take no further action.**

\*Councillor Rawlings rejoined the Council Chamber.\*

## **10. PETITIONS FROM MEMBERS AND THE PUBLIC**

None.

## **11. ANNOUNCEMENTS FROM THE LEADER & PORTFOLIO HOLDERS**

None.

## **12. MEMBER QUESTIONS TO THE EXECUTIVE & CHAIRS OF COMMITTEES**

Councillor Rawlings rejoined the Council chamber.

Answers to the questions submitted were provided as a supplementary paper to the agenda.

Supplementary questions were then asked and answered within the allotted time given for the item

**13. MEMBER QUESTIONS ABOUT JOINT ARRANGEMENTS & EXTERNAL ORGANISATIONS**

None.

**14. MOTIONS (45 MINUTES)**

**14.1 ADMINISTRATION MOTION IN THE NAME OF CLLR ANNE CLARKE - WELCOMING EXTENSION OF UNIVERSAL FREE SCHOOL MEALS SCHEME AND REQUESTING GOVERNMENT SUPPORT FOR SPECIAL DIETARY REQUIREMENTS**

Councillor Clarke moved the motion in her name. Debate ensued.

Votes on the motion in the name of Councillor Clarke were recorded as follows:

For: 39  
Against: 16  
Abstain: 2  
Absent: 6  
Total: 63

**RESOLVED that:**

**Council Notes that:**

- **The positive impact of Universal Free School Meals in state-funded schools has been accepted by all major political parties for almost a decade.**
- **It was for this reason that Universal Free School Meals in state-funded schools were introduced for Reception Year, Year 1 and Year 2.**
- **Universal Free School Meals:**
  - **Reduce the impact of poverty**
  - **Help families during the cost-of-living crisis**
  - **Help reduce the impact that the withdrawal of benefits makes to parents who move into employment from unemployment, ensuring that work truly pays.**
  - **Help educational outcomes.**
- **That there is currently no additional support for those schools with particular dietary needs, such as Jewish schools, who need to supply kosher food.**
- **That the current Mayor of London, Sadiq Khan, rolled out Universal Free School Meals in state funded schools in the capital for Years 3-6.**

- That the Mayor of London is providing those schools which do require extra support due to dietary requirements, such as Jewish Schools, to supply free school meals to Years 3-6 with additional financial support.
- That the Mayor of London has extended the Universal Free School Meals initiative for Years 3-6 and has extended the additional support to those schools which require it.

**Council Resolves:**

- To request that Cabinet take on the following actions:
  - To thank all those who worked with the Mayor of London to ensure the original scheme provided extra support for those schools who faced additional financial pressures due to dietary requirements such as Jewish schools, which included the leadership of our local Jewish Schools and councillors from both parties in Barnet.
  - To thank the Mayor of London for extending the scheme for Years 3-6 which will help thousands of Barnet families.
  - To thank the Mayor of London for extending his additional funding for those schools that face an additional financial burden in delivering the initiative for Years 3-6 so that pupils at schools such as Jewish schools can similarly benefit.
- To write to the Secretary of State for Education, Gillian Keegan, on a cross-party basis calling on the Government to match the Mayor's funding offer for Reception to Year 2, including an uplift for those schools facing an increased financial burden in delivering its Universal Free School Meals such as Jewish schools to ensure that this universal scheme is truly universal.

**14.2 OPPOSITION MOTION IN THE NAME OF CLLR JENNIFER GROCOCK - BARNET AND LONDON DESERVE BETTER THAN ITS CURRENT POLICE, FIRE AND CRIME COMMISSIONER**

Councillor Grocock moved the motion in her name. Debate ensued.

Votes on the motion in the name of Councillor Grocock were recorded as follows:

For: 17  
 Against: 39  
 Abstain: 1  
 Absent: 6  
 Total: 63

The motion in the name of Councillor Grocock was LOST.

**14.3 ADMINISTRATION MOTION IN THE NAME OF CLLR ALAN SCHNEIDERMAN - BARNET COUNCIL TO CONTINUE WITH TACKLING CLIMATE CHANGE**

Votes on the motion in the name of Councillor Schneiderman were recorded as follows:

For: 39  
 Against: 17  
 Abstain: 1

Absent: 6

Total: 63

The motion in the name of Councillor Schneiderman was CARRIED.

**RESOLVED that:**

**Council notes:**

- That the climate crisis is the single biggest policy challenge of today, with the risk that if we fail, this planet will be uninhabitable for future generations.
- The resignation of Chris Skidmore from the House of Commons, former minister for energy and clean growth.
- That Mr Skidmore has resigned over the Government's policy of opening up new oilfields and opposing international organisations' recommendations on how to tackle the climate crisis.
- That Mr Skidmore stated: "Where the UK once led in promoting climate change action at COP26, it now finds itself opposing the International Energy Agency, the UNCCC, the Committee on Climate Change, in promoting the opening of new additional oilfields and licenses for extraction that will not take place at best until decades from now."
- That Mr Skidmore adds "We should be taking the long term decisions for the future of our country that protect our citizens, our economy and our planet, not playing the short-term politics with achieves so little but does so much to destroy the reputation of the UK as a climate leader".
- That Barnet Council is playing its part in reducing the dependency on oil, by rolling out more than 1,000 electric vehicle charging points.
- Barnet Council is continuing this policy despite some industry analysts expressing worries that the postponement of the Government's proposed ban on the sales of new petrol cars would depress demand.
- That it is important that, even if the central UK government signals to businesses and households that tackling change is falling down the agenda, other governmental organisations such as councils need to continue to communicate to employers and households that this issue is important to help drive behavioural change.

**Council resolves to:**

- That despite the Conservative Government embrace of dirty fuels that put our future at risk and damage the UK's reputation on climate change, to call upon the Cabinet to restate its mission of ensuring we are a Net Zero Council by 2030 and a Net Zero Borough by 2042.

#### **14.4 OPPOSITION MOTION IN THE NAME OF CLLR ALEX PRAGER - DIGITAL BLUE BADGES FOR BARNET**

Votes on the motion in the name of Councillor Prager were recorded as follows:

For: 56

Against: 0

Abstain: 1  
Absent: 6  
Total: 63

The motion in the name of Councillor Prager was CARRIED.

**RESOLVED that:**

**Council Notes that:**

- **Blue Badges are regularly lost or stolen, and they are an easy target for thieves to steal.**
- **Counterfeit paper Blue Badges are easily made.**
- **Over 100 cases of Blue Badge fraud have been investigated by the borough in the past 18 months alone.**
- **Three officers are employed full-time to investigate Blue Badge Fraud, who could be reallocated to support other CAFT investigations.**
- **Most cases of Blue Badge fraud do not result in a conviction or a fine.**
- **The rollout of additional CPZs across the borough alongside the ULEZ expansion is likely to create an increase in Blue Badge Fraud.**
- **Haringey Council became the first council in the country to introduce Digital Blue Badges in November 2022.**
- **Since the introduction of the scheme, Blue Badge thefts in Haringey have fallen by 65%.**
- **The Metropolitan Police reported 528 incidents of Blue Badge thefts, which fell to 185 in the period when the Digital Badges were introduced.**
- **In recent years Barnet has effectively introduced digital CPZ and pay-and-display permits, essentially establishing the infrastructure for digital Blue Badges.**

**Council Resolves:**

- **To ask the Cabinet Member for Environment & Climate Change to:**
- **Instruct officers to explore the implementation of a digital Barnet-focused scheme that also considers those who may not be technologically savvy.**
- **Brief members on the progress of any implementation, and**
- **If the system is to be implemented, report a full business case to Cabinet.**

**14.5 ADMINISTRATION MOTION IN THE NAMES OF CLLR PAULINE COAKLEY-WEBB & CLLR ZAHRA BEG - LEAVING CARE COVENANT**

Votes on the motion in the name of Councillor Coakley-Webb and Councillor Beg were recorded as follows:

For: 39  
Against: 0  
Abstain: 18  
Absent: 6  
Total: 63

The motion in the name of Councillor Coakley-Webb and Councillor Beg was CARRIED.



## **RESOLVED that:**

### **Council Notes:**

- **All young people who leave care at 16, 17 or 18 are statutorily provided with some support from the local authority. This includes:**
  - **Being assigned a Personal Adviser to help them in the transition to living independently**
  - **Support with finding accommodation and with any costs of participating in education, training and employment.**
- **That given the greater level of support at this crucial stage during the transition of care leavers to adulthood is needed, wider society also needs to play a part.**
- **The Care Leavers Covenant sets five outcomes across the public and private sector:**
  - 1. Care leavers are better prepared and supported to live independently.**
  - 2. Care leavers have improved access to employment, education, and training.**
  - 3. Care leavers experience stability in their lives and feel safe and secure.**
  - 4. Care leavers have improved access to health and emotional support.**
  - 5. Care leavers achieve financial stability.**
- **The Council has an extensive set of provisions available for care leavers including:**
  - **Woodhouse Road Leaving Care Centre which provides:**
    - **Support for Employment, Education and Training**
    - **Support for both physical and mental health and wellbeing through**
    - **multiagency collaboration and accessibility.**
    - **Support to live independently through training and the support of Personal**
    - **Advisors, advocates and mentors.**
    - **A safe space to meet with other care leavers to celebrate achievements.**
  - **Council Tax exempt to the age of 25**
  - **Leaving Care Housing protocol with a commitment to no care leaver being made**
  - **“intentionally homeless”.**
  - **Life long offer of support and advice to all Barnet care experienced young people**
- **The Council is developing a range of projects through its charity “Live Unlimited” and across departments to support care leavers, including work experience, apprenticeships, and training.**
- **Care experienced people face significant barriers that impact them throughout their lives.**
- **Despite the resilience of many care experienced people, society too often does not take their needs into account; care experienced people often face**

discrimination and stigma across housing, health, education, relationships, employment and in the criminal justice system.

- Care experienced people may encounter inconsistent support in different geographical areas.
- As corporate parents, councillors have a collective responsibility for providing the best possible care and safeguarding for the children who are looked after by us as an authority.
- That all corporate parents should commit to, hearing the voices of looked after children and young people and to consider their needs in any aspect of Council work.
- That councillors should be champions of the children in our care and challenge the negative attitudes and prejudice that exists in all aspects of society.
- The Council has adopted an approach to equalities is based on the Equality Act.
- Care experienced young people experience multiple disadvantages.
- That people with “protected characteristics” in equalities legislation such as disability or sex are protected by a public sector equality duty that requires public bodies, such as councils, to (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;  
(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;  
(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- Under Section 1 of the Children and Social Work Act 2017:
  - A local authority in England must, in carrying out functions in relation to the children and young people mentioned in subsection
    - (2), have regard to the need - (a) to act in the best interests, and promote the physical and mental health and well-being, of those children and young people;
    - (b) to encourage those children and young people to express their views, wishes and feelings; 121
    - (c) to take into account the views, wishes and feelings of those children and young people;
    - (d) to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners;
    - (e) to promote high aspirations, and seek to secure the best outcomes, for those children and young people;
    - (f) for those children and young people to be safe, and for stability in their home lives, relationships and education or work;
    - (g) to prepare those children and young people for adulthood and independent living.
  - The children and young people mentioned in this subsection are –

children who are looked after by a local authority, within the meaning given by section 22(1) of the Children Act 1989;

relevant children within the meaning given by section 23A(2) of that Act;

persons aged under 25 who are former relevant children within the meaning given by section 23C(1) of that Act.

- According to the “Applying corporate parenting principles to looked-after children and care leavers statutory guidance for local authorities” the following functions are functions where consideration of corporate parenting principles should generally apply education, social Care, housing, libraries, leisure and recreation and local taxation collection.

The Children and Social Work Act sets out requirements for the council to comply with

Council Resolves to:

- Lobby government for a change in the law to allow Care Experience to become a protected characteristic under the Equality Act and other legislation so that it will enable this to be a requirement for both the private and public sectors. This would be helpful in such areas as employment for example.
  - Recognise that care experienced people are a group who are likely to face discrimination.
  - Recognise its duty to put the needs of disadvantaged people at the heart of decision making through co-production and collaboration.
  - Ensure that future relevant decisions, services and policies made and adopted by the Council should be assessed through assessments to determine the impact of changes on people with care experience.
- Become a signatory to the Care Leavers Covenant.
- Ask officers to explore the implementation of Implements the 5 Part Strategy for Local Authorities enshrined in the Covenant ensuring we commit to, or maintain our present practice, in:
  - Raising awareness of the covenant
  - Council tax exemption
  - Training and employment opportunities
  - Social value policy
  - Economic development
- Continue to proactively seek out and listen to the voices of care experienced people when developing new policies based on their views.

**14.6 ADMINISTRATION MOTION IN THE NAME OF CLLR RISHIKESH CHAKRABORTY - CALLING FOR THE MAYOR TO CONTINUE BUILDING A CLEANER, GREENER, SAFER, FAIRER LONDON**

Votes on the motion in the name of Councillor Chakraborty were recorded as follows:

For: 39  
Against: 17  
Abstain: 1  
Absent: 6  
Total: 63

The motion in the name of Councillor Chakraborty was CARRIED.

**RESOLVED that:**

**Council Notes that:**

- **For the last eight years, London has been led by a Mayor – Sadiq Khan – focussed on making the city cleaner, greener, safer and fairer.**
- **That this agenda has continued despite:**
  - **The challenges of the Covid 19 pandemic to our health and transport systems**
  - **Boris Johnson’s botched Brexit hurting the city economically**
  - **A real terms cut to the Metropolitan Police of 27 per cent since 2012**
  - **A real terms cut to Barnet Council over more than £100 million since 2010**
- **That Sadiq Khan as Mayor has brought in free school meals for primary school age children and ensured those with particular dietary needs – such as Jewish schools who require kosher food – receive extra support, and has extended that policy for one more year. This has ensured additional support for more than a dozen schools in Barnet**
- **That the Mayor has brought in a rate of council house building of a greater magnitude than any time since the 1970s, which, working with Barnet Council, fed through to this local authority recommencing expanding social housing at scale.**
- **That the Mayor’s administration has overseen a halving in the amount of toxic air in central London and a reduction of one third in outer London at a time when the Conservative government is scaling back its climate change ambitions. This has included substantial falls in nitrous oxide in areas such as the Golders Green Bus station and Barnet High Street.**

**Council Resolves to:**

- **Request that the Mayor does all that he can to bridge the shortfall in funding for the Metropolitan Police left by Government neglect, estimated by the Police’s own analysis as £240 million so that that we can see increased action on crime with results such as to the Clear Hold build pilot that arrested more than 160 suspects.**

- **Keep transport fares as low as possible to support those hit by the Cost of Living Crisis, including on routes in Barnet**
- **To continue to support the expansion of the number of electric buses and electric vehicle charging points, despite the Conservative Government rowing back on the electric vehicle agenda, given the impact that this has had on air quality in Barnet**

#### **14.7 ADMINISTRATION MOTION IN THE NAME OF CLLR PHIL COHEN - PUTTING BARNET FIRST IN THE FACE OF CONSERVATIVE CUTS**

Votes on the motion in the name of Councillor Phil Cohen were recorded as follows:

For: 39  
 Against: 16  
 Abstain: 2  
 Absent: 6  
 Total: 63

The motion in the name of Councillor Phil Cohen was CARRIED.

#### **RESOLVED that:**

#### **Barnet Council notes:**

- **The latest Local Government Settlement, stating what funding the Conservative government is willing to share with local government, outlines a £406 million cut to the Services Grant for local government.**
- **That this cut is due to be implemented despite higher-than-expected tax revenues. These higher-than-expected revenues are due to the inflation that followed the Conservative Government's November 2022 budget pulling residents into higher tax bands, causing billions of pounds in additional taxes being levied on individuals.**
- **That the Government's calculations for how it expects local governments will deliver services to their residents assumes that local authorities will introduce the maximum increase in council tax allowed without holding a local referendum; and that that represents another attack on household finances as families face remortgaging rates which rocketed during the Liz Truss Premiership.**
- **That there are also freezes to the new Homes Bonus and the Improved Better Care Fund, at a time of significant inflation.**
- **That Barnet Council has faced real terms cuts of more than £100 million from the Conservative Government since 2010.**
- **That the Local Government Association estimate that councils will face £4 billion shortfall by March 2025 on Conservative ministers' current plans.**
- **That the Leader of the Local Government Association, Shaun Davies, described the Government Local government settlement as 'unthinkable' and that "No council is now immune to the growing risk to their financial sustainability.**

- That Cllr Barry Lewis, Finance lead for the County Council Network and Conservative Leader of Derbyshire County Council said that the Government's decision on local Government funding was 'bitterly disappointing' and that 'councils will have no choice but to implement more severe reductions to services.'
- The Conservative Leader of Surrey County Council, Tim Oliver, has described the latest Government local Government settlement as 'worse than austerity'.
- That Brent Conservatives joined with Brent Liberal Democrats, joined with the Brent Labour administration in stating that the latest settlement will 'do little to address the pressures than council are facing' and how 'disappointed' they are that the Government have 'failed to refer to the long-standing concerns made by local authorities concerning the surety of long-term funding or the immediate impact of historically high inflation rates.'
- That Brent Conservatives, alongside their Labour and Liberal Democrat colleagues, called on the Government to review its Local Government funding settlements as the result of its current policy are 'deep cuts to council services [that] are only likely to place pressure on other areas of public spending, such as the NHS, which are already in crisis.'

**Council resolves to:**

- That the Leader should write to the Chancellor of the Exchequer, asking for a review of the Local Government Settlement, and that he should ask if the leader of the Conservative Group will co-sign

**14.8 ADMINISTRATION MOTION IN THE NAME OF CLLR PAULINE COAKLEY-WEBB - BANNING PROFITEERING IN CHILDREN'S SOCIAL CARE AND EDUCATION PLACEMENTS**

Votes on the motion in the name of Councillor Coakley-Webb were recorded as follows:

For: 39  
 Against: 0  
 Abstain: 18  
 Absent: 6  
 Total: 63

The motion in the name of Councillor Coakley-Webb was CARRIED.

**RESOLVED that:**

**Council notes that:**

- In 2022 the Competition and Markets Authority's (CMA) final report on children's social care reiterated several important issues that Barnet Council has been raising with the Conservative government for many years, specifically access to and costs of suitable placements for children in care, all while the largest providers make "materially higher profits".
- Their report shares our concern that "children are not consistently getting access to care and accommodation that meet their needs".

- **Local authorities, as the sole purchasers of placements, pay thousands of pounds a week for placements for children in their care. Yet providers can pick and choose which referrals to accept and at what cost due to demand outstripping supply.**
- **The report rightly highlights the important role national government needs to play in contributing to these challenges being addressed.**
- **With concern regarding levels of risk in the system due to rapid changes in ownership and considerable levels of borrowing and debts held by some private companies. Should any of these providers fail, no single local authority could step in, and it would be children who suffer the greatest consequence. As the CMA notes, the current level of risk of disruption to children's accommodation and care is unacceptable.**
- **Children's services have long operated in a mixed economy with a range of providers involved in the delivery of services locally. However, multi-million pound mergers between providers are becoming increasingly common as is the use of private equity.**
- **Since the publication of the CMA no tangible action has been taken by Government to address profiteering in the children's sector.**

**Council agree:**

- **Profiteering using public money based on meeting children's needs is unacceptable.**
- **To the aspiration of a not-for-profit model for children's placements**
- **To call on all political parties to, nationally, within their manifestos for the upcoming general election, commit to the introduction of legislation which prevents for-profit operations or as a minimum, caps the level of fees chargeable in fostering and residential services.**

#### **14.9 ADMINISTRATION MOTION IN THE NAME OF CLLR GILL SARGEANT - CONGRATULATING MIDDLESEX UNIVERSITY ALUMNI ON WINNING UNIVERSITY CHALLENGE**

Votes on the motion in the name of Councillor Sargeant were recorded as follows:

For: 56  
 Against: 0  
 Abstain: 1  
 Absent: 6  
 Total: 63

The motion in the name of Councillor Sargeant was CARRIED.

**RESOLVED that:**

**Council Notes that:**

- **That Middlesex University Alumni won the most recent series of University Challenge.**

- That to do so they defeated the University of Leeds, Bangor University and corpus Christi, Oxford, overwhelmingly 175 to 80.
- That the winning team consisted of David Heathcote, Lola Young, Heather Philipson and David Hepworth

**Council Resolves to:**

- To Congratulate the Middlesex University Alumni on its triumph, and restate how proud we are of Middlesex University for serving generations of students.
- That Middlesex University should be made aware of this motion.

## **15. REPORTS FROM EXECUTIVE & COUNCIL COMMITTEES**

### **15.1 REPORT OF THE CABINET MEMBER FOR FAMILY FRIENDLY BARNET - CORPORATE PARENTING ANNUAL REPORTS**

The Worshipful the Mayor introduced the report. Councillor Coakley-Webb moved the reception and adoption of the recommendations in the report. Debate ensued.

On the recommendations on the report being put to the vote, the votes were as follows:

For: 57  
 Against: 0  
 Abstain: 1  
 Absent: 5  
 Total: 63

**RESOLVED that Council:**

**Notes the report to ensure understanding of their statutory role as corporate parents and to be aware of progress and challenges for services to children in our care and care experienced young adults.**

## **16. REPORTS OF OFFICERS**

### **16.1 REPORT OF THE EXECUTIVE DIRECTOR OF STRATEGY & RESOURCES - OUTTURN, QUARTER 1 & MID YEAR TREASURY MANAGEMENT STRATEGY & PERFORMANCE UPDATE 2023-24**

The Head of Governance introduced the report asking Council to note the report, the treasury activity and performance updates against the prudential indicators and to approve an increase to the council's Operational Boundary and Authorised Limit for External Debt to £1,259m to reflect the council's current expectations around use of reserves over 2023-24 and capital expenditure requiring prudential borrowing.

On the recommendations in the report being put to the vote, the votes were recorded as follows:

For: 39  
 Against: 18  
 Abstain: 1



Absent: 5

Total: 63

**RESOLVED that Council:**

- 1. Note the report, the treasury activity and performance updates against the Prudential Indicators.**
- 2. Approve an increase to the council's Operational Boundary and Authorised Limit for External Debt to £1,259m to reflect the council's current expectations around use of reserves over 2023-24 and capital expenditure requiring prudential borrowing.**

**16.2 REPORT OF THE DIRECTOR OF EARLY HELP & CHILDRENS SOCIAL CARE - YOUTH JUSTICE PLAN 2023-25**

The Head of Governance introduced the report asking Council to approve the Youth Justice Plan in Appendix 1 for the years 2023/24 and 2024/25.

On the recommendations in the report being put to the vote, the votes were recorded as follows:

For: 56

Against: 0

Abstain: 1

Absent: 6

Total: 63

**RESOLVED that Council:**

**Approve the Youth Justice Plan in Appendix 1 for the years 2023/24 and 2024/25.**

**16.3 REPORT OF THE EXECUTIVE DIRECTOR OF ASSURANCE - REVISED GAMBLING STATEMENT OF PRINCIPLES**

The Head of Governance introduced the report which asked for Council to approve the revised Gambling Statement of Principles 2024.

On the recommendations in the report being put to the vote, the votes were recorded as follows:

For: 57

Against: 0

Abstain: 1

Absent: 5

Total: 63

**RESOLVED that Council:**

**Approve the revised Gambling Statement of Principles 2024.**

## 16.4 REPORT OF THE HEAD OF GOVERNANCE

The Head of Governance introduced the report, outlining the various administrative matters for Council's agreement.

On the recommendations in the report being put to the vote, the votes were recorded as follows:

Appendix A:

For: 56  
Against: 0  
Abstain: 1  
Absent: 6  
Total: 63

Appendix B:

For: 39  
Against: 0  
Abstain: 18  
Absent: 6  
Total: 63

Appendix C:

For: 39  
Against: 0  
Abstain: 18  
Absent: 6  
Total: 63

Appendix D:

For: 57  
Against: 0  
Abstain: 1  
Absent: 6  
Total: 63

Appendix E:

For: 57  
Against: 0  
Abstain: 1  
Absent: 6  
Total: 63

Appendix G:

For: 57  
Against: 0  
Abstain: 1

Absent: 6

Total: 63

**RESOLVED that Council:**

- 1. That Council approve the change to committee appointments in Appendix A.**
- 2. That Council approve the appointment to an Outside Body in Appendix B.**
- 3. That Council approve the appointment of Advisers to the Adults & Health Overview & Scrutiny Sub-Committee in Appendix C.**
- 4. That Council approve the officer appointment to the Pan London Vehicle for Children's Complex Commissioning Ltd (PLV) in Appendix D.**
- 5. That Council note and approve Appendix E (Calendar of Meetings for 2024/25) and including the revisions to previously agreed dates in the period May to July 2024.**
- 6. That Council approve the designation of Ms Jyotika Dabasia as the Chief Finance Officer for the period 8th February to 26<sup>th</sup> February 2024 and Mr Kevin Bartle as the Chief Finance Officer from 27th February 2024 for a period of up to a year.**
- 7. That Council agree the changes to additional committee appointments as outlined in the table in Appendix G.**

**16.5 REPORT OF THE HEAD OF GOVERNANCE - CALCULATION OF POLITICAL BALANCE (PROPORTIONALITY)**

The Head of Governance introduced the report, noting the political balance of the Council now being:

- 40 members of the Labour Group
- 21 members of the Conservative Group
- 2 Independent members

Council were also asked to agree to the allocation of seats as set out in the tables in Appendix A in order to comply with the political balance regulations requiring seats to be allocated proportionately to the political groups on Council.

Council were also asked to note that the number of seats for the Strategic Planning Committee as been reduced from 10 to 9 seats (6 being Administration seats and 3 being Opposition seats) to achieve political balance overall.

On the recommendations in the report being put to the vote, the votes were recorded as follows:

For: 56

Against: 0

Abstain: 1  
 Absent: 6  
 Total: 63

**RESOLVED that:**

**1. That Council note the political balance of the Council is:**

- **40 Members of the Labour Group**
- **21 Members of the Conservative Group**
- **2 Independent Members**

**2. Council agree the allocation of seats as set out in the tables in Appendix A in order to comply with the political balance regulations requiring seats to be allocated proportionately to the political groups on Council.**

**17. MOTION TO EXCLUDE THE PRESS & PUBLIC**

Council moved a motion to exclude the press and public on the basis that the exempt items will involve discussion of confidential information. The public gallery was cleared.

**18. REPORT OF THE CHIEF EXECUTIVE - SEVERANCE PAYMENT**

The Head of Governance introduced the report, outlining the recommendations as set out in the exempt report.

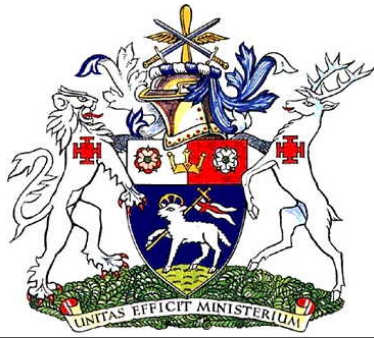
In accordance with Council Procedure Rule 18.5 (Recorded Vote by Division). 10 Members present at the meeting demanded a recorded vote on this decision.

Councillor			For	Against	Not Voting	Absent
1	Ernest	AMBE	X			
2	Richard	BARNES	X			
3	Zahra	BEG	X			
4	Andrea	BILBOW	X			
5	Rishikesh	CHAKRABORTY	X			
6	Anne	CLARKE	X			
7	Pauline	COAKLEY WEBB	X			
8	Dean	COHEN				X
9	Philip	COHEN	X			
10	Joshua	CONWAY		X		
11	Sara	CONWAY	X			
12	Geof	COOKE	X			
13	Alison	CORNELIUS		X		
14	Richard	CORNELIUS		X		
15	Edith	DAVID	X			
16	Val	DUSCHINSKY		X		
17	Paul	EDWARDS	X			
18	Claire	FARRIER	X			
19	Shuey	GORDON		X		
20	Eva	GREENSPAN		X		
21	Jennifer	GROCOCK		X		

22	Rohit	GROVER		X		
23	Kamal	GURUNG	X			
24	Lachhya	GURUNG		X		
25	Marianne	HAYLETT	X			
26	Ross	HOUSTON	X			
27	Anne	HUTTON	X			
28	Giulia	INNOCENTI	X			
29	Andreas	IOANNIDIS	X			
30	Laithe	JAJEH				X
31	Humayune	KHALICK	X			
32	Paul	LEMON	X			
33	David	LONGSTAFF		X		
34	Linda	LUSINGU				X
35	Kath	MCGUIRK	X			
36	Nick	MEARING-SMITH		X		
37	Michael	MIRE				X
38	Arjun	MITTRA	X			
39	Giulia	MONASTERIO	X			
40	Alison	MOORE	X			
41	Ammar	NAQVI	X			
42	Matthew	PERLBERG	X			
43	Alex	PRAGER		X		
44	Simon	RADFORD	X			
45	Barry	RAWLINGS	X			
46	Danny	RICH	X			
47	Tim	ROBERTS	X			
48	Ella	ROSE	X			
49	Gill	SARGEANT	X			
50	Alan	SCHNEIDERMAN	X			
51	Mark	SHOOTER		X		
52	Elliot	SIMBERG				X
53	Caroline	STOCK		X		
54	Daniel	THOMAS		X		
55	Liron	VELLEMAN- WOODCOCK	X			
56	Lucy	WAKELEY		X		
57	Sarah	WARDLE				X
58	Emma	WHYSALL	X			
59	Nigel	YOUNG	X			
60	Peter	ZINKIN		X		
61	Zakia	ZUBAIRI	X			
62	Deputy Mayor Tony	VOUROU	X			
63	Deputy Mayor Nagus	NARENTHIRA			X	
Total			<b>39</b>	<b>17</b>	<b>1</b>	<b>6</b>

**RESOLVED** that Council approve the recommendations set out in the exempt report.

The meeting finished at 9.14pm



**AGENDA ITEM 10.1**  
**Council**

<b>Title</b>	Business Planning 2024-2030
<b>Date of meeting</b>	27 <sup>th</sup> February 2024
<b>Report of</b>	Councillor Barry Rawlings, Leader of the Council and Cabinet Member for Resources & Effective Council
<b>Wards</b>	All
<b>Status</b>	Public
<b>Key</b>	Key
<b>Urgent</b>	Yes
<b>Appendices</b>	<p>Appendix A – Medium Term Financial Strategy (MTFS)</p> <p>Appendix B – 2024/25 Council Tax Resolution</p> <p>Appendix C – Detailed Revenue Budgets, Savings and Income Generation, Pressures and Council Tax Summary</p> <p>Appendix D – Breakdown of service pressures</p> <p>Appendix E – Summary of Savings &amp; Income generation Proposals</p> <p>Appendix F – Fees and Charges</p> <p>Appendix G – Final Budget Consultation Report</p> <p>Appendix H – Cumulative Equalities Impact Analysis</p> <p>Appendix I1 – Capital Strategy</p> <p>Appendix I2 – Proposed Capital Programme</p> <p>Appendix J – Treasury Management Strategy Statement (TMSS)</p> <p>Appendix K – Housing Revenue Account Business Plan</p> <p>Appendix L – Reserves &amp; Balances Policy</p> <p>Appendix M – Debt Management Policy</p>
<b>Lead Officer</b>	<p>Kevin Bartle – Chief Finance Officer (Section 151 Officer)</p> <p><a href="mailto:Kevin.Bartle@Barnet.gov.uk">Kevin.Bartle@Barnet.gov.uk</a></p> <p>Jyotika Dabasia – Assistant Director of Finance</p> <p><a href="mailto:Jyotika.Dabasia@barnet.gov.uk">Jyotika.Dabasia@barnet.gov.uk</a></p>

### Summary

This report sets out the proposed budget for 2024/25 and the council’s Medium Term Financial Strategy (MTFS) which include the assumptions for 2024-30 with regards to council tax, other funding, expenditure forecasts

and the savings and income generation plans necessary to set a balanced budget. This helps to ensure resources are aligned to the strategic outcomes set out in Our Plan for Barnet.

The preparation of the budget is the final stage of the annual business planning cycle leading to the approval of the Council Tax for the forthcoming financial year. There is a statutory requirement to set a balanced budget and a requirement to submit budget returns to the Department for Levelling Up, Housing and Communities (DLUHC). Approval of the revenue estimates constitutes authority for the incurring of expenditure in accordance with approved policies.

A set of budget proposals were presented to Cabinet in December 2023 which offered an early opportunity to note and approve draft budget changes in principle for 2024/25. These proposals were assessed at the time as to whether they required consultations and equality impact assessments (EqIA). Consultation on the budget and the contents of the December Cabinet paper took place between 21 December 2023 and 21 January 2024. Results from the consultation have been fed back to lead officers within the council and the recommendations contained within this report are cognisant of the views expressed. Results were reported to Cabinet in February 2024 who approved them for onward referral to Council.

This report forms a key part of the budget setting process for 2024/25 onwards. It provides the key budget headlines on both a local and national level. In addition, the report seeks to provide an update on the council's underlying financial strategy.

This report is urgent as it asks Full Council to approve the 2024/25 budget and it is a legal requirement for a balanced budget to be set. These proposals have been consulted on and have been referred by Cabinet onto Council so that Council can approve the budget envelope and set the Council Tax.

The revised Capital Programme, Treasury Management Strategy Statement s25(TMSS), and other appendices linked to budget setting are included with this report for approval.

## Recommendations

### That Council:

#### **In respect of the Budget and Council Tax for 2024/25 and the MTFs 2024-30 taking into account the equality impact assessment and consultation findings:**

1. Approve the MTFs, attached as Appendix A, and the detailed revenue budgets in Appendix C, including the proposed savings and funding for pressures in 2024/25;
2. Approve that the budget 2024/25 is prepared on the basis of a 2.98% increase for the general element of Council Tax in 2024/25 as discussed in paragraph 3.16 to 3.20;
3. Approve that the budget for 2024/25 is prepared on the basis of an increase of 2% for the Social Care Precept, to help fund social care as detailed in paragraph 3.16 to 3.20;
4. Approve the resolutions relating to Council Tax contained within Appendix B;
5. Approve the application of the Council Tax Premiums (under Section 11C of the Local Government Finance Act 1992) with effect 1st of April 2025 (as set out in paragraph 3.23).
6. Agree not to amend the Barnet Council Tax Support Scheme as set out in paragraph 3.25.



7. Approve, on the advice of the Chief Finance Officer, that it determines that the council's basic amount of Council Tax for 2024/25 as set out in Council Tax resolution Appendix B, 2(iv) is not excessive in accordance with the principles approved under section 52ZB and 52ZC of the Local Government Finance Act 1992, set out in the Referendums relating to Council Tax increases (Principles)(England) Report 2024/25;
8. Approve that in accordance with Section 38(2) of the Local Government Finance Act 1992 the Chief Executive be instructed to place a notice in the local press of the amounts set under recommendation 7 above within a period of 21 days following the Council's decision; and
9. Consider the issues that have emerged from the consultation discussed in Appendix G when making their decisions. That Council make the decisions outlined in this report being mindful of the consultation responses and equalities impact assessments including the cumulative equalities impact assessments; and
10. Note and have due regard to the opinion of the Chief Finance Officer as set out in section 5 of this report.

**In respect of Capital Strategy and the proposed capital programme:**

11. Approve the Capital Strategy as set out in Appendix I1; and
12. Approve the Capital Programme as set out in Appendix I2 and set out in Section 7;

**In respect of the Treasury Management Strategy Statement (TMSS):**

13. Approve the TMSS for 2024/25 as set out in Appendix J.
14. Note, when approving the TMSS, that to allow the council to better manage interest rate risk around the proposed third party loan relating to the regeneration of Brent Cross, the upper limit for principal sums invested for longer than 365 days (as set out under Section 4.4 of the council's TMSS) is increased from £25m to £50m.

**In respect of Housing Revenue Account (HRA):**

15. Approve the HRA Business Plan (at Appendix K).

**In respect of the Dedicated Schools Grant (DSG):**

16. Note the Gross Schools Budget of £458.615m for 2024/25 as agreed by Cabinet in January 2024.

**In respect of the Annual Review of Rents and Service Charges and Temporary Accommodation Rents for 2024/25:**

17. Note the changes to rent for social rented homes, affordable rented homes, and temporary accommodation rents as well as changes to service charges as agreed by Cabinet in January 2024.

**1 Reasons for the Recommendations**

- 1.1 Business planning and strategic financial management enable the council to plan its future direction on the basis of the best strategic fit between the resources available to meet stakeholder needs and expectations, the priorities of the Administration, and the environmental conditions which prevail.

- 1.2 The council is legally obliged to set a balanced budget each year, which must balance service expenditure against available resources. It is also a key element of effective financial management for the council to put together a financial forward plan to ensure that it is well placed to meet future challenges, particularly in the context of reductions to local authority funding, increasing market pressures, demographic increases and legislative changes.
- 1.3 The MTFS sets out the estimated overall financial position of the council over a period of time. This report gives an overview of the work undertaken towards a balanced budget for 2024/25 and to reduce the savings gap requirement for 2025/26 to 2029/30. This ensures that Councillors and the public are informed of this work, supporting good governance.
- 1.4 This report also sets out further options that are being explored to address the remaining budget gap to 2029/30.
- 1.5 The revisions to the capital programme discussed in this report ensure that the council's financial planning accurately reflects what is happening with scheme delivery. This ensures that the council can make effective decisions on the deployment of its scarce resources.

## **2 Business Planning for the years 2024-2030**

### **The National Landscape**

- 2.1 On 20 October 2023, the Local Government Association (LGA) warned that local councils in England face a widening gap in their finances that threatens cuts to services in towns and cities as inflation worsens an existing shortfall in funding.
- 2.2 It warned that England's local councils collectively are £4billion short of what they need to maintain services at current levels over the next two years. The estimated gap has risen by a third from £3billion in July 2023 due to updated national inflation forecasts.
- 2.3 It further highlighted that councils have seen a 27% real terms cut in core spending power since 2010, when the Government began an austerity drive following the global financial crisis.
- 2.4 The sharp spike in inflation and energy prices is an unprecedented crisis and councils now face continuing increases in the demand for services just as the price of providing them is also escalating dramatically. This risks hampering the council's efforts to help level up communities and support residents through the cost-of-living crisis.
- 2.5 The LGA report called on the Government to ensure councils have the resources they need to meet these unprecedented costs and protect the services that are helping communities recover from the pandemic and residents cope through the cost-of-living crisis.
- 2.6 It further highlighted that only with adequate long term funding – to cover increased cost pressures and invest in local services – and the right powers, can councils deliver for our communities, tackle the climate emergency, and level up all parts of the country.

### **The London Picture**

- 2.7 The many recent warnings of financial pressure by authorities across the sector shows local government is undergoing a period of extreme financial stress. This is particularly acute in London with the growing homelessness crisis, and significant overspends caused by increases in demand and high-cost statutory services in adult and children's social care.

- 2.8 Nine in ten boroughs expect to overspend on budgets in 2023/24 by over £600m in total. Nearly a quarter forecast overspends of over £20m and savings of almost £2bn are required over the next four years to balance the books. Outer London boroughs – as the lowest funded per capita in the country – face particularly tough choices going forward.
- 2.9 To highlight the serious financial challenges currently facing London local government, London Councils, on behalf of all 32 London Boroughs and the City of London, made representations to the Government ahead of the Autumn Statement on 22 November 2023.
- 2.10 Their submission was set out in three sections:
- A. The first section set out the scale of the financial challenge facing London local government and the services facing the most acute financial pressure, namely: housing; adult social care; children’s services; and pressures driven by London’s higher level of asylum seekers and refugees;
  - B. The second section outlined the need to invest in London local government to protect the economy and deliver sustainable growth; and
  - C. The final section considered what the Government should do to reform local government funding to deliver more efficient and effective local public services in a tight fiscal environment.
- 2.11 Their submission highlighted that pressure on budgets in 2023-24 are worse than at any point since the height of austerity in 2016 with councils being much leaner and having less capacity to deal with the current period of sustained high inflation which is driving higher costs and more demand from residents struggling with the cost-of-living crisis.
- 2.12 In 2023/24, London boroughs’ overall resources remain around 18% lower than 2010-11 in real terms whilst over the same period, London’s population has grown by almost 800,000 increasing demand for services. London boroughs’ continue to see latent demand following the pandemic with persistent high inflation driving up prices for care.
- 2.13 New burdens and responsibilities that have been given to local government without requisite funding have also added to pressures including Council Tax Support schemes, underfunding for implementing the fair cost of care, and the shortfall in the costs of concessionary fares.
- 2.14 London Councils launched its key priorities for the Autumn Statement 2023, which included:
- An overall funding increase of at least 9% (in line with what was received in 2023/24).
  - Investment to reduce homelessness, including through uplifting the Local Housing Allowance and Homelessness Prevention Grant.
  - Reforms to the broken local government finance system, such as giving councils longer-term funding settlements and more devolved powers.
- 2.15 The full Representation made by London Councils can be found in the background papers to this report.

### **Autumn Statement**

- 2.16 The Chancellor of the Exchequer delivered the 2023 Autumn Statement on 22nd November 2023 and gave the usual updates on the state of public finances and the performance of the economy. The Chancellor organised his policies into five key areas:
1. reducing debt;
  2. cutting tax and rewarding hard work;

3. backing British business;
4. building domestic and sustainable energy; and
5. delivering world-class education.

### **Key Headlines:**

#### **2.17 Local Government Funding:**

- At the Autumn Statement, no new funding was announced for local government for 2024-25 for adult or children's social care or any general local government funding, beyond what was announced last year.
- However, on the 24 January 2024, the Secretary of State for DLUHC announced an additional £500m for social care authorities, aimed at children's social care and distributed through the social care grant. The Final Local Government Settlement announced on 5 Feb 2024 confirmed that Barnet's allocation was £3.016m and this has been built into the MTFS presented to Council.

#### **2.18 Housing and Homelessness:**

- Local Housing Allowance rates will be raised to a level covering 30% of local market rents;
- Additional funding of £120m in 2024/25 was announced for homelessness prevention. This allocation is UK-wide and no details of individual allocations were announced;
- The Local Authority Housing Fund is to be extended with a third round worth £450m to deliver new housing units and temporary accommodation for Afghan refugees;
- For the Housing Revenue Account, there is a rate extension of £5m to June 2025 of the Public Works Loan Board policy margin announced in Spring 2023;
- Plans to allow local authorities to be able to fully recover the cost of planning fees for major planning applications if decisions are made within certain timelines were announced but no specific details given; and
- Local Planning Authorities are to receive £32m to tackle planning backlogs, again no details were given.

#### **2.19 Impact on businesses:**

- The standard business rate multiplier will increase by September CPI (6.7%) and the small business rate multiplier will be frozen for a fourth consecutive year; and
- The 75% Retail, Hospitality and Leisure relief will be extended for 2024-25;

Local authorities will be fully compensated for the loss of income because of these two measures and will receive new burdens funding for administrative and IT costs.

#### **2.20 Local Government Pension Schemes (LGPS):**

- Reforms to the LGPS, including confirmation of guidance that will implement a 10% allocation ambition for investments in private equity, and establish a March 2025 deadline for the accelerated consolidation of LGPS assets into pools.

#### **2.21 National Living Wage and Benefits:**

- From April 2024, the National Living Wage will increase by 9.8% to £11.44 an hour and lower the age threshold from 23 to 21 years old; and
- The triple-lock for pensions will be "honoured in full" (an increase of 8.5%) and benefits will increase in line with the September CPI (6.7%).

2.22 The provisional 2024-25 Local Government Finance Settlement was published on 18 December 2023, following a written ministerial statement by the Secretary of State for Levelling Up, Housing and Communities (DLUHC). The final settlement was announced on 5th February 2024 and the impacts of the settlement have been factored into the MTFS.

2.23 The final settlement provided funding figures for 2024/25 only – the sixth single year funding settlement in a row since 2019/20. This means there are still uncertainties over funding for 2025/26 which hinder the council’s ability to plan effectively over the medium-term and strategically invest in services.

### 3 Medium Term Financial Strategy MTFS

3.1 The MTFS provides a way to plan resource allocation decisions by taking into account both current and future levels of resources. It allows adequate time to align wider organisational priorities with resource allocation decisions, and to test previous resource allocation decisions in the light of current financial performance.

3.2 In putting together the MTFS due regard has been given to the CIPFA Code of Financial Management (the ‘CIPFA FM Code’ published in 2019 and recommended for adoption by all councils from April 2021). This MTFS complies with the relevant sections of the FM code.

- 3.3 The organisational objectives in setting the MTFS are as follows:
- We will set a legal budget, balancing recurrent expenditure with estimated income within the medium term in order that the council has a sustainable financial position;
  - We will plan over a medium term of at least 3 years in order that the council is fully informed as to future scenarios and can prepare appropriate action;
  - A level of sustainable reserves will be maintained, this will be defined by the Section 151 officer during the budget setting process, considering prevailing risks and opportunities. For 2024, this has been identified as £15m for general fund balance and £40m for earmarked non-ringfenced revenue reserves;
  - We will seek to build resilience to economic shocks and insulate from the requirement for sudden cuts to vital services;
  - We will use reserves to invest in one-off investment or transformation requirements but not to the point of the organisation being in distress;
  - We will ensure we have sufficient funding for on-going transformation and long term changes;
  - We will provide a realistic amount of funding to support increasing demand, quickly addressing ongoing financial pressures with a permanent solution, reducing the instances where one off solutions are used;
  - We will achieve the best possible outcomes within the funding available;
  - We will ensure that budgets are aligned to Our Plan for Barnet and that we will actively disinvest where this is not the case;
  - We will understand the implications of growth and ensure that both the reward and the increased costs to services are recognised, and;
  - We will act lawfully and protect the integrity of regulations, ring fences and accounting rules.

3.4 The MTFS presented to Council for approval shows a balanced position for 2024/25 with no use of reserves.

MTFS Summary	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Resources vs. Expenditure	£m	£m	£m	£m	£m	£m

<b>Expenditure</b>	<b>428.592</b>	<b>460.386</b>	<b>492.311</b>	<b>521.876</b>	<b>551.714</b>	<b>581.845</b>
<b>Resources</b>	<b>(389.584)</b>	<b>(412.583)</b>	<b>(432.637)</b>	<b>(450.152)</b>	<b>(471.546)</b>	<b>(494.417)</b>
<b>Cumulative (Surplus)/Shortfall to Balanced Budget</b>	<b>39.008</b>	<b>47.803</b>	<b>59.674</b>	<b>71.724</b>	<b>80.168</b>	<b>87.428</b>
<b>In Year Budget Gap before Savings</b>	<b>39.008</b>	<b>8.795</b>	<b>13.530</b>	<b>22.742</b>	<b>24.192</b>	<b>23.885</b>
Efficiencies and Income Generation options Proposed	(39.008)	(7.136)	(2.838)	(6.995)	(7.566)	(6.200)
<b>(Surplus)/Shortfall to Balanced Budget</b>	<b>0.000</b>	<b>1.659</b>	<b>10.692</b>	<b>15.748</b>	<b>16.626</b>	<b>17.685</b>
Contribution to/(from) reserves	0.000	2.000	2.000	2.000	2.000	2.000
<b>(Surplus)/Shortfall after Reserves</b>	<b>0.000</b>	<b>3.659</b>	<b>12.692</b>	<b>17.748</b>	<b>18.626</b>	<b>19.685</b>

### **Key assumptions**

3.5 The key assumptions included in the MTFs are:

Item	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Business Rates Multiplier (CPI)	6.64%	3.00%	1.60%	1.60%	1.60%	1.60%
Council Tax Increase	2.98%	2.98%	2.98%	2.98%	2.98%	2.98%
Social Care Precept Increase	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Increase in CTax Base (No of Band D Equivalents)	2,755	3,272	3,341	3,411	3,483	3,556
Revenue Support Grant (£m)	8.657	8.831	9.007	9.187	9.371	9.559
Expenditure Inflation	4.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee Pay Award	4.00%	2.00%	2.00%	2.00%	2.00%	2.00%

### **Pressures**

3.6 As part of the budget setting process, council services were consulted on the pressures that they expect to either carry forward or to emerge over the MTFs period. These include on-going un-funded 2023/24 pressures. £40.590m pressures have been built into the MTFs for 2024/25 and £50.146m across the MTFs. Further details are included in Appendix D.

3.7 Since 31 March 2022 there has been a seismic shift in the macro-economic environment with high inflation and high interest rates. This is twinned with latent demand from Covid, increases in demand for social care and reductions in income on parking. This is further exacerbated by the 2023/24 in year overspend which was forecast to be £19m at Month 9.

3.8 There are a number of national and local factors driving this position:

- **Inflation:** When the 2023/24 budget was set, the Bank of England, Office for National Statistics and other forecasting organisations were estimating inflation to be around 5-6% in 2023. Based on this intelligence the council budgeted for non-pay inflation to be just under 8%. The average non-pay inflation across contracts (including fuel, electricity and social care contracts factoring London Living Wage) was just under 10%;
- **Interest rates:** while interest rates are slowly decreasing, the Bank of England base rate rose to 5.25% in August 2023, this means externalising internal borrowing at a time of decreasing cash reserves is expensive;
- **Contingency hotels:** Barnet has 5 hotels in the borough being used by the Home Office to house approx. 1,600 asylum seekers. The Home Office's change in procedure for discontinuation of asylum support for those who have received a decision – from 28 / 21 days to 7 days and pursuing hotel maximisation through room sharing, means that more people on receiving their right to remain could become eligible for housing within the borough. Good quality, housing at Local Housing Allowance (LHA) rate is in low supply and therefore increases costs for the council. Also

the Housing Benefit Subsidy is only claimable for temporary accommodation at 90% and landlords are charging rates over LHA rates;

- Changes to tax benefits for landlords: The Government's changes to tax benefits to landlords and increasing mortgage rates has seen a number of them exit the market further reducing the supply of housing available;
- Adult social care: assumptions were made around the increase in demand and actuals have exceeded this.
  - Discharges from hospitals – Since 2019 and the implementation of the national discharge to assess model, Barnet has consistently had a discharge rate a third higher than the London average, and currently has the 2<sup>nd</sup> highest number of individuals being discharged from hospital in London. 80% of all reablement and 60% of homecare is impacted by hospital discharge;
- Independent Fostering Agencies (IFA): more IFA placements are needed for sibling groups and children with more complex behaviours. Delays within the court system have meant existing placements have had to be extended, compounding the issue;
- Increase in solo provision placements: while exceptional in nature, these placements - for the safety of the child and / or others – are very high. Placements for six young person this year have resulted in an overspend of about £1.7m;
- Special Parking Account: changes in parking and travel behaviours associated with cost of living crisis and increased prevalence of working from home has resulted in reduced parking income. This year the deficit is estimated to be £3m, this is on top of funded deficits in the previous two years of similar amounts.

3.9 In addition to identified pressures, the MTFs allows for unforeseen pressures totalling £65.444m across the MTFs bringing the total non-inflationary pressures allowance to £115.590m.

Department	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	495	0	0	0	0	0	495
Children and Family Services	7,427	639	869	0	0	0	8,935
Communities, Adults and Health	22,423	87	0	0	0	0	22,509
Customer & Place	5,867	2,503	3,192	659	412	69	12,702
Public Health	600	0	0	0	0	0	600
Strategy & Resources	3,778	420	438	240	29	0	4,905
<b>Sub-total</b>	<b>40,590</b>	<b>3,649</b>	<b>4,499</b>	<b>899</b>	<b>441</b>	<b>69</b>	<b>50,146</b>
Additional pressures	0	11,351	10,501	14,101	14,559	14,931	65,444
<b>TOTAL</b>	<b>40,590</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>115,590</b>

3.10 Allocations of the additional £65.444m provided for 2025-2030 will be assessed in future years dependant of service pressures and risks but indicative allocations are shown below:

Indicative allocations	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Children and Family Services	1,361	1,131	2,000	2,000	2,000	8,492
Communities, Adults and Health	8,000	8,000	10,000	10,000	10,000	46,000
Customer & Place (Temporary Accommodation)	1,000	1,000	1,000	1,000	1,000	5,000
Other Pressures	990	370	1,101	1,559	1,932	5,952
<b>TOTAL</b>	<b>11,351</b>	<b>10,501</b>	<b>14,101</b>	<b>14,559</b>	<b>14,931</b>	<b>65,444</b>

## Savings & income generation

3.11 To address the budget gap 2024-30, services have identified £39.008m savings in 2024/25 and £69.743m across the MTFs. Further details are given in Appendix E.

Department	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	(577)	(50)	(50)	0	0	0	(677)
Children and Family Services	(3,416)	(453)	(835)	(725)	(725)	(725)	(6,879)
Communities, Adults and Health	(11,030)	(630)	(3,000)	(3,000)	(3,000)	(3,000)	(23,660)
Customer & Place	(10,397)	(4,752)	(4,934)	(3,250)	(3,822)	(2,459)	(29,614)
Public Health	(54)	(20)	(20)	(20)	(20)	(15)	(149)
Strategy & Resources	(7,535)	(830)	6,400	0	0	0	(1,965)
Cross-Council	(6,000)	(400)	(400)	0	0	0	(6,800)
<b>Sub-total</b>	<b>(39,008)</b>	<b>(7,136)</b>	<b>(2,838)</b>	<b>(6,995)</b>	<b>(7,566)</b>	<b>(6,200)</b>	<b>(69,743)</b>

3.12 A summary of savings by type is shown below:

Saving Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Cashable efficiency	(22,197)	(7,347)	(1,046)	(6,274)	(6,021)	(5,986)	(48,871)
Cost avoidance	(1,263)	(364)	(492)	(150)	0	0	(2,269)
Income generation	(4,560)	(2,276)	(1,100)	(300)	(1,321)	(199)	(9,756)
Other external funding	(5,756)	2,852	(201)	(271)	(224)	(15)	(3,614)
Other external funding (CIL)	(5,233)	0	0	0	0	0	(5,233)
<b>TOTAL</b>	<b>(39,008)</b>	<b>(7,135)</b>	<b>(2,838)</b>	<b>(6,994)</b>	<b>(7,566)</b>	<b>(6,200)</b>	<b>(69,743)</b>

### **Council Tax**

3.13 The Council has the largest (billable) tax base in London, consistent with having the second highest population of any London borough.

3.14 The budget for the overall level of council tax receipts is based on the expected number of bills raised and the amount of the charge. The number of bills raised is the assessed level of the council tax 'base'. Assessment of the council tax base has regard for:

- The total number of dwellings created from one year to the next;
- The number of dwellings which may be subject to council tax support; and
- The overall rate of collection (currently 98% over 4 years).

3.15 Taking those factors into account the historic tax base growth has been 1-2% per year. The budget for the current year (2023/24) assumed growth of 1.50%, with 1.80% assumed for 2024/25. This position is kept under review during the year and current results indicate that these forecasts will be achieved.

3.16 The council has the flexibility to raise council tax by up to 2.99% before a referendum and apply a social care precept of up to 2.00% to fund pressures in adult social care. The MTFs assumes a 2.98% general increase and a 2.00% increase in Social Care precept.

3.17 Calculating the Council Tax base is an important step towards setting the basic amount of Council Tax. The detailed Council Tax base schedule is included in Appendix C. The Chief Finance Officer, under delegated powers, has determined the 2024/25 Council Tax base to be 155,829 (Band D equivalents), the calculations are show in the following table:



	2023/24	2024/25
<b>Band D Equivalents</b>	<b>Band D Equivalents</b>	<b>Band D Equivalents</b>
<b>Total Properties</b>	<b>182,427</b>	<b>184,280</b>
Exemptions, disabled relief, discounts and premiums	(16,294)	(17,101)
Ministry of Defence Contributions	4	4
Council Tax Support Scheme Discount	(14,457)	(14,154)
<b>Adjustments (projections):</b>		
New properties	4,635	6,072
Exemptions (Students)	(119)	(91)
Non-collection @ 2.0%	(3,124)	(3,180)
<b>Total Council Tax Base and Yield (£)</b>	<b>153,073</b>	<b>155,829</b>

3.18 The provisional Greater London Authority (GLA) precept is £73,457,578 making the total estimated demand on the Collection Fund and Council Tax requirement £302,812,960.

<b>Council Tax Requirement Summary</b>	2023/24 Original	2023/24 Current	2024/25 Original
<b>Total Service Expenditure</b>	<b>369,686,186</b>	<b>368,823,189</b>	<b>389,219,236</b>
Contribution to / (from) Specific Reserves	0	0	0
<b>Net Expenditure</b>	<b>369,686,186</b>	<b>368,823,189</b>	<b>389,219,236</b>
Other Grants	(66,204,554)	(65,341,555)	(73,314,330)
<b>Budget Requirement</b>	<b>303,481,632</b>	<b>303,481,632</b>	<b>315,904,906</b>
Business Rates Retention	(57,278,212)	(57,278,212)	(52,850,593)
Business rates top-up	(22,132,016)	(22,132,016)	(22,513,759)
Business Rates & authority pool income	(1,700,000)	(1,700,000)	(2,028,000)
<b>Business Rates Income</b>	<b>(81,110,228)</b>	<b>(81,110,228)</b>	<b>(77,392,352)</b>
RSG	(7,758,994)	(7,758,994)	(8,657,442)
<b>Barnet's Element of Council Tax Requirement</b>	<b>214,612,410</b>	<b>214,612,410</b>	<b>229,855,382</b>
Greater London Authority – Precept	66,455,212	66,455,212	73,457,578
<b>Total Council Tax Requirement</b>	<b>281,067,622</b>	<b>281,067,622</b>	<b>303,312,960</b>

Barnet's Council Tax Requirement	£229,855,382
Greater London Authority	73,457,578
<b>Total Requirement for Council Tax</b>	<b>£303,312,960</b>

3.19 Should the proposed 2.98% increase in general council tax and the 2.00% increase in Social Care Precept be applied, the Council Tax for Barnet each category of dwelling will be:

<b>Council Tax Band</b>	<b>Barnet (£)</b>	<b>GLA (£)</b>	<b>Total (£)</b>
A	981.22	314.27	1,295.49
B	1,144.77	366.64	1,511.41
C	1,308.30	419.02	1,727.32
D	1,471.84	471.40	1,943.24
E	1,798.91	576.16	2,375.07
F	2,125.99	680.91	2,806.90
G	2,453.06	785.67	3,238.73

H	2,943.68	942.80	3,886.48
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3.20 Components of the Band D Council Tax rate are shown below:

<b>Components of Band D Council Tax Rate (£)</b>	<b>2023/24</b>	<b>2024/25</b>
Mayor's Office for Policing and Crime	292.13	305.13
London Fire & Emergency Planning Authority and Mayor, Administration, Transport for London, Olympic Games and Boroughs' Collection Fund balances.	142.01	166.27
<b>GLA Precept</b>	<b>434.14</b>	<b>471.40</b>
<b>London Borough of Barnet</b>	<b>1,402.02</b>	<b>1,471.84</b>
<b>Total Council Tax Rate (£) Band D Equivalent</b>	<b>1,836.16</b>	<b>1,943.24</b>

### **Council Tax Premium**

3.21 The Levelling-up and Regeneration Act 2023 has amended the Local Government Finance Act 1992 by amending section 11B and introducing section 11C.

3.22 Section 11B has been amended by reducing the period a council tax dwelling has to be unoccupied and substantially unfurnished from 2 years to 1 for a 100% premium to be charged. This means that from 1st April 2024 the 100% premium on these unoccupied dwellings will commence 1 year after they first became unoccupied and substantially unfurnished. It does not matter whether the unoccupied period starts prior to the 1st of April 2024, the 1 year clock will commence from the date it was unoccupied and substantially unfurnished. Barnet already apply this premium from the 2 year period so the change to 1 year requires no formal decision from council.

3.23 Section 11C has been introduced for dwellings where there is no resident, and the dwelling is substantially furnished. This addition to the 1992 Act requires billing authorities to have decided to apply this premium at least one year before the beginning of the financial year to which it relates. A recommendation will go to Full Council this financial year for a determination to be made to apply this premium with effect from 1st of April 2025. The charging of a premium will be in line with any regulations made by the Secretary of State relating to classes of dwelling where the premium may not apply. The final scheme will be referred to Full Council for approval once the regulations are published.

3.24 The MTFs assumes an additional £0.5m Council Tax income will be generated for 24/25 as a result of the change in Section 11B detailed above.

### **Council Tax Support Scheme**

3.25 A review of the Barnet Council Tax Support Scheme was undertaken and the recommendation to Council is to continue the current scheme into 2024/25. The cost of this is included within the council tax setting process.

### **Business Rate Pooling**

3.26 The provisional LGFS approved the 8-authority London pool with City of London (as lead authority) and seven other London authorities, including Barnet. The group will act as a pool for 2024/25 only, in order that the levy that City of London and Tower Hamlets would normally pay to central Government can be retained.

3.27 The group of authorities have come together based on their geography (a condition of the pool is that they are neighbouring), the size of their business rates base and the low level of risk they would bring to the pool.

3.28 As with all business rates pool there is a risk that the pool could make a loss. However, this pool has been designed to be low risk. The basis of the distribution of the retained business rates are still being discussed but if successful, Barnet could seek to benefit from a one-off payment of £2.028m in 2024/25. The MTFs assumes that this benefit will be realised in 2024/25.

### **Community Infrastructure Levy (CIL) Funding**

3.29 Under the regulations, a charging authority must apply borough CIL to funding [the provision, improvement, replacement, operation, or maintenance of] infrastructure to support the development of its area. "Infrastructure" includes—

- a) roads and other transport facilities,
- b) flood defences,
- c) schools and other educational facilities,
- d) medical facilities,
- e) sporting and recreational facilities,
- f) open spaces.

3.30 Different rules apply to neighbourhood CIL.

3.31 The MTFs proposals assume £7.533m of eligible revenue funding will be paid for from CIL contributions thereby freeing up the equivalent amount of revenue to help balance the budget and deliver services.

3.32 CIL funding has been allocated to expenditure that meets the requirement for CIL and has been allocated to ensure that there is sufficient CIL remaining over the MTFs period to meet existing commitments and Capital expenditure that is expected to be funded from CIL. There is the risk that CIL receipts for future years will fall short of those anticipated in the modelling but this will be reviewed as part of future years' MTFs.

### **Balancing the MTFs: 24/25 onwards**

3.33 The table below shows the budget gap, while 2024/25 is balanced, there is still a gap in future years:

MTFS budget gap	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
	£'000	£'000	£'000	£'000	£'000	£'000
Cumulative Savings requirement	39.008	47.803	59.674	71.724	80.168	87.428
<i>In year Savings requirement</i>	39.008	8.795	13.530	22.742	24.192	23.885
Savings & income generation proposed	(39.008)	(7.136)	(2.838)	(6.995)	(7.566)	(6.200)
<b>Remaining budget gap</b>	<b>0.000</b>	<b>1.659</b>	<b>10.692</b>	<b>15.748</b>	<b>16.626</b>	<b>17.685</b>
Contribution to/(from) reserves	0.000	2.000	2.000	2.000	2.000	2.000
<b>(Surplus)/Shortfall after Reserves</b>	<b>0.000</b>	<b>3.659</b>	<b>12.692</b>	<b>17.748</b>	<b>18.626</b>	<b>19.685</b>

3.34 Given the uncertain future funding position for Local Government, the refreshed MTFs shown in section 3.4 makes indicative estimates of what funding could look like over the MTFs period. The main assumptions are:

- The flexibility to raise council tax by up to 3.00% will remain. The MTFs assumes general council tax increases of 2.98% each year from 2024/25 onwards;
- The flexibility to raise the Adult Social Care precept by 2.00% will remain. The MTFs assumes Adult Social Care increases of 2.00% each year from 2023/24 onwards;
- New Homes Bonus (NHB) no longer exists;
- Grant funding amounts specified in the Dec 22 LGFS, are assumed to remain unchanged; and

- For 25/26 onwards, the Revenue Support Grant, ASC Market Sustainability & Improvement Fund, Better Care Fund & Social Care Grant all increase by 2% p.a. All other Government grants will remain the same.

3.35 The future gap is challenging, particularly as there is uncertainty around funding reforms and how this will impact local government finances. Officers have begun to look at the MTFS process and options to balance future years. A review of proposals and future plans will be brought to Cabinet in the new financial year.

3.36 It is also important we have a long term plan to balance the whole medium term financial strategy as well as balance the 2024/25 position. There are a number of programmes and initiatives that will contribute to this, the most significant being:

- **Adults transformation** – demand for social care has been increasing significantly over recent years, driven particularly by discharges from hospital as well as significant increases in the number of supported living placements we provide for younger adults. There is a saving of £3m per annum from 2026 onwards which is predicated on reducing the pressure in the budget for adult social care, which is currently budgeted at £10m per annum. This will involve reducing the costs of placements as well as increasing the numbers of older people and younger adults supported to live independently.
- **Digital transformation** – a saving of £3m in 2024/25 and £2m per annum after 2025 associated with increasing income and reducing costs as a result of better use of technology.
- **Asset utilisation, housing and development** – a programme of work to release surplus land and assets for development will target increasing income for future years.
- **Children’s placements** – a saving of £725k per annum is included in the MTFS associated with developing more in house fostering, semi-independent living and external placements to reduce the significantly increased costs associated with delivering these services in the current market.
- **Reviewing staffing and internal functions** – further work will take place throughout 2024 to identify opportunities to reduce costs or de-prioritise and re-focus our internal spend.

3.37 The transformation team will work with Members and services to provide capacity and support to ensure these initiatives are delivered. Savings associated with these programmes are already embedded into the MTFS and reduce future budget gaps significantly. However, there remains a gap for future years (as shown below) and any additional savings or income from these programmes will ensure services and priorities can be protected into the future.

3.38 In developing the MTFS for future years, there are a range of service specific issues and risks that have been considered including:

#### Adults and Health

3.39 There remain significant levels of uncertainty regarding future levels of demand across all settings for adult social care with upward increase in activity and costs associated with homecare, supported living and nursing care. Overall activity and costs will continue to be monitored through the coming years, and these budget proposals are based on a reasonable assessment of likely levels of demand and costs.

3.40 2023/24 discharges from hospital are on track to exceed 2022/23 levels where statistics show that Barnet is now the 2nd highest in London (887/100k, London average: 687/100k). There are increasing numbers of people with learning disabilities being supported by adult social care, the majority of whom enter adult social care from Family Services and who have complex needs. Barnet now supports the

highest number of people with learning disabilities of any London borough. These demand drivers are expected to continue to increase resulting in pressures on social care and staffing budgets.

- 3.41 Scarcity of care provider capacity, especially for those with complex needs, is also a driver for increased market rates. Care providers have also faced significant inflationary pressures due to the economic conditions and increased staffing costs due to increases in the national living wage. This is expected to continue into 2024/25, where as well as wider inflation, the national living wage will increase by 10% in April 2024, and hence providers are expected to face significant increases in operating costs. The service is working closely with the market and other north London councils to mitigate this impact.
- 3.42 The service is attempting to mitigate any further rises in costs by:
- Reviewing large packages of care that may be eligible for NHS funding.
  - Robust negotiation with providers on rates
  - Optimal use of the enablement offer
  - Increased prevention services at the first point of entry to social care
  - Higher levels of authorisation for all new and amended care & support plans, including post-discharge (from hospital) packages of care.
- 3.43 Communities, Adults and Health has continued to review and identify opportunities to support the delivery of a sustainable MTFs. Appendix E, proposals 'Adult Social Care 30, 31 and 32' are three opportunities recently identified following benchmarking of our fees and charges for Adult Social Care against that of other councils. The three proposals relate to: Reviewing options for the introduction of charging for assistive technology; Reviewing options to introduce an annual fee of £375 for acting as an appointee, to bring us into line with charges for deputyship; and reviewing charges for respite care. Our charge rates are currently lower than many other local authorities. Where a proposal requires a change to existing policies, consultation will be undertaken ahead of any introduction of charges. A separate report will be brought back to Cabinet once proposals have been developed further.

#### Customer and Place

- 3.44 Key areas of uncertainty include general fund housing services, particularly Temporary Accommodation and anticipated levels of demand as the impact on households experiencing financial constraints becomes clearer. These budget proposals include provision for future demand increases and resources to support families and households as necessary.
- 3.45 The macro-economic environment is to remain challenging for businesses and personal households as inflation risks continue. Increases in energy and utilities costs may cause Temporary Accommodation (TA) demand to rise if more households are evicted due to inability to pay rents and mortgages.
- 3.46 Across London, market forces are applying upwards pressure to the costs of TA making it more difficult for the council to secure affordable, good quality housing. This includes the availability of properties in the private rented sector and the increasing cost of nightly-paid, short term TA.

#### Children's and Family Services

- 3.47 Placement budgets continue to be under pressure as the number of children and young persons with complex mental health needs and complex behavioural needs requiring solo provision and Deprivation of Liberty has increased.

3.48 There continues to be pressure in education services arising from demand for services for pupils with special educational needs and disabilities (SEND) and increasing numbers with education and health care plans (EHCP).

#### Strategy & Resources

3.49 In the Revenues & Benefits service there is risk around the potential shortfall of Housing Benefit Subsidy relating to temporary and short-term accommodation. The subsidy paid by DWP is capped at 90% of Local Housing Allowance rates and does not cover the full costs of placing residents in temporary and short-term accommodation.

3.50 There is also risk around capital financing arising from increased costs of borrowing. A review of the capital programme has been undertaken and the output of this has been fed into the Capital Programme as set out in this report.

#### Sustainability and Climate Change

3.51 We recognise that the council faces pressures on both revenue and capital budgets around achieving its sustainability targets of being a net zero council by 2030 and a net zero borough by 2042. To address this, the MTFS has been extended out to 2030 to ensure that it aligns with the council's sustainability strategy and the resources required to deliver it. Expected pressures include decarbonising, adapting and retrofitting council properties.

#### Fees and Charges

3.52 Revised fees and charges will be effective from January 2024. Cabinet in September 2023 delegated the approval of the executive side fees and charges to the Cabinet Member for Resources & Effective Council once they had been subject to consultation and EQIA. These have now been approved and the revised fees and charges are attached at Appendix F for information.

#### Reserves

3.53 The council holds reserves to deal with future pressures where the value or the timing of the pressure is uncertain, or where the funding can only be spent on specific objectives (e.g., grant funding). Reserves are divided into 'ringfenced' reserves, where the spending objective is known with some clarity, and 'committed' reserves, intended to mitigate the impact of wholly unforeseeable costs. The levels of reserves are set out under Section 25 of the Local Government Act and prudent levels are determined by the Chief Finance Officer (CFO). Ringfenced reserves are usually held by specific services, while committed reserves are held corporately. The council's reserves and balance policy is attached at Appendix L.

3.54 The use of reserves is not intended to replace savings or income generation opportunities as part of the MTFS. Reserves can only be used once and then they are gone. Any use of reserves to replace savings or income generation opportunities is a delaying action, storing up pressures into future years. This could be part of investing in transformational service delivery and is the ultimate last resort during budget setting when a gap cannot be bridged despite best efforts.

3.55 At the end of 2022/23, the council's earmarked reserves were £126.7m. Of this:

- £17m are forecast to be drawn down in 2023/24. This is before any draw down to cover any 2023/24 overspend; at Month 9, there is a forecast overspend of £19.8m. Any overspend at the end of the year that has not been reduced by mitigating actions will need to be drawn down from reserves.
- £24m are CIL reserves to finance new infrastructure;

- £33m relate to grants that have to be used for the purpose stated otherwise they could be clawed back; and
- £52m while earmarked, could all be re-purposed.

3.56 The table below includes a drawdown from the Financial Resilience reserve to fund the current forecast outturn position for 2023/24 and other known or expected plans in order to create a forecast of the council's reserves position over the MTFS period. This table assumes that the funding deficits in future years of the MTFS are resolved and that there is no call on reserves through an unbalanced budget or overspend in each of the years.

3.57 The proposed MTFS includes no reserves funding in 2024/25 towards getting to a balanced budget but includes a £2m contribution to reserves from 2025/26 onwards in order to build up financial resilience.

	Balance at 31 March 2023	Mar-24	Mar-25	Mar-26	Mar-27	Mar-28	Mar-29	Mar-30
	£000	£000	£000	£000	£000	£000	£000	£000
Capital - Community Infrastructure Levy	24,699	30,135	23,135	16,135	16,135	16,135	16,135	16,135
Revenue implications of capital	3,569	0	0	0	0	0	0	0
<b>Total Capital Reserves</b>	<b>28,268</b>	<b>30,135</b>	<b>23,135</b>	<b>16,135</b>	<b>16,135</b>	<b>16,135</b>	<b>16,135</b>	<b>16,135</b>
Public Health	1,603	883	883	683	483	483	483	283
Dedicated Schools Grant	9,711	8,618	7,118	5,618	4,118	2,618	1,118	1,118
Special Parking Account	1,311	1,311	0	0	0	0	0	0
Earmarked Revenue Grants	5,503	4,038	4,038	4,038	4,038	4,038	4,038	4,038
Brent Cross Designated Area S31	13,449	6,000	6,000	0	0	0	0	0
Insurance	2,768	1,668	1,668	1,668	1,668	1,668	1,668	1,668
Council tax and NNDR smoothing	2,822	0	0	0	0	0	0	0
<b>Total Ringfenced Reserves</b>	<b>37,167</b>	<b>22,518</b>	<b>19,707</b>	<b>12,007</b>	<b>10,307</b>	<b>8,807</b>	<b>7,307</b>	<b>7,107</b>
Local Welfare Provision	4,084	4,404	2,404	0	0	0	0	0
Service Specific Revenue Reserves	14,737	14,957	13,457	11,957	10,457	10,457	10,457	8,957
Climate change	1,543	727	227	0	0	0	0	0
Transformation Reserve	6,177	9,160	3,860	2,860	1,860	860	0	0
Residents Support Fund	2,369	1,579	579	0	0	0	0	0
Financial Resilience Reserve	32,356	15,617*	17,617	19,617	21,617	23,617	25,617	27,617
<b>Total Committed Reserves</b>	<b>61,266</b>	<b>46,444</b>	<b>38,144</b>	<b>34,434</b>	<b>33,934</b>	<b>34,934</b>	<b>36,074</b>	<b>36,574</b>
<b>Total Earmarked Reserves</b>	<b>126,701</b>	<b>99,097</b>	<b>80,986</b>	<b>62,576</b>	<b>60,376</b>	<b>59,876</b>	<b>59,516</b>	<b>59,816</b>

\*includes a drawdown of £19.763m to fund the M9 forecast overspend position for 2023/24

3.58 In terms of financial sustainability, the Committed Reserves is the key measure. This is due to reduce over the MTFS with 2025/26 being the year in which the council is expected to no longer be able to maintain the £40m minimum balance that the Chief Financial Officer has assessed that the level of non-ringfenced revenue reserves should not fall below. This is set out in the Reserves and Balances policy at Appendix L.

3.59 The council maintains general balances of £15m and is not anticipating going below that over the MTFS.

3.60 Although several of the reserves appear to maintain a steady balance (e.g. Capital – CIL and Service Specific Revenue Reserves) there will be movements in and out throughout the year. The assumption is that income will offset expenditure in each year.

## 4 Transformation

- 4.1 Members have previously authorised the establishment of a Transformation Reserve. The forecast Transformation Reserve as at 1st April 2024 is £9.160m as shown by the table below.

Reserves use	Reserve at start of 2023/24	In year Expenditure	Reserve movements	Reserve c/fwd to 2024/25
	£m	£m	£m	£m
Transformation Reserve	6.177	(3.017)	6.000	9.160

- 4.2 The purpose of the Reserve is to provide one-off funding to facilitate the implementation of council priorities, as set out in Our Plan for Barnet. The primary focus of this funding is now on supporting the delivery of budget savings and reducing the impact of budget pressures, through an “invest to save” approach. The proposed use of the Transformation Reserve for 24/25 is outlined in the table below:

Description	2024/25
	£m
<b>Pay</b>	<b>0.950</b>
<b>Non-Pay</b>	<b>1.000</b>
<b>Themed Spend:</b>	-
<i>Financially Responsible - Adults MTFS Programme</i>	1.343
<i>Financially Responsible - Healthy Child Programme</i>	0.455
<i>Financially Responsible – Children and Family Services MTFS Programme</i>	0.700
<i>Financially Responsible – Highways Service Improvement</i>	0.120
<i>To be allocated - theme spend</i>	0.732
<b>Subtotal: Theme Spend</b>	<b>3.350</b>
<b>Total Transformation Programme</b>	<b>5.300</b>

- 4.3 The approval of individual spending decisions is subject to the standard scheme of financial delegation – in this case the relevant Chief Officer is the Transformation Director and the relevant Cabinet Member is the Leader. However, in view of the cross-cutting nature of the programme, these delegations will in practice be exercised through ongoing consultation with other Chief Officers and Cabinet.

## 5 S25 Statement: View of Section 151 Officer

### Robustness of the budget and assurance from Chief Finance Officer

- 5.1 In order to comply with Section 25(1) of the Local Government Act 2003, the Section 151 Officer (the Executive Director of Strategy and Resources) is required to report on the robustness of the estimates made for the purposes of the budget calculations and the adequacy of the proposed reserves. Section 25(2) of the same Act requires the authority to have regard to this report of the Section 151 officer when making decisions about the budget and the level of council tax.
- 5.2 Developing the budget estimates for a given financial year is an ongoing, iterative process within the medium-term financial planning cycle. This is a council-wide process involving all spending departments whereby estimates are worked up, challenged, and refined as further information becomes available. It considers the most recently available budget monitoring information and the latest assumptions for the forthcoming financial year. In particular, the proposed savings have been reviewed and signed off as deliverable by key stakeholders across the organisation. The thoroughness of this process is a source of assurance in determining that overall estimates in the budget are robust and that financial reserves,



whilst needing to be significantly strengthened over the medium term, are adequate for the 2024/25 budget.

- 5.3 The 2024/25 budget report and MTF5 has been compiled against a backdrop of continued and significant macro-economic uncertainty with the national cost-of-living crisis continuing to severely impact residents and the council. High inflation has remained for a period beyond initial government forecasts. This has impacted pay inflation, major contract inflation costs and other costs of service provision. Alongside this has been an unprecedented level of service demand in key services such as social care and homelessness. Further, there have been significant challenges in income budgets partly due to the sustained economic downturn, with parking income particularly badly impacted in the 2023/24 in-year financial position. The latest (Q3) forecast is a £19.8m general fund overspend in 2023/24. This will impact the council's budget in 2024/25 and over the medium term. In addition, any residual overspend at the end of 2023/24 will be a drain on the council's earmarked reserves.
- 5.4 The Council has undertaken a robust process to produce its MTF5 in order to address the changing budget pressures and the risks mentioned above (as far as possible). The Council's Management Team and Cabinet have considered regular budget updates, including analysis of on-going service and demand pressures. Additionally, Cabinet receive regularly refreshed Business Planning reports.
- 5.5 While the Council Management Team and Cabinet meet to ensure the over-arching issues are robustly considered, a full schedule of meetings are arranged at various levels within the council to ensure that the MTF5 process and savings proposals are understood.
- 5.6 An overview of the process and progress to date is presented to Overview and Scrutiny (O&S) Committee and any recommendations from O&S are fed through the MTF5 process. In addition, in-year monitoring reports are presented to O&S Committee for challenge and scrutiny.
- 5.7 These processes are necessary to ensure all budget proposals are:
- aligned to Our Plan for Barnet;
  - fully evaluated for any legal, HR equality and procurement issues;
  - assessed thoroughly to determine if stakeholder consultations are needed and if so to ensure these are completed in time; and
  - appropriately challenged to ensure they are feasible.
- 5.8 Following the Autumn Statement and settlement, with expected real-terms funding cuts (and potentially cash cuts) for unprotected departmental spending, including most of local government there is real uncertainty for the sector over its medium term financial sustainability. Added to this are potential government funding reforms (including 'fair funding' and a business rates reset) on the horizon that could have a significant, negative impact on funding levels in the next Spending Review period (commencing 2025/26). All of this means that additional government funding in the short term is highly unlikely to be a route to restoring the council to a sustainable financial footing and therefore multiple strands of action are required as set out in this report (i.e. focus on prevention, digital transformation and working in partnership with residents, voluntary sector, other councils and Government).

### **Robustness of Balances and Reserves**

- 5.9 The forecast of the level of earmarked reserves to the end of the current MTF5 period (2030) is detailed in section 3.57. Although there is a risk that the level of non-ringfenced revenue reserves may fall below £40m during the MTF5 period, the Section 151 Officer considers the current level of reserves sufficient to manage financial sustainability and will be actively working to replenish some of the previous years' drawdowns. The proposed MTF5 includes a contribution to reserves of £2m from

2025/26 onwards in order to build up financial resilience thereby increasing the gap to 2029/30 to £19.685m.

## **Risks:**

### **General Fund:**

5.10 For 2023/24, the council is forecasting a significant overspend against its revenue budget. As far as possible, officers have taken actions to mitigate the 2023/24 forecast overspend and the possible impact of this pressure going into 2024/25.

5.11 The council's service related risks include:

- **Adults Social Care:** Demand has grown in adult social care following the pandemic, wider pressures on the NHS and an increase in complexity of need. Key risks relate to growing numbers of people with complex learning disabilities, high demand from hospital discharge, and inflationary pressures for providers outstripping the funding available. The council reviews its minimum sustainable price for residential and nursing care and uplift offers for other types of care each year, but there is a growing risk nationally of providers exiting the local authority market.
- **Children's social care:** costs are higher due to a dysfunctional market, as confirmed by the Competitions and Market Agency. Demand of specialist provision like solo provision is also higher than before the pandemic because of the impact of lockdown, child welfare and mental health. Growing complexity of needs and a lack of sufficient capacity in the London market is also driving higher costs.
- **Housing services:** Demand for TA continues to rise with the uncertainty around the impact of increases in energy costs and rising rents.

5.12 Other revenue related risks include:

- General operational risks relating to service delivery;
- Changes in legislation;
- Risk of non-delivery of savings;
- Future funding uncertainty;
- Interest rate risk;
- Inflation is a clear risk and the council will continue to review the latest data, both overall and in different sectors (e.g. construction materials).
- Unfunded operational pressures on waste collection based on borough growth;
- Housing Support Fund has been announced to cease in 2023/24 and there is a risk that while this funding will cease, the demand doesn't;
- One off pressures which are intended to be funded from reserves in 2024/25 that will have an adverse impact on reserves:
  - Car parking income until it recovers (from the Special Parking Account Reserve);
  - Your Choice Barnet operational deficit (from general reserves);
  - Sexual Health Services increasing contract cost and Agenda for Change (from the Public Health Reserve); and
  - Substance misuse service increase in Tier 4 treatment (from the Public Health Reserve).

5.13 Taking account of all of the above considerations, the S151 Officer is of the view that the proposed 2024/25 budget is robust and can be managed within the council's existing resources.

5.14 Council should note that limited assurance can be given regarding the council's medium term financial position until the Government has set out the future of Local Government funding. Until this funding is confirmed the S151 Officer cannot confirm that any medium term financial strategy is robust and

achievable. Despite the funding uncertainty, the S151 Officer can confirm that the council is taking all measures to ensure its future financial sustainability is viable by investing in housing and digital transformation, reducing costs in demand led services like social care and homelessness and working alongside neighbouring boroughs and London Councils to ensure best practice is being adopted.

5.15 Risks related to pensions and treasury are specifically addressed and discussed separately in the Treasury Management Strategy Statement.

#### **Housing Revenue Account:**

5.16 The current inflation and interest rate environment is putting chronic pressure on HRA's across London and there is diminishing ability for HRAs to self-fund (through rental income) sustainably into the future. The current outlook would indicate this may be the situation with the HRA and thus it will likely require General Fund support in 2/3 years.

5.17 Balancing the HRA budget has become more challenging due to the turbulent macro-economic environment, changing legislative requirements, government restrictions on the council's ability to increase rents, and the growing demand for increasingly costly services.

5.18 Significant on-going financial and operational challenges include:

- Increased cost of repairs/ major repairs due to the inflationary cost of labour/ materials significantly above CPI
- The current high interest rate environment affecting affordability of capital investment and development programmes, as well as meeting our statutory duties – e.g. Damp and Mould, Fire Safety, building safety regulations on Regeneration sites.
- Increasing cost of utilities rising above prior assumptions, meaning higher subsidy by the council for some households
- Increasing damp and mould costs, beyond the significant originally estimated investment the council has previously committed to.
- Potential cap on rents. For 2023/24, Central Government applied a 7% cap on rent, which was significantly lower than the increased cost of repairs. Central Government has not yet notified local authorities of a cap for 2024/25.

5.19 The council and The Barnet Group are working through mitigations to ensure the viability of the HRA through the 30-year Business Plan period:

- Looking at internal operations, a review of the management fee process
- Networking with neighbouring boroughs and London Councils to identify best practice and opportunities across the sector.

#### **Dedicated Schools Grant (DSG):**

5.20 Schools across the country are facing significant challenges in balancing their budgets and some of the key factors contributing to this are:

- Rising staff costs;
- Increasing energy bills and building maintenance costs;
- Increase in the number of pupils with SEND; and
- Fall in pupil numbers.

5.21 As a result, more and more schools are using their reserves to stay afloat and, where there is no such cushion, are going into deficit. The council supports LA maintained schools facing financial difficulties by providing challenge and scrutiny on proposed recovery plans should a school be unable to set a balanced

budget, and by agreeing cash advances for schools that have cash flow difficulties, subject to agreement on a recovery plan.

5.22 The DSG reserve brought forward balance into 2023/24 was £9.711m. The Schools’ Forum has agreed to use up to £1m of reserves to fund the Hong Kong & Afghanistan Refugees and Asylum Seekers from one of the five dedicated hotels, joining our schools in Barnet. A further £1m is earmarked for therapies (High Needs) and £1.129m of Early Years is confirmed and subject to DfE clawback due to a smaller number of children at Early Years.

5.23 This has resulted in a forecast DSG reserve carry forward of £8.618m as shown below:

	B/Fwd	Use of Reserve	Top Up Reserve	C/Fwd
	£'000	£ '000	£'000	£ '000
DSG Reserve	9,711	(2,916)	1,823	8,618

### **Robustness of estimates**

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

5.25 The council is a going concern and the budget process is part of a continuous service planning and financial cycle. Therefore, knowledge and understanding of the previous and current national and local financial and economic environments are used to make informed assumptions and judgement about the future. This activity seeks to establish a robust budget which is appropriate and realistic having taken a practical assessment of risks.

5.26 The financial planning process has been managed at senior officer level through the Council Management Team meetings. This Executive level group has overseen the process for financial planning, including medium-term resource projections, the strategic context for the borough, the quantification of new pressures on resources, and the identification of potential budget savings.

5.27 Consideration has been given to the known and possible future financial pressures to ensure that changes to the budget are made where this is appropriate.

5.28 Extensive consultation has taken place in respect of the budget proposals in general, and also in respect of specific planned changes. Consultation feedback has been taken into consideration as final proposals to the council have been formulated.

5.29 The Capital Programme presents the council with a significant challenge in terms of delivery and affordability. The cost of borrowing is accounted for based on the current plans however any overestimation in spend leads to overestimation of capital financing requirement and any under-achievement of its capital receipts expectations will require either an increase in borrowing, with associated revenue implications, or the deletion of schemes.

### **Robustness of Budget Setting Process**

5.30 The process that has been undertaken to set the budget has included engagement of officers from service departments throughout the year, regular reporting of financial and service issues to Cabinet, consultation with the public, along with due consideration of statutory duties, particularly in respect of equalities.

5.31 As part of the monthly monitoring cycle, officers undertake an assessment of the council's ability to deliver the savings required for the MTFS with particular emphasis on in-year savings. Where there is a risk of non-achievement of savings, adequate mitigations are put in place in order to ensure a legal budget is set and that value for money is achieved from public funds.

5.32 For these reasons, it can be confirmed that the budget setting process has been robust.

### **Effectiveness of Budget Management**

5.33 The council has robust arrangements for managing budgets and performance. Close attention will continue to be paid to increasing service and demand pressures, implementation of agreed savings and monitoring of the Council's current position, with regular reporting to Cabinet.

5.34 The council has a legal responsibility to set a balanced budget which can include the planned use of its reserves. The council does not anticipate using reserves in order to fund recurrent expenditure in 2024/25. The council, however, maintains reserves to ensure financial sustainability and for other, non-recurrent purposes such as, work on sustainability and transformation, expenditure linked to previous grant receipts or for unplanned one-off items.

5.35 The Section 151 Officer considers the current level of reserves sufficient to manage those items and is actively working to replenish some of the previous years' drawdowns.

## **6 HRA Balances and Business Plan**

6.1 The council projects the HRA position over a 30-year period, considering changes in stock, capital programme requirements, and anticipated policy changes.

6.2 A summary of the proposed updated HRA forecast for 2023/24 and Capital Programme are included in Appendix K.

6.3 Over the last few years (and particularly the last 24 months) the HRA has seen various adverse factors affecting the financial viability and sustainability of the Business Plan.

- Additional legislation regarding fire safety in buildings over 11 metres, has meant additional costs per annum of £2.2m
- Interest rate levels have more than doubled meaning additional interest costs to deliver the capital programs that have been agreed.
- The rent cap for 2023/24 and sub-CPI increases for 4 years between 2016 and 2020. This has reduced revenues by £6.2m per annum.
- Limiting utility costs for residents on estates where large panel or communal heating systems are in place, to equate rate rises to other residents (annual cost of between £1m to £2m depending on procurement prices). The business plan has assumed that full cost recovery will be achieved in 2024/25, but it does mean above inflation increases for residents of these blocks.
- Inflation for repairs being double CPI, additional costs relating to disrepair claims promoted by legal services (£1.2m per annum), and finally the extra costs for managing and remediating damp and mould cases is costing £2.2m of revenue and approximately £1m of capital costs.
- Significant increases in replacement major works, for example bathrooms have increased in price by 70% in the last 3 years, with significant inflation in development costs as well.

6.4 The result of all the above challenges means that the current business plan will not be able to sustain the current policy of the minimum Reserve position increasing by CPI each year. In fact the current business plan can only remain viable (after utilising existing reserves until 2026/27). This position assumes the other Cabinet paper regarding rents and services charges is implemented, i.e. rents increased by 7.7% and full recovery of utility costs for properties on communal heating systems.

6.5 Further collaboration between the council and Barnet Homes is planned to try and develop plans to ensure the financial viability of the Housing Revenue Account in the longer term; though this is likely to require a change in the approach to funding social housing by Central Government. Barnet is working with other London Boroughs and external parties to identify opportunities to raise these issues with Government as many other boroughs have similar financial issues with their HRA.

## 7 Capital Programme

### Capital Programme 2023-2028

7.1 The council has a significant capital programme across both the General Fund and the Housing Revenue Account (HRA). Capital projects are considered within the council's overall medium to long term priorities, and the preparation of the capital programme is an integral part of the financial planning process. This includes taking account of the revenue implications of the projects in the revenue budget setting process.

7.2 The summary of the revised capital programme broken down by Portfolio is as follows. A more detailed breakdown of the capital programme is shown in Appendix I2 to this report.

#### Summary of Proposed Capital Programme after changes

Cabinet	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total
	£000	£000	£000	£000	£000	£000	£000
Adults and Social Care	5,760	4,882	3,885	3,885	3,885	1,000	23,295
Homes and Regeneration (Brent Cross)	47,419	89,379	43,202	6,500	0	0	186,500
Family Friendly Barnet	9,215	16,623	5,431	5,821	0	0	37,091
Culture, Leisure, Arts and Sports	1,837	508	0	0	0	0	2,345
Environment and Climate Change	39,940	49,549	29,382	20,145	20,237	19,400	178,653
Homes and Regeneration	88,879	91,513	50,498	49,987	1,837	8,617	291,332
Resources and Effective Council	16,380	9,293	816	310	0	0	26,799
<b>Total - General Fund</b>	<b>209,430</b>	<b>261,746</b>	<b>133,215</b>	<b>86,648</b>	<b>25,958</b>	<b>29,017</b>	<b>746,014</b>
Housing Revenue Account	172,026	115,700	75,229	65,333	53,020	9,798	491,108
<b>Total - All Services</b>	<b>381,456</b>	<b>377,446</b>	<b>208,444</b>	<b>151,981</b>	<b>78,979</b>	<b>38,815</b>	<b>1,237,122</b>

7.3 The funding for the capital programme is set out below:

#### Financing of the Proposed Capital Programme

Cabinet	Grants	S106	Capital Receipts	RCCO/MRA	CIL	Borrowing (MEEF)	Borrowing (PWLb)	Total
Adults and Social Care	15,681	0	0	0	7,471	0	143	23,295
Homes & Regeneration (Brent Cross)	59,476	0	17,517	1,011	0	0	108,496	186,500
Family Friendly Barnet	32,517	1,644	116	0	268	0	2,546	37,091
Culture, Leisure, Arts and Sports	387	118	38	0	1,745	0	57	2,345
Environment and Climate Change	16,383	7,525	382	0	116,157	0	38,206	178,653
Homes and Regeneration	58,341	7,093	9,144	0	30,953	4,720	181,079	291,332

Resources and Effective Council	1	45	54	0	0	0	26,699	26,799
<b>Total - General Fund</b>	<b>182,786</b>	<b>16,426</b>	<b>27,251</b>	<b>1,011</b>	<b>156,595</b>	<b>4,720</b>	<b>357,225</b>	<b>746,014</b>
Housing Revenue Account	42,015	3,550	44,145	74,798	0	0	326,599	491,108
<b>Total - All Services</b>	<b>224,802</b>	<b>19,976</b>	<b>71,396</b>	<b>75,810</b>	<b>156,595</b>	<b>4,720</b>	<b>683,825</b>	<b>1,237,122</b>

\*MEEF – Mayor’s Energy Efficiency Fund

### **Borrowing**

- 7.4 £683.825m of the total capital programme will be funded from borrowing of which £125.312m is on-lent to Opendoor Homes for the acquisition or delivery of new housing.
- 7.5 Borrowing is typically Public Works Loan Board loans to support capital expenditure; this type of capital funding has revenue implications (i.e. interest and provision to pay back loan).
- 7.6 Included in the total capital programme, is £4.720m borrowing from the Mayor’s Energy Efficiency Fund. This borrowing is cheaper than PWLB borrowing and is only eligible to use on projects intended to achieve net zero.

### **Capital Receipts**

- 7.7 The council has previously highlighted a risk in the level of capital receipts that it currently holds or forecasts to receive. Capital Receipts are proceeds of capital sales (land, buildings, etc.) and are re-invested into purchasing other capital assets.
- 7.8 £71.396m of the above capital programme is planned to be funded by capital receipts. Of the £71.396m, £44.145m will be funded from HRA capital receipt (RTB Receipts) and £27.251m from General Fund Receipts.
- 7.9 Current receipts are standing at £49.779m with £40.389m being HRA receipts and the remaining £9.390m General Fund receipts. The current disposal programme estimates General Fund disposals of £1.070m in 23/24 and £15.825m in 24/25.
- 7.10 Assuming no further General Fund disposals there would be a shortfall of capital receipts which would be replaced by borrowing and would result in additional interest and MRP costs.
- 7.11 HRA funding will also finance Open Door New Build Housing (£7.24m of which £2.67m is expected to be funded from capital receipts), which is shown in the above table under the Homes and Regeneration Portfolio. Current HRA capital receipt balances plus future estimates suggest that there will be enough HRA capital receipts to fund the relevant projects.

### **Capital Grants & Contributions**

- 7.12 The current capital programme shows £224.802m will be funded from Capital Grants. S106 and CIL are standing at £19.976m and £156.595m, respectively.
- 7.13 Capital grants are mainly received from central government departments (such as the Brent Cross grant from MHCLG) or other partners or funding agencies (such Transport for London, Education Funding Authority).
- 7.14 S106 contributions are a developer contribution towards infrastructure; confined to specific area and to be used within a specific timeframe.

- 7.15 Community Infrastructure Levy (CIL) funds are developer contributions towards infrastructure; they can be used borough wide but still have time restrictions on use.
- 7.16 Current capital programme forecasts plus future estimates suggest that there will be enough S106 contributions to fund the relevant projects.

## 8 Post Decision Implementation

- 8.1 Following approval of these recommendations, the authority's Council Tax will be set, and residents will receive their Council Tax bills over the next few weeks.
- 8.2 Following approval of these recommendations, the budget changes will be processed in the financial accounting system and reflected against service areas for 2024/25.

## 9 Corporate Priorities, Performance and Other Considerations

### Corporate Plan

- 9.1 This supports the council's corporate priorities as expressed through Our Plan for Barnet which sets out our vision and strategy for the borough. This includes the outcomes we want to achieve for the borough, the priorities we will focus limited resources on and, our approach for how we will deliver this.

### Corporate Performance / Outcome Measures

- 9.2 None in the context of this report

### Sustainability

- 9.3 None in the context of this report

### Corporate Parenting

- 9.4 In line with the Children and Social Work Act 2017, the council has a duty to consider Corporate Parenting Principles in decision-making across the council. The outcomes and priorities in Our Plan for Barnet 2023-2026, reflect the council's commitment to the Corporate Parenting duty to ensure the most vulnerable are protected and the needs of children are considered in everything that the council does. To this end, great attention has been paid to the needs of children in care and care leavers when approaching business planning, to ensure decisions are made through the lens of what a reasonable parent would do for their own child.

- 9.5 Council, in setting its budget, considers the Corporate Parenting Principles both in terms of savings and investment proposals. The council's proposals seek to protect front-line social work and services to children in care and care leavers and in some cases, has invested in them.

### Risk Management

- 9.6 The council has taken steps to improve its risk management processes by integrating the management of financial and other risks facing the organisation. The allocation of an amount to contingency is a step to mitigate the pressures that had yet to be quantified during the budget setting process.

- 9.7 The allocation of budgets from contingency seeks to mitigate financial risks which have materialised.

### Insight



9.8 The MTFS already makes use of data and models from different sources and these include Central Government projections e.g. forecasts from the Office of Budget Responsibility on CPI inflation, in-year trend data on changes to Council Tax as a basis for future estimates and models of budget spend e.g. on capital and the resulting impact on financing. The MTFS process for the upcoming year will place an increase focus on a data-led approach to support estimates of pressures and savings offered.

### **Social Value**

9.9 None that are applicable to this report, however the council must take into account the requirements of the Public Services (Social Value) Act 2012 to try to maximise the social and local economic value it derives from its procurement spend. The Barnet living wage is an example of where the council has considered its social value powers.

## **10 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

10.1 The report considers strategic financial matters and refreshes the current position of the council's MTFS. Plans will be enacted to work and identify savings and ensure they go through the appropriate governance process to set a legal budget in March 2024.

10.2 The revenue budget proposals will enable the council to meet its savings target as set out in the MTFS. These budgets will be formally agreed each year, after appropriate consultation and equality impact assessments, as part of the council budget setting process. For this reason, the proposals are subject to change annually.

10.3 The proposed changes to the capital programme will have an impact on the cost of borrowing and therefore support the council's revenue budget.

## **11 Legal and Constitutional References**

11.1 Section 31A of the Local Government Finance Act 1992 requires billing authorities to calculate their Council Tax requirements in accordance with the prescribed requirements of that section. The function of setting the Council Tax is the responsibility of Full Council. This requires consideration of the Council's estimated revenue expenditure for the year in order to perform its functions, allowances for contingencies in accordance with proper practices, financial reserves and amounts required to be transferred from general fund to collection fund. The Council is required to make estimates of gross revenue expenditure and anticipated income, leading to a calculation of a budget requirement and the setting of an overall budget to ensure proper discharge of the Council's statutory duties and to lead to a balanced budget.

11.2 Section 25 of the Local Government Act 2003 require that, when the Council is making the calculation of its budget requirement, it must have regard to the report of the Chief Finance Officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves. This opinion is contained in the main body of this report.

11.3 The Local Government Act 2003 sets out the framework for local authority capital finance. This confers a broad power to borrow, subject to affordable borrowing limits. This framework is supplemented by the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, as amended, and by codes of practice and statutory guidance.

- 11.4 These collectively require the Council to set out its treasury strategy for borrowing and to prepare an annual investment strategy, setting out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.
- 11.5 Approval of the Capital Programme, Capital Strategy and Treasury Management Strategy are reserved to full Council as part of the budget and policy framework.
- 11.6 Section 151 of the Local Government Act 1972 states that: "without prejudice to section 111, every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs". Section 111 of the Local Government Act 1972, relates to the subsidiary powers of local authorities.
- 11.7 Under Section 114 of the Local Government Finance Act 1988, the chief finance officer (S151 Officer) of a relevant authority shall make a report under this section if it appears to them that the expenditure of the authority incurred (including expenditure it proposes to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure.
- 11.8 Part 2 D of the Council's Constitution sets out the Terms of Reference and Delegation of Duties to the Cabinet which include:
- To be responsible for:
    - Development of proposals for the budget (including the capital and revenue budgets, the fixing of the Council Tax Base, and the level of Council Tax) and the financial strategy for the Council;
    - Monitoring the implementation of the budget and financial strategy;
    - Recommending major new policies (and amendments to existing policies) to the Council for approval as part of the council's Policy Framework and implementing those approved by Council;
    - Approving policies that are not part of the policy framework;
    - Management of the council's Capital Programme;
  - All key decisions - namely:
    - an executive decision which is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the budget for the service or function to which the decision relates; or
    - an executive decision which is likely to be significant in terms of its effects on communities living or working in an area of two or more wards of the Borough;
    - a decision is significant for the purposes of above if it involves expenditure or the making of savings of an amount in excess of £1m for capital expenditure or £500,000 for revenue expenditure or, where expenditure or savings are less than the amounts specified above, they constitute more than 50% of the budget attributable to the service in question;
    - award of contracts over £500,000 and all matters reserved to the Executive under the Contract Procedure Rules this may be done via the Procurement Forward Plan;
    - virements between budgets as required by the Financial Regulations;
    - making all non-key decisions which are referred to the Executive by the relevant Portfolio Holder or Director;
    - Determination of recommendations and references from the Council or any of its Committees or sub-committees and which the Cabinet considers are appropriate for collective decision;
    - Approval of HRA Rents.

11.9 Article 2a of the council’s constitution sets out the role of Full Council as “approving or adopting the policy framework and the budget, including setting council tax, determining borrowing limits, approval of the capital programme”. Council will set the budget and Cabinet will work within that set budget subject to the rules on virements contained in the Financial Regulations.

11.10 The Council’s Constitution, Part 4A sets out the financial regulations part 2.5.4 states that the relevant committee (for example, Licensing and General Purposes Committee) or Cabinet can approve in-year changes to fees and charges subject to them being reported to Council and any requirements relating to public consultation and equality impact assessments being undertaken.

## **12 Consulting and Engagement**

12.1 As a matter of public law, the duty to consult with regards to proposals to vary, reduce or withdraw services will arise in four circumstances:

- where there is a statutory requirement in the relevant legislative framework;
- where the practice has been to consult, or, where a policy document states the council will consult, then the council must comply with its own practice or policy;
- exceptionally, where the matter is so important that there is a legitimate expectation of consultation;
- where consultation is required to complete an equalities impact assessment.

12.2 Consultation is also recommended in other circumstances, for example to identify the impact of proposals or to assist with complying with the council’s equalities duties.

12.3 Regardless of whether the council has a duty to consult, if it chooses to consult, such consultation must be carried out fairly. In general, a consultation can only be considered as proper consultation if:

- Comments are genuinely invited at the formative stage;
- The consultation documents include sufficient reasons for the proposal to allow those being consulted to be properly informed and to give an informed response;
- There is adequate time given to the consultees to consider the proposals;
- There is a mechanism for feeding back the comments and those comments are considered by the decision-maker / decision-making body when making a final decision;
- The degree of specificity with which, in fairness, the public authority should conduct its consultation exercise may be influenced by the identity of those whom it is consulting;
- Where relevant and appropriate, the consultation is clear on the reasons why and extent to which alternatives and discarded options have been discarded. The more intrusive the decision, the more likely it is to attract a higher level of procedural fairness.

### **General Budget Consultation 2024/25**

12.4 The general budget consultation began after Cabinet on 12 December 2024 where the Cabinet agreed to consult on the council’s budget proposals for 2024/25.

12.5 The consultation opened on 21 December 2023 and concluded on 21 January 2024.

12.6 In terms of service-specific consultations the council has a duty to consult with service users where there are proposals to vary, reduce or withdraw services. Where appropriate, separate service-specific consultations have already taken place. The outcomes of these consultations have been reported into the Cabinet decision making process.

12.7 A public consultation exercise will be undertaken on the outcome of the review of garden waste collection charges and the proposal to introduce a discounted rate for those who receive council tax support. The consultation material will be designed and agreed with the Cabinet Member for Environment and Climate Change prior to publication.

12.8 The following paragraphs set out the headline findings from the general budget consultation for 2024/25 which was presented to Cabinet. The detailed findings can be found in Appendix G.

### **Summary of consultation approach**

12.9 The 2024/25 general budget consultation asked for views on the:

- Overall budget, and savings and income generation proposals for 2024/25;
- Proposal to increase General Council Tax by 2.98% in 2024/25; and
- Proposal to apply an Adult Social Care Precept on Council Tax of 2% to help pay for adult social care.

12.10 The consultation approach is outlined below:

- the consultation consisted of an online questionnaire and summary consultation document which was published on [engage.barnet.gov.uk](https://engage.barnet.gov.uk).
- paper copies and an easy-read version of the consultation were also made available on request.
- as part of the council's statutory duty to consult with National Non-Domestic Rate (NNDR) payers, letters were sent out to all the council's NNDR payers inviting them to take part in the consultation.
- the consultation was widely promoted via the council's residents' weekly e newsletter, Barnet First resident's paper magazine delivered to all household in the boroughs; Barnet Together newsletter, the website; and Twitter.

### **Summary of key findings**

#### **Views on the overall budget for 2024/25**

12.11 Around a quarter of respondents agree (24%, 27 out of 114 respondents) with the council's proposed budget for 2024/25 (4%, 4 out of 114 respondents strongly agree, and 20%, 23 out of 114 respondents tend to agree).

12.12 Under half disagree (47%, 53 out of 114 respondents) with the council's proposed budget for 2024/25 (24%, 27 out of 114 respondents tend to disagree, and 23%, 26 out of 114 respondents strongly disagree).

12.13 The remainder were either neutral (19%, 22 out of 114 respondents) or said they did not know or were not sure (11%, 12 out of 114 respondents).

#### **Views on the council's Council Tax proposals for 2024/25**

12.14 Overall, over half of respondents (55%, 41 out of 75 respondents) who completed this question, support some sort of Council Tax increase to help fund the budget gap in 2024/25 - a third (32%) support both Council Tax increases. However, under half of respondents do not support any increases in Council Tax in 2024/25 (45%, 34 out of 75 respondents):

- Around a third of respondents (32%, 24 out of 75 respondents) support both the council's proposals on Council Tax: the proposal to increase general Council Tax by 2.98% and the proposal to apply a further 2.0% Social Care Precept in 2024/25
- Around one in seven respondents (15%, 11 out of 75 respondents) support only the proposal to increase general Council Tax by 2.98% in 2024/25

- Around one in twelve respondents (8%, 6 out of 75 respondents) support only the proposal to apply a 2% Adult Social Care Precept to Council Tax in 2024/25
- Under half of respondents (45%, 34 out of 75 respondents) do not support either of the council's proposals to increase Council Tax in 2024/25: neither the proposal to increase general Council Tax by 2.98% nor the proposal to apply an Adult Social Care Precept on Council Tax of 2% in 2024/25.

### Views on Directorate saving and income proposals for 2024/25

12.15 Respondents were asked to what extent they agree or disagree with the savings and income proposals identified for each of the theme committees in 2024/25:

- **The Public Health (PH) Directorate:** around a third of respondents (32%, 24 out of 76 respondents) agreed with the savings and income proposals identified within this directorate for 2024/25. Just under a third of respondents (30%, 23 out of 76 respondents) disagree with the savings identified within this directorate. Around a fifth of respondents indicated they were neutral (21%, 16 out of 76 respondents). The remainder said they did not know, (11%, 8 out of 76) or had no comments to make about the PH savings (8%, 5 out of 76).
- **The Communities, Adults and Health (CA&H) Directorate:** just over quarter of respondents (27%, 21 out of 77 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. However, more respondents, with around two fifths of respondents (43%, 32 out of 77 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder indicated they were either neutral (14%, 11 out of 77), they did not know (9%, 7 out of 77), or did not wish to comment on these savings (9%, 6 out of 77 respondents).
- **The Children and Family Services (C&FS) Directorate:** around a quarter of respondents (26%, 20 out of 76 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. Around two fifths of respondents (38%, 29 out of 76 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 76), or indicated they did not know (9%, 7 out of 76), or did not wish to comment on these savings (9%, 7 out of 76).
- **The Customer and Place (C&P) Directorate:** around a quarter of respondents (24%, 18 out of 76 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. A third of respondents (33%, 25 out of 76 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (22%, 17 out of 76), or indicated they did not know (9%, 7 out of 76), or they did not wish to comment on these savings (12%, 9 out of 76).
- **The Strategy and Resources (S&R) Directorate:** just under a quarter of respondents (23%, 18 out of 77 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. Just over a third of respondents (35%, 27 out of 77 respondents) indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 77), or said they did not know (12%, 9 out of 77), or they did not wish to comment on these savings (12%, 9 out of 77 respondents).
- **The cross-cutting council savings:** around a quarter of respondents (26%, 20 out of 77 respondents) agreed with the saving and income proposals identified for 2024/25. Just under a quarter (23%, 18 out of respondents) disagree with the saving and income proposals within this directorate. The remainder were either neutral (13%, 10 out of 77 respondents) said they did not know (16%, 12 out of 77), or they did not want to comment on these savings (22%, 17 out of 77).

- **The Assurance Directorate:** around a fifth of respondents (21%, 16 out of 77 respondents) agreed with the savings and income proposals identified within this directorate for 2024/25. However, similar to CA&H, C&FS C&P and S&R), more respondents (30%, 23 out of 77 respondents) indicated they disagree with the saving and income proposals identified within the directorate. The remainder were either neutral (19%, 15 out of 77), said they did not know (13%, 10 out of 77), or indicated they did not wish to comment on these savings (17%, 13 out of 77 respondents).

### **Further comments on Directorate saving and income proposals for 2024/25**

12.16 Respondents were also asked if they had any comments to make about the saving and income proposals identified for each Directorate for 2024/25. Of those who responded to the consultation, 31 out of 114 gave a response to this question.

12.17 The responses to this question were varied and a summary of the most common themes, with a response of three comments or more, have been summarised below.

12.18 Further details of the type of comments received are provided in table 6 over the page.

- Comments on Adult Social Care: (Six comments)
- Would like more details of the savings / Further breakdown of savings required / Not enough detail provided on specific savings in plain English: (Six comments)
- Disagree with Council Tax increases / Total increase in Council Tax is unaffordable for people and families struggling more than ever: (Four comments)
- Comments on funding to Strategy and Resources: (Four comments)
- More savings should be made: (Three comments)

12.19 Further details of the types of comments received can be found in section three of Appendix G.

### **Additional further comments on the proposed budget for 2024/25**

12.20 Respondents were also asked if they had any further comments to make about the council's proposed budget for 2024/25. Of those who responded to the consultation, 40 out of 114 gave a response to this question.

12.21 Again, the responses to this question were varied and the most common themes, with a response of three comments or more have been summarised over the page.

- I do not agree with the Council Tax increase/ it is too big: (Fifteen Comments).
- Central government should provide more funding to local: (Four comments).
- Council should ensure there is no expenditure wastage: (Three comments).
- I support a greater increase in Council tax: (Three comments)

12.22 Further details of the types of comments received can be found in Appendix G, Section Three.

12.23 In terms of service specific consultations, the council has a duty to consult with residents and service users in a number of different situations including proposals to significantly vary, reduce or withdraw services. Consultation is also needed in other circumstances, for example to identify the impact of proposals or to assist with complying with the council's equality duties, where there is a legitimate expectation or legislative requirement to consult. Service specific consultations will take place where necessary in line with timescales for any changes to be implemented.

12.24 Where appropriate, separate service specific consultations have already taken place or will be taking place for the 2024/25 savings. The outcomes of these consultations have fed into or will feed into the decision making process.

12.25 There are no direct consultation implications from the decisions recommended within this report.

## **13 Equalities and Diversity**

13.1 Equality and diversity issues are a mandatory consideration in the decision-making of the council.

13.2 Decision makers should have due regard to the public-sector equality duty in making their decisions. The equalities duties are continuing duties they are not duties to secure a particular outcome. The equalities impact will be revisited on each of the proposals as they are developed. Consideration of the duties should precede the decision. It is important that Council has regard to the statutory grounds in the light of all available material such as consultation responses. The statutory grounds of the public-sector equality duty are found at section 149 of the Equality Act 2010 and are as follows below.

13.3 A public authority must, in the exercise of its functions, have due regard to the need to:

- a. eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b. advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

13.4 Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- d. remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- e. take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- f. Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

13.5 The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

13.6 Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:

- g. Tackle prejudice, and
- h. Promote understanding.

13.7 Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act. The relevant protected characteristics are:

➤ Age

- Disability
- Gender reassignment
- Pregnancy and maternity
- Race,
- Religion or belief
- Sex
- Sexual orientation
- Marriage and Civil partnership

13.8 If deemed appropriate, a project may be subject to future individual Cabinet Member or Cabinet decision once the budget envelope has been set by Council. The equality impacts will be updated for these decisions. Reserves may be used to avoid adverse equality impacts.

13.9 To allow the council to demonstrate that it has met the Public Sector Equalities Duty as outlined above, each year the council undertake a planned and consistent approach to business planning. This assesses the equality impact of relevant budget proposals for the current year (affecting staff and/or service delivery) across services and identifies any mitigation to ease any negative impact on particular groups of residents. This process is refined as proposals develop and for the Council meeting it includes the assessment of any cumulative impact on any particular group.

13.10 All human resources implications of the budget savings proposals will be managed in accordance with the council's Managing Organisational Change policy that supports the council's Human Resources Strategy and meets statutory equalities duties and current employment legislation.

13.11 This is set out in the council's Equalities Policy together with our Strategic Equalities Objective - as set out in Our Plan - that citizens will be treated equally with understanding and respect; have equal opportunities and receive quality services provided to best value principles.

13.12 Progress against the performance measures we use is published on our website at <https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25>

13.13 The full Cumulative Equalities Impact Assessment (CEqIA) of the budget savings proposals for 2024/25 is shown at Appendix H.

13.14 For the 2024/25 budget, fourteen saving / income proposals carried out EqIAs. Overall, twelve EqIAs have forecasted the outcome of a positive impact and two have forecast to give a minor negative impact.

13.15 Analysis of the cumulative effect of these EqIAs on residents has been summarised below:

- Overall, it has been identified that there may be some cumulative negative impact on older residents, and disabled residents – this is due the accumulation of impact in terms of the Fairer Charging Fees and Charges Policy and the Waking Night Support proposal EqIAs.
- In terms of the other twelve EqIAs, the analysis has also identified that there may be some cumulative positive impacts on younger people; older people; disabled people, people from different ethnicity & race; faith & beliefs; and both sexes.
- In addition to those with protected characteristics, Carers, people on low income, and people with mental health issues may be positively impacted by the 2024/25 budget.



13.16 The CEqIA underlines that as the council takes some difficult decisions about service provision, we identify and take practical steps to mitigate, wherever possible, any negative impacts of specific proposals for our residents including the protected characteristics and other vulnerable groups.

13.17 The council is satisfied that this CEqIA demonstrates how we have paid due regard to equalities, analysed the individual and cumulative impacts of our proposals, taking account of any negative impact from previous years and making every effort to avoid, minimise and mitigate any negative impacts wherever possible (as outlined in the individual EqIAs). However, given the scale of savings the council is obliged to make, change is inevitable.

13.18 The EqIA process is an iterative process. As Budget proposals are implemented, they will be kept under review and further equalities analysis will be undertaken and individual EqIAs updated as proposals develop. Some proposals will be subject to a separate decision making process working within the budget envelope set by Council. The equalities impacts will be reviewed prior to these separate decisions being made.

## 14 Background Papers

14.1 Business Planning 2024-2030 – Cabinet. Item 10: [Agenda for Cabinet on Tuesday 6th February, 2024, 7.00 pm \(moderngov.co.uk\)](#)

14.2 School Funding Report – Cabinet. Item 14: [Agenda for Cabinet on Tuesday 16th January, 2024, 7.00 pm \(moderngov.co.uk\)](#)

14.3 Annual Review of Rents and Service Charges and Temporary Accommodation Rents for 2024/25 – Cabinet. Item 10: [Agenda for Cabinet on Tuesday 16th January, 2024, 7.00 pm \(moderngov.co.uk\)](#)

14.4 Business Planning 2024-2030 and In-Year Budget Management 2023/24 – Cabinet. Item 11: [Agenda for Cabinet on Tuesday 12th December, 2023, 7.00 pm \(moderngov.co.uk\)](#)

14.5 Business Planning and Medium Term Financial Strategy 2024-2030 - Overview & Scrutiny Committee, Item 7: <https://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=1004&MId=11562&Ver=4>

14.6 Autumn Statement 2023 – Representation by London Councils: [LC AS2023 representation to HMT - FINAL.pdf](#)

14.7 Council – Feb 2023; Agenda item 11.1 [Agenda for Council on Tuesday 28th February, 2023, 7.00 pm \(moderngov.co.uk\)](#)

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Appendix A - MTFS

2023/24	MTFS Summary	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
£m	Resources vs. Expenditure	£m	£m	£m	£m	£m	£m
380.885	Expenditure	428.592	460.386	492.310	521.876	551.713	581.845
(369.686)	Resources	(389.584)	(412.583)	(432.637)	(450.152)	(471.546)	(494.417)
11.199	Cumulative (Surplus)/Shortfall to Balanced Budget	39.008	47.803	59.673	71.724	80.168	87.428
11.199	In Year Budget Gap before Savings	39.008	8.795	13.530	22.742	24.192	23.885
(11.199)	Efficiencies and Income Generation options Proposed	(39.008)	(7.136)	(2.838)	(6.995)	(7.566)	(6.200)
0.000	(Surplus)/Shortfall to Balanced Budget	0.000	1.659	10.692	15.748	16.625	17.684
0.000	Contribution to/(from) reserves	0.000	2.000	2.000	2.000	2.000	2.000
0.000	(Surplus)/Shortfall after Reserves	0.000	3.659	12.692	17.748	18.625	19.684
11.199	In year savings requirement	39.008	8.795	11.871	12.051	8.444	7.259

Expenditure (Cumulative)							
336.380	Base Expenditure Budget	368.823	428.592	460.386	492.310	521.876	551.713
13.284	Inflation - Non Pay	7.444	3.871	3.948	4.027	4.108	4.190
4.461	Inflation - Pay	4.639	2.412	2.461	2.510	2.560	2.611
0.500	North London Waste Authority levy	(0.500)	1.500	1.500	2.000	2.000	2.000
(1.570)	Capital Financing (MRP & Interest)	0.312	2.413	1.242	0.518	0.655	0.809
0.000	Pensions: Employer Contribution and Deficit Recovery	0.000	0.000	0.505	0.510	0.515	0.520
16.675	Statutory / Cost Drivers Sub Total	11.895	10.196	9.656	9.565	9.838	10.130
17.680	Service Pressures and Investments	40.190	15.000	15.000	15.000	15.000	15.000
7.090	Contingency	5.496	4.964	5.000	5.000	5.000	5.001
1.599	Concessionary Fares (Freedom Pass)	2.022	1.634	2.269	0.000	0.000	0.000
26.369	Service Expenses sub total	47.707	21.598	22.269	20.000	20.000	20.001
1.461	Public Health Grant expenditure increase	0.313	0.000	0.000	0.000	0.000	0.000
0.000	Local Council Tax Support Administration Grant	0.012	0.000	0.000	0.000	0.000	0.000
0.000	Housing Benefit Administration Subsidy Grant	(0.158)	0.000	0.000	0.000	0.000	0.000
1.461	Grant Income grossed up	0.166	0.000	0.000	0.000	0.000	0.000
380.885	Forecast Expenditure (Before Savings)	428.592	460.386	492.310	521.876	551.713	581.845
(11.199)	Approved Savings/ Further Efficiencies	(39.008)	(7.136)	(2.838)	(6.995)	(7.566)	(6.200)
369.686	Forecast Expenditure (After Savings)	389.584	453.251	489.472	514.881	544.147	575.644

Forecast Resources (Calculated year by year)							
Core Spending Power							
(57.278)	Business Rates (inc. core S31 Grants)	(52.851)	(30.636)	(31.126)	(31.126)	(31.126)	(31.126)
(22.132)	Business Rates (Top Up) / Tariff	(22.514)	(52.649)	(53.492)	(53.492)	(53.492)	(53.492)
(7.759)	Revenue Support Grant	(8.657)	(8.831)	(9.007)	(9.187)	(9.371)	(9.559)
(1.700)	Business Rates 8 authority pool income	(2.028)	0.000	0.000	0.000	0.000	0.000
(88.869)	Total Settlement Funding Assessment	(86.050)	(92.116)	(93.625)	(93.805)	(93.989)	(94.177)
(210.478)	Council Tax - General Element	(224.986)	(241.150)	(258.477)	(277.047)	(296.952)	(318.287)
(4.135)	Council Tax - Social Care Precept	(4.369)	(4.684)	(5.019)	(5.380)	(5.768)	(6.181)
0.000	Additional empty homes premium	(0.500)	(0.500)	(0.500)	(0.500)	(0.500)	(0.500)
(214.612)	Council Tax Income	(229.855)	(246.334)	(263.996)	(282.927)	(303.220)	(324.968)
(9.622)	Improved Better Care Fund Grant	(9.622)	(9.814)	(10.010)	(10.210)	(10.415)	(10.623)
(2.281)	Services Grant	(0.410)	0.000	0.000	0.000	0.000	0.000
(20.801)	Social Care Grant	(27.281)	(27.827)	(28.383)	(28.951)	(29.530)	(30.121)
(1.389)	New Homes Bonus Grant	(2.496)	(2.496)	(2.496)	0.000	0.000	0.000
(34.093)	Government Grants	(39.809)	(40.137)	(40.890)	(39.161)	(39.945)	(40.744)
(337.574)	Core Spending Power Resources	(355.714)	(378.586)	(398.511)	(415.894)	(437.154)	(459.888)
(19.779)	Public Health Grant	(19.228)	(19.228)	(19.228)	(19.228)	(19.228)	(19.228)
(4.795)	Homelessness Grant	(4.258)	(4.258)	(4.258)	(4.258)	(4.258)	(4.258)
(0.556)	Local Council Tax Support Administration Grant	(0.567)	(0.567)	(0.567)	(0.567)	(0.567)	(0.567)
(1.357)	Housing Benefit Administration Subsidy Grant	(1.249)	(1.249)	(1.249)	(1.249)	(1.249)	(1.249)
(2.235)	PFI Credit Grant	(2.235)	(2.235)	(2.235)	(2.235)	(2.235)	(2.235)
(3.390)	ASC Market Sustainability and Improvement Fund	(6.333)	(6.459)	(6.589)	(6.720)	(6.855)	(6.992)
(32.112)	Other Grants outside core spending power	(33.870)	(33.997)	(34.126)	(34.258)	(34.392)	(34.529)
(369.686)	Total Resources	(389.584)	(412.583)	(432.637)	(450.152)	(471.546)	(494.417)

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**Appendix B 2024/25 Council Tax Resolution**  
**Statutory Determination of Council Tax 2024/25 by London Borough of Barnet**

The Council is recommended, in accordance with the Local Government Finance Act 1992, to:

1) Note that the Chief Finance Officer, under their delegated powers in accordance with the financial regulations, has calculated **155,829** (Band D equivalent) as the amount for the Council Tax Base for the year 2024/25 [item T in the formula in Section 31B (1) of the Local Government Finance Act 1992, as amended (the “Act”)]

2) Recommend to Council for approval, the following amounts, calculated for 2024/25 in accordance with Sections 31A, 31B and 34 to 36 of the Act:

i) **£1,086,567,324** as the aggregate of the amounts that the Council estimates for the items set out in Section 31A (2) (a) to (f) of the Act;

ii) **£856,711,942** the aggregate of the amounts that the Council estimates for the items set out in Section 31A (3) (a) to (d) of the Act;

iii) **£229,855,382** as the Council Tax Requirement in accordance with Section 31A (4) of the Act, being the amount by which the aggregate at 2i) above exceeds the aggregate at 2ii) above. (Item R in the formula section 31B (1) of the Act;

iv) **£1,471.84** as the basic amount of Council Tax for the year, being the Council Tax Requirement at 2iii) above (Item R), divided by the Council Tax Base set out at 1 above (Item T), in accordance with Section 31B (1) of the Act;

3) Recommend to Council, on the advice of the Chief Finance Officer, that it determines that the council’s basic amount of Council Tax for 2024/25 as set out in 2(iv) above is not excessive in accordance with the principles approved under section 52ZB and 52ZC of the Local Government Finance Act 1992, set out in the Referendums relating to Council Tax increases (Principles)(England) Report 2024/25.

4) Note that the table below sets out the amounts of Council Tax for 2024/25 calculated by multiplying the amount at 2 (iv) above by the number which, in the proportion set out in Section 5(1) of the Local Government Finance Act 1992, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Local Government Finance Act 1992, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands:

Council Tax Band	Barnet (£)
A	981.22
B	1,144.77
C	1,308.30
D	1,471.84
E	1,798.91
F	2,125.99
G	2,453.06
H	2,943.68

5) Note that for the year 2024/25, the Greater London Authority has issued precepts to the Council in respect of the functional bodies under its control, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings as shown below:

Council Tax Band	GLA (£)
A	314.27
B	366.64
C	419.02
D	471.40
E	576.16
F	680.91
G	785.67
H	942.80

6) Agree that having calculated the aggregate in each case of the amounts at 4 with the amounts at 5 above, the Council, in accordance with Sections 30(2) and 36 of the Act, hereby sets the following amounts as the amounts of Council Tax for 2024/25 for each of the categories of dwellings as shown below:

Council Tax Band	Total (£)
A	1,295.49
B	1,511.41
C	1,727.32
D	1,943.24
E	2,375.07
F	2,806.90
G	3,238.73
H	3,886.48

<b>Summary General Fund Revenue Budget</b>			
<b>Council Services - Directorate Summary</b>	<b>2023/24 Original Budget</b>	<b>2023/24 Current Budget</b>	<b>2024/25 Proposed Budget</b>
	£	£	£
Communities, Adults and Health	131,913,061	135,680,603	146,998,095
Public Health	20,356,124	19,598,540	20,144,540
Assurance	9,519,980	12,050,015	11,916,753
Children and Family Services	73,735,006	81,515,462	85,526,418
Customer & Place	55,247,439	62,844,593	57,914,945
Strategy & Resources	78,914,576	57,133,976	72,718,486
Cross-Council	0	0	(6,000,000)
<b>Total Service Expenditure Budget</b>	<b>369,686,186</b>	<b>368,823,189</b>	<b>389,219,236</b>

**Revenue Budget - Council Tax Summary Information**

Property values (Based on 1 April 1991 valuations)	2023/24 Rate (£)	2024/25 Rate (£)	2024/25 Tax Yield £
Band A: Up to £40,000	1,224.11	1,295.49	3,379,597
Band B: Over £40,000 & Up To £52,000	1,428.12	1,511.41	9,075,911
Band C: Over £52,000 & Up To £68,000	1,632.14	1,727.32	40,212,321
Band D: Over £68,000 & Up To £88,000	1,836.16	1,943.24	65,745,354
Band E: Over £88,000 & Up To £120,000	2,244.20	2,375.07	68,151,874
Band F: Over £120,000 & Up To £160,000	2,652.23	2,806.90	51,071,405
Band G: Over £160,000 & Up To £320,000	3,060.27	3,238.73	49,679,009
Band H: Over £320,000	3,672.32	3,886.48	15,997,490
<b>Total</b>			<b>303,312,960</b>

	2023/24	2024/25	2024/25
<b>Band D Equivalents</b>	<b>Band D</b>	<b>Band D</b>	<b>Tax Yield £</b>
	<b>Equivalents</b>	<b>Equivalents</b>	
<b>Total Properties</b>	<b>182,427</b>	<b>184,280</b>	<b>358,099,619</b>
Exemptions, disabled relief, discounts and premiums	(16,294)	(17,101)	(32,731,083)
Ministry of Defence Contributions	4	4	7,190
Council Tax Support Scheme Discount	(14,457)	(14,154)	(27,504,675)
<b>Adjustments (projections):</b>			
New properties	4,635	6,072	11,798,608
Exemptions (Students)	(119)	(91)	(176,835)
Non-collection @ 2.0%	(3,124)	(3,180)	(6,179,864)
<b>Total Council Tax Base and Yield (£)</b>	<b>153,073</b>	<b>155,829</b>	<b>303,312,960</b>



<b>Revenue Budget - Council Tax Requirement Summary</b>			
<b>Council Tax Requirement Summary</b>	<b>2023/24 Original</b>	<b>2023/24 Current</b>	<b>2024/25 Original</b>
	£	£	£
<b>Total Service Expenditure</b>	<b>369,686,186</b>	<b>368,823,189</b>	<b>389,219,236</b>
Contribution to / (from) Specific Reserves	0	0	0
<b>Net Expenditure</b>	<b>369,686,186</b>	<b>368,823,189</b>	<b>389,219,236</b>
Other Grants	(66,204,554)	(65,341,555)	(73,314,330)
<b>Budget Requirement</b>	<b>303,481,632</b>	<b>303,481,632</b>	<b>315,904,906</b>
Business Rates Retention	(57,278,212)	(57,278,212)	(52,850,593)
Business rates top-up	(22,132,016)	(22,132,016)	(22,513,759)
Business Rates & authority pool income	(1,700,000)	(1,700,000)	(2,028,000)
<b>Business Rates Income</b>	<b>(81,110,228)</b>	<b>(81,110,228)</b>	<b>(77,392,352)</b>
RSG	(7,758,994)	(7,758,994)	(8,657,442)
<b>Barnet's Element of Council Tax Requirement</b>	<b>214,612,410</b>	<b>214,612,410</b>	<b>229,855,382</b>
Greater London Authority – Precept	66,455,212	66,455,212	73,457,578
<b>Total Council Tax Requirement</b>	<b>281,067,622</b>	<b>281,067,622</b>	<b>303,312,959</b>

<b>Components of Band D Council Tax Rate (£)</b>	<b>2023/24</b>	<b>2024/25</b>	<b>Change</b>
Mayors Office for Policing and Crime	292.13	305.13	4.45%
London Fire & Emergency Planning Authority and Mayor, Administration, Transport for London, Olympic Games and Boroughs' Collection Fund balances.	142.01	166.27	17.08%
<b>GLA Precept</b>	<b>434.14</b>	<b>471.40</b>	<b>8.58%</b>
<b>London Borough of Barnet</b>	<b>1,402.02</b>	<b>1,471.84</b>	<b>4.98%</b>
<b>Total Council Tax Rate (£) Band D Equivalent</b>	<b>1,836.16</b>	<b>1,943.24</b>	<b>5.83%</b>

**Budget Summary and Forward Plan**

<b>Communities, Adults and Health</b>		<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Original Budget</b>		<b>135,605,603</b>	<b>146,998,095</b>	<b>146,454,610</b>	<b>143,454,610</b>
<b>Savings</b>	More effective and efficient purchasing for home care, older adult residential, and nursing care.	(700,000)	0	0	0
	This opportunity aims to manage the cost of new/ existing placements via additional uplift negotiation capacity; ensuring value for money in care packages.	(125,000)	0	0	0
	Review of how we best meet resident needs in 3 sheltered plus housing schemes and potential change to the delivery model.	(200,000)	0	0	0
	Assistive technology aims to achieve savings through preventative benefits and the potential to increase independence if individuals are given the appropriate Assistive Technology support; both in individuals' homes and in residential and nursing care.	(350,000)	0	0	0
	Aligned with capital programme priorities, current revenue spend of £1m on Telecare that meets the capitalisation definition.	(1,000,000)	0	0	0
	In line with our policy on how Direct Payments are monitored and reviewed, any unspent direct payment funds may be recouped by the council, while ensuring eligible needs are still being met.	(150,000)	0	0	0
	This opportunity seeks to maximise the independence of people being discharged from hospital, supporting them at home where safe and appropriate to do so. In line with our enablement offer, enablement care will close at 6 weeks unless a need is identified for ongoing care and support.	(875,000)	0	0	0
	Further enhancing work on strengths-based conversations and technology first approaches at the first point of contact for adult social care.	0	(500,000)	0	0
	Adult Social Care's The Right Home commissioning plan will set out the council's commissioning intentions for accommodation and support services for adults with additional needs, including those who are aged over 65+ with dementia and learning disabilities, and those aged 18-64 with learning disabilities and autism, physical disabilities and sensory impairment, and/or mental health needs. Savings would be delivered from more appropriate and accessible accommodation options that better meets people's needs; this reducing the associated costs of care and support; and enabling people to stay in their own homes for longer.	0	(200,000)	0	0
	Reviewing the overall commissioning approach for Supported living, in particular relating to learning disabilities and mental health. This will increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	0	(370,000)	0	0
	Reviewing and updating models of delivery for enablement providers to support a progression approach, which is that we should look for opportunities to increase independence with the appropriate care and support. This opportunity will also review the commissioning approach for short term residential and nursing care, to strengthen the pathway post-discharge before moving home or to permanent placement, to increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	0	(200,000)	0	0
	Reviewing the overall commissioning strategy, in particular relating to transitions, to increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	0	(160,000)	0	0

<b>Communities, Adults and Health</b>		<b>2024/25 £</b>	<b>2025/26 £</b>	<b>2026/27 £</b>	<b>2027/28 £</b>
	Extra Care development of fully integrated service for older people to rent, offering a wide range of services as an alternative to more expensive residential care. Proposed scheme of 50 units based with 50% high needs, 25% medium needs and 25% low needs.	(70,000)	0	0	0
	A third Extra-Care Housing scheme has been developed at Cheshir House, with 75 units. Current savings projections are based on conservative assumptions using evidence from the first scheme.	(53,000)	0	0	0
	This is a continuation of a saving based on the principle of 'progression', which is that we should look for opportunities for people with a learning disability to increase independence with the appropriate care and support. Working with people who use care and support services to be more independent and, where appropriate, to be supported with less intensive forms of support.	(500,000)	0	0	0
	The saving is based on Prevention Co-ordinators working with more people at the first point of contact for adults requesting care and support, to delay the development of care needs and ensure that preventative / alternative options to formal care are fully considered and utilised.	(200,000)	0	0	0
	This is a continuation of a saving based on the principle of 'progression', which is that we should look for opportunities for people with a mental health to increase independence with the appropriate care and support. Working with people who use care and support services to be more independent and, where appropriate, to be supported with less intensive forms of support.	(500,000)	0	0	0
	A new Council wide carved employment scheme to provide a useful step on the work undertaken by BOOST. Promotes independence and reduces need for more traditional day services and their associated costs.	(60,000)	0	0	0
	Increased joint working with housing to increase access to settled social housing tenancies for adults who require care and support and more effective use of the approved framework, including neighbourhood networks and floating support lots.	(150,000)	0	0	0
	Reductions in demand pressures due to prevention work	0	0	(3,000,000)	(3,000,000)
	Additional funding - increase to the council element of the Better Care Fund Discharge Fund	(2,200,000)	2,200,000	0	0
	CIL funding to support the operation and improvement of park improvements that relate to infrastructure, re-greening; re-planting; increased footfall due to development in areas.	(2,014,158)	0	0	0
<b>Savings Total</b>		<b>(9,147,158)</b>	<b>770,000</b>	<b>(3,000,000)</b>	<b>(3,000,000)</b>
<b>Income generation</b>	Fairer charging fees and charges policy - The implementation of the £300 fee for the cost of the council arranging care for self-funders, and the implementation of an increased average homecare charge rate for self funders, in line with existing approved policies.	(380,000)	0	0	0
	Over-delivery against projected income from Greenwich Leisure Ltd (GLL) - the organisation responsible for running leisure centres in Barnet, on the council's behalf	0	(1,200,000)	0	0
	Ensuring that residents are not unfairly paying for their own care when they are eligible for NHS funding via Continuing Health Care (CHC). North Central London has a relatively low rate of CHC funding at present.	(1,000,000)	0	0	0
	Introduction of semi-permanent café buildings at five sites within the Borough, generating revenue through lease arrangements.	(24,000)	0	0	0
	Improvement plan for tennis delivery and facilities within Barnet, with the intention of establishing a revenue generating model.	(37,000)	0	0	0
	Under the Environment Act 2021, all planning permissions granted will have to deliver at least 10% biodiversity net gain. Improvements can be purchased through a statutory biodiversity credits scheme.	(12,000)	0	0	0

Communities, Adults and Health		2024/25 £	2025/26 £	2026/27 £	2027/28 £
	Delivery of West Hendon Playing Fields Masterplan. Progress with Royal Institute of British Architects (RIBA). Potential phased development would return savings from prioritised facilities.	0	(200,000)	0	0
	Introduction of charging for assistive technology. Charging options being reviewed include: to financially assess for the service & charge self-funders in full; charge a notional amount (e.g. £5) for all, or a blended model.	(400,000)	0	0	0
	Introduction of an annual fee of £375 for acting as an appointee, to bring us into line with charges for deputyship. This charge would only be levied on people with a current account balance above a set level to be determined.	(20,000)	0	0	0
	Increase charges for respite care: The current charge rate is based on Basic Rate of State Pension, less PEA rate (personal expenses allowance). Local authorities have discretion here as to how we charge for the service and our charge rate is lower than many other local authorities	(10,000)	0	0	0
<b>Income Generation Total</b>		<b>(1,883,000)</b>	<b>(1,400,000)</b>	<b>0</b>	<b>0</b>
Pressures	Placements over 25s- Full Year effect and growth and complexity	10,692,000	0	0	0
	Placements 18-25 - Full year effect and growth	3,500,000	0	0	0
	Prevention Team	400,000	0	0	0
	Coroners Pressure	200,000	0	0	0
	Cemeteries and crematoriums	900,000	0	0	0
	Mortuary Service	78,650	86,515	0	0
	Parks and open spaces maintenance	50,000	0	0	0
	Playground Maintenance	30,000	0	0	0
	Application process for all Events in Parks.	30,000	0	0	0
	Inflation - over 25s (above corporate funding)	855,000	0	0	0
	Growth in number and unit costs - over 25s	3,553,000	0	0	0
	Growth in complexity - over 25s	1,494,000	0	0	0
	Growth - 18-25s	550,000	0	0	0
Inflation - VCS contracts	90,000	0	0	0	
<b>Pressures Total</b>		<b>22,422,650</b>	<b>86,515</b>	<b>0</b>	<b>0</b>
<b>Budget</b>		<b>146,998,095</b>	<b>146,454,610</b>	<b>143,454,610</b>	<b>140,454,610</b>

### Budget Summary and Forward Plan

Assurance		2024/25 £	2025/26 £	2026/27 £	2027/28 £
<b>Original Budget</b>		<b>11,998,753</b>	<b>11,916,753</b>	<b>11,866,753</b>	<b>11,816,753</b>
<b>Savings</b>	Deletion of vacant post in Records and Information Management Team, and change to joint funding of project and policy officer.	(85,000)	0	0	0
	Review of structure, operation costs and income maximisation	(98,000)	0	0	0
	New operating model aligned to newly defined priorities in the Community Safety team	(303,000)	0	0	0
	Governance efficiencies – detailed review of operational running costs in the Governance, Mayor’s Office and Members Allowances service budgets has identified various efficiency savings.	(46,000)	0	0	0
<b>Total Savings</b>		<b>(532,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Income Generation</b>	Review of staffing structure (vacant post) and income maximisation.	(45,000)	0	0	0
	Opportunities for phased increase in income through re negotiating Proceeds of Crime (POCA) gain-share arrangements with other Local Authorities and partners.	0	(50,000)	(50,000)	0
<b>Total Income Generation</b>		<b>(45,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>0</b>
<b>Pressures</b>	The Prevent co-ordinator undertakes statutory duties. The council currently received funding for this post from Central Government. Post funding will end in March 2024, but the statutory responsibility remains with Barnet council. The existing post requires based budget funding if it is to continue.	78,000	0	0	0
	CST FPN challenge The pressure largely relates to fewer Fixed Penalty Notices generated by the Community Safety team than original forecast. • Officer time has also been diverted to wider council priorities, so expected targets are proving challenging under current arrangements. • No drawdown from contingency budget awarded for Hubs and walks is reflected within this.	417,000	0	0	0
<b>Total Pressures</b>		<b>495,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Budget</b>		<b>11,916,753</b>	<b>11,866,753</b>	<b>11,816,753</b>	<b>11,816,753</b>

**Budget Summary and Forward Plan**

<b>Children and Family Services</b>		<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Original Budget</b>		<b>81,515,462</b>	<b>85,526,418</b>	<b>85,712,418</b>	<b>85,746,418</b>
<b>Savings</b>	Reduction in use of agency staffing and implementation of Pan London rates	(60,000)	0	0	0
	Take the reserve that has been built up through Troubled Families (now Strengthening Families) funding as a one-off saving so that this money can be used in other ways	(672,000)	672,000	0	0
	Recommission Emergency Duty Team including exploration of in-house model	(30,000)	(60,000)	0	0
	Cease using any external providers for contact and only use the Family Services contact centre	(150,000)	(200,000)	0	0
	Reduction in the media budget for Libraries	(20,000)	0	0	0
	Increase the number of children with SEND (Special educational needs and disabilities), including post 16, being transported through personal budgets or multi pick up points, rather than individual taxis	(800,000)	(100,000)	(100,000)	0
	Reduce contribution by £50k to the Special Education Needs Inclusion Fund (SENIF) offset by an increased contribution from DSG High Needs. Increase DSG contribution by 50k to central costs in line with central government consultation on Early Years funding, which extends the scope of the pass through to include disadvantaged 2 year old funding. This proposal will only proceed if the central government proposal is approved.	(100,000)	0	0	0
	Stop paying for Welfare Call and Asset as new DfE system will monitor attendance	(24,000)	0	0	0
	Pay for senior management staff time through SEND Regional Expert Partnership funding	(30,000)	0	30,000	0
	Reduce social care taxi spend, including for children in care, through delivery of alternative approaches such as Personal Transport Budgets and route sharing	(40,000)	(40,000)	(40,000)	0
	INVEST TO SAVE- Increase use of in-house foster care to reduce Independent Fostering Agency spend	(200,000)	(200,000)	(200,000)	(200,000)
	INVEST TO SAVE-Conversion of 2, 4 bedroom houses or former carer properties, to semi independent provision.	(150,000)	(150,000)	(150,000)	(150,000)
	INVEST TO SAVE- Increase in-house care provision such as small homes provision to reduce external placement spend	(375,000)	(375,000)	(375,000)	(375,000)
	CIL funding for costs associated with libraries and other new / existing libraries in areas with new development / regeneration.	(565,044)	0	0	0
	Dedicated Schools Fund to fund education aspects of high cost placements	(150,000)	0	0	0
Schools Modernisation Grant to part fund staff in Building Services delivering the programme	(50,000)	0	0	0	
<b>Total Savings</b>		<b>(3,416,044)</b>	<b>(453,000)</b>	<b>(835,000)</b>	<b>(725,000)</b>
<b>Income Generation</b>					

Children and Family Services		2024/25 £	2025/26 £	2026/27 £	2027/28 £
Generation					
<b>Total Income Generation</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Pressures	External residential increase in market costs and numbers and complexity of young people supported	4,100,000	0	0	0
	Increased use of Independent Fostering Agencies	1,400,000	0	0	0
	Section 17 - Social Care Placements	300,000	0	0	0
	Risk of NEET (Not in Education, Employment or Training) Programme due to S106 funding not being assured	250,000	0	0	0
	Section 17 - Children in Need (AIP)	430,000	0	0	0
	Emergency Duty Team (in-house or external)	120,000	0	0	0
	Libraries - staffing budget not currently at the midpoint for the agreed establishment	87,000	0	0	0
	Libraries - unachievable income for the whole service	76,000	0	0	0
	Additional Pressure as linked to a saving	0	0	30,000	0
	Additional security costs for Child Protection Conferences	25,000	0	0	0
	Home to school transport cost pressure as a result of rising Education and Health Care Plans	308,000	308,000	308,000	0
	Respite & Home Support Pressures in costs and numbers of young people supported.	145,000	145,000	145,000	0
	Residence Orders & Special Guardianship Cohort size increases.	186,000	186,000	186,000	0
	ISS School Catering - contract extension / renegotiation	0	0	200,000	0
<b>Total Pressures</b>		<b>7,427,000</b>	<b>639,000</b>	<b>869,000</b>	<b>0</b>
Budget		<b>85,526,418</b>	<b>85,712,418</b>	<b>85,746,418</b>	<b>85,021,418</b>

**Budget Summary and Forward Plan**

<b>Customer &amp; Place</b>		<b>2024/25</b> £	<b>2025/26</b> £	<b>2026/27</b> £	<b>2027/28</b> £
<b>Original Budget</b>		<b>62,844,591</b>	<b>57,914,945</b>	<b>55,666,474</b>	<b>53,924,287</b>
	Street Scene Alternate Side Cleansing	(65,000)	0	0	0
	Colindale Gardens - Purchase of 249 units to be let at social rents, reducing the demand for Temporary Accommodation across the borough.	(872,000)	(26,000)	(27,000)	(28,000)
	Bespoke cash incentive offer to private landlords on 80 additional larger units to retain Temporary Accommodation tenants.	0	(262,000)	(277,000)	(31,000)
	Acquire Houses in Multiple Occupancy, to reduce the need to place people in hotels.	0	(93,000)	(98,000)	0
	Targeted acquisitions of affordable homes through Open Door Homes (subsidised with grant)	(300,000)	(622,500)	(653,438)	(362,466)
	Improved Homelessness prevention with early intervention and targeted activity	(132,000)	(255,000)	(12,000)	(12,000)
	Silk House & Shoelands Estate regeneration project of circa 26 net new social rent homes.	0	0	0	0
	Coppies Grove redevelopment project of circa 6 net new social rent homes.	0	0	0	0
	Moss Hall Grove redevelopment project of circa 6 net new social rent homes.	0	0	0	(15,000)
	Daws Lane development project of circa 10 new social rent homes.	0	0	0	(25,000)
	Grahame Park North East phase 1 regeneration project of circa 30 new social rent homes.	0	0	0	0
	Focus on optimising existing council stock that can be used to house households residing in TA, discretionary succession, tenants who have moved into a care setting or have a custodial sentence.	(33,759)	(93,320)	(4,270)	(4,210)
	Downsizing properties to free up larger HRA properties	(63,875)	(54,000)	(17,500)	(13,000)
	Acceleration of estate optimisation - Review of Managed Estate and Community Assets to see what available space can be used for corporate lettings and options to co-locate services	(100,000)	(20,000)	0	0
	Increased income through Section 42 Valuations, during lease extension process.	(19,800)	0	0	0
	Increased income to property services by increasing the charge for valuations of right to buy properties, to be in line with market.	(19,800)	0	0	0
	Increased income through charging for Surveyors Costs on lease variations	(18,000)	0	0	0
	On-going rental income from three Build to Rent schemes on former car parks	0	0	0	0
	Solar panels – To accelerate de-carbonisation and either sell energy back to grid or offset existing council energy bills.	0	(50,000)	(100,000)	0
	Additional income from the existing commercial portfolio, including new lettings and rent reviews.	(20,000)	(20,000)	(10,000)	0
	Letting out a second floor of the Colindale office.	(323,000)	0	0	0
	The delivery of 52 homes on Hermitage Lane, of which 15 will be affordable and available for letting to Barnet housing applicants. Provision of this affordable supply will result in increased temporary accommodation cost avoidance.	(68,000)	0	0	0



Customer & Place		2024/25 £	2025/26 £	2026/27 £	2027/28 £
Savings	The delivery of 250 homes across 3 schemes. Units will be funded through Housing Revenue Account borrowing and delivered in 2025/26. Provision of this affordable supply will result in increased temporary accommodation cost avoidance and a general fund benefit.	0	(77,000)	0	(150,000)
	Delivery of 60 affordable homes on Fosters Estate	0	(145,000)	(150,000)	0
	Basing Way - 46 homes resulting in Temporary Accommodation cost avoidance	(217,000)	0	0	0
	Buyback of properties through GLA Buyback grant, which the council will use for temporary accommodation.	(217,000)	(48,000)	0	0
	Review of prior year pressures bid for the kick start of Feasibility studies, considering bringing forward sites for new regen schemes. Budget no longer required as alternative funding has been identified.	(120,000)	0	0	0
	Reduction in Commercial team - partnership (cost of clienting major contracts)	(80,000)	0	0	0
	Targeted efficiencies across the Performance, Programmes and Risk service	(59,000)	0	0	0
	Targeted efficiencies across the Street Scene service.	(122,000)	0	0	0
	Commercial income generation pilot - Grounds Maintenance & Street Cleansing	(17,000)	(20,000)	(30,000)	0
	Cease COVID litter picking arrangements in parks.	(124,000)	0	0	0
	Expansion of Damage to Highways service based upon successful delivery model currently delivered in one third of the borough. Expansion of the delivery model will require additional resources - on site inspector and back office administration.	(50,000)	0	0	0
	Introduction of a "Green Claims" insurance reclaim model in cooperation with the central insurance team. Currently the council is configured to defend insurance claims from third parties as a result of an alleged incident on the councils land e.g. slips / trips falls etc., these are called "Red Claims". There is a proven industry model that the council can deploy to seek recovery of costs from third parties where they have damaged council property, the Highways and Insurance teams have been trialing this approach in 2022. The proposal is to formalise this approach to pursue cost recovery by third parties on the network	(75,000)	0	0	0
	Realising opportunities to deliver potential efficiencies arising from the creation of the Customer & Place Directorate by working together and delivering services differently. The Customer & Place Directorate consolidated the Growth & Corporate, Street Scene, Highways, key Re Services and CSG Estates functions.	(50,000)	(200,000)	0	0
	CIL funding for Employment Skills & Economic Development that support development in the borough.	(799,458)	0	0	0
	Reducing staff parking by 50 spaces	(50,000)	0	0	0
	Letting out a third floor of the Colindale office.	0	(300,000)	0	0
	Uplift visitor parking permit fee that are sold to residents for use by their guests/visitors to park in areas where parking controls are in place.	(100,000)	0	0	0
Review bin provision (size)/ Policy	0	(100,000)	(200,000)	0	
Targeted efficiencies across Sustainability and Transport Service	(170,000)	0	0	0	
Increase green waste charge	(1,000,000)	0	0	0	
<b>Total Savings</b>	<b>(5,285,692)</b>	<b>(2,385,820)</b>	<b>(1,579,208)</b>	<b>(640,676)</b>	

Customer & Place		2024/25 £	2025/26 £	2026/27 £	2027/28 £
Income Generation	Street Scene Commercial Waste Fees & Charges	(100,000)	0	0	0
	Street Scene EV Charge Points	(204,000)	(291,000)	(310,000)	0
	Parking Traffic Management (CPZ programme )	0	0	(378,000)	(300,000)
	Reduce requirement to provide Breakfast for TA in hotels with no access to cooking facilities, as demand for use of hotels begins to reduce.	0	(40,768)	(43,375)	(58,341)
	Reduce need for prevention staff and contract costs which were increased in 2024/25 to manage the increase in homelessness demand.	0	0	(210,605)	(250,587)
	Reduce short-term Estates Planned Maintenance budget.	0	0	(200,000)	0
	Reduce short-term Caretakers Houses condition surveys and works budget.	0	0	(20,000)	0
	Increase in existing and new Planning fee income and Building Control and Land Charges fees and charges income. Including increasing resources to generate additional volume of income generating activities across the borough.	0	(590,000)	(229,000)	0
	Additional 72 homes for affordable rent built by Open Door Homes. Savings Achieved as these homes will provide a cheaper alternative to temporary accommodation and Open Door Homes will pay a premium to the council for each property.	0	0	(54,000)	0
	Income received as dividends on completion of the additional 72 homes for affordable rent built by Open Door Homes.	0	0	(22,000)	0
	Build 87 new council homes for rent on top of existing council housing blocks. Savings achieved as these homes will provide a cheaper alternative to temporary accommodation.	0	(94,000)	(288,000)	0
	Improved Management of Skips placed on the Public Highway - Utilise available legislation to better manage the safety impact of skips being placed on the Public Highway, including ensuring that all skips placed have been approved with appropriate Licences and that such licence conditions are fully compliant. Whilst there will be costs involved in increased resources to monitor this activity there are also mechanisms within the legislation to recover costs where non-compliance is evident. Currently a low level of compliance is occurring and this raises safety concerns for all highway users and therefore increased focus in this area will be beneficial for all.	(25,000)	0	0	0
	Identifying opportunities to deliver potential efficiency savings by implementing new operating models that consolidate cross-service operations and processes that currently interface from different Directorates. The suggested areas of focus are: -interface between Grounds Maintenance and Cemeteries teams -interface between Street Scene and BELS on Passenger Transport -consolidated enforcement activity -Highways insurance claims -interface between Grounds Maintenance and Green Spaces teams	(150,000)	(150,000)	0	0
	Highways Investment Strategy Efficiencies	(768,000)	0	0	0
	CIL funding to support maintenance of community buildings and libraries that support the development of an area.	(1,653,858)	0	0	0

Customer & Place		2024/25 £	2025/26 £	2026/27 £	2027/28 £
	Introduce chargeable dispensation parking product which will allow a vehicle to park in a controlled parking area when they would not ordinarily be able to e.g. contractors and utilities companies may request this while they are undertaking in an adjacent road or area.	(10,000)	(25,000)	0	0
	Neighbourhood CIL to support street cleansing services to improve streets	(200,000)	0	0	0
	Enhance biodiversity by reducing grass cutting on average to eight times a year	0	(75,000)	0	0
	Income generation relating to Brent Cross Plot 1	(500,000)	0	0	0
	Providing ultra-rapid DC electric vehicle charging points in public locations such as car parks, shopping centres, and high traffic roads etc to provide the required infrastructure to the community;	(1,500,000)	(1,100,000)	(1,600,000)	(2,000,000)
<b>Total Income Generation</b>		<b>(5,110,858)</b>	<b>(2,365,768)</b>	<b>(3,354,980)</b>	<b>(2,608,928)</b>
<b>Pressures</b>	Introduction of new food waste service	0	0	2,000,000	0
	Increased Operating Cost Electric Vehicles (Street Scene's own fleet)	100,000	0	0	0
	Replacement for the Street Scene system that links calls and e-mails from residents to front line officers who dealt with street scene issues.	150,000	0	0	0
	Mobile Phones for front line staff	36,000	0	0	0
	Jolt Charge - Pressure income reduced by £1500 per site	0	0	0	0
	IT Licences and IT Equipment	75,000	0	0	0
	IT Licences - Confirm (capital support ending) (Nov24)	180,000	0	0	0
	Rising Temporary Accommodation (TA) costs not met by increased TA Rental (supply/demand)	1,894,909	2,240,000	1,166,000	659,000
	Breakfast for Temporary Accommodation in hotels with no access to cooking facilities	179,200	0	0	0
	Increased staff for Temporary Accommodation Prevention and Contract change notices to support administrative costs not fully funded through homelessness grants.	1,042,795	62,117	0	0
	Fire Safety Pressure	50,000	0	0	0
	Increased Planned Maintenance pressure	100,000	100,000	0	0
	Caretakers Houses condition surveys and works	20,000	0	0	0
	Consultancy Fees for Land Transaction	50,000	0	0	0
	Planning, Building Control and Land Charges Income Pressure	1,234,000	0	0	0
The Digital Inclusion officer post is funded until 31 March 2024. Following this date there is no on-go	75,000	0	0	0	
Bespoke incentive offer (80 additional larger units)	160,000	0	0	0	
Change notices and Temporary Accommodation support increased costs	94,000	75,000	0	0	
Increase in Landlord incentives package	26,000	26,000	26,000	0	
<b>Pressures Total</b>		<b>5,466,904</b>	<b>2,503,117</b>	<b>3,192,000</b>	<b>659,000</b>
<b>Budget</b>		<b>57,914,945</b>	<b>55,666,474</b>	<b>53,924,287</b>	<b>51,333,683</b>

**Budget Summary and Forward Plan**

<b>Public Health</b>		<b>2024/25</b> <b>£</b>	<b>2025/26</b> <b>£</b>	<b>2026/27</b> <b>£</b>	<b>2027/28</b> <b>£</b>
<b>Original Budget</b>		<b>19,598,540</b>	20,144,540	20,124,540	20,104,540
<b>Savings</b>	Reduce general fund contribution to Intelligence and Insight and Health, Safety and Wellbeing Team.	(54,000)	(20,000)	(20,000)	(20,000)
<b>Total Savings</b>		<b>(54,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>
<b>Pressures</b>	Healthy Child Programme has been underfunded and it is currently not able to deliver to its service specification. Furthermore, as private provider, no Agenda for Change uplift has been received from the NHS. Negotiations are in place to agree a way forward. Providers are requesting additional 1.2m investment.	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Pressures</b>		<b>600,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Budget</b>		<b>20,144,540</b>	<b>20,124,540</b>	<b>20,104,540</b>	<b>20,084,540</b>

**Budget Summary and Forward Plan**

<b>Strategy &amp; Resources</b>		<b>2024/25</b> £	<b>2025/26</b> £	<b>2026/27</b> £	<b>2027/28</b> £
<b>Original Budget</b>		<b>57,260,239</b>	<b>72,718,486</b>	<b>89,526,711</b>	<b>112,536,762</b>
<b>Savings</b>	A budget exists for early retirement costs for teachers which has tapering costs based on activity. This saving is due to budget that can be released based on average current costs.	(437,304)	0	0	0
	Stopping the cash collection service to schools and council departments - channel shifting to more secure alternatives that the council provide such DD, standing orders, PayPoint etc.	(68,000)	0	0	0
	investment in Oracle resulting in review of licenses across the organisation due to retiring legacy systems	0	(300,000)	0	0
	Reduction in support to Live Unlimited as it becomes financially sustainable	(30,000)	(30,000)	0	0
	Temporary reduction in employer contribution	(6,400,000)	0	6,400,000	0
	Review Financial support to voluntary sector	(100,000)	0	0	0
	Digital proposition being taken forward to the next stage of due diligence to develop a 'live' Single Citizen View, that can be used to check eligibility for Single Person Discount for Council Tax and detect potential fraud.	(500,000)	(500,000)	0	0
<b>Total Savings</b>		<b>(7,535,304)</b>	<b>(830,000)</b>	<b>6,400,000</b>	<b>0</b>
<b>Income Generation</b>					
<b>Total Income Generation</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Pressures</b>	Housing Benefits Payments is facing a net pressure resulting from the gap between Temporary Accommodation expenditure and the recoverable subsidy income.	3,324,000	(500,000)	(500,000)	(250,000)
	Future year pressure is reduced by Targeted acquisitions of affordable homes through Open Door Homes (subsidised with grant)				
	Financing costs of targeted acquisitions of affordable homes through Open Door Homes	453,966	920,208	937,753	489,842
<b>Total Pressures</b>		<b>3,777,966</b>	<b>420,208</b>	<b>437,753</b>	<b>239,842</b>
<b>Other Changes</b>	Inflation - Non Pay	7,443,743	3,870,746	3,948,161	4,027,125
	Inflation - Pay	4,639,254	2,412,412	2,460,661	2,509,874
	Inflation - Pay	(500,000)	1,500,000	1,500,000	2,000,000
	Capital Financing (MRP & Interest)	312,366	2,413,203	1,241,823	518,205
	Contingency	5,444,000	5,000,000	5,000,000	5,000,000
	Concessionary Fares (Freedom Pass)	2,021,654	2,021,654	2,021,654	2,021,654
	Council tax & Housing Benefits Admin grants gross up	(145,434)	0	0	0
<b>Total</b>		<b>19,215,585</b>	<b>17,218,016</b>	<b>16,172,299</b>	<b>16,076,857</b>
<b>Budget</b>		<b>72,718,486</b>	<b>89,526,711</b>	<b>112,536,762</b>	<b>128,853,461</b>

**Budget Summary and Forward Plan**

<b>Cross Council</b>		<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Original Budget</b>		<b>0</b>	<b>(6,000,000)</b>	<b>(6,400,000)</b>	<b>(6,800,000)</b>
<b>Savings</b>	Senior Management Review	(500,000)	0	0	0
	Reduce establishment across the organisation	(2,000,000)	0	0	0
	Digital propositions are being taken forward to the next stage of due diligence. 1. Combining data from multiple council systems, health organisations and schools to detect House in Multiple Occupancy (HMO) fraud; 2. Stopping financial leakage by using analytics capabilities against policies to identify anomalies to ensure that the correct services are being provided; and 3. Using automated simple email and text reminders to remind people behind on debt payments and for automatic renewals.	(1,000,000)	(400,000)	(400,000)	0
	Increase income from NHS on CHC/CC	(1,500,000)	0	0	0
	Recharges to DSG/HRA and ringfenced grants	(1,000,000)	0	0	0
<b>Total Savings</b>		<b>(6,000,000)</b>	<b>(400,000)</b>	<b>(400,000)</b>	<b>0</b>
<b>Income Generation</b>					
<b>Total Income Generation</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Pressures</b>					
<b>Total Pressures</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Budget</b>		<b>(6,000,000)</b>	<b>(6,400,000)</b>	<b>(6,800,000)</b>	<b>(6,800,000)</b>

### MTFS 2024-2030 - Service Pressures

Department	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	495	0	0	0	0	0	495
Children and Family Services	7,427	639	869	0	0	0	8,935
Communities, Adults and Health	22,423	87	0	0	0	0	22,509
Customer & Place	5,467	2,503	3,192	659	412	69	12,302
Public Health	600	0	0	0	0	0	600
Strategy & Resources	3,778	420	438	240	29	0	4,905
<b>Sub-total</b>	<b>40,190</b>	<b>3,649</b>	<b>4,499</b>	<b>899</b>	<b>441</b>	<b>69</b>	<b>49,746</b>
Additional pressures provided for future years	0	11,351	10,501	14,101	14,559	14,931	65,444
<b>TOTAL</b>	<b>40,190</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>115,190</b>

### MTFS 2024-2030 - Pressures (incl future year indicative allocations)

Department	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	495	0	0	0	0	0	495
Children and Family Services	7,427	2,000	2,000	2,000	2,000	2,000	17,427
Communities, Adults and Health	22,423	8,087	8,000	10,000	10,000	10,000	68,509
Customer & Place	5,467	3,503	4,192	1,659	1,412	1,069	17,302
Public Health	600	0	0	0	0	0	600
Strategy & Resources	3,778	1,410	808	1,341	1,588	1,932	10,857
<b>Sub-total</b>	<b>40,190</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>115,190</b>

Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Assurance	ASSP1	Community Safety	The Prevent co-ordinator undertakes statutory duties. The council currently received funding for this post from Central Government. Post funding will end in March 2024, but the statutory responsibility remains with Barnet council. The existing post requires based budget funding if it is to continue.	Income Challenge	78	0	0	0	0	0	78	On-going
Assurance	ASSP2	Community Safety	CST FPN challenge The pressure largely relates to fewer Fixed Penalty Notices generated by the Community Safety team than original forecast. • Officer time has also been diverted to wider council priorities, so expected targets are proving challenging under current arrangements. • No drawdown from contingency budget awarded for Hubs and walks is reflected within this.	Income Challenge	417	0	0	0	0	0	417	On-going
<b>TOTAL</b>					<b>495</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>495</b>	



Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Children and Family Services	CFS1	Corporate Parenting and Disability	External residential increase in market costs and numbers and complexity of young people supported	Market costs	4,100	0	0	0	0	0	<b>4,100</b>	On-going
Children and Family Services	CFS3	Corporate Parenting and Disability	Increased use of Independent Fostering Agencies	Demand	1,400	0	0	0	0	0	<b>1,400</b>	On-going
Children and Family Services	CFS5	Corporate Parenting and Disability	Section 17 - Social Care Placements	Market costs	300	0	0	0	0	0	<b>300</b>	On-going
Children and Family Services	CFS8	BELS	Risk of NEET (Not in Education, Employment or Training) Programme due to S106 funding not being assured	Income challenge	250	0	0	0	0	0	<b>250</b>	On-going
Children and Family Services	CFS9	Assessment, Intervention and Planning	Section 17 - Children in Need (AIP)	Demand	430	0	0	0	0	0	<b>430</b>	On-going
Children and Family Services	CFS11	YOT, Risk and Vulnerability	Emergency Duty Team (in-house or external)	Market costs	120	0	0	0	0	0	<b>120</b>	On-going
Children and Family Services	CFS12	Libraries	Libraries - staffing budget not currently at the midpoint for the agreed establishment	Market costs	87	0	0	0	0	0	<b>87</b>	On-going
Children and Family Services	CFS13	Libraries	Libraries - unachievable income for the whole service	Income challenge	76	0	0	0	0	0	<b>76</b>	On-going
Children and Family Services	CFS15	SEND Regional Funding - PRESSURE	Additional Pressure as linked to a saving	Demand	0	0	30	0	0	0	<b>30</b>	On-going
Children and Family Services	CFS16	Early Help 0-19	Additional security costs for Child Protection Conferences	Market costs	25	0	0	0	0	0	<b>25</b>	on-going
Children and Family Services	CFS17	Education Skills	Home to school transport cost pressure as a result of rising Education and Health Care Plans	Demand	308	308	308	0	0	0	<b>924</b>	on-going
Children and Family Services	CFS18	Children with disabilities	Respite & Home Support Pressures in costs and numbers of young people supported.	Demand	145	145	145	0	0	0	<b>435</b>	on-going
Children and Family Services	CFS20	Placements	Residence Orders & Special Guardianship Cohort size increases.	Demand	186	186	186	0	0	0	<b>558</b>	on-going
Children and Family Services	CFS21	Education, Strategy and Partnership	ISS School Catering - contract extension / renegotiation	Income challenge	0	0	200	0	0	0	<b>200</b>	One-off
<b>TOTAL</b>					<b>7,427</b>	<b>639</b>	<b>869</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,935</b>	

Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Communities, Adults and Health	Adults1	Integrated Care	Placements over 25s- Full Year effect and growth and complexity	Demand	10,692	0	0	0	0	0	<b>10,692</b>	On-going
Communities, Adults and Health	Adults3	Integrated Care	Placements 18-25 - Full year effect and growth	Demand	3,500	0	0	0	0	0	<b>3,500</b>	On-going
Communities, Adults and Health	Adults10	Workforce	Prevention Team	Market costs	400	0	0	0	0	0	<b>400</b>	On-going
Communities, Adults and Health	Adults11	Coroners	Coroners Pressure	Market costs	200	0	0	0	0	0	<b>200</b>	On-going
Communities, Adults and Health	Adults13	Cemeteries and crematoriums	Cemeteries and crematoriums	Income challenge	900	0	0	0	0	0	<b>900</b>	on-going
Communities, Adults and Health	Adults15	Environment Management	Mortuary Service	Market costs	79	87	0	0	0	0	<b>165</b>	On-going
Communities, Adults and Health	Adults19	Greenspaces and Leisure	Parks and open spaces maintenance	Market costs	50	0	0	0	0	0	<b>50</b>	On-going
Communities, Adults and Health	Adults20	Greenspaces and Leisure	Playground Maintenance	Market costs	30	0	0	0	0	0	<b>30</b>	On-going
Communities, Adults and Health	Adults21	Greenspaces and Leisure	Application process for all Events in Parks.	Market costs	30	0	0	0	0	0	<b>30</b>	On-going
Communities, Adults and Health	Adults22	Integrated Care - Older Adults	Inflation - over 25s (above corporate funding)	Market costs	855	0	0	0	0	0	<b>855</b>	On-going
Communities, Adults and Health	Adults23	Integrated Care - Older Adults	Growth in number and unit costs - over 25s	Demand	3,553	0	0	0	0	0	<b>3,553</b>	On-going
Communities, Adults and Health	Adults24	Integrated Care - Older Adults	Growth in complexity - over 25s	Demand	1,494	0	0	0	0	0	<b>1,494</b>	On-going
Communities, Adults and Health	Adults25	Integrated Care - 18-25	Growth - 18-25s	Demand	550	0	0	0	0	0	<b>550</b>	On-going
Communities, Adults and Health	Adults26	Prevention	Inflation - VCS contracts	Market costs	90	0	0	0	0	0	<b>90</b>	On-going
<b>TOTAL</b>					<b>22,423</b>	<b>87</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,509</b>	

Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Customer & Place	SSP04	Street Scene	Introduction of new food waste service	Demand	0	0	2,000	0	0	0	2,000	On-going
Customer & Place	SSP09	Street Scene	Increased Operating Cost Electric Vehicles (Street Scene's own fleet)	Market costs	100	0	0	0	0	0	100	On-going
Customer & Place	SSP10	Street Scene	Replacement for the Street Scene system that links calls and e-mails from residents to front line officers who dealt with street scene issues.	Market costs	150	0	0	0	0	0	150	On-going
Customer & Place	SSP11	Street Scene	Mobile Phones for front line staff	Market costs	36	0	0	0	0	0	36	On-going
Customer & Place	SSP12	Street Scene	Jolt Charge - Pressure income reduced by £1500 per site	Market costs	0	0	0	0	90	0	90	On-going
Customer & Place	HWP01	Highways	IT Licences and IT Equipment	Market costs	75	0	0	0	0	0	75	On-going
Customer & Place	HWP02	Highways	IT Licences - Confirm (capital support ending) (Nov24)	Market costs	180	0	0	0	0	0	180	On-going
Customer & Place	HGFPRES2	Housing and Regeneration	Rising Temporary Accommodation (TA) costs not met by increased TA Rental (supply/demand)	Demand	1,895	2,240	1,166	659	321	0	6,281	On-going
Customer & Place	HGFPRES3	Housing and Regeneration	Breakfast for Temporary Accommodation in hotels with no access to cooking facilities	Market costs	179	0	0	0	1	1	181	On-going
Customer & Place	HGFPRES4	Housing and Regeneration	Increased staff for Temporary Accommodation Prevention and Contract change notices to support administrative costs not fully funded through homelessness grants.	Demand	1,043	62	0	0	0	68	1,173	On-going
Customer & Place	ESTP1	Estates	Fire Safety Pressure	Market costs	50	0	0	0	0	0	50	on-going
Customer & Place	ESTP2	Estates	Increased Planned Maintenance pressure	Market costs	100	100	0	0	0	0	200	On-going
Customer & Place	ESTP3	Estates	Caretakers Houses condition surveys and works	Market costs	20	0	0	0	0	0	20	On-going
Customer & Place	ESTP4	Estates	Consultancy Fees for Land Transaction	Market costs	50	0	0	0	0	0	50	On-going
Customer & Place	PBCP1	Housing and Regeneration	Planning, Building Control and Land Charges Income Pressure	Income challenge	1,234	0	0	0	0	0	1,234	On-going
Customer & Place	DIG11	Commercial and Customer	The Digital Inclusion officer post is funded until 31 March 2024. Following this date there is no on-going funded. This post delivers important activities to tackle inequality in the borough specifically targeted digital inclusion initiatives. The role works with VCS and other stakeholders co-ordinating activities and targeting interventions for and with residents. A key role with health partners, this is seen as a core role on-going rather than project funded as the issues and impact of digital inclusion are longer term and wide reaching.	Market costs	75	0	0	0	0	0	75	On-going
Customer & Place	HGF3 - PRESSURE	Housing and Regeneration	Bespoke incentive offer (80 additional larger units)	Invest to save	160	0	0	0	0	0	160	On-going
Customer & Place	H&G_pres1	Housing Strategy	Change notices and Temporary Accommodation support increased costs	Market costs	94	75	0	0	0	0	169	On-going
Customer & Place	H&G_pres2	Housing General Fund	Increase in Landlord incentives package	Market costs	26	26	26	0	0	0	78	On-going
<b>TOTAL</b>					<b>5,467</b>	<b>2,503</b>	<b>3,192</b>	<b>659</b>	<b>412</b>	<b>69</b>	<b>12,302</b>	

Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Public Health	PH1	Healthy Child Programme	Healthy Child Programme has been underfunded and it is currently not able to deliver to its service specification. Furthermore, as private provider, no Agenda for Change uplift has been received from the NHS. Negotiations are in place to agree a way forward. Providers are requesting additional 1.2m investment.	Market Costs	600	0	0	0	0	0	600	On-going
				<b>TOTAL</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600</b>	

Department	Ref.	Service	Description	Pressure Category	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000	One-Off / On-going
Strategy & Resources	S&R1	Revs and Bens	Housing Benefits Payments is facing a net pressure resulting from the gap between Temporary Accommodation expenditure and the recoverable subsidy income. Future year pressure is reduced by Targeted acquisitions of affordable homes through Open Door Homes (subsidised with grant)	Demand	3,324	(500)	(500)	(250)	0	0	2,074	On-going
Strategy & Resources	S&R2	Treasury	Financing costs of targeted acquisitions of affordable homes through Open Door Homes	Financing Costs	454	920	938	490	29	0	2,831	On-going
<b>TOTAL</b>					<b>3,778</b>	<b>420</b>	<b>438</b>	<b>240</b>	<b>29</b>	<b>0</b>	<b>4,905</b>	

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## MTFS 2024-2030 - Savings and Income Generation Proposals

Department	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	(577)	(50)	(50)	0	0	0	(677)
Children and Family Services	(3,416)	(453)	(835)	(725)	(725)	(725)	(6,879)
Communities, Adults and Health	(11,030)	(630)	(3,000)	(3,000)	(3,000)	(3,000)	(23,660)
Customer & Place	(10,397)	(4,752)	(4,934)	(3,250)	(3,822)	(2,459)	(29,614)
Public Health	(54)	(20)	(20)	(20)	(20)	(15)	(149)
Strategy & Resources	(7,535)	(830)	6,400	0	0	0	(1,965)
Cross-Council	(6,000)	(400)	(400)	0	0	0	(6,800)
<b>Sub-total</b>	<b>(39,008)</b>	<b>(7,136)</b>	<b>(2,838)</b>	<b>(6,995)</b>	<b>(7,566)</b>	<b>(6,200)</b>	<b>(69,743)</b>

**MTFS 2024-2030 - Savings and Income Generation Proposals by type**

<b>Saving Category</b>	<b>2024/25 £'000</b>	<b>2025/26 £'000</b>	<b>2026/27 £'000</b>	<b>2027/28 £'000</b>	<b>2028/29 £'000</b>	<b>2029/30 £'000</b>	<b>Total £'000</b>
Cashable efficiency	(22,197)	(7,347)	(1,046)	(6,274)	(6,021)	(5,986)	(48,871)
Cost avoidance	(1,263)	(364)	(492)	(150)	0	0	(2,269)
Income generation	(4,560)	(2,276)	(1,100)	(300)	(1,321)	(199)	(9,756)
Other external funding	(5,756)	2,852	(201)	(271)	(224)	(15)	(3,614)
Other external funding (CIL)	(5,233)	0	0	0	0	0	(5,233)
<b>TOTAL</b>	<b>(39,008)</b>	<b>(7,135)</b>	<b>(2,838)</b>	<b>(6,994)</b>	<b>(7,566)</b>	<b>(6,200)</b>	<b>(69,743)</b>



Directorate	Line Ref	Cabinet Brief	Opportunity Area	Description of Saving	Saving Category	Consultation (How are we consulting on this proposal)	Impact on service delivery	Impact on Customer Satisfaction	Equalities Impact All Published EqlAs are online at: <a href="https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25">https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25</a>	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Assurance	ASSR1	Resources & Effective Council	Internal Audit	Review of staffing structure (vacant post) and income maximisation.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(45)	0	0	0	0	0	(45)
Assurance	ASSR3	Resources & Effective Council	Assurance and Business Development	Deletion of vacant post in Records and Information Management Team, and change to joint funding of project and policy officer.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(85)	0	0	0	0	0	(85)
Assurance	ASSR5	Resources & Effective Council	Counter Fraud Operations	Review of structure, operation costs and income maximisation	Cashable efficiency	Yes - service specific consultation required	Reduction in service delivery.	Possible impact on customer satisfaction.	Yes - EqlA is required. Staff Consultation is currently underway.	(98)	0	0	0	0	0	(98)
Assurance	ASSR7	Community Safety & Residents	Community Safety	New operating model aligned to newly defined priorities in the Community Safety team	Cashable efficiency	Yes - service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	Yes - EqlA is required. Staff Consultation is currently underway.	(303)	0	0	0	0	0	(303)
Assurance	ASSR8	Resources & Effective Council	Governance	Governance efficiencies – detailed review of operational running costs in the Governance, Mayor's Office and Members Allowances service budgets has identified various efficiency savings.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(46)	0	0	0	0	0	(46)
Assurance	Assur_sav2	Resources & Effective Council	Counter Fraud Operations	Opportunities for phased increase in income through re negotiating Proceeds of Crime (POCA) gain-share arrangements with other Local Authorities and partners.	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	0	(50)	(50)	0	0	0	(100)
<b>TOTAL</b>										<b>(577)</b>	<b>(50)</b>	<b>(50)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(677)</b>

Directorate	Line Ref	Cabinet Brief	Opportunity Area	Description of Saving	Saving Category	Consultation (How are we consulting on this proposal)	Impact on service delivery	Impact on Customer Satisfaction	Equalities Impact All Published EqIAs are online at: <a href="https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25">https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25</a>	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Children and Family Services	CFS3	Family Friendly Barnet	Children's Safeguarding	Reduction in use of agency staffing and implementation of Pan London rates	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(60)	0	0	0	0	0	(60)
Children and Family Services	CFS5	Family Friendly Barnet	Children's Early Help	Take the reserve that has been built up through Troubled Families (now Strengthening Families) funding as a one-off saving so that this money can be used in other ways	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(672)	672	0	0	0	0	0
Children and Family Services	CFS8	Family Friendly Barnet	Children's Safeguarding	Recommission Emergency Duty Team including exploration of in-house model	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(30)	(60)	0	0	0	0	(90)
Children and Family Services	CFS10	Family Friendly Barnet	Corporate Parenting	Cease using any external providers for contact and only use the Family Services contact centre	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(150)	(200)	0	0	0	0	(350)
Children and Family Services	CFS14	Culture, Leisure, Arts & Sports	Libraries	Reduction in the media budget for Libraries	Cashable efficiency	It is not anticipated that service specific consultation required	This saving is not anticipated to impact on service delivery.	It is not anticipated that this will have an adverse impact on customer satisfaction	An EqIA is not required.	(20)	0	0	0	0	0	(20)
Children and Family Services	CFS16	Family Friendly Barnet	BELS	Increase the number of children with SEND (Special educational needs and disabilities), including post 16, being transported through personal budgets or multi pick up points, rather than individual taxis	Cashable efficiency	These transport options are already being provided to children with SEND in Barnet so no formal policy consultation is needed. There will be consultation with individual families and children before any specific changes are implemented	It is not anticipated that there will be a negative impact on service delivery as these transport options are already being successfully provided to children with SEND	It is not anticipated that there will be a negative impact on customer satisfaction as these transport options are already being successfully provided to children with SEND	Equality implications will be considered on a case by case basis and operational decisions will continue to be made in the best interests of children.	(800)	(100)	(100)	0	0	0	(1,000)
Children and Family Services	CFS17	Family Friendly Barnet	Corporate Parenting and Disability	Reduce contribution by £50k to the Special Education Needs Inclusion Fund (SENIF) offset by an increased contribution from DSG High Needs. Increase DSG contribution by 50k to central costs in line with central government consultation on Early Years funding, which extends the scope of the pass through to include disadvantaged 2 year old funding. This proposal will only proceed if the central government proposal is approved.	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(100)	0	0	0	0	0	(100)
Children and Family Services	CFS19	Family Friendly Barnet	BELS	Stop paying for Welfare Call and Asset as new DfE system will monitor attendance	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(24)	0	0	0	0	0	(24)
Children and Family Services	CFS20	Family Friendly Barnet	Corporate Parenting and Disability	Pay for senior management staff time through SEND Regional Expert Partnership funding	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(30)	0	30	0	0	0	0
Children and Family Services	CFS22	Family Friendly Barnet	Corporate Parenting and Disability	Reduce social care taxi spend, including for children in care, through delivery of alternative approaches such as Personal Transport Budgets and route sharing	Cashable efficiency	These transport options are already being provided to children in Barnet so no formal policy consultation is needed. There will be consultation with individual families and children before any specific changes are implemented	It is not anticipated that there will be a negative impact on service delivery as these transport options are already being successfully provided to children with SEND	It is not anticipated that there will be a negative impact on customer satisfaction as these transport options are already being successfully provided to children with SEND	Equality implications will be considered on a case by case basis and operational decisions will continue to be made in the best interests of children.	(40)	(40)	(40)	0	0	0	(120)
Children and Family Services	CFS23	Family Friendly Barnet	Corporate Parenting and Disability	INVEST TO SAVE- Increase use of in-house foster care to reduce Independent Fostering Agency spend	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(200)	(200)	(200)	(200)	(200)	(200)	(1,200)
Children and Family Services	CFS24	Family Friendly Barnet	Corporate Parenting and Disability	INVEST TO SAVE-Conversion of 2, 4 bedroom houses or former carer properties, to semi independent provision.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(150)	(150)	(150)	(150)	(150)	(150)	(900)
Children and Family Services	CFS25	Family Friendly Barnet	Corporate Parenting and Disability	INVEST TO SAVE- Increase in-house care provision such as small homes provision to reduce external placement spend	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(375)	(375)	(375)	(375)	(375)	(375)	(2,250)

Directorate	Line Ref	Cabinet Brief	Opportunity Area	Description of Saving	Saving Category	Consultation (How are we consulting on this proposal)	Impact on service delivery	Impact on Customer Satisfaction	Equalities Impact All Published EqlAs are online at: <a href="https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25">https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25</a>	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Children and Family Services	CIL2	Family Friendly Barnet	CIL	CIL funding for costs associated with libraries and other new / existing libraries in areas with new development / regeneration.	Other external funding (CIL)	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(565)	0	0	0	0	0	(565)
Children and Family Services	CFS27	Family Friendly Barnet	Corporate Parenting	Dedicated Schools Fund to fund education aspects of high cost placements	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(150)	0					(150)
Children and Family Services	CFS28	Family Friendly Barnet	BELS	Schools Modernisation Grant to part fund staff in Building Services delivering the programme	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(50)	0					(50)
<b>TOTAL</b>						<b>TOTAL</b>				<b>(3,416)</b>	<b>(453)</b>	<b>(835)</b>	<b>(725)</b>	<b>(725)</b>	<b>(725)</b>	<b>(6,879)</b>

Directorate	Line Ref	Cabinet Brief	Opportunity Area	Description of Saving	Saving Category	Consultation (How are we consulting on this proposal)	Impact on service delivery	Impact on Customer Satisfaction	Equalities Impact All Published EqlAs are online at: <a href="https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25">https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25</a>	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Communities, Adults and Health	Adults1	Adult Social Care	Integrated Care	More effective and efficient purchasing for home care, older adult residential, and nursing care.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This will lead to changes in the way in which the needs of eligible individuals are met but eligible needs will continue to be met.	Satisfaction may reduce due to potential increased delays in people waiting for care and support.	An equalities impact assessment has been completed and shows an overall positive impact.	(700)	0	0	0	0	0	(700)
Communities, Adults and Health	Adults2	Adult Social Care	Integrated Care	This opportunity aims to manage the cost of new/ existing placements via additional uplift negotiation capacity; ensuring value for money in care packages.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	No impact on service delivery expected	No resident or staff impact expected	An equalities impact assessment has been completed and shows an overall positive impact.	(125)	0	0	0	0	0	(125)
Communities, Adults and Health	Adults3	Adult Social Care	Integrated Care	Fairer charging fees and charges policy - The implementation of the £300 fee for the cost of the council arranging care for self-funders, and the implementation of an increased average homecare charge rate for self funders, in line with existing approved policies.	Income generation	Individual engagement will take place to inform individuals of this implementation of an existing fees and charges policy.	No impact on service delivery expected	Satisfaction may reduce due to likely impact on the cost of care for customers who are self-funding their care. People will be informed and have the opportunity to organise their own care, to avoid the charges.	The equalities impact assessment has been reviewed and this proposal may have a minor negative impact on older people, people with disabilities and women. This is because these groups are overrepresented in this cohort. However, the level of fees are deemed fair and at or below market rates / actual costs. To mitigate any negative minor impact, the robust process of financial assessments for people will continue, as per the Fairer Contributions Policy.	(380)	0	0	0	0	0	(380)
Communities, Adults and Health	Adults4	Adult Social Care	Integrated Care	Review of how we best meet resident needs in 3 sheltered plus housing schemes and potential change to the delivery model.	Cashable efficiency	A 6 week consultation will be undertaken with all residents living in the 3 sheltered plus housing schemes.	This will lead to changes in the way in which the needs of eligible individuals are met but eligible needs will continue to be met.	Likely to require changes to packages of care. Eligible needs will still be met but some people and their families may prefer alternative care and this could lead to dissatisfaction. Others may be more satisfied given increased levels of independence and meeting personal goals.	An equalities impact assessment has been undertaken and this proposal may have a minor negative impact on older adults and adults with some disabilities. The recommendation is to proceed with mitigating actions. Impact will be mitigated through consultation/Care Act Assessments where required.	(200)	0	0	0	0	0	(200)
Communities, Adults and Health	Adults5	Adult Social Care	Integrated Care	Assistive technology aims to achieve savings through preventative benefits and the potential to increase independence if individuals are given the appropriate Assistive Technology support; both in individuals' homes and in residential and nursing care.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This approach is expected to have a positive impact on service delivery	Satisfaction should increase for people, who will be enabled to live more independent lives through technology. Wherever a person requires or requests a social care needs assessment, these will continue to be carried out in accordance with the Care Act (2014).	An equalities impact assessment has been completed and shows an overall positive impact.	(350)	0	0	0	0	0	(350)
Communities, Adults and Health	Adults6	Adult Social Care	Integrated Care	Aligned with capital programme priorities, current revenue spend of £1m on Telecare that meets the capitalisation definition.	Other external funding	No service specific consultation required	No impact on service delivery expected	No resident or staff impact expected	An equalities impact assessment is not required as there is no change to the service provided to residents and no impact on LBB staff.	(1,000)	0	0	0	0	0	(1,000)
Communities, Adults and Health	Adults7	Adult Social Care	Integrated Care	In line with our policy on how Direct Payments are monitored and reviewed, any unspent direct payment funds may be recouped by the council, while ensuring eligible needs are still being met.	Cashable efficiency	No service specific consultation required	No impact on service delivery expected	Satisfaction may decrease. Eligible needs will still be met but this may lead to dissatisfaction	An equalities impact assessment is not required as there is no change to the service provided to residents and no impact on LBB staff.	(150)	0	0	0	0	0	(150)

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Communities, Adults and Health	Adults8	Adult Social Care	Integrated Care	This opportunity seeks to maximise the independence of people being discharged from hospital, supporting them at home where safe and appropriate to do so. In line with our enablement offer, enablement care will close at 6 weeks unless a need is identified for ongoing care and support.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This will lead to changes in the way in which the needs of eligible individuals are met but eligible needs will continue to be met.	Satisfaction should increase for people, who will be enabled to live more independent lives upon discharge from hospital. Wherever a person requires or requests a social care needs assessment, these will continue to be carried out in accordance with the Care Act (2014).	An equalities impact assessment has been completed and shows an overall positive impact.	(875)	0	0	0	0	0	(875)
Communities, Adults and Health	Adults9	Culture, Leisure, Arts & Sports	Leisure	Over-delivery against projected income from Greenwich Leisure Ltd (GLL) - the organisation responsible for running leisure centres in Barnet, on the council's behalf	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	(1,200)	0	0	0	0	(1,200)
Communities, Adults and Health	Adults10	Adult Social Care	Integrated Care	Further enhancing work on strengths-based conversations and technology first approaches at the first point of contact for adult social care.	Cashable efficiency	Service specific consultation not required	This approach is expected to have a positive impact on service delivery	Satisfaction should increase for people, who should live more independent lives. Wherever a person requires or requests a social care needs assessment, these will continue to be carried out in accordance with the Care Act (2014).	An equalities impact assessment has been completed and shows an overall positive impact.	0	(500)	0	0	0	0	(500)
Communities, Adults and Health	Adults11	Adult Social Care	Integrated Care	Adult Social Care's The Right Home commissioning plan will set out the council's commissioning intentions for accommodation and support services for adults with additional needs, including those who are aged over 65+ with dementia and learning disabilities, and those aged 18-64 with learning disabilities and autism, physical disabilities and sensory impairment, and/or mental health needs. Savings would be delivered from more appropriate and accessible accommodation options that better meets people's needs; this reducing the associated costs of care and support; and enabling people to stay in their own homes for longer.	Cashable efficiency	Housing Strategy 2023 - 2028 consultation closed 16 June 2023 and is currently at feedback stage. This will inform the development of this proposal.	This change will increase the range and choice of services available in Barnet.	Satisfaction may increase for adults receiving this support who should be enabled to live more independent lives.	An equalities impact assessment has been completed and shows an overall positive impact.	0	(200)	0	0	0	0	(200)
Communities, Adults and Health	Adults12	Adult Social Care	Integrated Care	Reviewing the overall commissioning approach for Supported living, in particular relating to learning disabilities and mental health. This will increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	Cashable efficiency	Consultation will be undertaken with providers ahead of any procurement exercise	This proposal will increase the range and choice of services available in Barnet.	Satisfaction should increase for people, who should live more independent lives from receiving more appropriate and tailored care and support services.	An equalities impact assessment has been completed and shows an overall positive impact.	0	(370)	0	0	0	0	(370)
Communities, Adults and Health	Adults13	Adult Social Care	Integrated Care	Reviewing and updating models of delivery for enablement providers to support a progression approach, which is that we should look for opportunities to increase independence with the appropriate care and support. This opportunity will also review the commissioning approach for short term residential and nursing care, to strengthen the pathway post-discharge before moving home or to permanent placement, to increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	Cashable efficiency	Consultation will be undertaken with providers ahead of any procurement exercise	This proposal will increase the range and choice of services available in Barnet.	Satisfaction should increase for people, who should live more independent lives from receiving more appropriate and tailored care and support services.	An equalities impact assessment has been completed and shows an overall positive impact.	0	(200)	0	0	0	0	(200)
Communities, Adults and Health	Adults14	Adult Social Care	Integrated Care	Reviewing the overall commissioning strategy, in particular relating to transitions, to increase the range and choice of services available in Barnet, increasing the availability of services which are cost effective and services which maximise independence.	Cashable efficiency	Consultation will be undertaken with providers ahead of any procurement exercise	This proposal will increase the range and choice of services available in Barnet.	Satisfaction should increase for people, who should live more independent lives from receiving more appropriate and tailored care and support services.	An equalities impact assessment has been completed and shows an overall positive impact.	0	(160)	0	0	0	0	(160)
Communities, Adults and Health	Adults15	Adult Social Care	Extra Care Housing	Extra Care development of fully integrated service for older people to rent, offering a wide range of services as an alternative to more expensive residential care. Proposed scheme of 50 units based with 50% high needs, 25% medium needs and 25% low needs.	Cashable efficiency	Design principles agreed through consultation on Extra Care 1 (Ansell Court) will be applied in extra care 2, e.g. all flats fully wheelchair accessible. Service specific consultation will be undertaken if required.	This change will increase the range and choice of services available in Barnet.	Satisfaction may increase for adults living in this provision who should be enabled to live more independent lives.	An equalities impact assessment has been completed and shows an overall positive impact.	(70)	0	0	0	0	0	(70)

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Communities, Adults and Health	Adults16	Adult Social Care	Extra Care Housing	A third Extra-Care Housing scheme has been developed at Cheshir House, with 75 units. Current savings projections are based on conservative assumptions using evidence from the first scheme.	Cashable efficiency	Design principles agreed through consultation on 'Extra Care 1 (Ansell Court)' will be applied in extra care 3, e.g. all flats fully wheelchair accessible. Service specific consultation will be undertaken if required.	This change will increase the range and choice of services available in Barnet.	Satisfaction may increase for adults living in this provision who should be enabled to live more independent lives.	An equalities impact assessment has been completed and shows an overall positive impact.	(53)	0	0	0	0	0	(53)
Communities, Adults and Health	Adults17	Adult Social Care	Progression for people with a Learning Disability	This is a continuation of a saving based on the principle of 'progression', which is that we should look for opportunities for people with a learning disability to increase independence with the appropriate care and support. Working with people who use care and support services to be more independent and, where appropriate, to be supported with less intensive forms of support.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This will lead to changes in the way in which the needs of eligible individuals are met but eligible needs will continue to be met.	Likely to require changes to packages of care. Eligible needs will still be met but some people and their families may prefer alternative care and this could lead to dissatisfaction. Others may be more satisfied given increased levels of independence and meeting personal goals.	An equalities impact assessment has been completed and shows an overall positive impact.	(500)	0	0	0	0	0	(500)
Communities, Adults and Health	Adults18	Adult Social Care	Increased use of Prevention Services	The saving is based on Prevention Co-ordinators working with more people at the first point of contact for adults requesting care and support, to delay the development of care needs and ensure that preventative / alternative options to formal care are fully considered and utilised.	Cost avoidance	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This change will increase the range and choice of services available in Barnet.	Satisfaction should increase for people, who should live more independent lives. Wherever a person requires or requests a social care needs assessment, these will continue to be carried out in accordance with the Care Act (2014).	An equalities impact assessment has been completed and shows an overall positive impact.	(200)	0	0	0	0	0	(200)
Communities, Adults and Health	Adults19	Adult Social Care	Progression for people with a MH support need	This is a continuation of a saving based on the principle of 'progression', which is that we should look for opportunities for people with a mental health to increase independence with the appropriate care and support. Working with people who use care and support services to be more independent and, where appropriate, to be supported with less intensive forms of support.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	Will lead to changes in the way in which the needs of eligible individuals are met but eligible needs will continue to be met.	Likely to require changes to packages of care. Eligible needs will still be met but some people and their families may prefer alternative care and this could lead to dissatisfaction. Others may be more satisfied given increased levels of independence and meeting personal goals.	An equalities impact assessment has been completed and shows an overall positive impact.	(500)	0	0	0	0	0	(500)
Communities, Adults and Health	Adults20	Adult Social Care	Continuing Health Care	Ensuring that residents are not unfairly paying for their own care when they are eligible for NHS funding via Continuing Health Care (CHC). North Central London has a relatively low rate of CHC funding at present.	Other external funding	No service specific consultation required	This approach is expected to have a positive impact on service delivery	No resident or staff impact expected	An equalities impact assessment is not required as there is no change to the service provided to residents and no impact on LBB staff.	(1,000)	0	0	0	0	0	(1,000)
Communities, Adults and Health	Adults21	Adult Social Care	Employment for Adults who require Care and Support	A new Council wide carved employment scheme to provide a useful step on the work undertaken by BOOST. Promotes independence and reduces need for more traditional day services and their associated costs.	Cashable efficiency	No service specific consultation required	This approach is expected to have a positive impact on service delivery	Satisfaction may increase for adults receiving this support who should be enabled to live more independent lives.	An equalities impact assessment has been completed and shows an overall positive impact.	(60)	0	0	0	0	0	(60)
Communities, Adults and Health	Adults22	Adult Social Care	Housing for Adults who require Care and Support	Increased joint working with housing to increase access to settled social housing tenancies for adults who require care and support and more effective use of the approved framework, including neighbourhood networks and floating support lots.	Cashable efficiency	Individual consultation and engagement with individuals and their families as part of the care and support planning process. Individuals and families will continue to be at the centre of the process as any plans are developed and supported.	This approach is expected to have a positive impact on service delivery	Satisfaction may increase for adults receiving this support who should be enabled to live more independent lives.	An equalities impact assessment has been completed and shows an overall positive impact.	(150)	0	0	0	0	0	(150)

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Communities, Adults and Health	Adults23	Culture, Leisure, Arts & Sports	Semi permanent café sites	Introduction of semi-permanent café buildings at five sites within the Borough, generating revenue through lease arrangements.	Income generation	Market engagement to review interest in proposal.	Increase in facilities across the parks and open spaces portfolio. Anticipated that specific lease agreements will be secured with market providers / organisations to deliver offer.	The opportunity is anticipated to improve customer satisfaction, providing venues within parks for the community.	An Equality Impact Assessment (EqIA) will be produced as the specific proposals develop.	(24)	0	0	0	0	0	(24)
Communities, Adults and Health	Adults24	Culture, Leisure, Arts & Sports	Tennis facilities	Improvement plan for tennis delivery and facilities within Barnet, with the intention of establishing a revenue generating model.	Income generation	As proposals are developed, service consultation and engagement will be undertaken as required.	Strategic approach to tennis management and delivery across Barnet, improved operations and efficiency with booking process. Opportunity to generate income which can be reinvested back into creating sustained service.	Potential resident objection in respect of introducing charges for court hire which may have previously been at nil cost. The Outline Business Case will detail a proposed pricing structure to ensure where appropriate concessions are offered in order to co-ordinate a balanced programme.	A full EqIA will be completed as part of the review and evaluation of the Tennis Pilot prior to the implementation of the Tennis Project.	(37)	0	0	0	0	0	(37)
Communities, Adults and Health	Adults25	Environment & Climate Change	Biodiversity net gain	Under the Environment Act 2021, all planning permissions granted will have to deliver at least 10% biodiversity net gain. Improvements can be purchased through a statutory biodiversity credits scheme.	Income generation	DEFRA undertook public consultation on the Environment Act 2021. More information can be found via the <a href="http://www.gov.uk">www.gov.uk</a>	Improvements to local environment (increased biodiversity).	Anticipated positive impact, to be measured through annual resident perception survey.	To be undertaken as local nature recovery plan develops.	(12)	0	0	0	0	0	(12)
Communities, Adults and Health	Adults26	Culture, Leisure, Arts & Sports	West Hendon Playing Fields Master Plan	Delivery of West Hendon Playing Fields Masterplan. Progress with Royal Institute of British Architects (RIBA). Potential phased development would return savings from prioritised facilities.	Income generation	The Council will be producing a Local Nature Recovery Plan, once drafted this will be subject to public consultation in 2024.	It is anticipated that subject to investment and scheme approval, there will be a responsibility for the service to manage contracts/ slaps/ partnerships as a result of delivery. This will be reviewed as part of a management options appraisal, detailed within the Outline Business Case.	Investment into West Hendon Playing Fields will transform opportunities for local residents, providing a range of facility mixes and improved environmental benefits.	EqIA and HIA undertaken as part of Environment Committee report (March 2020). <a href="https://barnet.moderngov.co.uk/ie/ListDocuments.aspx?Cid=695&amp;Mid=9910&amp;Ver=4">https://barnet.moderngov.co.uk/ie/ListDocuments.aspx?Cid=695&amp;Mid=9910&amp;Ver=4</a> Further EqIA / HIA to be completed as part of design development / Outline Business Cases	0	(200)	0	0	0	0	(200)
Communities, Adults and Health	Adults 27	Adult Social Care	Integrated Care	Reductions in demand pressures due to prevention work	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	(3,000)	(3,000)	(3,000)	(3,000)	(12,000)
Communities, Adults and Health	Adults 28	Adult Social Care	Integrated Care	Additional funding - increase to the council element of the Better Care Fund Discharge Fund	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(2,200)	2,200	0	0	0	0	0
Communities, Adults and Health	Adults 29	Environment & Climate Change	CIL	CIL funding to support the operation and improvement of park improvements that relate to infrastructure, re-greening; re-planting; increased footfall due to development in areas.	Other external funding (CIL)	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(2,014)	0	0	0	0	0	(2,014)
Communities, Adults and Health	Adults 30	Adult Social Care	Integrated Care	Introduction of charging for assistive technology. Charging options being reviewed include: to financially assess for the service & charge self-funders in full; charge a notional amount (e.g. £5) for all, or a blended model.	Income generation	Consultation will be undertaken ahead of any introduction of charges. Separate reports will be brought back to Cabinet once proposals have been developed further and consultation has taken place.	There may be an impact on service delivery, but this will be mitigated through reviews and re-assessment of needs where appropriate, in line with the Care Act	Satisfaction may decrease. Eligible needs will still be met but this may lead to dissatisfaction	To be undertaken as proposals develop.	(400)	0	0	0	0	0	(400)
Communities, Adults and Health	Adults 31	Adult Social Care	Integrated Care	Introduction of an annual fee of £375 for acting as an appointee, to bring us into line with charges for deputyship. This charge would only be levied on people with a current account balance above a set level to be determined.	Income generation	Consultation will be undertaken ahead of any introduction of charges. Separate reports will be brought back to Cabinet once proposals have been developed further and consultation has taken place.	This saving is not anticipated to impact on service delivery.	Satisfaction may decrease. Eligible needs will still be met but this may lead to dissatisfaction	To be undertaken as proposals develop.	(20)	0	0	0	0	0	(20)
Communities, Adults and Health	Adults 32	Adult Social Care	Integrated Care	Increase charges for respite care: The current charge rate is based on Basic Rate of State Pension, less PEA rate (personal expenses allowance). Local authorities have discretion here as to how we charge for the service and our charge rate is lower than many other local authorities	Income generation	Consultation will be undertaken ahead of any introduction of charges. Separate reports will be brought back to Cabinet once proposals have been developed further and consultation has taken place.	This saving is not anticipated to impact on service delivery.	Satisfaction may decrease. Eligible needs will still be met but this may lead to dissatisfaction	To be undertaken as proposals develop.	(10)	0	0	0	0	0	(10)

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<b>TOTAL</b>										(11,030)	(630)	(3,000)	(3,000)	(3,000)	(3,000)	(23,230)



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Customer & Place	SS01	Environment & Climate Change	Street Scene	Street Scene Commercial Waste Fees & Charges	Income generation	Part of annual fees and charges consultation and governance mechanism.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving may have an adverse impact on customer satisfaction.	An EqIA is not required.	(100)	0	0	0	0	0	(100)
Customer & Place	SS02	Environment & Climate Change	Street Scene	Street Scene EV Charge Points	Income generation	Consultation will be in the form of Planning Application Process, Section 17 Notices and Traffic management Order Process	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	Limited number of sites which have been carefully selected and gone through a planning process which takes such considerations into account	(204)	(291)	(310)	0	0	0	(805)
Customer & Place	SS03	Environment & Climate Change	Street Scene	Street Scene Alternate Side Cleansing	Cashable efficiency	No service specific consultation required	Any service impact will be mitigated by enhanced residential cleanse (4 times a year)	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(65)	0	0	0	0	0	(65)
Customer & Place	HGF2	Homes & Regeneration	Housing and Regeneration	Colindale Gardens - Purchase of 249 units to be let at social rents, reducing the demand for Temporary Accommodation across the borough.	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(872)	(26)	(27)	(28)	(29)	(29)	(1,011)
Customer & Place	HGF3	Homes & Regeneration	Housing and Regeneration	Bespoke cash incentive offer to private landlords on 80 additional larger units to retain Temporary Accommodation tenants.	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	(262)	(277)	(31)	(31)	(32)	(633)
Customer & Place	HGF4	Homes & Regeneration	Housing and Regeneration	Acquire Houses in Multiple Occupancy, to reduce the need to place people in hotels.	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	(93)	(98)	0	(6)	(6)	(203)
Customer & Place	HGF5	Homes & Regeneration	Housing and Regeneration	Targeted acquisitions of affordable homes through Open Door Homes (subsidised with grant)	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(300)	(623)	(653)	(362)	(48)	0	(1,987)
Customer & Place	HGF6	Homes & Regeneration	Housing and Regeneration	Improved Homelessness prevention with early intervention and targeted activity	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(132)	(255)	(12)	(12)	(12)	(12)	(435)
Customer & Place	HGF7	Homes & Regeneration	Housing and Regeneration	Silk House & Shoelands Estate regeneration project of circa 26 net new social rent homes.	Cashable efficiency	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	0	0	0	(68)	(68)
Customer & Place	HGF8	Homes & Regeneration	Housing and Regeneration	Coppies Grove redevelopment project of circa 6 net new social rent homes.	Cashable efficiency	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	0	0	(15)	(16)	(31)
Customer & Place	HGF9	Homes & Regeneration	Housing and Regeneration	Moss Hall Grove redevelopment project of circa 6 net new social rent homes.	Cashable efficiency	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	0	(15)	(30)	(1)	(46)
Customer & Place	HGF10	Homes & Regeneration	Housing and Regeneration	Daws Lane development project of circa 10 new social rent homes.	Cashable efficiency	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	0	(25)	(26)	(2)	(53)
Customer & Place	HGF11	Homes & Regeneration	Housing and Regeneration	Grahame Park North East phase 1 regeneration project of circa 30 new social rent homes.	Cashable efficiency	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	0	0	(76)	(81)	(157)
Customer & Place	HGF12	Homes & Regeneration	Housing and Regeneration	Focus on optimising existing council stock that can be used to house households residing in TA, discretionary succession, tenants who have moved into a care setting or have a custodial sentence.	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(34)	(93)	(4)	(4)	(4)	(4)	(144)
Customer & Place	HGF13	Homes & Regeneration	Housing and Regeneration	Downsizing properties to free up larger HRA properties	Cashable efficiency	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(64)	(54)	(18)	(13)	(20)	(9)	(177)
Customer & Place	ESTS1	Resources & Effective Council	Estates	Acceleration of estate optimisation - Review of Managed Estate and Community Assets to see what available space can be used for corporate lettings and options to co-locate services	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(100)	(20)	0	0	0	0	(120)
Customer & Place	ESTS2	Resources & Effective Council	Estates	Increased income through Section 42 Valuations, during lease extension process.	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(20)	0	0	0	0	0	(20)
Customer & Place	ESTS3	Resources & Effective Council	Estates	Increased income to property services by increasing the charge for valuations of right to buy properties, to be in line with market.	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(20)	0	0	0	0	0	(20)
Customer & Place	ESTS4	Resources & Effective Council	Estates	Increased income through charging for Surveyors Costs on lease variations	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(18)	0	0	0	0	0	(18)
Customer & Place	BTR	Homes & Regeneration	Housing and Regeneration	On-going rental income from three Build to Rent schemes on former car parks	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	0	0	(1,021)	(99)	(1,121)
Customer & Place	SSP13 - LINKED	Environment & Climate Change	Street Scene	Parking Traffic Management (CPZ programme)	Income generation	CPZ's proposed in the four year programme for traffic management will each require community and ward member engagement at the development stage and statutory consultation (six months) once implemented as an experimental traffic order.	Specific funding and resourcing profile submitted and agreed by CSB.	Some positive for those affected by parking issues at the moment but potential negative perception/feedback from those in roads to be included in zones not affected by parking issues at that point in time.	Equalities Impact Assessments will be undertaken on a zone by zone basis and published in line with the scheduling of the four year programme.	0	0	(378)	(300)	(300)	(100)	(1,078)

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Customer & Place	HGFPRE S3 - LINKED	Homes & Regeneration	Housing and Regeneration	Reduce requirement to provide Breakfast for TA in hotels with no access to cooking facilities, as demand for use of hotels begins to reduce.	Cashable efficiency	Service specific consultation will be undertaken as required.	Short-term service is being reduced down in line with need.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	(41)	(43)	(58)	0	0	(142)
Customer & Place	HGFPRE S4 - LINKED	Homes & Regeneration	Housing and Regeneration	Reduce need for prevention staff and contract costs which were increased in 2024/25 to manage the increase in homelessness demand.	Other external funding	Service specific consultation will be undertaken as required.	Short-term team to be wound down in line with forecasted reduction in demand	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	(211)	(251)	(204)	0	(665)
Customer & Place	ESTP2 - LINKED	Resources & Effective Council	Estates	Reduce short-term Estates Planned Maintenance budget.	Cashable efficiency	Service specific consultation will be undertaken as required.	The service is being wound down in line with need.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	(200)	0	0	0	(200)
Customer & Place	ESTP3 - LINKED	Resources & Effective Council	Estates	Reduce short-term Caretakers Houses condition surveys and works budget.	Cashable efficiency	Service specific consultation will be undertaken as required.	The service is being wound down in line with need.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	(20)	0	0	0	(20)
Customer & Place	PBCP1 - LINKED	Homes & Regeneration	Housing and Regeneration	Increase in existing and new Planning fee income and Building Control and Land Charges fees and charges income. Including increasing resources to generate additional volume of income generating activities across the borough.	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	(590)	(229)	0	0	0	(819)
Customer & Place	H&G_sav 2	Environment & Climate Change	Estates	Solar panels – To accelerate de-carbonisation and either self energy back to grid or offset existing council energy bills.	Income generation	Service specific consultation will be undertaken if required once the proposals have been developed in full.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	(50)	(100)	0	0	0	(150)
Customer & Place	H&G_inc4	Resources & Effective Council	Estates	Additional income from the existing commercial portfolio, including new lettings and rent reviews.	Income generation	Service specific consultation will be undertaken as required.	This proposal will generate additional income for the council and is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(20)	(20)	(10)	0	0	0	(50)
Customer & Place	H&G_inc1 2	Resources & Effective Council	Estates	Letting out a second floor of the Colindale office.	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(323)	0	0	0	0	0	(323)
Customer & Place	H&G_sav 7	Homes & Regeneration	Housing Strategy	The delivery of 52 homes on Hermitage Lane, of which 15 will be affordable and available for letting to Barnet housing applicants. Provision of this affordable supply will result in increased temporary accommodation cost avoidance.	Cost avoidance	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An Equality Impact Assessment (EqIA) has been completed, which indicated there were no expected negative impacts. This will be kept under review as the specific proposals develop.	(68)	0	0	0	0	0	(68)
Customer & Place	H&G_sav 6	Homes & Regeneration	Housing Strategy	The delivery of 250 homes across 3 schemes. Units will be funded through Housing Revenue Account borrowing and delivered in 2025/26. Provision of this affordable supply will result in increased temporary accommodation cost avoidance and a general fund benefit.	Cost avoidance	Service specific consultation will be undertaken as required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An Equality Impact Assessment (EqIA) has been completed, which indicated there were no expected negative impacts. This will be kept under review as the specific proposals develop.	0	(77)	0	(150)	0	0	(227)
Customer & Place	H&G_sav 6b	Homes & Regeneration	Housing Strategy	Delivery of 60 affordable homes on Fosters Estate	Cost avoidance	There was an opportunity to comment on our vision and plans for housing and homelessness over the next five years through the Housing and Homelessness Strategy consultations that took place in 2019 <a href="https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping">https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping</a> - Service specific consultation will be undertaken with residents living on affected estates.	This saving is not anticipated to impact on service delivery.	Satisfaction of existing residents living in blocks could be affected, who will be consulted as specific proposals develop.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	(145)	(150)	0	0	0	(295)
Customer & Place	H&G_sav 6c	Homes & Regeneration	Housing Strategy	Basing Way - 46 homes resulting in Temporary Accommodation cost avoidance	Cost avoidance	There was an opportunity to comment on our vision and plans for housing and homelessness over the next five years through the Housing and Homelessness Strategy consultations that took place in 2019 <a href="https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping">https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping</a> - Service specific consultation will be undertaken with residents living on affected estates.	This saving is not anticipated to impact on service delivery.	Satisfaction of existing residents living in blocks could be affected, who will be consulted as specific proposals develop.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	(217)	0	0	0	0	0	(217)
Customer & Place	H&G_sav 5	Homes & Regeneration	Housing Strategy	Additional 72 homes for affordable rent built by Open Door Homes. Savings Achieved as these homes will provide a cheaper alternative to temporary accommodation and Open Door Homes will pay a premium to the council for each property.	Cost avoidance	There was an opportunity to comment on our vision and plans for housing and homelessness over the next five years through the Housing and Homelessness Strategy consultations that took place in 2019 <a href="https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping">https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping</a> - Service specific consultation will be undertaken with residents living on affected estates.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	0	(54)	0	0	0	(54)
Customer & Place	H&G_inc7	Homes & Regeneration	Housing Strategy	Income received as dividends on completion of the additional 72 homes for affordable rent built by Open Door Homes.	Income generation	Service specific consultation has been undertaken on the scheme as it has been developed. Further service specific consultation will be undertaken if required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	0	0	(22)	0	0	0	(22)
Customer & Place	H&G_sav 4	Homes & Regeneration	Housing Strategy	Build 87 new council homes for rent on top of existing council housing blocks. Savings achieved as these homes will provide a cheaper alternative to temporary accommodation.	Cost avoidance	There was an opportunity to comment on our vision and plans for housing and homelessness over the next five years through the Housing and Homelessness Strategy consultations that took place in 2019 <a href="https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping">https://engage.barnet.gov.uk/Housing_Homeless_and_Rough_Sleeping</a> - Service specific consultation will be undertaken with residents living on affected estates.	This saving is not anticipated to impact on service delivery.	Satisfaction of existing residents living in blocks could be affected, who will be consulted as specific proposals develop.	An initial Equalities Impact Assessment (EqIA) will be conducted once the proposals have been developed in full.	0	(94)	(288)	0	0	0	(382)
Customer & Place	H&G_sav 3	Homes & Regeneration	Housing Strategy	Buyback of properties through GLA Buyback grant, which the council will use for temporary accommodation.	Cost avoidance	Service specific consultation has been undertaken on the schemes as part of the planning process.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(217)	(48)	0	0	0	0	(265)

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Customer & Place	H&G_sav 2	Homes & Regeneration	Growth & Housing	Review of prior year pressures bid for the kick start of Feasibility studies, considering bringing forward sites for new regen schemes. Budget no longer required as alternative funding has been identified.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(120)	0	0	0	0	0	(120)
Customer & Place	C&P_sav 1	Resources & Effective Council	Commercial	Reduction in Commercial team - partnership (cost of clienting major contracts)	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(80)	0	0	0	0	0	(80)
Customer & Place	C&P_sav 4	Resources & Effective Council	Programme, Performance & Risk	Targeted efficiencies across the Performance, Programmes and Risk service	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(59)	0	0	0	0	0	(59)
Customer & Place	SS11	Resources & Effective Council	Street Scene	Targeted efficiencies across the Street Scene service.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(122)	0	0	0	0	0	(122)
Customer & Place	ENV27	Environment & Climate Change	Highways	Improved Management of Skips placed on the Public Highway - Utilise available legislation to better manage the safety impact of skips being placed on the Public Highway, including ensuring that all skips placed have been approved with appropriate Licences and that such licence conditions are fully compliant. Whilst there will be costs involved in increased resources to monitor this activity there are also mechanisms within the legislation to recover costs where non-compliance is evident. Currently a low level of compliance is occurring and this raises safety concerns for all highway users and therefore increased focus in this area will be beneficial for all.	Income generation	As required by the specific Legislation related to this area of activity.	Improved safety on the Public Highway	Positive impact on highway users through the management of illegal skips on the highway	The need for an equality impact assessment (EqIA) will kept under review as the proposal develops and carried out if required.	(25)	0	0	0	0	0	(25)
Customer & Place	SSOP2	Environment & Climate Change	Street Scene	Commercial income generation pilot - Grounds Maintenance & Street Cleansing	Income generation	Part of existing annual fees and charges consultation and governance mechanism.	No major impact, staff capacity and training will be enhanced.	Possible positive impact by offering additional services	No, as no new fundamental changes to service offer or charge application parameters.	(17)	(20)	(30)	0	0	0	(67)
Customer & Place	SSOP5	Environment & Climate Change	Environment & Climate Change	Cease COVID litter picking arrangements in parks.	Cashable efficiency	No service specific consultation is required	Potential negative effect on satisfaction in the short term resulting from any change to existing arrangements.	Potential negative effect on satisfaction in the short term resulting from any change to existing arrangements.	An EqIA is not required	(124)	0	0	0	0	0	(124)
Customer & Place	HWOP3	Environment & Climate Change	Highways	Expansion of Damage to Highways service based upon successful delivery model currently delivered in one third of the borough. Expansion of the delivery model will require additional resources - on site inspector and back office administration.	Income generation	Already approved by Council at Environment & Climate Change Cabinet Meeting on 18 Jul 2023	Requires recruitment of additional resource to deliver but offset by additional income	Cost of damage to be covered by those responsible leaving more reactive funding to respond to customer enquiries should be broadly welcomed.	An EqIA is not required.	(50)	0	0	0	0	0	(50)
Customer & Place	HWOP4	Environment & Climate Change	Highways	Introduction of a "Green Claims" insurance reclaim model in cooperation with the central insurance team. Currently the council is configured to defend insurance claims from third parties as a result of an alleged incident on the councils land e.g. slips / trips falls etc., these are called "Red Claims". There is a proven industry model that the council can deploy to seek recovery of costs from third parties where they have damaged council property, the Highways and Insurance teams have been trialing this approach in 2022. The proposal is to formalise this approach to pursue cost recovery by third parties on the network.	Income generation	No public consultation required. Highways SMT to work with Central Insurance Team.	Recovery of costs to repair the Highway from 3rd part damage can be utilised for other Highway improvements	Cost of damage to be covered by those responsible leaving more reactive funding to respond to customer enquiries should be broadly welcomed.	An EqIA is not required.	(75)	0	0	0	0	0	(75)
Customer & Place	C&P1	Environment & Climate Change	Customer and Place	Realising opportunities to deliver potential efficiencies arising from the creation of the Customer & Place Directorate by working together and delivering services differently. The Customer & Place Directorate consolidated the Growth & Corporate, Street Scene, Highways, key Re Services and CSG Estates functions.	Cashable efficiency	Service specific consultation will be undertaken as required.	The saving will have a positive impact on service delivery	This saving will not have an adverse impact on customer satisfaction.	A view will be taken on EqIAs as specific proposals are identified	(50)	(200)	0	0	0	0	(250)
Customer & Place	C&P2	Environment & Climate Change	Customer and Place	Identifying opportunities to deliver potential efficiency savings by implementing new operating models that consolidate cross-service operations and processes that currently interface from different Directorates. The suggested areas of focus are: -interface between Grounds Maintenance and Cemeteries teams -interface between Street Scene and BELS on Passenger Transport -consolidated enforcement activity -Highways insurance claims -interface between Grounds Maintenance and Green Spaces teams	Cashable efficiency	Service specific consultation will be undertaken as required.	The saving will have a positive impact on service delivery	This saving will not have an adverse impact on customer satisfaction.	A view will be taken on EqIAs as specific proposals are identified	(150)	(150)	0	0	0	0	(300)
Customer & Place	HWOP5	Environment & Climate Change	Highways	Highways Investment Strategy Efficiencies	Cashable efficiency	No service specific consultation required	No Impact	No Impact	An EqIA is not required.	(768)	0	0	0	0	0	(768)
Customer & Place	CIL3	Resources & Effective Council	CIL	CIL funding to support maintenance of community buildings and libraries that support the development of an area.	Other external funding (CIL)	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(1,654)	0	0	0	0	0	(1,654)
Customer & Place	CIL4	Resources & Effective Council	CIL	CIL funding for Employment Skills & Economic Development that support development in the borough.	Other external funding (CIL)	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(799)	0	0	0	0	0	(799)
Customer & Place	SS06	Environment & Climate Change	Street Scene	Introduce chargeable dispensation parking product which will allow a vehicle to park in a controlled parking area when they would not ordinarily be able to e.g. contractors and utilities companies may request this while they are undertaking in an adjacent road or area.	Income generation	Part of existing annual fees and charges consultation and governance mechanism.	Marginal staff resource impact should stock piling risk be realised.	Possible negative perception and risk of stock piling purchases up to upper limit prior to fee changes.	As part of the annual fees and charges process.	(10)	(25)	0	0	0	0	(35)

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Customer & Place	SS10	Resources & Effective Council	Street Scene	Neighbourhood CIL to support street cleansing services to improve streets	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(200)						(200)
Customer & Place	ESTS5	Resources & Effective Council	Estates	Reducing staff parking by 50 spaces	Cashable efficiency	Changes to parking arrangements will be communicated with staff as and when required.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(50)	0	0	0	0	0	(50)
Customer & Place	ESTS6	Resources & Effective Council	Estates	Letting out a third floor of the Colindale office.	Income Generation	No service specific consultation required	This saving is anticipated to impact on service delivery. But, this could be minimal, as long as managers plan and coordinate when staff need to be in the office	This saving will not have an adverse. An EqIA is not required. impact on customer satisfaction.	An EqIA is not required.	0	(300)	0	0	0	0	(300)
Customer & Place	SS07	Resources & Effective Council	Street Scene	Uplift visitor parking permit fee that are sold to residents for use by their guests/visitors to park in areas where parking controls are in place.	Income Generation	Part of existing annual fees and charges consultation and governance mechanism.	This saving is not anticipated to impact on service delivery.	Possible negative perception	As part of the annual fees and charges process.	(100)	0	0	0	0	0	(100)
Customer & Place	SS08	Resources & Effective Council	Street Scene	Review bin provision (size)/ Policy	Cashable efficiency	Yes, consultation will be required	This saving is not anticipated to impact on service delivery.	Potential negative impact in short term	An EQIA will be required as part of any policy change.	0	(100)	(200)	0	0	0	(300)
Customer & Place	SS09	Resources & Effective Council	Street Scene	Enhance biodiversity by reducing grass cutting on average to eight times a year	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required. We are not anticipating that this will make some places less accessible to disabled persons. We are considering different grass cutting approaches but this will include the cutting of pathways and access routes through areas that are allowed to grow longer.	0	(75)	0	0	0	0	(75)
Customer & Place	ENV28	Environment & Climate Change	Sustainability	Targeted efficiencies across Sustainability and Transport Service	Cashable efficiency	No service specific consultation required	Impacts include: •Risk to Strategic development sites due to lack of transport planning advice. •Organisational development and growth	There may be some impact on customer satisfaction due to delays in planning – lack of transport planning advice on strategic sites .	An EqIA is not required.	(170)		0	0	0	0	(170)
Customer & Place	ENV29	Environment & Climate Change	Street Scene	Increase green waste charge	Income Generation	Resident consultation will be undertaken on proposal to increase garden	Will facilitate continued service delivery	Potential negative feedback from residents who have to pay the proposed increased charge	An Equalities Impact Assessment will be undertaken on the proposal to increase the garden waste charge and introduce a discounted rate for those in receipt of Council Tax Support.	(1,000)		0	0	0	0	(1,000)
Customer & Place	ENV30	Resources & Effective Council	Growth & Housing	Income generation relating to Brent Cross Plot 1	Income generation	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(500)		0	0	0	0	(500)
Customer & Place	C&P3	Resources & Effective Council	Digital Transformation	Providing ultra-rapid DC electric vehicle charging points in public locations such as car parks, shopping centres, and high traffic roads etc to provide the required infrastructure to the community;	Cashable efficiency	Consultation requirements will be assessed once proposals have been developed further	This saving is anticipated to positively impact on service delivery.	This saving is anticipated to positively impact customer satisfaction.	EqIA requirements will be assessed once proposals have been developed further	(1,500)	(1,100)	(1,600)	(2,000)	(2,000)	(2,000)	(10,200)
<b>TOTAL</b>										<b>(10,397)</b>	<b>(4,752)</b>	<b>(4,934)</b>	<b>(3,250)</b>	<b>(3,822)</b>	<b>(2,459)</b>	<b>(29,614)</b>

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Public Health	PR1	Health & Wellbeing	Intelligence and Insight	Reduce general fund contribution to Intelligence and Insight and Health, Safety and Wellbeing Team.	Other External Funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(54)	(20)	(20)	(20)	(20)	(15)	(149)
<b>TOTAL</b>										<b>(54)</b>	<b>(20)</b>	<b>(20)</b>	<b>(20)</b>	<b>(20)</b>	<b>(15)</b>	<b>(149)</b>

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Strategy & Resources	Re001	Resources & Effective Council	Treasury	A budget exists for early retirement costs for teachers which has tapering costs based on activity. This saving is due to budget that can be released based on average current costs.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(437)	0	0	0	0	0	(437)
Strategy & Resources	Re008	Resources & Effective Council	Increased use of technology	Stopping the cash collection service to schools and council departments - channel shifting to more secure alternatives that the council provide such DD, standing orders, PayPoint etc.	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(68)	0	0	0	0	0	(68)
Strategy & Resources	Re010	Resources & Effective Council	Increased use of technology	investment in Oracle resulting in review of licenses across the organisation due to retiring legacy systems	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	0	(300)	0	0	0	0	(300)
Strategy & Resources	Re011	Resources & Effective Council	Live Unlimited	Reduction in support to Live Unlimited as it becomes financially sustainable	Cashable efficiency	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(30)	(30)	0	0	0	0	(60)
Strategy & Resources	CS5	Resources & Effective Council	Pensions	Temporary reduction in employer contribution	Cashable efficiency	No service specific consultation is required however, the Pension Fund Committee instructed Officers to review their Policy on Contribution Reviews as it they felt the existing policy was unclear how to proceed when a request to review contributions came from the Council.  Officers consulted on changes to the Policy with other employers over the period 11 December to 15 January. Only minor comments and no objections were made through the consultation.	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqlA is not required.	(6,400)	0	6,400	0	0	0	0
Strategy & Resources	Re012	Resources & Effective Council	Voluntary & Community Sector	Review Financial support to voluntary sector	Cashable efficiency	Engagement with the voluntary sector partners is underway and will continue as proposals develop. The impact of any funding allocation/budget change on the organisations (and then onwards to community groups and residents) will be established through that engagement. We would expect to be able to undertake an EqlA in due course as proposals become clear[er].	Impact on service delivery will be assessed once proposals have been developed further	Impact on customer satisfaction will be assessed once proposals have been developed further	EqlA requirements will be assessed once proposals have been developed further	(100)						(100)
Strategy & Resources	Re013	Resources & Effective Council	Digital Transformation	Digital proposition being taken forward to the next stage of due diligence to develop a 'live' Single Citizen View, that can be used to check eligibility for Single Person Discount for Council Tax and detect potential fraud.	Cashable efficiency	Consultation requirements will be assessed once proposals have been developed further	This saving is anticipated to positively impact on service delivery.	This saving is anticipated to positively impact customer satisfaction.	EqlA requirements will be assessed once proposals have been developed further	(500)	(500)	0	0	0	0	(1,000)
<b>TOTAL</b>										<b>(7,535)</b>	<b>(630)</b>	<b>6,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,365)</b>

Directorate	Line Ref	Cabinet Brief	Opportunity Area	Description of Saving	Saving Category	Consultation (How are we consulting on this proposal)	Impact on service delivery	Impact on Customer Satisfaction	Equalities Impact All Published EqIAs are online at: <a href="https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25">https://www.barnet.gov.uk/your-council/policies-plans-and-performance/equality-and-diversity/equality-impact-assessments-2024-25</a>	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Total £'000
Cross-Council	CS2	Resources & Effective Council	Senior Management Review	Senior Management Review	Cashable efficiency	Consultation requirements will be assessed once proposals have been developed further	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	EqIA requirements will be assessed once proposals have been developed further	(500)	0	0	0	0	0	(500)
Cross-Council	CS6	Resources & Effective Council	Staffing	Reduce establishment across the organisation	Cashable efficiency	Consultation requirements will be assessed once proposals have been developed further	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	EqIA requirements will be assessed once proposals have been developed further. HR policies will be followed.	(2,000)	0	0	0	0	0	(2,000)
Cross-Council	CS7	Resources & Effective Council	Digital Transformation	Digital propositions are being taken forward to the next stage of due diligence. 1. Combining data from multiple council systems, health organisations and schools to detect House in Multiple Occupancy (HMO) fraud; 2. Stopping financial leakage by using analytics capabilities against policies to identify anomalies to ensure that the correct services are being provided; and 3. Using automated simple email and text reminders to remind people behind on debt payments and for automatic renewals.	Cashable efficiency	Consultation requirements will be assessed once proposals have been developed further	This saving is anticipated to positively impact on service delivery.	This saving is anticipated to positively impact customer satisfaction.	EqIA requirements will be assessed once proposals have been developed further	(1,000)	(400)	(400)	0	0	0	(1,800)
Cross-Council	CS8	Resources & Effective Council	Income	Increase income from NHS on CHC/CC	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(1,500)	0	0	0	0	0	(1,500)
Cross-Council	CS9	Resources & Effective Council	Income	Recharges to DSG/HRA and ringfenced grants	Other external funding	No service specific consultation required	This saving is not anticipated to impact on service delivery.	This saving will not have an adverse impact on customer satisfaction.	An EqIA is not required.	(1,000)	0	0	0	0	0	(1,000)
<b>TOTAL</b>										<b>(6,000)</b>	<b>(400)</b>	<b>(400)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(6,800)</b>

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**Fees and Charges 2024/25**

Department: **Customer & Place**  
 Area: **Street Lighting, DLO & EV Charging**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SL1	Install a Banner on a Street Light Column	Street Lighting	Charge applicable to attaching a banner with dual bracket arm to a lighting column	Each	£100.00 to £200.00 (Depending on volumes)	£100.00 to £200.00 (Depending on volumes)			s115B, s115E Highways Act 1980; s.93 Local Government Act 2003; s.1 Localism Act 2011	Statutory Discretionary / Discretionary
SL2	Install a Banner on a Street Light Column, including design and printing	Street Lighting	Charge applicable to designing, printing and attaching a banner with dual bracket arm to a lighting column	Each	£350.00 to £500.00 (Depending on volumes)	£100.00 to £200.00 (Depending on volumes)			s115B, s115E Highways Act 1980; s.93 Local Government Act 2003; s.1 Localism Act 2011	Statutory Discretionary / Discretionary
SL3	Rent of an approved Advertising Banner placed on Street Furniture	Advertising	Weekly Charge applicable to a banner being displayed on street furniture	Weekly Charge per banner	£250.00	£250.00	£0.00	0.00%	s115B, s115E Highways Act 1980; s.93 Local Government Act 2003; s.1 Localism Act 2011	Statutory Discretionary / Discretionary
SL4	Electric Vehicle Charging	EV Charging	Per Kilowatt Hour charge for using the Electric Vehicle Charging points	Per Kilowatt Hour	Between 30p excl vat and 45p excl vat (depending on charger type)	Between 35p excl vat and 55p excl vat (depending on charger type and energy cost changes in year)	Between 5p and 10p	Between 16.67% and 22%	s115B, s115E Highways Act 1980; s.93 Local Government Act 2003; s.1 Localism Act 2011	Statutory Discretionary / Discretionary
SL5	Replacement 10 metre Lighting column	Street Lighting	Replacement double door 10 metre lighting column to accommodate additional attachments	Each	£3,000.00	£3,500.00	£500.00	16.67%	s115B, s115E Highways Act 1980; s.93 Local Government Act 2003; s.1 Localism Act 2011	Statutory Discretionary / Discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

**Fees and Charges 2024/25**

Department: **Customer & Place**  
 Area: **Street Scene**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SS1	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 1100 litre bin including delivery. The bin remains property of the Council	Per Bin	£550.00	£643.50	£93.50	17.00%	s46 Environmental Protection Act 1990	Statutory Discretionary
SS2	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 660 Litre bin including delivery. The bin remains property of the Council	Per Bin	£363.52	£387.22	£23.70	6.52%	s46 Environmental Protection Act 1990	Discretionary
SS3	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 240 ltr black (refuse) bin including delivery. The bin remains property of the Council	Per Bin	£61.31	£65.39	£4.08	6.65%	s46 Environmental Protection Act 1990	Discretionary
SS4	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 240 ltr blue (dry recycling) bin including delivery.. The bin remains property of the Council	Per Bin	£45.85	£48.89	£3.04	6.63%	s46 Environmental Protection Act 1990	Discretionary
SS5	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for additional 240 ltr blue (dry recycling) bin including delivery. The bin remains property of the Council	Per Bin	£61.31	£65.31	£4.00	6.52%	s46 Environmental Protection Act 1990	Discretionary
SS6	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 240 ltr green (garden) bin including delivery. The bin remains property of the Council	Per Bin	£61.31	£65.31	£4.00	6.52%	s46 Environmental Protection Act 1990	Discretionary
SS8	Recycling and Waste - 4 Wheeled Bins	Street Scene Service Delivery	Lid for 4 Wheeled bin	Per Lid	£93.91	£98.91	£5.00	5.32%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS9	Recycling and Waste - 2 Wheeled Bins	Street Scene Service Delivery	Lid for 2 Wheeled bin	Per Lid	£16.43	£17.41	£0.98	5.96%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS10	Recycling and Waste - 4 Wheeled Bins	Street Scene Service Delivery	Wheel for 4 Wheeled bin	Per Wheel	£21.14	£45.00	£23.86	112.87%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS11	Recycling and Waste - 2 Wheeled Bins	Street Scene Service Delivery	Wheel for 2 Wheeled bin	Per Wheel	£17.46	£18.60	£1.14	6.53%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS12	Bin Maintenance & Repair Works	Street Scene Service Delivery	Priced work as required by the client (cost defined by time, resources and parts used)	Per hour / Per unit	£84.09 per hour plus parts	£90 per hour plus parts	£5.91	7.03%	s46 & s47 Environmental Protection Act 1990	Discretionary
SS13	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Bin supply, delivery, rental and maintenance - 4 wheeled bins (5 year contract with bin - year 1)	Per annum	£323.92	£345.95	£22.03	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS14	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Ongoing bin rental and maintenance - 4 wheeled bins (5 year new bin contract - years 2-5)	Per annum	£107.97	£115.31	£7.34	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS15	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Ongoing bin rental and maintenance - 4 wheeled bins (5 year contract - bins previously supplied)	Per annum	£79.98	£85.42	£5.44	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS16	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Bin supply, delivery, rental and maintenance - 2 wheeled bins (5 year contract with bin - year 1)	Per annum	£59.98	£64.06	£4.08	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS17	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Ongoing bin rental and maintenance - 2 wheeled bins (5 year contract with bin - years 2-5)	Per annum	£23.99	£25.62	£1.63	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS18	Bin Maintenance - developers/managing agents	Street Scene Service Delivery	Ongoing bin rental and maintenance - 2 wheeled bins (5 year contract - bins previously supplied)	Per annum	£19.98	£21.34	£1.36	6.80%	s46 & s47 Environmental Protection Act 1990	Statutory Discretionary
SS19	Commercial Waste - Refuse Band A (Up to 70Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£940.07	£987.00	£46.93	4.99%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS20	Commercial Waste - Refuse Band B (Up to 20Kg)	Street Scene Service Delivery	240 Litre Bins	Per container	£464.33	£488.00	£23.67	5.10%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS21	Commercial Waste - Refuse Band B (Up to 30Kg)	Street Scene Service Delivery	360 Litre Bins	Per container	£583.99	£613.00	£29.01	4.97%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS22	Commercial Waste - Refuse Band B (Up to 60Kg)	Street Scene Service Delivery	660 Litre Bins	Per container	£854.62	£897.00	£42.38	4.96%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS23	Commercial Waste - Refuse Band B (Up to 100Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£1,130.93	£1,187.00	£56.07	4.96%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS24	Commercial Waste - Refuse Band C (Up to 100Kg)	Street Scene Service Delivery	660 Litre Bins	Per container	£1,119.53	£1,175.00	£55.47	4.95%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS25	Commercial Waste - Refuse Band C (Up to 150Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£1,467.09	£1,540.00	£72.91	4.97%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS26	Commercial Waste - Recycling Band A (Up to 70Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£703.63	£739.00	£35.37	5.03%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS27	Commercial Waste - Recycling Band B (Up to 20Kg)	Street Scene Service Delivery	240 Litre Bins	Per container	£410.21	£431.00	£20.79	5.07%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS28	Commercial Waste - Recycling Band B (Up to 30Kg)	Street Scene Service Delivery	360 Litre Bins	Per container	£527.00	£553.00	£26.00	4.93%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS29	Commercial Waste - Recycling Band B (Up to 60Kg)	Street Scene Service Delivery	660 Litre Bins	Per container	£677.98	£712.00	£34.02	5.02%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS30	Commercial Waste - Recycling Band B (Up to 100Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£823.28	£864.00	£40.72	4.95%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS31	Commercial Waste - Recycling Band C (Up to 100Kg)	Street Scene Service Delivery	660 Litre Bins	Per container	£823.28	£864.00	£40.72	4.95%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS32	Commercial Waste - Recycling Band C (Up to 150Kg)	Street Scene Service Delivery	1100 Litre Bins	Per container	£999.89	£1,050.00	£50.11	5.01%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS34	Commercial Waste - Garden Waste	Street Scene Service Delivery	240 Litre Bins	Per container	£225.98	£237.00	£11.02	4.88%	s45(4), s47 Environmental Protection Act 1990	Statutory Discretionary
SS35	Collection Only - Recycling & Waste (Schools)	Street Scene Service Delivery	240 Litre Bins	Per container	£404.51	£425.00	£20.49	5.07%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SS36	Collection Only - Recycling & Waste (Schools)	Street Scene Service Delivery	360 Litre Bins	Per container	£478.58	£503.00	£24.42	5.10%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS37	Collection Only - Recycling & Waste (Schools)	Street Scene Service Delivery	660 Litre Bins	Per container	£609.62	£640.00	£30.38	4.98%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS38	Collection Only - Recycling & Waste (Schools)	Street Scene Service Delivery	1100 Litre Bins	Per container	£692.23	£726.00	£33.77	4.88%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS41	Commercial Collection Only Garden waste	Street Scene Service Delivery	240 Litre Bins	Per container	£404.51	£404.51	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS42	Commercial Waste - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	1100 Litre Refuse Bins	Per container	£121.44	£131	£9.56	7.87%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS43	Commercial Waste - each additional container (including contaminated recycling)	Street Scene Service Delivery	1100 Litre Refuse Bins	Per container	£36.22	£39	£2.78	7.68%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS44	Commercial Waste - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	660 Litre Refuse Bins	Per container	£106.95	£115	£8.05	7.53%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS45	Commercial Waste - each additional container (including contaminated recycling)	Street Scene Service Delivery	660 Litre Refuse Bins	Per container	£21.72	£23	£1.28	5.89%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS46	Commercial Waste - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	360 Litre Refuse Bins	Per container	£99.70	£108	£8.30	8.32%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS47	Commercial Waste - each additional container (including contaminated recycling)	Street Scene Service Delivery	360 Litre Refuse Bins	Per container	£14.48	£15.46	£0.98	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS48	Commercial Waste - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	240 Litre Refuse Bins	Per container	£96.07	£102.60	£6.53	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS49	Commercial Waste - each additional container (including contaminated recycling)	Street Scene Service Delivery	240 Litre Refuse Bins	Per container	£10.86	£11.60	£0.74	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS50	Commercial Waste - attend & empty first container	Street Scene Service Delivery	1100 Litre Recycling Bins	Per container	£112.38	£120.02	£7.64	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS51	Commercial Waste - each additional container	Street Scene Service Delivery	1100 Litre Recycling Bins	Per container	£27.15	£29.00	£1.85	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS52	Commercial Waste - attend & empty first container	Street Scene Service Delivery	660 Litre Recycling Bins	Per container	£101.50	£108.40	£6.90	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS53	Commercial Waste - each additional container	Street Scene Service Delivery	660 Litre Recycling Bins	Per container	£16.28	£17.39	£1.11	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS54	Commercial Waste - attend & empty first container	Street Scene Service Delivery	360 Litre Recycling Bins	Per container	£96.07	£102.60	£6.53	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS55	Commercial Waste - each additional container	Street Scene Service Delivery	360 Litre Recycling Bins	Per container	£10.86	£11.60	£0.74	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS56	Commercial Waste - attend & empty first container	Street Scene Service Delivery	240 Litre Recycling Bins	Per container	£93.36	£99.71	£6.35	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS57	Commercial Waste - each additional container	Street Scene Service Delivery	240 Litre Recycling Bins	Per container	£9.39	£10.03	£0.64	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS58	Collection Only - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	1100 Litre Recycling/Refuse Bins	Per container	£97.29	£103.91	£6.62	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS59	Collection Only - each additional container (including contaminated recycling)	Street Scene Service Delivery	1100 Litre Recycling/Refuse Bins	Per container	£26.56	£28.37	£1.81	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS60	Collection Only - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	660 Litre Recycling/Refuse Bins	Per container	£92.46	£98.75	£6.29	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS61	Collection Only - each additional container (including contaminated recycling)	Street Scene Service Delivery	660 Litre Recycling/Refuse Bins	Per container	£15.93	£17.01	£1.08	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS62	Collection Only - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	360 Litre Recycling/Refuse Bins	Per container	£90.04	£96.16	£6.12	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS63	Collection Only - each additional container (including contaminated recycling)	Street Scene Service Delivery	360 Litre Recycling/Refuse Bins	Per container	£11.58	£12.37	£0.79	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS64	Collection Only - attend & empty first container (including contaminated recycling)	Street Scene Service Delivery	240 Litre Recycling/Refuse Bins	Per container	£88.84	£94.88	£6.04	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SS65	Collection Only - each additional container (including contaminated recycling)	Street Scene Service Delivery	240 Litre Recycling/Refuse Bins	Per container	£8.93	£9.54	£0.61	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS66	Commercial Refuse	Street Scene Service Delivery	Refuse Sacks	Per 52	£94.00	£100.39	£6.39	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS67	Commercial Refuse	Street Scene Service Delivery	Refuse Sacks	Per 104	£180.04	£192.28	£12.24	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS68	Commercial Refuse	Street Scene Service Delivery	Refuse Sacks	Per 208	£341.84	£365.09	£23.25	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS69	Commercial Refuse	Street Scene Service Delivery	Premium Sacks	Per 52	£150.97	£161.24	£10.27	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS70	Commercial Refuse	Street Scene Service Delivery	Premium Sacks	Per 104	£293.98	£313.97	£19.99	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS71	Commercial Refuse	Street Scene Service Delivery	Premium Sacks	Per 208	£569.74	£608.48	£38.74	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS72	Commercial Recycling	Street Scene Service Delivery	Recycling Sacks	Per 52	£77.49	£82.76	£5.27	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS73	Commercial Recycling	Street Scene Service Delivery	Recycling Sacks	Per 104	£148.13	£158.20	£10.07	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS74	Commercial Recycling	Street Scene Service Delivery	Recycling Sacks	Per 208	£282.58	£301.80	£19.22	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS75	Commercial Recycling	Street Scene Service Delivery	Cardboard Recycling Strips	Per 50	£63.00	£67.28	£4.28	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS76	Commercial Recycling	Street Scene Service Delivery	Cardboard Recycling Strips	Per 100	£120.52	£128.72	£8.20	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS77	Commercial Recycling	Street Scene Service Delivery	Cardboard Recycling Strips	Per 200	£230.08	£245.73	£15.65	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS78	Commercial Bin Replacement	Street Scene Service Delivery	1100 Litre Bin - Lost/stolen/broken	Per unit	£375.41	£394.18	£18.77	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS79	Commercial Bin Replacement	Street Scene Service Delivery	660 Litre Bin - Lost/stolen/broken	Per unit	£222.65	£233.78	£11.13	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS80	Commercial Bin Replacement	Street Scene Service Delivery	360 Litre Bin - Lost/stolen/broken	Per unit	£74.17	£77.88	£3.71	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS81	Commercial Bin Replacement	Street Scene Service Delivery	240 Litre Bin - Lost/stolen/broken	Per unit	£47.30	£49.67	£2.37	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS82	Commercial Bin Delivery or Collection	Street Scene Service Delivery	4 wheeled bin	Per bin	£56.70	£60.56	£3.86	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS83	Commercial Bin Delivery or Collection	Street Scene Service Delivery	2 wheeled bin	Per bin	£28.20	£30.12	£1.92	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS84	Event/Fete Bins - delivery & collection from site	Street Scene Service Delivery	6 to 10 bins delivered & collected	Per event	£339.65	£400.00	£60.35	17.77%	s45-47 Environmental Protection Act 1990	Discretionary
SS85	Event/Fete Bins - delivery & collection from site	Street Scene Service Delivery	Up to 5 bins delivered & collected	Per event	£227.35	£300.00	£72.65	31.96%	s45-47 Environmental Protection Act 1990	Discretionary
SS86	Commercial Refuse - Compactor Skip	Street Scene Service Delivery	Weekly collection of up to a tonne of waste	Per annum	£16,489.69	£17,314.17	£824.48	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS87	Commercial Refuse - Compactor Skip	Street Scene Service Delivery	Overweight - only applied to weight after 1 tonne	Per tonne	£136.40	£143.22	£6.82	5.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS88	Collection Only - Compactor Skip	Street Scene Service Delivery	Collection only charge for additional collections	Per annum	£14,714.72	£15,715.32	£1,000.60	6.80%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS89	Barnet Allotments 12 Yard Skip (2 Weeks maximum on site)	Street Scene Service Delivery	Collection of up to a tonne of green waste	Per skip	£301.90	£322.43	£20.53	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS90	Barnet Allotments 12 Yard Skip (2 Weeks maximum on site)	Street Scene Service Delivery	Overweight - applied to weight after 1 tonne	Per tonne	£79.43	£84.83	£5.40	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS91	Barnet Allotments 12 Yard Skip(2 Weeks maximum on site)	Street Scene Service Delivery	Contaminated - applied to complete load	Per tonne	£56.70	£60.56	£3.86	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS92	Skip Charges - Internal Clients 12 Yard Skip (2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - materials up to 1 tonnes	Per skip	£301.90	£322.43	£20.53	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS93	Skip Charges - Internal Clients(2 Weeks maximum on site)	Street Scene Service Delivery	Overweight - applied to weight after 1 tonne	Per tonne	£100.68	£107.53	£6.85	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS94	16 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - light/medium weights up to 1.5 tonnes	Per skip	£364.00	£388.75	£24.75	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS95	12 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - light/medium weights up to 1.25 tonnes	Per skip	£301.60	£322.11	£20.51	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS96	8 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - medium/heavy materials up to 1 tonnes	Per skip	£244.40	£261.02	£16.62	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SS97	6 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - medium/heavy materials up to 0.75 tonnes	Per skip	£213.20	£227.70	£14.50	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS98	Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Overweight - applied to skip weights exceeding the prescribed limits	Per tonne	£136.40	£145.68	£9.28	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS99	Grab Lorry Hire - All clients	Street Scene Service Delivery	Grab Lorry Service Charge (minimum booking 3.5 hours)	Per hour	£109.56	£117.01	£7.45	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS100	Grab Lorry Hire - All clients	Street Scene Service Delivery	Grab Lorry Disposal costs	Per tonne	£136.40	£145.68	£9.28	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS101	Additional Commercial Waste Clearance Services	Street Scene Service Delivery	Priced work as required by the client (cost defined by tonnages, time taken and resources used)	Per tonne/ Per hour / Per unit	£134.65	£143.81	£9.16	6.80%	s45-47 Environmental Protection Act 1990; s93 Local Government Act 2003	Discretionary
SS102	Commercial Agreement Non-Payment	Street Scene Service Delivery	Stopped collections administration charge	Per process	£54.78	£58.51	£3.73	6.80%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS103	Commercial Agreement Non-Payment	Street Scene Service Delivery	Bin removal or bin return charge	Per action	£56.80	£60.66	£3.86	6.80%	s47 Environmental Protection Act 1990	Statutory Discretionary
SS104	Bin Maintenance - commercial customers	Street Scene Service Delivery	4 wheeled bin charge	Per annum	£99.98	£106.78	£6.80	6.80%	s47 Environmental Protection Act 1990	Statutory Discretionary
SS105	Bin Maintenance - commercial customers	Street Scene Service Delivery	2 wheeled bin charge	Per annum	£67.97	£72.59	£4.62	6.80%	s47 Environmental Protection Act 1990	Statutory Discretionary
SS106	Bin Washing Service - commercial customers	Street Scene Service Delivery	4 wheeled bin charge	Per wash	£21.91	£23.40	£1.49	6.80%	s47 Environmental Protection Act 1990	Statutory Discretionary
SS107	Bin Washing Service - commercial customers	Street Scene Service Delivery	2 wheeled bin charge	Per wash	£10.96	£11.71	£0.75	6.80%	s47 Environmental Protection Act 1990	Statutory Discretionary
SS108	Clinical waste collection	Street Scene Service Delivery	Individual user in own home (per bag, sharp or box)	Per unit collected	Free	Free	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS109	Clinical waste collection	Street Scene Service Delivery	Residential care homes or similar (per bag, sharps or box)	Per unit collected	£38.58	£41.93	£3.35	8.68%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS110	Removal of dead domestic animals (private dwellings)	Street Scene Service Delivery	Charge for removal	Per animal	£72.64	£78.95	£6.31	8.69%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS111	Graffiti removal	Street Scene Service Delivery	Charge for 1st square metre	Per area	£72.64	£78.95	£6.31	8.69%	s93 Local Government Act 2003	Discretionary
SS112	Graffiti removal	Street Scene Service Delivery	Charge for each additional square metre	Per area	£85.43	£92.86	£7.43	8.70%	s93 Local Government Act 2003	Discretionary
SS113	Commercial Agreement Administration	Street Scene Service Delivery	Customer initiated activity (account changes)	Per process	£27.38	£29.76	£2.38	8.69%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS114	Commercial Agreement Administration	Street Scene Service Delivery	Contract termination charge (un-notified)	Per process	10% of annual service costs	10% of annual service costs	£0.00	0.00%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS115	Bulky & electrical items collection (Domestic Households)	Street Scene Service Delivery	Prepaid charge for removal of up to 3 non electrical items of rubbish or furniture (an additional £10 for each subsequent item up to a maximum of 10 items)	Up to 3 items	£35 up to £105	£38 up to £108	£3.00	Between 2.85% and 8.57%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS116	Bulky & electrical items collection (Domestic Households)	Street Scene Service Delivery	An additional item - up to 10	Per additional item	£10.00	£10.00	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS117	Commercial Services Administration	Street Scene Service Delivery	Copy of WTN provided	Per Record	£10.81	£11.55	£0.74	6.80%	s45-47 Environmental Protection Act 1990; Local Government Act 2003	Discretionary
SS118	Commercial Services Administration	Street Scene Service Delivery	Delivery of commercial refuse sacks	Per Delivery	£5.40	£5.77	£0.37	6.80%	s45-47 Environmental Protection Act 1990; Local Government Act 2003	Discretionary
SS119	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Collection Only Band S2	1100 Litre Bins	£843.64	£886.00	£42.36	5.02%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS120	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Commercial Waste - Refuse Band A* (Up to 40Kg)	1100 Litre Bins	£805.40	£846.00	£40.60	5.04%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS121	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Commercial Waste - Refuse Band D (Up to 200Kg)	1100 Litre Bins	£1,745.78	£1,834.00	£88.22	5.05%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS122	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Commercial Waste - Recycling Band A* (Up to 40Kg)	1100 Litre Bins	£598.42	£613.00	£14.58	2.44%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS123	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Commercial Waste - Recycling Band D (Up to 200Kg)	1100 Litre Bins	£1,214.85	£1,245.00	£30.15	2.48%	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS128	Garden Waste	Street Scene Service Delivery	Chargeable Garden Waste Collection - 1st Bin annual charge	Per Container	£70.00	£70.00	£70.00	100.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS129	Garden Waste	Street Scene Service Delivery	Chargeable Garden Waste Collection - Per Additional Bin annual charge	Per Container	£50.00	£50.00	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS130	Garden Waste	Street Scene Service Delivery	Chargeable Garden Waste Collection - 1st Bin Part Year Charge	Per Container	£40.00	£40.00	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS131	Garden Waste	Street Scene Service Delivery	Chargeable Garden Waste Collection - Per Additional Bin Part Year Charge	Per Container	£30.00	£30.00	£0.00	0.00%	s45-47 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
SS132	Garden Waste	Street Scene Service Delivery	Removal of garden waste bin	Per Collection	£10.00	£10.00	£0.00	0.00%	s45 Environmental Protection Act 1990; Schedule 1 Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS145	Class 4 MOT fees	Street Scene Service Delivery	Class 4 MOT fees	Per Test	Up to £54	Up to £54	£0.00	0.00%	Charges capped by DVSA	Statutory Discretionary
SS146	Class 4 (9 to 12 Seats) MOT fees	Street Scene Service Delivery	Class 4 (9 to 12 Seats) MOT fees	Per Test	Up to £57	Up to £57	£0.00	0.00%	Charges capped by DVSA	Statutory Discretionary
SS147	Class 5 MOT fees	Street Scene Service Delivery	Class 5 MOT fees	Per Test	Up to £59	Up to £59	£0.00	0.00%	Charges capped by DVSA	Statutory Discretionary
SS148	Class 7 MOT fees	Street Scene Service Delivery	Class 7 MOT fees	Per Test	Up to £58	Up To £58	£0.00	0.00%	Charges capped by DVSA	Statutory Discretionary
SS149	Class 4,5,7 MOT retest	Street Scene Service Delivery	Class 4,5,7 MOT retest	Per Test	Up to £20	Up to £20	£0.00	0.00%	Charges capped by DVSA	Statutory Discretionary
SS150	Vehicle Inspection, Repair and Maintenance work	Street Scene Service Delivery	Priced work as required by the client (cost defined by time, resources and parts used)	Per Hour	Up to £60 plus parts	Up to £60 plus parts	£0.00	0.00%	s93 Local Government Act 2003	Discretionary
SS151	Commercial Collection Only Food Waste	Street Scene Service Delivery	200 Litre Bins	Per container		£572.00	£572.00	New	s45-47 Environmental Protection Act 1990; Schedule 1, Controlled Waste (England & Wales) Regulations 2012	Statutory Discretionary
SS152	14 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - light/medium weights up to 1.5 tonnes	Per skip		£348.60	£348.60	New	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS153	10 Yard Skip Charges - External clients(2 Weeks maximum on site)	Street Scene Service Delivery	Single collection - light/medium weights up to 1 tonnes	Per skip		£285.60	£285.60	New	s45-47 Environmental Protection Act 1990	Statutory Discretionary
SS154	Gravity and Snap Locks	Street Scene Service Delivery	Supplying and fitting of bin locks	Per Lock		£48.00	£48.00	New	s45-47 Environmental Protection Act 1991	Discretionary
SS155	Recycling and Waste - Wheeled Bins	Street Scene Service Delivery	Charge for 1280lit litre bin including delivery. The bin remains property of the Council	Per Bin		£707.00	£707.00	New	s46 Environmental Protection Act 1990	Statutory Discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011





Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Comments	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
P84	Resident Permit 7 seater discount	Parking	All resident permit zones, except Event Day, visitor vouchers. Sold in batches of 4 visitor vouchers, minimum purchase is 12 vouchers with a maximum per household of 200 in any 12 month period. Limit applies across virtual and printed.	Each	As 2022/23	As 2023		No change	Other comment	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P85	Resident Visitor Vouchers - Virtual	Parking	All resident permit zones, except Event Day, visitor vouchers. Sold in batches of 4 visitor vouchers, minimum purchase is 12 vouchers with a maximum per household of 200 in any 12 month period. Limit applies across virtual and printed.	Day	£1.20	£1.33	£0.13	10.83%	10.5% increase	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P86	Resident Visitor Vouchers - Printed	Parking	All resident permit zones, except Event Day, visitor vouchers. Sold in batches of 4 visitor vouchers, minimum purchase is 12 vouchers with a maximum per household of 200 in any 12 month period. Limit applies across virtual and printed.	Day	£1.40	£1.55	£0.15	10.71%	10.5% increase	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P87	Event Day Visitor Vouchers	Parking	Event Day controlled parking zone visitor vouchers with a maximum per household or workplace of 88 in any 12 month period.	12 Month Period	£1.20	£1.33	£0.13	10.83%	10.5% increase	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P88	On Street Parking Charges	Parking	Payment to Park	As per location, local signage and Traffic Management Order 2019-20	As 2022/23 plus 10.1%	As 2023 plus 10.5%		10.50%	As 2023 plus 10.5%	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P89	Off Street Parking Charges	Parking	Payment to Park	As per location, local signage and Traffic Management Order 2019-20	As 2022/23 plus 10.1%	As 2023 plus 10.5%		10.50%	As 2023 plus 10.5%	Road Traffic Regulation Act 1984, s35	Statutory discretionary
P90	Parking Voucher	Parking	Sold in batches of 4	one hour	£2.80	£3.10	£0.30	10.71%	10.5% increase, rounded to nearest 10p	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P91	Parking Voucher	Parking	Sold in batches of 4	half hour	£1.40	£1.55	£0.15	10.71%	Half of hourly cost (P90)	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P92	Business Permit Charity Discount	Parking	Discount for applicants who receive charitable business rates relief	Each	As 2022-23				Other comment	Road Traffic Regulation Act 1984, s46	Statutory discretionary
P93	Admin Fee	Parking	Administration fee associated with setting up each property with limit on number of permits allowed on the permit system - for developments of up to 100 units	Each	£27.50	£30.50	£3.00	10.91%	10.5% increase, rounded to nearest 50p	Local Government Act 2003, s93;	Discretionary
P94	Admin Fee	Parking	Administration fee associated with setting up each property with limit on number of permits allowed on the permit system - for developments of 101 to 250 units	Each	£22.00	£24.50	£2.50	11.36%	10.5% increase, rounded to nearest 50p	Local Government Act 2003, s93;	Discretionary
P95	Admin Fee	Parking	Administration fee associated with setting up each property with limit on number of permits allowed on the permit system - for developments of 251 units and upwards	Each	£16.50	£18.00	£1.50	9.09%	10.5% increase, rounded to nearest 50p	Local Government Act 2003, s93;	Discretionary

**Terminology key**

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Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011



**Fees and Charges 2024/25**

Department: **Customer and Place**  
 Area: **Highways**  
 Inflation: **6.80%**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Customer and Place	HW 13 Highways	Highways	Memorial Seat/bench, up to 6ft in length, Including on-going care for 10 years (minimum bench cost £1536.76 dependant on material availability)	Each Bench	up to £1438.91 plus £688 fixings and installation plus £550 on going care	up to £1536.76 plus £734.78 fixings and installation plus £587.4 on going care	£97.85 £46.78 £37.40	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 14 Highways	Highways	Type 1 Bronze Plaque 152 x 63mm Flush Fitted	Each	£264.72	£282.73	£18.00	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 15 Highways	Highways	Type 2 Bronze Plaque 152 x 63mm Flush Fitted	Each	£313.63	£334.96	£21.33	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 16 Highways	Highways	Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application initial meeting to discuss proposed developments.	Each	£746.63	£797.40	£50.77	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 17 Highways	Highways	Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application advice or Pre-approval meeting to discuss proposed development and the scope of adoptable highway works in connection with new developments	Hourly Rate up to Snr Eng.	£160.43	£171.34	£10.91	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 18 Highways	Highways	Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application advice or Pre-approval meeting to discuss proposed development and the scope of adoptable highway works in connection with new developments	Hourly Rate above Snr Eng.	£249.29	£266.24	£16.95	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 20 Highways	Highways	Enquiries on Highway matters requiring an official response. To cover all enquiries including GIS, Traffic Management Order, traffic schemes, accident data, rights of way and similar	Each	£269.03	£287.33	£18.29	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 20b	Highways	Enquiries on Highway matters requiring an official response. To cover all enquiries including GIS, Traffic Management Order, traffic schemes, accident data, rights of way and similar items or queries over and above those set out in HW20.	Per item	£86.99	£92.91	£5.92	6.80%	s.93 Local Government Act 2003 and s.1 Localism Act 2011.	Discretionary
Customer and Place	HW 34 Highways	Highways	Vehicle Crossover Legal Agreement	Each	£238.18	£254.38	£16.20	6.80%	s.184 Highways Act 1980 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998 for charges arising from the cost of determining the application	Statutory Discretionary
Customer and Place	HW 35 Highways	Highways	Vehicle Crossover White Line - Process Application	Each	£190.05	£202.98	£12.92	6.80%	s.184 Highways Act 1980 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998 for charges arising from the cost of determining the application	Statutory Discretionary
Customer and Place	HW 36 Highways	Highways	Vehicle Crossover White Line Installation	Each	£209.80	£257.99	£48.19	22.97%	s.184 Highways Act 1980 and reg. 3 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998 for charges arising from the cost of determining the application	Statutory Discretionary
Customer and Place	HW 36a	Highways	Vehicle crossover White Line Installation - markings over 5m for every additional metre	Each	£23.20	£28.53	£5.33	22.98%	s.184 Highways Act 1980 and reg. 3 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998 for charges arising from the cost of determining the application	Statutory Discretionary
Customer and Place	HW 41 Highways	Highways	Private Street Name Plate - Quote and Specification Fee	Each	£142.67	£152.37	£9.70	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Customer and Place	HW 42 Highways	Highways	Temporary Traffic Regulation Order - 14.1 Road Traffic Regulation Act- Extension per month - The additional fee is applied each month between months 4 and 18 of an order period to enable further co-ordination, permitting and network management functions	Each	£229.01	£244.58	£15.57	6.80%	The Road Traffic Regulation Act - S14	Statutory Discretionary
Customer and Place	HW 43 Highways	Highways	Damage to Highways - Recharges Recharge cost of repairs to damage caused to the public highway by building works. S133 Highways Act 1980	Per incident	Cost + 40%	Cost + 40%	£0.00	0.00%	The Highways Act 1980 - S133	Statutory Discretionary
Customer and Place	HW 50 Rechargeable Works	Rechargeable Works	Provide and place new salt bin, inc. salt	Item	£454.15	£485.03	£30.88	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary
Customer and Place	HW 51 Rechargeable Works	Rechargeable Works	Replace damaged salt bin, inc. salt refill	Item	£454.15	£485.03	£30.88	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary
Customer and Place	HW 52 Rechargeable Works	Rechargeable Works	Salt refill of bin	Item	£181.41	£193.75	£12.34	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary
Customer and Place	HW 54 Rechargeable Works	Rechargeable Works	Anything done to temporarily restrict or prohibit traffic in order to facilitate a Special Event or similar whether on or off-street. Includes site meetings, making and advertising temporary traffic orders and erecting street notice. Excludes signs/road markings.  This is a fee to cover initial consideration including site inspection, consultations, estimate preparation and processing costs only. The cost of physical construction work will be a separate composite unit rate based on contractor's tendered rate plus 30% overhead costs to cover detailed design, drafting and advertising traffic order/notice(s). Supervision and admin costs. Note: Discretionary charges or a waiver of fees may be applied in instances where the Council considers it appropriate – for example Charity events.	Per order	£255.46	£272.83	£17.37	6.80%	Reg 4, Local Authorities (Transport Charges) Regulations 1998/948	Statutory Discretionary
Customer and Place	HW 55 Rechargeable Works	Rechargeable Works	Approval to carry out a traffic count on borough roads	Each	£401.08	£428.36	£27.27	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	s1 Localism Act 2011 and s93 Local Government Act 2003
Customer and Place	HW 56 Rechargeable Works	Rechargeable Works	Anything done to restrict or prohibit traffic on a road in order to carry out works on or near the road. Includes making temporary traffic orders, advertising, providing notification of the restrictions and making, erecting, maintaining diversion signs, barriers etc. to implement the road closure and removal thereof.	Per order	£4,940.11	£5,276.04	£335.93	6.80%	Reg 4, Local Authorities (Transport Charges) Regulations 1998/948	Statutory Discretionary
Customer and Place	HW 57 Rechargeable Works	Rechargeable Works	Anything done to temporarily restrict or prohibit traffic in order to carry out works on or near the road. Includes site meetings, making and advertising temporary traffic orders and erecting street notice. Excludes signs/road markings	Per order	£2,521.27	£2,692.72	£171.45	6.80%	Reg 4, Local Authorities (Transport Charges) Regulations 1998/948	Statutory Discretionary
Customer and Place	HW 58 Rechargeable Works	Rechargeable Works	Anything done to temporarily restrict or prohibit traffic in order to carry out works on or near the road when restriction is required without delay. Includes site meetings, making temporary traffic notices and erecting street notices. Excludes signs/road markings	Per order	£2,068.36	£2,209.00	£140.65	6.80%	Reg 4, Local Authorities (Transport Charges) Regulations 1998/948	Statutory Discretionary
Customer and Place	HW 59 Rechargeable Works	Rechargeable Works	Consideration of a request to place a traffic sign to indicate the route to specified land or premises and the placing of such a sign	Per Sign	£428.23	£457.35	£29.12	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary
Customer and Place	NEW HW 59a	Rechargeable Works	Consideration, quotation and specification to place a traffic sign to indicate the route to specified land or premises and the placing of such a sign	Per Sign	£171.29	£182.93	£11.65	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary
Customer and Place	HW 60 Rechargeable Works	Rechargeable Works	Provide traffic flow data from automatic traffic counters or previously conducted manual counts	Each	£524.49	£560.16	£35.67	6.80%	s1 Localism Act 2011 and s93 Local Government Act 2003	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Customer and Place	HW 82 - Highways	Highways	Construction cost of residential crossover-(per sq-metre)	Each	200.382/m2	Construction Cost + 40%	N/A as dependent on unique crossover characteristics	N/A as dependent on unique crossover characteristics	s.184 Highways Act 1980 and reg. 3 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998 for charges arising from the cost of determining the application	Statutory Discretionary
Customer and Place	HW 082a -Highways	Highways	Construction cost of residential crossover-(per sq-metre) where works are carried by the authority via the highways term contractor where the contractor is already onsite undertaking a footway relay.	Each	£150.29	(Construction Cost + 40% as per HW82) x0.8	N/A as dependent on unique crossover characteristics	N/A as dependent on unique crossover characteristics	s.184 Highways Act 1980 and reg. 3 and reg. 4 and Sch. 1 Para. 1 Table 1 Local Authorities (Transport Charges) Regulations 1998	Statutory Discretionary
Customer and Place	HW 83 - Highways	Highways PUBLIC PATH ORDERS	Stage 1 Process Application. Check application, site visit, map preparation, initial consultation, correspondence and prepare committee report. Legal advice if required will be charged at £160.20 per hour (an estimate of costs will be provided before works start) Additional time dealing with consultee responses will be charged at £42.72 per hour (an estimate of costs to be provided before works start)	per path	up to £1051.45	up to £1122.95	£71.50	6.80%	HW Act 1980 sections 26, 118 and 119 Local Authorities (Recovery of Costs for Public Path Orders) Regulation 1993 (as amended).	statutory costs recovery
Customer and Place	HW 84 - Highways	Highways PUBLIC PATH ORDERS	Stage 2 – Order Making. Prepare Order, Notice, and statement. Sign and seal Order. Distribute Order to all consultees and advertise (28 days consultation period) and advertise on Barnet website. Post, check and remove notices. Respond to queries and seek to overcome objections charged at £42.72 per hour. Additional site meetings if required charged at £117.48 per visit. Forward to Secretary of State if objections upheld and follow due process with possible Public Inquiry (non-chargeable work)	per order	up to £754.19	up to £805	£50.81	6.80%	HW Act 1980 sections 26, 118 and 119 Local Authorities (Recovery of Costs for Public Path Orders) Regulation 1993 (as amended).	statutory costs recovery
Customer and Place	HW 85 - Highways	Highways PUBLIC PATH ORDERS	Stage 3 & 4 – Confirmation of Order/Legal Event Order Confirm works completed to agreed standard, Sign confirmed Order, draft confirmation notice. Quality control check. Distribute Order. Post notices on site, check and remove. Advertise notice of confirmation of order (cost not included, advertising cost will be charged at the prevailing rate). Send copies to prescribed organisations. Amend Definitive Map and Statement. Produce Legal event Order (LEO) and sign and seal 2 copies	per order	£605.55	£646.73	£41.18	6.80%	HW Act 1980 sections 26, 118 and 119 Local Authorities (Recovery of Costs for Public Path Orders) Regulation 1993 (as amended).	statutory costs recovery
Customer and Place	HW 86 - Highways	Highways PUBLIC PATH ORDERS	Stage 5 Certification. Confirm works completed to agreed standard as detailed in Certificate of Works plus any additional agreements. Draft certificate, advertise (advertising cost not included, advertising cost will be charged at the prevailing rate) and send to all on consultation list including applicant, landowners and Ordnance Survey.	per certificate	£269.75	£288.09	£18.34	6.80%	HW Act 1980 sections 26, 118 and 119 Local Authorities (Recovery of Costs for Public Path Orders) Regulation 1993 (as amended).	statutory costs recovery
Customer and Place	HW 87 - Highways	Highways Act S31(6)	Deposit of first declaration, statement and map £261.66. Deposit of subsequent declarations within expiry period of first deposit (20 years) £261.66. Multiple areas of land may require more than one application and more than one fee. In the event of a joint application under s15A(1) of the Commons Act additional fees may apply for that element for which an estimate of costs will be provided before works commence	per landholding	£247.73	£264.57	£16.85	6.80%	Section 31(6) (Highways Act 1980) s.93 Local Government Act 2003 and s.1 Localism Act 2011	Discretionary
Customer and Place	HW 88 - Highways	Highways -Eruv Licence	Significant Eruv Licence renewal - 5 year licence £1,937.83 plus legal fees charged at £160.20 per hour (an estimate of costs will be provided before works start)	per Eruv area	£1,814.45	£1,937.83	£123.38	6.80%	s169 Highways Act 1980 Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023	Charges from 01/01/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Customer and Place	HW 89 - Highways	Highways -Eruv Licence	Significant Eruv Licence new - 5 year licence minimum fee £1,937.83 dependant on size of area, complexity, number of roadways affected and number of wires and poles required (plus legal fees charged at £160.20 per hour an estimate of costs will be provided before works start)	per Eruv area	£1,814.45	£1,937.83	£123.38	6.80%	Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Customer and Place	HW 90 -Highways	Highways -Eruv Licence	Small Eruv Licence - 5 year licence up to £1,937.83 dependant on size of area, complexity, number of roadways affected and number of wires and poles required (plus legal fees charged at £160.20 per hour an estimate of costs will be provided before works start)	per Eruv area	£1,814.45	£1,937.83	£123.38	6.80%	Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 2	Statutory Discretionary
Customer and Place	HW 91 Highways	Highways	Private Street Name Plate - Supply and Installation on supporting poles, posts or wall	Each	£786.77	£840.28	£53.50	6.80%	s.93 Local Government Act 2003; Localism Act 2011	Discretionary
Customer and Place	TSL 57 Trading Standards and Licensing	Trading Standards and Licensing	Demarcation of a street trading pitch by insertion of studs into the footway or road	Per stud	£25.19	£26.90	£1.71	6.80%	s.32 London Local Authorities Act 1990.	Statutory Discretionary
Customer and Place	HW 92 - Highways	Highways - Film Licence	No objection letter to filming on the public highway	Each	New	£100.00	New	New		Statutory discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Fees and Charges 2024/25

Department: Communities, Adults and Health

Area: Adult Social Care

Reference Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Adult Social Care	Residential and Nursing Care (1)	Social Care	Standard Charge persons aged 60+	Weekly	£175.40	£175.40	0	0	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory Prescribed
Adult Social Care	Residential and Nursing Care (1)	Social Care	Standard Charge persons aged 25-59	Weekly	£99.00	£99.00	0	0	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory Prescribed
Adult Social Care	Residential and Nursing Care (1)	Social Care	Standard Charge persons aged 18-25	Weekly	£81.40	£81.40	0	0	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory Prescribed
Adult Social Care	Respite Care (All client groups) (2)	Social Care	Residential Respite (per week)	Weekly	£130.55	£130.55	0	0	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory Prescribed
Adult Social Care	Fairer Contributions charge rate	Community Services	The rate charged for Community Services	Hourly	£19.25	£19.64	£0.39	2.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Predominantly Statutory prescribed but guidance also included where there is discretion (e.g. reasonable expenses)
Adult Social Care	Charges for arranging care for people above the capital/savings threshold	All Placement Areas	Arrangement and management fee for new care packages / placements	Annual Charge	£300.00	£300.00	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed, statutory costs recovery
Adult Social Care	Charges for Universal Deferred Payments	Social Care	Standard hourly administrative and processing charge		£23.43	£23.43	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed and Statutory discretionary – based on our costs for statutory costs recovery
Adult Social Care	Charges for Universal Deferred Payments	Social Care	Standard legal hourly charge		£52.29	£52.29	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed and Statutory discretionary – based on our costs for statutory costs recovery

Adult Social Care	Charges for Universal Deferred Payments	Social Care	Non- standard legal hourly charge e.g. debt recovery		£71.59	£71.59	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed and Statutory discretionary – based on our costs for statutory costs recovery
Adult Social Care	Charges for Universal Deferred Payments	Social Care	Land Registry Fees		£26.00	£26.00	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed and Statutory discretionary – based on our costs for statutory costs recovery
Adult Social Care	Charges for Universal Deferred Payments	Social Care	Property Valuation Fees		£250.00	£250.00	£0.00	0.00%	The Care and Support (Charging and Assessment of Resources) Regulations 2014	Statutory prescribed and Statutory discretionary – based on our costs for statutory costs recovery

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

**Fees and Charges 2023/24**

Department: **Re**  
 Area: **Cem and Crem**

**%Uplift**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
<b>A. Grave purchase for LBB Residents:</b>										
Re	C&C 1 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' (7'6" x 3' 6") - grave pre-purchase only - LBB Residents	Each	£8,736.00	£9,331.00	£595.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 2 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' grave (7'6" x 3' 6") for immediate use - LBB Residents	Each	£6,251.00	£6,677.00	£426.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 3 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (6'6" x 2' 6") grave pre-purchase only - LBB Residents	Each	£4,368.00	£4,666.00	£298.00	6.82%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 4 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' grave (6'6" x 2' 6") for immediate use - LBB Residents	Each	£3,120.00	£3,333.00	£213.00	6.83%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Half size grave for burial of ashes (Ash Grave)Note there are a limited number of these and no new 1/2 graves will be created.										
Re	C&C 5 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' (3'6" x 3'6") - half grave pre-purchase only - LBB Residents	Each	£4,368.00	£4,666.00	£298.00	6.82%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 6 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' grave (3'6" x 3'6") half grave for immediate use - LBB Residents	Each	£3,120.00	£3,333.00	£213.00	6.83%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 7 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (3'0" x 2' 6") - half grave pre-purchase only - LBB Residents	Each	£2,161.00	£2,308.00	£147.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 8 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' grave (3'0" x 2' 6") half grave for immediate use - LBB Residents	Each	£1,529.00	£1,633.00	£104.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>B. Grave purchase for Non-LBB Residents:</b>										
Re	C&C 9 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' (7'6" x 3' 6") grave pre-purchase only - Non LBB Residents	Each	£18,836.00	£20,117.00	£1,281.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 10 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' grave (7'6" x 3' 6") for immediate use - Non LBB Residents	Each	£11,765.00	£12,566.00	£801.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 11 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (6'6" x 2' 6") grave pre-purchase only - Non LBB Residents	Each	£9,973.00	£10,652.00	£679.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 12 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (6'6" x 2' 6") for immediate use - Non LBB Residents	Each	£6,309.00	£6,739.00	£430.00	6.82%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Half size grave for burial of ashes (Ash Grave)Note there are a limited number of these and no new 1/2 graves will be created.										
Re	C&C 13 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' (3'6" x 3'6") - half grave pre-purchase only - Non LBB Residents	Each	£8,610.00	£9,196.00	£586.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 14 Cemetery and Crematorium	Cemetery and Crematorium	Class 'A' (3'6" x 3' 6") half grave for immediate use - Non LBB Residents	Each	£5,335.00	£5,698.00	£363.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 15 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (3'0" x 2' 6") - half grave pre-purchase only - Non LBB Residents	Each	£4,185.00	£4,470.00	£285.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 16 Cemetery and Crematorium	Cemetery and Crematorium	Class 'B' (3'0" x 2' 6") half grave for immediate use - Non LBB Residents	Each	£2,605.00	£2,783.00	£178.00	6.83%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>C. Mausoleums (Single price for LBB residents and non-residents)</b>										
Re	C&C 17 Cemetery and Crematorium	Cemetery and Crematorium	Mausoleum pre-purchase	Each	£25,048.00	£26,752.00	£1,704.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 18 Cemetery and Crematorium	Cemetery and Crematorium	Mausoleum space for immediate use	Each	£18,167.00	£19,403.00	£1,236.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 19 Cemetery and Crematorium	Cemetery and Crematorium	Construction of Mausoleum	Each	£14,643.00	£15,639.00	£996.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 20 Cemetery and Crematorium	Cemetery and Crematorium	Community Mausoleum	Each	£7,990.00	£8,534.00	£544.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>D. Burial Vaults</b>										
Re	C&C 21 Cemetery and Crematorium	Cemetery and Crematorium	Burial Vault (Resident)	Each	£9,990.00	£10,670.00	£680.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 22 Cemetery and Crematorium	Cemetery and Crematorium	Burial Vault (Non resident)	Each	£14,000.00	£14,952.00	£952.00	6.80%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>E. Interments (Single price for LBB Residents and non-Residents)</b>										

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Re	C&C 23 Cemetery and Crematorium	Cemetery and Crematorium	Interment - Persons over 16 years of age (single depth)	Each	£1,042.00	£1,113.00	£71.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 24 Cemetery and Crematorium	Cemetery and Crematorium	Interment - pre-dug grave	Each	£775.00	£828.00	£53.00	6.84%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 26 Cemetery and Crematorium	Cemetery and Crematorium	Interment - Additional charge for each additional coffin depth (up to maximum of 4)	Each	£295.00	£316.00	£21.00	7.12%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 27 Cemetery and Crematorium	Cemetery and Crematorium	Burial of Ashes into a private grave at minimum depth without movement of memorial/landing (see separate charge for removal of memorial)	Each	£549.00	£587.00	£38.00	6.92%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 28 Cemetery and Crematorium	Cemetery and Crematorium	Public interment - Persons over 16 years of age	Each	£643.00	£687.00	£44.00	6.84%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>F. General Burial Fees</b>										
Re	C&C 31 Cemetery and Crematorium	Cemetery and Crematorium	Exhumation of Deceased	Each	£1,692.00	£1,808.00	£116.00	6.86%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 32 Cemetery and Crematorium	Cemetery and Crematorium	Removal and/or replacing of memorials (all parts of the cemetery) kerbs and landing unto 4ft 6	Each	£347.00	£371.00	£24.00	6.92%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 33 Cemetery and Crematorium	Cemetery and Crematorium	Removal and/or replacing of memorials (all parts of the cemetery) over 4ft 6	Each	Price on application		£0.00	0.00%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 34 Cemetery and Crematorium	Cemetery and Crematorium	Additional charge for a Weekend or Bank Holiday Burial.	Each	£295.00	£316.00	£21.00	7.12%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 35 Cemetery and Crematorium	Cemetery and Crematorium	Additional charge for a Weekend or bank Holiday Burial for cremated remains	Each	£154.00	£165.00	£11.00	7.14%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 36 Cemetery and Crematorium	Cemetery and Crematorium	Shroud Burials	Each	£253.00	£271.00	£18.00	7.11%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 37 Cemetery and Crematorium	Cemetery and Crematorium	Casket Burial	Each	£359.00	£384.00	£25.00	6.96%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 38 Cemetery and Crematorium	Cemetery and Crematorium	Grave Lease Extension Resident 'B' class per year (minimum of 5 years)	Each	£27.00	£29.00	£2.00	7.41%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 39 Cemetery and Crematorium	Cemetery and Crematorium	Grave Lease Extension Non Resident 'A' Class per year (minimum of 5 years)	Each	£112.00	£120.00	£8.00	7.14%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 40 Cemetery and Crematorium	Cemetery and Crematorium	Grave Lease Extension Non Resident 'B' Class per year (minimum of 5 years)	Each	£55.00	£59.00	£4.00	7.27%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 41 Cemetery and Crematorium	Cemetery and Crematorium	Decking style temporary wooden grave surround standard 'A' Class grave (7'6" x 3' 6")	Each	£203.00	£217.00	£14.00	6.90%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 42 Cemetery and Crematorium	Cemetery and Crematorium	Decking style temporary wooden grave surround for 'B' Class grave (6'6" x 2' 6")	Each	£166.00	£178.00	£12.00	7.23%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 43 Cemetery and Crematorium	Cemetery and Crematorium	Decking style temporary wooden grave surround for 'A' Class - Ash Grave (3'6" x 3'6")	Each	£110.00	£118.00	£8.00	7.27%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 44 Cemetery and Crematorium	Cemetery and Crematorium	Decking style temporary wooden grave surround for 'B' Class - Ash Grave (3'0" x 2' 6")	Each	£98.00	£105.00	£7.00	7.14%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 45 Cemetery and Crematorium	Cemetery and Crematorium	Washing of Half size Kerb and Landing and Headstone only	Each	£76.00	£82.00	£6.00	7.89%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 46 Cemetery and Crematorium	Cemetery and Crematorium	Washing of Full Size Kerb and Landing Memorial including Headstone	Each	£129.00	£138.00	£9.00	6.98%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 47 Cemetery and Crematorium	Cemetery and Crematorium	Raise and Level of Headstone and Half Size kerb and Landing	Each	£95.00	£102.00	£7.00	7.37%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 48 Cemetery and Crematorium	Cemetery and Crematorium	Raise and Level of Headstone and Full size Kerb and Landing	Each	£129.00	£138.00	£9.00	6.98%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 49 Cemetery and Crematorium	Cemetery and Crematorium	Memorial Seat, 6ft, inclusive of plaque up to 60 letters maximum inscription, (no on-going care) for placement on a pre-owned grave subject to payment of additional permit fee.	Each	£1,645.00	£1,757.00	£112.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
<b>G. Permits</b>										
Permit for erecting new monuments, memorials, grave stones and tablets for the right to erect or place on private graves (including first inscription)										
Re	C&C 50 Cemetery and Crematorium	Cemetery and Crematorium	Permit - Headstone with kerbs	Each	£382.00	£408.00	£26.00	6.81%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 51 Cemetery and Crematorium	Cemetery and Crematorium	Permit - Headstone only	Each	£295.00	£316.00	£21.00	7.12%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary



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Re	C&C 52 Cemetery and Crematorium	Cemetery and Crematorium	Permit - Conversion of existing Headstone to include kerbs	Each	£124.00	£133.00	£9.00	7.26%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 53 Cemetery and Crematorium	Cemetery and Crematorium	Permit - Memorial in the form of a vase, tablet, seat or bench or wooden cross etc.	Each	£101.00	£107.00	£6.00	5.94%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 54 Cemetery and Crematorium	Cemetery and Crematorium	Permit - Renovation or additional inscription	Each	£124.00	£133.00	£9.00	7.26%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
Re	C&C 55 Cemetery and Crematorium	Cemetery and Crematorium	Retrospective permit application	Each	2 x permit normal fee		£0.00	0.00%	Article 15 Local Authorities Cemeteries Order 1977	Statutory Discretionary
<b>H. Annual Planting etc. and General Attention of Private Graves (per single grave space)</b>										
Re	C&C 56 Cemetery and Crematorium	Cemetery and Crematorium	Planting Evergreen shrubs only	Each	£248.00	£265.00	£17.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 57 Cemetery and Crematorium	Cemetery and Crematorium	Turfing only	Each	£179.00	£192.00	£13.00	7.26%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 58 Cemetery and Crematorium	Cemetery and Crematorium	Planting - Seasonal Bedding	Each	£370.00	£396.00	£26.00	7.03%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 59 Cemetery and Crematorium	Cemetery and Crematorium	Turfing or Moulding (No maintenance)	Each	£101.00	£107.00	£6.00	5.94%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 60 Cemetery and Crematorium	Cemetery and Crematorium	Provision of a wooden cross including brass plaque	Each	£196.00	£210.00	£14.00	7.14%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 61 Cemetery and Crematorium	Cemetery and Crematorium	1 Yr full grave maintenance to include seasonal bedding and 1 washing of headstone.	Each	£422.00	£451.00	£29.00	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 62 Cemetery and Crematorium	Cemetery and Crematorium	1 Yr full grave maintenance to include seasonal bedding and 1 washing of full size kerb and landing.	Each	£475.00	£508.00	£33.00	6.95%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
<b>I. Transfer of Grave Ownership</b>										
Re	C&C 63 Cemetery and Crematorium	Cemetery and Crematorium	Transfer by Probate, Letters of Administration, or Private Statutory Declaration	Each	£90.00	£96.00	£6.00	6.67%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 64 Cemetery and Crematorium	Cemetery and Crematorium	Transfer by Assignment, Assent, Hendon Statutory Declaration or Renunciation	Each	£149.00	£159.00	£10.00	6.71%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 65 Cemetery and Crematorium	Cemetery and Crematorium	Transfer by combination of Probate, Letters of Administration, or Private Statutory Declaration and Assignment, Assent, Hendon Statutory Declaration or Renunciation	Each	£219.00	£233.00	£14.00	6.39%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 66 Cemetery and Crematorium	Cemetery and Crematorium	Duplicate of Deed of Ownership	Each	£28.00	£30.00	£2.00	7.14%	s3 Localism Act/s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 67 Cemetery and Crematorium	Cemetery and Crematorium	Duplicate of Cremation Certificate	Each	£16.00	£17.00	£1.00	6.25%	s9 Cremation Act 1902	Statutory Discretionary
<b>J. Cremation Fees</b>										
Re	C&C 68 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekday (Funeral Directors Not holding an account)	Each	£840.00	£1,000.00	£160.00	19.05%	s9 Cremation Act 1902	Statutory Discretionary

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Re	C&C 69 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekend and bank Holidays (Funeral Directors Not holding an account)	Each	£973.00	£1,200.00	£227.00	23.33%	s9 Cremation Act 1902	Statutory Discretionary
Re	C&C 70 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekday (Funeral Directors holding an account)	Each	£750.00	£900.00	£150.00	20.00%	s9 Cremation Act 1902	Statutory Discretionary
Re	C&C 71 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekends and bank Holidays (Funeral Directors holding an account)	Each	£885.00	£1,070.00	£185.00	20.90%	s9 Cremation Act 1902	Statutory Discretionary
Re	C&C 72 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekends and bank Holidays + 2 hours in North chapel	Each	£1,585.00	£1,850.00	£265.00	16.72%	s9 Cremation Act 1902	Statutory Discretionary
Re	C&C 73 Cemetery and Crematorium	Cemetery and Crematorium	Cremation - Persons over 16 years weekday between 09:00-09:45	Each	£446.00	£535.00	£89.00	19.96%	s9 Cremation Act 1902	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Re	C&C 76 Cemetery and Crematorium	Cemetery and Crematorium	Public Health Cremations	Each	£253.00	£310.00	£57.00	22.53%	s9 Cremation Act 1902	Statutory Discretionary
<b>K. Memorials - memorial gardens</b>										
Re	C&C 77 Cemetery and Crematorium	Cemetery and Crematorium	Standard Rose Bush 3 yr. lease	Each	£277.00	£296.00	£19.00	6.86%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 78 Cemetery and Crematorium	Cemetery and Crematorium	Memorial Rose Bush and Plaque 3 yr. lease	each	£214.00	£229.00	£15.00	7.01%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 79 Cemetery and Crematorium	Cemetery and Crematorium	Memorial Rose Bush renewable 3 yr. lease	each	£359.00	£384.00	£25.00	6.96%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 80 Cemetery and Crematorium	Cemetery and Crematorium	Memorial Rose Standard and Plaque 3 yr. lease	each	£434.00	£464.00	£30.00	6.91%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 81 Cemetery and Crematorium	Cemetery and Crematorium	Rose Plaque	each	£161.00	£172.00	£11.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 82 Cemetery and Crematorium	Cemetery and Crematorium	Columbarium Niche (10 year lease)	Each	£1,971.00	£2,106.00	£135.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 83 Cemetery and Crematorium	Cemetery and Crematorium	Placing additional urn in same niche	Each	£194.00	£208.00	£14.00	7.22%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 84 Cemetery and Crematorium	Cemetery and Crematorium	Lily Pond tablet (10 year lease)	Each	£752.00	£804.00	£52.00	6.91%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 85 Cemetery and Crematorium	Cemetery and Crematorium	Cleaning of Lily Pond tablet	Each	£74.00	£79.00	£5.00	6.76%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 86 Cemetery and Crematorium	Cemetery and Crematorium	Leather Panel Scheme (10 year lease, Max 60 letters)	Each	£208.00	£223.00	£15.00	7.21%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 87 Cemetery and Crematorium	Cemetery and Crematorium	Wall tablet in Book of Remembrance Hall (10 Yr lease)	Each	£1,228.00	£1,312.00	£84.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 88 Cemetery and Crematorium	Cemetery and Crematorium	Old Memorial - Inscriptions	Each	£4.35	£4.65	£0.30	6.80%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 89 Cemetery and Crematorium	Cemetery and Crematorium	Entry in Book of Remembrance consisting of 2 lines	Each	£190.00	£203.00	£13.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 90 Cemetery and Crematorium	Cemetery and Crematorium	Entry in Book of Remembrance consisting of 5 lines	Each	£272.00	£291.00	£19.00	6.99%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 91 Cemetery and Crematorium	Cemetery and Crematorium	Copy of Book of Remembrance - 2 lines	Each	£90.00	£97.00	£7.00	7.78%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 92 Cemetery and Crematorium	Cemetery and Crematorium	Book of Remembrance copy 5 lines	Each	£146.00	£156.00	£10.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 93 Cemetery and Crematorium	Cemetery and Crematorium	Armorial bearing or badges (these may be engrossed in the Book of Remembrance only if accompanied by an inscription of at least 5 lines)	Each	£370.00	£396.00	£26.00	7.03%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 94 Cemetery and Crematorium	Cemetery and Crematorium	Memorial Jewellery	Each	£47.00	£50.00	£3.00	6.38%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
<b>L. Urns and Caskets</b>										
<b>M. Ashes strewing and storage</b>										
Re	C&C 95 Cemetery and Crematorium	Cemetery and Crematorium	Strewing of Ashes when returned to Hendon after 12 month of cremation	Each	£137.00	£147.00	£10.00	7.30%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 96 Cemetery and Crematorium	Cemetery and Crematorium	Strewing of Ashes when cremated elsewhere	Each	£179.00	£192.00	£13.00	7.26%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 97 Cemetery and Crematorium	Cemetery and Crematorium	Long-term storage of Ashes per month	Each	£29.00	£30.00	£1.00	3.45%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 98 Cemetery and Crematorium	Cemetery and Crematorium	Long-term storage of Ashes per year	Each	£301.00	£322.00	£21.00	6.98%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
<b>N. Chapel Hire and Organist Fees</b>										
Re	C&C 99 Cemetery and Crematorium	Cemetery and Crematorium	Fee for Organ Music and Services of Organist	Each	£73.00	£77.00	£4.00	5.48%	s15 (1) (a) The Local Authorities' Cemeteries Order 1977	Statutory Discretionary

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Re	C&C 100 Cemetery and Crematorium	Cemetery and Crematorium	Use of Chapel for additional ½ hour Service	Each	£138.00	£148.00	£10.00	7.25%	s15 (1) (a) The Local Authorities' Cemeteries Order 1977	Statutory Discretionary
Re	C&C 101 Cemetery and Crematorium	Cemetery and Crematorium	Use of Chapel plus Organist for additional ½ hour Service	Each	£214.00	£229.00	£15.00	7.01%	s15 (1) (a) The Local Authorities' Cemeteries Order 1977	Statutory Discretionary
O. Web access to services										
Re	C&C 102 Cemetery and Crematorium	Cemetery and Crematorium	Live video streaming of funeral services and provision of DVD	Each	£290.00	£310.00	£20.00	6.90%	s15 (1) (a) The Local Authorities' Cemeteries Order 1977	Statutory Discretionary
P. Anniversary Services										
Re	C&C 103 Cemetery and Crematorium	Cemetery and Crematorium	Placing of flowers etc. at key anniversary dates for the client. Take photograph and e mail client picture of placed memorial (excludes cost of flowers)	Each	£110.00	£118.00	£8.00	7.27%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Q. Memorial Bird Boxes										
Re	C&C 104 Cemetery and Crematorium	Cemetery and Crematorium	Bird	Each	£16.00	£17.00	£1.00	6.25%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 105 Cemetery and Crematorium	Cemetery and Crematorium	Bat	Each	£38.00	£41.00	£3.00	7.89%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 106 Cemetery and Crematorium	Cemetery and Crematorium	Owl	Each	£66.00	£71.00	£5.00	7.58%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 107 Cemetery and Crematorium	Cemetery and Crematorium	Tawny Owl	Each	£132.00	£141.00	£9.00	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 108 Cemetery and Crematorium	Cemetery and Crematorium	Bird (with memorial plaque)	Each	£27.00	£29.00	£2.00	7.41%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 109 Cemetery and Crematorium	Cemetery and Crematorium	Bat (with memorial plaque)	Each	£49.00	£52.00	£3.00	6.12%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 110 Cemetery and Crematorium	Cemetery and Crematorium	Owl (with memorial plaque)	Each	£77.00	£83.00	£6.00	7.79%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 111 Cemetery and Crematorium	Cemetery and Crematorium	Tawny Owl (with memorial plaque)	Each	£143.00	£153.00	£10.00	6.99%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
R. New Memorials										
Re	C&C 114 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (5 year lease) (includes 1st standard inscription)	Each	£917.00	£980.00	£63.00	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 115 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (10 year lease) (includes 1st standard inscription)	Each	£1,189.00	£1,270.00	£81.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 116 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (15 year lease) (includes 1st standard inscription)	Each	£1,376.00	£1,470.00	£94.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 117 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (20 year lease) (includes 1st standard inscription)	Each	£1,652.00	£1,765.00	£113.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 118 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (30 year lease) (includes 1st standard inscription)	Each	£2,202.00	£2,352.00	£150.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 119 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (50 year lease) (includes 1st standard inscription)	Each	£3,211.00	£3,430.00	£219.00	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 120 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum Panorama Niche (75 year lease) (includes 1st standard inscription)	Each	£5,505.00	£5,880.00	£375.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 121 Cemetery and Crematorium	Cemetery and Crematorium	Photo inscription	Each	£165.00	£177.00	£12.00	7.27%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 122 Cemetery and Crematorium	Cemetery and Crematorium	Additional inscription	per letter	£3.05	£3.30	£0.25	8.20%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 123 Cemetery and Crematorium	Cemetery and Crematorium	Additional ashes interment	Each	£275.00	£294.00	£19.00	6.91%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 126 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (5 year lease) (includes 1st standard inscription)	Each	£917.00	£980.00	£63.00	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 127 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (10 year lease) (includes 1st standard inscription)	Each	£1,189.00	£1,270.00	£81.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 128 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (15 year lease) (includes 1st standard inscription)	Each	£1,376.00	£1,470.00	£94.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 129 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (20 year lease) (includes 1st standard inscription)	Each	£1,652.00	£1,765.00	£113.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 130 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (30 year lease) (includes 1st standard inscription)	Each	£2,202.00	£2,352.00	£150.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 131 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (50 year lease) (includes 1st standard inscription)	Each	£3,211.00	£3,430.00	£219.00	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 132 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 2000 (75 year lease) (includes 1st standard inscription)	Each	£5,505.00	£5,880.00	£375.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary

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Re	C&C 133 Cemetery and Crematorium	Cemetery and Crematorium	Flower posey Holder	Each	£69.00	£74.00	£5.00	7.25%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 134 Cemetery and Crematorium	Cemetery and Crematorium	Photo inscription	Each	£165.00	£177.00	£12.00	7.27%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 136 Cemetery and Crematorium	Cemetery and Crematorium	Additional ashes interment	Each	£275.00	£294.00	£19.00	6.91%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 137 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (10 Year lease) (includes 1 standard inscription)	Each	£413.00	£442.00	£29.00	7.02%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 138 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (15 Year lease) (includes 1 standard inscription)	Each	£573.00	£612.00	£39.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 139 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (20 Year lease) (includes 1 standard inscription)	Each	£688.00	£735.00	£47.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 140 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (30 Year lease) (includes 1 standard inscription)	Each	£914.00	£977.00	£63.00	6.89%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 141 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (50 Year lease) (includes 1 standard inscription)	Each	£1,332.00	£1,423.00	£91.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 142 Cemetery and Crematorium	Cemetery and Crematorium	Single vase block (75 Year lease) (includes 1 standard inscription)	Each	£1,905.00	£2,035.00	£130.00	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 143 Cemetery and Crematorium	Cemetery and Crematorium	Photo inscription	Each	£165.00	£177.00	£12.00	7.27%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 145 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (10 Year lease) (includes 1 standard inscription)	Each	£413.00	£442.00	£29.00	7.02%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 146 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (15 Year lease) (includes 1 standard inscription)	Each	£512.00	£547.00	£35.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 147 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (20 Year lease) (includes 1 standard inscription)	Each	£611.00	£653.00	£42.00	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 148 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (30 Year lease) (includes 1 standard inscription)	Each	£815.00	£871.00	£56.00	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 149 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (50 Year lease) (includes 1 standard inscription)	Each	£1,184.00	£1,265.00	£81.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 150 Cemetery and Crematorium	Cemetery and Crematorium	Memorial barbian plaque (75 Year lease) (includes 1 standard inscription)	Each	£1,696.00	£1,812.00	£116.00	6.84%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 151 Cemetery and Crematorium	Cemetery and Crematorium	Photo inscription	Each	£83.00	£89.00	£6.00	7.23%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 153 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (5 year lease) (includes 1st standard inscription)	Each	£1,927.00	£2,059.00	£132.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 154 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (10 year lease) (includes 1st standard inscription)	Each	£2,505.00	£2,676.00	£171.00	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 155 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (15 year lease) (includes 1st standard inscription)	Each	£2,890.00	£3,087.00	£197.00	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 156 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (20 year lease) (includes 1st standard inscription)	Each	£3,468.00	£3,704.00	£236.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 157 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (30 year lease) (includes 1st standard inscription)	Each	£4,624.00	£4,939.00	£315.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 158 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (50 year lease) (includes 1st standard inscription)	Each	£6,744.00	£7,203.00	£459.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 159 Cemetery and Crematorium	Cemetery and Crematorium	Sanctum 4 (75 year lease) (includes 1st standard inscription)	Each	£9,634.00	£10,290.00	£656.00	6.81%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 160 Cemetery and Crematorium	Cemetery and Crematorium	Additional memorials from catalogue	Each	Price on application		£0.00	0.00%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 161 Cemetery and Crematorium	Cemetery and Crematorium	Lease renewal	Each	75% of the current new lease price		£0.00	0.00%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
<b>S. Spring bulbs to be planted by cemetery staff</b>										
Re	C&C 162 Cemetery and Crematorium	Cemetery and Crematorium	Crocus (15 bulbs)	Each	£9.08	£9.70	£0.62	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 163 Cemetery and Crematorium	Cemetery and Crematorium	Crocus (50 bulbs)	Each	£27.00	£28.90	£1.90	7.04%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 164 Cemetery and Crematorium	Cemetery and Crematorium	Crocus (100 bulbs)	Each	£46.00	£49.20	£3.20	6.96%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 165 Cemetery and Crematorium	Cemetery and Crematorium	Crocus (200 bulbs)	Each	£73.00	£78.00	£5.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 166 Cemetery and Crematorium	Cemetery and Crematorium	Daffodil (15 bulbs)	Each	£13.60	£14.60	£1.00	7.35%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Re	C&C 167 Cemetery and Crematorium	Cemetery and Crematorium	Daffodil (50 bulbs)	Each	£36.00	£38.50	£2.50	6.94%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 168 Cemetery and Crematorium	Cemetery and Crematorium	Daffodil (100 bulbs)	Each	£64.00	£68.40	£4.40	6.87%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 169 Cemetery and Crematorium	Cemetery and Crematorium	Daffodil (200 bulbs)	Each	£110.00	£117.50	£7.50	6.82%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 170 Cemetery and Crematorium	Cemetery and Crematorium	Tulip (15 bulbs)	Each	£9.08	£9.70	£0.62	6.83%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 171 Cemetery and Crematorium	Cemetery and Crematorium	Tulip (50 bulbs)	Each	£27.00	£28.90	£1.90	7.04%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 172 Cemetery and Crematorium	Cemetery and Crematorium	Tulip (100 bulbs)	Each	£46.00	£49.20	£3.20	6.96%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 173 Cemetery and Crematorium	Cemetery and Crematorium	Tulip (200 bulbs)	Each	£73.00	£78.00	£5.00	6.85%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Re	C&C 174 Cemetery and Crematorium	Cemetery and Crematorium	Other varieties can be purchased	Each			£0.00	0.00%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Traffic Control										
Re	C&C 175 Cemetery and Crematorium	Cemetery and Crematorium	Traffic Management	Per funeral	£275.00	£294.00	£19.00	6.91%	s3 Localism Act 2011 / s93 Local Government Act 2003	Statutory Discretionary
Milesplit New Cemetery										
All fees and charges currently charged at Hendon Cemetery & Crematorium will be replicated at Milesplit New Cemetery as applicable.										

**Terminology key**

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Fees and Charges 2023/24

Department: **Adults and Health**  
 Area: **Greenspaces**

%Uplift **5**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
GT1	Events	Greenspaces	Community Events size 1-100	Per Event (Per Day)	£342.94	£360.09	£17.15	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT2	Events	Greenspaces	Community Events size 101-1,000	Per Event (Per Day)	£768.42	£806.84	£38.42	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT3	Events	Greenspaces	Community Events size 1,001-2,500	Per Event (Per Day)	£1,029.18	£1,080.64	£51.46	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT4	Events	Greenspaces	Community Events size 2,501-5,000	Per Event (Per Day)	£1,372.12	£1,440.73	£68.61	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT5	Events	Greenspaces	All Commercial Events and Community Event size 5,000 +	Per Event (Per Day)	Price on application	Price on application	No change	No change	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT6	Events	Greenspaces	Application Fee (Commercial)	Per Event	£80.73	£84.77	£4.04	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT7	Events	Greenspaces	Application Fee (Community Organisation)	Per Event	£0.00	£0.00	No change	No change	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT8	Events	Greenspaces	Small Fun Fair (Up to 5 rides)	Per Event (Per Day)	£426.89	£448.24	£21.34	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT9	Events	Greenspaces	Medium Fun Fair (6-12 rides)	Per Event (Per Day)	£768.41	£806.83	£38.42	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT10	Events	Greenspaces	Large Fun Fair (13-19 rides)	Per Event (Per Day)	£1,366.06	£1,434.37	£68.30	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT11	Events	Greenspaces	Charity and Community Events	Per Event (Per Day)	80% discount	80% discount	No change	No change	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT12	Events	Greenspaces	Non Trading Day costs for events	Per Event (Per Day)	25% discount	25% discount	No change	No change	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT13	Events	Greenspaces	Late application fee (Within 4 weeks of a small - medium event)	Per Event	£59.20	£62.16	£2.96	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.



GT14	Events	Greenspaces	Late application fee (Within 12 weeks of a medium - large event)	Per Event	£134.55	£141.28	£6.73	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT15	Events	Greenspaces	Banner costs	Per Week	£36.63	£38.46	£1.83	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT16	Fitness Bookings & Licences	Greenspaces	Sports course bookings (no pavilion) 2hrs max per day	Per Event	£27.95	£29.35	£1.40	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT17	Fitness Bookings & Licences	Greenspaces	Sports course bookings (no pavilion) over 2hrs per day	Per Event	£70.44	£73.97	£3.52	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT18	Fitness Bookings & Licences	Greenspaces	Fitness programmes i.e. exercise classes. - Min. 20 session booking	Per Event	£13.89	£14.58	£0.69	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT19	Fitness Bookings & Licences	Greenspaces	Not for profit fitness programmes - i.e. volunteer led programmes	One off fee, every 6 months	£63.44	£66.61	£3.17	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT20	Fitness Bookings & Licences	Greenspaces	Fitness Instructors annual licence	Annual	£322.92	£339.07	£16.15	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT21	Miscellaneous Fees and Charges	Greenspaces	Storage room rental small	Per Event	£19.63	£20.61	£0.98	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT22	Miscellaneous Fees and Charges	Greenspaces	Storage room rental large	Per Event	£32.92	£34.56	£1.65	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT23	Miscellaneous Fees and Charges	Greenspaces	Charge for bounced cheques	Per Event	£66.91	£70.26	£3.35	5.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT24	Miscellaneous Fees and Charges	Greenspaces	Site Hire (non sporting/non event use)	Hour	£81.78	£85.87	£4.09	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT25	Miscellaneous Fees and Charges	Greenspaces	Administration Fee	Hour	£27.26	£28.62	£1.36	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT26	Miscellaneous Fees and Charges	Greenspaces	Officer Fee	Hour	£32.71	£34.35	£1.64	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT27	Miscellaneous Fees and Charges	Greenspaces	Postage - per set of keys return and or collection	Per Event	£13.29	£13.95	£0.66	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT28	Parks Car Parks	Greenspaces	Hendon Park Short Stay Bays - Up to 30 mins	Per Visit	£0.00	£0.00	£0.00	0.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT29	Parks Car Parks	Greenspaces	Hendon Park Short Stay Bays - Up to 1 hour	Per Visit	£1.25	£1.30	£0.05	4.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.





GT45	Parks Car Parks	Greenspaces	Mill Hill Park Long Stay Bays - Over 4 hours	Per Visit	£6.80	£7.15	£0.35	5.15%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT46	Pitches & Lettings	Greenspaces	Cricket season adult (Inc. pavilion)	Based On A 20 Week Season	£1,745.29	£1,832.55	£87.26	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT47	Pitches & Lettings	Greenspaces	Cricket season junior (Inc. pavilion)	Based On A 20 Week Season	£872.62	£916.25	£43.63	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT48	Pitches & Lettings	Greenspaces	Football casual adult (Inc. pavilion)	Game	£122.57	£128.70	£6.13	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT49	Pitches & Lettings	Greenspaces	Football casual junior (Inc. pavilion)	Game	£60.87	£63.91	£3.04	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT50	Pitches & Lettings	Greenspaces	Football season adult (Inc. pavilion)	Based On A 30 Week Season	£1,659.58	£1,742.56	£82.98	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT51	Pitches & Lettings	Greenspaces	Football season junior (Inc. pavilion)	Based On A 30 Week Season	£828.80	£870.25	£41.44	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT52	Pitches & Lettings	Greenspaces	Football summer adult	Game	£91.09	£95.65	£4.55	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT53	Pitches & Lettings	Greenspaces	Football summer junior	Game	£46.38	£48.70	£2.32	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT54	Pitches & Lettings	Greenspaces	Gaelic season adult (Inc. pavilion)	Based On A 34 Week Season	£1,770.37	£1,858.89	£88.52	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT55	Pitches & Lettings	Greenspaces	Gaelic season junior (Inc. pavilion)	Based On A 34 Week Season	£885.96	£930.26	£44.30	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT56	Pitches & Lettings	Greenspaces	Rugby casual adult (Inc. pavilion)	Game	£114.55	£120.28	£5.73	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT57	Pitches & Lettings	Greenspaces	Rugby casual child (Inc. pavilion)	Game	£56.80	£59.64	£2.84	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT58	Pitches & Lettings	Greenspaces	Rugby season adult (Inc. pavilion)	Based On A 34 Week Season	£2,046.04	£2,148.34	£102.30	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT59	Pitches & Lettings	Greenspaces	Rugby season child (Inc. pavilion)	Based On A 34 Week Season	£1,064.73	£1,117.97	£53.24	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT60	Pitches & Lettings	Greenspaces	Tennis per court - Adult	Hour	£8.00	£8.00	£0.00	0.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT61	Pitches & Lettings	Greenspaces	Tennis per court - Concessionary Adult & Junior	Hour	£4.00	£4.00	£0.00	0.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT62	Pitches & Lettings	Greenspaces	Tennis per court - Club/group bookings - Adult (Over 10 bookings VAT exempt)	Hour	£6.67	£6.67	£0.00	0.00%	S19, Local Government (Miscellaneous Provisions) Act 1977	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT63	Pitches & Lettings	Greenspaces	Tennis per court - Club/group bookings - Concessionary Adults & Junior (Over 10 bookings VAT exempt)	Hour	£3.34	£3.34	£0.00	0.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT64	Pitches & Lettings	Greenspaces	Tennis Coaching annual licence	Annual	£215.28			0.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT65	Pitches & Lettings	Greenspaces	Cricket casual adult (Inc. Pavilion)	Game	£152.38	£160.00	£7.62	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT66	Pitches & Lettings	Greenspaces	Cricket casual junior (Inc. Pavilion)	Game	£77.39	£81.26	£3.87	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT67	Pitches & Lettings	Greenspaces	Cricket nets adult	Hour	£9.40	£9.87	£0.47	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT68	Pitches & Lettings	Greenspaces	Cricket nets junior	Hour	£4.61	£4.84	£0.23	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT69	Pitches & Lettings	Greenspaces	Netball/Multi sport court booking	Per game	£11.97	£12.57	£0.60	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT70	Pitches & Lettings	Greenspaces	Netball/Multi sport court	hour	£17.72	£18.60	£0.89	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit.
GT71	Pitches & Lettings	Greenspaces	Admin charge for changing dates etc	Per Event	£13.29	£13.95	£0.66	5.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.

GT72	Pitches & Lettings	Greenspaces	Pavilion with event/sports booking per hour (min charge 2 hrs per day)	Per Event	£19.33	£20.30	£0.97	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT73	Pitches & Lettings	Greenspaces	Pavilion - without sport booking per hour (min charge 2 hrs per day)	Per Event	£39.26	£41.22	£1.96	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT74	Schools Pitches and lettings	Greenspaces	LBB Schools Rounders (Inc. pavilion)	Per Game	£26.57	£27.90	£1.33	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT75	Schools Pitches and lettings	Greenspaces	Non LBB Schools Rugby (Inc. pavilion)	Per Game	£36.75	£38.59	£1.84	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT76	Schools Pitches and lettings	Greenspaces	Pavilion hire for schools or groups such as cubs and scouts	Session (Max 2 Hours)	£19.33	£20.30	£0.97	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT77	Schools Pitches and lettings	Greenspaces	LBB Schools Cricket (Inc. pavilion)	Per Game	£43.15	£45.31	£2.16	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT78	Schools Pitches and lettings	Greenspaces	LBB Schools Football (Inc. pavilion)	Per Game	£27.95	£29.35	£1.40	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT79	Schools Pitches and lettings	Greenspaces	LBB Schools Rugby (Inc. pavilion)	Per Game	£30.40	£31.92	£1.52	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT80	Schools Pitches and lettings	Greenspaces	Non LBB Schools Cricket (Inc. pavilion)	Per Game	£46.38	£48.70	£2.32	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT81	Schools Pitches and lettings	Greenspaces	Non LBB Schools Football (Inc. pavilion)	Per Game	£33.28	£34.94	£1.66	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT82	Schools Pitches and lettings	Greenspaces	Non LBB Schools Rounders (Inc. pavilion)	Per Game	£29.15	£30.60	£1.46	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT83	Schools Pitches and lettings	Greenspaces	Site hire (Inc. pavilion) for events/sports days etc	Per Booking	£27.95	£29.35	£1.40	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT84	Schools Pitches and lettings	Greenspaces	Netball/Multi sport court booking	Per game	£9.40	£9.87	£0.47	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976	Statutory Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit
GT85	Sports Markings	Greenspaces	Sports markings - mini soccer pitch, rounders, soft ball or similar (25% discount on additional marking on the same site)	Per Event	£120.00	£126.00	£6.00	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT86	Sports Markings	Greenspaces	Sports markings - 8x100m track similar	Per Event	£120.00	£126.00	£6.00	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT87	Sports Markings	Greenspaces	Sport markings - 200 m track	Per Event	£225.69	£236.97	£11.28	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT88	Sports Markings	Greenspaces	Sport markings - 400 m track	Per Event	£380.71	£399.75	£19.04	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT89	Sports Markings	Greenspaces	Additional markings (e.g. relay boxes, markers)	Per Event	£27.95	£29.35	£1.40	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT90	Sports Markings	Greenspaces	Over mark for sports markings	Per Event	£44.50	£46.73	£2.23	5.00%	S19, Local Government (Miscellaneous Provisions) Act 1976; Local Government Act 2003/Localism Act 2011	Statutory Discretionary / Discretionary – The Authority may provide certain leisure and recreation facilities under the Local Government (Miscellaneous Provisions) Act 1976 either without charge or on such charges as the authority thinks fit. If any facilities are provided beyond the scope of the 1976 Act the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011.
GT91	Trees Fees and Charges	Greenspaces	Memorial Tree (Standard 45/65 litre, 12-14cm girth)	Per Tree, Species Varies	Price on application	Price on application	No change	No change	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT92	Trees Fees and Charges	Greenspaces	Basic Inspection of trees already on the system for verification and/or management recommendations.	Per day	£347.14	£364.50	£17.36	5.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT93	Trees Fees and Charges	Greenspaces	Basic Inspection of trees already on the system for verification and/or management recommendations.	Per hour	£51.88	£54.48	£2.59	5.00%	Local Government Act 2003/Localism Act 2068	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT94	Trees Fees and Charges	Greenspaces	Intermediate Tree Inspection / survey, To include: • Identification • Plotting onto GIS system • Safety and condition assessment • Recommendations and management plans	Per hour	£80.92	£84.96	£4.05	5.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT95	Trees Fees and Charges	Greenspaces	Professional Tree Advice - Assessment of development impact on public trees	Per hour	£105.82	£111.11	£5.29	5.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

GT96	Pitches & Lettings	Greenspaces	Adult Tennis Season Ticket	Annual	£35.00	£35.00	£0.00	0.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT97	Pitches & Lettings	Greenspaces	Concessionary Tennis Season Ticket	Annual	£15.00	£15.00	£0.00	0.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011
GT98	Miscellaneous Fees and Charges	Greenspaces	Lost Key	Per Key		£50.00	£0.00	0.00%	Local Government Act 2003/Localism Act 2011	Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Fees and Charges 2023/24

Department: **Adults and Health**  
 Area: **Leisure**

Activities	2023 (Current)						2024 (Review)												Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)						
	Adult Non Member	FAB Card Adult	FAB Card Adult Concession	Jnr Non Mem	FAB Card Jnr	FAB Card Jnr Concession	Adult Non Member	£ Increase	% Increase	FAB Card Adult	£ Increase	% Increase	FAB Card Adult Con	£ Increase	% Increase	Jnr Non Mem	£ Increase	% Increase			FAB Card Jnr	£ Increase	% Increase	FAB Card Jnr Con	£ Increase	% Increase
<b>Swimming</b>																										
Casual Swim - all sessions	£7.84	£5.52	£3.39	£4.83	£3.26	£2.44	£8.39	£0.55	7.0%	£5.91	£0.39	7.0%	£3.63	£0.24	7.0%	£5.17	£0.34	7.0%	£3.49	£0.23	7.0%	£2.61	£0.17	7.0%	Contractual	Discretionary
Tots Water World (30 min session - water play and singing. Price includes parent and child entry)	£9.02	£6.16	£4.46				£9.47	£0.45	5.0%	£6.47	£0.31	5.0%	£4.68	£0.22	5.0%	NA	NA		NA	NA		NA	NA			
Casual Swimming - Monday to Saturday (Under 8 years)	N/A	N/A	N/A	£4.83	FREE	FREE	N/A	N/A		N/A	N/A		N/A	N/A		£5.17	£0.34	7.0%	FREE	N/A		FREE	N/A			
<b>Health &amp; Fitness</b>																										
Fitness Induction - (All Centres)		£37.57	£19.58		£19.64	£13.98	NA	NA		£39.44	£1.88	5.0%	£20.56	£0.98	5.0%	NA	NA		£20.62	£0.98	5.0%	£14.67	£0.70	5.0%	Contractual	Discretionary
Fitness induction and Programme - (All Centres)		£46.09	£24.04		£23.10	£16.45	NA	NA		£48.40	£2.30	5.0%	£25.24	£1.20	5.0%	NA	NA		£24.26	£1.16	5.0%	£17.27	£0.82	5.0%	Contractual	Discretionary
Casual Gym (All Centres)	£13.20	£10.06	£5.12		£5.12	£3.56	£13.86	£0.66	5.0%	£10.57	£0.50	5.0%	£5.37	£0.26	5.0%	NA	NA		£5.37	£0.26	5.0%	£3.74	£0.18	5.0%	Contractual	Discretionary
Group Exercise Class (All Centres)	£13.98	£9.96	£5.12				£14.68	£0.70	5.0%	£10.45	£0.50	5.0%	£5.37	£0.26	5.0%	NA	NA		NA	NA		NA	NA		Contractual	Discretionary
Water Aerobics Class (1 hr) all centres	£11.61	£8.09	£4.95				£12.42	£0.81	7.0%	£8.66	£0.57	7.0%	£5.29	£0.35	7.0%	NA	NA		NA	NA		NA	NA		Contractual	Discretionary
<b>Racket Sports</b>																										
Table Tennis - per table	£14.20	£9.89	£7.27	£9.09	£7.27	£4.49	£15.20	£0.99	7.0%	£10.58	£0.69	7.0%	£7.78	£0.51	7.0%	£9.73	£0.64	7.0%	£7.78	£0.51	7.0%	£4.81	£0.31	7.0%	Contractual	Discretionary
Badminton - per court	£21.25	£14.65	£11.25	£11.20	£7.55	£5.52	£22.74	£1.49	7.0%	£15.68	£1.03	7.0%	£12.04	£0.79	7.0%	£11.98	£0.78	7.0%	£8.08	£0.53	7.0%	£5.90	£0.39	7.0%	Contractual	Discretionary
Tennis - 1 hour per court (Burnt Oak & New Barnet)	£10.91	£7.33	£5.34	£5.52	£3.74	£2.61	£11.67	£0.76	7.0%	£7.85	£0.51	7.0%	£5.71	£0.37	7.0%	£5.90	£0.39	7.0%	£4.01	£0.26	7.0%	£2.79	£0.18	7.0%	Contractual	Discretionary
<b>Multi Use Games Area</b>																										
MUGA - 1 hour (Burnt Oak)	£10.91	£7.33	£5.28	£5.45	£3.74	£2.59	£11.46	£0.55	5.0%	£7.70	£0.37	5.0%	£5.54	£0.26	5.0%	£5.72	£0.27	5.0%	£3.93	£0.19	5.0%	£2.72	£0.13	5.0%	Contractual	Discretionary
<b>Ball Sports (Sports Hall Hire)</b>																										
Football / Full Hall (Hendon & Copthall)	£89.28						£95.53	£6.25	7.0%	NA	NA		NA	NA		NA	NA		NA	NA		NA	NA		Contractual	Discretionary
Football / Full Hall (Burnt Oak)	£66.15						£70.78	£4.63	7.0%	NA	NA		NA	NA		NA	NA		NA	NA		NA	NA		Contractual	Discretionary
Basketball / Half Hall (Hendon & Copthall)	£35.83						£38.33	£2.51	7.0%	NA	NA		NA	NA		NA	NA		NA	NA		NA	NA		Contractual	Discretionary
Basketball / Half Hall (Burnt Oak)	£32.23						£34.48	£2.26	7.0%	NA	NA		NA	NA		NA	NA		NA	NA		NA	NA		Contractual	Discretionary
<b>Courses</b>																										
Gymnastics 1 hour - Hendon only					£9.02	£6.27	NA	NA		NA	NA		NA	NA		NA	NA		£9.65	£0.63	7.0%	£6.71	£0.44	7.0%	Contractual	Discretionary
Gymnastics 1 hour					£7.31	£5.50	NA	NA		NA	NA		NA	NA		NA	NA		£7.82	£0.51	7.0%	£5.89	£0.39	7.0%	Contractual	Discretionary
Football 1 hour					£7.76	£5.61	NA	NA		NA	NA		NA	NA		NA	NA		£8.15	£0.39	5.0%	£5.89	£0.28	5.0%	Contractual	Discretionary
Badminton 1 hour					£7.76	£5.61	NA	NA		NA	NA		NA	NA		NA	NA		£8.15	£0.39	5.0%	£5.89	£0.28	5.0%	Contractual	Discretionary
Trampoline 1 hour - Hendon only					£9.02	£6.27	NA	NA		NA	NA		NA	NA		NA	NA		£9.47	£0.45	5.0%	£6.58	£0.31	5.0%	Contractual	Discretionary
Tennis 1 hour					£9.85	£6.88	NA	NA		NA	NA		NA	NA		NA	NA		£10.34	£0.49	5.0%	£7.22	£0.34	5.0%	Contractual	Discretionary

Pilates 1 hour		£9.96	£7.59																Contractual	Discretionary
Swimming 30 mins		£8.14	£5.72	£8.09	£5.66														Contractual	Discretionary
Swimming 45 mins		£8.47	£5.94	£8.41	£5.72														Contractual	Discretionary
<b>Drop In Sessions</b>																				
Gymnastics Session - Adults		£15.84	£10.84	£7.87															Contractual	Discretionary
Burnt Oak - Floodlit artificial (5-a-side) 1hr		£52.95																	Contractual	Discretionary
Burnt Oak - Floodlit artificial (7-a-side) 1hr		£76.42																	Contractual	Discretionary
Burnt Oak - Grass Pitch (junior) 7-a-side		£34.09																	Contractual	Discretionary
Burnt Oak - Grass Pitch (junior) 11-a-side		£44.30																	Contractual	Discretionary
Toddlers' World sibling price at Burnt Oak				£2.61	£2.61	£2.61													Contractual	Discretionary
Toddlers' World standard price at Burnt Oak (first child)				£6.65	£4.73	£3.28													Contractual	Discretionary
Toddlers World (Hendon)				£6.82	£4.89	£3.45													Contractual	Discretionary
<b>Birthday Parties</b>																				
Burnt Oak (Soft Play)		£200.22																	Contractual	Discretionary
Copthall (Soft Play)		£200.22																	Contractual	Discretionary
Copthall (Pool)		£195.82																	Contractual	Discretionary
New Barnet (Soft Play)		£200.22																	Contractual	Discretionary
New Barnet (Pool)		£195.82																	Contractual	Discretionary
Finchley Lido (Pool)		£195.82																	Contractual	Discretionary
<b>Badminton Club - Adult</b>																				
Burnt Oak - No Strings		£6.05	£3.94	£1.83															Contractual	Discretionary
<b>Sauna</b>																				
Finchley Lido - Sauna		£13.31	£9.19	£4.84															Contractual	Discretionary
<b>Barnet Training Scheme</b>																				
Seniors		£108.73																	Contractual	Discretionary
Age Group	NA			£97.86															Contractual	Discretionary
Junior Age	NA			£81.55															Contractual	Discretionary
Preliminary	NA			£67.41															Contractual	Discretionary
Sharks	NA			£60.89															Contractual	Discretionary
Senior Club		£60.89		NA															Contractual	Discretionary

Masters	£73.94		NA		
Dolphins	NA		£51.10		
Dolphins	NA		£51.10		
Junior Club	NA		£51.10		
Finchley / New Barnet	NA		£39.14		

£79.11	£5.18	7.0%	NA	NA		NA	NA		NA	NA		NA	NA		NA	NA		Contractual	Discretionary
NA	NA		NA	NA		NA	NA		£54.68	£3.58	7.0%	NA	NA		NA	NA		Contractual	Discretionary
NA	NA		NA	NA		NA	NA		£54.68	£3.58	7.0%	NA	NA		NA	NA		Contractual	Discretionary
NA	NA		NA	NA		NA	NA		£54.68	£3.58	7.0%	NA	NA		NA	NA		Contractual	Discretionary
NA	NA		NA	NA		NA	NA		£41.88	£2.74	7.0%	NA	NA		NA	NA		Contractual	Discretionary

Nursery	0-2	2yr old fee paying	2yr old free entitlement	3yr old free entitlement	3yr old full fee paying
Half a day	£40.52	£38.23			£36.04
Full day	£74.37	£72.13			£69.89
Additional hours to free entitlement (per hour)			£6.62	£6.07	

0-2	£ Increase	% Increase	2 year old fee paying	£ Increase	% Increase	2yr old free entitlement	£ Increase	% Increase	3yr old free entitlement	£ Increase	% Increase	3yr old full fee paying	£ Increase	% Increase	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
£43.35	£2.84	7.0%	£40.90	£2.68	7.0%	NA	NA		NA	NA		£38.56	£2.52	7.0%	Contractual	Discretionary
£79.58	£5.21	7.0%	£77.17	£5.05	7.0%	NA	NA		NA	NA		£74.78	£4.89	7.0%	Contractual	Discretionary
NA	NA		NA	NA		£7.08	£0.46	7.0%	£6.49	£0.42	7.0%	NA	NA		Contractual	Discretionary

Car Parking	0-2 hours	Hourly following 2 hours (cost per hour)	Notes
Barnet Copthall Leisure Centre	£0.50	£1.00	
Burnt Oak Leisure Centre	£0.50	£1.00	
Finchley Lido Leisure Centre	FREE	FREE	No proposed charging structure at Finchley Lido Leisure Centre as the car park is externally managed by a third party operator.
Hendon Leisure Centre	£0.50	£1.00	
New Barnet Leisure Centre	£0.50	£1.00	

Car Parking	0-2 hours	2-3 Hours	3-4 Hours	4-5 Hours	5+ Hours	Notes
Barnet Copthall - Weekend Tariff (Non-Centre user)	£0.50	£15	£20	£25	£30	Weekend tariff only applicable to non-users of the centre. Pricing as above available to centre users via in-centre QR codes and at Reception. Not anticipated that 5+ hours would be used by any visitors to the local area (pitchers / Sarcocera).

**Terminology key**

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Department:

**Children's & Family Services**

Area:

**Family Resource Centre**

**Note:** These are fees that would be charged to external clients who need a supervised contact service, i.e. other local authorities with CIC placed in our area, and families going through private law proceedings.

A project which concluded in January 2020 noted that the average staff cost of providing a contact was £85. We are proposing £108 charge, which covers this staff cost. The other charges also reflect staff time, which is the main cost of providing the service. These charges will mean income from external clients that is greater than full cost recovery.

Fee/Charge Title	Description	Unit of Measure	Charges 2022/23	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)
Referral Fee	Referral Fee	Per Referral	£0.00	£25.00	£26.70	£1.70	6.8%
Contact Agreement Meeting and Contact review meeting	Contact Agreement Meeting and Contact review meeting	Per Meeting	£0.00	£35.00	£37.38	£2.38	6.8%
Weekday supervised Contact (up to two hours contact)	Weekday supervised Contact (up to two hours contact)	Per 3 Hour Session	£86.70	£100.00	£106.80	£6.80	6.8%
Weekend supervised Contact (up to 2 hours contact)	Weekend supervised Contact (up to 2 hours contact)	Per 3 Hour Session	£130.50	£160.00	£170.88	£10.88	6.8%
Weekday supported (room only)	Weekday supported (room only)	Per Hour	£23.20	£30.00	£32.04	£2.04	6.8%
Weekend supported (room only)	Weekend supported (room only)	Per Hour	£34.70	£45.00	£48.06	£3.06	6.8%
Court Report writing fee	Court Report writing fee	Per Report	£0.00	£35.00	£37.38	£2.38	6.8%
Handover service	Handover service	Per Handover	£0.00	£20.00	£21.36	£1.36	6.8%
Second Supervisor	Second Supervisor	Per Hour	£0.00	£35.00	£37.38	£2.38	6.8%
Attendance at Court	Attendance at Court	Per Attendance	£0.00	£150.00	£160.20	£10.20	6.8%



Fees and Charges 2024/25

Department: **Children's Family Services**  
 Area: **Local Authority Nurseries**

Reference/	Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of Charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Children Centres	Parkfield child care			Age 2	Per Child Per Hour	£6.12	£6.12	£6.12	£6.12	£0.00	-\$6.12	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Parkfield child care			Age 3-4	Per Child Per Hour	£5.87	£5.87	£5.87	£5.87	£0.00	-\$5.87	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Meals			Children Centre - Parkfield	Per Child Per Hour	£2.31	£2.31	£2.31	£2.31	£0.00	-\$2.31	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Wingfield child care			Age 2	Per Child Per Hour	£5.97	£5.97	£5.97	£5.97	£0.00	-\$5.97	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Wingfield child care			Age 3-4	Per Child Per Hour	£5.71	£5.71	£5.71	£5.71	£0.00	-\$5.71	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Meals			Children Centre - Wingfield	Per Child Per Hour	£2.14	£2.14	£2.14	£2.14	£0.00	-\$2.14	-100.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Newstead Child care			Age 2	Per Child Per Hour	£6.51	£6.51	£6.51	£6.51	£6.51	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Newstead Child care			Age 3-4	Per Child Per Hour	£6.25	£6.25	£6.25	£6.25	£6.25	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Children Centres	Meals			Children Centre - Newstead	Per Child Per Hour	£2.19	£2.19	£2.19	£2.19	£2.19	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team charges	Holiday programmes			Holiday Schemes	Per day	£18.36	£18.36	£18.36	£18.36	£18.36	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team charges	Holiday programmes			Holiday Schemes - Siblings charge	Per day	£14.79	£14.79	£14.79	£14.79	£14.79	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team charges	Holiday programmes			Holiday schemes including aftercare	Per day	£22.95	£22.95	£22.95	£22.95	£22.95	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team charges	Holiday programmes			Holiday Schemes including aftercare - Siblings charge	Per day	£19.38	£19.38	£19.38	£19.38	£19.38	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team	After School Club			Term Time Only	Per Session	£7.00	£7.00	£7.00	£10.00	£10.00	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team	School Holiday Play Scheme			Holiday Playscheme	Per Day	£20.00	£20.00	£20.00	£22.00	£22.00	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team	School Holiday Play Scheme			Sibling	Per Day	£16.50	£16.50	£16.50	£18.00	£18.00	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary
Play Team	Nursery fee paying			Age 2-3	Per Session	£18.00	£18.00	£18.00	£18.00	£18.00	£0.00	0.00%	Childcare Act 2006 - Section 10	Statutory discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Reference/	Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of Charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
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Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25 (rounded to nearest 10p)	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
0 - 19 Early Help Service Traded Service & Programmes	Equipment		Partnership/charitable	Per Item	£4.00	£4.00	£4.00	£4.24	£4.50	£0.26	6.13%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Hire of Theatre, Blue Room, Foyer and PA System / lighting Box for Theatre Productions		Partnership/charitable	Per Day	£200.00	£200.00	£200.00	£212.00	£226.00	£14.00	6.60%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Theatre Production Booking. Full Day Hire		Partnership Rate	Per Day	£550.00	£550.00	£550.00	£583.00	£623.00	£40.00	6.86%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Standard Large Space	Per Hour				£30.00	£32.00	£2.00	6.67%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Standard Large Space with Lights	Per Hour				£75.00	£80.00	£5.00	6.67%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Standard Medium Space	Per Hour				£22.50	£24.00	£1.50	6.67%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Standard Small Space	Per Hour				£15.07	£16.00	£0.93	6.17%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Partnership/ Charitable rate - Large Space	Per Hour				£22.50	£24.00	£1.50	6.67%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Partnership/ Charitable rate - Large Space with Lights	Per Hour				£67.50	£72.00	£4.50	6.67%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Partnership/ Charitable rate - Medium Space	Per Hour				£15.07	£16.00	£0.93	6.17%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Canada Villa / Finchley Youth Theatre Room Hire Charges		Partnership/ Charitable rate - Small Space	Per Hour				£14.07	£15.00	£0.93	6.61%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Theatre Production Booking. Per Hour. Minimum of 3 Hour Hire		Partnership Rate	Per session	£100.00	£100.00	£100.00	£106.00	£113.00	£7.00	6.60%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Membership on Provider Directory on 0 - 19 Website		Standard	Per Day	£400.00	£400.00	£400.00	£424.00	£453.00	£29.00	6.84%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Homepage TOP Banner - Advertising space peak times		Standard	On-going	£200.00	£200.00	£200.00	£212.00	£226.00	£14.00	6.60%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Homepage BOTTOM Banner - Advertising space on website off peak		Standard	On-going	£150.00	£150.00	£150.00	£159.00	£170.00	£11.00	6.92%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Miscellaneous Pages - Banner Advertising space on website		Standard	On-going	£100.00	£100.00	£100.00	£106.00	£113.00	£7.00	6.60%	Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Electronic Rotating Rock Climbing Wall at Canada Villa		Standard	Per hour				New	£30.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Gym and Gym Equipment		Standard	Per hour				New	£25.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Rithmic Studio		Standard	Per hour				New	£40.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Giant Lawn Games		Standard	Per session				New	£25.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Portable Staging hire		Standard	Per day				New	£150.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Additional Theatre Seating		Standard	Per day				New	£50.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
0 - 19 Early Help Service Traded Service & Programmes	Additional Theatre Lighting		Standard	Per day				New	£90.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011

0 - 19 Early Help Service Traded Service & Programmes	Filming and Events Space		Standard	Per day				New	£350.00			Discretionary	s93 Local Government Act 2003, s.1 Localism Act 2011
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Fees and Charges 2024/25

Department: Children's & Family Services  
 Area: Libraries

Reference/ Area	Fee/Charge Title	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of Charging (Statutory prescribed, Statutory discretionary, statutory costs)
Library charges	Lost Library card	This charge is levied where a replacement library card is issued	Per card (adults)	£2.00	£2.00	£2.00	£2.20	£2.40	£0.20	9.09%	Public Libraries and Museums Act 1964 & Regulation 3 2(e) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	DVD hire	This charge is levied for the loan of DVDs	Per DVD, per week	£1.60	£1.00	£1.00	£1.10	£1.20	£0.10	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	Market place adverts	This charge is levied for advertising on library noticeboards/ windows	A5 advert per week	£1.50	£1.50	£1.50	£1.65	£1.80	£0.15	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Market place adverts	This charge is levied for advertising on library noticeboards/ windows	A4 advert per week	£2.50	£2.50	£2.50	£2.75	£3.00	£0.25	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	Library Service fees and charges (not amended in Libraries Review)	This charge is levied for the use of display cabinets and windows in libraries	Per cabinet/ window per week - external	£25.00	£25.00	£25.00	£27.50	£30.00	£2.50	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Library Service fees and charges (not amended in Libraries Review)	This charge is levied for the use of display cabinets and windows in libraries	Per cabinet/ window per week - internal	£20.00	£20.00	£20.00	£22.00	£24.00	£2.00	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Reservation, No Notification/ email (specially purchased stock)	This charge is levied where an item is purchased in response to a reservation.	Per item	£1.00	£1.00	£1.00	£1.10	£1.20	£0.10	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Reservation, Postal Notification (specially purchased stock)	This charge is levied where an item is purchased in response to a reservation.	Per item	£1.00	£1.00	£1.00	£1.10	£1.20	£0.10	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Reservation, No Notification/ email notification (Barnet stock)	Customers are notified by email that a reserved item is ready for collection. This applies to stock already held in Barnet Libraries	Per item	£0.00	£0.00	£0.00	£0.00	£0.00	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(b) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	Reservation, Postal Notification (Barnet stock)	Customers are notified by post that a reserved item is ready for collection. This applies to stock already held in Barnet Libraries	Per item	2nd class postage only	2nd class postage only	2nd class postage only	2nd class postage only	2nd class postage only	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(b) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Reservations from the British Library	This charge is levied where items are borrowed from the British Library	Per item	£4-6	£4-6	£4-6	£15.00	£20.60	£5.60	37.33%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	The regulation outlines the limitations to charging for lending at 3(a) - (d). This is also subject to the general duty to provide library services under the Public Libraries and Museums Act 1964 at Section 7(1)
Library charges	Renew a British Library loan	This charge is levied where items borrowed from the British Library are renewed	Per item				£5.70	£6.25	£0.55	9.65%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	One off events	This includes a range of author and cultural events. A mix of charges would be applied dependent upon the cost of hosting the specific event and its intended audience. These are in addition to the core service of events which remains free.	Per session, per person	£0 up to £21	£0 up to £21	£0 up to £21	£0 up to £25	0 up to £27	-	-	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	Training courses for professionals and organisations (1/2 day - bespoke)	Current charges are considerably under the market rate and do not cover the costs of developing and delivering training.	Per organisation	£400.00	£400.00	£400.00	£440.00	£470.00	£30.00	6.82%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	Local History Training/ Talks for organisations (bespoke)	Current charges are considerably under the market rate and do not cover the costs of developing and delivering training.	Per session	£75.00	£75.00	£75.00	£82.50	£88.10	£5.60	6.79%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Musical Sets And Scores for choirs based in Barnet	Subscription fee	Per subscription Per annum	Loan charge of 25p per score per month (min 2 month loan)	Loan charge of 25p per score per month (min 2 month loan)	Loan charge of 25p per score per month (min 2 month loan)	Loan charge of 25p per score per month (min 2 month loan)	Loan charge of 25p per score per month (min 2 month loan)	-	-	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
Library charges	Musical Sets And Scores for choirs based in Barnet	Overdue charge	Per score, Per week	25p per score, Per month/ part month	25p per score, Per month/ part month	25p per score, Per month/ part month	25p per score, Per month/ part month	25p per score, Per month/ part month	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(c) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	Musical Sets And Scores for all choirs	Courier delivery charge for direct delivery	Per box	£5.00	£5.00	£5.00	£5.00	£10.00	£5.00	100.00%	Public Libraries and Museums Act 1964 & Regulation 3 2(k) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Musical Sets And Scores for all choirs	Administration fee to replace lost items. This is payable by music groups and organisations.	Per set lost	£10.00 + cost of replacement	£10.00 + cost of replacement	£10.00 + cost of replacement	£10.00 + cost of replacement	£10.00 + cost of replacement	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(e) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above

Reference/ Area	Fee/Charge Title	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of Charging (Statutory prescribed, Statutory discretionary, statutory costs (as per a Discretion))
Library charges	Music Sets And Scores for choirs based outside Barnet	Subscription fee	Per subscription Per annum	Loan charge of 35p per score per month (min 2 month loan)	Loan charge of 35p per score per month (min 2 month loan)	Loan charge of 35p per score per month (min 2 month loan)	Loan charge of 35p per score per month (min 2 month loan)	Loan charge of 35p per score per month (min 2 month loan)	-	-	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis - Further detail is required in the description segment of the charge
Library charges	Music Sets And Scores for choirs based outside Barnet	Overdue charge	Per score, Per week	35p per score, Per month/ part month	35p per score, Per month/ part month	35p per score, Per month/ part month	35p per score, Per month/ part month	35p per score, Per month/ part month	-	-	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	As mentioned above
Library charges	Music Sets And Scores	Charge made to other Boroughs for the loan of Barnet sets and scores	Per 20 items	£12.00	£12.00	£12.00	£12.00	£12.00	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(m) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations. Charging for this service is subject to the restrictions at Regulation 3(2)(m)(ii)
Library charges	Play sets	Subscription fee to play sets service	Per subscription, per annum	£25.00	£25.00	£25.00	£27.50	£30.00	£2.50	9.09%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis - Further details are required in the description
School Libraries Resources Service	Secondary schools pay as you go loans (20 books per loan)	Charge for as and when loan collections	Per collection of 20 books, per school	£40.00	£40.00	£40.00	£42.00	£45.00	£3.00	7.14%	Public Libraries and Museums Act 1964 & Regulation 3 2(b) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
School Libraries Resources Service	Professional consultancy	Specialist advice regarding libraries, reading and information skills (Barnet schools)	Per hour	£40.00	£40.00	£40.00	£42.00	£45.00	£3.00	7.14%	Section 93 of the Local Government Act or s.3 the Localism Act 2011 but this would be in a cost basis.	In this case, the regulations have not specifically mentioned the service described but the legislation mentioned may confer a right to charge on a cost basis
School Libraries Resources Service	Lost/ damaged artefacts	Charge levied to schools for the replacement of lost artefacts	Per item	£10-100	£10-100	£10-100	£10-100	£10-100	-	-	Public Libraries and Museums Act 1964 & Regulation 3 2(e) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
School Libraries Resources Service	Additional delivery charge	Charge for additional deliveries	Per visit, up to 12 crates	£25.00	£25.00	£25.00	£26.00	£28.00	£2.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(k) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	Room hire (library opening hours)	Room Hire Chipping Barnet Library Room 1   full rate	per hour	£30.00	£35.00	£35.00	£37.00	£40.00	£3.00	8.11%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	Room hire (library opening hours)	Room Hire Chipping Barnet Library Room 1 concession rate	per hour	£20.00	£35.00	£35.00	£37.00	£40.00	£3.00	8.11%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	Public Libraries and Museums Act 1964 s.8(5)(a) confers a discretion as to how much can be charged under the regulations
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library Room 1 full rate	per hour	£30.00	£40.00	£40.00	£42.00	£45.00	£3.00	7.14%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library Room 1 concession rate	per hour	£20.00	£40.00	£40.00	£42.00	£45.00	£3.00	7.14%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library Room 2 full rate	per hour	£10.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library Room 2 concession rate	per hour	£7.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library 1,2,3 together	per hour	£0.00	£65.00	£65.00	£69.00	£74.00	£5.00	7.25%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library kitchen as add on	per hour	£0.00	£5.00	£5.00	£5.00	£5.50	£0.50	10.00%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Finchley Church End Library kitchen only	per hour	£0.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Osidge Library full rate	per hour	£10.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Osidge Library Concession rate	per hour	£7.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(l) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above

Reference/ Area	Fee/Charge Title	Description	Unit of Measure	Charges 2020/21	Charges 2021/22	Charges 2022/23	Charges 2023/24	Proposed Charges 2024/25	Change from prior year, £	Change from prior year, %	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of Charging (Statutory prescribed, Statutory discretionary, statutory costs recovered, or Discretionary)
Library charges	Room hire (library opening hours)	Room Hire Hendon Library full rate	per hour	£10.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(i) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire Hendon Library concession rate	per hour	£7.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(i) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire East Finchley Library full rate	per hour	£10.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(i) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above
Library charges	Room hire (library opening hours)	Room Hire East Finchley concession rate	per hour	£7.00	£12.00	£12.00	£13.00	£14.00	£1.00	7.69%	Public Libraries and Museums Act 1964 & Regulation 3 2(i) Library Charges (England and Wales) Regulations 1991/2712	As mentioned above

# Appendix A - Fees and Charges 2024-25

CPI

106.80%

**Fees and Charges 2023/24**

Department: **Growth and Regen**  
 A/Economic  
 Development  
 :  
 Re Strategic Planing & Regen

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory costs recovery or Discretionary)
<b>Strategic Planning &amp; Economic Development</b>										
Development and Economy	SPR 1 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	0 - 20 Days	£1,101.28	£1,176.17	£74.89	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 2 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	Projects 21 - 60 Days	£1,017.97	£1,087.19	£69.22	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 3 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	Projects 60 days +	£964.17	£1,029.74	£65.56	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 4 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	0 - 20 Days	£152.96	£163.36	£10.40	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 5 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	Projects 21 - 60 Days	£141.38	£150.99	£9.61	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 6 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Head of Service Assistant Director (Day Rates) Housing Development and Regeneration Manager(Housing Development Partnership Manager)	Projects 60 days +	£133.91	£143.02	£9.11	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 7 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	0 - 20 Days	£858.01	£916.36	£58.34	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 8 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	Projects 21 - 60 Days	£794.02	£848.01	£53.99	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 9 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	Projects 60 days +	£750.39	£801.42	£51.03	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 10 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	0 - 20 Days	£119.17	£127.27	£8.10	6.80%	n/a	Contract specific/ statutory/ discretionary



Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Development and Economy	SPR 11 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	Projects 21 - 60 Days	£110.28	£117.78	£7.50	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 12 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Transport Manager / Programme Director / Senior Commercial Manager (Day Rates), Regeneration Manager	Projects 60 days +	£104.22	£111.31	£7.09	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 13 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	0 - 20 Days	£712.58	£761.04	£48.46	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 14 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	Projects 21 - 60 Days	£658.77	£703.57	£44.80	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 15 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	Projects 60 days +	£623.87	£666.29	£42.42	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 16 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	0 - 20 Days	£98.96	£105.69	£6.73	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 17 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	Projects 21 - 60 Days	£91.49	£97.71	£6.22	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 18 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Planning Policy Manager / Urban Design and Heritage Manager / Skills and Enterprise Manager / Infrastructure Planning and Delivery Manager / Major Developments Team Manager / Programme Manager / Property Support (Day Rates)	Projects 60 days +	£86.65	£92.54	£5.89	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 19 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer / Colindale Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Day Rates)	0 - 20 Days	£604.34	£645.44	£41.10	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 20 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer / Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Day Rates)	Projects 21 - 60 Days	£558.43	£596.41	£37.97	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 21 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer / Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Day Rates)	Projects 60 days +	£529.34	£565.33	£35.99	6.80%	n/a	Contract specific/ statutory/ discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Development and Economy	SPR 22 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer /Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Hourly Rates)	0 - 20 Days	£83.93	£89.64	£5.71	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 23 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer /Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Hourly Rates)	Projects 21 - 60 Days	£77.56	£82.83	£5.27	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 24 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Senior Regeneration Officer /Project Manager / Housing Strategy Manager / Principal Planner (Planning Policy) / Commercial Manager / Principal Planner (MDT) (Hourly Rates)	Projects 60 days +	£73.51	£78.51	£5.00	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 25 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Day Rates)	0 - 20 Days	£495.75	£529.46	£33.71	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 26 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Day Rates)	Projects 21 - 60 Days	£458.09	£489.24	£31.15	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 27 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Day Rates)	Projects 60 days +	£433.36	£462.83	£29.47	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 28 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Hourly Rates)	0 - 20 Days	£68.85	£73.53	£4.68	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 29 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Hourly Rates)	Projects 21 - 60 Days	£63.62	£67.95	£4.33	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 30 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Regeneration Officer / Skills Development Programme Officer / Senior Planning (Planning Policy) / Senior Planner (MDT) / Senior Planning (Urban Design & Heritage) (Hourly Rates)	Projects 60 days +	£60.18	£64.28	£4.09	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 31 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Day Rates)	0 - 20 Days	£476.37	£508.77	£32.39	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 32 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Day Rates)	Projects 21 - 60 Days	£440.64	£470.60	£29.96	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 33 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Day Rates)	Projects 60 days +	£417.36	£445.74	£28.38	6.80%	n/a	Contract specific/ statutory/ discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Development and Economy	SPR 34 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Hourly Rates)	0 - 20 Days	£66.16	£70.66	£4.50	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 35 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Hourly Rates)	Projects 21 - 60 Days	£61.19	£65.35	£4.16	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 36 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Business Liaison Officer / Town Centre Projects Officer / Management Accountant / Planning Officer (Planning Policy) / Planning Obligations Officer / Planning Officer (Urban Design & Heritage) (Hourly Rates)	Projects 60 days +	£57.96	£61.90	£3.94	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 37 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Day Rates)	0 - 20 Days	£361.46	£386.03	£24.58	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 38 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Day Rates)	Projects 21 - 60 Days	£334.48	£357.22	£22.74	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 39 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Day Rates)	Projects 60 days +	£315.57	£337.03	£21.46	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 40 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Hourly Rates)	0 - 20 Days	£50.20	£53.61	£3.41	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 41 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Hourly Rates)	Projects 21 - 60 Days	£46.45	£49.61	£3.16	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 42 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support Officer (Hourly Rates)	Projects 60 days +	£43.83	£46.81	£2.98	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 43 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Day Rates)	0 - 20 Days	£254.79	£272.12	£17.33	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 44 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Day Rates)	Projects 21 - 60 Days	£235.59	£251.61	£16.02	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 45 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Day Rates)	Projects 60 days +	£222.50	£237.63	£15.13	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 46 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Hourly Rates)	0 - 20 Days	£35.39	£37.79	£2.41	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 47 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Hourly Rates)	Projects 21 - 60 Days	£32.71	£34.94	£2.22	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 48 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Support (Hourly Rates)	Projects 60 days +	£30.89	£33.00	£2.10	6.80%	n/a	Contract specific/ statutory/ discretionary
Development and Economy	SPR 49 Strategic Planning, Housing & Regeneration	Strategic Planning, Housing & Regeneration	Legal Recharges to developers	Hourly rate	£153.00	£163.40	£10.40	6.80%	n/a	Contract specific/ statutory/ discretionary

**Terminology key**

Statutory pEconomic Developmentsccribed – legislation provides that the local authority charge for providing a service and either (a) the charge is pEconomic Developmentsccribed (i.e. set eg. £100) or (b) the range is pEconomic Developmentsccribed.

Statutory discEconomic Developmenttionary (or statutory costs Economic Developmentcovery) - legislation provides that you may charge for providing a service but the amount of the charge is discEconomic Developmenttionary, within the Economic Developmentmit of the legislation – the charge may be limited to cost Economic Developmentcovery, Economic Developmentasonable cost or based on consideration of pEconomic Developmentsccribed matters eg. consideration of Economic Developmentntal value of land for allotments.

DiscEconomic Developmenttionary – heEconomic Development the authority is not obliged to provide the service but if it does so then the charges must be based on costs Economic Developmentcovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Fees and Charges 2023/24

Department:	Growth and Regen
AGrowth and Regena:	Private Sector Housing

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Private Sector Housing										
Growth and Regen	EH 1 Completion of Works	Private Sector Housing	To carry out work(s) in default of a notice recipient	Per case	All costs to be recorded on an hourly rate up to £104.57 from non compliance visit and charged accordingly plus reasonable cost of works	All costs to be recorded on an hourly rate up to £84 from non compliance visit and charged accordingly plus reasonable cost of works	NA	NA	Local Government (Miscellaneous Provisions( Act 1982	Statutory cost recovery
Growth and Regen	EH 2 Completion of Works	Private Sector Housing	Empty Property Agency Service	Per case	Up to 15% of the cost of the building works, or up to 12.5% of the cost of the building works if the cost of the work is above £75k and up to 10% if the cost of the work is over £100k. Minimum fee £202.99	15% of the cost of the building works, or 12.5% of the cost of the building works if the cost of the work is above £75k and 10% if the cost of the work is over £100k. Minimum fee £250	NA	NA	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 3 Completion of Works	Private Sector Housing	Voluntary Works In Default Service	Per case	Up to 15% of the cost of the building works, or up to 12.5% of the cost of the building works if the cost of the work is above £75k and up to 10% if the cost of the work is over £100k. Minimum fee £202.99	All costs to be recorded on an hourly rate up to £84 from non compliance visit and charged accordingly. 10% discount then made. Plus reasonable cost of works	NA	NA	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 4 Home Improvement Agency Environmental Health	Private Sector Housing	Enquiry including historical data multiple addresses	Each			£0.00	0.00%	Regulation 8, Environmental Information Regulations 2004	Statutory Discretionary
Growth and Regen	EH 5 Housing Reports	Private Sector Housing	Inspection of house in multiple occupation and provision of inspection report e.g. HHSRS inspection to meet visa requirements or on a consultancy basis	Each	£367.69 plus hourly rate of up to £104.57 for revisits and/or additional advice	£496 plus hourly rate of up to £84 for revisits and/or additional advice outside the scope of the original fee.	£128.31	35.00%	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 6 Housing Reports	Private Sector Housing	Housing Consultation fee	Each	£119.47 (additional fees charged over two hours at up to £104.57/hour)	£106 (additional fees charged over two hours at up to £84/hour)	-£13.47	-11.00%	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 7 Housing Reports	Private Sector Housing	Rent Repayment Order Support Service	Each	£119.47 (additional fees charged over two hours at up to £104.57/hour)	£106 (additional fees charged over two hours at up to £84/hour)	-£13.47	-11.00%	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 8 Housing Reports	Private Sector Housing	Inspection of single occupied dwelling and provision of inspection report e.g. HHSRS inspection to meet visa requirements or on a consultancy basis	Each	£293.46 plus hourly rate of up to £104.57 for revisits and/or additional advice	£338 plus hourly rate of up to £84 for revisits and/or additional advice outside the scope of the original fee	£44.54	15.00%	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 9 Housing Reports	Private Sector Housing	HMO Set Up Advice Service	Each	£537.05 plus hourly rate of up to £104.57 for revisits and/or additional advice	£518 plus hourly rate of up to £84 for revisits and/or additional advice outside of scope of original fee	£19.05	-3.50%	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 10 Housing Reports	Private Sector Housing	Fire risk assessment for standard-HMO	Each	£715.67 for a standard HMO plus hourly rate of up to £104.57 for revisits and/or additional advice	Fee to be deleted as service is no longer available	NA	NA	Local Government Act 2003 Localism Act 2011	Discretionary
Growth and Regen	EH 11 Housing Act	Private Sector Housing	Waiver of fee for notices i.e. Improvement Notice , Suspended Improvement Order, Prohibition Order, Emergency Prohibition Order, Suspended Prohibition Order, Emergency Remedial Action excluding the cost of all /any works completed/certificates obtained and Hazard Awareness notice	Each	Fee waived if accreditation secured with the London Landlord Accreditation Scheme within 3 months of notice/order service and membership number forwarded to LBB.	Fee waived if accreditation secured with the London Landlord Accreditation Scheme within 3 months of notice/order service and membership number forwarded to LBB. Fee also waived if the property is occupied by a vulnerable owner occupier or an owner occupier demonstrates financial hardship, or the fault is not with the responsible person.	NA	NA	section 49 Housing Act 2004	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Growth and Regen	EH 12 Housing Act	Private Sector Housing	Service of an Improvement Notice	Each	£592.34 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £103.49/hour.	£592 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £84/hour.	£0.00	0.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 13 Housing Act	Private Sector Housing	Service of a Suspended Improvement Notice	Each	£592.34 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £103.49/hour.	£592 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £84/hour.	£0.00	0.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 14 Housing Act	Private Sector Housing	Service of a Prohibition Order	Each	£514.17 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £103.49/hour.	£700 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £84/hour.	£185.83	36.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 15 Housing Act	Private Sector Housing	Service of a Suspended Prohibition Order	Each	£505.36 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £103.49/hour.	£700 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £84/hour.	£185.83	36.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 16 Housing Act	Private Sector Housing	Service of an Emergency Prohibition Order	Each	£505.36 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £103.49/hour.	£700 for standard construction plus additional costs per hour incurred in relation to tower blocks. Hourly rate up to £84/hour.	£185.83	36.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 17 Housing Act	Private Sector Housing	Service of a Demolition Order	Each	Cost of administration up to hourly rate of £104.57 plus reasonable cost of works	Cost of administration up to hourly rate of £84 plus reasonable cost of works	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 18 Housing Act	Private Sector Housing	Taking Emergency Remedial Action	Each	£506.63 plus the reasonable cost of work	£655 for standard construction plus hourly costs up to £84/hour for tower blocks plus the reasonable cost of work	£148.37	29.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 19 Housing Act	Private Sector Housing	Add on fee to notice/order cost if electrical certificate is obtained	Each	Actual fee plus administration costs of up to £60.42/hour	Actual fee plus administration costs of up to £53/hour	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 20 Housing Act	Private Sector Housing	Add on fee to notice/order cost if a gas certificate is obtained	Each	Actual fee plus administration costs of up to £60.42/hour	Actual fee plus administration costs of up to £53/hour	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 21 Housing Act	Private Sector Housing	Add on fee to notice/order cost if legal advice is obtained e.g. to interpret leasehold/freehold responsibilities	Each	Actual fee plus administration costs of up to £60.42/hour	Actual fee plus administration costs of up to £84/hour	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 22 Housing Act	Private Sector Housing	Add on fee to notice/order cost if a structural engineers report is obtained	Each	Actual fee plus administration costs of up to £60.42/hour	Actual fee plus administration costs of up to £53/hour	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 22b Housing Act	Private Sector Housing	Add on fee to notice/order cost if a fire engineers report or similar is required in relation to enforcement	Each	Actual fee plus administration costs of up to £60.34/hour	Actual fee plus administration costs of up to £84/hour	NA	NA	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 23 Housing Act	Private Sector Housing	Copying grant files and postage	Each	£11.15		£0.00		section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 24 Housing Act	Private Sector Housing	Review of Suspended Prohibition Order	Each	£382.78	£261.00	£121.78	31.81%	section 49 Housing Act 2004	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Growth and Regen	EH 25 Housing Act	Private Sector Housing	Review of Suspended Improvement Notice	Each	£376.98	261	£115.98	30.77%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 26 Housing Act	Private Sector Housing	Hazard Awareness Notice	Each	£347.98	£592.00	-£244.02	-70.13%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 27 Housing Act	Private Sector Housing	Copying enforcement files and postage	Each	11 pence per sheet plus postage costs	£0.00	£0.00	0.00%	section 49 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 28 HMO Licensing (mandatory and additional)	Private Sector Housing	HMO Licence fee (mandatory and additional) up to 5 units of accommodation for 5 years	Per HMO (F1+F2)	£1,546	£1,512	-£33.83	-2.19%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£714	£857	£143.20	20.06%		
				Fee 2	£832	£655	-£177.03	-21.28%		
Growth and Regen	EH 29 Mandatory HMO Licensing	Private Sector Housing	Assisted New Licence fee up to 5 units of accommodation (paper application) for 5 years	Per HMO (F1+F2)	£1,647			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£833			0.00%		
				Fee 2	£814			0.00%		
Growth and Regen	EH 30 Mandatory HMO Licensing	Private Sector Housing	New Licence fee up to 5 units of accommodation (on-line application when available) for 5 years	Per HMO (F1+F2)	£1,391			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£642			0.00%		
				Fee 2	£748			0.00%		
Growth and Regen	EH 31 Mandatory HMO Licensing	Private Sector Housing	Assisted New Licence fee up to 5 units of accommodation (online application when available) for 5 years	Per HMO (F1+F2)	£1,483			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£724			0.00%		
				Fee 2	£759			0.00%		
Growth and Regen	EH 32 HMO Licensing (mandatory and additional)	Private Sector Housing	HMO Licence fee (mandatory and additional) up to 5 units of accommodation for 1 year	Per HMO	£930	£988	£57.83	6.22%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£697	£857	£159.92	22.94%		
				Fee 2	£233	£131	-£102.10	-43.80%		
Growth and Regen	EH 33 Mandatory HMO Licensing	Private Sector Housing	New HMO Licensing Assisted fee for a 1 year licence (paper application)	Per HMO (F1+F2)	£1,084			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£848			0.00%		
				Fee 2	£233			0.00%		
Growth and Regen	EH 34 Mandatory HMO Licensing	Private Sector Housing	New HMO Licensing Fee for a 1 year licence (on-line application)	Per HMO (F1+F2)	£861			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£628			0.00%		
				Fee 2	£233			0.00%		
Growth and Regen	EH 35 Mandatory HMO Licensing	Private Sector Housing	New HMO Licensing Assisted fee for a 1 year licence (on-line application)	Per HMO (F1+F2)	£993			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£760			0.00%		
				Fee 2	£233			0.00%		
Growth and Regen	EH 36 Mandatory, Additional and Selective HMO Licensing	Private Sector Housing	Discount for accredited landlords	Per property	10% off fee 1	10% off fee 1	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 37 Mandatory, Additional and Selective HMO Licensing	Private Sector Housing	Discount for registered charities	Per HMO	10% off fee 1	10% off fee 1	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 38 HMO Licensing (mandatory and additional)	Private Sector Housing	Renewal fee (mandatory and additional) up to 5 units of accommodation for 5 years	Per HMO (F1+F2)	£1,360.68	£1,354.00	-£6.68	-0.49%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£528.66	£699.00	£170.34	32.22%		
				Fee 2	£832.03	£655.00	-£177.03	-21.28%		
Growth and Regen	EH 39 Mandatory HMO Licensing	Private Sector Housing	Assisted Renewal fee up to 5 units of accommodation (paper application) for 5 years	Per HMO (F1+F2)	£1,411.99			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£579.96			0.00%		
				Fee 2	£832.03			0.00%		
Growth and Regen	EH 40 Mandatory HMO Licensing	Private Sector Housing	Renewal fee up to 5 units of accommodation (on-line application when introduced) for 5 years	Per HMO (F1+F2)	£1,224.64			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£476.24			0.00%		
				Fee 2	£748.37			0.00%		
Growth and Regen	EH 41 Mandatory HMO Licensing	Private Sector Housing	Assisted Renewal fee up to 5 units of accommodation (on-line application when introduced) for 5 years	Per HMO (F1+F2)	£1,271.46			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£620.86			0.00%		
				Fee 2	£750.61			0.00%		
Growth and Regen	EH 42 HMO Licensing (mandatory and additional)	Private Sector Housing	Renewal fee (mandatory and additional) up to 5 units of accommodation for 1 year	Per HMO (F1+F2)	£894.49	£830.00	-£64.49	-7.21%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£529.78	£699.00	£169.22	31.94%		
				Fee 2	£364.71	£131.00	-£233.71	-64.08%		

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Growth and Regen	EH 43 Mandatory HMO Licensing	Private Sector Housing	Assisted Renewal fee up to 5 units of accommodation (paper application) for 1 year	Per HMO (F1+F2)	£948.02			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£579.96			0.00%		
				Fee 2	£368.06			0.00%		
Growth and Regen	EH 44 Mandatory HMO Licensing	Private Sector Housing	HMO Licensing Renewal fee for a 1 year licence (on line application, when introduced)	Per HMO (F1+F2)	£710.45			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£477.36			0.00%		
				Fee 2	£233.10			0.00%		
Growth and Regen	EH 45 Mandatory HMO Licensing	Private Sector Housing	HMO Licensing Assisted Renewal fee for a 1 year licence (on line application, when introduced)	Per HMO (F1+F2)	£753.95			0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1	£520.85			0.00%		
				Fee 2	£233.10			0.00%		
Growth and Regen	EH 46 Mandatory HMO Licensing	Private Sector Housing	Fee associated with an abortive visit	Per HMO	£89.90			0.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 47 Mandatory and Additional HMO Licensing	Private Sector Housing	Each extra unit of accommodation over 5 units (assuming a standard fee is for up to a 5 room HMO)	Per unit	£29.56	£30.00	£0.44	1.50%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 48 Mandatory, Additional and Selective HMO Licensing	Private Sector Housing	Licence holder changing nominated manager	Per request	£0.00	£0.00	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 49 Mandatory, Additional and Selective HMO Licensing	Private Sector Housing	Change in Licence holder	Per request	new application fee as per EH28 - EH35, above	standard new application fee	NA	NA	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 50 Mandatory, Additional and Selective HMO Licensing	Private Sector Housing	Recovery fee for dishonoured cheque	Each	£0.00	£0.00	NA	NA	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 51 Mandatory and Additional HMO Licensing	Private Sector Housing	HMO Licensing pre inspection refund (to cover preliminary administration costs)	Each licence	Fee 2 will not be charged and a refund will be considered if a property has not been inspected. £65.81 will be retained of Fee 1 to cover the Council's administrative costs.	Fee 2 will not be charged and a refund will be considered if a property has not been inspected. If the property is not licensable and application made in error a full refund will be given. £294 will be retained of Fee 1 to cover the Council's administrative costs where the property was licensable on application and processing work completed by the Council.	£228.19	347.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 52 Mandatory and Additional HMO Licensing	Private Sector Housing	HMO Licensing post inspection, where no paperwork is drafted refund (to cover preliminary administration costs and inspecting officer costs)	Each licence	Fee 2 will not be charged. £314.52 will be retained of Fee 1 to cover the Council's administrative costs.	If the property is not licensable and application made in error a full refund will be given. £501 will be retained of Fee 1 to cover the Council's administrative costs where the property was licensable on application and processing work and inspection completed by the Council.	£186.48	59.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 53 Mandatory and Additional HMO Licensing	Private Sector Housing	HMO Licensing post inspection refund when the property is found not to be licensable (to cover preliminary administration costs, inspection and drafting)	Each licence	Fee 2 will not be charged. £189.61 will be retained of Fee 1 to cover the Council's administrative costs.	If the property is not licensable and application made in error a full refund will be given. Fee 1 maintained to cover the Council's administrative costs where the property was licensable on application, processing work, inspection and document drafting completed by the Council. Fee 2 not charged	NA	NA	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 54 Mandatory and Additional HMO Licensing	Private Sector Housing	Refund clarification for revocations	Each licence	Where an HMO licence is revoked there is no refund	Where an HMO licence is revoked there is no refund	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary



Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Growth and Regen	EH 55 Mandatory HMO Licensing	Private Sector Housing	HMO Licensing additional fee for failure to pay 2nd HMO licensing fee within 48 hours of request	Each licence	£17.29 on top of Fee 2	£0.00		0.00%	section 63 Housing Act 2004	Statutory Discretionary
Growth and Regen	EH 56 Selective Licensing	Private Sector Housing	Selective Licensing (following designation - Burnt Oak, Colindale North and Colindale South)	Each Licence	scheme not designated	£750.00	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 1		£376.00	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
				Fee 2		£374.00	£0.00	0.00%	section 63 Housing Act 2004	Statutory Discretionary
<b>Home Improvement Agency</b>										
Growth and Regen	EH 152 Home Improvement Agency	Care and Repair	Full Home Improvement Agency service	Each	Fees based on sliding percentage rate of cost of works (excluding extended warranties), with splits at; less than £10k - 20% less than £15k - 19% less than £20k - 17% less than £75k - 15% more than £75k - 12.5%  Minimum fee £275 (ex VAT)	Fees based on the cost of the works (excluding extended warranties) and a sliding scale with a decreasing percentage rate for each £5,000, with the exception of the second £5,000. The rates are as follows; £0 to £5000 - 20% £5000 to £10,000 - 22.5% £10,000 to £15,000 - 17.5% £15,000 to £20,000 - 15% £20,000 to £25,000 - 12.5% £25,000 to £30,000 - 10% £30,000 plus - 7.5%  Minimum fee £500 (ex VAT)	increase of £225 to minimum fee	there is no straightforward percentage increase in fees, as this is a new model on which to charge fees.	The Housing Renewal Grants (Services and Charges) Order 1996	Statutory Discretionary
Growth and Regen	EH 153 Home Improvement Agency	Care and Repair	Assisted grant process	Each	Fees based on sliding percentage rate of cost of works (excluding extended warranties), with splits at; less than £10k - 20% less than £15k - 19% less than £20k - 17% less than £75k - 15% more than £75k - 12.5%  Minimum fee £275 (ex VAT)	Fees based on the cost of the works (excluding extended warranties) and a sliding scale with a decreasing percentage rate for each £5,000, with the exception of the second £5,000. The rates are as follows; £0 to £5000 - 20% £5000 to £10,000 - 22.5% £10,000 to £15,000 - 17.5% £15,000 to £20,000 - 15% £20,000 to £25,000 - 12.5% £25,000 to £30,000 - 10% £30,000 plus - 7.5%  Minimum fee £500 (ex VAT)	increase of £225 to minimum fee	there is no straightforward percentage increase in fees, as this is a new model on which to charge fees.	The Housing Renewal Grants (Services and Charges) Order 1996	Statutory Discretionary

**Terminology key**

Statutory pGrowth and Regenscribed – legislation provides that the local authority charge for providing a service and either (a) the charge is pGrowth and Regenscribed (i.e. set eg. £100) or (b) the range is pGrowth and Regenscribed.

Statutory discGrowth and Regentionary (or statutory costs Growth and Regencovery) - legislation provides that you may charge for providing a service but the amount of the charge is discGrowth and Regentionary, within the Growth and Regenmit of the legislation – the charge may be limited to cost Growth and Regencovery, Growth and Regensustainable cost or based on consideration of pGrowth and Regenscribed matters eg. consideration of Growth and Regenntal value of land for allotments.

DiscGrowth and Regentionary – heGrowth and Regen the authority is not obliged to provide the service but if it does so then the charges must be based on costs Growth and Regencovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011



**Fees and Charges 2023/24**

 Department: **Growth and Regen**  
 AGrowth and Regena: **Planning**

 Inflation rate: **6.8%**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging
Planning	PL 1 Planning Policy Publications	Planning	Planning Briefs & Supplementary Planning Guidance	Each	£50.10	£53.50	£3.41	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 2 Planning Policy Publications	Planning	(for residents only)	Each	£20.64	£22.05	£1.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 3 Planning Conservation Publications	Planning	Conservation Area Character Appraisals	Each (sub areas within the Hampstead Garden Suburb Conservation Area will be charged as a single Appraisal document)	£41.84	£44.68	£2.84	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 4 Planning Conservation Publications	Planning	(for residents only)	Each. Each sub area within the Hampstead Garden Suburb Conservation Area will be charged as a single Appraisal document.	£20.64	£22.05	£1.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 5 Planning Conservation Publications	Planning	Statutory List of Buildings of special architectural or historic interest	Each	£51.20	£54.68	£3.48	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 6 Planning Conservation Publications	Planning	(for residents only)	Each	£26.97	£28.81	£1.83	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 7 Planning Conservation Publications	Planning	Schedule of Building of local or historic interest	Each	£42.94	£45.86	£2.92	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 8 Planning Conservation Publications	Planning	(for residents only)	Each	£20.64	£22.05	£1.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 9 Planning Conservation Publications	Planning	Statutory List extracts	Each	£26.70	£28.51	£1.82	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 10 Planning Conservation Publications	Planning	One building per extra copy	Each	£20.64	£22.05	£1.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 11 Planning Conservation Publications	Planning	Article 4 Directions per area	Each	£40.19	£42.92	£2.73	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 12 Planning Conservation Publications	Planning	Conservation Area Maps	Each	£50.37	£53.80	£3.43	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 13 Planning Conservation Publications	Planning	(for residents only)	Each	£28.64	£30.58	£1.95	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 14 Planning Development Control Documents	Planning	Copies of Planning Decisions	Each	£36.88	£39.39	£2.51	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 15 Planning Development Control Documents	Planning	Copies of Enforcement Notices	Each	£36.88	£39.39	£2.51	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 16 Planning Development Control Documents	Planning	Weekly list of Planning applications per area by email	Each	£35.23	£36.99	£1.76	5.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 17 Planning Development Control Documents	Planning	Tree Preservation Order Full Document	Each	£35.23	£37.63	£2.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 18 Planning Development Control Documents	Planning	Tree Preservation Order Full Document	Each	£18.17	£19.40	£1.24	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 19 All Planning and Building Control Services	Planning	Photocopying per A3 copy	Each	£1.65	£1.76	£0.11	6.80%	s93 of the Local Government Act 2003 or s13A Local Land Charges Act 1975	Discretionary
Planning	PL 20 All Planning and Building Control Services	Planning	Photocopying per A4 copy	Each	£1.10	£1.18	£0.07	6.80%	s93 of the Local Government Act 2003 or s13A Local Land Charges Act 1975	Discretionary
Planning	PL 21 Reproduction of maps/drawings	Planning	Photocopy A1-A0	Each	£26.97	£28.81	£1.83	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 22 Reproduction of maps/drawings	Planning	Photocopy A2	Each	£21.27	£22.72	£1.45	6.80%	s93 of the Local Government Act 2003	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging
Planning	PL 25 Cancellation of application / Withdrawal	Planning	Charge made for withdrawal of application post registration prior to consideration by a planning officer - % of application fee	Each	25%	27%	N/A	N/A	s93 of the Local Government Act 2003	Discretionary
Planning	PL 26 Electronic copies of applications	Planning	Per CD / USB Stick	Each	£42.96	£45.10	£2.15	5.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 27 Electronic copies of applications	Planning	Either of the above (for residents only)	Each	£20.64	£22.05	£1.40	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 28 Historic Planning Information	Planning	File retrieval from archive	Each	£20.92	£22.34	£1.42	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 29 Historic Planning Information	Planning	(for residents only for applications decided before 1 Jan 200) Requests for files may take a month to process as the files are archived off site.	Each	£14.31	£15.29	£0.97	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 30 Enforcement Specific Charges	Planning	Requests to withdraw an Enforcement Notice	Each	£528.48	£564.42	£35.94	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 31 Enforcement Specific Charges	Planning	Requests to withdraw an Enforcement Notice – one hour meeting included	Each	£616.56	£658.49	£41.93	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 32 Enforcement Specific Charges	Planning	Confirmation of compliance with Enforcement Notice - Letter	Per Notice	£0.00	£30.06	£30.06	0.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 33 Enforcement Specific Charges	Planning	Enforcement meeting (at the Head of Development Management's discretion)	per hour	£98.54	£105.24	£6.70	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 34 Correspondence requiring research to answer	Planning	Correspondence requiring research to answer	per hour	£28.63	£30.57	£1.95	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 35 Correspondence requiring research to answer	Planning	Enforcement Enquiry per question per address	per hour	£28.63	£30.57	£1.95	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 36 High Hedge Complaints	Planning	High Hedge Complaint Investigation (50% discount for income support)	Per address	£768.50	£820.76	£52.26	6.80%	Anti-social Behaviour Act 2003 s68(1)(b)	Discretionary
Planning	PL 37 Postage	Planning	Postage A5 letter	Each	£2.55	£2.73	£0.17	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 38 Postage	Planning	Postage A4 package	Each	£7.77	£8.29	£0.53	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 39 Postage	Planning	Postage A4 letter	Each	£5.21	£5.57	£0.35	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 40 Planning Advice Charges (PreApplication Advice)	Planning	Category A (Complex - 150+ residential units or 4000m2+ of commercial floor space)	Initial meeting	£11,500.00	£12,650.00	£1,150.00	10.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 41 Planning Advice Charges (PreApplication Advice)	Planning	Category B (Complex - 100+ residential units or 4000m2+ of commercial floor space)	Initial meeting	£10,500.00	£11,550.00	£1,050.00	10.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 42 Planning Advice Charges (PreApplication Advice)	Planning	Category C (Major 10 - 99 residential units or 1000m2 - 3999m2 of commercial floor space), 2-9 residential units including new	Initial meeting	£8,500.00	£9,350.00	£850.00	10.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 44 Planning Advice Charges (PreApplication Advice)	Planning	Category D (Minor - 2-9 residential units, 100m2-900m2 commercial floor space) HMO's (200m2 - 999m2), 2-9 residential units including up to 100m2 new commercial space	Initial meeting	£2,250.00	£2,403.00	£153.00	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 46 Planning Advice Charges (PreApplication Advice)	Planning	Category E Creation of one dwelling (If this results in alterations to existing building then it may no longer be Category E)	Initial meeting	£1,300.00	£1,365.00	New charge	New charge	s93 of the Local Government Act 2004	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging
Planning	PL 49 Planning Advice Charges (PreApplication Advice)	Planning	Category F Other Small scale and non residential development: Small extensions/ alterations (including advertisements) to commercial or similar premises below the threshold of category G; Small changes of use to such premises below the threshold of category G Other small scale developments below the threshold of category G HMO below 200m2	Written Advice only, no meeting	£258.74	£276.33	£17.59	6.80%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 50 Planning Advice Charges (PreApplication Advice)	Planning	Category G Householder development: Extensions or alterations to a single residential unit	Written Advice only, no meeting	£143.13	£157.44	£14.31	10.00%	s93 of the Local Government Act 2003	Discretionary
Planning	PL 51 Planning Advice Charges (PreApplication Advice)	Planning	Category H Householder development: Extensions or alterations to a single residential unit with heritage / greenbelt issues	Written Advice only, no meeting	£214.70	£236.16	£21.47	10.00%	s93 of the Local Government Act 2003	Discretionary
			If what you require is not listed here please contact us and we will advise what category it will fall into							
Planning	PL 52 Rates For Officers Giving Specialist Advice & Charges for Subsequent Meetings	Planning	Case Officer up to Principal Planner	Per hour	£284.06	£303.38	£19.32	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
Planning	PL 53 Rates For Officers Giving Specialist Advice & Charges for Subsequent Meetings	Planning	Team Leader/Manager	Per hour	£354.52	£378.63	£24.11	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
Planning	PL 54 Rates For Officers Giving Specialist Advice & Charges for Subsequent Meetings	Planning	Service Heads and Directors	Per hour	£426.09	£455.06	£28.97	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
Planning	PL 55 Rates For Officers Giving Specialist Advice & Charges for Subsequent Meetings	Planning	Specialist Advice (egg: Trees, Conservation & Design, Highways) Additional specialist advice available	Per hour	£354.52	£378.63	£24.11	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
Planning	PL 58 Additional Services	Planning	Consultation/meeting in relation to proposed tree work, with written notes	Base fee	£530.68	£566.77	£36.09	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
Planning	PL 59 Additional Services	Planning	cost per additional tree with the above service	Per tree	£58.90	£62.91	£4.01	6.80%	s93 Local Govt Act 2003/s3 Localism Act 2011	Discretionary
<b>StPlanninget Naming and Numbering</b>										
Planning	SNN 1 Street Naming and Numbering	Street Naming and Numbering	Application for numbering a property - new development or conversion	Per property	£118.98	£127.07	£8.09	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 2 Street Naming and Numbering	Street Naming and Numbering	Application for naming a new street (Authority choice of name)	Per Street	£311.47	£332.65	£21.18	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 3 Street Naming and Numbering	Street Naming and Numbering	Application for naming a new street (Applicants choice of name adhering to SNN Policy)	Per Street	£372.91	£398.27	£25.36	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 4 Street Naming and Numbering	Street Naming and Numbering	Renaming existing street	Base fee per street	£455.05	£485.99	£30.94	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 5 Street Naming and Numbering	Street Naming and Numbering		Per property for street name change	£34.13	£36.45	£2.32	6.80%	s93 Local Government Act 2003	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging
Planning	SNN 6 Street Naming and Numbering	Street Naming and Numbering	Naming or renaming of buildings (Authority choice of name)	Per block/house	£206.13	£220.15	£14.02	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 7 Street Naming and Numbering	Street Naming and Numbering	Naming or renaming of buildings (Applicants choice of name, adhering to SNN Policy)	Per block/house	£247.36	£264.18	£16.82	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 8 Street Naming and Numbering	Street Naming and Numbering	Naming or renaming of Parks and Open Spaces	Per name	£206.13	£220.15	£14.02	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 11 Street Naming and Numbering	Street Naming and Numbering	Retrospective application for street naming / building naming / building numbering	per unit/street	As per schedule +30%	As per schedule +30%	N/A	N/A	s93 Local Government Act 2003	Discretionary
Planning	SNN 12 Street Naming and Numbering	Street Naming and Numbering	Officer hourly rate	per hour	£57.27	£61.17	£3.89	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 13 Street Naming and Numbering	Street Naming and Numbering	Confirmation of Address	per unit	£114.55	£122.34	£7.79	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 14 Street Naming and Numbering	Street Naming and Numbering	Numbering new developments	5 to 19 units - base fee	£578.47	£617.80	£39.34	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 15 Street Naming and Numbering	Street Naming and Numbering	Fixed price plus reduced price per unit	per unit	£45.63	£48.73	£3.10	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 16 Street Naming and Numbering	Street Naming and Numbering	Numbering new developments	20 to 49 units - base fee	£1,270.36	£1,356.74	£86.38	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 17 Street Naming and Numbering	Street Naming and Numbering	Fixed price plus reduced price per unit	per unit	£32.66	£34.88	£2.22	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 18 Street Naming and Numbering	Street Naming and Numbering	Numbering new developments	50 to 100 units - base fee	£2,186.97	£2,335.68	£148.71	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 19 Street Naming and Numbering	Street Naming and Numbering	Fixed price plus reduced price per unit	per unit	£23.84	£25.46	£1.62	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 20 Street Naming and Numbering	Street Naming and Numbering	Numbering new developments	100 plus units - base fee	£2,452.79	£2,619.58	£166.79	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 21 Street Naming and Numbering	Street Naming and Numbering	Fixed price plus reduced price per unit	per additional unit	£15.89	£16.97	£1.08	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 22 Street Naming and Numbering	Street Naming and Numbering	Application for Renumbering existing property	Per Unit	£142.74	£152.44	£9.71	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 23 Street Naming and Numbering	Street Naming and Numbering	Numbering new developments	Above 50	£578.47	£617.80	£39.34	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 24 Street Naming and Numbering	Street Naming and Numbering	Written (letter or email) confirmation of official address or additional copies of official notification letter	Per application reference	£35.82	£38.26	£2.44	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 25 Street Naming and Numbering	Street Naming and Numbering	Amendment to officially agreed addresses due to change in plot numbers, plot positions, building number - only available within 6 months of decision	Per property	£67.16 plus £6.61 per unit	£72.47 plus £7.13 per unit	£3.36 £0.33		s93 Local Government Act 2003	Discretionary
Planning	SNN 26 Street Naming and Numbering	Street Naming and Numbering	Site visit	per visit	£171.82	£183.51	£11.68	6.80%	s93 Local Government Act 2003	Discretionary
Planning	SNN 27 Street Naming and Numbering	Street Naming and Numbering	Direct action	Per Address	Cost of any direct action to be recovered including officers time, site visits conducted and any contractor costs incurred	Cost of any direct action to be recovered including officers time, site visits conducted and any contractor costs incurred	N/A	N/A	s93 Local Government Act 2003	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging
Planning	SNN 28 Street Naming and Numbering	Street Naming and Numbering	Charge made for withdrawal of application post registration prior to consideration by a SNN officer - % of application fee	Each Application	-	25%	New Charge	New charge	s93 Local Government Act 2003	Discretionary

Terminology key

Statutory pGrowth and Regenscribed – legislation provides that the local authority charge for providing a service and either (a) the charge is pGrowth and Regenscribed (i.e. set eg. £100) or (b) the rar

67.16

73,94316

Statutory discGrowth and Regentionary (or statutory costs Growth and Regencover) - legislation provides that you may charge for providing a service but the amount of the charge is discGrowth and Regentionary, within the Growth and Regenmit of the legislation – the charge may be limited to cost Growth and Regencover, Growth and Regenasonable cost or based on consideration of pGrowth and Regenscribed matters eg. consideration of Growth and Regenital value of land for allotments.

6.61

7.27761

DiscGrowth and Regentionary – heGrowth and Regen the authority is not obliged to provide the service but if it does so then the charges must be based on costs Growth and Regencover, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

inflation 6.8%

## Fees and Charges 2024

### Fees and Charges 2024

Department: **Growth and Regen**  
 AGrowth and Regen: **Land Charges**

Growth and Regen/AGrowth and Regen	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024	Change from prior year (actual)	Change from prior year (%)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)
Growth and Regen	LC 1 Land Charge	Land Charges	Full Search	Each	£261.65	£279.44	£17.79	6.79916%	1. Local Authorities (England)(Charges for Personal Searches) 2. Local Land Charges Rules 1977/985 3. s13A (1) Local Land Charges Act 1975	Statutory Discretionary and Prescribed
Growth and Regen	LC 2 Land Charge	Land Charges	Expedited 24 hr Full Search	Each	£313.98	£335.33	£21.35	6.7998%	1. Local Authorities (England)(Charges for Personal Searches) 2. Local Land Charges Rules 1977/985 3. s13A (1) Local Land Charges Act 1975	Statutory Discretionary and Prescribed
Growth and Regen	LC 3 Land Charge	Land Charges	Certificate of Search	Each	£84.75	£90.51	£5.76	6.80%	Rule 14 and Schedule 3 item 6(b)(ii) Local Land Charges Rules 1977/985	Statutory Discretionary
Growth and Regen	LC 4 Land Charge	Land Charges	Additional Enquiries	Each	£57.73	£61.65	£3.92	6.79%	s.5-8 Local Authorities (England)(Charges for Personal Searches)	Statutory Discretionary
Growth and Regen	LC 5 Land Charge	Land Charges	Extra Parcels of Land	Each	£57.73	£61.65	£3.92	6.79%	Rule 14 and Schedule 3 item 6(b)(ii) Local Land Charges Rules 1977/985	Statutory Discretionary
Growth and Regen	LC 6 Land Charge	Land Charges	CON29 ONLY	Each	£176.33	£188.32	£11.99	6.800%	s.5-8 Local Authorities (England)(Charges for Personal Searches)	Statutory Discretionary
Growth and Regen	LC 7 Land Charge	Land Charges	Search refresh - V	Each	£110.92	£118.46	£7.54	6.80%	1. Local Authorities (England)(Charges for Personal Searches) 2. Local Land Charges Rules 1977/985 3. s13A (1) Local Land Charges Act 1975	Statutory Discretionary and Prescribed
Personal Searches										
One Parcel of Land (view only)										
Growth and Regen	LC 12 Land Charge	Land Charges	One Parcel of Land (copy of documents)	Each	£32.42	£34.62	£2.20	6.786%	s.8 Environmental Information Regulations 2004	Statutory Discretionary
Growth and Regen	LC 13 Land Charge	Land Charges	Extra Parcels of Land	Each	£1.76	£1.87	£0.11	6.25%	s.8 Environmental Information Regulations 2004	Statutory Discretionary
Copy of Official Documentation										
Growth and Regen	LC 14 Land Charge	Land Charges	Copies of Planning Documents	Each	£36.12	£38.57	£2.45	6.78%	s.5-8 Local Authorities (England)(Charges for Personal Searches)	Discretionary
Growth and Regen	LC 15 Land Charge	Land Charges	Copies of Enforcement Notices	Each	£36.12	£38.57	£2.45	6.78%	s.5-8 Local Authorities (England)(Charges for Personal Searches)	Discretionary

Growth and Regen	LC 16 Land Char	Land Charges	Tree Preservation	Each	£36.12	£38.57	£2.45	6.78%	s.5-8 Local Authorities (England)(Charges for	Discretionary
Growth and Regen	LC 17 Land Char	Land Charges	Listed Buildings	Each	£52.33	£55.88	£3.55	6.78%	s.5-8 Local Authorities (England)(Charges for	Discretionary
Growth and Regen	LC 18 Land Char	Land Charges	Light Obstruction	Each	£48.34	£51.62	£3.28	6.79%	Local Land Charges Rules 1977/985, Rule 10	Statutory Discretionary
Growth and Regen	LC 19 Land Char	Land Charges	Repair Notices	Each	£46.36	£49.51	£3.15	6.79%	Rule 14 and Schedule 3 item 8 Local Land C	Statutory Discretionary
Growth and Regen	LC 20 Land Char	Land Charges	Improvement Gra	Each	£46.07	£49.20	£3.13	6.79%	Rule 14 and Schedule 3 item 8 Local Land C	Statutory Discretionary
Growth and Regen	LC 21 Land Char	Land Charges	Covenants	Each	£46.07	£49.20	£3.13	6.79%	Rule 14 and Schedule 3 item 8 Local Land C	Statutory Discretionary
Growth and Regen	LC 22 Land Char	Land Charges	Agreements	Each	£62.56	£66.81	£4.25	6.79%	Rule 14 and Schedule 3 item 8 Local Land C	Statutory Discretionary
Growth and Regen	LC 23 Land Char	Land Charges	Article 4 Direction	Each	£39.81	£42.51	£2.70	6.78%	Rule 14 and Schedule 3 item 8 Local Land C	Statutory Discretionary
Growth and Regen	LC 24 Land Char	Land Charges	Duplicate Search	Each	£59.71	£63.77	£4.06	6.800%	s93 of the Local Government Act 2003	Discretionary

CON29R EnquiGrowth and Regens of local authority (2007)

Planning and Building Growth and Regengulations

1.1. Planning and building decisions and pending applications

Which of the following Growth and Regenlating to the property have been granted, issued or Growth and Regenused or (wheGrowth and Regen applicable) aGrowth and Regen the subject of pending applications?

Growth and Regen	LC 25 Land Char	Land Charges	(a) a planning permission *	£21.04	£22.47	£1.43	6.80%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 26 Land Char	Land Charges	(b) a listed building consent *						
Growth and Regen	LC 27 Land Char	Land Charges	(c) a conservation area consent *						
Growth and Regen	LC 28 Land Char	Land Charges	(d) a certificate of lawfulness of exis						
Growth and Regen	LC 29 Land Char	Land Charges	(e) a certificate of lawfulness of prop	£21.04	£22.47	£1.43	6.80%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 30 Land Char	Land Charges	(f) building regulations approval						
Growth and Regen	LC 31 Land Char	Land Charges	(g) a building regulation completion						
Growth and Regen	LC 32 Land Char	Land Charges	(h) any building regulations certificat						

1.2. Planning designations and proposals

Growth and Regen	LC 33 Land Char	Land Charges	What designations of land use for th	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary
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Roads

2.1 Roadways, footways and footpaths

Which of the roads, footways and footpaths named in the application for this search (via boxes B and C) aGrowth and Regen:

Growth and Regen	LC 34 Land Char	Land Charges	(a) highways maintainable at public	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary
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Growth and Regen	LC 35 Land Char	Land Charges	(b) subject to adoption and, support	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	
Growth and Regen	LC 36 Land Char	Land Charges	c) to be made up by a local authority	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1977	Discretionary	
Growth and Regen	LC 37 Land Char	Land Charges	(d) to be adopted by a local authority	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 38 Land Char	Land Charges	2.2 Is any public right of way which a	£21.32	£22.76	£1.44	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	
Growth and Regen	LC 39 Land Char	Land Charges	2.3 Are there any pending applicatio	£21.32	£22.76	£1.44	6.75%	S13A (1) Local Land Charges Act 1977	Discretionary	
Growth and Regen	LC 40 Land Char	Land Charges	2.4 Are there any legal orders to sto	£21.32	£22.76	£1.44	6.75%	S13A (1) Local Land Charges Act 1978	Discretionary	
Growth and Regen	LC 41 Land Char	Land Charges	2.5 If so, please attach a plan showi	£21.32	£22.76	£1.44	6.75%	S13A (1) Local Land Charges Act 1979	Discretionary	
Other Matters										
3.1 Land Growth and RegenquiGrowth and Regend for public purposes										
Growth and Regen	LC 42 Land Char	Land Charges	Is the property included in the land r	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1979	Discretionary	Increased in line v
3.2 Land to be acquiGrowth and Regend for road works										
Growth and Regen	LC 43 Land Char	Land Charges	Is the property included in land to be	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1979	Discretionary	Increased in line v
3.3 Drainage agGrowth and Regenelements and consents										
Do either of the following exist in Growth and Regenlation to the property?										
(a) an agGrowth and Regenelement to drain buildings in combination into an existing sewer by means of a private sewer **										
(b) an agGrowth and Regenelement or consent for (i) a building, or (ii) extension to a building on the property, to be built over, or in the vicinity of a drain, sewer or disposal main? **										
3.4 Nearby road schemes										
Is the property (or will it be) within 200 metGrowth and Regens of any of the following?										
Growth and Regen	LC 44 Land Char	Land Charges	(a) the centre line of a new trunk roa	£21.61	£23.07	£1.46	6.76%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 45 Land Char	Land Charges	(b) the centre line of a proposed alte	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
Growth and Regen	LC 46 Land Char	Land Charges	c) the outer limits of construction wo	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1977	Discretionary	Increased in line v
Growth and Regen	LC 47 Land Char	Land Charges	(d) the outer limits of (i) constructio	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1978	Discretionary	Increased in line v
Growth and Regen	LC 48 Land Char	Land Charges	(e) the centre line of the line propos	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1979	Statutory - discretionary fee	Increased in line v
Growth and Regen	LC 49 Land Char	Land Charges	(f) the outer limits of (i) constructio	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
3.5. Nearby railway schemes										
Growth and Regen	LC 50 Land Char	Land Charges	Is the property (or will it be) within 20	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
3.6. Traffic schemes										
Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths (named in box B) which abut the boundaries of the property?										



Growth and Regen	LC 51 Land Char	Land Charges	(a) permanent stopping up or divers	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Statutory - discretionary fee	Increased in line v
Growth and Regen	LC 52 Land Char	Land Charges	(b) waiting or loading restrictions	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1977	Discretionary	Increased in line v
Growth and Regen	LC 53 Land Char	Land Charges	c) one way driving	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1978	Discretionary	Increased in line v
Growth and Regen	LC 54 Land Char	Land Charges	(d) prohibition of driving	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1979	Discretionary	Increased in line v
Growth and Regen	LC 55 Land Char	Land Charges	(e) pedestrianisation	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1980	Discretionary	Increased in line v
Growth and Regen	LC 56 Land Char	Land Charges	(f) vehicle width or weight restriction	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1981	Discretionary	Increased in line v
Growth and Regen	LC 57 Land Char	Land Charges	(g) traffic calming works including ro	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1982	Discretionary	Increased in line v
Growth and Regen	LC 58 Land Char	Land Charges	(h) residents parking controls	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1983	Discretionary	Increased in line v
Growth and Regen	LC 59 Land Char	Land Charges	(i) minor road widening of improvem	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1984	Discretionary	Increased in line v
Growth and Regen	LC 60 Land Char	Land Charges	(j) pedestrian crossings	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1985	Discretionary	Increased in line v
Growth and Regen	LC 61 Land Char	Land Charges	(k) cycle tracks	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1986	Discretionary	Increased in line v
Growth and Regen	LC 62 Land Char	Land Charges	(l) bridge building	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1987	Discretionary	Increased in line v
3.7. Outstanding notices										
Do any statutory notices which Growth and Regen relate to the following matters subsist in Growth and Regen to the property other than those Growth and Regen revealed in a Growth and Regen response to any other enquiry in this form?										
Growth and Regen	LC 63 Land Char	Land Charges	(a) building works	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 64 Land Char	Land Charges	(b) environment	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 65 Land Char	Land Charges	c) health and safety	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 66 Land Char	Land Charges	(d) housing	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 67 Land Char	Land Charges	(e) highways	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 68 Land Char	Land Charges	(f) public health	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
3.8. Contravention of building Growth and Regen regulations										
Growth and Regen	LC 69 Land Char	Land Charges	Has a local authority authorised in re	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
3.9 Notices, orders, diGrowth and Regen actions and proceedings under Planning Acts										
Do any of the following subsist in Growth and Regen to the property, or has a local authority decided to issue, serve, make or commence any of the following?										
Growth and Regen	LC 70 Land Char	Land Charges	(a) an enforcement notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 71 Land Char	Land Charges	(b) a stop notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 72 Land Char	Land Charges	c) a listed building enforcement notic	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 73 Land Char	Land Charges	(d) a breach of condition notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 74 Land Char	Land Charges	(e) a planning contravention notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 75 Land Char	Land Charges	(f) another notice relation to a breac	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 76 Land Char	Land Charges	(g) a listed building repairs notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 77 Land Char	Land Charges	(h) in the case of a listed building de	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 78 Land Char	Land Charges	(i) a building preservation notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v

Growth and Regen	LC 79 Land Char	Land Charges	(j) a direction restricting permitted de	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 80 Land Char	Land Charges	(k) an order revoking or modifying pl	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 81 Land Char	Land Charges	(l) an order requiring discontinuance	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 82 Land Char	Land Charges	(m) a tree preservation order	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 83 Land Char	Land Charges	(n) proceedings to enforce a plannin	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
3.10 Community Infrastructure Growth and Regen Levy										
Growth and Regen	LC 84 Land Char	Land Charges	(a) Is there a CIL charging schedule?	£20.47	£21.86	£1.39	6.79%	s93 of the Local Government Act 2003	Discretionary	Increased in line v
Growth and Regen	LC 85 Land Char	Land Charges	Yes - There are two charging schedules (i) Mayor of London CIL Charging Schedule (ii) London Borough of Ba							
Growth and Regen	LC 86 Land Char	Land Charges	(b) If, yes, do any of the following su	£20.47	£21.86	£1.39	6.79%	s93 of the Local Government Act 2003	Discretionary	Increased in line v
Growth and Regen	LC 87 Land Char	Land Charges	(i) a liability notice?							
Growth and Regen	LC 88 Land Char	Land Charges	(ii) a notice of chargeable development?							
Growth and Regen	LC 89 Land Char	Land Charges	(iii) a demand notice?							
Growth and Regen	LC 90 Land Char	Land Charges	(iv) a default liability notice?							
Growth and Regen	LC 91 Land Char	Land Charges	(v) an assumption of liability notice?							
Growth and Regen	LC 92 Land Char	Land Charges	(vi) a commencement notice?							
Growth and Regen	LC 93 Land Char	Land Charges	(c) Has any demand notice been suspended?							
Growth and Regen	LC 94 Land Char	Land Charges	(d) Has the Local Authority received full or partial payment of any CIL liability?							
Growth and Regen	LC 95 Land Char	Land Charges	(e) Has the Local Authority received any appeal against any of the above?							
Growth and Regen	LC 96 Land Char	Land Charges	(f) Has a decision been taken to apply for a liability order?							
Growth and Regen	LC 97 Land Char	Land Charges	(g) Has a liability order been granted?							
Growth and Regen	LC 98 Land Char	Land Charges	(h) Have any other enforcement measures been taken?							
3.11 Conservation aGrowth and Regena										
Do the following apply in Growth and Regeneration to the property?										
Growth and Regen	LC 99 Land Char	Land Charges	(a) the making of the area a conserv	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
Growth and Regen	LC 100 Land Cha	Land Charges	(b) an unimplemented resolution to c	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1975	Discretionary	Increased in line v
3.12 Compulsory purchase										
Growth and Regen	LC 101 Land Cha	Land Charges	Has any enforceable order or decisio	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
3.13 Contaminated land										
Do any of the following apply (including any Growth and Regenerating land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property)?										
Growth and Regen	LC 102 Land Cha	Land Charges	(a) a contaminated land notice	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
Growth and Regen	LC 103 Land Cha	Land Charges	(b) in relation to a register maintaine	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line v
Growth and Regen	LC 104 Land Cha	Land Charges	(i) a decision to make an entry						Discretionary	Increased in line v
Growth and Regen	LC 105 Land Cha	Land Charges	(ii) an entry						Discretionary	Increased in line v

Growth and Regen	LC 106 Land Cha	Land Charges	c) consultation with the owner or occupier	£14.22	£15.18	£0.96	6.75%	S13A (1) Local Land Charges Act 1976	Discretionary	Increased in line with inflation
3.14 Radon gas										
Do Growth and Regen records indicate that the property is in a 'Radon Affected Area' as identified by the Health Protection Agency?										
* Information available from Growth and Regen records of charge online										
3.15 Assets of Community Value										
Growth and Regen	LC 107 Land Cha	Land Charges	(a) Has the property been nominated as an asset of community value?	£13.36	£14.26	£0.90	6.74%	s93 of the Local Government Act 2003	Discretionary	
Growth and Regen	LC 108 Land Cha	Land Charges	(i) Is it listed as an asset of community value?							
Growth and Regen	LC 109 Land Cha	Land Charges	(ii) Was it excluded and placed on the "nominated but not listed" list?							
Growth and Regen	LC 110 Land Cha	Land Charges	(iii) Has the listing expired?							
Growth and Regen	LC 111 Land Cha	Land Charges	(iv) Is the Local Authority reviewing or proposing to review the listing?							
Growth and Regen	LC 112 Land Cha	Land Charges	(v) Are there any subsisting appeals against the listing?							
Growth and Regen	LC 113 Land Cha	Land Charges	(b) If the property is listed	£13.36	£14.26	£0.90	6.74%	s93 of the Local Government Act 2003	Discretionary	
Growth and Regen	LC 114 Land Cha	Land Charges	(i) Has the Local Authority decided to apply to the Land Registry for an entry or cancellation of a restriction in relation to the property?							
Growth and Regen	LC 115 Land Cha	Land Charges	(ii) Has the Local Authority received a notice of disposal?							
Growth and Regen	LC 116 Land Cha	Land Charges	(iii) Has a community interest group requested to be treated as a bidder?							
CON 290 Optional enquiries of the Local Authority (2007)										
Growth and Regen	LC 117 Land Cha	Land Charges	4. Road proposals by private bodies	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 118 Land Cha	Land Charges	5. Advertisements	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 119 Land Cha	Land Charges	6. Completion notices	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 120 Land Cha	Land Charges	7. Parks and Countryside	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 121 Land Cha	Land Charges	8. Pipelines	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 122 Land Cha	Land Charges	9. Houses in multiple occupation	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 123 Land Cha	Land Charges	10. Noise abatement	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 124 Land Cha	Land Charges	11. Urban development areas	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	
Growth and Regen	LC 125 Land Cha	Land Charges	12. Enterprise zones, Local Development Orders	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary	

Growth and Regen	LC 126 Land Cha	Land Charges	13. Inner urban improvement areas	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 127 Land Cha	Land Charges	14. Simplified planning zones	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 128 Land Cha	Land Charges	15. Land maintenance notices	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 129 Land Cha	Land Charges	16. Mineral Consultation and Safegu	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 130 Land Cha	Land Charges	17. Hazardous substance consents	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 131 Land Cha	Land Charges	18. Environmental and pollution noti	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 132 Land Cha	Land Charges	19. Food safety notices	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 133 Land Cha	Land Charges	20. Hedgerow notices	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 134 Land Cha	Land Charges	21. Flood Defence and Land Drainage	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary
Growth and Regen	LC 135 Land Cha	Land Charges	22. Common land and town or village	£28.72	£30.67	£1.95	6.79%	S13A (1) Local Land Charges Act 1975	Discretionary

Fees and Charges 2024/25

Department: **LBB**  
 Area: **Building Control**

Reference/ Area	Fee/Charge Title	Area	Description	Service Lead (person submitting charge)	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Required approval	Comments	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)	Additional detail for new charges / above inflation
<b>Hourly Rate</b>														
LBB	BC 1 Building Control	Building Control	Any chargeable function	Michael Keown	Per chargeable hour	£77.00	£82.25	£5.25	6.8%	Committee	VAT applicable	Statutory	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (9) of the Building (Local Authority Charges) Regulations 2010/404: "A local authority are authorised by means of a charging scheme to make	
<b>Table A(1)</b>														
<b>Building Notice and Full Plans</b>														
LBB	BC 2 Building Control	Building Control	Single storey dwelling	Michael Keown	Fixed Fee	£1,116.50	£1,192.63	£76.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 3 Building Control	Building Control	Each additional dwelling (single storey)	Michael Keown	Fixed Fee	£269.50	£287.88	£18.38	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 4 Building Control	Building Control	Two storey dwelling	Michael Keown	Fixed Fee	£1,155.00	£1,233.75	£78.75	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 5 Building Control	Building Control	Each additional dwelling (two storey)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 6 Building Control	Building Control	Two storey dwelling* (incorporating a basement storey)	Michael Keown	Fixed Fee	£1,463.00	£1,562.75	£99.75	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 7 Building Control	Building Control	Three storey dwelling	Michael Keown	Fixed Fee	£1,386.00	£1,480.50	£94.50	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 8 Building Control	Building Control	Each additional dwelling (three storey)	Michael Keown	Fixed Fee	£423.50	£452.38	£28.88	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 9 Building Control	Building Control	Three storey dwelling* (incorporating a basement storey)	Michael Keown	Fixed Fee	£1,578.50	£1,686.13	£107.63	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 10 Building Control	Building Control	Block of flats (up to 6 units/3 storeys)	Michael Keown	Fixed Fee	£2,656.50	£2,837.63	£181.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
<b>Table A(2)</b>														
<b>Building Notice and Full Plans</b>														
LBB	BC 11 Building Control	Building Control	Conversion into 1 dwelling/flat	Michael Keown	Fixed Fee	£423.50	£452.38	£28.88	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 12 Building Control	Building Control	Each additional dwelling/flat	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
<b>Table B(1)</b>														
<b>Building Notice and Full Plans</b>														
LBB	BC 13 Building Control	Building Control	Single storey extension (total floor area less than 6m²)	Michael Keown	Fixed Fee	£500.50	£534.63	£34.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 14 Building Control	Building Control	Single storey extension (total floor area 6m² to 60m²)	Michael Keown	Fixed Fee	£693.00	£740.25	£47.25	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 15 Building Control	Building Control	Two storey extension (total floor area less than 60m²)	Michael Keown	Fixed Fee	£947.00	£994.75	£57.75	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 16 Building Control	Building Control	Loft conversion (total floor area less than 60m²)	Michael Keown	Fixed Fee	£693.00	£740.25	£47.25	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 17 Building Control	Building Control	Each additional 20m² over 60m² total floor area (above)	Michael Keown	Fixed Fee	£192.50	£205.63	£13.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 18 Building Control	Building Control	Single storey basement (total floor area less than 60m²)	Michael Keown	Fixed Fee	£1,116.50	£1,192.63	£76.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 19 Building Control	Building Control	Garage conversion	Michael Keown	Fixed Fee	£423.50	£452.38	£28.88	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 20 Building Control	Building Control	Basement conversion	Michael Keown	Fixed Fee	£462.00	£493.50	£31.50	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 21 Building Control	Building Control	Single storey (attached or detached) garage/outbuilding (total floor area less than 60m²)	Michael Keown	Fixed Fee	£654.50	£699.13	£44.63	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 22 Building Control	Building Control	Construction of enclosed carport	Michael Keown	Fixed Fee	£192.50	£205.63	£13.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
<b>Table B(2)</b>														
<b>Building Notice and Full Plans</b>														
LBB	BC 23 Building Control	Building Control	Underpinning (up to 20 linear meters)	Michael Keown	Fixed Fee	£616.00	£658.00	£42.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 24 Building Control	Building Control	Window and door replacement(s)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 25 Building Control	Building Control	Re-roofing/renovation of thermal element(s)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 26 Building Control	Building Control	Load bearing wall removal(s)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 27 Building Control	Building Control	Chimney breast removal(s)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 28 Building Control	Building Control	Installation of WC/bathroom/en suite	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 29 Building Control	Building Control	Drainage connection to foul system (porch / conservatory / outbuilding)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 30 Building Control	Building Control	Electrical work (non-competent person/up to a 3 bed house)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 31 Building Control	Building Control	Alterations (total cost of works £1-£5,000)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 32 Building Control	Building Control	Alterations (total cost of works £5,001-£10,000)	Michael Keown	Fixed Fee	£385.00	£411.25	£26.25	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 33 Building Control	Building Control	Alterations (total cost of works £10,001-£15,000)	Michael Keown	Fixed Fee	£500.50	£534.63	£34.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
LBB	BC 34 Building Control	Building Control	Alterations (total cost of works £15,001-£20,000)	Michael Keown	Fixed Fee	£577.50	£616.88	£39.38	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010	
<b>Table C(1)</b>														
<b>Building Notice and Full Plans</b>														

LBB	BC 35 Building Control	Building Control	Single storey office (total floor area less than 100m²)	Michael Keown	Fixed Fee	£2,348.50	£2,508.63	£160.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 36 Building Control	Building Control	Single storey shop/commercial unit (total floor area less than 100m²)	Michael Keown	Fixed Fee	£2,079.00	£2,220.75	£141.75	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 37 Building Control	Building Control	Single storey assembly/recreation building (total floor area less than 100m²)	Michael Keown	Fixed Fee	£2,618.00	£2,796.50	£178.50	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 38 Building Control	Building Control	Single storey industrial unit (total floor area less than 100m²)	Michael Keown	Fixed Fee	£1,886.50	£2,015.13	£128.63	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
Table C(2)													
Building Notice and Full Plans													
LBB	BC 39 Building Control	Building Control	Conversion into a hotel or boarding house (up to 5 rooms)	Michael Keown	Fixed Fee	£2,156.00	£2,303.00	£147.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 40 Building Control	Building Control	Conversion into a shop	Michael Keown	Fixed Fee	£1,116.50	£1,192.63	£76.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
Table D(1)													
Building Notice and Full Plans													
LBB	BC 41 Building Control	Building Control	Office extension (total floor area less than 100m²)	Michael Keown	Fixed Fee	£1,732.50	£1,850.63	£118.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 42 Building Control	Building Control	Shop/commercial unit extension (total floor area less than 100m²)	Michael Keown	Fixed Fee	£1,617.00	£1,727.25	£110.25	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 43 Building Control	Building Control	Assembly/recreational building extension (total floor area less than 100m²)	Michael Keown	Fixed Fee	£1,848.00	£1,974.00	£126.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 44 Building Control	Building Control	Industrial unit extension* (total floor area less than 100m²)	Michael Keown	Fixed Fee	£1,578.50	£1,686.13	£107.63	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
Table D(2)													
Building Notice and Full Plans													
LBB	BC 45 Building Control	Building Control	Shop/commercial unit fit-out (shell only)	Michael Keown	Fixed Fee	£731.50	£781.38	£49.88	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 46 Building Control	Building Control	Shop/commercial unit fit-out (shell and core)	Michael Keown	Fixed Fee	£962.50	£1,028.13	£65.63	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 47 Building Control	Building Control	Replacement shop front	Michael Keown	Fixed Fee	£616.00	£658.00	£42.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 48 Building Control	Building Control	Installation of a shopping centre kiosk (total floor area under 9m²)	Michael Keown	Fixed Fee	£808.50	£863.63	£55.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 49 Building Control	Building Control	Installation of a mezzanine floor (total floor area less than 500m²)	Michael Keown	Fixed Fee	£1,232.00	£1,316.00	£84.00	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 50 Building Control	Building Control	Window and door replacement(s)	Michael Keown	Fixed Fee	£500.50	£534.63	£34.13	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
LBB	BC 51 Building Control	Building Control	Re-roofing/renovation of thermal element(s)	Michael Keown	Fixed Fee	£577.50	£616.88	£39.38	6.8%	Committee	VAT applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
Regularisation Charge													
LBB	BC 52 Building Control	Building Control	Retrospective application charge	Michael Keown	Per chargeable hour plus 50% risk factor	50%	50%	£0.00	0.0%	Committee	VAT not applicable	Statutory	As prescribed: The Building (Local Authority Charges) Regulations 2010
Table E(1)													
Demolition and Dangerous Structures													
LBB	BC 53 Building Control	Building Control	Demolition of a single building (total floor area less than 100m²)	Michael Keown	Fixed Fee	£308.00	£329.00	£21.00	6.8%	Committee	VAT not applicable	Statutory	s10 of the London Local Authorities Act 2004 and Building Act 1984 sections 107, 108 and 110 (S109 has been repealed).
LBB	BC 54 Building Control	Building Control	Demolition of building(s) (total floor area(s) less than 1000m²)	Michael Keown	Fixed Fee	£616.00	£658.00	£42.00	6.8%	Committee	VAT not applicable	Statutory	s10 of the London Local Authorities Act 2004 and Building Act 1984 sections 107, 108 and 110 (S109 has been repealed).
LBB	BC 55 Building Control	Building Control	Surveying a dangerous structure during normal working hours	Michael Keown	Fixed Fee	£134.75	£143.94	£9.19	6.8%	Committee	VAT not applicable	Statutory	s66 The London Building Acts (Amendment) Act 1939: All expenses incurred by [the local authority] in respect of any dangerous structure shall be paid by the owner of the structure but without restriction to his
LBB	BC 56 Building Control	Building Control	Surveying a dangerous structure out of working hours	Michael Keown	Fixed Fee	£192.50	£205.63	£13.13	6.8%	Committee	VAT not applicable	Statutory	s66 The London Building Acts (Amendment) Act 1940 - As above
LBB	BC 57 Building Control	Building Control	Making safe or removing an immediate danger	Michael Keown	Cost recovery	Cost recovery	Cost recovery	£0.00	0.0%	Committee	VAT not applicable	Statutory	s66 The London Building Acts (Amendment) Act 1940 - As above
Table E(2)													
Business Support													
LBB	BC 58 Building Control	Building Control	Reproduction of archived documentation	Michael Keown	Per chargeable hour	£77.00	£82.25	£5.25	6.8%	Committee	VAT applicable	Discretionary	s93 of the Local Government Act 2003
LBB	BC 59 Building Control	Building Control	Reproduction of archived documentation (photocopying, postage etc.)	Michael Keown	A4	£1.18	£1.18	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 60 Building Control	Building Control	Reproduction of archived documentation (photocopying, postage etc.)	Michael Keown	A3	£1.76	£1.76	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 61 Building Control	Building Control	Reproduction of archived documentation (photocopying, postage etc.)	Michael Keown	A2	£22.72	£22.72	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 62 Building Control	Building Control	Reproduction of archived documentation (photocopying, postage etc.)	Michael Keown	A0 - A1	£28.81	£28.81	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 63 Building Control	Building Control	Postage A5 letter	Michael Keown	Each	£2.73	£2.73	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 64 Building Control	Building Control	Postage A4 package	Michael Keown	Each	£8.29	£8.29	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 65 Building Control	Building Control	Postage A4 letter	Michael Keown	Each	£5.57	£5.57	£0.00	0.0%	Committee	Shared table with Planning	Discretionary	s93 of the Local Government Act 2003
LBB	BC 66 Building Control	Building Control	Cancellation of application (after validation)	Michael Keown	Fixed Fee	£77.00	£82.25	£5.25	6.8%	Committee	VAT applicable	Discretionary	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (3) of the Building (Local Authority Charges) Regulations 2010/404: *A local authority are authorised by means of a charging scheme, to make

LBB	BC 67 Building Control	Building Control	Cancellation of application (after plan assessment)	Michael Keown	Fixed Fee	£462.00	£493.50	£31.50	6.8%	Committee	VAT applicable	Discretionary	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (3) of the Building (Local Authority Charges) Regulations 2010/404: "A local authority are authorised by means of a charging scheme to make	
LBB	BC 68 Building Control	Building Control	Reactivation of application (per application)	Michael Keown	Fixed Fee	£115.50	£123.38	£7.88	6.8%	Committee	VAT applicable	Discretionary	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (3) of the Building (Local Authority Charges) Regulations 2010/404: "A local authority are authorised by means of a charging scheme to make	
LBB	BC 69 Building Control	Building Control	Administration (per hour)	Michael Keown	Per chargeable hour	£77.00	£82.25	£5.25	6.8%	Committee	VAT applicable	Discretionary	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (3) of the Building (Local Authority Charges) Regulations 2010/404: "A local authority are authorised by means of a charging scheme to make	
Table F(1)														
Premium Services														
LBB	BC 70 Building Control	Building Control	Pre-application advice over 1 hour	Michael Keown	Per chargeable hour	£115.50	£123.38	£7.88	6.8%	Committee	VAT applicable	Discretionary	Schedule 1 of the Building Control Act 1984 and regulations 3, 5 (2) and 6 (3) of the Building (Local Authority Charges) Regulations 2010/404: "A local authority are authorised by means of a charging scheme to make	
BSR Hourly Rate														
LBB	BC 71 Building Control	Building Control	Cost recovery hourly rate for chargeable services on behalf of the Building Safety Regulator (BSR)	Michael Keown	Per chargeable hour	£0.00	£138.00	£138.00	New	Committee	VAT applicable	Statutory	The Building Safety (Fees and Charges) Regulations 2023	This hourly rate was approved by the s151 officer in October 2023. It is a rate recharged between the BSR and LBB. Not a direct fee to residents but subject to publication.

Fees and Charges 2023/24

1.068

Department:  
Area:

Estates  
Colindale Offices

\*Please note that these fees were previously charges by half or full day. This has been amended to reflect the lack of demand for this period. All charges are now hourly, with an average hourly rate for prior year identified for comparison purposes only.

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Whole Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£96.00	£102.53	£6.53	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Whole Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£116.50	£124.42	£7.92	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Large Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£71.00	£75.83	£4.83	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Large Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£85.50	£91.31	£5.81	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Small Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£30.50	£32.57	£2.07	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Small Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£36.50	£38.98	£2.48	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 1	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£25.00	£26.70	£1.70	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 1	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£30.00	£32.04	£2.04	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 2	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£14.50	£15.49	£0.99	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary



Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Meeting Room 2	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£17.50	£18.69	£1.19	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 3	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£20.50	£21.89	£1.39	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 3	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£24.50	£26.17	£1.67	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Entire Facility	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Mon-Fri)	Hourly	£156.00	£166.61	£10.61	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Entire Facility	Proposed rates (Hourly)	Colindale Offices	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£188.50	£201.32	£12.82	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Whole Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£19.00	£20.29	£1.29	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Whole Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£23.50	£25.10	£1.60	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Large Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£14.00	£14.95	£0.95	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Large Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£17.00	£18.16	£1.16	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Small Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£6.00	£6.41	£0.41	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Small Section of Conference Room	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£7.50	£8.01	£0.51	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 1	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£5.00	£5.34	£0.34	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 1	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£6.00	£6.41	£0.41	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 2	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£3.00	£3.20	£0.20	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 2	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£3.50	£3.74	£0.24	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 3	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£4.00	£4.27	£0.27	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Meeting Room 3	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£5.00	£5.34	£0.34	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Entire Facility	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Mon-Fri)	Hourly	£31.00	£33.11	£2.11	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Entire Facility	Proposed rates (Hourly)	Colindale Offices	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£38.00	£40.58	£2.58	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
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recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Department: **Estates**  
 Area: **Hendon Town Hall Parties, Fairs and Events**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Council Chamber	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Mon-Fri)	Hourly	£82.00	£87.58	£5.58	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Council Chamber	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£95.00	£101.46	£6.46	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Council Chamber	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Mon-Fri)	Hourly	£16.50	£17.62	£1.12	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Council Chamber	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£19.00	£20.29	£1.29	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Committee rooms 1,2	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Mon-Fri)	Hourly	£43.50	£46.46	£2.96	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Committee rooms 1,2	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£58.20	£62.16	£3.96	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Committee rooms 1,2	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Mon-Fri)	Hourly	£8.50	£9.08	£0.58	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Committee rooms 1,2	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£11.50	£12.28	£0.78	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Heritage room	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Mon-Fri)	Hourly	£43.50	£46.46	£2.96	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Heritage room	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£58.20	£62.16	£3.96	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Heritage room	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Mon-Fri)	Hourly	£8.50	£9.08	£0.58	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Heritage room	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£11.50	£12.28	£0.78	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Plus Kitchen hire	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Mon-Fri)	Hourly	£21.00	£22.43	£1.43	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Plus Kitchen hire	Proposed rates (hourly)	Hendon Town Hall	Hourly (Commercial) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£27.50	£29.37	£1.87	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary
Plus Kitchen hire	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Mon-Fri)	Hourly	£4.00	£4.27	£0.27	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Plus Kitchen hire	Proposed rates (hourly)	Hendon Town Hall	Hourly (Concessionary) (Weekends, Bank Holidays and Unsociable hours)	Hourly	£5.50	£5.87	£0.37	6.8%	s93 Local Government Act 2003/Localism Act	Discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

**Fees and Charges 2023/24**

Department: **Customer Services**  
 Area: **Births, Deaths and Marriages**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Birth Deaths and Marriages	Certificates from archived registers		Standard Birth, Death, Marriage and civil partnership certificate	Per certificate	£11.00	£11.00	£0.00	0.0%	Birth & Death Registration Act 1953; and Marriage Act 1949	Prescribed - Statute
Birth Deaths and Marriages			Short Birth Certificate	Per certificate	£11.00	£11.00	£0.00	0.0%	S.31(2), S.32 and S31(1) B&D Registration Act 1953;	Prescribed - Statute
Birth Deaths and Marriages			Priority service certificate - same day	Per certificate	£24.00	£24.00	£0.00	0.0%	S.31(2), S.32 and S31(1) B&D Registration Act 1953;	Prescribed - Statute
Birth Deaths and Marriages			Standard Birth Death Marriage or Civil Partnership certificates (at registration)	Per certificate	£11.00	£11.00	£0.00	0.0%	S.31(2), S.32 and S31(1) B&D Registration Act 1953;	Prescribed - Statute
Birth Deaths and Marriages			Standard Birth Death Marriage or Civil Partnership certificates (after registration)	Per certificate	£11.00	£11.00	£0.00	0.0%	Marriage Act 1949	Prescribed - Statute
Birth Deaths and Marriages	Foreign Divorce Clearance		LRS clearance	Per Divorce	£50.00	£50.00	£0.00	0.0%	S111(1), Local Government Act 1972	Prescribed - Statute
Birth Deaths and Marriages			GRO Clearance	Per Divorce	£75.00	£75.00	£0.00	0.0%	S1(3), RSA 1953	Prescribed - Statute
Birth Deaths and Marriages	Corrections to an entry		LRS correction	Per correction	£75.00	£75.00	£0.00	0.0%	S.29(1) to (3) and 29A B&D Regn Act and Reg 55 to 58 Registration of Births and Deaths Regulations 1987; and S.61, Mge Act 1949 and Reg 19 & 20 Registration of Marriage Regulations 2015	Prescribed - Statute
Birth Deaths and Marriages			GRO Correction	Per correction	£90.00	£90.00	£0.00	0.0%		Prescribed - Statute
Birth Deaths and Marriages			Space 17	Per change	£40.00	£40.00	£0.00	0.0%		Prescribed - Statute
Birth Deaths and Marriages	Civil Partnership Conversion		Conversion of civil partnership in accordance with the standard procedure	Per Conversion	£45.00	£45.00	£0.00	0.0%	Reg 6 The Marriage of Same Sex Couples (Conversion of Civil Partnership) Regulations 2014	Prescribed - Statute
Birth Deaths and Marriages	Notice of marriage and civil partnership		British, Irish or Relevant National	Per notice	£35.00	£35.00	£0.00	0.0%	Marriage Act 1949	Prescribed - Statute
Birth Deaths and Marriages			Foreign National with Home Office referral	Per notice	£47.00	£47.00	£0.00	0.0%	Marriage Act 1949	Prescribed - Statute
Birth Deaths and Marriages	Register Office Marriage/CP		Statutory Ceremony Offering	Per ceremony	£46.00	£46.00	£0.00	0.0%	Marriage Act 1949	Prescribed - Statute
Birth Deaths and Marriages	Administrative fee		Administrative fee for re-issuing ceremony schedules or CNIs	Per item		£10.00			s93 Local Government Act 2003	Discretionary
Birth Deaths and Marriages	Administrative fee		Non-refundable record search fee	Per item		£5.00			s93 Local Government Act 2003	Discretionary
Birth Deaths and Marriages	Premium Appt fee		Booking fee for appointments completed outside of Register Office Hours	Per appointment		£25.00			s93 Local Government Act 2003	Discretionary
Birth Deaths and Marriages		<b>Heritage Room/Main Ceremony Room</b>								
Birth Deaths and Marriages			Monday to Thursday (Pre 4pm)	Per Ceremony	£200.00	£249.00	£49.00	24.5%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Monday to Thursday (Post 4pm)	Per Ceremony		£579.00	£579.00	0.0%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)	
Birth Deaths and Marriages	HTH Ceremony fees		Friday (Pre 4pm)	Per Ceremony	£220.00	£289.00	£69.00	31.4%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Friday (Post 4pm)	Per Ceremony		£579.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Saturday (pre 4pm)	Per Ceremony	£330.00	£350.00	£20.00	6.1%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Saturday (post 4pm)	Per Ceremony		£649.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Sunday (Pre 1pm)	Per Ceremony	£425.00	£489.00	£64.00	15.1%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Sunday (Post 1pm)	Per Ceremony		£719.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			Public Holidays	Per Ceremony	£750.00	£800.00	£50.00	6.7%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary	
Birth Deaths and Marriages			<b>Committee Room 1&amp;2 / Council Chambers</b>	Mondays to Thursday (Pre 4pm)	Per Ceremony	£265.00	£309.00	£44.00	16.6%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Monday to Thursday (Post 4pm)	Per Ceremony		£639.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Friday (Pre 4pm)	Per Ceremony	£265.00	£309.00	£44.00	16.6%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Friday (Post 4pm)	Per Ceremony		£639.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Saturday (pre 4pm)	Per Ceremony	£350.00	£385.00	£35.00	10.0%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Saturday (post 4pm)	Per Ceremony		£707.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Sunday (Pre 1pm)	Per Ceremony	£450.00	£519.00	£69.00	15.3%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages				Sunday (Post 1pm)	Per Ceremony		£773.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary



Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Birth Deaths and Marriages			Public Holidays	Per Ceremony	£680.00	£750.00	£70.00	10.3%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages		<b>Smaller ceremony in HTH e.g. Leaders Office (9am-4pm)</b>	Monday to Thursday	Per Ceremony		£239.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Friday	Per Ceremony		£269.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Saturday	Per Ceremony		£339.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Sunday	Per Ceremony		£479.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Non-refundable booking fee	Per Ceremony	£80.00	£100.00	£20.00	25.0%	Marriage and Civil Partnership (Approved Premises ) Regulations 2005	Discretionary
Birth Deaths and Marriages			Administration fee for change of date or time	Per Ceremony	£23.00	£40.00	£17.00	73.9%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages	Associated ceremony fees		Wedding in a registered building (e.g. church)	Per Ceremony	£88.00	£88.00	£0.00	0.0%	S.44(2)(a), Mge Act 1949	Prescribed - Statute
Birth Deaths and Marriages			Administration fee for late running ceremony	Per Ceremony	£23.00	£40.00	£17.00	73.9%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			In-person pre-ceremony meeting with Registrar to discuss ceremony	Per Meeting		£30.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			Virtual pre-ceremony meeting with Registrar to discuss ceremony	Per Meeting		£20.00			S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			External approved Premise Monday - Friday	Per Ceremony	£440.00	£529.00	£89.00	20.2%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			External approved Premise Saturday	Per Ceremony	£484.00	£579.00	£95.00	19.6%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages	Ceremonies at External venues (up until 4pm)		External approved Premise Sunday	Per Ceremony	£605.00	£679.00	£74.00	12.2%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages			External approved premises Bank Holiday	Per Ceremony	£748.00	£815.00	£67.00	9.0%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Birth Deaths and Marriages			Late arrival fee at an approved premise in Barnet	Per Ceremony	£55.00	£60.50	£5.50	10.0%	S.51(1A)(b), Mge Act 1949; Reg 12(6), The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages	Approved Premises		Application for a premise to hold a licence to hold marriages and civil partnerships	Per application	£875.00	£935.00	£60.00	6.9%	The Marriages and Civil Partnerships (Approved Premises) Regulations 2005	Discretionary
Birth Deaths and Marriages	Private Citizenship Ceremonies		Weekdays	Per Ceremony	£148.50	£158.00	£9.50	6.4%	schedule 1, Paragraph 9 of The Nationality, Immigration and Asylum Act 2002	Discretionary
Birth Deaths and Marriages	Private Citizenship Ceremonies		Weekends	Per Ceremony	£170.50	£180.00	£9.50	5.6%	schedule 1, Paragraph 9 of The Nationality, Immigration and Asylum Act 2002	Discretionary
Birth Deaths and Marriages	Private Citizenship Ceremonies		Weekday & Weekend in premises outside of the Town Hall	Per Ceremony		£400.00			schedule 1, Paragraph 9 of The Nationality, Immigration and Asylum Act 2002	Discretionary
Birth Deaths and Marriages	Room Hire		First Toast Room Hire	Per 60 minute slot		£69.00			s93 Local Government Act 2003/Localism Act	Discretionary

#### Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Department: Assurance  
 Environmental Health Environmental health

70.49

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
<b>Food, Health &amp; Safety</b>										
Environmental-Health	EH-56 Food-Safety-Courses	Food, Health and-Safety	<b>Level-2-Award-in-Food-Safety-Per-person-</b>	Per-person	£72.00	£76.90	£4.90	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-57 Food-Safety-Courses	Food, Health and-Safety	<b>Level-3-Award-in-Food-Safety-Supervising-food-safety-in-catering;</b>	Per-person	£355.00	£379.14	£24.14	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-58 Food-Safety-Courses	Food, Health and-Safety	<b>Level-3-Award-in-Food-Safety-Supervising-food-safety-in-catering-Block-bookings-by-organisations</b>	Per-session	Price-on-application	N/A	N/A	N/A	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-59 Food-Safety-Courses	Food, Health and-Safety	<b>Level-2-Award-in-Food-Safety-Council-Services</b>	Per-person	£62.00	£66.22	£4.22	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-60 Food-Safety-Courses	Food, Health and-Safety	<b>Level-2-Award-in-Food-Safety-examination-resit</b>	Per-person	£35.00	£37.38	£2.38	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-61 Food-Safety-Courses	Food, Health and-Safety	<b>Level-2-Award-in-Food-Safety-Refresher-Per-person-</b>	Per-person	£55.00	£58.74	£3.74	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-62 Food-Safety-Courses	Food, Health and-Safety	<b>Level-2-Award-in-Food-Safety-Group-Courses-Block-Bookings-</b>	Per-session	Price-on-application	N/A	N/A	N/A	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-63 Food-Safety-Courses	Food, Health and-Safety	<b>Administration charge for cancelled courses (minimum of 24 hours before course, otherwise full fee for no show)</b>	Per-person/session-as applicable	30% of course fee	N/A	N/A	N/A	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-64 Food-Safety-Courses	Food, Health and-Safety	<b>Level-1-Award-in-Food-Safety</b>	Per-person	£50.00	£53.40	£3.40	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-65 Food-Safety-Courses	Food, Health and-Safety	<b>Food-Allergen-training</b>	Per-person	£25.00	£26.70	£1.70	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-66 Food-Safety-Courses	Food, Health and-Safety	<b>Level-1-Award-in-Food-Safety-block-bookings-</b>	per-course	Price-on-application	Price-on-application	No-Change	N/A	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-67 Food-Safety-Courses	Food, Health and-Safety	<b>Food-Allergen-training-courses-block-bookings-</b>	per-course	Price-on-application	Price-on-application	No-Change	N/A	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-68 Health-and-Safety-at-Work-Courses	Food, Health and-Safety	<b>Health &amp; Safety at-Work-Courses</b>	Per-person-	£72.00	£76.90	£4.90	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-69 Health-and-Safety-at-Work-Courses	Food, Health and-Safety	<b>Health &amp; Safety at-Work-Courses</b>	Registered-Charities	£72.00	£76.90	£4.90	6.80%	Local-Government-Act-2003-Localism-Act-2011	Discretionary
Environmental-Health	EH-102 Animal Welfare	Environmental Health Licensing Fees	<b>inspection fee dog breeding establishments</b>	per inspection	As per City of London published fees and charges	As per City of London published fees and charges	No-Change	N/A	Animal Welfare (Licensing of Activities involving animals) England Regulations 2018	Statutory Discretionary
Environmental-Health	EH-103 Animal Welfare	Environmental Health Licensing Fees	<b>inspection fee selling of animals as pets</b>	per inspection	As per City of London published fees and charges	As per City of London published fees and charges	No-Change	N/A	Animal Welfare (Licensing of Activities involving animals) England Regulations 2018	Statutory Discretionary
Environmental-Health	EH-104 Animal Welfare	Environmental Health Licensing Fees	<b>inspection fee exhibition/performing animals</b>	per inspection	As per City of London published fees and charges	As per City of London published fees and charges	No-Change	N/A	Animal Welfare (Licensing of Activities involving animals) England Regulations 2018	Statutory Discretionary
Environmental-Health	EH-105 Animal Welfare	Environmental Health Licensing Fees	<b>inspection fee riding establishments &gt;30 horses</b>	per inspection	As per City of London published fees and charges	As per City of London published fees and charges	No-Change	N/A	Animal Welfare (Licensing of Activities involving animals) England Regulations 2018	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 106 Animal Welfare	Environmental Health Licensing Fees	inspection fee riding establishments >15 & <30 horses	per inspection	As per City of London published fees and charges	As per City of London published fees and charges	No Change	N/A	Animal Welfare (Licensing of Activities involving animals) England Regulations 2018	Statutory Discretionary
Environmental Health	EH 84 Licence for Massage and Special Treatments (including cosmetic	Environmental Health Licensing Fees	<b>New licence</b>	Each	£176.16 Application £110.10 licence	<b>£151 Application £153 Licence</b>	£22.74	6.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 85 Licence for Massage and Special Treatments (including cosmetic piercing)	Environmental Health Licensing Fees	<b>Renewal licence</b>	Each	£117.81 Application fee £110.10 licence	<b>£150 Application £153 Licence</b>	£75.09	25.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 85 Licence for Massage and Special Treatments (including cosmetic	Environmental Health Licensing Fees	<b>Variation</b>	Each	£71.12	<b>£107.00</b>	£35.88	33.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 85 Licence for Massage and Special Treatments (including cosmetic	Environmental Health Licensing Fees	<b>Transfer</b>	Each	£72.12	<b>£71.00</b>	-£1.12	-2.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
<b>Special Treatments Band B - medium risk non-invasive treatments including some beauty treatments and therapeutic treatments, head, neck and below the knee massage.</b>										
Environmental Health	EH 86 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>New licence</b>	Each	£274.15 Application fee £110.10 licence	<b>£212 Application £177 Licence</b>	£4.75	1.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 87 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Renewal licence</b>	Each	£218 application £110.10 licence fee	<b>£211 Application £177 Licence</b>	£59.90	15.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 86 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Variation</b>	Each	£92.48	<b>£122.00</b>	£29.52	24.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 87 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Transfer</b>	Each	£92.48	<b>£96.00</b>	£3.52	4.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
<b>Special Treatments Band C - Higher risk or invasive health treatments, including body massage (other than described in Band B), electrolysis, acupuncture Health, tattooing, saunas and laser/intense pulsed light treatments.</b>										
Environmental Health	EH 88 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>New licence</b>	Each	£396.36 application £110.10 licence fee	<b>£394 Application £214 Licence fee</b>	£101.54	17.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 89 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Renewal licence</b>	Each	£352.32 application £110.10 licence fee	<b>£354 Application £214 Licence</b>	<b>£105.58</b>	19.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 86 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Variation</b>	Each	£92.48	<b>£177.00</b>	£84.52	37.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 87 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Transfer</b>	Each	£92.48	<b>£114.00</b>	£21.52	1.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
<b>Special Treatments Band C1 - Higher risk or invasive health treatments - laser/intense pulsed light treatments.</b>										
Environmental Health	EH 86 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>New licence</b>	Each	£396.36 application +£85.88 £110.10 licence fee	<b>£555 Application £253 Licence</b>	£215.66	27.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 87 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	<b>Renewal licence</b>	Each	£352.32 application +£85.88 £110.10 licence fee	<b>£425 Application £253 Licence</b>	£129.70	13.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 86 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	Variation	Each	£92.48	£216.00	£123.53	57.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 87 Licence for Massage and Special Treatments (including cosmetic skin piercing)	Environmental Health Licensing Fees	Transfer	Each	£92.48	£114.00	£21.52	19.00%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 90 Transfer and Variation Fee	Environmental Health Licensing Fees	Band A	Each	£72.12				<del>s.7(6) London Local Authorities Act 1991</del>	Statutory Discretionary
Environmental Health	EH 91 Transfer and Variation Fee	Environmental Health Licensing Fees	Band B	Each	£92.48				<del>s.7(6) London Local Authorities Act 1991</del>	Statutory Discretionary
Environmental Health	EH 92 Transfer and Variation Fee	Environmental Health Licensing Fees	Band C	Each	£112.30				<del>s.7(6) London Local Authorities Act 1991</del>	Statutory Discretionary
Environmental Health	EH 93 Transfer and Variation Fee	Environmental Health Licensing Fees	Additional licensing fee for Laser Removal of hair and intense pulsed light treatments	Each	£85.88				<del>s.7(6) London Local Authorities Act 1991</del>	Statutory Discretionary
Environmental Health	EH 94 Transfer and Variation Fee	Environmental Health Licensing Fees	Administration fee on all aborted licence applications	Each	£0.00				<del>s.7(6) London Local Authorities Act 1991</del>	Statutory Discretionary
Environmental Health	EH 97 Special Treatment Licences	Environmental Health Licensing Fees	EH Special Treatment Licences - Sole trader based at home	each application	£10 discount on licence fee for all new and renewal applications	£10 discount on licence fee for all new and renewal applications	No Change	N/A	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Environmental Health	EH 95 Primary Authority Services	Environmental Health Licensing Fees	Annual fee per subject area	Per annum	Actual laboratory analytical fees and sampling visit charges (based on officer hourly rates) up to statutory maximums	Actual laboratory analytical fees and sampling visit charges (based on officer hourly rates) up to statutory maximums	No change	N/A	Regulatory Enforcement and Sanctions ACT 2008	Cost recovery
Environmental Health	EH 96 Primary Authority Services	Environmental Health Licensing Fees	Primary authority work	Per hour	Up to £66 per hour	Up to £70.49 per hour	£4.49	6.80%	s.27A Regulatory Enforcement and Sanctions ACT 2008	Cost recovery
Environmental Health	EH 115 Pest Control	Environmental Health Licensing Fees	Rats	Per treatment	£172.31	£180.00	£7.69	4.47%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 116 Pest Control	Environmental Health Licensing Fees	Mice	Per treatment	£172.31	£180.00	£7.69	4.47%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 117 Pest Control	Environmental Health Licensing Fees	Cockroaches	Per treatment	£172.31	£184.02	£11.72	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 118 Pest Control	Environmental Health Licensing Fees	Bed Bugs for a 2 bedroom property	Per treatment	£266.44	£284.56	£18.12	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 119 Pest Control	Environmental Health Licensing Fees	Bed Bugs (per additional bedroom)	Per treatment	£57.80	£61.73	£3.93	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 120 Pest Control	Environmental Health Licensing Fees	Fleas	Per treatment	£166.80	£178.14	£11.34	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 121 Pest Control	Environmental Health Licensing Fees	Exotic Ants	Per treatment	£222.40	£237.53	£15.12	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 122 Pest Control	Environmental Health Licensing Fees	Wasps	Per treatment	£80.92	£86.43	£5.50	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 123 Pest Control	Environmental Health Licensing Fees	Domestic crawling insects (Carpet beetles, larder beetles, etc.)	Per treatment	£166.80	£178.14	£11.34	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 124 Pest Control	Environmental Health Licensing Fees	Garden Ants	Per treatment	£166.80	£178.14	£11.34	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 125 Pest Control	Environmental Health Licensing Fees	Squirrels	Per Treatment	£323.14	£345.12	£21.97	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 126 Pest Control	Environmental Health Licensing Fees	Site pest assessment (where treatment not requested)	Per visit	Deleted	Deleted	Deleted	Deleted	S93 - Local Government Act / Localism Act 2011	Discretionary
Environmental Health	EH 127 Pest Control	Environmental Health Licensing Fees	Call out fee for advice (refundable against the full cost of treatment)	Per visit	£33.03	£35.28	£2.25	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 128 Pest Control	Environmental Health Licensing Fees	Discount for Barnet residents (homeowners) receiving Means Tested Benefits	Per treatment	35% off list price	35% off list price	No change	N/A	S93 - Local Government Act / Localism Act 2011	Discretionary
Environmental Health	EH 129 Pest Control	Environmental Health Licensing Fees	Commercial Premises and monitoring contracts	Per annual contract	Price on application	Price on application	No change	N/A	S93 - Local Government Act / Localism Act 2011	Discretionary
Environmental Health	EH 130 Pest Control	Environmental Health Licensing Fees	Discounted charges on any pest control treatment when booked concurrently for more than one premises	Per block treatment	Price on application	Price on application	No change	N/A	S93 - Local Government Act / Localism Act 2012	Discretionary
Pollution Prevention and Control Act 1999										

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 131 Environmental Permit	Pollution Prevention and Control Act 1999	Application Standard	each	£1,650.00	£1,650.00	No change			
Environmental Health	EH 132 Environmental Permit	Pollution Prevention and Control Act 1999	Application Reduced fee	each	£155.00	£155.00	No change			
Environmental Health	EH 133 Environmental Permit	Pollution Prevention and Control Act 1999	Application Petrol vapour I&II	each	£257.00	£257.00	No change			
Environmental Health	EH 134 Environmental Permit	Pollution Prevention and Control Act 1999	Application Vehicle refinishers	each	£362.00	£362.00	No change			
Environmental Health	EH 135 Environmental Permit	Pollution Prevention and Control Act 1999	Application Mobile screening and crushing plant for 1st and 2nd permits	1st & 2nd applications	£1,650 (985 3rd to 7th, 485 subsequent applications)	£1,650 (985 3rd to 7th, 485 subsequent applications)	No change			
Environmental Health	EH 136 Environmental Permit	Pollution Prevention and Control Act 1999	Fee operating without a permit	each	£1,188.00	£1,188.00	No change			
Environmental Health	EH 137 Environmental Permit	Pollution Prevention and Control Act 1999	Late payment fee	each	£52.00	£52.00	No change			
Environmental Health	EH 138 Environmental Permit	Pollution Prevention and Control Act 1999	Annual subsistence charge		Low = £772 / Medium = £1,161 / High = £1,747	Low = £772 / Medium = £1,161 / High = £1,747	No change			
Environmental Health	EH 139 Environmental Permit	Pollution Prevention and Control Act 1999	Standard	each	Low = £772 / Medium = £1,161 / High = £1,747	Low = £772 / Medium = £1,161 / High = £1,747	No change			
Environmental Health	EH 140 Environmental Permit	Pollution Prevention and Control Act 1999	Reduced fee	each	Low = £79 / Medium = £158 / High = £237	Low = £79 / Medium = £158 / High = £237	No change			
Environmental Health	EH 141 Environmental Permit	Pollution Prevention and Control Act 1999	Petrol vapour I&II	each	Low = £113 / Medium = £226 / High = £341	Low = £113 / Medium = £226 / High = £341	No change			
Environmental Health	EH 142 Environmental Permit	Pollution Prevention and Control Act 1999	Vehicle refinishers	each	Low = £228 / Medium = £365 / High = £548	Low = £228 / Medium = £365 / High = £548	No change			
Environmental Health	EH 143 Environmental Permit	Pollution Prevention and Control Act 1999	Mobile screening and crushing plant for 1st and 2nd permits	each	Low = £626 / Medium = £1034 / High = £1,551	Low = £626 / Medium = £1034 / High = £1,551	No change			
Environmental Health	EH 144 Environmental Permit	Pollution Prevention and Control Act 1999	Standard Transfer and substantial change	each	Std Transfer = £169 / Partial transfer = £497 / Sub. Change = £1050	Std Transfer = £169 / Partial transfer = £497 / Sub. Change = £1050	No change			
Environmental Health	EH 145 Environmental Permit	Pollution Prevention and Control Act 1999	Reduced fee Transfer and substantial change	each	Red. Fee Transfer = £78 / Partial Transfer = £47 / Substantial change = £112	Red. Fee Transfer = £78 / Partial Transfer = £47 / Substantial change = £112	No change			
Environmental Health	EH 146 Environmental Permit	Pollution Prevention and Control Act 1999	Adopt a tube scheme p/a		£158.54	£158.54	No change			
Environmental Health	EH 147 General Consultancy Fees	Pollution Prevention and Control Act 1999	Specialist Environmental Health Advice/Consultancy in Barnet	Per hour	£120.00	£128.16	£8.16	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Environmental Health	EH 148 General Consultancy Fees	Pollution Prevention and Control Act 1999	Specialist Environmental Health Advice/Consultancy in Barnet	Per Day	£660.60	£705.52	£44.92	6.80%	S93 - Local Government Act 2003 / Localism Act 2011	Discretionary
Charges made for the seizure, removal and detention of equipment.										
Environmental Health	EH 149 Noise Act 1996	Pollution Prevention and Control Act 1999	Seizure, removal and storage of seized equipment	Each	£200.38	£214.01	£13.63	6.80%	Sch. 1 Noise Act 1996	Statutory Discretionary



Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
Environmental Health	EH 150 Contaminated Land Enquiries	Pollution Prevention and Control Act 1999	Basic Enquiry	Each	£59.45	£63.50	£4.04	6.80%	Regulation 8, Environmental Information Regulations 2004	Statutory Discretionary
Environmental Health	EH 151 Contaminated Land Enquiries	Pollution Prevention and Control Act 1999	Enquiry including historical data multiple addresses	Each	£135.42	£141.00	£5.58	6.80%	Regulation 8, Environmental Information Regulations 2004	Statutory Discretionary
Online Training										
Environmental Health	EH 154 Online Training	Environmental Health	Food Safety Level 1	Per Course	£20.00	£21.36	£1.36	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 155 Online Training	Environmental Health	Food Safety Level 2	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 156 Online Training	Environmental Health	Food Safety Level 3	Per Course	£175.00	£186.90	£11.90	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 157 Online Training	Environmental Health	Food Safety Level 2 Manufacturing	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 158 Online Training	Environmental Health	Introduction to Allergens	Per Course	£20.00	£21.36	£1.36	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 159 Online Training	Environmental Health	Health and Safety Level 1	Per Course	£20.00	£21.36	£1.36	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 160 Online Training	Environmental Health	Health and Safety Level 2	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 161 Online Training	Environmental Health	Health and Safety Level 3	Per Course	£175.00	£186.90	£11.90	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 162 Online Training	Environmental Health	Manual Handling	Per Course	£20.00	£21.36	£1.36	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 163 Online Training	Environmental Health	Level 2 Award for Personal Licence Holders	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 164 Online Training	Environmental Health	Level 2 Fire Safety	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 165 Online Training	Environmental Health	Level 2 Customer Service	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 166 Online Training	Environmental Health	Level 2 Understanding Stewarding at Spectator Events	Per Course	£95.00	£101.46	£6.46	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 167 Online Training	Environmental Health	Level 2 Spectator Safety	Per Course	£115.00	£122.82	£7.82	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 168 Online Training	Environmental Health	Level 2 Warehousing and Storage	Per Course	£80.00	£85.44	£5.44	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 169 Online Training	Environmental Health	Care Certificate	Per Course	£35.00	£37.38	£2.38	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 170 Online Training	Environmental Health	Emergency First Aid at Work	Per Course	£10.00	£10.68	£0.68	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 171 Online Training	Environmental Health	First Aid at Work	Per Course	£15.00	£16.02	£1.02	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 172 Online Training	Environmental Health	An Introduction to Fire Safety in the Workplace	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 173 Online Training	Environmental Health	Communication	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 174 Online Training	Environmental Health	Equality and Diversity	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 175 Online Training	Environmental Health	Managing Conflict	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 176 Online Training	Environmental Health	Self-Awareness and Personal Development	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 177 Online Training	Environmental Health	Teamworking	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 178 Online Training	Environmental Health	Environmental awareness	Per Course	£25.00	£26.70	£1.70	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 179 Online Training	Environmental Health	GDPR	Per Course	£5.00	£5.34	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, statutory costs recovery or Discretionary)
Environmental Health	EH 180 Online Training	Environmental Health	<b>Fraud and Fraud Awareness</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 181 Online Training	Environmental Health	<b>An Introduction to the Bribery Act</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 182 Online Training	Environmental Health	<b>Stress management</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 183 Online Training	Environmental Health	<b>Money Laundering</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 184 Online Training	Environmental Health	<b>Safe use and control of Anaphylaxis and Autoinjectors</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary
Environmental Health	EH 185 Online Training	Environmental Health	<b>Display screen equipment (DSE)</b>	Per Course	£5.00	<b>£5.34</b>	£0.34	6.80%	s.93 Local Government Act 2003 Localism Act 2011	Discretionary

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set e.g. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters e.g. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

Department: Assurance  
 Trading Standards and Licensing

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2023/24	Charges 2024/25	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)
<b>Demarcation of Trading Standards and Licensing et Trading Pitches</b>										
Trading Standards and Licensing	TSL 57 Trading Standards and Licensing	Trading Standards and Licensing	Demarcation of a street trading pitch by insertion of studs into the footway or road	Per stud	£25.19	Cost to be set by Highways contractor			s.32 London Local Authorities Act 1990.	Statutory Discretionary
<b>Assisted Licensing</b>										
Trading Standards and Licensing	TSL 148 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with scrap metal application	Per application	Checking Service £45.14 Assisted service £125.51	Checking Service £48.21 Assisted service £134.04	£11.60	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 149 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with street trading application	Per application	Checking Service £45.14 Assisted service £125.51	Checking Service £48.21 Assisted service £134.04	£11.60	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 150 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with temporary event notice application	Per application	Checking Service £16.52 Assisted service £57.25	Checking Service £17.64 Assisted service £61.14	£5.01	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 151 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with transfer application	Per application	Checking Service £34.13 Assisted service £91.38	Checking Service £36.45 Assisted service £97.59	£8.53	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 152 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with full variation application	Per application	Checking Service £91.38 Assisted service £343.51	Checking Service £97.59 Assisted service £366.87	£29.57	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 153 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with DPS variation application	Per application	Checking Service £34.13 Assisted service £91.38	Checking Service £36.45 Assisted service £97.59	£8.53	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 154 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with minor variation application	Per application	Checking Service £16.52 Assisted service £57.25	Checking Service £17.64 Assisted service £61.14	£5.01	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 155 Trading Standards and Licensing	Trading Standards and Licensing	Assistance with new premises licence application	Per application	Checking Service £91.38 Assisted service £343.51	Checking Service £97.59 Assisted service £366.87	£29.57	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
<b>General Consultancy Fees</b>										
Trading Standards and Licensing	TSL 156 Trading Standards and Licensing	Trading Standards and Licensing	Specialist trading standards or licensing Advice/Consultancy in Barnet	Per hour	Up to 136.52	Up to 145.80	£9.28	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
Trading Standards and Licensing	TSL 157 Trading Standards and Licensing	Trading Standards and Licensing	Specialist trading standards or licensing Advice/Consultancy in Barnet	Per Day	up to £136.52	Up to 145.80	£9.28	6.8%	s.93 - Local Government Act 2003 and Localism Act 2011	Discretionary
<b>Primary authority work</b>										
Trading Standards and Licensing	TSL 158 Trading Standards and Licensing	Trading Standards and Licensing	Primary authority work	Per hour	Up to £68.26 per hour	Up to £72.90 per hour	4.64	6.8%	Regulatory Enforcement and Sanctions ACT 2008	Statutory Discretionary
<b>Fixed penalty notices under London Local Authority Act 1990 (as amended)</b>										

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set e.g. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters e.g. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

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# **Appendix G**

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## **Business Planning 2024/25**

## **Final Report General Budget Consultation 2024/25**

**21 December 2023 – 21 January 2024**

**Consultation Team, Strategy**

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## 1. EXECUTIVE SUMMARY

This report sets out the findings from the General Budget Consultation 2024/25 which will be presented as part of the budget paper at Cabinet on 6 February 2024 and Council on 27 February 2024.

### 1.1 Response to the consultation

- a total of 114 questionnaires were completed
- the majority (92%) of responses were from residents
- additionally, two written responses were also received via email, one from a resident and one from a local business.

### 1.2 Summary of consultation approach

- the consultation ran from 21 December 2023 to 21 January 2024.
- the consultation consisted of an online questionnaire and summary consultation document which was published on [engage.barnet.gov.uk](https://engage.barnet.gov.uk).
- paper copies and an easy-read version of the consultation were also made available on request.
- as part of the council's statutory duty to consult with National Non-Domestic Rate (NNDR) payers, letters were sent out to all the council's NNDR payers inviting them to take part in the consultation.
- the consultation was widely promoted via the council's residents' weekly newsletter, Barnet First resident's paper magazine delivered to all household in the boroughs; Barnet Together newsletter, the website; and X (formerly Twitter).

### 1.3 Summary of key findings

#### 1.3.1 Views on the overall budget for 2024/25

- **Around a quarter of respondents agree** (24%, 27 out of 114 respondents) with the council's proposed budget for 2024/25 (4%, 4 out of 114 respondents strongly agree, and 20%, 23 out of 114 respondents tend to agree).
- **Under half disagree** (47%, 53 out of 114 respondents) with the council's proposed budget for 2024/25 (24%, 27 out of 114 respondents tend to disagree, and 23%, 26 out of 114 respondents strongly disagree).
- The remainder were **either neutral** (19%, 22 out of 114 respondents), said they **did not know**, or **were not sure** (11%, 12 out of 114 respondents).

## 1.3.2 Views on the council's Council Tax proposals for 2024/25

**Overall, over half of respondents** (55%, 41 out of 75 respondents who completed this question), **support one or both of the Council Tax increases** to help fund the budget gap in 2024/25. This includes around a third (32%) who support both council tax increases. Under half of respondents do not support any increases in Council Tax in 2024/25 (45%, 34 out of 75 respondents):

- Around a third of respondents (32%, 24 out of 75 respondents) **support both the council's proposals on Council Tax**: the proposal to increase general Council Tax by 2.98% and the proposal to apply a further 2.0% Social Care Precept in 2024/25
- Around one in seven respondents (15%, 11 out of 75 respondents) **support only the proposal to increase general Council Tax** by 2.98% in 2024/25
- Around one in twelve respondents (8%, 6 out of 75 respondents) **support only the proposal to apply a 2% Adult Social Care Precept to Council Tax** in 2024/25
- Under half of respondents (45%, 34 out of 75 respondents) **do not support either of the council's proposals to increase Council Tax in 2024/25**: neither the proposal to increase general Council Tax by 2.98% nor the proposal to apply an Adult Social Care Precept on Council Tax of 2% in 2024/25.

## 1.3.3 Views on Directorate saving and income proposals for 2024/25

- **The Public Health (PH) Directorate**: around a third of respondents (32%, 24 out of 76 respondents) agreed with the savings and income proposals identified within this directorate for 2024/25. Just under a third of respondents (30%, 23 out of 76 respondents) disagree with the savings identified within this directorate. Around a fifth of respondents indicated they were neutral (21%, 16 out of 76 respondents). The remainder said they did not know, (11%, 8 out of 76) or had no comments to make about the PH savings (8%, 5 out of 76).
- **The Communities, Adults and Health (CA&H) Directorate**: just over quarter of respondents (27%, 21 out of 77 respondents) agree with the saving and income proposals identified within this directorate for 2024/25. However, more respondents, with around two fifths of respondents (43%, 32 out of 77 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder indicated they were either neutral (14%, 11 out of 77), they did not know (9%, 7 out of 77), or did not wish to comment on these savings (9%, 6 out of 77 respondents).
- **The Children and Family Services (C&FS) Directorate**: around a quarter of respondents (26%, 20 out of 76 respondents) agreeing with the saving and income proposals identified within this directorate for 2024/25. Around two fifths of respondents (38%, 29 out of 76 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 76), or indicated they did not know (9%, 7 out of 76), or did not wish to comment on these savings (9%, 7 out of 76).



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- **The Customer and Place (C&P) Directorate:** around a quarter of respondents (24%, 18 out of 76 respondents) agreeing with the saving and income proposals identified within this directorate for 2024/25. A third of respondents (33%, 25 out of 76 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (22%, 17 out of 76), or indicated they did not know (9%, 7 out of 76), or they did not wish to comment on these savings (12%, 9 out of 76).
- **The Strategy and Resources (S&R) Directorate:** just under a quarter of respondents (23%, 18 out of 77 respondents) agreeing with the saving and income proposals identified within this directorate for 2024/25. Just over a third of respondents (35%, 27 out of 77 respondents) indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 77), or said they did not know (12%, 9 out of 77), or they did not wish to comment on these savings (12%, 9 out of 77 respondents).
- **The cross-cutting council savings:** around a quarter of respondents (26%, 20 out of 77 respondents) agree with the saving and income proposals identified for 2024/25. Just under a quarter (23%, 18 out of respondents) disagree with the saving and income proposals within this directorate. The remainder were either neutral (13%, 10 out of 77 respondents) said they did not know (16%, 12 out of 77), or the did not want to comment on these savings (22%, 17 out of 77).
- **The Assurance Directorate:** around a fifth of respondents (21%, 16 out of 77 respondents) agree with the savings and income proposals identified within this directorate for 2024/25. However, similar to CA&H, C&FS C&P and S&R), more respondents (30%, 23 out of 77 respondents) indicated they disagree with the saving and income proposals identified within the directorate. The remainder were either neutral (19%, 15 out of 77), said they did not know (13%, 10 out of 77), or indicated they did not wish to comment on these savings (17%, 13 out of 77 respondents).

### 1.3.4 Further comments on Directorate saving and income proposals for 2024/25

Respondents were also asked if they had any comments to make about the saving and income proposals identified for each Directorate for 2024/25. Of those who responded to the consultation, 31 out of 114 gave a response to this question.

The responses to this question were varied and a summary of the most common themes, with a response of three comments or more, have been summarised below.

Further details of the type comments received are provided in table 6 over the page.

- *Comments on Adult Social Care: (Six comments)*
- *Would like more details of the of the savings / Further breakdown of savings required / Not enough detail provided on specific savings in plain English: (Six comments)*
- *Disagree with Council Tax increases / Total increase in Council Tax is unaffordable for people and families struggling more than ever: (Four comments)*
- *Comments on funding to Strategy and Resources: (Four comments)*
- *More savings should be made: (Three comments)*

Further details of the types of comments received can be found in section three of this report.

### 1.3.5 Additional further comments on the proposed budget for 2024/25

Respondents were also asked if they had any further comments to make about the council's proposed budget for 2024/25. Of those who responded to the consultation, 40 out of 114 gave a response to this question.

Again, the responses to this question were varied and the most common themes, with a response of three comments or more have been summarised over the page.

- *I do not agree with the Council Tax increase/ it is too big: (Fifteen Comments).*
- *Central government should provide more funding to local: (Four comments).*
- *Council should ensure there is no expenditure wastage: (Three comments).*
- *I support a greater increase in Council tax: (Three comments)*

Further details of the types of comments received can be found in section three of this report.

## 2. CONSULTATION METHOD AND RESPONSE

### 2.1 Introduction

The budget proposals for 2024/25 have been subject to a formal public consultation.

This report sets out the full findings from the council's consultation on its Business Plan 2024/25. The findings will be considered by Council on 27 February 2024, where the final decision on the council's budget for 2024/25 will be taken.

### 2.2 Summary of consultation approach

The 2024/25 General Budget Consultation began after Cabinet on 21 December 2023 and concluded on 21 January 2024.

In terms of service-specific consultations, the council has a duty to consult with service users where there are proposals to vary, reduce or withdraw services. Where appropriate, separate service-specific consultations have already taken place or will take place in the next few months for the 2024/25 savings. The outcomes of these consultations are being reported into Directorate decision-making processes.

### 2.3 Technical details and method

#### 2.3.1 In summary, the consultation was administered as follows:

- the general consultation consisted of an online questionnaire published on <http://engage.barnet.gov.uk> together with a summary consultation document which provided background information about the council's budget setting process and the financial challenges the council faces
- paper copies and an easy-read version of the consultation were also made available on request
- as part of the council's statutory duty to consult with National Non-Domestic Rate (NNDR) payers, letters were sent out to all the council's NNDR payers inviting them to take part in the consultation
- the consultation was widely promoted via the council's residents' magazine (Barnet First delivered to all households), the council resident's e newsletter, the council's website, the Barnet Together Newsletter, the Barnet Business Buzz Newsletter, and Twitter.

## 2.3.2 Questionnaire design

The questionnaire was developed to ascertain residents' views on the overall size and individual components of the proposed 2024/25 budget. In particular the consultation invited views on the:

- overall budget, and savings and income generation proposals for 2024/25.
- proposal to increase General Council Tax by 2.98% in 2024/25.
- proposal to apply an Adult Social Care Precept on Council Tax of 2% to help pay for adult social care.

Throughout the questionnaire and where applicable, hyperlinks were provided to the relevant sections of the consultation document and to the detailed savings and/or income proposals for each Directorate. Links to further information on each of the Directorate's portfolios was also provided.

## 2.4 Response to the consultation

A total of 114 questionnaires were completed – all were submitted online. Two written response was also submitted via email.

### 2.4.1 Response profile

The table below shows the profile of those who responded to the consultation.

**Table 1: Profile of those who responded to the General Budget Consultation**

Stakeholder	%	Number
A Barnet resident	57.9%	66
A person working within the London Borough of Barnet area	0.9%	1
A Barnet business	0.9%	1
Representing a school	0.0%	0
Representing a voluntary/community organisation	0.9%	1
Representing a public sector organisation	0.9%	1
Other	0.9%	1
Prefer not to say	0.9%	1
<b>Total who answered this question</b>	<b>63.2%</b>	<b>72</b>
Not Answered	36.8%	42
<b>Total response to consultation</b>	<b>100.0%</b>	<b>114</b>

There were also two written responses via e mail. The response has been incorporated into the findings and further details are provided in section 3.6 of this report.

## 2.4.2 Profile of protected characteristics

The council is required by law (the Equality Act 2010) to pay due regard to equalities in eliminating unlawful discrimination, advancing equality of opportunity, and fostering good relations between people from different groups.

The protected characteristics identified in the Equality Act 2010 are age, disability, race, sex, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief, sexual orientation, and marriage and civil partnership.

To assist us in complying with the duty under the Equality Act 2010 we asked the respondents to provide equalities monitoring data and explained that collecting this information will help us understand the needs of our different communities and that all the information provided will be treated in the strictest confidence and will be stored securely in accordance with our responsibilities under data protection legislation (such as the General Data Protection Regulation or the Data Protection Act 2018).

Table 2 over the page shows the profile of those who answered these questions. However, due to the low completion of these questions, it has not been possible to do any demographic analysis on the consultation findings.

**Table 2: Protected Characteristic, profile of those that completed the questionnaire**

Protected Characteristic	Response	
	Number	%
<b>Age</b>		
16-17	0	0.0%
18-24	1	0.9%
25-34	7	6.1%
35-44	9	7.9%
45-54	11	9.6%
55-64	11	9.6%
65-74	10	8.8%
75+	12	10.5%
Prefer not to say	8	7.0%
Not answered	45	39.5%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

<b>Sex</b>		
Female	26	22.8%
Male	32	28.1%
If you prefer your own term	0	0.0%
Prefer not to say	10	8.8%
Not answered	46	40.4%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

## GENERAL BUDGET CONSULTATION 2024/25

Protected Characteristic	Response	
	Number	%
<b>Gender reassignment</b>		
Yes, it's the same	58	50.9%
No, it's different	1	0.9%
Prefer not to say	9	7.9%
Not answered	46	40.4%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

<b>Disability</b>		
Yes	8	8.8%
No	66	42.1%
Prefer not to say	15	7.9%
Not answered	51	41.2%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

<b>Race</b>		
Asian	3	2.6%
Black	4	3.5%
Mixed	2	1.8%
Other	2	1.8%
White - British	33	28.9%
White - Other	4	3.5%
Prefer not to say	19	16.7%
Not answered	47	41.2%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

<b>Religion or belief</b>		
Buddhist	0	0.0%
Christian (including Church of England, Catholic, Protestant and all other Christian denominations)	25	21.9%
Hindu	0	0.0%
Jewish	10	8.8%
Muslim	0	0.0%
Sikh	0	0.0%
No religion	16	14.0%
Prefer not to say	17	14.9%
Other religion/belief (please specify)	0	0.0%
Not answered	<b>46</b>	<b>40.4%</b>
	<b>114</b>	<b>100.0%</b>

## GENERAL BUDGET CONSULTATION 2024/25

Protected Characteristic	Response	
	Number	%
<b>Pregnancy and maternity</b>		
Pregnant	1	0.9%
On maternity leave	0	0.0%
Neither	26	22.8%
Prefer not to say	7	7.0%
Not answered	79	69.3%
<b>Total</b>	<b>114</b>	<b>100.0%</b>
<b>Sexual orientation</b>		
Bisexual	2	1.8%
Gay or Lesbian	3	2.6%
Straight or heterosexual	41	36.0%
Other sexual orientation	0	0.0%
Prefer not to say	20	17.5%
Not answered	48	42.1%
<b>Total</b>	<b>114</b>	<b>100.0%</b>
<b>Marriage and civil partnership</b>		
Never married and never registered a civil partnership	12	10.5%
Married	31	27.2%
In a registered civil partnership	0	0.0%
Separated, but still legally married	1	0.9%
Separated, but still legally in a civil partnership	0	0.0%
Divorced	2	1.8%
Formerly in a civil partnership which is now legally dissolved	0	0.0%
Widowed	4	3.5%
Surviving partner from a registered civil partnership	1	0.9%
Prefer not to say	16	14.0%
Not answered	47	41.2%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

### 2.5 Calculating and reporting on results

- The results for each question are based on “valid responses”, i.e., all those providing an answer (this may or may not be the same as the total sample) unless otherwise specified. The base size may therefore vary from question to question.
- Where percentages do not add up to 100, this may be due to rounding, or the question is multi-coded - i.e., respondents could give more than one answer.
- Due to the small total sample size the findings have been reported on in terms of percentages and numbers.
- All open-ended responses have been classified based on the main themes arising from the comments, so that they can be summarised. It should also be noted that the responses were very varied, however there were a number of common themes that were evident, and the most common themes have been summarised in this report.

## 3. RESULTS IN DETAIL

### 3.1 Views on the overall budget for 2024/25

Respondents were asked to what extent they agree or disagree with the proposed budget for 2024/25. 114 respondents completed this question.

Table 3 below shows that:

- Around **a quarter of respondents agree** (24%, 27 out of 114 respondents) with the council’s proposed budget for 2024/25 (4%, 4 out of 114 respondents strongly agree, and 20%, 23 out of 114 respondents tend to agree).
- **Under half disagree** (47%, 53 out of 114 respondents) with the council’s proposed budget for 2024/25 (24%, 27 out of 114 respondents tend to disagree, and 23%, 26 out of 114 respondents strongly disagree).
- The remainder were **either neutral** (19 %, 22 out of 114 respondents) or said they did **not know or were not sure** (11%, 12 out of 114 respondents).

**Table 3: Respondents’ level of support for the proposed budget for 2024/25**

To what extent do you agree or disagree with our proposed budget for 2024/25?	Number	%
Strongly agree	4	3.5%
Tend to agree	23	20.2%
Neither agree nor disagree	22	19.3%
Tend to disagree	27	23.7%
Strongly disagree	26	22.8%
Don’t know / not sure	12	10.5%
<b>Total</b>	<b>114</b>	<b>100.0%</b>

### 3.2 Views on proposals to increase Council Tax in 2024/25

Respondents were asked to indicate which of the following statements most closely aligns to their opinion in terms of the Council Tax proposals for 2024/25. 75 respondents completed this question.

Overall, **over half of respondents** (55%, 41 out of 75 respondents who completed this question) **support some sort of Council Tax increase to help fund the budget gap in 2024/25 – this includes around** a third (32%) who support both council tax increases. However, around half of respondents do not support any increases in Council Tax in 2024/25 (45%, 34 out of 75 respondents).



## GENERAL BUDGET CONSULTATION 2024/25

Table 4 below shows that:

- A third of respondent's (32%, 24 out of 75 respondents) **support both the council's proposals on Council Tax**: the proposal to increase general Council Tax by 2.98% and the proposal to apply a further 2.0% Social Care Precept in 2024/25
- Around one in seven (15%, 11 out of 75 respondents) **support only the proposal to increase general Council Tax** by 2.98% in 2024/25
- Around one in twelve (8%, 6 out of 75 respondents) **support only the proposal to apply a 2% Adult Social Care Precept to Council Tax** in 2024/25
- Under half of respondents (45%, 34 out of 75 respondents) **do not support either of the council's proposals to increase Council Tax in 2024/25**: neither the proposal to increase general Council Tax by 2.98% nor the proposal to apply an Adult Social Care Precept on Council Tax of 2% in 2024/25.

**Table 4: Respondents' level of support for proposed Council Tax increases**

Please indicate which of the statements below most closely aligns to your opinion in terms of our Council Tax proposals?	Number	%
I support the proposal to increase general Council Tax by 2.98% in 2024/25 and also support the proposal to apply an Adult Social Care Precept on Council Tax of 2% in 2024/25	24	32.0%
I support the proposal to increase general Council Tax by 2.98% in 2024/25 only	11	14.7%
I support the proposal to apply an Adult Social Care Precept on Council Tax of 2% in 2024/25 only	6	8.0%
I do not support any of the proposals to increase general Council Tax or any increase on the Adult Social Care Precept on Council Tax 2024/25	34	45.3%
<b>Total</b>	<b>75</b>	<b>100.0%</b>

### 3.3 Views on directorate saving/income proposals for 2024/25

Respondents were asked to what extent they agree or disagree with each of the saving and income proposals identified for each of the directorates in 2024/25. 77 out of 114 respondents completed these questions. Table 5 over the page shows that:

- **Public Health (PH) Directorate** (which also had identified the least savings) received **the highest level of support**, with around a third of respondents (32%, 24 out of 76 respondents) agreeing with PH savings. Under a third of respondents (30%, 23 out of 76 respondents) disagree with the savings identified within this directorate. A fifth of respondents indicated they were neutral (21%, 16 out of 76 respondents), and a further 11% (8 out of 76) indicated they did not know or had no comments to make regarding the PH savings (8%, 5 out of 76).
- **Communities, Adults and Health (CA&H) Directorate** just over a quarter of respondents (27%, 21 out of 77 respondents) agree with the saving and income proposals identified within this directorate for 2024/25. Around two fifths of respondents (43%, 32 out of 77 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder indicated they were either neutral (14%, 11 out of 77) did not know (9%, 7 out of 77), or they did not wish to comment on this directorates savings (9%, 6 out of 77).

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- **Children and Family Services (C&FS) Directorate** around a quarter of respondents (26%, 20 out of 76 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. Around two fifths of respondents (38%, 29 out of 76 respondents), indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 76), did not know (9%, 7 out of 76), or did not wish to comment on these savings (9%, 7 out of 76).
- **Customer and Place (C&P) Directorate:** around a quarter of respondents (24%, 18 out of 76 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. A third of respondents (33%, 25 out of 76 respondents) indicated they disagree with the saving and income proposals identified within this directorate . The remainder were either neutral (22%, 17 out of 76), indicated they did not know (9%, 7 out of 76), or did not wish to comment on these savings (12%, 9 out of 76).
- **Strategy and Resources (S&R) Directorate:** around a quarter of respondents (23%, 18 out of 77 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. Just over a third of respondents, (35%, 27 out of 77 respondents) indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (17%, 13 out of 77), said they did not know (12%, 9 out of 77), or indicated they did not wish to comment on these savings (17%, 9 out of 77 respondents).
- **The cross-cutting council savings:** around a quarter of respondents (26%, 20 out of 77 respondents) agree with the saving and income proposals identified for 2024/25. Just under a quarter of residents (23%,18 out of respondents) disagree with these saving proposals identified within this directorate. The remainder were either neutral (13%, 10 out of 77 respondents) said they did not know (16%, 12 out of 77), or the did not want to comment on these savings (22%, 17 out of 77 ).
- **Assurance Directorate received the lowest level of support:** around a fifth of respondents (21%, 16 out of 77 respondents) agreed with the saving and income proposals identified within this directorate for 2024/25. Just under a third of respondents (30%, 23 out of 77 respondents) indicated they disagree with the saving and income proposals identified within this directorate. The remainder were either neutral (19%, 15 out of 77), said they did not know (13%, 10 out of 77), or indicated they did not wish to comment on these savings (17%, 13 out of 77 respondents).

**Table 5: Views on the savings and income proposals identified by each directorate**

Directorate	Agree		Neither agree nor disagree		Disagree		Don't know / not sure		No comment		Total
	%	#	%	#	%	#	%	#	%	#	#
Public Health	31.6%	24	21.1%	16	30.3%	23	10.5%	8	6.6%	5	76
Communities, Adults and Health	27.3%	21	14.3%	11	41.6%	32	9.1%	7	7.8%	6	77
Children and Family Services	26.3%	20	17.1%	13	38.2%	29	9.2%	7	9.2%	7	76
Cross-council	26.0%	20	13.0%	10	23.4%	18	15.6%	12	22.1%	17	77
Customer and Place	23.7%	18	22.4%	17	32.9%	25	9.2%	7	11.8%	9	76
Strategy and Resources	23.4%	18	16.9%	13	35.1%	27	11.7%	9	13.0%	10	77
Assurance	20.8%	16	19.5%	15	29.9%	23	13.0%	10	16.9%	13	77

## 3.4 Additional comments on Directorate saving/income proposals

Respondents were also asked if they had any comments to make about the saving and income proposals identified for each Directorate for 2024/25. Of those who responded to the consultation, 31 out of 114 gave a response to this question.

The responses to this question were varied and a summary of the most common themes, with a response of four comments or more, have been summarised below.

Further details of the type comments received are provided in table 6 over the page.

- *Comments on Adult Social Care: (Six comments)*
- *Would like more details of the savings / Further breakdown of savings required / Not enough detail provided in plain English: (Six comments)*
- *Disagree with Council Tax increases / Total increase in Council Tax is unaffordable for people and families struggling more than ever: (Four comments)*
- *Comments on funding to Strategy and Resources: (Four comments)*
- *More savings should be made: (Three comments)*
- *Comments on funding for Public Health: (Two comments)*
- *The need for better targeting and means testing: (Two comments)*
- *Comments on funding for Assurance: (Two comments)*
- *Reduce expenditure on cycle lanes/ environment& climate change: (Two comments)*

**Table 6: Comments about the savings and income generation proposals that have been identified in each Directorate for 2024/25**

Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	32
Description / Type of verbatim comments	Number of comments
<p><b>Comments on Adult Social Care:</b> I'd like to see more expenditure on elderly care/ I don't see ways of encouraging people to return to work where there is illness: is that a government duty of yours? / Happy to pay extra council tax as long as social care help is available to all not just those on benefits / Communities, Adults and Health - I do not see how you can reduce spending in this area as there is a very definite need in the borough to increase funding here / The following are the most important in my view: Children &amp; family services Communities, adults &amp; place; Public health; Communities, adults &amp; health - as the largest spending area, this should try&amp; find more savings&amp; come out with a 2024-25 spend of £148m (134.2+24-10.6=147.6) / C &amp; F Services; Communities Adults and Health - the emphasis on investment in Prevention Services is welcomed as this should enable potential future expenditure to be reduced, or at least postponed. However, I have concerns that contracts with external providers for care services are given uplifts that reflect the increases in staffing costs and the need to attract more staff given recruitment and retention issues across the care sector.</p>	6

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Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	32
Description / Type of verbatim comments	Number of comments
<p><b>Would like more details of the of the savings / Further breakdown of savings required / Not enough detail provided in plain English:</b> How will the cross-council savings be delivered? although this looks like a good idea from an overall budget perspective there needs to be some plan to deliver it / It's unclear as to what many aspects of the council budget refer to - 'strategy&amp; resources' is very vague, where do parks, environment, &amp; green spaces fall for example? / It is very hard to make comments unless you show us a detailed breakdown of how money is actually spent not a grand total of each division / I found the tables did not always make sense regarding savings described and the bottom line / The entire diagram needs better explanation, particularly for how you tie all figures together. The Cross Council section is incomprehensible with unexplained red figures &amp; minus signs / First most people will not even understand what each section for budget allocation does ie assurance or customer and place. You have a duty to make this clear in plain English. You have not / There is nowhere near enough detail in the consultation document to comment on / endorse the proposals. How can someone comment on any proposed cuts without knowing which specific services are going to be axed/curtailed? Have no way of judging the proposals except for comparison with 23-24.</p>	6
<p><b>Disagree with Council Tax increases / Total increase in Council Tax is unaffordable for people and families struggling more than ever:</b> You are proposing a total increase of over 5 percent in council tax - after record inflation over the past 18 months, why are you hitting working people even harder? / It would be nice to see how best you can address a 2% rise rather than 2.98 which is only just below the legal limit and for many an additional unwelcome burden. How can 2% be achieved with the minimal effect / Council tax rises are untenable at a time where people and families are struggling more than ever. Would be a cynical move/ I do not believe that an increase would lead to a better service provided given the high rate we pay to what we get in return compared to other boroughs in London.</p>	4
<p><b>Comments on funding to Strategy and Resources:</b> Strategy and resources is also vague and undefined yet accounts for a huge slice of the pie / There is no clear indication of the savings detail which is intended. In particular there is general and increasing unease within the general public of the number and cost of unproductive jobs. The greatest of these is the number and cost of new posts such as 'diversity officer &amp; supporting costs'. Can you state how many new posts (or recently created posts) have been made under the new Labour administration &amp; their full costs (including pensions). Many residents and or council taxpayers including the writer fail to see any benefit in the quality of service provided and see these costs as a diversion of honest money earned by honest taxpayers / I don't understand what each directorate is responsible for, but I think you spend a lot on comms that is not statutory or essential front-line services, that could be cut. Barnet First magazine could be abolished&amp; less money spent on e newsletters such as fortnightly emails from Barnet First, business buzz&amp; wellbeing matters. Overall, the council could spend less on IT such as Office 365, Teams&amp; laptops. Overall, the council should spend less on directors such as all the shadow management at The Barnet Group council owned company, that could save £3 million very quickly / More cost cuts should be made from areas that do not add financial value to residents such as strategy&amp;resources. £3.8m for what?? More strategies on staff? Better for residents</p>	4
<p><b>More savings should be made:</b> Your absolute priority should be to cut services to balance the budget not make working people poorer / I think more savings can be made/ Make savings and stop squandering money</p>	3

## GENERAL BUDGET CONSULTATION 2024/25

Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	32
Description / Type of verbatim comments	Number of comments
<b>Comments on funding for Public Health:</b> From my professional experience of working with the public there is not enough resources for supporting health -both mental and physical as well as domestic violence support. The charities are not supported with sufficient funding, and they either don't support Barnet (due to lack of funding) or have very long waiting list (Like IAPT 12 months for example) due to staff shortages / The following are the most important in my view: Children and family services; Communities, adults and place; Public health	2
<b>The need for better targeting and means testing:</b> There is no means testing I am aware of, wasting money on people that are able to work and live on benefits / Far too often, council services that are targeted for individuals are abused or misused. Some of the items we can think of the are so call special needs, or permanent care. Many times, the beneficiaries are led to believe that they are in need, but this is often due to the lack of care from those who should be caring for them. e.g. parents should be taking care of their children and not let councils pay for their care whilst they go out to work. This should be curtailed and discouraged.	2
<b>Comments on funding for Assurance:</b> / Assurance - considering the table on p7 of your consultation doc, 2024/25 spending should remain the same as 2023/24 / You do not define or explain what assurance is in your PDF consultation document, how anyone possibly comment?	2
<b>Reduce expenditure on cycle lanes/ environment &amp; climate change:</b> No wasting money on unused cycle lanes and LTNs (low traffic neighbourhoods) / Stop wasting money on net zero nonsense	2
<b>Increase should be below inflation:</b> Just a general point that really total council tax should not go up by more than inflation	1
<b>More support needed for carers:</b> The budget is not helpful to family carers and Barnet council need to take care of the full-time unpaid family carers. Carers should be supported more. More needs to be focussed on diversity issues too	1
<b>More funding should be made available for your Council Tax Support scheme.</b> I am not sure which directorate this sits under, but I would like to see more funding being made available for your Council Tax Support scheme. It is one of the harshest in the UK and does little to support the people in our community on low incomes. There is little point offering help to these groups with one hand and then taking it away with another. 28% contribution with no other income is extreme, and 48% for band two is worse!	1
<b>Improvements needed to road, pavements parks and facilities:</b> Council has not mentioned road repairs such as potholes which need fixing, as do uneven pavements.	1
<b>Concern over specific local development proposals:</b> Delighted to hear the proposed move of the Vue cinema complex to Lodge Lane has been scrapped. Just hope the same applies to the ridiculous bus lane planned for Whetstone - High Barnet which will decimate the shopping canoe and restaurants in Whetstone. Short sighted plans to destroy a thriving area... Kindly cancel this proposal	1
<b>Issue with links to documents:</b> Links above don't work <sup>1</sup>	1
<b>Total number of different types of comments</b>	<b>34<sup>2</sup></b>

<sup>1</sup> If respondents mention their links do not work this could be to do with their browser/ device

<sup>2</sup> Respondents gave more than one type of comment. A total of 31 different types of comments were received from the 28 respondents who answered this question.



## GENERAL BUDGET CONSULTATION 2024/25

### 3.5 Additional comments on the proposed budget for 2024/25

Respondents were also asked if they had any further comments to make about the council's proposed budget for 2024/25. Of those who responded to the consultation, 40 out of 114 gave a response to this question.

Again, the responses to this question were varied and the most common themes, with a response of three comments or more have been summarised over the page.

- *I do not agree with the council tax increase/ it is too big:* (Fifteen Comments).
- *Central government should provide more funding to local:* (Four comments).
- *Council should ensure there is no expenditure wastage:* (Three comments).
- *I support a greater increase in Council tax:* (Three comments)
- *Not enough detail provided:* (Two comments)
- *Reduce funding on events:* (Two comments)
- *Reduce salary expenditure:* (Two comments)

Table 7 below gives full details of the types of comments received under each Directorate. Comments that were only cited by one respondent are grouped as 'other' under each Directorate.

**Table 7: Further comments about the proposed budget for 2024/25**

Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	40
Description / Type of verbatim comments	Number of comments
<p><b>I do not agree with the council tax increase/ it is too big/ not affordable:</b></p> <p>I think what is in place now is fair &amp; does not need to be increased / It is proposing a 2.98% increase. A desultory 0.02% below the legal maximum / As a single person household, these increases would cripple a lot of others and I don't see where they are being spent. I think the council needs to help less, the onus should be on the family and individual rather than the council to care for their elderly and children. Please consider lowering the proposed increased, particularly the social care tax / I am disgusted that you would propose a rise of CT when the borough is in such a state / you are making life harder for working people who are already struggling - this is unfair / I am horrified that you are proposing to raise tax when you said you wouldn't / Make further savings. Your citizens are making savings everyday even on essentials, you are increasing council tax will be unfair&amp; squeezing people harder / Saying that council tax can be raised by 3% but you are only planning on raising it by 2.98% is lip service. There is hardly any difference at all. How do you expect people to meet an increase, including the adult social care precept? More people will be forced to ask for assistance, and may be made homeless, which will mean that the council will have to spend more money assisting these people / What happened to the 1% Labour promised to give back? I see no mention of it in all the glossy comms. How do you think people can afford this increase plus the Mayor's increase? Councils might be going bust but so are people / We are in a cost-of-living crisis already and the proposed increase directly contravenes the council's pledge to keep council tax low / It's a cost of living crisis we can't afford higher council tax / With a living crisis it is already a struggle to pay bills, a tax increase is not realistic or unaffordable / Why increase council tax when people are struggling / Increasing the CT by only 2.98% against the 3% maximum is surely only tokenism</p>	15

## GENERAL BUDGET CONSULTATION 2024/25

Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	40
Description / Type of verbatim comments	Number of comments
<b>Central government should provide more funding to local councils:</b> the government should fund more so that the CT does not need to rise / I would hope that next year's budget gives a 0% council tax rate or 100% relief for those unable to pay / paid by taxes on wealth, capital, profits and unearned income / adult social care should be central government funded as it affects the whole country / The governments gutting of local budgets is to blame for this and should be restored from the top rather than taken from more general taxation.	4
<b>Council should ensure there is no expenditure wastage:</b> No [further comment] as long as I can't notice any money wastage / Every year council tax rises and every year there is immense wastage and wasted money. Make savings, not tax rises / Stop wasting money on vanity projects	3
<b>I support a greater increase in Council tax:</b> You need to increase Council Tax, you cannot keep cutting services like you have been doing / It's a pity you can't increase council tax even further, as it would solve a lot of problems and free up time to tackle other things. It looks like a lot of people, obviously not all, have plenty of money. Speaking for myself, I would like to pay more in order to get better services / the increase in Council Tax and the social precept are both quite small but crucial to help plug important gaps	3
<b>Not enough detail provided:</b> Again, we need to have access to a breakdown of all costs to be able to make an informed decision. What are the actual costs of each section / there is such a lack of transparency-of where the money goes. An itemised statement should be produced& freely available for us who pay it to view.	2
<b>Reduce funding on events:</b> Save money by withdrawing support for some events e.g. pride in the park / I would rather the money was not spent on community events	2
<b>Reduce salary expenditure:</b> Increases for residents to pay for more staff? No - time for redundancies to save the budget and no more costs from the residents / some high paid staff pay salary should be cut	2
<b>Reduce budget for environment&amp; climate change:</b> and stop wasting money on chasing Net Zero and the so-called Green Agenda / Fix the potholes, spend less on public health and climate change	1
<b>Public sector should learn more from the private sector:</b> To get support you need to give more details as you would find in Management accounts prepared by private companies. We in the private sector who run companies know how hard it is to generate income (especially with lock-down, fuel increases from external forces (war in Ukraine) and other factors in supply chains. This requires costs to be trimmed, not increased, yet this obvious factor seems not to be applicable in the public sector, likely because of lack of real business experience. Things need to change in the public sector, or we end up with more councils going bankrupt (Croyden, Woking & others) or becoming endless tax increases and waste as seen clearly under the socialist SNP government in Scotland	1
<b>Choice of which services we want and which to pay for:</b> The cost-of-living crisis, energy bills and Ulez are all having an impact on citizen finances. It would be a magnanimous gesture not to make matters worse. If I could, I would not pay the GLA precept and would like to see a change where we cherry pick the services we want and need... not pay for services we do not need	1
<b>Reduce expenditure on compensation:</b> Barnet avoiding cases going the Ombudsman and being forced to pay compensation	1
<b>Use of unpaid overpayments:</b> Perhaps you can use the millions of pounds of unclaimed overpayments for council tax that you have a hold of	1

## GENERAL BUDGET CONSULTATION 2024/25

Do you have any comments to make about the savings and income generation proposals that have been identified in each committee for 2023/24?	
Number of respondents who completed this question	40
Description / Type of verbatim comments	Number of comments
<b>More expenditure on improving roads and street scene:</b> The Council needs to use its resources better to ensure the roads are safe and not full of potholes& to clean streets& repaint yellow& white lines which have worn or become obliterated.	1
<b>Additional training for officer on efficiencies and savings:</b> Every Council employee should be aware of the necessity to maximise efficiency and savings when Council Taxpayers are experiencing financial difficulties at this time	1
<b>Council tax should be increased for some residents:</b> people who own very expensive properties and own more than one property council tax should increase for them and owners tenants who are using houses to run babysitting services without paying tax registering and claiming they are looking after each other's few friends children, and those residents who block disabled peoples driveways need to pay parking charges a lot of illegal activities going on council need to keep an eye on. people who own houses and go abroad from long periods of time without informing the DWP pension service and GP and come into UK to pick up medication get vaccination for free NHS treatment need to be taxed more	1
<b>Reliance on fees and taxes that are not sustainable should be reduced as we move to net zero.</b> While I'd like to see the motorist punished for unnecessarily large SUVs, which take up road space and pose a danger to our streets, I'd like the council not to rely on this income should they need to remove parking spaces in our streets and towns as we go to a more sustainable net zero carbon time.	1
<b>Adult social care budget should be frozen:</b> We have seen a massive rise in adult social care. Often this is claimed by those who know the system and how to play it. Adult social care budget should be frozen. e.g. If anyone is claiming benefit, they should not then get free lunch, free travel, free medicine, free food etc. They should be taught to manage with the benefits they get, just like the incoming earning people have to manage what they earn. Far too often, benefit seekers tend to spend money on luxury items that earning members don't.	1
<b>Expectation of service improvements:</b> There will be high expectations for quality services alongside a raise in council tax.	1
<b>There needs to be more means-testing of UC recipients:</b> Means test households who are fraudulent to gain back some budget	1
<b>Focus should be on schools, health and community services:</b> Your main duty of care is to the people of Barnet. Schools health community services. The popular diversity and woke issues at a time of financial difficulties is not of importance. Concentrate on the above for budget purposes	1
<b>Street scene performance is not good enough:</b> I totally disagree with the council's performance on street cleaning, autumn leaf clearance and pothole repairs. Any payment made on these issues probably went down the unrepaired potholes!	1
<b>There should be greater engagement opportunity for resident on the budget:</b> Allow better forward planning between the entire Council Budget personnel and the general public in general and or through Engage Barnet so there is time for f2f meetings to discuss a number of complicated issues.	1
<b>Comments about the survey design:</b> Options available are limited in this survey.	1
<b>Total number of different types of comments</b>	<b>46<sup>3</sup></b>

<sup>3</sup> Respondents gave more than one type of comment. A total of 24 different types of comments were received from the 40 respondents who answered this question.



## 3.6 Written response to consultation

Two responses were received via email: one from a Barnet resident referred to elderly social care and one from a Barnet business referring to business rates:

- *The council has an obligation to support all elderly in need. I am very disappointed to find out you will try to stop night nurses at Deborah lodge! Thanks to the night nurses my mother was seen by then 4 times last year and called the ambulance on her behalf. So how can you justify stopping this service when elderly people need this support in a gated community?*
- *Business rates should be reduced: Due to the cost of living crisis we are currently facing, we believe that the council tax rates should be reduced to give business owners the opportunity to effectively get the best outcome from conducting business.*

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## **Appendix H**

### **Business Planning 2024/25**

# **Cumulative Equalities Impact Assessment (CEqIA)**

**2024/25**

**Consultation and Engagement Team  
Strategy and Community Participation**

## 1. Introduction and scope of assessment

Barnet Council, in line with its statutory responsibilities, undertakes Equality Impact Assessments (EqIAs). EqIAs provide a systematic way of assessing the impact of decision making on different equality groups. During the council's annual budget setting process, EqIAs are completed on individual proposals to help inform the final decision on the council's budget. An EqIA should be completed if a proposal affects residents or staff with [protected characteristics](#).

This document summarises the Equality Impact Assessments on the budget proposals for the financial year 2024/25 and takes account of previous Cumulative Equalities Impact Assessment (CEqIA) reports. Budget decisions can have different impacts on different groups of people, either through changes to individual services or changes to a range of services, which have an impact cumulatively on a particular group. This report highlights:

- the key impacts of potential budget decisions for legally protected groups
- where a series of decisions might have a greater negative impact on a specific group
- ways in which negative effects across the council may be minimised or avoided, and where positive impacts can be maximised or created.

## 2. Legal duties

Decision makers should have due regard to the public sector equality duty in making their decisions. The equalities duties are continuing duties they are not duties to secure a particular outcome. The equalities impact will be revisited on each of the proposals as they are developed. Consideration of the duties should precede the decision. It is important that Cabinet has regard to the statutory grounds in the light of all available material such as consultation responses. The statutory grounds of the public sector equality duty are found at [section 149 of the Equality Act 2010](#) and are as follows:

A public authority must, in the exercise of its functions, have due regard to the need to:

- a. eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under this Act
- b. advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- c. foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard to the need to:

- a. remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- b. take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- c. encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard to the need to:

- a. tackle prejudice
- b. promote understanding.

Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act. The relevant protected characteristics are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation
- marriage and civil partnership.

The Equality Duty does not impose a legal requirement to conduct an Equality Impact Assessment, rather it requires public bodies to demonstrate their consideration of the Equality Duty and the conscious thought of the Equality Duty as part of the process of decision-making. This entails an understanding of the potential effect the organisation's activities could have on different people and a record of how decisions were reached.

In addition to the protected characteristics identified within the Equality Duty, Barnet Council also considers the impact of decision making on other groups who may be considered disadvantaged and/or vulnerable. This includes carers, unemployed people, and families on low wage.

### **3. Our approach**

In Barnet we use the EqIA process to identify the main potential impacts on groups covered by legislation (the protected characteristics in the Equality Act 2010). The budget savings report includes a line for each savings proposal, indicating whether an EqIA is required. An EqIA is required for any proposal which alters service delivery and is assessed to impact those with protected characteristics.

This report identifies areas where there is a risk that changes resulting from individual budget proposals for 2024/2025, may have, when considered together, a negative impact on groups.

It is important to note this is an ongoing process. As individual budget proposals are developed and implemented, they will be subject to further assessment. This assessment also describes mitigating actions that are being put in place.

### **4. Context**

Barnet Council has always taken a long-term and proactive approach to financial planning in difficult circumstances. We have saved over £224million between 2010 and 2023 and protected frontline services as far as possible. However, with reduced funding and increases in the demand and cost of services, the next few years still present further challenges.

This year we've continued to see a rise in the cost of living, impacting on everyone in Barnet. As everything is becoming more expensive for our residents and businesses, we also as a council have higher costs. At the same time, demand for council services continues to grow. Our population is growing, people are generally living longer and the type of services that people need is changing. This situation has landed some local authorities in financial trouble and has led to warnings that some councils would not be able to offer the legal minimum of care next year.

However, our robust financial management means we are in a good position to weather the storm. As a council, we have continued to respond flexibly to these challenges, working with our local partners to maintain support for those that need it most. We have taken a

leading role working with our health, education and voluntary sector partners and communities to help support our most vulnerable residents during the cost-of-living crisis.

Our five-year Medium-Term Financial Strategy (MTFS) shows that we still face an anticipated budget gap of just over £89.796m to 2029/30 (excluding money for schools and local housing). This included a budget gap of £41.064m for 2024/25.

Our approach to equality, diversity and inclusion is integral to everything we do including our MTFS, how we work with our residents and communities and the services we provide. Our commitment goes beyond complying with our statutory duties as laid out in the Equality Act 2010. We know that not everyone's experience is equal. Recognising that it is easier for some to access services and to take advantage of opportunities we know there is more we need to do to ensure that we care for people according to their individual needs and circumstances to address inequalities within our communities.

Our [Plan for Barnet 2023-2026](#) sets out our priorities and ambitions for a borough where all residents can fulfil their potential and access the services they need in Barnet. Our aim is to tackle inequalities by proactively listening to and considering different perspectives in decision-making. We want to create a place where people feel they belong and where they are respected. As part of delivering this ambition we are refreshing our Equalities, Diversity and Inclusion Policy which was last updated in 2021. Despite these challenges we remain ambitious for the borough. With people of many cultural backgrounds, faiths and life experiences living side by side, one of Barnet's biggest strengths is its richness of diversity, and we want to create a place where people feel they belong, are respected and accepted, and where we can share our cultures and build an understanding amongst one another.

## 5. Findings from previous year

The CEqIA for the previous financial year 2023/24 showed that the Budget proposals would have positive and neutral benefits on Barnet residents and businesses including the protected characteristics. However, minimal negative impacts were identified in the following areas, where mitigating actions would need to be introduced:

- Overall, it was identified that there could be some cumulative negative impact on older residents, younger residents, and dependents (children and young people), disabled residents, and residents who are pregnant or who are on maternity leave.
- In addition to those with protected characteristics, the following groups could be negatively impacted by the 23/24 budget: lone parents, and residents who are unemployed or on benefits.
- It was also identified some cumulative positive impacts. These were on older people, those with disabilities and sex being positively impacted by the proposed changes.

## 6. 2024/25 Savings Proposals with EqlAs

The table on the following pages summarises the 2024/25 budget savings proposals which have EqlAs.

### Summary of 2024/25 savings proposals which have EqlAs

<b>Key:</b> <b>Positive +</b> <b>Major Negative - -</b> <b>Minor Impact -</b> <b>No Impact/ Neutral o</b> <b>Unknown u</b>
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Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
<b>Communities Adults and Health</b>												
Adults 1, 2, 12, 13, 14	<p><b>Updating our approaches to commissioning and care purchasing to meet people’s evolving needs</b></p> <p>This proposal is for adult social care to review how we commission and pay for services for people to ensure that there is a sufficient range and mixture of care provision at sustainable prices, and that care providers are focused on independence and progression.</p> <p>This EqlA covers the following saving lines:</p> <ul style="list-style-type: none"> <li>Adults 1: More effective and efficient purchasing for home care, older adult residential, and nursing care.</li> <li>Adults 2: Transitions and supported living negotiation</li> <li>Adults 12: Reviewing the overall commissioning approach for supported living, in particular relating to learning disabilities and mental health.</li> </ul>	Positive impact	+	+	0	0	+	0	+	0	0	+ (Carers)



Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	<ul style="list-style-type: none"> <li>Adults 13: Reviewing and updating models of delivery for enablement providers to support a progression approach. Reviewing our commissioning approach for short term residential and nursing care, to strengthen the pathway for people after leaving hospital and before moving home or to permanent placement.</li> <li>Adults: 18: Reviewing the overall commissioning strategy, in particular relating to transitions (young people coming from children’s services, usually aged 18-25).</li> </ul> <p>The full EqIA can be found <a href="#">here</a>.</p>											
Adults 3	<p><b>Fairer charging fees and charges policy:</b></p> <p>This is a change to the existing policy. The implementation of the fee of £300 for the cost of the council arranging care for self-funders, and the implementation of an increased average homecare charge rate for self-funders, in line with existing approved policies.</p> <p>These changes align with the council’s statutory powers under the Care Act (2014). The fairer contribution rate for community services is applied objectively based on people’s ability to pay and following a financial assessment and therefore will only impact on those with the ability to pay. The changes to charges for self-funders are in line with Care Act, with only individuals with eligible needs and assets above the upper capital limit who has asked the local authority to arrange their care and support on their behalf being charged an arrangement fee or for on-going management.</p>	Minor impact	-	-	0	0	0	0	0	0	0	0

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	Any future changes to the Fees and Charges Policy will be subject to a more detailed update of this EQIA. The full EqIA can be found <a href="#">here</a>											
Adults 4	<p><b>Waking Night Support Proposal</b></p> <p>This proposal includes a review of how we best meet resident needs in 3 sheltered plus housing schemes and potential change to the delivery model.</p> <p>The proposal is for council funding towards waking night support for tenants at Deborah Lodge, Gadsbury Close &amp; Speedwell Court to end, but to make sure individuals with eligible care and support needs continue to have their needs met.</p> <p>The council currently provides a ‘Waking night support’ service to tenants living at Deborah Lodge, Gadsbury Close and Speedwell Court. This was originally commissioned some time ago and it is now no longer being used exclusively by those adults with assessed needs that it was set up to help.</p> <p>The full EqIA can be found <a href="#">here</a></p>	Minor impact	-	-	0	0	0	0	0	0	0	- History of Homelessnes ss
Adults 5	<p><b>Assistive technology</b></p> <p>The increased use of assistive technology (e.g. sensors, alarms, monitoring systems) both in individuals’ homes and in residential and nursing care will increase people’s independence by providing a</p>	Positive impact	+	+	0	0	0	0	+	0	0	+ Low incomes, Carers,

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	<p>safe alternative and in turn will reduce and avoid costs to formal care and support packages.</p> <p>Assistive technology helps to:</p> <ul style="list-style-type: none"> <li>• promote independence and autonomy, both for the person and those around them</li> <li>• facilitate memory and recall · help manage potential risks in and around the home</li> <li>• reduce early entry into care homes and hospitals · reduce the reliance on carers, improving their quality of life, and of the person they are caring for</li> </ul> <p>The full EqIA can be found <a href="#">here</a></p>											Family Member
Adults 8	<p><b>Enablement:</b> This proposal is an opportunity that seeks to maximise the independence of people being discharged from hospital and supporting them at home where safe and appropriate to do so. In line with our enablement offer, enablement care will close at 6 weeks unless a need is identified for ongoing care and support. These proposals will not impact the council's statutory duties to deliver care and support to people with eligible needs.</p> <p>The full EqIA can be found <a href="#">here</a></p>	Positive impact	+	+	0	0	+	+	+	0	0	+ (Carers)
Adults 10, 18	<p><b>Enhanced Prevention Offer:</b> This proposal will increase the range and choice of services available in Barnet. Building on the Adult social care front door</p>	Positive impact	+	+	0	0	0	0	+	0	0	+ (Carers,)

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	<p>model, continuing the front door pilot and fully implementing/ embedding the recommendations around strengths-based conversations and technology first approaches at the first point of contact 'the front door'. Increased take up of the Proactive/Preventative Assistive Technology Service from Medequip as part of the digital switch (activities of Daily Living Sensors and early alerts of deterioration to enable proactive interventions etc.)</p> <p>This EqIA covers the following saving lines:</p> <ul style="list-style-type: none"> <li>Adults 10: Further enhancing work on strengths-based conversations and technology first approaches at the first point of contact for adult social care.</li> <li>Adults 18: This saving is based on Prevention Co-coordinators working with more people at the first point of contact for adults requesting care and support (the 'Front Door'), to delay the development of care needs and ensure that preventative / alternative options to formal care are fully considered and utilised.</li> </ul> <p>The full EqIA can be found <a href="#">here</a>.</p>											
Adults 11,22	<p><b>Housing Adults who require care and support.</b></p> <p>This proposal considers the priorities outlined in The Right Home commissioning plan from 2018, and Housing for adults who require care and support to support a housing needs.</p>	Positive impact	+	+	0	0	+	+	+	+	0	+ (Carers)

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	<p>This EqIA covers the following saving lines:</p> <ul style="list-style-type: none"> <li>Adults 11: Adult Social Care’s The Right Home commissioning plan will set out the council’s commissioning intentions for accommodation and support services for adults with additional needs, including those who are aged over 65+ with dementia and learning disabilities, and those aged 18-64 with learning disabilities and autism, physical disabilities and sensory impairment, and/or mental health needs. Savings would be delivered from more appropriate and accessible accommodation options that better meets people's needs; this reducing the associated costs of care and support; and enabling people to stay in their own homes for longer.</li> <li>Adults 22: Increased joint working with housing to increase access to settled social housing tenancies for adults who require care and support. This is a cost avoidance saving.</li> </ul> <p>The aim would be to support more people to continue to live independently in their own accommodation, preventing breakdown of Private Rented Sector Tenancies related to periods of time spent away from the property due to care and support needs. The full EqIA can be found <a href="#">here</a></p>											

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups	
Adults 15	<p><b>Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak:</b></p> <p>This is proposal is an Extra Care development of fully integrated service for older people to rent, offering a wide range of services as an alternative to more expensive residential care. Proposed scheme of 50 units based with 50% high needs, 25% medium needs and 25% low needs.</p> <p>The full EqIA can be found <a href="#">here</a>.</p>	Positive impact	+	+	0	0	+	+	+	0	+	+	(Carers, People with mental health issues, People on low income)
Adults 16	<p><b>Development of new Cheshir House Extra Care Scheme in Hendon</b></p> <p>Another Extra-Care Housing scheme has been developed at Cheshir House, with 75 units. Current savings projections are based on conservative assumptions using evidence from the first scheme.</p> <p>The full EqIA can be found <a href="#">here</a>.</p>	Positive impact	+	+	0	0	+	+	+	0	+	+	(Carers, People with mental health issues, People on low income)
Adults 17	<p><b>Progression for people with a Learning Disability</b></p> <p>This is a continuation of a saving based on the principle of 'progression', which is that each person with a learning disability has the potential to increase independence if they are given the appropriate care and support.</p> <p>Working with people who use care and support services to be more independent and where appropriate to be supported with less intensive forms of support. This includes using more evidence-based approaches to commissioning placements and assistive technology to support adults in supported living settings.</p>	Positive impact	+	+	0	0	0	0	+	0	0	+	(Carers)

Budget Ref	Description of saving	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
	The full EqIA can be found <a href="#">here</a> .											
Adults 19	<p><b>Progression for people with a Mental Health support need</b></p> <p>This is a continuation of a saving based on the principle of 'progression', which is that we should look for opportunities for people with a mental health to increase independence with the appropriate care and support. Working with people who use care and support services to be more independent and, where appropriate, to be supported with less intensive forms of support.</p> <p>The full EqIA can be found <a href="#">here</a>.</p>	Positive impact	+	+	0	0	0	0	+	0	0	+ (Carers).
Adults 21	<p><b>Employment and day opportunities</b></p> <p>A new council wide carved employment scheme to provide a useful step on the work undertaken by BOOST. Promotes independence and reduces need for more traditional day services and their associated costs.</p> <p>This is a cost avoidance saving based on lower use of day services as a result of employment.</p> <p>The full EqIA can be found <a href="#">here</a>.</p>	Positive impact	+	+	0	0	+	0	+	0	0	+ (Carers).

Customer and Place												
Budget Ref	Description of proposals	Overall Outcome of EQIA including mitigation	Age	Disability	Gender reassignment	Pregnancy and maternity	Race / Ethnicity	Religion or belief	Sex	Sexual orientation	Marriage and civil partnership	Other key groups
H&G: Sav 6,7, 6c	<p><b>Development of affordable housing supply</b> Against increasing housing demand, and over 2,400 households currently in temporary accommodation the aim is to deliver an affordable housing supply via the following proposals:</p> <p>This EqIA covers the following saving lines:</p> <ul style="list-style-type: none"> <li>• H&amp;G Sav 6: The delivery of 250 homes across 3 schemes. Units will be funded through Housing Revenue Account borrowing and delivered in 2025/26. Provision of this affordable supply will result in increased temporary accommodation cost avoidance and a general fund benefit.</li> <li>• H&amp;G Sav 7: The delivery of 52 homes on Hermitage Lane, of which 15 will be affordable and available for letting to Barnet housing applicants. Provision of this affordable supply will result in increased temporary accommodation cost avoidance.</li> <li>• H&amp;G Sav 6 C: Basing Way - 46 homes resulting in Temporary accommodation cost avoidance</li> </ul> <p>The full EqIA can be found <a href="#">here</a>.</p>	Positive impact	+	+	0	+	0	0	0	0	+	0



## 7. Analysis of the cumulative equalities impact

For the 2024/25 budget there are fourteen savings and income proposals for which EqlAs have been conducted<sup>1</sup>; five of these are continuation of a previous business planning initiative. Overall, twelve EqlAs have forecasted the outcome of a positive impact and two are forecast to give a minor negative impact.

It is anticipated that there could be a cumulative negative equalities impact on two protected characteristics – age and disability -this is due to accumulation of impact in terms of the Fairer Charging Fees and Charges Policy and the Waking Night Support proposal EqlAs.

However, in terms of the other twelve proposals it is anticipated that there could be cumulative positive equalities impacts on six protected characteristics - age; disability; ethnicity and race; faith and belief; marriage and civil partnership; and sex. Alongside the additional characteristics - carers, and people on low income may also be positively impacted.

Further details on all the EqlAs and their impacts and any identified mitigating actions can be found in the following tables in this section, and in the conclusions under section 9 of this report.

### Age

Eleven out of the fourteen EqlAs completed show a positive impact on specific age groups (younger adults, older adults, and adults of working age), details of which can be found in Table One over the page.

Two out of the fourteen EqlAs completed showed a possible a minor negative impact, these are relating to:

- the increased charges included in the Fairer charging fees and charges policy on adults of all ages and in particular older adults
- the impact of withdrawal of the Waking Night Support on adults aged over 55 years old.

These impacts have been thoroughly considered and the following mitigations have been identified. It is anticipated that further mitigations will be put in place as and when proposals and projects develop.

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<sup>1</sup> There were also four EqlAs conducted as part of the Annual Review of Fees and Charges. These were approved by Council in October 2023 and have not been included in the 2024/25 Cumulative Equalities Impact Assessment.

Table one below illustrates the impacts on age and the mitigating actions where there is a possible negative impact

Table one: Age - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 1, 2, 12, 13, 14: <a href="#">Updating our approaches to commissioning and care purchasing to meet people's evolving needs</a>	<p><b>Positive impact:</b> The proposal will be open to adults of all ages and is more likely to have a positive impact on older people and adults under 65 by enabling more progression focused accommodation and support which meets a greater range of needs:</p> <ul style="list-style-type: none"> <li>• Older people are more likely to be impacted by the work with care homes to establish better pathways out of hospital and more consistent pricing.</li> <li>• Adults under 65 will be more likely to be impacted by reviews of commissioned services including supported living.</li> </ul>	None required
Adults 3: <a href="#">Fairer Charging Fees and Charges Policy</a>	<p><b>Minor negative impact:</b> Adults of all ages may be impacted by this proposal, although based on the current demographic of adults in receipt of community-based services, it is likely that this will affect a disproportionate number of older adults. As changes will mean that charges are increased, this could be seen as a negative impact, with some service users being initially dissatisfied with additional charges.</p> <p>However, charges are applied objectively based on people's ability to pay and following a financial assessment, not based on their age. Furthermore, increases bring the charges in line with market costs for homecare / are reflective of actual costs incurred by the council for brokering support. This remains fair for these people.</p>	<p>Any negative impacts will be minimised by:</p> <ul style="list-style-type: none"> <li>• Continuing with our robust process of financial assessments for people, as per the Fairer Contributions Policy.</li> <li>• Monitoring the number of issues raised regarding the change to charges (which will be communicated to before implementation in April 2020) as well as monitoring those falling into debt with the Council due to non-payment.</li> </ul>

Table one: Age - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 4: <a href="#">Waking Night Support Proposal</a>	<p><b>Minor negative impact:</b> Adults aged over 55 years old may be impacted by this proposal.</p> <p>The majority of tenants will be over 55 years old. Therefore, any changes to the waking night support will have a disproportionate impact on people with this characteristic. However, the majority of residents are not currently using the waking night support service, some may still be dissatisfied to have the service withdrawn.</p>	<p>Any negative impacts will be minimised by:</p> <ul style="list-style-type: none"> <li>• By our person-centred approach to social work, which includes the consideration each tenant individual protected characteristics and wellbeing needs through the offer of a Care Needs Assessment</li> <li>• A Care Needs Assessment will allow each tenant to have their care and support needs individually assessed or reviewed to their personal individual needs by a professional Adult Social Care worker and if appropriate offered alternative solutions to address gaps arising from changes to the waking night service. This includes assessing and mitigating risks. This offer will be provided in line with the Care Act 2014.</li> </ul>
Adults 5: <a href="#">Assistive technology</a>	<p><b>Positive impact:</b> Adults of all ages may be impacted by this proposal, although based on the current demographic of new service users.</p> <p>Based on the resident feedback on care and support interventions including assistive technology, enhancement of Assistive Technology will lead to an overall positive impact for residents.</p> <p>It is likely that this will affect a disproportionate number of Adults aged 65+. While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life.</p>	<p>Any negative impacts are minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.</p>

Table one: Age - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 8: <a href="#">Enablement</a>	<p><b>Positive impact:</b> Adults of all ages will benefit from this proposal, although based on the current demographics and data for 22/23 reablement service, a greater proportion of older people will be positively impacted.</p> <p>The enablement service supports of all ages to be independent and encourages them to get back on their feet following discharge from hospital. The service's strengths-based approach to care and support will ensure people's strengths, qualities and resources are promoted to aid them in their enablement journey across all age groups.</p>	None required
Adults 10,18: <a href="#">Enhanced Prevention Offer</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults of all ages.</p> <p>Adults of all ages may be impacted by this proposal, although based on the current demographic of new service users, it is likely that this will affect a disproportionate number of adults aged 65+. While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life.</p>	Negative impacts are minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.
Adults 11,22: <a href="#">Housing Adults who require care and support.</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults of all ages.</p> <p>The proposal will be open to adults of all ages and will give greater opportunities to access housing tenancies of people of all ages more options to live independently.</p>	None required

Table one: Age - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 15: <a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on older adults' quality of life.</p> <p>The majority of scheme residents will be older people (a significant proportion of whom will have dementia). For this age group, the scheme will have a significant positive impact in that it will:</p> <ul style="list-style-type: none"> <li>• maximise choice, offering an independent living option which is alternative to residential care</li> <li>• maximise independence, with residents being able to live in their own home, experience reduced social isolation and increased wellbeing.</li> <li>• provide a home for life, with flexibility in care and support to meet changing need.</li> <li>• enable couples to remain living together, whereas this can be difficult in residential care.</li> </ul>	None required
Adults 16: <a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on older adults' quality of life.</p> <p>The majority of scheme residents will be older people (a significant proportion of whom will have dementia). For this age group, the scheme will have significant positive impact in that it will:</p> <ul style="list-style-type: none"> <li>• maximise choice, offering an independent living option which is alternative to residential care</li> <li>• maximise independence, with residents being able to live in their own home, experience reduced social isolation and increased wellbeing.</li> <li>• provide a home for life, with flexibility in care and support to meet changing need.</li> <li>• enable couples to remain living together, whereas this can be difficult in residential care.</li> </ul>	None required

**Table one: Age - Positive, negative impacts and mitigations**

Ref.	Impact	Mitigation
<p>Adults 17:  <a href="#">Progression for people with a Learning Disability</a></p>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults' quality of life</p> <p>Adults of all ages may be impacted by this proposal, although based on the current demographic of adults with a learning disability in receipt of services, it is likely that this will affect a disproportionate number of 'working age' Adults. While some service users may be initially less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life.</p>	<p>Any negative impacts will be minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.</p> <p>Each service user will have their case individually reviewed and assessed as to their needs. Changes to support plans will only be made following negotiation and agreement with the service user and relevant family / carers. Risk assessments will be carried out to mitigate all risks. Those carrying out assessments and support planning will consider social needs and identify other ways in which these needs can be met. Any negative impacts are minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.</p>
<p>Adults 18:  <a href="#">Progression for people with a Mental Health support</a></p>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults of all age's quality of life.</p> <p>Adults of all ages may be impacted by this proposal, although based on the current demographic of adults with mental health conditions in receipt of services. There are more 'working age' than 'older adults' receiving Mental Health Services.</p> <p>While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life.</p>	<p>Any negative impacts will be minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.</p>
<p>Adults 21:  <a href="#">Employment for adults who require care and support</a></p>	<p><b>Positive impact:</b> All adults of working age accessing services will have the opportunity to benefit from the proposal at it aims to provide new day services and employment opportunities for this group.</p>	<p>To mitigate any negative impact the council has consulted and worked with autistic people to identify the types of roles young people would like to access and are now working to identify job roles across Education,</p>

Table one: Age - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>Young adults</p> <p>Feedback from young adults and their families have identified that younger adults would like to be able to do activities and develop networks with people of a similar age. Person-centred services will enable younger adults to better tailor their support to meet their specific needs. Young adults (aged 18-25 years) who may have either low needs or very complex needs will benefit from having a menu of person-centred options to support them to progress to greater independence by: developing their skills and confidence; supporting them to access education and employment; developing their social networks and supporting them to be an active part of their local community.</p>	<p>Health, Care and the Voluntary Sector and supporting employers with training and advice. We have also worked with autistic adults to identify challenges they may face in entering or staying in employment, they want face to face local holistic support covering employment, welfare rights and housing and we are working with to address some of these challenges through increased awareness of duties under equalities legislation to make reasonable adjustments. This dialogue is ongoing and helping to shape our commissioning plan for employment and day opportunities.</p> <p>Bright Futures includes an employment service and works alongside the Autism Advisors service funded by NHS North Central London ICB</p>
<p>H&amp;G 6, 7,6c.  <a href="#">Development of affordable housing supply</a></p>	<p><b>Positive Impact:</b> This proposal will have a positive impact on younger and older residents.</p> <p>With the council acquiring units itself, it is better able to ensure a type and quality of homes to meet the requirements of those in housing needs, specifically suitable for young families and older people.</p>	<p>None required</p>

## Disabilities

Eleven out of the fourteen EqIAs completed show a positive impact on people with disabilities, details of which can be found in Table two below.

Two out of the fourteen EqIAs completed showed a possible a minor negative impact people with disabilities, these are relating to:

- the increased charges included in the Fairer charging fees and charges policy
- the impact of stopping Waking Night Support

These impacts have been thoroughly considered and the following mitigations have been identified. It is anticipated that further mitigations will be put in place as and when proposals and projects develop.

Table two below illustrates the impacts on people with disabilities and the mitigating actions where there is a possible negative impact.

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adult 1, 2, 12, 13, 14: <a href="#">Updating our approaches to commissioning and care purchasing to meet people’s evolving needs</a>	<b>Positive impact:</b> The proposal will have a positive impact on disabled people, who are more likely to access care and support services than the non-disabled population.  This approach will focus on working with care providers to support independence and progression, and ensuring people have the right support from their care providers for their specific requirements.	None required
Adults 3: <a href="#">Fairer charging fees and charges policy</a>	<b>Minor negative impact:</b> Whilst not all people in receipt of services will be registered as disabled, we can assume that almost all have a “physical or mental impairment that has a substantial and long-term adverse effect on [their] ability to carry out normal day-to-day activities”. As changes will mean that charges are increased, this could be seen as a negative impact, with some service users being initially dissatisfied with additional charges.  However, charges are applied objectively based on people’s ability to pay and following a financial assessment, not based on their age.	Any negative impacts will be minimised by. <ul style="list-style-type: none"> <li>• Continuing with our robust process of financial assessments for people, as per the Fairer Contributions Policy.</li> <li>• Monitoring the number of issues raised regarding the change to charges (which will be communicated to before implementation in April 2020) as well as monitoring those falling into debt with the Council due to non-payment.</li> </ul>



Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	Furthermore, increases bring the charges in line with market costs for homecare / are reflective of actual costs incurred by the council for brokering support. This remains fair for these people.	
Adults 4: <a href="#">Waking Night Support Proposal</a>	<p><b>Minor negative impact:</b> Adults with a disability may be impacted by this proposal.</p> <p>Most tenants at the three sites will have some form of disability. Therefore, any changes to the waking night support will have a disproportionate impact on people with this characteristic. Although the majority of residents are not currently using the waking night support service, some may still be dissatisfied to have the service withdrawn.</p>	<p>Any negative impacts will be minimised by:</p> <ul style="list-style-type: none"> <li>• By our person-centred approach to social work, which includes the consideration each tenants individual protected characteristics and wellbeing needs through the offer of a Care Needs Assessment</li> <li>• A Care Needs Assessment will allow each tenant to have their care and support needs individually assessed or reviewed to their personal individual needs by a professional Adult Social Care worker and if appropriate offered alternative solutions to address gaps arising from changes to the waking night service. This includes assessing and mitigating risks. This offer will be provided in line with the Care Act 2014.</li> </ul>
Adults 5: <a href="#">Assistive technology</a>	<p><b>Positive impact:</b> Based on the resident feedback on care and support interventions including assistive technology, enhancement of Assistive Technology will lead to an overall positive impact for residents.</p> <p>All residents using assistive technology will have care and support needs related to disability or health support needs. Resident feedback suggests that the impact of the proposal will be positive.</p>	None required
Adults 8: <a href="#">Enablement</a>	<p><b>Positive impact:</b> This proposal should have a positive impact on people with physical support needs.</p> <p>The data indicates that the majority of people impacted by this change will have physical support needs. The enablement service will support people with physical support needs through their recovery journey following hospital discharge so they can become more</p>	Any negative impacts are minimised by our person-centred approach to social work, with assessments considering of people’s goals and wishes.

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>physically enabled and able to carry out day to day tasks independently.</p> <p>5While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life.</p>	
<p>Adults 10,18:</p> <p><a href="#">Enhanced Prevention Offer</a></p>	<p><b>Positive impact:</b> Overall, this should have a positive impact on disabled people.</p> <p>The majority of new services users have needs for care and support, the highest proportion having physical support needs. While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support. overall, this should have a positive impact on people's quality of life.</p>	<p>Negative impacts are minimised by our person-centred approach to social work, with assessments considering of people's goals and wishes.</p>
<p>Adults 11,22:</p> <p><a href="#">Housing Adults who require care and support.</a></p>	<p><b>Positive impact:</b> The proposal will have a positive impact on disabled people, who are more likely to access care and support services than the non-disabled population.</p> <p>Disabled people are also at greater risk of homelessness. Greater opportunities to access housing tenancies will give people more options to live independently. People with learning disabilities are more likely to be living independently in Barnet compared to the national and regional averages, however there are still opportunities to support more people to do so.</p>	<p>None required</p>
<p>Adults 15:</p> <p><a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a></p>	<p><b>Positive impact:</b> The scheme is designed for older people with various health conditions and frailty, and for younger adults with disabilities (for whom living in an older people setting would be appropriate).</p> <p>The whole scheme is fully accessible to wheelchair users with:</p> <ul style="list-style-type: none"> <li>• 100% wet-room bathrooms with shower only</li> <li>• two lifts to facilitate emergency exit</li> <li>• strengthened ceilings in bedrooms for hoists as required</li> <li>• other facilities compliant with lifetime homes.</li> </ul>	<p>None required</p>

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>There are a number of flats that have been specifically allocated for wheelchair users. The flats allocated for wheelchair users will have kitchens that allow for the surfaces to be lowered and raised, plug sockets at a height appropriate for wheelchair users and hallway space for electronic wheelchairs to be charged.</p> <p>For disabled people, the scheme will have significant positive impact in that it will:</p> <ul style="list-style-type: none"> <li>• maximise choice, offering an independent living option which is alternative to residential care</li> <li>• maximise independence, with residents being able to live in their own home, experience reduced social isolation and increased wellbeing.</li> <li>• provide a home for life, with flexibility in care and support to meet changing need.</li> <li>• enable couples to remain living together, whereas this can be difficult in residential care.</li> </ul>	
<p>Adults 16:</p> <p><a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a></p>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults with a disability.</p> <p>The scheme is designed for older people with various health conditions and frailty, and for younger adults with disabilities (for whom living in an older people setting would be appropriate). The whole scheme is fully accessible to wheelchair users with:</p> <ul style="list-style-type: none"> <li>• 100% wet-room bathrooms with shower only</li> <li>• two lifts to facilitate emergency exit</li> <li>• strengthened ceilings in bedrooms for hoists as required</li> <li>• other facilities compliant with lifetime homes.</li> </ul> <p>There are a number of flats that have been specifically allocated for wheelchair users. The flats allocated for wheelchair users will have kitchens that allow for the surfaces to be lowered and raised, plug</p>	None required

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>sockets at a height appropriate for wheelchair users and hallway space for electronic wheelchairs to be charged.</p> <p>For disabled people, the scheme will have significant positive impact in that it will:</p> <ul style="list-style-type: none"> <li>• maximise choice, offering an independent living option which is alternative to residential care</li> <li>• maximise independence, with residents being able to live in their own home, experience reduced social isolation and increased wellbeing.</li> <li>• provide a home for life, with flexibility in care and support to meet changing need.</li> <li>• enable couples to remain living together, whereas this can be difficult in residential care.</li> </ul>	
<p>Adults 17:  <a href="#">Progression for people with a Learning Disability</a></p>	<p><b>Positive impact:</b> Overall this work is anticipated to have a positive impact on people with a disability by improving independence, supporting individuals in gaining and maintaining employment, and reducing the intrusiveness of care.</p> <p>All clients impacted by this proposal will have some form of disability. While some service users may be initially less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people’s quality of life.</p>	<p>Any negative impacts will be minimised by our person-centred approach to social work, with assessments considering of people’s goals and wishes.</p> <p>Each service user will have their case individually reviewed and assessed as to their needs. Changes to support plans will only be made following discussion with the service user and relevant family / carers. Risk assessments will be carried out to mitigate all risks. Those carrying out assessments and support planning will consider social needs and identify other ways in which these needs can be met.</p>
<p>Adults 18:  <a href="#">Progression for people with a Mental Health support.</a></p>	<p><b>Positive impact:</b> Overall, this should have a positive impact on people with a disability quality of life. Whilst not all people in receipt of mental health services will be registered as disabled, we can assume that almost all have a “mental impairment that has a substantial and</p>	<p>Any negative impacts will be minimised by our person-centred approach to social work, with assessments considering of people’s goals and wishes</p>

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>long-term adverse effect on [their] ability to carry out normal day-to-day activities". While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people's quality of life</p>	
<p>Adults 21:  <a href="#">Employment for adults who require care and support</a></p>	<p><b>Positive Impact:</b> The proposal will have a positive impact on disabled people:</p> <p>People with learning disabilities will benefit from having a range of person-centred options that will enable them to have greater choice about how they spend their day. They will benefit from there being a tailored and bespoke carved employment offer that will support their skills and knowledge, enabling them to increase their independence, support them to have an active role in the community, support them to access training and volunteering opportunities and to retain employment</p> <p>People with learning disabilities will benefit from having employment support through close work with employers to carve out identify sustainable employment opportunities.</p> <p>People with profound and multiple learning and physical disabilities (PMLD) who also have additional complex needs could benefit from having specialist skilled support to support their physical and emotional wellbeing, to give them greater choice in how they spend their day, enabling them to access the community. They will benefit from being supported by providers who are experienced in using assistive technology and sensory programmes to improve outcomes for people with complex needs. There will be learning (PMLD)</p> <p>Autism            People with autism will benefit from having providers that have the skills and knowledge to enable them to increase their independence,</p>	

Table two: Disabilities - Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>support them to have an active role in the community and to gain employment, training or volunteering opportunities.</p> <p>Physical disability and sensory impairment People with physical disabilities and will benefit from having providers that have the skills and knowledge to enable them to increase their independence, support their physical and emotional wellbeing, support them to remain well and to have an active role in the community and to gain employment, training or volunteering opportunities.</p> <p>Mental health Adults with severe and enduring mental illness face considerable social exclusion. This is evidenced through high rates of unemployment, social isolation, poorer physical health and insecure housing arrangement. Retaining employment, securing a job, managing debt and having a secure home are key parts of recovery for adults with mental health conditions.<sup>1</sup> However, employment rates for individuals with mental health. People with mental health conditions who require a period of additional support beyond the mainstream offer and the enablement offer provided by the mental health social care teams, will benefit from having access to intensive employment support services that can respond to people’s individual needs and supported them to gain or retain employment.</p>	
H&G 6, 7, 6c: <a href="#">Development of affordable housing supply</a>	<p><b>Positive Impact:</b> The proposal will have a positive impact on disabled people. With the council acquiring units itself, it is better able to ensure a type and quality of homes to meet the requirements of those in housing needs, specifically properties suitable for disabled (including wheelchair adapted) homes</p>	None required

## Marriage and Civil Partnership

Two out of the fourteen EqIAs completed show a positive impact on marriage and civil partnership. There is no negative impact in relation to marriage and civil partnership.

Table three below illustrates the impacts on Marriage and Civil Partnership.

Table three: Marriage and Civil Partnership – Positive and negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 15: <a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on older adults who are married or in a civil partnership, as couples will be able to live together whereas this is difficult in residential care.</p> <p>Positive impact on couples who are unmarried for the above reason. No impact on people who are unmarried and not in a couple relationship.</p>	None required
Adults 16: <a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on older adults who are married or in a civil partnership, as couples will be able to live together whereas this is difficult in residential care.</p> <p>Positive impact on couples who are unmarried for the above reason. No impact on people who are unmarried and not in a couple relationship.</p>	None required

## Race /Ethnicity

Eight out of the fourteen EqlAs completed show a positive impact on Race and/Ethnicity, details of which can be found in Table five below.

The EqlAs showed no negative impacts on Race and ethnicity.

Table five below illustrates the impacts on race and ethnicity and the mitigating actions.

Table Five: Race and ethnicity – Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adult 1, 2,12, 13, 14: <a href="#">Updating our approaches to commissioning and care purchasing to meet people’s evolving needs</a>	<p><b>Positive impact:</b> Adults of all ethnic backgrounds may be positively impacted by this proposal in particular Black residents:</p> <ul style="list-style-type: none"> <li>○ We know that adult social care users are broadly representative of Barnet’s wider population. However, when it comes to mental health and learning disabilities, Black residents are disproportionately represented.</li> <li>● Part of this proposal focuses on supported living for mental health and learning disabilities, and so could have a positive impact on these groups.</li> <li>● Person centred support plans and commissioning approaches will also continue to ensure that people’s cultural needs are met. The proposal supports the council’s Equalities, Diversity and Inclusion principle of an inclusive and cohesive borough and the development of inclusive communities.</li> </ul>	None required
Adults 8: <a href="#">Enablement</a>	<p><b>Positive impact:</b> This proposal should have a positive impact on all adults of different race and ethnic backgrounds.</p> <p>The data shows that the proportions of people who received reablement services by race/ethnicity in 22/23 is in correlation to the Census 2021 data. The percentages were comparable (within 5%) for all ethnic groups suggesting no significant disproportionality by race for those receiving reablement services.</p> <p>The enablement service will support people with physical support needs through their recovery journey following hospital discharge so they can become more physically enabled and able to carry out day to day tasks independently.</p>	None required



Table Five: Race and ethnicity – Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 11,22: <a href="#">Housing Adults who require care and support.</a>	<p><b>Positive impact:</b> The proposal will have a positive impact on adults from different race and ethnic backgrounds.</p> <p>The proposal will be open to adults from different race and ethnic backgrounds and will give these groups greater opportunities to access housing tenancies s more options to live independently. Race and ethnic cultural requirements will continue to be taken into account in social care reviews and support planning, to ensure no disproportionate impact.</p>	None required
Adults 15: <a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults from different race and ethnic backgrounds quality of life.</p> <p>The service specification will require personalised care and support to be provided in a culturally appropriately manner to meet the needs of Barnet’s diverse communities.</p> <p>People of all ethnic groups will be admitted to the scheme, and this will be reflected in the allocations policy. Places will be allocated on the basis of need, and not on the basis of race / ethnicity.</p>	
Adults 16: <a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults from different race and ethnic backgrounds quality of life.</p> <p>The service specification will require personalised care and support to be provided in a culturally appropriately manner to meet the needs of Barnet’s diverse communities.</p> <p>People of all ethnic groups will be admitted to the scheme, and this will be reflected in the allocations policy. Places will be allocated on the basis of need, and not on the basis of race / ethnicity.</p>	
Adults 18: <a href="#">Progression for people with a Mental Health support</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults from different race and ethnic backgrounds quality of life.</p> <p>Adults of all racial and ethnic backgrounds may be impacted by this proposal. However recent data suggests that black residents are twice as likely to access mental health support services than the majority white group. This rises to three times more likely for those in the</p>	Any negative impacts are minimised by our strengths-based approach to social work, with assessments considering of people’s resources and strengths.

Table Five: Race and ethnicity – Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
	<p>20 to 39 age range. This suggests that this group may be disproportionately impacted by the proposals.</p> <p>However, while some people may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people’s quality of life across all ethnic groups.</p>	
<p>Adults 21:  <a href="#">Employment for adults who require care and support</a></p>	<p><b>Positive impact:</b> Adults of all racial and ethnic background may be impacted by this proposal and based on current demographics of service users compared to the overall makeup of the Barnet population, no disproportionate impact is expected.</p> <p>The proposal supports the council’s Equalities, Diversity and Inclusion principle of an inclusive and cohesive borough and the development of inclusive communities</p>	<p>Any negative impacts will be minimised by our person-centred approach to social work, with assessments considering people’s goals and wishes.</p> <p>Person centred support plans will also enable service users to specify any specific support requirements they need to enable them to meet cultural needs.</p>

## Religion or belief

Five out of the fourteen EqIAs completed show a positive impact on religion and belief, details of which can be found in Table six below.

None of the EqIAs completed showed negative impact on religion and belief.

Table six below illustrates the impacts on people from different ethnic back grounds and the mitigating actions where there is a possible negative impact.

Table Six: Religion or belief – Positive, negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 8: <a href="#">Enablement</a>	<p><b>Positive impact:</b> This proposal should have a positive impact on all adults of different race and ethnic backgrounds.</p> <p>The enablement service will continue to be take into account religious beliefs and cultural requirements in enablement goal setting, assessments and reviews.</p>	None required
Adults 11,22: <a href="#">Housing Adults who require care and support.</a>	<p><b>Positive impact:</b> The scheme will have a positive impact on all adults from different religions and beliefs.</p> <p>The proposal will be open to all adults from different religions and beliefs and will give these groups greater opportunities to access housing tenancies more options to live independently.</p> <p>Religions and beliefs cultural requirements will continue to be taken into account in social care reviews and support planning, to ensure no disproportionate impact.</p>	None required
Adults 15: <a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults from different religions or beliefs quality of life.</p> <p>The service specification will require personalised care and support to be delivered in a culturally sensitive way, taking into account each resident’s religion or belief. People of all faiths or none will be admitted to the scheme, and this will be reflected in the allocations policy. Places will be allocated on the basis of need, and not on the basis of religion or belief.</p>	None required

<b>Table Six: Religion or belief – Positive, negative impacts and mitigations</b>		
<b>Ref.</b>	<b>Impact</b>	<b>Mitigation</b>
Adults 16:  <a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults of different religions or beliefs' quality of life.</p> <p>The service specification will require personalised care and support to be delivered in a culturally sensitive way, taking into account each resident's religion or belief.</p> <p>People of all faiths or none will be admitted to the scheme, and this will be reflected in the allocations policy. Places will be allocated on the basis of need, and not on the basis of religion or belief.</p>	None required
Adults 18:  <a href="#">Progression for people with a Mental Health support</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on adults from different religion or beliefs quality of life.</p> <p>The service data for people receiving mental health support showed more detailed categories for religious groups compared to the Census data (i.e. Christianity and Islam broken down to denominational groups) so no true comparisons can be made against the Census data. However, there is no reason to suspect that religious groups will be adversely affected by the proposals and religious beliefs and cultural requirements will continue to be taken into account in social care reviews and support planning.</p>	Negative impacts are minimised by our strengths-based approach to social work, with assessments considering of people's resources and strengths.

## Sex

Eight out of the fourteen EqIAs completed show a possible positive impact on sex, details of which can be found in Table seven below.

One out of the fourteen EqIAs completed show a possible minor negative impact on sex, which was relating to the increased charges included in the Fairer charging fees and charges policy and with women being slightly more impacted, this is because there is a greater proportion of females in this cohort.

The impact has been thoroughly considered and the following mitigations have been identified. It is anticipated that further mitigations will be put in place as and when proposals and projects develop.

Table seven below illustrates the impacts on sex and the mitigating actions where there is a possible negative impact.

Table seven: Sex – Positive and negative impacts and mitigations		
Ref.	Impact	Mitigation
Adult 1, 2, 12, 13, 14: <a href="#">Updating our approaches to commissioning and care purchasing to meet people’s evolving needs</a>	<b>Positive impact:</b> The proposal will have a positive impact on both sex by enabling more progression focused accommodation and support which meets a greater range of needs.	None required
Adults 3: <a href="#">Fairer charging fees and charges policy</a>	<p><b>Minor negative impact:</b></p> <p>Adults of both sexes may be impacted by this proposal, however there is a greater proportion of females in this cohort than the wider Barnet / national population so female could be more impacted.</p> <p>As changes will mean that charges are increased, this could be seen as a negative impact, with some service users being initially dissatisfied with additional charges.</p> <p>However, charges are applied objectively based on people’s ability to pay and following a financial assessment, not based on their sex. Furthermore, increases bring the charges in line with market costs for homecare / are reflective of actual costs incurred by the council for brokering support. This remains fair for these people.</p>	<p>Any negative impacts will be minimised by.</p> <ul style="list-style-type: none"> <li>Continuing with our robust process of financial assessments for people, as per the Fairer Contributions Policy.</li> <li>Monitoring the number of issues raised regarding the change to charges (which will be communicated to before implementation in April 2020) as well as monitoring those falling into debt with the Council due to non-payment.</li> </ul>

<b>Table seven: Sex – Positive and negative impacts and mitigations</b>		
<b>Ref.</b>	<b>Impact</b>	<b>Mitigation</b>
Adults 8:  <a href="#">Enablement</a>	<b>Positive impact:</b> This proposal should have a positive impact on both sexes, with their being a more positive impact on females: <ul style="list-style-type: none"> <li>Based on 22/23 reablement data there was a significantly greater proportion of females (62%) who received the service compared to males (38%) more females are like to benefit form the - proposals.</li> </ul>	None required
Adults 10,18:  <a href="#">Enhanced Prevention Offer</a>	<b>Positive impact:</b> Overall, this should have a positive impact on both sexes. While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people’s quality of life.	Any negative impacts are minimised by our person-centred approach to social work, with assessments considering of people’s goals and wishes.
Adults 11,22:  <a href="#">Housing Adults who require care and support.</a>	<b>Positive impact:</b> The scheme will have a positive impact on both sexes.  The proposal will give both sexes greater opportunities to access housing tenancies s more options to live independently.	None required
Adults 15:  <a href="#">Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak</a>	<b>Positive impact:</b> The scheme will have positive impact on all potential residents regardless of sex.  Due to the higher proportion of women among Barnet’s older people population, it is likely that there will be a slightly higher proportion of women than men living in the scheme due to the following factors: <ul style="list-style-type: none"> <li>There are more women than men in the older population in Barnet.</li> <li>As age increases, the ratio of women to men in the Barnet population increases, and dementia becomes more common with age.</li> <li>More women than men are affected by health issues and therefore are more likely to have care needs.</li> <li>Women are more likely to develop dementia than men. This is mostly because women tend to live longer than men and as</li> </ul>	None required

Table seven: Sex – Positive and negative impacts and mitigations		
Ref.	Impact	Mitigation
	dementia becomes more common with age, more women develop the condition.	
Adults 16: <a href="#">Development of new Cheshir House Extra Care Scheme in Hendon</a>	<p><b>Positive impact:</b> The scheme will have positive impact on all potential residents regardless of sex.</p> <p>Due to the higher proportion of women among Barnet’s older people population, it is likely that there will be a slightly higher proportion of women than men living in the scheme due to the following factors:</p> <ul style="list-style-type: none"> <li>• There are more women than men in the older population in Barnet.</li> <li>• As age increases, the ratio of women to men in the Barnet population increases, and dementia becomes more common with age.</li> <li>• More women than men are affected by health issues and therefore are more likely to have care needs.</li> <li>• Women are more likely to develop dementia than men. This is mostly because women tend to live longer than men and as dementia becomes more common with age, more women develop the condition.</li> </ul>	None required
Adults 18: <a href="#">Progression for people with a Mental Health support</a>	<p><b>Positive impact:</b> Overall, this should have a positive impact on both sexes’ quality of life.</p> <p>Adults of both sexes may be impacted by this proposal, however there is a greater proportion of males in this cohort. Proportionately more males will be subject to regular.</p> <p>While some service users may be less satisfied if they receive lower levels of support / more independence-focussed support, overall, this should have a positive impact on people’s quality of life review and strengths-based provision of care.</p>	Any negative impacts are minimised by our person-centred approach to social work, with assessments considering of people’s goals and wishes.

Table seven: Sex – Positive and negative impacts and mitigations		
Ref.	Impact	Mitigation
Adults 21: <a href="#">Employment for adults who require care and support</a>	<b>Positive impact:</b> The scheme will have positive impact on all potential residents regardless of sex.	None required

### Other key groups

There are four other key identified groups that may experience positive impact from the 2024/25 saving and income proposals. These include carers, people with mental health issues, people on a low income, and people with a history of homelessness, .

Further details are provided below:

#### Positive impacts:

- Adults 1, 2,12, 13, 14 Updating our approaches to commissioning and care purchasing to meet people’s evolving needs: Carers, may experience a positive impact
- Adults 5 Assistive technology: People on low incomes as well as carers and family member may experience a positive impact
- Adults 8 Enablement: Carers, may experience a positive impact.
- Adults 10, 18 Enhanced Prevention Offer: Carers, may experience a positive impact.
- Adults 11,22 Housing Adults who require care and support: Carers, may experience a positive impact.
- Adults 15 Procurement of care and support at Atholl House Extra Care Housing Scheme in Burnt Oak: Carers, People with mental health issues, and people on low income may experience a positive impact
- Adults 16 Development of new Cheshir House Extra Care Scheme in Hendon: Carers, People with mental health issues, and people on low income may experience a positive impact
- Adults 17: Progression for people with a Learning Disability: Carers may experience a positive impact.
- Adults 18 Progression for people with a Mental Health support: Carers and people on low incomes may experience a positive impact.
- Adults 21 Employment and day opportunities: Carers may experience a positive impact.

#### Negative impact:

- Adults 4 Waking Night Support Proposal: Those with a history of homelessness may experience a minor negative impact.



## 8. Results from the budget consultation

The council consulted on its 24/25 budget between 21 December 2023 and 22 January 2024. A total of 114 individuals responded to the Budget Consultation survey, and two written e mails were received.

A break-down of respondents by protected characteristic is provided in the accompanying Appendix H. Due to the completion of the questions on protected characteristics, it has not been possible to analyse the survey results by protected characteristics.

## 9. Conclusions

For the 2024/25 budget, fourteen saving / income proposals carried out EqlAs. Overall, twelve EqlAs have forecasted an outcome of positive impact and two have forecast to give a minor negative impact.

Analysis of the cumulative effect of these EqlAs on residents have been summarised below:

- Overall, it has been identified that there may be some cumulative negative impact on older people and disabled people - this is due to accumulation of impact in terms of the Fairer Charging Fees and Charges Policy and the Waking Night Support proposal EqlAs.
- In terms of the other twelve EqlAs, the analysis has also identified that there may be some cumulative positive impacts on younger people; older people; disabled people, people from different ethnicity, race; faith and beliefs; and both sexes.
- In addition to those with protected characteristics, Carers, people on low income, and people with mental health issues may be positively impacted by the 2024/25 budget.

The CEqlA underlines that as the council takes some difficult decisions about service provision, we identify and take practical steps to mitigate, wherever possible, any negative impacts of specific proposals for our residents including the protected characteristics and other vulnerable groups.

The council is satisfied that this CEqlA demonstrates how we have paid due regard to equalities, analysed the individual and cumulative impacts of our proposals, taking account of any negative impact from previous years and making every effort to avoid, minimise and mitigate any negative impacts wherever possible (as outlined in the individual EqlAs). However, given the scale of savings the council is obliged to make, change is inevitable.

## 10. Looking Forward

The EqlA process is an iterative process. As Budget proposals are implemented, they will be kept under review and further equalities analysis will be undertaken and individual EqlAs updated as these proposals develop.

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# Appendix I1:

## Capital Strategy 2024 - 2025

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## 1. Purpose of the Capital Strategy

The CIPFA 2021 Prudential and Treasury Management Codes require all local authorities to prepare a Capital Strategy report which will provide the following:

- a high-level long-term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
- an overview of how the associated risk is managed
- the implications for future financial sustainability

The aim of the strategy is to ensure that all the Authority's elected members fully understand the overall long-term policy objectives and resulting Capital Strategy requirements, governance procedures and risk appetite.

In light of the requirements of the 2021 Prudential and Treasury Codes, the Council is reviewing its governance framework around decision making and monitoring relating to capital projects.

The Capital Strategy 2024/25 underpins the council's Medium-Term Financial Strategy and combined forms a key component of the council's strategic response to the financial challenges it faces and its ambitions for the borough.

It sets out the council's approach to capital investment and provides both a mechanism to ensure capital investment is driven by and aligned with the council's corporate plan and a framework by which decisions on the capital programme are made and monitored.

The objectives of the Capital Strategy are to:

- Maintain an affordable rolling multi-year capital programme;
- Ensure capital resources are aligned with the council's strategic vision and corporate priorities;
- Prioritise the use of Capital resources to maximise outcomes for Residents;
- Use the Infrastructure Delivery Plan (IDP) to inform the strategic vision of the council by prioritising Capital delivery for the next 15 years;
- Maximise available resources by actively seeking appropriate external funding from Community Infrastructure Levy (CIL), Section 106 or Grant income;
- Undertake prudential borrowing only when there is enough money to meet, in full, the implications of capital expenditure, both borrowing and running costs;
- Enable the council to be agile and competitive in responding to strategic opportunities.

This document sets out how the council will deliver those objectives, including the governance and financing arrangements.

The Capital Strategy is aligned to the Corporate Plan. The corporate plan identifies Caring for People, our Places and the Planet as key priorities, operating as an engaged and effective council. Decision making in the context of the council's Capital Programme will orientate around the delivery of outcomes that align with these priorities.

The Capital Strategy will be reviewed and revised annually, to ensure it reflects the needs and priorities of the council.

## 2. Corporate Plan

The council's corporate plan adopted in March 2023 sets our vision and strategic priorities for the MTFS period. This includes outcomes we want to achieve for the borough, the priorities we will focus limited resources on, and our approach for how we will deliver these placing people our places and the planet at the heart of everything we do.

The Infrastructure Delivery plan with the Capital Delivery Plan sets out the council's revised direction and purpose for Capital Delivery. This document has defined a list of developments which will meet the most critical needs and objectives on a priority basis.

The approach to delivery matches what the council wants to achieve, against a backdrop of resources available for us to deliver them. The IDP has a list of core developments that the council will deliver in due course. This list is under constant review and embraces the opportunity to push new schemes forward, to ensure that the local infrastructure matches the growth of the borough.

This section highlights the key aims and achievements of the current Capital Programme, the emphasis of which will evolve and adapt over time.

### **Capital Strategy Outcomes**

#### **Quality, Affordable Homes**

The council has allocated over £696.89m of capital investment for housing matters including housing strategy, homelessness, social housing & housing grants and commissioning of adaptations to private sector housing from 2023/24 for the next 5 years.

Initiatives in the HRA include:

- Major repairs work and investment in council homes to ensure the Decent Homes Standard is maintained across the stock, including targeted investment in estate improvements and mechanical, electrical and gas related component replacements.. Capitalised expenses related to council estate regeneration programmes are also accounted for.(£154.7m)
- Capital works on tackling Damp and Mould related problems in Council dwellings (£6.1m over the next 5 years), this is in addition to the £6m revenue works on Damp and Mould repairs.
- Continued investment in building and fire safety improvements to council homes (£31.7m)
- Delivering a retrofit programme of sustainability improvements to the council stock, in order to contribute to the wider aspirations of the council (£16.2m)
- Providing adaptations for properties to make them accessible for tenants (£6.6m).

Investment in new supply in the HRA includes;

- Purchase of 249 new affordable homes in Colindale Gardens for immediate rental (£75m).
- Development of 126 Extra Care homes at affordable rents for vulnerable older people, diversifying Barnet's accommodation to support older people and allow them to remain independent, give them security of tenure and further quality of life. 51 of these homes are now complete (Atholl House) Burnt Oak and a further 75 units in Hendon are due for completion in 2025/26.

- Acceleration of estate regeneration at the Grahame Park North East site, with potential joint-venture to provide over 500 new homes in the borough including an estimated 166 affordable homes (£65.3m).
- Continuing open market purchases of affordable homes, funded through Right to Buy receipts, GLA grant and HRA borrowing.
- The original GLA programme is delivering up to 78 new homes over three sites, with completions expected over 25/26.
- Three separate developments under the original HRA 250 programme are at different stages, with two on site. The programme could deliver up to and over 250 new affordable homes, subject to further capital bids.
- New investment in provision of 6 Modular Homes, to be completed in 24/25 (£2.5m).

Capital investment in the General Fund include;

- Completion of the 341 new build affordable homes in the borough (forecast £7.42m to complete).
- Spend on new acquisitions by Opendoor providing further affordable homes. Acquisitions to 300 are expected to be completed by 23/24 with a further 300 to be acquired over the next 3 years, funded from grant, housing receipts and borrowing (£135m).
- New investment to address the risks to timber framed properties in the borough, following the fire outbreak at Moss Hall (£13m).
- A new Modular Homes programme to provide 34 new affordable homes by 24/25 (£10.3m).
- Accessible adaptations of several void properties to meet growing demand for more accessible properties

Delivery of the Brent Cross Cricklewood Regeneration Programme continues, with Brent Cross West Station now open providing critical links to the wider community and the delivery of replacement new homes for the residents of Whitefields estate, who will be moving in throughout 2024. The council has a further £86.5m invested within the Programme, £5.970m of which relates to the purchase of land and £56.046m to close out the Brent Cross West Station and Waste Transfer Station projects. The £7.675m for critical infrastructure will provide residents and visitors with improved access to the area with a focus on pedestrian and cycling routes. Finally, £16.809m of third-party land acquisitions funded by the Brent Cross Town Joint Venture is facilitating the comprehensive regeneration of the 151-hectare area including affordable homes, employment, retail, leisure and social infrastructure.

The council is spending £9.304m on Disabled Facilities and £3.471m on Assistive Technology for residents, which will also ensure the council meets its statutory duties and prescribed timescales under the Housing Grants, Construction and Regeneration Act 1996.

## Family Friendly Barnet

The council's Education and Families portfolio delivers infrastructure relating to children, schools, and education. Initiatives include;

- Modernisation programme which will oversee improvements to Community school infrastructure;
- Special Educational Need (SEN) Schemes have enabled an additional 126

SEN places to be created since July 2019 as well as the rebuild of the Pupil Referral Unit, and

- The creation of new nursery places and a new children’s home.

The Council has delivered a successful Primary and Secondary School Places Capital Investment programme over previous years. This has largely resolved the need across the borough. There remains predicted need in the Colindale area. The Council will be working with partners to agree this need being met.

The Council is committed to sourcing funding and investing in its provision of school facilities for children with Special Educational Needs. The number of children requiring SEN provision in the borough is projected to increase in the coming years, and this commitment will ensure continued access to good quality education for all children in the borough, as well as reducing the dependence on costly out of borough provision.

### **The Journey to Net Zero**

The Council will explore funding opportunities to enable the continued investment in the retrofitting programme. Making existing buildings more energy efficient and enabling a transition to green energy.

The Council is continuing to invest in the delivery of electric vehicle charging points across the borough.

### **Enhancing the Local Environment and Green Spaces**

The council continues to spend on our Network Recovery Programme, to improve the boroughs highway infrastructure, parking, environment, air quality and traffic flow. Additionally, we are investing a further £5.7m to upgrade the borough wide street lighting, replacing them with LED powered columns which are more environmentally efficient and provide a better night perception.

Barnet’s highway network is our largest and most visible community asset and is probably the most used of all our services. It is vital to the economic, social and environmental well-being of our community. The council continues to spend on our Highways Portfolio with:

- £102m on our Network Recovery Programme to maintain and enhance our highway assets- including footways, carriageways, drainage and structures
- £1m of Strategic CIL on a Healthy Routes to Schools Programme to deliver the role out of School Streets
- £1m of Strategic CIL to support and facilitate the delivery of the Barnet Loop- a walking a cycling circular route around the borough
- £7m (made up of CIL, Section 106 and grants) for Connecting Colindale which will deliver highways and public realm improvements around the Colindale area
- £1.2m of CIL per year to support Road Safety and Parking initiatives
- Further funding allocated from TfL (in 2023/24 this included £1.8m Local Implementation Funding, £150k Bus Priority Funding, £553k Cycleways Network Development Funding)

The council is spending a further £27.1m as part of our Parks and Open Spaces Strategy, which has been developed to guide future investment in parks, ensuring that they are practical and are part of the well-used fabric of the local community. Including planned



provision of modern facilities and enhanced outdoor space, contribution to council's strategic commitments to provide additional sports and playing pitches with increased usage by residents and users.

## Borough of Fun

The council has already invested £45m in delivering two new leisure centres; Barnet Copthall Leisure Centre and New Barnet Leisure Centre located within Victoria Recreation Ground. Funding opportunities will be explored for the replacement of Finchley Lido Leisure Centre.

## Safe, Attractive Neighbourhoods and Town Centres

The Council has prioritised investment to transform our town centres, developing great partnerships with local residents and businesses, that will help to shape the design.

The Council is investing in its facilities to maintain and operate the streetscene services, positioning the service within borough to strengthen continuity and effectiveness of the service to residents.

### 3. Capitalisation Policy and Investment Programme

Capital expenditure comprises the purchase, construction or improvement of physical assets, such as buildings, land, vehicles and other property, including streetlights and road signs. It also includes grants and advances that the council may make to other bodies for capital purposes. Full details of the council's capitalisation policy are disclosed within the Accounting Policies. These can be found within the Statement of Accounts.

Barnet has an ambitious capital investment strategy. The capital programme anticipates investment of more than £1.237b over the next five years. This is summarised in the following table, with full detail included with the council's accounts.

Cabinet	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total
	£000	£000	£000	£000	£000	£000	£000
Adults and Social Care	5,760	4,882	3,885	3,885	3,885	1,000	23,295
Homes and Regeneration (Brent Cross)	47,419	89,379	43,202	6,500	0	0	186,500
Family Friendly Barnet	9,215	16,623	5,431	5,821	0	0	37,091
Culture, Leisure, Arts and Sports	1,837	508	0	0	0	0	2,345
Environment and Climate Change	39,940	49,549	29,382	20,145	20,237	19,400	178,653
Homes and Regeneration	88,879	91,513	50,498	49,987	1,837	8,617	291,332
Resources and Effective Council	16,380	9,293	816	310	0	0	26,799
<b>Total - General Fund</b>	<b>209,430</b>	<b>261,746</b>	<b>133,215</b>	<b>86,648</b>	<b>25,958</b>	<b>29,017</b>	<b>746,014</b>
Housing Revenue Account	172,026	115,700	75,229	65,333	53,020	9,798	491,108
<b>Total - All Services</b>	<b>381,456</b>	<b>377,446</b>	<b>208,444</b>	<b>151,981</b>	<b>78,979</b>	<b>38,815</b>	<b>1,237,122</b>

## 4. Capital Financing

As mentioned in the previous sections, the council's Capital programme is dynamic and will develop over time; based on priority need and resource availability. For example, CIL funding will be further enabled in future years, as council services communicate with external developers for increased contributions towards infrastructural growth around the local area.

The financing of the capital programme set out in section 3 is summarised as follows:

Cabinet	Grants	S106	Capital Receipts	RCCO/MRA	CIL	Borrowing (MEEF)	Borrowing (PWLB)	Total
Adults and Social Care	15,681	0	0	0	7,471	0	143	23,295
Homes and Regeneration (Brent Cross)	59,476	0	17,517	1,011	0	0	108,496	186,500
Family Friendly Barnet	32,517	1,644	116	0	268	0	2,546	37,091
Culture, Leisure, Arts and Sports	387	118	38	0	1,745	0	57	2,345
Environment and Climate Change	16,383	7,525	382	0	116,157	0	38,206	178,653
Homes and Regeneration	58,341	7,093	9,144	0	30,953	4,720	181,079	291,332
Resources and Effective Council	1	45	54	0	0	0	26,699	26,799
<b>Total - General Fund</b>	<b>182,786</b>	<b>16,426</b>	<b>27,251</b>	<b>1,011</b>	<b>156,595</b>	<b>4,720</b>	<b>357,225</b>	<b>746,014</b>
Housing Revenue Account	42,015	3,550	44,145	74,798	0	0	326,599	491,108
<b>Total - All Services</b>	<b>224,802</b>	<b>19,976</b>	<b>71,396</b>	<b>75,810</b>	<b>156,595</b>	<b>4,720</b>	<b>683,825</b>	<b>1,237,122</b>

The council seeks to maximise external funding opportunities, such as grants or section 106, and reduce dependency on internal sources, such as revenue funded interest payments. Capital funding sources are described below.

**External Capital Grants** - Grant funding is one of the largest sources of financing for the Capital Programme. Most grants are awarded by Central Government departments, but some are received from external bodies, including The Lottery Fund or Sport England.

Grants can be specific to a scheme, have conditions attached (such as time and criteria restrictions), or for general use.

**Capital receipts** - The income received over the value of £10,000 from the disposal of Fixed Assets or the repayment of loans for capital purposes is defined as a capital receipt. They can normally only be used to fund capital expenditure or repay debt. Some capital receipts have additional restrictions on their use. The council seeks to obtain the highest possible receipt achievable from each disposal after considering wider community or service benefits. The council ring-fences receipts generated from the disposal of HRA assets to fund HRA investment.

### **Section 106 (s106) and Community Infrastructure Levy (CIL)**

Planning Obligations, commonly referred to as Section 106 agreements, are used to mitigate the impact of unacceptable developments, making them acceptable in planning terms. Section 106 agreements can require the developer to pay money to the council, to address these impacts. For example, by providing funding to mitigate parking or highways impacts.

**Community Infrastructure Levy** is a fixed charge levied on new development to fund infrastructure. The money can be used to support development by funding infrastructure that the council, local community, and neighbourhoods want. The Council will use Community Infrastructure Levy for both the delivery of Capital Projects and to support revenue expenditure that meets the eligibility for CIL funding

### **Private finance initiative (PFI) / Public private partnerships (PPP)**

The council makes use of additional Government support through PFI and PPP and has dedicated resources to manage schemes that are funded via this source. The council currently has a street lighting programme that is funded this way.

### **Borrowing (known as prudential borrowing)**

The council can determine the level of its borrowing for capital financing purposes, based upon its own views regarding; the affordability, prudence and sustainability of that borrowing, in line with the CIPFA Prudential Code for Capital Finance. Borrowing levels for the Capital Programme are therefore, constrained by this assessment and by the availability of the revenue budget to meet the cost of this borrowing which is built into the council's Medium-Term Financial Strategy (MTFS).

Particularly in the case of capital that requires borrowing, there is a need for strong business cases and decision making that is observant of prudential code and investments that potentially leave the Council exposed to debts that cannot be serviced.

As previously mentioned, in light of the requirements of the 2021 Prudential and Treasury Codes, the Council is reviewing its governance framework around decision making and monitoring relating to capital projects.

**Revenue Funding** - The council can use revenue resources to fund capital projects on a direct basis. However, given the pressures on the revenue budget of the council, it is unlikely that the council will choose to undertake this method of funding if other sources are available.

## 5. Governance

### Oversight and decision making

The Capital Strategy Board (CSB) has oversight of the council’s capital programme. The CSB is an officer body with a remit to discuss capital strategy at a cross cutting level. Any decisions are made by officers using their delegated authority as set out in the Financial Regulations and the council’s Constitution. Decisions are made solely in accordance with the existing priorities agreed in the budgetary framework. It also ensures that necessary consultation is carried out with the council Management Team (CMT) and (Cabinet) and relevant directors as part of the decision- making process. Any decision or policy that is outside the agreed budget or policy framework is referred to Cabinet and/or council in accordance with the Constitution.

The role of the Capital Strategy Board (CSB) is as follows:

- lead on the development and maintenance of a Capital Strategy that is consistent with council priorities;
- identify and monitor the resources available to fund the capital programme ensuring all approved schemes are fully funded;
- within this framework, develop and manage the Capital Programme; and,
- monitor the progress of the capital programme and key variances between plans and performance.

The CSB reports to the Council Management Team. Decisions are recommended to Cabinet who are responsible for strategic policy, finance and corporate risk management including recommending the Capital and Revenue Budget, Medium Term Financial Strategy and Corporate Plan to Full Council.

On occasions, there is a need for decisions that are urgent and opportunistic in nature. On these occasions the decisions will route through the appropriate Council governance in consultation with key Council Officers ensuring there is a sound justification for the decision. Subsequently these decisions will be reported through the channels above retrospectively for audit and record keeping purposes. This typically relates to acquisitions.

An overview of the CSB’s governance role and its place in the council’s structure is provided in the below diagram:



### **Additions to the Capital Programme**

Throughout the financial year, business areas put forward proposals for new projects that are required to meet the needs of their services for consideration at the Capital Strategy Board.

Service areas must ensure that proposed additions to the Capital Programme demonstrate a clear business justification with strategic, economic and financial cases clearly presented. This will consider the full financial implications of the proposal. These will be scrutinized at officer level including finance prior to being submitted to cabinet.

### **Monitoring and Reviewing the Capital Programme**

The decision-making framework and monitoring arrangements support effective delivery of the programme by ensuring projects are and continue to be realistic, not only financially but also regarding timescales for delivery and benefits realisation. Quarterly reports are developed based on the outcome of reviews at Finance Business Partner level and additional review and challenge at the Capital Strategy Board. The reports are scrutinised by elected members through Cabinet on an annual basis and provide a basis for the CSB to understand and address risks, and change forecasts where appropriate.

### **Changes to the Capital Programme**

Any slippages or accelerated spending or deletions to the capital programme are approved by Cabinet.

#### **a) Deletions**

Regular formal challenge of capital schemes is provided throughout the capital programme from multiple sources such as, Finance Business Partners (FBPs) and CSB members.

Scrutiny is applied when expenditure has not yet been incurred or is lower than the anticipated profile of payments. Consequently, deletions are identified which remove projects which are recognised as no longer being required. Removing unnecessarily planned capital expenditure not only reduces the revenue requirement but also supports good financial management in accurately forecasting project costs and reducing slippage.

#### **b) Slippage & Accelerated Spend**

In addition to the process of challenge of continued inclusion within the capital programme, scrutiny by Finance Business Partners or CSB members has been provided to the profiling assumptions of every scheme. As major capital works can span many financial years, there is a need to plan over a longer time horizon. Expanding the planning period enables existing schemes to spread the cost over a more reasonable delivery period.

## 6. Treasury Management

The council's Treasury Management Strategy supports the Capital Investment Strategy by ensuring that the council has access to the capital necessary to fulfill the council's capital strategy as at an efficient cost as possible based on prevailing interest rates (and expected changes to interest rates). It includes:

- New borrowing requirements and debt management arrangements,
- A Minimum Revenue Provision Policy Statement,
- The Annual Investment Strategy,
- The Treasury Management Policy Statement, and
- Prudential Indicators for Capital and Treasury Management.]

Details of the Councils Capital Financing Requirements, Borrowing Activity Operational Boundary and Authorised Limit can be found in the Treasury Management Strategy.

## 7. Corporate Asset Management and Disposal Plans

The council holds property to sustain and support its corporate objectives as set out in the Corporate Plan, and other strategies. At the last valuation date, the council's property portfolio's estimated value excluding the Highway Network was <sup>(OBJ)</sup> £1.776.9 bn, £0.8 bn of which is non-housing. The aim of the latest Corporate Asset Management Plan is to set out the council's short-term vision, aspirations and objectives for its land and property assets portfolio, and to outline a longer-term plan for how it intends to achieve these outcomes.

The Corporate Asset Management Plan (CAMP) is a key tool, which sets out the London Borough of Barnet's property objectives, focusing on how the council intends to utilise its asset base to deliver its Corporate Plan.

As defined in the 2020 CAMP, the priorities for the estate are to remain flexible and to accommodate the evolving needs of the council. This will be especially important during the recovery from Covid 19, and Estates will therefore continue to engage with directorates to understand their objectives and how the estate can best support them, whilst still exploiting asset optimisation, savings and income generating opportunities. The team has developed a consistent approach to decision making via an internal Property Review Programme Board, to ensure that demands on space are being prioritised, and diverse stakeholders' needs managed well. Providing flexible office space, whilst ensuring that business continuity can be maintained, also remains a priority and maintaining robust operational resilience to external incidents that may occur in the borough is vital. Physical property and safety procedures clearly form part of this resilience.

Central Government is consulting on setting EPC building rating to a 'B' by 2030 (the minimum is currently 'E'), which will affect the non-domestic buildings the Council can lease – consultation came to an end in June 2021. The outcome of the consultation will impact the Estate as investment in buildings may be required prior to agreeing new leases. The council is coincidentally developing a Sustainability Strategy which will set out the council's aims and ambitions in relation to sustainability so the approach to reaching EPC B will be fundamental to it.

We continue to realise savings from exiting the leases for Barnet House (vacated March 2021) and North London Business Park Building 2 (vacated June 2020), we will also be reviewing energy



contracts and delivering de-carbonisation projects. Additional income will be generated by renting out space in existing buildings, including the Colindale office, where it is appropriate to do so, and lease renewals and rent reviews will be carried out promptly. Work to drive forward development schemes and site disposals will continue to be a priority. These schemes, if successful, will result in a combination of short-term receipts and longer-term revenue that can be cycled back into council services.

Responsible asset management will continue. Statutory building compliance remains a top priority and spending to improve the condition of buildings will take place, where it is prudent to do so. Repairs will be conducted promptly, and the implementation of a comprehensive corporate landlord management function will continue. This will centralise maintenance and utility budgets over time, so releasing directorates from the burden of managing buildings and increasing the opportunity to make savings through bulk contracts etc.

### **Infrastructure Delivery Plan**

The council expects a significant number of new homes to be developed within the borough within the next 15 years and needs to ensure that the appropriate infrastructure is in place to support the growth.

- The council is continuing to develop and review its Infrastructure Delivery Plan which sets out the identified requirements expected in terms of infrastructure delivery, to meet the expected growth across the borough.
- The plan will be utilised to prioritise future capital projects and to identify opportunities to deliver maximum benefit from the resources available.
- The plan will also be utilised to assist in discussions with developers to evidence the requirement for contributions such as S106.
- Prioritised schemes from the Infrastructure delivery plan will be developed as part of the council's Capital Delivery Plan.
- The Council has planned for the projects that could be delivered with Community Infrastructure Levy receipts generated from future developments in the borough over the next 5 years. Further allocations will be considered in future years on monitoring of actual project costs and actual CIL receipts generated. While project costs and CIL receipts are regularly monitored, investment in roads and pavements, parks and statutory duties are currently prioritised.

### **Development Portfolio**

Many assets owned by the council do not currently maximise the potential of the land upon which they are built. Such assets generally offer the potential for redevelopment of the land to provide a mixture of uses.

The council's Housing Strategy 2019-2024 sets out the intent to deliver homes that people can afford by increasing housing supply, regeneration, and growth. The strategy sets out how a continuing pipeline of developing on council Land will secure a range of tenures, including mixed tenure housing with affordable homes funded by private sales, new affordable homes to rent on existing council housing land, extra care and wheelchair accessible homes to reduce demand for care, and private housing for rent.

## **8. Asset Acquisition Strategy & Strategic Opportunities**

The council should be agile and competitive when striving to acquire sites.

Due to the inherent nature of acquisition opportunities, these initiatives adopt a unique set of governance arrangements and requirements as defined in the Asset Acquisition Strategy.

In advance of entering any such investment the council will explicitly assess the risk of any loss and will observe the following principles:

- The purpose of the investment is to facilitate the agile acquisition of sites for future housing and non-housing developments and / or to help unlock existing development opportunities.
- The real estate must be suitable for development in its own right or must add value to an adjacent development.
- There must be a professional valuation, justifying the purchase cost, in line with the council's extant strategic objectives.
- There must be a financial model, approved by the Section 151 Officer, that demonstrates that the proposed acquisition results in a positive impact on the General Fund, unless other benefits, such as wider social or economic impacts, provide sufficient justification.
- Once an acquisition has been made, at the next opportunity in the budget setting cycle, a dedicated capital budget is to be created and a recharge actioned for any reimbursement necessary. There may be exceptions in special circumstances that will need to be made clear in advance of the council entering into any commitment.
- There needs to be a clear exit strategy for any acquisition e.g. should a scheme not progress then the site could be resold on the open market. Should this be the case, the aim will be to ensure that the proceeds of disinvestment are to be at least equal to those the council expended in acquiring the asset.

The council will adopt a balanced portfolio approach to investment, management and turnover of properties in order to ensure risk is balanced across its investments. This will consider the type of properties acquired and their location.

## **9. Highways & Transport Strategies**

In addition to funding from internal sources, the Highways and Transport area receives grants from funders such as Transport for London and the Environment Agency.

The Council is developing a new Transport Strategy that will set Council's overall approach to ensuring sustainable transport choices for all to help meet net zero, tackle exclusion and improve quality of life for everyone. Alongside this a Highway Investment Strategy will set out how we will improve the quality of our highways and footways and to support more sustainable forms of travel to help deliver Council priorities.

## **10. Risk Identification and Management**

The major risks concerning the Capital Programme are around funding of the current and future projects, variations in the cost from agreed budgets and the projects not delivering the planned outcomes. These risks are minimised by the processes that have been incorporated into the council's normal practices.



**Funding** – All projects included within the Programme are fully funded. Where external sources of funding are being used, these will only be relied upon when the council is in receipt of funding agreements or where the funds are received in advance. Where conditions apply, careful monitoring will be in place to ensure the terms are met to prevent possible loss. Where borrowing is required, the revenue costs will be built into the MTFS.

**Cost Variation** – These fall into two categories;

- a. Where the timing of expenditure changes from the budget set; This may result in a change to the borrowing profile of the council and therefore have revenue implications. It may also affect the overall outcome of the project. Delays may require value engineering decisions to ensure the project can be completed or adjustments to benefits delivered.
- b. Where the overall cost of the project changes from the approved budget, Managers are required to ensure adequate budget is in place prior to the commencement of projects. Budget should include a contingency sum to allow for possible anticipated variations where prices are not fixed with contractors.

Careful monitoring and timely reporting is required to reduce the effects of cost variations. Budgets will be re-profiled to ensure timing changes are captured. Managers are required to identify alternative funding sources where overall cost variations occur during the delivery, to contain them before sums are committed.

**Delivery of Outcomes** – Outcomes must be measured and compared against original objectives to ensure value for money and to reduce risk. Objectives fall broadly into three main categories:

- c. **To support core service delivery** - Risk may increase if project delays cause disruption to the service and require interim solutions, with both financial and non-financial consequences. The Capital Strategy Board will meet regularly throughout the year to discuss progress on projects and make decisions to minimise risk.
- d. **To produce savings** - If planned savings are not produced from the investment, the revenue budgets may have a shortfall which will have to be addressed. It is therefore essential to carry out careful evaluation and approval of business cases and financial models, prior to the projects commencing.
- e. **To generate economic development** - Investment on projects whose primary aim is economic development. Investment portfolio's will be balanced to reduce impact of market changes in an individual sector.

## 11. Knowledge and Skills

The council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. The council also has a training and development programme to support staff to study towards relevant professional qualifications.

Where council staff do not have the knowledge and skills required, use is made of external advisers and consultants that are specialists in their field. This approach ensures that the council has ready access to knowledge and skills commensurate with its ambition and risk appetite.

Member training was undertaken as part of the induction programme following the last local elections and commencement of current member's term, with training and advice provided to relevant cabinet portfolio members as necessary.

Proposed Capital Programme by Portfolio

Portfolio	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Adults and Social Care	5,760	4,882	3,885	3,885	3,885	1,000	23,295	15,681	0	0	0	7,471	0	143	23,295
Homes and Regeneration (Brent Cross)	47,419	89,379	43,202	6,500	0	0	186,500	59,476	0	17,517	1,011	0	0	108,496	186,500
Family Friendly Barnet	9,215	16,623	5,431	5,821	0	0	37,091	32,517	1,644	116	0	268	0	2,546	37,091
Culture, Leisure, Arts and Sports	1,837	508	0	0	0	0	2,345	387	118	38	0	1,745	0	57	2,345
Environment and Climate Change	39,940	49,549	29,382	20,145	20,237	19,400	178,653	16,383	7,525	382	0	116,157	0	38,206	178,653
Homes and Regeneration	88,879	91,513	50,498	49,987	1,837	8,617	291,332	58,341	7,093	9,144	0	30,953	4,720	181,079	291,332
Resources and Effective Council	16,380	9,293	816	310	0	0	26,799	1	45	54	0	0	0	26,698	26,799
<b>Total - General Fund</b>	<b>209,430</b>	<b>261,746</b>	<b>133,215</b>	<b>86,648</b>	<b>25,958</b>	<b>29,017</b>	<b>746,014</b>	<b>182,786</b>	<b>16,426</b>	<b>27,251</b>	<b>1,011</b>	<b>156,595</b>	<b>4,720</b>	<b>357,225</b>	<b>746,014</b>
Housing Revenue Account	172,026	115,700	75,229	65,333	53,020	9,798	491,108	42,015	3,550	44,145	74,798	0	0	326,599	491,108
<b>Total - All Services</b>	<b>381,456</b>	<b>377,446</b>	<b>208,444</b>	<b>151,981</b>	<b>78,979</b>	<b>38,815</b>	<b>1,237,122</b>	<b>224,802</b>	<b>19,976</b>	<b>71,396</b>	<b>75,810</b>	<b>156,595</b>	<b>4,720</b>	<b>683,824</b>	<b>1,237,122</b>

Adults and Social Care	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Community Equipment and Assistive Technology	1,474	1,997	1,000	1,000	1,000	1,000	7,471	0	0	0	0	7,471	0	0	7,471
Investing in IT	143	0	0	0	0	0	143	0	0	0	0	0	0	143	143
Disabled Facilities Grants Programme	3,846	2,885	2,885	2,885	2,885	0	15,384	15,384	0	0	0	0	0	0	15,384
Changing Place - Toilets	297	0	0	0	0	0	297	297	0	0	0	0	0	0	297
<b>Adults and Social Care Total</b>	<b>5,760</b>	<b>4,882</b>	<b>3,885</b>	<b>3,885</b>	<b>3,885</b>	<b>1,000</b>	<b>23,295</b>	<b>15,681</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,471</b>	<b>0</b>	<b>143</b>	<b>23,295</b>

Homes and Regeneration (Brent Cross)	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Land Acquisitions	4,487	922	561	0	0	0	5,970	40	0	0	0	0	0	5,930	5,970
Brent Cross West Station	23,882	1,037	31,127	0	0	0	56,046	35,918	0	16,617	1,011	0	0	2,500	56,046
Critical Infrastructure	4,743	2,932	0	0	0	0	7,675	6,709	0	900	0	0	0	66	7,675
BXT Land Acquisitions	8,261	5,940	2,608	0	0	0	16,809	16,809	0	0	0	0	0	0	16,809
BX Plot 1 Loan	6,046	78,548	8,906	6,500	0	0	100,000	0	0	0	0	0	0	100,000	100,000
<b>Homes and Regeneration (Brent Cross) Total</b>	<b>47,419</b>	<b>89,379</b>	<b>43,202</b>	<b>6,500</b>	<b>0</b>	<b>0</b>	<b>186,500</b>	<b>59,476</b>	<b>0</b>	<b>17,517</b>	<b>1,011</b>	<b>0</b>	<b>0</b>	<b>108,496</b>	<b>186,500</b>

Family Friendly Barnet	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Oakleigh SEN	300	1,244	0	0	0	0	1,544	1,544	0	0	0	0	0	0	1,544
SEN Other Projects	531	0	0	0	0	0	531	531	0	0	0	0	0	0	531
SEN	1,910	2,000	2,000	5,621	0	0	11,532	11,531	0	0	0	0	0	0	11,531
Modernisation - Primary & Secondary	3,709	2,000	0	0	0	0	5,709	5,709	0	0	0	0	0	0	5,709
Saracens Primary	10	2,151	0	0	0	0	2,161	2,161	0	0	0	0	0	0	2,161

Grammar school projects	170	4,429	0	0	0	0	4,599	4,114	0	0	0	0	0	484	4,599
School place planning (Primary )	0	1,347	1,614	0	0	0	2,961	2,139	822	0	0	0	0	0	2,961
School place planning (Secondary)	0	1,761	1,585	0	0	0	3,346	2,524	822	0	0	0	0	0	3,346
Alternative Provision	525	254	0	0	0	0	779	779	0	0	0	0	0	0	779
Early Education and Childcare place sufficiency	268	0	0	0	0	0	268	0	0	0	0	268	0	0	268
Loft conversion and extension policy for Foster Carers	104	179	100	200	0	0	583	0	0	0	0	0	0	583	583
Family Services Estate - building compliance, extensive R&M, H&S, DDA	100	229	132	0	0	0	461	0	0	116	0	0	0	345	461
Placement Demand Transformation	34	0	0	0	0	0	34	0	0	0	0	0	0	34	34
Solo Provision Bid	70	1,030	0	0	0	0	1,100	0	0	0	0	0	0	1,100	1,100
Pan-London Secure Children's home	1,483	0	0	0	0	0	1,483	1,483	0	0	0	0	0	0	1,483
<b>Family Friendly Barnet Total</b>	<b>9,215</b>	<b>16,623</b>	<b>5,431</b>	<b>5,821</b>	<b>0</b>	<b>0</b>	<b>37,091</b>	<b>32,517</b>	<b>1,644</b>	<b>116</b>	<b>0</b>	<b>268</b>	<b>0</b>	<b>2,546</b>	<b>37,091</b>

Culture, Leisure, Arts and Sports	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLB)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Enforcement - CCTV	1,567	178	0	0	0	0	1,745	0	0	0	0	1,745	0	0	1,745
Libraries Capital Programme	248	0	0	0	0	0	248	125	118	0	0	0	0	5	248
Sport and Physical Activities	22	330	0	0	0	0	352	261	0	38	0	0	0	52	352
<b>Culture, Leisure, Arts and Sports Total</b>	<b>1,837</b>	<b>508</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,345</b>	<b>387</b>	<b>118</b>	<b>38</b>	<b>0</b>	<b>1,745</b>	<b>0</b>	<b>57</b>	<b>2,345</b>

Environment and Climate Change	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLB)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>HIGHWAYS TfL - LOCAL IMPLEMENTATION PLAN</b>															
Local Implementation Plan 2016/17 and onwards	1,883	0	0	0	0	0	1,883	1,883	0	0	0	0	0	0	1,883
Borough Cycling Programme	218	0	0	0	0	0	218	218	0	0	0	0	0	0	218
A1000 cycle lane	558	0	0	0	0	0	558	363	0	0	0	0	0	195	558
<b>HIGHWAYS non-TfL</b>															
Traffic Management	0	4	0	0	0	0	4	0	4	0	0	0	0	0	4
Highways Improvement	50	2,069	0	0	0	0	2,119	0	2,119	0	0	0	0	0	2,119
Travel Plan Implementation	0	91	0	0	0	0	91	0	91	0	0	0	0	0	91
Minor Highways Improvements	250	0	0	0	0	0	250	0	0	0	0	0	0	250	250
Saracens - highways works	0	40	0	0	0	0	40	0	40	0	0	0	0	0	40
Drainage Schemes	34	2,000	820	0	0	0	2,854	2,854	0	0	0	0	0	0	2,854
Mill Corner Drainage Scheme	517	0	0	0	0	0	517	0	0	0	0	0	0	517	517
Road Traffic Act - Controlled Parking Zones	50	0	0	0	0	0	50	0	50	0	0	0	0	0	50
Highway Asset Management/Network Recovery Plan (NRP) Phase 2	9,270	832	0	0	0	0	10,102	456	0	0	0	30	0	9,616	10,102
Exor Asset Management System	123	5	0	0	0	0	128	0	0	0	0	0	0	128	128
Highways & Transportation SCIL	5,613	2,076	0	0	0	0	7,689	0	0	0	0	7,689	0	0	7,689
Bus Route 125	240	0	0	0	0	0	240	0	0	0	0	0	0	240	240
Roads, Drainage & Pavements	0	19,400	19,400	19,400	19,400	19,400	97,000	0	0	0	0	86,105	0	10,895	97,000
Controlled Parking Zones (CPZs)	1,393	1,487	782	745	837	0	5,244	0	1,291	0	0	63	0	3,890	5,244
<b>Environment and Climate Change</b>															
Lines and Signs	9	0	0	0	0	0	9	0	0	0	0	0	0	9	9
LED Lighting	562	0	0	0	0	0	562	0	0	0	0	0	0	562	562

Moving traffic cameras	0	352	0	0	0	0	352	0	0	0	0	0	0	352	352
Highways (permanent re-instatement)	10	0	0	0	0	0	10	0	0	0	0	0	0	10	10
Data Works Management system	0	170	0	0	0	0	170	0	0	170	0	0	0	0	170
Vehicles	2,900	2,593	0	0	0	0	5,493	0	0	1	0	0	0	5,492	5,493
Barnet EV 500 Project	2,305	0	0	0	0	0	2,305	1,307	48	0	0	0	0	950	2,305
Trojan Phase 2 EV Project	4,688	0	0	0	0	0	4,688	4,688	0	0	0	0	0	0	4,688
Jolt Town Centre EV Project	2,100	0	0	0	0	0	2,100	2,100	0	0	0	0	0	0	2,100
EVCP - Lamp Column Project	794	0	0	0	0	0	794	794	0	0	0	0	0	0	794
Barnet Playing Fields	326	162	0	0	0	0	488	0	326	0	0	162	0	0	488
West Hendon Playing Fields Sports Hub	1,070	8,473	8,380	0	0	0	17,923	0	272	0	0	15,524	0	2,127	17,923
Copthall PF & Mill Hill OS	150	1,850	0	0	0	0	2,000	0	0	0	2,000	0	0	0	2,000
Victoria Park Infrastructure	133	72	0	0	0	0	205	0	0	205	0	0	0	0	205
Greenspaces Infrastructure Programme	264	774	0	0	0	0	1,038	0	1,038	0	0	0	0	0	1,038
Green spaces development project	3,850	1,045	0	0	0	0	4,895	1,156	160	0	0	3,289	0	290	4,895
Heybourne Park Improvements	75	3,322	0	0	0	0	3,397	0	1,931	0	0	0	0	1,466	3,397
Refurbish and regenerate Hendon Cemetery and Crematorium	295	0	0	0	0	0	295	287	0	6	0	0	0	3	295
Gaelic playing pitch relocation	50	105	0	0	0	0	155	0	155	0	0	0	0	0	155
Milespit Cemetery Works	66	1,141	0	0	0	0	1,207	0	0	0	0	0	0	1,207	1,207
Colindale – Parks, Open Spaces and Sports	95	1,486	0	0	0	0	1,581	278	0	0	0	1,296	0	7	1,581
<b>Environment and Climate Change</b>	<b>39,940</b>	<b>49,549</b>	<b>29,382</b>	<b>20,145</b>	<b>20,237</b>	<b>19,400</b>	<b>178,653</b>	<b>16,383</b>	<b>7,525</b>	<b>382</b>	<b>0</b>	<b>116,157</b>	<b>0</b>	<b>38,206</b>	<b>178,653</b>

Homes and Regeneration	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Empty Properties	100	149	500	800	1,073	0	2,622	0	0	2,622	0	0	0	0	2,622
Hermitage Lane - mixed tenure residential conversion	50	1,730	0	0	0	0	1,780	0	0	0	0	0	0	1,779	1,780
New Build Housing (Open Door)	7,241	0	0	0	0	0	7,241	659	100	2,670	0	0	0	3,812	7,241
Housing acquisitions Open Door	20,000	29,086	29,223	43,191	0	0	121,500	0	0	0	0	0	0	121,500	121,500
The Burroughs, Hendon	1,859	0	0	0	0	0	1,859	0	0	0	0	0	0	1,859	1,859
Timber houses fire safety	356	4,088	4,570	3,954	105	0	13,072	0	0	0	0	0	0	13,072	13,072
Pinkham Way land release	0	100	0	0	0	0	100	100	0	0	0	0	0	0	100
Mixed tenure housing programme (Tranche 1)	695	0	0	0	0	0	695	0	0	0	0	0	0	695	695
Development Portfolio	1,127	3,363	0	0	0	0	4,490	575	0	3,712	0	0	0	203	4,490
ULF GF SAGE (142)	19,925	14,820	2,501	2,042	659	0	39,946	39,946	0	0	0	0	0	0	39,946
Town Centre	1,189	8,406	8,405	0	0	8,617	26,618	954	105	0	0	25,559	0	0	26,618
Colindale – Highways and Transport	450	2,000	4,550	0	0	0	7,000	1,032	2,545	0	0	3,423	0	0	7,000
Colindale Station Works	986	2,858	0	0	0	0	3,844	0	1,095	0	0	0	0	2,749	3,844
Grahame Park – Community Facilities	54	2,000	0	0	0	0	2,054	0	2,054	0	0	0	0	0	2,054
Public Sector Decarbonisation Scheme Phase 1	53	0	0	0	0	0	53	53	0	0	0	0	0	0	53
Care Homes - Meadowside and Dellfield	22,499	2,832	350	0	0	0	25,682	0	0	0	0	0	0	25,682	25,682
COLINDALE FOW MODIFICATIONS	624	0	0	0	0	0	624	0	0	140	0	0	0	484	624
FAMILY FRIENDLY HUB FITOUT	0	401	0	0	0	0	401	0	0	0	0	0	0	401	401
Healthier Routes to schools SCIL	330	370	300	0	0	0	1,000	0	29	0	0	971	0	0	1,000
Active Route - the Barnet Loop SCIL	200	990	0	0	0	0	1,190	190	0	0	0	1,000	0	0	1,190
Health projects	595	0	0	0	0	0	595	0	595	0	0	0	0	0	595
Public Sector Decarbonisation Scheme 3 (PSDS3) to Towards Net Zero	9,047	1,842	0	0	0	0	10,890	3,382	571	0	0	0	4,720	2,216	10,890
Development Investment Partnership	1,500	5,840	0	0	0	0	7,339	5,840	0	0	0	0	0	1,500	7,339
Modular (GF)	0	10,336	0	0	0	0	10,336	5,610	0	0	0	0	0	4,726	10,336
GF Voids Adaptations	0	300	100	0	0	0	400	0	0	0	0	0	0	400	400

<b>Homes and Regeneration Total</b>	<b>88,879</b>	<b>91,513</b>	<b>50,498</b>	<b>49,987</b>	<b>1,837</b>	<b>8,617</b>	<b>291,332</b>	<b>58,341</b>	<b>7,093</b>	<b>9,144</b>	<b>0</b>	<b>30,953</b>	<b>4,720</b>	<b>181,079</b>	<b>291,332</b>
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Resources and Effective Council	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Depot relocation	4,758	1,575	0	0	0	0	6,333	0	0	0	0	0	0	6,333	6,333
Asset Management	1,766	600	0	0	0	0	2,366	1	45	54	0	0	0	2,265	2,366
ICT strategy	1,640	1,966	0	0	0	0	3,606	0	0	0	0	0	0	3,606	3,606
Customer Services Transformation Programme	7	0	0	0	0	0	7	0	0	0	0	0	0	7	7
Saracen Loan	137	0	0	0	0	0	137	0	0	0	0	0	0	137	137
Replacement Finance, HR and Procurement systems	7,735	3,899	366	0	0	0	12,001	0	0	0	0	0	0	12,001	12,001
Connected Places	336	1,254	450	310	0	0	2,350	0	0	0	0	0	0	2,350	2,350
<b>Resources and Effective Council Total</b>	<b>16,380</b>	<b>9,293</b>	<b>816</b>	<b>310</b>	<b>0</b>	<b>0</b>	<b>26,799</b>	<b>1</b>	<b>45</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,698</b>	<b>26,799</b>

Housing Revenue Account	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Total	Grants	S106	Capital Receipts	RCCO/ MRA	CIL	Borrowing (Mayor's Energy Efficiency Fund)	Borrowing (PWLb)	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Major Works (excl Granv Rd)	18,093	16,585	18,803	19,812	20,202	0	93,495	0	0	0	46,005	0	0	47,490	93,495
Miscellaneous Repairs	3,211	6,677	6,912	7,078	6,871	0	30,749	0	0	0	0	0	0	30,749	30,749
Voids and Lettings	2,404	2,558	2,648	2,482	2,532	0	12,623	0	0	0	12,623	0	0	0	12,623
M&E/ GAS	958	6,118	804	823	840	0	9,544	0	0	0	9,543	0	0	0	9,543
Accessible accommodation adaptations	1,362	1,240	1,283	1,357	1,384	0	6,626	0	0	0	6,626	0	0	0	6,626
HRA Fire Safety Programme	5,900	7,588	7,293	5,510	5,447	0	31,737	0	0	0	0	0	0	31,737	31,737
Regen Stock Additional Investment	2,569	2,133	2,152	732	732	0	8,317	0	0	0	0	0	0	8,317	8,317
Damp & Mould	1,000	1,601	1,657	905	922	0	6,085	0	0	0	0	0	0	6,085	6,085
Neighbourhood works	2,063	2,201	0	0	0	0	4,264	0	0	0	0	0	0	4,264	4,264
Carbon Neutral works	3,933	4,667	5,273	1,131	1,153	0	16,157	0	0	0	0	0	0	16,157	16,157
Extra Care - housing (Stag)	2,218	237	0	0	0	0	2,455	0	0	0	0	0	0	2,455	2,455
Extra Care - housing (Cheshir)	11,585	7,671	422	0	307	0	19,984	3,727	650	0	0	0	0	15,607	19,984
New Build - 250 units	3,382	16,023	10,526	0	0	0	29,931	2,039	0	10,622	0	0	0	17,270	29,932
Graham Park NE	2,846	8,305	16,100	25,503	12,631	9,798	75,183	22,420	0	0	0	0	0	52,763	75,183
Barnet Homes GLA development programme	16,482	16,897	1,356	0	0	0	34,735	5,339	2,900	0	0	0	0	26,497	34,735
Dollis Valley - property acquisitions	1,865	0	0	0	0	0	1,865	0	0	1,865	0	0	0	0	1,865
HRA acquisitions	1,180	0	0	0	0	0	1,180	0	0	472	0	0	0	707	1,180
HRA Acquisitions Phase 3 - Programme 1	2,178	0	0	0	0	0	2,178	0	0	0	0	0	0	2,178	2,178
HRA Acquisitions Phase 3 - Programme 2	16,000	10,713	0	0	0	0	26,713	0	0	10,685	0	0	0	16,028	26,713
Modular (HRA)	0	2,485	0	0	0	0	2,485	990	0	0	0	0	0	1,495	2,485
HRA Colindale Gardens	72,800	2,000	0	0	0	0	74,800	7,500	0	20,500	0	0	0	46,800	74,800
<b>Housing Revenue Account Total</b>	<b>172,026</b>	<b>115,700</b>	<b>75,229</b>	<b>65,333</b>	<b>53,020</b>	<b>9,798</b>	<b>491,108</b>	<b>42,015</b>	<b>3,550</b>	<b>44,145</b>	<b>74,798</b>	<b>0</b>	<b>0</b>	<b>326,599</b>	<b>491,108</b>

# London Borough of Barnet

## **Treasury Management Strategy Statement**

Minimum Revenue Provision Policy Statement and  
Annual Investment Strategy

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2024/25

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**Codes for 2024/25 Financial Year**

CIPFA published revised Treasury Management and Prudential Codes on 20 December 2021 and were adopted for the 2023/24 financial year. This Treasury Management Strategy Statement, and related reports, therefore, have regard to these Codes.

## 1. ABOUT THIS STATEMENT

### 1.1 Introduction

This statement summarises the treasury management function's strategy for the period 1 April 2024 to 31 March 2025.

The Chartered Institute of Public Finance and Accountancy (CIPFA) defines treasury management as:

*“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”*

In summary, the treasury management function within this Authority (i.e., Barnet Council) manages the council's cash assets and determines the borrowing strategy to meet the Council's agreed capital programme. When investing the council's cash, the treasury management function prioritises counter party quality and liquidity over return.

The treasury management function has not engaged in any investments primarily for yield. However, the council has entered into lending activity (e.g., to Saracens and Open Door Homes). At the time of writing the council was also considering providing development funding to a third party to facilitate the regeneration of Brent Cross, details can be found within the Cabinet report accessed [here](#).

This lending activity supports its overall priorities around regeneration and housing within the Borough. The borrowing required to support this lending activity is included within the External Debt disclosures although we do not count the loans as Treasury Investments. The income generated through this lending activity is included within the Affordability Prudential Indicators set out in section 5.1.2.

### 1.2 Reporting Requirements

#### 1.2.1 Capital Strategy

The CIPFA 2021 Prudential and Treasury Management Codes require all local authorities to prepare a Capital Strategy report which is provided separately to this document and is not prepared by the treasury management function. Please see Appendix L1 – Capital Strategy. Note that, as previously mentioned, the council is reviewing its governance framework around decision making and monitoring relating to capital projects.

#### 1.2.2 Investment Income

The revised Treasury Management Code requires all investments and investment income to be attributed to one of the following three purposes: -

Income type	Definition	Within scope of this statement?
<b>Treasury management</b>	Treasury income may arise from other treasury risk management activity which seeks to prudently manage the risks, costs or income relating to existing or forecast debt or treasury investments.	Yes
<b>Service delivery</b>	Investments held primarily and directly for the delivery of public services including housing,	No

	regeneration and local infrastructure. Returns on this category of investment which are funded by borrowing are permitted only in cases where the income is “either related to the financial viability of the project in question or otherwise incidental to the primary purpose”.	<i>(included in Capital Strategy statement)</i>
<b>Commercial return</b>	Investments held primarily for financial return with no treasury management or direct service provision purpose. Risks on such investments should be proportionate to a council’s financial capacity – i.e., that ‘plausible losses’ could be absorbed in budgets or reserves without unmanageable detriment to local services. A council must not borrow to invest primarily for financial return.	No  <i>(included in Capital Strategy statement)</i>

As this TMSS deals solely with treasury management investments, the categories of service delivery and commercial investments are addressed as part of the Capital Strategy report. However, the main requirements of the Prudential Code in relation to service and commercial investments are summarised below for completeness:

1. The risks associated with service and commercial investments should be proportionate to their financial capacity – i.e., that plausible losses could be absorbed in budgets or reserves without unmanageable detriment to local services;
2. A council must not borrow to invest for the primary purpose of commercial return;
3. It is not prudent for local authorities to make any investment or spending decision that will increase the CFR, and so may lead to new borrowing, unless directly and primarily related to the functions of the Council, and where any commercial returns are either related to the financial viability of the project in question or otherwise incidental to the primary purpose;
4. An annual review should be conducted to evaluate whether commercial investments should be sold to release funds to finance new capital expenditure or refinance maturing debt;
5. A prudential indicator is required for the net income from commercial and service investments as a proportion of the net revenue stream;
6. Create new Investment Management Practices to manage risks associated with non-treasury investments, (similar to the current Treasury Management Practices);
8. Record of the council’s approach to investments for service or commercial purposes (together referred to as non-treasury investments), including defining the Council’s objectives, risk appetite and risk management in respect of these investments, and processes ensuring effective due diligence;
9. An assessment of affordability, prudence and proportionality in respect of the council’s overall financial capacity (i.e., whether plausible losses could be absorbed in budgets or reserves without unmanageable detriment to local services);

- 10.** Details of financial and other risks of undertaking investments for service or commercial purposes and how these are managed;
- 11.** Limits on total investments for service purposes and for commercial purposes respectively (consistent with any limits required by other statutory guidance on investments);
- 12.** Requirements for independent and expert advice and scrutiny arrangements (while business cases may provide some of this material, the information contained in them will need to be periodically re-evaluated to inform the council's overall strategy);
- 13.** State compliance with paragraph 51 of the Prudential Code in relation to investments for commercial purposes, in particular the requirement that a council must not borrow to invest primarily for financial return.

Note that, in light of the requirements of the 2021 Prudential and Treasury Codes, the Council is reviewing its governance framework around decision making and monitoring relating to capital projects.

### 1.2.3 Treasury Management Reporting

Council is currently required by the Prudential Code 2021 to receive and approve, as a minimum, three main treasury reports each year, which incorporate a variety of policies, estimates and actuals.

- a. **Prudential and Treasury indicators and Treasury strategy** (this report) - The first, and most important report is forward looking and covers:
  - the capital plans, (including prudential indicators)
  - a minimum revenue provision (MRP) policy, (how residual capital expenditure is charged to revenue over time)
  - the Treasury Management Strategy, (how the investments and borrowings are to be organised), including Treasury Indicators; and
  - an Annual Investment Strategy, (the parameters on how investments are to be managed)
  
- b. **A mid-year treasury management report** – This is primarily a progress report and will update members on the capital position, amending prudential indicators as necessary, and whether any policies require revision. In addition, this Council will receive quarterly update reports.
  
- c. **An annual treasury report** – This is a backward-looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

**Quarterly reports** – In addition to the three major reports detailed above, from 2023/24 quarterly reporting (end of June/end of December) is also required. However, these additional reports do not have to be reported to Full Council/Board but do require to be adequately scrutinised. Under protocols this role will be undertaken by GARMS. The reports, specifically, will provide updated Treasury/Prudential Indicators.

Note that the Council amended its governance framework during 2023/24 which impacted the timing of Treasury's reporting as new protocols were being established. In particular, Treasury reported its Q1 and Q2 quarterly report at the same time (and initially to Cabinet). The Treasury Team will review the effectiveness of the new arrangements through 2024/25.

A summary of the roles of the various Committees within Barnet's constitution is summarised in the table below:

Party	Role (reference relates to Barnet's <a href="#">constitution</a> )	Frequency
Council	1.3 Approving or adopting the policy framework and the budget, including setting council tax, determining borrowing limits, approval of the capital programme	Usually Annually
	2.15.1 Approves Treasury Management Strategy Statement	Usually Annually

Party	Role (reference relates to Barnet's <a href="#">constitution</a> )	Frequency
Cabinet	2.15.1 Cabinet will create and maintain a Treasury Management Strategy Statement, stating the policies and objectives of its treasury management activities and based upon the relevant CIPFA Codes. The Treasury Management Strategy Statement will be reported to the Budget Council meeting for approval.	Usually Annually
	2.15.2 Cabinet will receive reports on its treasury management policies, practices and activities. This will also be considered by the Overview and Scrutiny Committee and Sub Committees. These reports will incorporate the prudential borrowing limits and performance indicators. Council will receive an annual strategy and plan in advance of the year, and an annual report after its close in the form prescribed in the Treasury Management Practices.	Quarterly
	3.5 Management of the Council's Capital Programme	
Governance, Audit, Risk Management and Standards Committee ("GARMS")	2.4.15 To review the Treasury Management strategy and monitor progress on treasury management in accordance with CIPFA codes of practice	Quarterly
Overview and Scrutiny	See reference within 2.15.2 above	

### 1.3 Treasury Management Strategy for 2024/25

The strategy for 2024/25 covers two main areas:

#### Capital expenditure

- Funding of the capital expenditure plans and the associated prudential indicators
- the minimum revenue provision (MRP) policy

#### Treasury management

- the current Treasury position
- Treasury Indicators which limit the treasury risk and activities of the council
- prospects for interest rates
- the borrowing strategy
- policy on borrowing in advance of need
- debt rescheduling
- the investment strategy
- creditworthiness policy; and
- the policy on use of external service providers

These elements cover the requirements of the Local Government Act 2003, DLUHC Investment Guidance, DLUHC MRP Guidance, the CIPFA Prudential Code and the CIPFA Treasury Management Code.

#### **1.4 Training**

The CIPFA Treasury Management Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny.

Furthermore, pages 47 and 48 of the Code state that they expect “all organisations to have a formal and comprehensive knowledge and skills or training policy for the effective acquisition and retention of treasury management knowledge and skills for those responsible for management, delivery, governance and decision making.”

Officers have begun establishing a skills and training policy and will implement a refreshed training programme from 1 July 2024.

Officers will undertake CIPFA’s self-assessment for Members responsible for the scrutiny of treasury management’ to inform training needs.

During 2023/24 members received training covering the following areas:

- GARMS briefing on Treasury Management
- Local Government Finance (Part 2 of 2)

Further training will be arranged as required.

#### **1.5 Treasury Management Consultants**

The council uses Link Group, Link Treasury Services Limited as its external treasury management advisors.

Responsibility for treasury management decisions remains with the organisation at all times. The council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to regular review.

#### **1.6 Notes on Data Used**

Note, due to timing of reporting the Treasury Team were provided with provisional schedule which may have been updated subsequent to publishing and so there may be differences between numbers reported in this statement and Capital numbers reported to Cabinet.

Note also that the analysis is based on draft and / or unaudited information and so numbers presented in this Statement may differ from final audited numbers presented by the council at a later date.



## 2. THE CAPITAL PRUDENTIAL INDICATORS 2024/25 – 2026/27

This section sets out the key Capital Prudential Indicators used to make treasury decisions:

- Capital Expenditure and Financing
- Capital Finance Requirement
- Liability Benchmark

This section also sets out the Minimum Revenue Policy Statement for the period 2024/25.

### 2.1 Capital Expenditure and Financing

This prudential indicator is a summary of the council's capital expenditure plans based on the Capital Programme presented at the February 2024's Cabinet meeting adjusted for additional Prudential Borrowing implied by projects which have a relatively high certainty of progressing (e.g. they have been agreed by the council's Capital Strategy Board).

Capital expenditure (£m)	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
<b>Feb 24 Cabinet</b>					
Non-HRA	151.932	209.430	261.746	133.215	86.648
HRA	92.184	172.026	115.700	75.229	65.333
<b>Forecast Additions</b>					
Non-HRA	N/A	0.000	20.600	42.600	18.000
HRA	N/A	0.000	0.000	0.000	0.000
<b>Total</b>	<b>244.116</b>	<b>381.456</b>	<b>398.046</b>	<b>251.044</b>	<b>169.981</b>

Other long-term liabilities - the above financing need excludes other long-term liabilities, such as PFI and leasing arrangements that already include borrowing instruments.

The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources.

Financing of capital expenditure (£m)	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Capital receipts	4.772	35.876	16.529	17.117	0.800
Capital grants	81.717	102.798	57.793	35.766	12.650
Capital reserves	24.759	20.912	44.834	40.915	20.479
Revenue	14.681	23.829	26.502	15.980	4.744
<b>Net financing need for the year</b>	<b>118.186</b>	<b>198.042</b>	<b>252.389</b>	<b>141.266</b>	<b>131.307</b>

### 2.2 The council's Borrowing Need (the Capital Financing Requirement)

The Capital Finance Requirement (CFR) is the total historic capital expenditure which has not been paid for from either revenue or capital resources. It is a measure of the council's indebtedness and therefore its underlying "borrowing" need. Any capital expenditure set out in 2.1 above, which has not immediately been paid for through a revenue or capital resource,

will increase the CFR – i.e., the council's Net Finance Requirement goes towards increasing the CFR.

The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with each asset's life, and so charges the economic consumption of capital assets as they are used.

The CFR includes any other long-term liabilities (e.g., PFI schemes, finance leases). Whilst these increase the CFR, and therefore the council's borrowing requirement, these types of schemes include a borrowing facility by the PFI, PPP lease provider and so the council is not required to separately borrow for these schemes. The council currently has £12.825m of such schemes within the CFR.

The Council is asked to approve the CFR projections below:

<b>Capital Financing Requirement (£m)</b>	<b>2022/23 Actual</b>	<b>2023/24 Estimate</b>	<b>2024/25 Estimate</b>	<b>2025/26 Estimate</b>	<b>2026/27 Estimate</b>
Non-HRA	625.709	716.115	881.749	958.612	1019.279
Housing	311.461	407.923	482.578	533.761	592.247
<b>Total CFR</b>	<b>937.170</b>	<b>1,124.038</b>	<b>1,364.326</b>	<b>1,492.373</b>	<b>1,611.525</b>
<b>Movement in CFR</b>	<b>102.825</b>	<b>186.868</b>	<b>240.289</b>	<b>128.046</b>	<b>119.153</b>

<b>Movement in CFR represented by</b>					
Net financing need for the year (above)	118.186	198.042	252.389	141.266	131.307
Less Capital Receipts used to reduce CFR	N/A	-	-	-	-
Less MRP/VRP and other financing movements	15.361	11.174	12.100	13.219	12.155
<b>Movement in CFR</b>	<b>102.825</b>	<b>186.868</b>	<b>240.289</b>	<b>128.046</b>	<b>119.153</b>

<b>External borrowing (£m)</b>	<b>2022/23 Actual</b>	<b>2023/24 Estimate</b>	<b>2024/25 Estimate</b>	<b>2025/26 Estimate</b>	<b>2026/27 Estimate</b>
<b>Treasury Management</b>	<b>687.875</b>	<b>877.400</b>	<b>1,125.571</b>	<b>1,290.267</b>	<b>1,410.813</b>

A summary of Capital Expenditure, based on the Capital Programme presented at the February 2024's Cabinet meeting, adjusted for additional Prudential Borrowing implied by projects which have a relatively high certainty of progressing is provided in the table below.

Net Financing Requirement (£m)		2023/24	2024/25	2025/26	2026/27	Total
		Estimate	Estimate	Estimate	Estimate	
General Fund	Housing acquisitions Open Door	20.000	29.086	29.223	43.191	121.500
	Brent Cross Plot 1 Loan	6.046	78.548	8.906	6.500	100.000
	Care Homes - Meadowside and Dellfield	22.499	2.832	0.350	-	25.682
	Timber houses fire safety	0.356	4.088	4.570	3.954	12.968
	Replacement Finance, HR and Procurement systems	7.735	3.899	0.366	-	12.001
	Roads, Drainage & Pavements	-	10.895	-	-	10.895
HRA	Colindale Gardens	-	2.000	-	-	46.800
	Graham Park	2.846	8.305	8.034	23.400	42.585
	Major Works (excluding Granville Road)	-	-	7.559	19.730	27.289
	Barnet Homes GLA development programme	8.242	16.897	1.356	-	26.495
	Fire Safety Programme	5.900	7.588	7.293	5.510	26.290
	Miscellaneous Repairs	3.211	6.677	6.912	7.078	23.878
	New Build - 250 units	-	6.744	10.526	-	17.270
	Acquisitions Phase 3 - Programme 2	9.589	6.439	-	-	16.028
	Extra Care - Housing (Cheshire)	7.208	7.671	0.422	-	15.300
	Carbon Neutral works	3.933	4.667	5.273	1.131	15.004

### 2.3 Liability Benchmark

A third and new prudential indicator that was introduced for 2023/24 is the Liability Benchmark (LB).

There are four components to the LB:

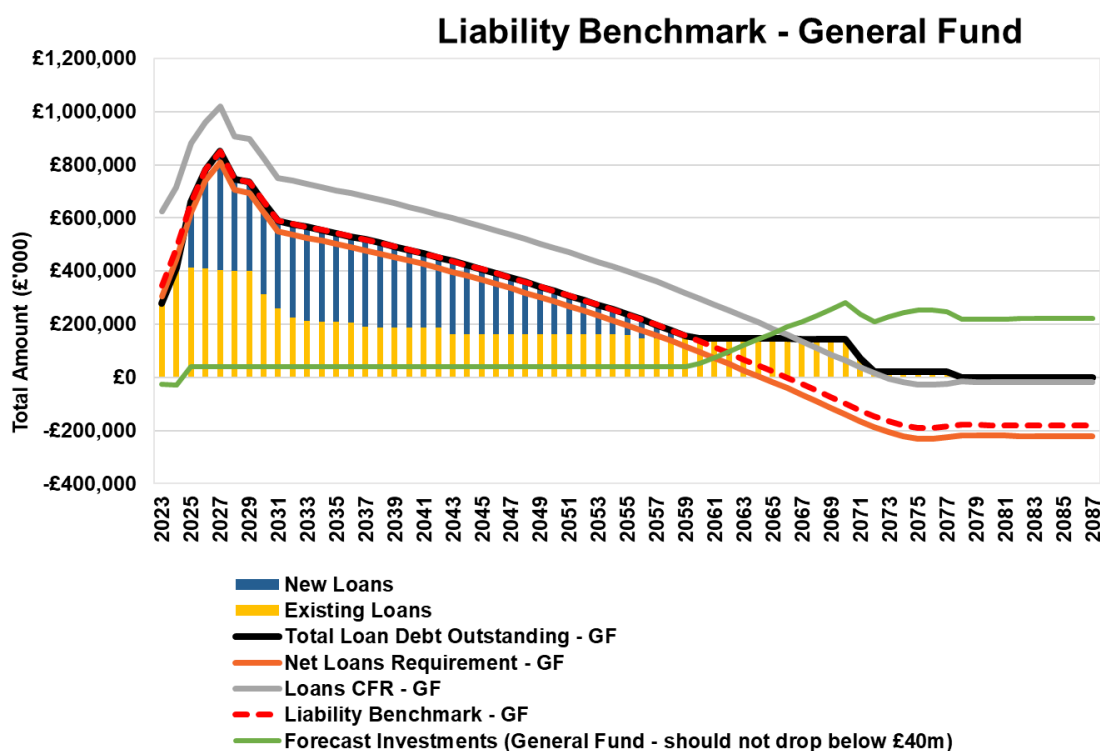
1. **Existing loan debt outstanding:** the council's outstanding debt
2. **Loans CFR:** projected CFR including approved Prudential Borrowing and planned MRP
3. **Net loans requirement:** the council's gross loan debt less treasury management investments at the last financial year-end, projected into the future and based on its approved prudential borrowing, planned MRP and any other major cash flows forecast. Note that for 2024/25 the LB includes a forecast of major cash Capital Expenditure as detailed under 2.1.
4. **Liability benchmark** (or gross loans requirement): this equals net loans requirement plus short-term liquidity allowance. For the LB included in this statement, the Treasury Team have set the liquidity allowance as £45m (increased from £30m). The increase

reflects general inflationary pressures, actual experience of liquidity pressures over the course of 2023/24 and an expectation that access to liquidity will be more difficult through the Local Authority lending market as overall cash balances reduce across the sector.

The Liability Benchmark is provided separately for the General Fund and HRA:

## General Fund

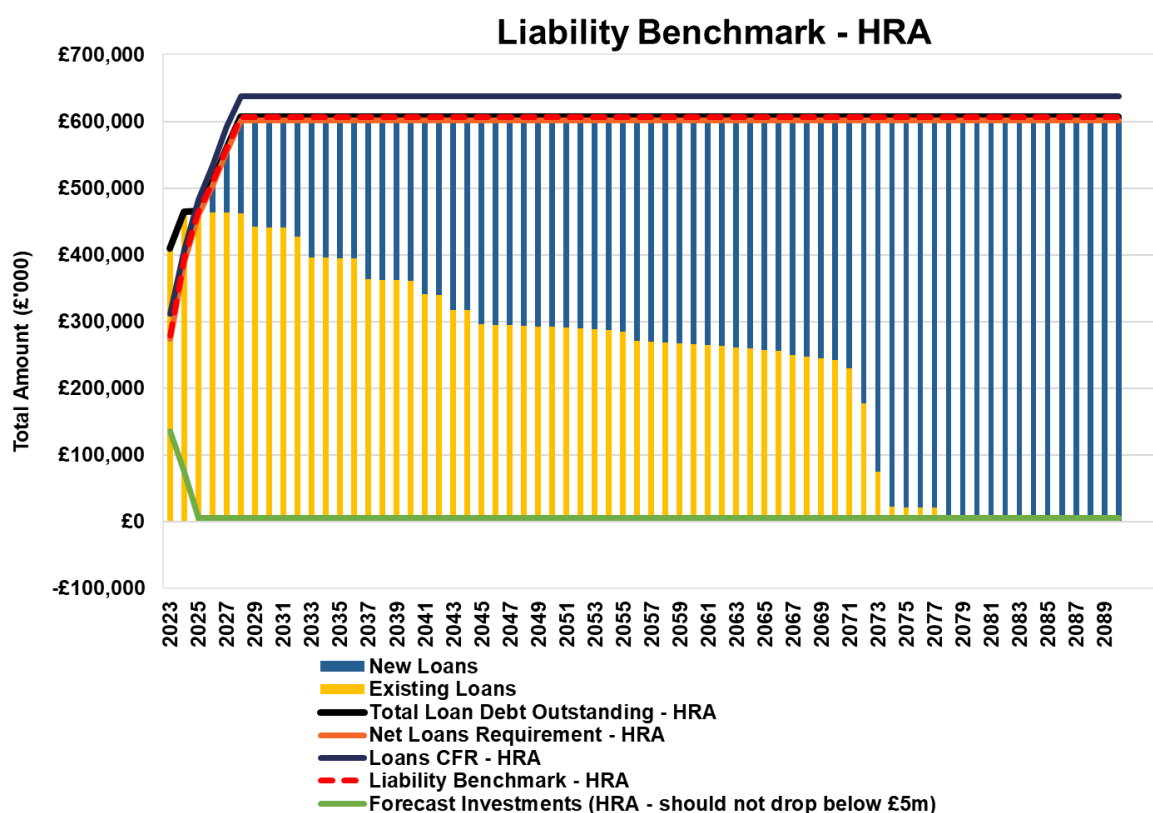
The first 10 years' worth of entries, together with the projected values to 2087, are summarized in the table and chart below.



(£m)	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33
Existing Loan Debt	412.9	660.0	781.6	850.8	745.9	734.5	661.8	588.7	577.3	565.6
Loans CFR	716.1	881.7	958.6	1,019.3	907.8	896.4	823.7	750.6	739.1	727.5
Net Loan Requirements	442.0	620.0	741.6	810.8	705.9	694.5	621.8	548.7	537.3	525.6
Liability Benchmark	482.0	660.0	781.6	850.8	745.9	734.5	661.8	588.7	577.3	565.6

## HRA

The first 10 years' worth of entries, together with the projected values to 2092, are summarized in the table and chart below.



(£m)	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33
Existing Loan Debt	464.5	465.6	508.6	560.0	606.5	606.5	606.5	606.5	606.5	606.5
Loans CFR	407.9	482.6	533.8	592.2	638.1	638.1	638.1	638.1	638.1	638.1
Net Loan Requirements	390.4	460.6	503.6	555.0	601.5	601.5	601.5	601.5	601.5	601.5
Liability Benchmark	395.4	465.6	508.6	560.0	606.5	606.5	606.5	606.5	606.5	606.5

### Comments

- "New Loans" are the new loans that would be required in order for the council to finance its capital commitments whilst also maintaining its Liquidity Buffer at £45m in total.
- The Liability Benchmark indicates that the council's excess cash levels which it enjoyed over the last few financial years will reduce to its Liquidity Buffer over 2024/25. This is as expected and reflects the extent of capital expenditure, use of reserves and externalizing of internal borrowing that occurred over 2023/24 (note that the General Fund is currently borrowing cash resources from the HRA and so the net position of £45m will likely comprise over 2024/25 significant cash balances within the HRA offset by negative cash balances in the General Fund).
- Within the General Fund, the council's overall CFR (based on forecast capital expenditure peaks over 2027/28 and then is expected to reduce as capital receipts

received in relation to current capital projects are realized and used to reduce the council's overall CFR.

- Over the very long term the Liability Benchmark indicates loans within the General Fund are expected to be supported by significant build-up of cash levels as MRP is gradually recognised over time. Over time, a strategy will need to be set to determine whether these cash reserves are used to finance future capital expenditure through internal borrowing or whether a longer-term investment strategy is set to efficiently hedge the loan maturities.
- The Treasury Team identified last year that the CFR for the General Fund did not trend to zero. After investigating this internally it was decided to increase the overall level of MRP and are satisfied that the General Fund's CFR would now trend to zero. At the time of writing this statement the government is consulting on changes to the MRP regulations and statutory guidance and the Treasury Team will review the MRP policy once the changes have been confirmed.

### **Specific Comment on Long-term level of CFR within the HRA**

3. Currently, rental income within the HRA is insufficient to pay for all property management, repair costs, major works costs (such as replacing kitchens, bathrooms, roofs etc.) and service debt interest. This is due to additional costs relating to amended legislation around fire safety (post-Grenfell), ageing stock and costs increasing at a faster rate than income. This position is reflected in the HRA Business Plan and is not unique to this council, it is a trend seen across the country.
4. An implication of this is that both the debt and Housing Stock underpinning the HRA are assumed to be held in perpetuity.
5. This means that the HRA is exposed to increasing and significant interest rate risk (i.e., around re-financing its debt portfolio and taking on more debt).
6. To the extent that the underlying Housing Stock would need to be refreshed, then additional borrowing would be required, adding additional pressure on the HRA.
7. Internal modelling disclosed within the HRA's business plan indicates that the position becomes unsustainable from around 2027 (a shortening of 8 years from that disclosed previously reflecting further inflationary cost pressures), although this does depend on the level of interest rates assumed and extent of maintenance completed in year.
8. Making necessary safety maintenance is a priority, but it will also be a short to medium term priority of the council to consider its long-term Liability Benchmark and the longer-term implications of maintaining its CFR (and therefore overall debt) in perpetuity.
9. Given the above, and to make headway to manage overall refinancing risk, 2023/24 HRA borrowing was undertaken using an annuity repayment approach. This approach may increase cash pressure on the HRA over the short to medium term but, in the Treasury Team's view, is a necessary step within an overall strategy to make the HRA sustainable over the longer-term.
10. Due to excess cash held (specifically through internally borrowing cash to the General Fund) it is not expected that the HRA will be required to take additional borrowing through 2024/25 unless a specific project is identified during the year.

### **10.1 Minimum Revenue Provision (MRP) Policy Statement**

Under Regulation 27 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, where the council has financed capital expenditure by borrowing, it is required to make a provision each year through a revenue charge (MRP).

The council is required to calculate a prudent provision of MRP which ensures that the outstanding debt liability is repaid over a period that is reasonably commensurate with that over which the capital expenditure provides benefits. The MRP Guidance (2018) gives four ready-made options for calculating MRP, but the council can use any other reasonable basis that it can justify as prudent.

The MRP policy statement requires full Council approval (or closest equivalent level) in advance of each financial year.

The Council is recommended to approve the following MRP policy.

It is proposed that the Council approves the Minimum Revenue Provision (MRP) policy for 2024/25 as follows (unchanged from 2023/24):

- The MRP charge for capital expenditure incurred before 1 April 2008 (prior to the introduction of the Prudential Code), or which has subsequently been financed by supported borrowing (i.e., where the council may be in receipt of Government resources to meet financing costs), will be based on an annuity basis. The opening balance on which the MRP is calculated has been adjusted as per the 2003 regulations
- For any capital expenditure carried out after 1 April 2008 being financed by unsupported borrowing the council will be adopting the asset life method (option 3). This is where MRP will be based on the capital expenditure divided by a determined asset life or profile of benefits to give annual instalments.
- The annual instalment may be calculated by the equal instalment method, annuity method or other methods as justified by the circumstances of the case at the discretion of the s151 Officer. With effect from 1 April 2020 all repayments have been calculated on an annuity basis.

Estimated life periods will be determined under delegated powers. To the extent that expenditure is not on the creation of an asset and is of a type that is subject to estimated life periods that are referred to in the Guidance, these periods will generally be adopted by the council. However, the council reserves the right to determine useful life periods and prudent MRP in exceptional circumstances where the recommendations of the Guidance would not be appropriate.

The council will be proactive about what assets are financed via the unsupported route. Under the Asset Life Method, short life assets will incur a higher MRP than longer life assets. Therefore, it would be more beneficial to finance short life assets, e.g., vehicles and IT equipment, from capital receipts or from direct revenue financing of the Capital Programme rather than unsupported borrowing, hence minimising the MRP.

The interest rate to be used in the annuity calculations will be the PWLB annuity rate, with 20 basis point Certainty Rate discount, for a loan with a term equivalent to the estimated life of the asset as at 1st April 2021 for capital expenditure incurred prior to 2021/22 and the 1st of April of the financial year in which the charge commences for subsequent capital expenditure. For MRP calculated over 2023/24 the appropriate interest rate to use at a sample of durations is summarised in the table below:

<b>Duration of CapEx</b>	<b>PWLB Annuity Interest Rate (Certainty Rate)</b>
<b>5 years</b>	4.51%

<b>10 years</b>	4.28%
<b>25 years</b>	4.57%
<b>50 years</b>	4.63%

The council will treat the asset life as commencing in the year in which the asset first becomes operationally available. Noting that in accordance with the regulations the council may postpone the beginning of the associated MRP until the financial year following the one in which the asset becomes operational, there will be an annual adjustment for Assets Under Construction

The amount of MRP chargeable relating to finance leases and PFI contracts will be calculated using the annuity method over the asset life/underlying benefit arising from the activity/assets to which the PFI contract relates or will be equal to the principal repayment over the contract period.

Voluntary repayment of debt - the council may make additional voluntary debt repayment provision from revenue or capital resources. If it does so, this will be disclosed in the council's Statement of Accounts. The Section 151 officer can then choose to offset previous years disclosed overpayments against the current year's prudent provision providing the amount charged is not less than zero.

### **Loans to Open Door Homes**

The council has established a company to which it will be providing loans on a commercial basis. The cash advances will be used by the company to fund capital expenditure and should therefore be treated as capital expenditure and a loan to a third party. The Capital Financing Requirement (CFR) may increase by the amount of loans advanced and under the terms of contractual loan agreements are due to be returned in full by 2040, with interest paid.

Once funds are returned to the council, the returned funds are classed as a capital receipt and are offset against the CFR, which will reduce accordingly.

New MRP guidance issued in 2019/20 which required MRP to be provided for these loans. In response to this, the council's policy was changed to apply MRP to the loans from 2019/20 onwards as this was considered to meet the requirements of statutory guidance in light of the potential variability in the timing of loan repayments.

Loan repayments will be available to offset future MRP charges, however, the Treasury Team have not included Open Door Homes loan repayments within the Liability Benchmark analysis, which is deemed to be a prudent approach. Officers may review this approach in future periods, specifically to reflect any further guidance published as a result of the current consultation on MRP (due to close 16 February 2024).

### **Capital Receipts**

As part of its overall strategy to manage its debt and revenue impact of capital activity, the council may elect to use Capital Receipts to reduce its overall CFR.

### **Loans to third parties**

Where loans are made to other bodies for their capital expenditure, then the capital receipts generated by the annual repayments on those loans will be put aside to repay debt instead of charging MRP. However, if there is a risk during the term of the loan that collateral held as



security is not sufficient to meet its obligations, or there is a likelihood of default, a prudent MRP will commence as a charge to the council's revenue account.

Other methods to provide for MRP may occasionally be used in individual cases where this is consistent with the statutory duty to be prudent, as justified by the circumstances of the case, at the discretion of the Section 151 officer.

On an annual basis the Section 151 officer shall review the level of MRP to be charged, to determine if this is at a level which is considered prudent based on the council's individual circumstances at that time, taking into account medium / long term financial plans, current budgetary pressures, current and future capital expenditure plans, funding needs and any longer-term transformational plans.

Dependant on this review the Section 151 officer shall be able to adjust the MRP charge. The amount of MRP charged shall not be less than zero in any financial year.

### **MRP Overpayments**

Under the MRP guidance, any charges made in excess of the statutory MRP can be made, known as voluntary revenue provision (VRP).

VRP can be reclaimed in later years if deemed necessary or prudent. In order for these amounts to be reclaimed for use in the budget, this policy must disclose the cumulative overpayment made each year.

Cumulative VRP overpayments made to date are £7.074m<sup>[OBJ][OBJ]</sup>

### **MRP Consultation**

In late 2023, the government launched its final consultation on changes to the MRP regulations and statutory guidance. The consultation can be found here:

<https://consult.leveellingup.gov.uk/local-government-finance/consultation-on-changes-to-statutory-guidance-and> and will run until 16<sup>th</sup> February 2024.

The council will review its MRP policy over 2024/25 once the regulations and guidance are finalised.

## 11. INVESTMENTS & BORROWING

This section sets out overall investments and borrowing as at 31 December 2023.

The Council's constitution states:

*"2.6 Capital Programme and Budget*

*2.6.1 The Capital Programme has been developed following these principles;*

*2.6.2 To maintain an affordable five-year rolling capital programme.*

*2.6.3 To ensure capital resources are aligned with the Council's strategic vision and corporate priorities.*

*2.6.4 To undertake prudential borrowing only where there are sufficient ongoing revenue resources to pay for the costs arising from current and future borrowing.*

*2.6.5 To maximise available resources by actively seeking appropriate external funding and disposal of surplus assets."*

Details of how the Council makes decisions around Capital Strategy are set out in the Council's Capital Strategy report.

### 3.1 Current Portfolio Position

The overall treasury management portfolio as at 31 March 23 and the position as at 31 December 23 are shown below for both borrowing and investments. It can be seen that the council's overall level investments has reduced significantly over 2023, reflecting use of reserves and overall capital expenditure.

<b>Investments and Borrowing Portfolio</b>				
	<b>31/03/2023</b>		<b>31/12/2023</b>	
	<b>£'000</b>	<b>%</b>	<b>£'000</b>	<b>%</b>
<b>Treasury Investments</b>				
Money Market Funds	39,000	36.01%	48,240	61.66%
Local Authorities	0	0.00%	0	0.00%
Banks UK	20,000	18.47%	5,000	6.39%
Banks Overseas *	44,300	40.90%	25,000	31.95%
Other investments	5,000	4.62%	0	0.00%
<b>Total treasury investments</b>	<b>108,300</b>	<b>100.00%</b>	<b>78,240</b>	<b>100.00%</b>
* Refers to Overseas banks that are domiciled within the UK with a UK branch and all deposits are in Sterling				
<b>Borrowing</b>				
PWLB	621,580	90.36%	771,580	92.22%
Bank borrowing - LOBO's	62,500	9.09%	62,500	7.47%
<b>Total long-term debt</b>	<b>684,080</b>		<b>834,080</b>	
Short-term local authority debt		0.00%		0.00%

Interest free loans - Salix	3,795	0.55%	2,578	0.31%
<b>Total Treasury Borrowing</b>	<b>687,875</b>	<b>100.00%</b>	<b>836,658</b>	<b>100.00%</b>
Net Treasury Investments / (Borrowing)	(579,575)		(758,418)	
Other long-term liabilities – PFI**	(13,619)		(12,825)	
** Refers to the joint Streetlighting PFI lease liability				
<b>Net Investments / (borrowing)</b>	<b>(593,195)</b>		<b>(771,243)</b>	

## Debt projections

The council's forward projections for borrowing are summarised below. The table shows the actual external debt, against the underlying capital borrowing need (the Capital Financing Requirement - CFR), and the Liability Benchmark, which represents the level of borrowing required if all cash investments in excess of the liquidity requirements are utilised towards capital expenditure.

This highlights two things:

- The council's "over" or "under" borrowing position – i.e., the level of external debt held relative to historical capital expenditure that has not been recognised through the revenue account.
- The level of external debt (as expressed via the Liability Benchmark) that would be held relative to the capital programme allowing for assuming all available (i.e., in excess of liquidity requirements) cash resources are utilised for Capital Expenditure.

The projected debt assumes that the council would first use cash resources to finance capital expenditure and that the council would then seek to borrow in line with the Liability Benchmark. In practice, the council may elect to borrow ahead of the level of debt implied by the Liability Benchmark to, for example, hedge interest rate risk or manage short-term liquidity needs (amongst other things). The Borrowing Strategy is discussed under Section 3.4.

Note that the level of debt anticipated to be taken over 2023/24 was substantially higher than envisaged by the 2023/24 TMSS. This led to the Council needing to increase its Authorised Limit over 2023/24. Details of this were summarised in a report sent to Cabinet on 7 November 2023 (link [here](#)). Improving data flow to the Treasury Team has been a key objective over 2023/24 and will continue to be a key objective over 2024/25.

<b>External Debt (£m)</b>	<b>2022/23 Actual</b>	<b>2023/24 Estimate</b>	<b>2024/25 Estimate</b>	<b>2025/26 Estimate</b>	<b>2026/27 Estimate</b>
Debt at 1 April (excl. OLTL)	587.875	687.875	877.400	1,125.571	1,290.267
Expected change in Debt	100.000	189.525	248.171	164.696	120.546
Other long-term liabilities (OLTL)	12.825	11.925	10.905	9.748	8.460
Expected change in OLTL	(0.794)	(0.900)	(1.020)	(1.156)	(1.288)
<b>Actual gross debt at 31 March</b>	<b>699.906</b>	<b>888.425</b>	<b>1,135.456</b>	<b>1,298.859</b>	<b>1,417.985</b>
<b>The Capital Financing Requirement</b>	<b>937.170</b>	<b>1,124.038</b>	<b>1,364.326</b>	<b>1,492.373</b>	<b>1,611.525</b>
<b>Under / (over) borrowing</b>	<b>237.264</b>	<b>235.613</b>	<b>228.871</b>	<b>193.514</b>	<b>193.541</b>

## Statement on expected debt relative to the CFR

The Council is required to confirm that gross debt does not, except in the short-term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2023/24 and the following two financial years.

Over 2023/24 the council needed to externalise a proportion of its Internal Borrowing undertaken historically. The S151 officer can therefore report that the council complied with this prudential

indicator in the current year and does not envisage difficulties for the future. That said, there are a number of current Capital Projects that have a relatively long gestation period and which, for risk management reasons, it may be appropriate to secure financing in advance. How any advance borrowing sits relative to the CFR (and the Operational Boundary) will be considered prior to taking on advance borrowing.

This view takes account of current commitments, existing plans and the proposals in this budget report.

### 3.2 Treasury Indicators: Limits to Borrowing Activity

The **Operational Boundary** for external debt: This is the limit beyond which external debt is not normally expected to exceed in a year.

The 2021 Prudential Code states the following in relation to the two key Treasury Prudential Indicators, Operational Boundary and Authorised Limit:

*“Both the authorised limit and the operational boundary for external debt need to be consistent with the authority’s plans for capital expenditure and financing, and with its treasury management policy, strategy and practices. Risk analysis and risk management strategies should also be taken into account. The operational boundary should be based on the authority’s estimate of most likely, i.e. prudent, but not worst case scenario and should equate to the maximum level of external debt projected by this estimate.”*

For periods 2024/25, the Treasury Team propose to set the Operational Boundary metric relative to the council’s Liability Benchmark plus a margin to allow for 12-months of advance borrowing relative to the Capital Programme agreed by Council. This effectively represents a policy decision that the Treasury team may, if conditions are appropriate, and with agreement of the Executive Director for Strategy and Resources, borrow in advance of need for 12-months. It is important to note that the Operational Boundary can be exceeded, but this would need to be carefully considered with the reasons fully explained and justified.

Such reasons may include:

- The council believes it is prudent to borrow in advance for more than 12-months;
- The council has a short-term liquidity spike beyond the £30m buffer due to the timing of outgo and anticipated income;
- The Capital Programme accelerates relative to what was agreed when the Operational Boundary was set – *in this situation the treasury function would want to understand the sustainability of this and whether the acceleration had been costed;*
- The council is required to borrow for reasons not identified within the Capital Programme – e.g., in a significant emergency. This is unlikely and the Authorised Limit provides an ultimate control to borrowing in this situation
- The council decides to utilise historical reserves (effectively externalising internal borrowing)

The treasury function will monitor borrowing relative to the Operational Boundary on a quarterly basis. The treasury function believes switching the council’s Operational Boundary to a measure that is relative to the Liability Benchmark will improve the governance around borrowing decisions and the overall risk framework.

#### Operational Boundary (summary):

Operational Boundary (£m)	2023/24	2024/25	2025/26	2026/27
---------------------------	---------	---------	---------	---------

	Estimate	Estimate	Estimate	Estimate
Expected Borrowing at start of period	687.875	877.400	1,125.571	1,290.267
New Loans Requirement during period (if negative indicates no borrowing required)	189.525	248.171	164.696	120.546
Expected Borrowing at end of period	877.400	1,125.571	1,290.267	1,410.813
<b>Operational Boundary Borrowing (Expected Borrowing plus following year's New Loans Requirement)</b>	<b>1,125.571</b>	<b>1,290.267</b>	<b>1,410.813</b>	<b>1,457.553</b>
Other long-term liabilities (OLTL)	11.925	10.905	9.748	8.460
<b>Operational Boundary OLTL</b>	<b>11.925</b>	<b>10.905</b>	<b>9.748</b>	<b>8.460</b>
<b>Total Operational Boundary</b>	<b>1,137.496</b>	<b>1,301.172</b>	<b>1,420.561</b>	<b>1,466.013</b>

The **Authorised Limit** for external debt. This is a key prudential indicator and represents a control on the maximum level of borrowing. This represents a legal limit beyond which external debt is prohibited, and this limit needs to be set or revised by the Full Council. It reflects the level of external debt which, while not desired, could be afforded in the short-term, but is not sustainable in the longer-term.

- This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all local authority plans, or those of a specific authority, although this power has not yet been exercised.
- The Council is asked to approve the following Authorised Limit:

As per the policy in 2022/23, the Council has set its Authorised Limit to be £100m in excess of the Operational Boundary.

Authorised Limit (£m)	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Debt	1,225.571	1,390.267	1,510.813	1,557.553
Other long-term liabilities	11.925	10.905	9.748	8.460
<b>Total</b>	<b>1,237.496</b>	<b>1,401.172</b>	<b>1,520.561</b>	<b>1,566.013</b>

**Important Note:** The Operational Boundary and Authorised Limit serve as operational indicators for the treasury team, specifically ensuring alignment between borrowing requirements and the capital programme. It is crucial to understand that these limits do not independently indicate the sustainability and viability of the capital programme. Instead, they help the treasury team manage borrowing consistently with the capital programme.

The Treasury Team does not "sign off" on the viability of the requested borrowing level; rather, it responds to the borrowing implied by the capital programme and the necessity to externalise internal borrowing due to reserve usage. While each capital project undergoes

individual assessments for viability and sustainability, it remains paramount that, when viewed collectively, the council is confident that the implied increase in borrowing poses no unnecessary or unsustainable risks to its overall financial health.

**Note on need to increase the Authorised Limit over the period 2023/24**

Due to a rise in Prudential Borrowing, anticipated use of Reserves over 2023/24, necessitating externalisation of internal borrowing, and lower cash balances at 1 April 2023 compared to projections, the Treasury Team recommended an increase in the council's Authorised Limit from £920m to £1,259m. Details of this recommendation were outlined in a report submitted to Cabinet on 7 November 2023 (accessible via [here](#)).

Had the Treasury Team adhered to its previous practice (pre-2023/24) of setting the Authorised Limit at £100m above the Capital Financing Requirement (CFR), this request might not have been necessary. The Treasury Team maintains that the new approach (tying the Authorised Limit to the Liability Benchmark) aligns better with the Prudential Code and CIPFA guidance.

The Treasury Team sees the process of increasing the Authorised Limit as a "check and balance" on the council's overall borrowing needs. It enhances scrutiny over the Capital Programme, especially during a period of substantial interest rate increases. The team believes this additional step is consistent with the requirements of the Prudential Code and contributes to a more thorough examination of the Council's financial decisions.

### 3.3 Prospects for Interest Rates

The council has appointed Link Group as its treasury advisor and part of their service is to assist the council to formulate a view on interest rates. Link provided the following forecasts on 8 January 2024. These are forecasts for certainty rates, gilt yields plus 80 bps.

Link Group Interest Rate View		08.01.24												
		Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
<b>BANK RATE</b>		5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
3 month ave earnings		5.30	5.30	5.00	4.50	4.00	3.50	3.30	3.00	3.00	3.00	3.00	3.00	3.00
6 month ave earnings		5.20	5.10	4.80	4.30	3.80	3.30	3.20	3.10	3.10	3.10	3.10	3.10	3.10
12 month ave earnings		5.00	4.90	4.60	4.10	3.70	3.20	3.10	3.10	3.10	3.10	3.10	3.20	3.20
5 yr PWLB		4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.60	3.50	3.50	3.50
10 yr PWLB		4.70	4.50	4.40	4.30	4.20	4.10	4.00	3.90	3.80	3.70	3.70	3.70	3.70
25 yr PWLB		5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20	4.20	4.10	4.10	4.10	4.10
50 yr PWLB		5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00	4.00	3.90	3.90	3.90	3.90

Whilst forecasts are helpful in terms of overall decision making, the current interest environment is very uncertain. A comparison with the forecast provided by Link for last year's TMSS is set out below. It can be seen that since last year interest rates forecasts have increased across the yield curve (by around 50bps at the short end rising to 70bps at the longer end).

With rising interest rates experienced through 2023/24 and expectation that rates would fall, the council took a decision to borrow for a shorter duration than implied by its Liability Benchmark. The interest rate forecast provided supports this strategy, however, the Treasury Team are aware that such a strategy introduces potential re-financing risk if rates do not reduce as expected (or, indeed, they increase).

Link Group Interest Rate View		19.12.22												
		Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25
<b>BANK RATE</b>		3.50	4.25	4.50	4.50	4.50	4.00	3.75	3.50	3.25	3.00	2.75	2.50	2.50
3 month ave earnings		3.60	4.30	4.50	4.50	4.50	4.00	3.80	3.30	3.00	3.00	2.80	2.50	2.50
6 month ave earnings		4.20	4.50	4.60	4.50	4.20	4.10	3.90	3.40	3.10	3.00	2.90	2.60	2.60
12 month ave earnings		4.70	4.70	4.70	4.50	4.30	4.20	4.00	3.50	3.20	3.10	3.00	2.70	2.70
5 yr PWLB		4.20	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.20	3.10
10 yr PWLB		4.30	4.40	4.40	4.30	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.30
25 yr PWLB		4.60	4.60	4.60	4.50	4.40	4.20	4.10	4.00	3.90	3.70	3.60	3.50	3.50
50 yr PWLB		4.30	4.30	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.30	3.20	3.20

Link's commentary on the interest environment is attached under Section 5.3.



### 3.4 Borrowing Strategy

The council's Operational Boundary gives 12-months capacity to advance borrow relative to the Capital Programme agreed by Council. As indicated within the Liability Benchmark the council is expecting cash levels to normalise towards its Liquidity Buffer of £45m (with balances in year potentially being higher than this reflecting timing of grants / working capital etc).

The overall borrowing strategy is to utilise cash resources to fund the Capital Programme when the council have these available, however the council will take opportunities to borrow in advance if it can take advantages of yields which reflect the underlying business case of the particular capital programme (or lower) and this reduces project risk– see section 3.6 for more details.

The factors the Treasury Team will consider when making decisions around Term or borrowing are summarised below:

#### Principle 1 - Reflect Borrowing Term to Capital Activity

For borrowing directly linked to the acquisition of an asset or for regeneration / development the starting point for determining the borrowing term would be the duration of the project and / or the useful life of the underlying asset.

The Treasury Team work closely with the service area to understand and advise the interest rates and timeframes used within the business case modelling of the project.

In the majority of cases it would be appropriate to reflect the borrowing profile to that used within the Business Case for the capital project. Examples of this approach include matching the PWLB loan to the profile of any on-lending (e.g. to ODH or other third parties). This approach minimises interest rate risk and matches the borrowing profile to the likely MRP profile and useful life of the asset.

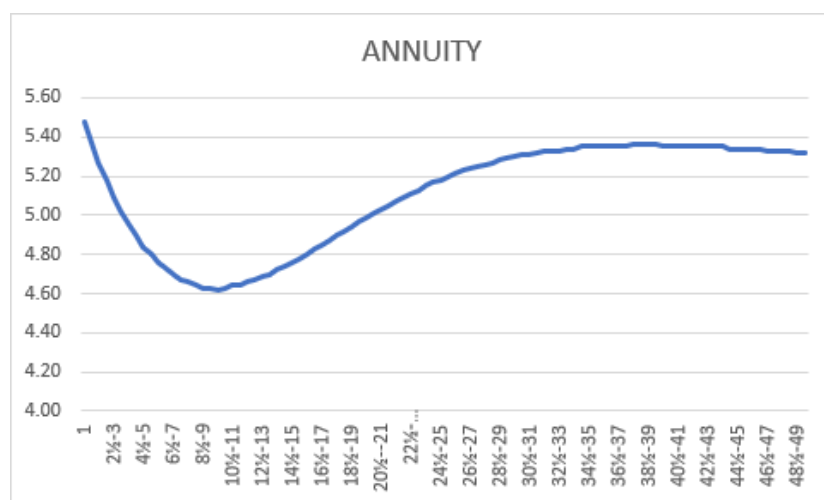
The council will also consider borrowing in advance of need if a Business Case has been signed off and there is high confidence that the capital expenditure will progress.

#### Principle 2 - Yield Curve

For more general borrowing not linked to specific projects, the council would review the yield curve and assess whether specific durations offered preferential rates.

For example, at the time of drafting this statement, there is a noticeable dip in interest rates in the 5 to 10 year range (see fig 1) and so the council should consider whether this would be a suitable duration to borrow at.

Fig 1 - Annuity Yield curve 11 January 2024



An issue with this approach is that it can concentrate maturities which creates interest rate and refinance risk for the council.

In addition, this approach may lead to a repayment profile that is inconsistent with the Liability Benchmark.

For these reasons, it may not always be appropriate to drive borrowing decisions on the shape of the yield curve alone.

### **Principle 3 - Interest Rate Forecasts**

2023/24 has been notable for elevated levels of interest rates at all durations across the yield curve. This has been combined with the council's advisors (and the markets more generally) anticipating steep reductions in the interest rate environment over the next few years.

This is evidenced by Link's forecast for 50 year PWLB rates which is covered under Section 3.3.

In this environment it may be appropriate to borrow over a relatively short period in the hope that rates are lower when the loans need to be re-financed. For example, over the period August to November 2023 Barnet heavily utilised the Local Authority short-term lending markets converting this borrowing to longer-term (but still relatively short at five years or so) PWLB borrowing when rates fell slightly over December 2023.

A significant issue with this approach is that:

- the Local Authority lending market cannot guarantee liquidity and the Treasury Team expect it will become a less active as Local Authorities cash balances reduce down more generally.
- Interest rates are difficult to forecast and are often wrong and so rates may not reduce as projected and, indeed, could be higher.

This means that, to manage risk, the council may still choose to fix its borrowing over a longer period even if rates are projected to fall, particularly if borrowing is linked to a specific project.

### **Principle 4 - Borrowing Profile (Liability Benchmark)**

The council's Liability benchmark allows the Treasury Team to determine its level of new borrowing implied by the council's capital programme and use of reserves. The Liability Benchmark was developed for the council during 2023/24 by the Treasury Team.

Key Parameters towards determining the liability benchmark are:

- Local Authority's capital programme
- Minimum Revenue Provision profile (this determines the flow of cash into the council to pay down debt)
- Anticipated use of reserves
- Expected Capital Receipts (not allocated to new CapEx)

The Liability Benchmark is a useful tool that allows the council to understand:

- It's overall level of expected cash resources to manage debt over the very long-term
- The impact on the Treasury Cost Centre from the implied levels of debt
- Whether the debt profile introduces re-financing risk (e.g. through specific times where significant debt needs to be refinanced)

The council's Liability Benchmark is covered under section 2.3.

An insight from the Liability Benchmark is that, in general, Annuity Borrowing provides a better match to the maturity profile and so will be the likely form of borrowing for general purposes through 2024/25.

### 3.5 Policy on Borrowing in Advance of Need

As stated above, the council's Operational Boundary includes capacity for around 12-months borrowing ahead of need. The council may, and has, borrowed in advance of need if doing so reduces the risk and / or stabilises the cost of its Capital Programme. In making a decision to borrow ahead of need the council will consider:

- Any impact on revenue from "cost of carry"
- The likely use for the forward borrowing within the capital programme and the relative confidence the Treasury Team have of that element of the programme moving forward
- Overall slippage within the whole of the capital programme
- Interest rate forecasts from the council's treasury advisors and other sources
- The risk to the capital programme if rates rise significantly
- Any existing forward borrowing taken on

### 3.6 Rescheduling

Rescheduling of current borrowing in the council's debt portfolio is unlikely to occur as there is still a large difference between premature redemption rates and new borrowing rates.

### 3.7 New Financial Institutions as a Source of Borrowing and / or Types of Borrowing

Currently the PWLB Certainty Rate is set at gilts + 80 basis points (plus 40bps for HRA Loans towards new developments). However, consideration may still need to be given to sourcing funding from the following sources for the following reasons:

- Local authorities (primarily shorter dated maturities out to 3 years or so – generally may be cheaper than the Certainty Rate).
- Financial institutions (primarily insurance companies and pension funds but also some banks, out of forward dates where the objective is to avoid a "cost of carry" or to achieve refinancing certainty over the next few years).
- Other quasi government bodies, such as the UK Municipal Bonds Agency and UK Infrastructure Bank

The council's advisors will keep officers informed as to the relative merits of each of these alternative funding sources.

### 3.8 Approved Sources of Long and Short-term Borrowing

#### On Balance Sheet    Fixed    Variable

PWLB	●	●
UK Municipal Bond Agency	●	●
Local Authorities	●	●
Banks	●	●
Pension Funds	●	●
Insurance Companies	●	●
UK Infrastructure Bank	●	●

Market (long-term)	●	●
Market (temporary)	●	●
Market (LOBOs)	●	●
Stock Issues	●	●
Local Temporary	●	●
Local Bonds	●	
Local Authority Bills	●	●
Overdraft		●
Negotiable Bonds	●	●
Internal (capital receipts & revenue balances)	●	●
Commercial Paper	●	
Medium Term Notes	●	
Finance Leases	●	●

## 4 ANNUAL INVESTMENT STRATEGY

### 4.1 Investment Policy – Management of Risk

The Department of Levelling Up, Housing and Communities (DLUHC) and CIPFA have extended the meaning of ‘investments’ to include both financial and non-financial investments. This report deals solely with treasury (financial) investments, (as managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets and service investments, are covered in the Capital Strategy (appendix L1).

The council’s investment policy has regard to the following: -

- DLUHC’s Guidance on Local Government Investments (“the Guidance”)
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 (“the Code”)
- CIPFA Treasury Management Guidance Notes 2021

The council’s investment priorities will be security first, portfolio liquidity second and then yield (return). The council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with regard to the Council’s risk appetite.

The above guidance from DLUHC and CIPFA places a high priority on the management of risk. The council has adopted a prudent approach to managing risk and defines its risk appetite by the following means: -

1. Minimum acceptable **credit criteria** are applied in order to generate a list of highly creditworthy counterparties. This also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the short-term and long-term ratings.
2. **Other information:** ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the council will engage with its advisors to maintain a monitor on market pricing such as “**credit default swaps**” and overlay that information on top of the credit ratings.
3. **Other information sources** used will include the financial press, share price and other such information pertaining to the financial sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.
4. This Council has defined the list of **types of investment instruments** that the Treasury management team are authorised to use. There are two lists in Appendix 5.4 under the categories of ‘specified’ and ‘non-specified’ investments.

**Specified investments** are those with a high level of credit quality and subject to a maturity limit of one year or have less than a year left to run to maturity, if originally they were classified as being non-specified investments solely due to the maturity period exceeding one year.

**Non-specified investments** are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers before being authorised for use.

5. **Non-specified and loan investment limits.** The Council has determined that it will set a limit to the maximum exposure of the total treasury management investment portfolio to non-specified treasury management investments to £100m (no change from 2023/24).
6. **Lending limits**, (amounts and maturity), for each counterparty will be set through applying the matrix table in paragraph 4.2.
7. **Transaction limits** are set for each type of investment in 4.2.
8. Set a limit for its investments which are invested for **longer than 365 days**, (see paragraph 4.4).
9. Investments will only be placed with counterparties from countries with a specified minimum **sovereign rating**, (see paragraph 4.3).
10. The council engages **external consultants**, (see paragraph 1.5), to provide expert advice on how to optimise an appropriate balance of security, liquidity and yield, given the risk appetite of this Council in the context of the expected level of cash balances and need for liquidity throughout the year.
11. All investments will be denominated in **sterling**.
12. As a result of the change in accounting standards for 2022/23 under IFRS 9, implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund are considered. In November 2018, MHCLG (now DLUHC), concluded a consultation for a temporary override to allow English local authorities time to adjust their portfolio of all pooled investments by announcing a statutory override to delay implementation of IFRS 9 for five years ending 31.3.23. At the current juncture it has not been determined whether a further extension to the over-ride will be agreed by Government.

However, this Council will also pursue **value for money** in treasury management and will monitor the yield from investment income against appropriate benchmarks for investment performance, (see paragraph 4.5). Regular monitoring of investment performance will be carried out during the year.

#### **Changes in risk management policy from last year.**

No changes

## 4.2 Creditworthiness Policy

The primary principle governing the council's investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle, the council will ensure that:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security. This is set out in the specified and non-specified investment sections of appendix 5.3 below; and
- It has sufficient liquidity in its investments. For this purpose, it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the council's prudential indicators covering the maximum principal sums invested.

The Executive Director of Resources will maintain a counterparty list in compliance with the following criteria and will revise the criteria and submit them to Council for approval as necessary. These criteria are separate to that which determines which types of investment instrument are either specified or non-specified as it provides an overall pool of counterparties considered high quality which the council may use, rather than defining what types of investment instruments are to be used.

Credit rating information is supplied by Link Group, the council's treasury advisors, on all active counterparties that comply with the criteria below. Any counterparty failing to meet the criteria would be omitted from the counterparty (dealing) list. Any rating changes, rating Watches (notification of a likely change), rating Outlooks (notification of the longer-term bias outside the central rating view) are considered before dealing. For instance, a negative rating Watch applying to counterparty at the minimum council criteria will be suspended from use, with all others being reviewed considering market conditions.

**Time and monetary limits applying to investments.** The time and monetary limits for institutions on the council's counterparty list and the proposed criteria for specified and non-specified investments are shown in Appendix 5.3.

### UK banks – ring fencing

The largest UK banks, (those with more than £25bn of retail / Small and Medium-sized Enterprise (SME) deposits), were required, by UK law, to separate core retail banking services from their investment and international banking activities by 1<sup>st</sup> January 2019. This is known as "ring-fencing". Whilst smaller banks with less than £25bn in deposits are exempt, they can choose to opt up. Several banks are very close to the threshold already and so may come into scope in the future regardless.

Ring-fencing is a regulatory initiative created in response to the global financial crisis. It mandates the separation of retail and SME deposits from investment banking, to improve the resilience and resolvability of banks by changing their structure. In general, simpler activities offered from within a ring-fenced bank, (RFB), will be focused on lower risk, day-to-day core transactions, whilst more complex and "riskier" activities are required to be housed in a separate entity, a non-ring-fenced bank, (NRFB). This is intended to ensure that an entity's core activities are not adversely affected by the acts or omissions of other members of its group.

While the structure of the banks included within this process may have changed, the fundamentals of credit assessment have not. The council will continue to assess the new-formed entities in the same way that it does others and those with sufficiently high ratings, (and any other metrics considered), will be considered for investment purposes.

### 4.3 Country Limits

The council has determined that it will only use approved counterparties from the United Kingdom or countries with a minimum sovereign credit rating of AA from Fitch (or equivalent). This minimum rating does not apply to the United Kingdom. The list of countries that qualify using this credit criteria as at the date of this report are shown in Appendix 5.4. This list will be added to, or deducted from, by officers should ratings change in accordance with this policy.

In addition:

- no more than £40 million will be placed with any non-UK country at any time.
- limits in place above will apply to a group of companies.

### 4.4 Investment Strategy

**In-house funds.** Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e., rates for investments up to 12 months). Greater returns are usually obtainable by investing for longer periods. The current shape of the yield curve suggests that is the case at present, but there is the prospect of Bank Rate peaking in the first half of 2023 and possibly reducing as early as the latter part of 2023 so an agile investment strategy would be appropriate to optimise returns.

Accordingly, while most cash balances are required in order to manage the ups and downs of cash flow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer-term investments will be carefully assessed.

#### Investment returns expectations.

The current forecast shown in paragraph 3.3, includes a forecast for Bank Rate to stay at 5.25% until Q3 2024 at which point Link expect the first rate cuts.

The suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows:

Average earnings in each year	
2023/24 (residual)	5.30%
2024/25	4.70%
2025/26	3.20%
2026/27	3.00%
2027/28	3.25%
Years 6 to 10	3.25%
Years 10+	3.25%

As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.



For its cash flow generated balances, the council will seek to utilise its business reserve instant access and notice accounts, Money Market Funds and short-dated deposits, (overnight to 100 days), in order to benefit from the compounding of interest.

**Investment Treasury Indicator and Limit** - total principal funds invested for greater than 365 days. These limits are set with regard to the council's liquidity requirements and to reduce the need for early sale of an investment and are based on the availability of funds after each year-end.

The Council is asked to approve the following Treasury Indicator and Limit: -

<b>Upper limit for principal sums invested for longer than 365 days</b>			
<b>(£m)</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>
Principal sums invested for longer than 365 days	£25m	£25m	£25m

#### **4.5 Investment Performance / Risk Benchmarking**

The council will use an investment benchmark to assess the investment performance of its investment portfolio of 7-day SONIA (Sterling Overnight Index Average)

#### **4.6 End of year investment report**

At the end of the financial year, the council will report on its investment activity as part of its Annual Treasury Report.

**5 SUPPLEMENTARY INFORMATION**

1. Prudential and Treasury indicators
2. Interest rate forecasts
3. Economic background
4. Treasury management practice 1 – credit and counterparty risk management
5. Approved countries for investments
6. Treasury management scheme of delegation
7. The Treasury management role of the section 151 officer

## 5.1 CAPITAL AND TREASURY PRUDENTIAL INDICATORS 2024/25 – 2026/27

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

### 5.1.1 Capital Expenditure

Capital Expenditure (£m)	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Adults and Safeguarding	3.439	5.254	4.606	3.762	-
Housing and Growth (Brent Cross)	97.879	75.283	39.151	24.939	-
Children, Education & Safeguarding	15.767	16.275	9.179	9.376	5.431
Community Leadership and Libraries	-	2.274	0.200	-	-
Environment	3.095	31.935	25.774	17.864	12.960
Housing and Growth Committee	79.691	87.373	123.847	56.287	35.345
Policy & Resources	0.567	20.475	7.984	4.770	-
<b>Total - General Fund</b>	<b>200.437</b>	<b>238.869</b>	<b>210.741</b>	<b>116.998</b>	<b>53.736</b>
Housing Revenue Account	69.804	110.139	100.569	68.053	60.847
<b>Total - all services</b>	<b>270.241</b>	<b>349.01</b>	<b>311.31</b>	<b>185.05</b>	<b>114.58</b>

### 5.1.2 Affordability Prudential Indicators

The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the council's overall finances. The Council is asked to approve the following indicators: -

#### Ratio of Financing Costs to Net Revenue Stream

This indicator identifies the trend in the cost of capital, (borrowing and other long-term obligation costs net of investment income), against the net revenue stream.

%	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Non-HRA	4.98%	2.70%	3.09%	3.26%	3.26%
HRA	17.62%	14.59%	15.50%	19.78%	21.17%
<b>Total</b>	<b>6.88%</b>	<b>4.39%</b>	<b>4.86%</b>	<b>5.62%</b>	<b>5.86%</b>

The estimates of financing costs include current commitments and the proposals in this budget report.

### HRA Ratios

	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
HRA debt (£m)	409.502	464.502	465.569	508.626	560.005
HRA revenues (£m)	58.754	66.377	73.85	76.825	80.459
Ratio of debt to revenues %	697%	700%	630%	662%	696%

	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
HRA debt (£m)	409.502	464.502	465.569	508.626	560.005
Number of HRA dwellings	9,059	9,207	9,113	9,092	9,072
Debt per dwelling (£)	45,204	50,451	51,088	55,942	61,729

### 5.1.3 Maturity Structure of Borrowing

Maturity structure of borrowing. These gross limits are set to reduce the council's exposure to large, fixed rate sums falling due for refinancing, and are required for upper and lower limits.

The Council is asked to approve the following Treasury Indicators and Limits: -

<b>Maturity structure of fixed interest rate borrowing 2024/25</b>			
	Current	Lower	Upper
Under 12 months	0%	0%	50%
12 months to 2 years	1%	0%	50%
2 years to 5 years	6%	0%	75%
5 years to 10 years	15%	0%	75%
10 years to 20 years	21%	0%	75%
20 years to 30 years	5%	0%	75%
30 years to 40 years	0%	0%	75%
40 years to 60 years	60%	0%	100%
<b>Maturity structure of variable interest rate borrowing 2023/24</b>			
	Lower	Upper	
Under 12 months	0%	50%	
12 months to 2 years	0%	50%	
2 years to 5 years	0%	75%	
5 years to 10 years	0%	75%	
10 years to 25 years	0%	75%	
25 years to 60 years	0%	100%	

### 5.1.4. Control of Interest Rate Exposure

Please see paragraphs 3.3, 3.4 and 4.4.

## 5.2 INTEREST RATE FORECASTS 2024-2027

See Section 3.2

## 5.3 ECONOMIC BACKGROUND

Link commentary:

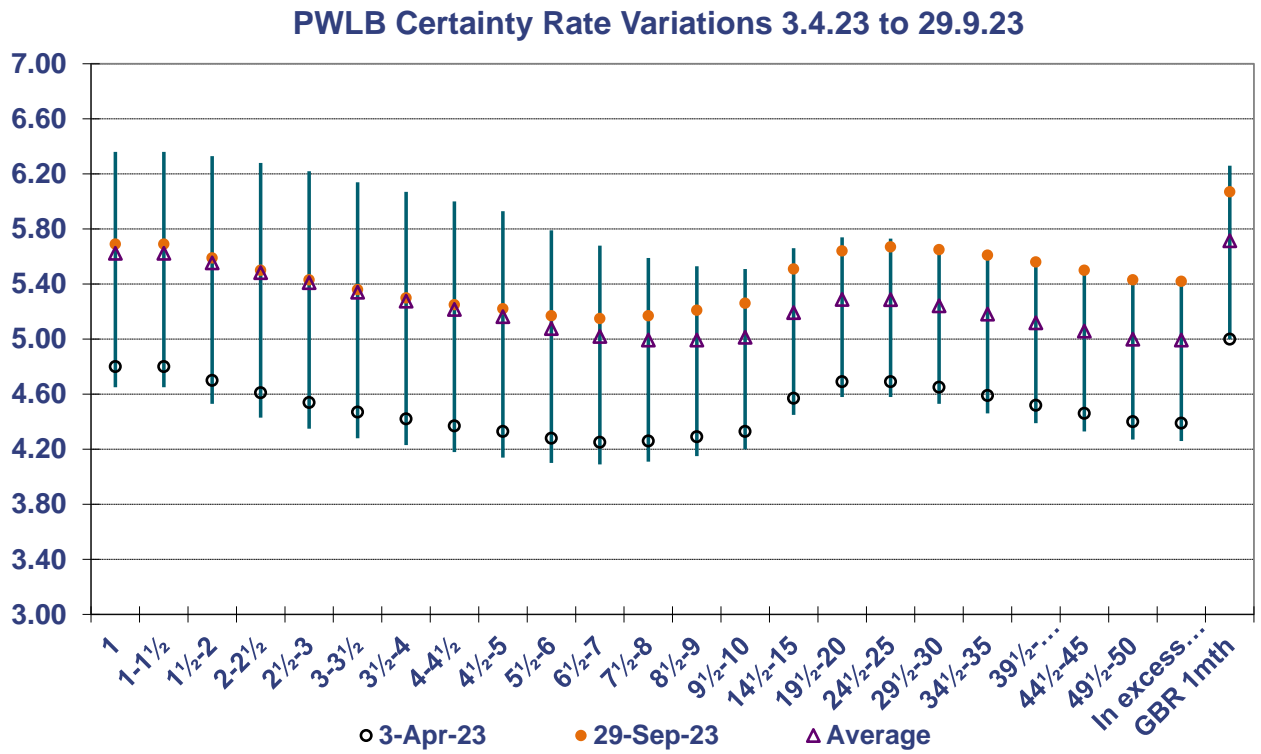
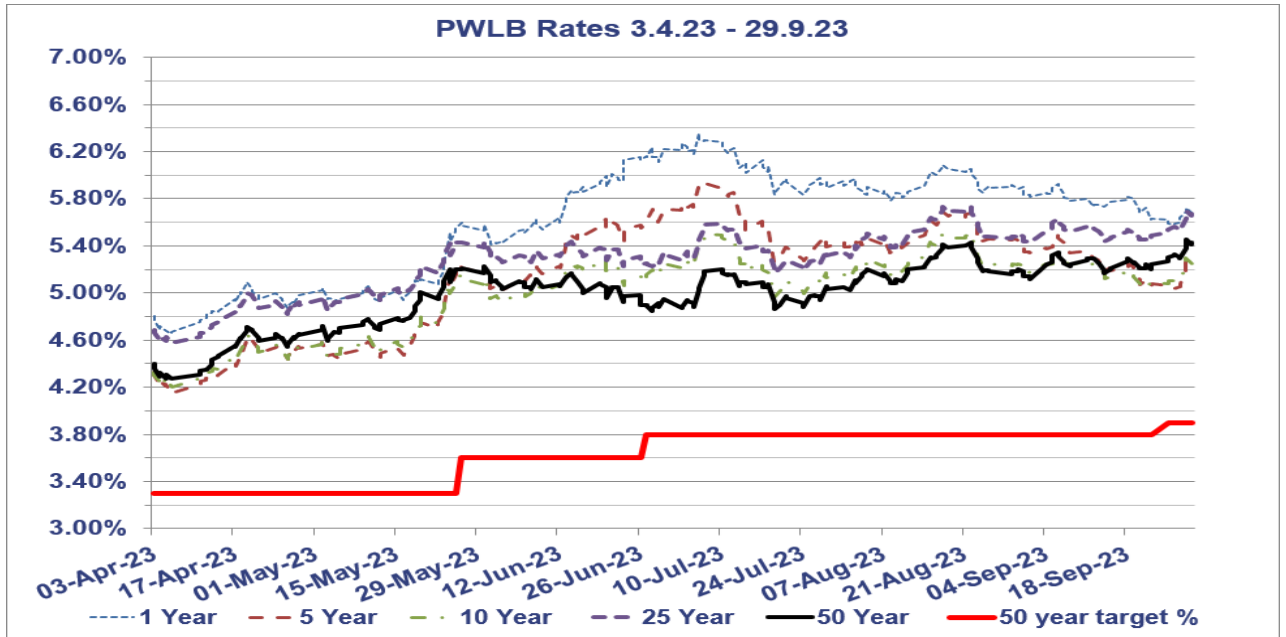
- *The first half of 2023/24 saw:*
  - *Interest rates rise by a further 100bps, taking Bank Rate from 4.25% to 5.25% and, possibly, the peak in the tightening cycle.*
  - *Short, medium and long-dated gilts remain elevated as inflation continually surprised to the upside.*
  - *CPI inflation falling from 8.7% in April to 6.7% in September, its lowest rate since February 2022, but still the highest in the G7.*
  - *Core CPI inflation declining to 6.1% in September from 7.1% in April and May, a then 31 years high.*
  - *A cooling in labour market conditions, but no evidence yet that it has led to an easing in wage growth (as the 3myy growth of average earnings rose by 7.8% for the period June to August, excluding bonuses).*
- *The registering of 0% GDP for Q3 suggests that underlying growth has lost momentum since earlier in the year. Some of the weakness in July was due to there being almost twice as many working days lost to strikes in July (281,000) than in June (160,000). But with output falling in 10 out of the 17 sectors, there is an air of underlying weakness.*
- *The fall in the composite Purchasing Managers Index from 48.6 in August to 46.7 in September left it at its lowest level since COVID-19 lockdowns reduced activity in January 2021. At face value, it is consistent with the 0% q/q rise in real GDP in the period July to September, being followed by a contraction in the next couple of quarters.*
- *The 0.4% m/m rebound in retail sales volumes in August is not as good as it looks as it partly reflected a pickup in sales after the unusually wet weather in July. Sales volumes in August were 0.2% below their level in May, suggesting much of the resilience in retail activity in the first half of the year has faded.*
- *As the growing drag from higher interest rates intensifies over the next six months, we think the economy will continue to lose momentum and soon fall into a mild recession. Strong labour demand, fast wage growth and government handouts have all supported household incomes over the past year. And with CPI inflation past its peak and expected to decline further, the economy has got through the cost-of-living crisis without recession. But even though the worst of the falls in real household disposable incomes are behind us, the phasing out of financial support packages provided by the government during the energy crisis means real incomes are unlikely to grow strongly. Higher interest rates will soon bite harder too. We expect the Bank of England to keep interest rates at the probable peak of 5.25% until the second half of 2024. Mortgage rates are likely to stay above 5.0% for around a year.*
- *The tightness of the labour market continued to ease, with employment in the three months to July falling by 207,000. The further decline in the number of job vacancies from 1.017m in July to 0.989m in August suggests that the labour market has loosened a bit further*

since July. That is the first time it has fallen below 1m since July 2021. At 3.0% in July, and likely to have fallen to 2.9% in August, the job vacancy rate is getting closer to 2.5%, which would be consistent with slower wage growth. Meanwhile, the 48,000 decline in the supply of workers in the three months to July offset some of the loosening in the tightness of the labour market. That was due to a 63,000 increase in inactivity in the three months to July as more people left the labour market due to long term sickness or to enter education. The supply of labour is still 0.3% below its pre-pandemic February 2020 level.

- *But the cooling in labour market conditions still has not fed through to an easing in wage growth. The headline 3myy rate rose 7.8% for the period June to August, which meant UK wage growth remains much faster than in the US and in the Euro-zone. Moreover, while the Bank of England's closely watched measure of regular annual average total pay growth for the private sector was 7.1% in June to August 2023, for the public sector this was 12.5% and is the highest total pay annual growth rate since comparable records began in 2001. However, this is affected by the NHS and civil service one-off non-consolidated payments made in June, July and August 2023. The Bank of England's prediction was for private sector wage growth to fall to 6.9% in September.*
- *CPI inflation declined from 6.8% in July to 6.7% in August and September, the lowest rate since February 2022. The biggest positive surprise was the drop in core CPI inflation, which declined from 6.9% to 6.1%. That reverses all the rise since March.*
- *In its latest monetary policy meeting on 06 November, the Bank of England left interest rates unchanged at 5.25%. The vote to keep rates on hold was a split vote, 6-3. It is clear that some members of the MPC are still concerned about the stickiness of inflation.*
- *Like the US Fed, the Bank of England wants the markets to believe in the higher for longer narrative. In terms of messaging, the Bank once again said that "further tightening in monetary policy would be required if there were evidence of more persistent inflationary pressures", citing the rise in global bond yields and the upside risks to inflation from "energy prices given events in the Middle East". So, like the Fed, the Bank is keeping the door open to the possibility of further rate hikes. However, it also repeated the phrase that policy will be "sufficiently restrictive for sufficiently long" and that the "MPC's projections indicate that monetary policy is likely to need to be restrictive for an extended period of time". Indeed, Governor Bailey was at pains in his press conference to drum home to markets that the Bank means business in squeezing inflation out of the economy.*
- *This narrative makes sense as the Bank of England does not want the markets to decide that a peak in rates will be soon followed by rate cuts, which would loosen financial conditions and undermine its attempts to quash inflation. The language also gives the Bank of England the flexibility to respond to new developments. A rebound in services inflation, another surge in wage growth and/or a further leap in oil prices could conceivably force it to raise rates in the future.*

*In the table below, the rise in gilt yields across the curve as a whole in 2023/24, and therein PWLB rates, is clear to see.*

#### **PWLB RATES 01.04.23 - 29.09.23**



**HIGH/LOW/AVERAGE PWLB RATES FOR 01.04.23 – 29.09.23**

	1 Year	5 Year	10 Year	25 Year	50 Year
<b>Low</b>	4.65%	4.14%	4.20%	4.58%	4.27%
<b>Date</b>	06/04/2023	06/04/2023	06/04/2023	06/04/2023	05/04/2023
<b>High</b>	6.36%	5.93%	5.51%	5.73%	5.45%
<b>Date</b>	06/07/2023	07/07/2023	22/08/2023	17/08/2023	28/09/2023
<b>Average</b>	5.62%	5.16%	5.01%	5.29%	5.00%
<b>Spread</b>	1.71%	1.79%	1.31%	1.15%	1.18%

*The peak in medium to longer dated rates has generally arisen in August and September and has been primarily driven by continuing high UK inflation, concerns that gilt issuance may be too much for the market to absorb comfortably, and unfavourable movements in US Treasuries.*

*The S&P 500 and FTSE 100 have struggled to make much ground through 2023.*

### **CENTRAL BANK CONCERNS**

*Currently, the Fed has pushed up US rates to a range of 5.25% to 5.5%, whilst the MPC followed by raising Bank Rate to 5.25%. EZ rates have also increased to 4% with further tightening a possibility.*

*Ultimately, however, from a UK perspective it will not only be inflation data but also employment data that will mostly impact the decision-making process, although any softening in the interest rate outlook in the US may also have an effect (just as, conversely, greater tightening may also).*



## 5.4 TREASURY MANAGEMENT PRACTICE (TMP1) – CREDIT AND COUNTERPARTY RISK MANAGEMENT

The DLUHC issued Investment Guidance in 2018, and this forms the structure of the Council's policy below.

The key intention of the Guidance is to maintain the current requirement for councils to invest prudently, and that priority is given to security and liquidity before yield. To facilitate this objective, the guidance requires this Council to have regard to the CIPFA publication Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes. This Council adopted the Code on 23 March 2003 and will apply its principles to all investment activity. In accordance with the Code, the Executive Director of Resources has produced its Treasury management practices (TMPs). This part, TMP 1(1), covering investment counterparty policy requires approval each year.

**Annual investment strategy** - The key requirements of both the Code and the investment guidance are to set an annual investment strategy, as part of its annual Treasury Strategy for the following year, covering the identification and approval of following:

- The strategy guidelines for choosing and placing investments, particularly non-specified investments.
- The principles to be used to determine the maximum periods for which funds can be committed.
- Specified investments that the council will use. These are high security (i.e., high credit rating, although this is defined by the council, and no guidelines are given), and high liquidity investments in sterling and with a maturity of no more than a year.
- Non-specified investments, clarifying the greater risk implications, identifying the general types of investment that may be used and a limit to the overall amount of various categories that can be held at any time.

The investment policy proposed for the council is:

**Strategy guidelines** – The main strategy guidelines are contained in the body of the Treasury Strategy Statement.

**Specified investments** – These investments are sterling investments of not more than one-year maturity, or those which could be for a longer period but where the council has the right to be repaid within 12 months if it wishes. These are considered low risk assets where the possibility of loss of principal or investment income is small. These would include sterling investments that would not be defined as capital expenditure with:

1. The UK Government (such as the Debt Management Account deposit facility, UK Treasury bills or a gilt with less than one year to maturity).
2. Supranational bonds of less than one year's duration.
3. A local authority, parish council or community council.
4. Pooled investment vehicles (such as money market funds) that have been awarded a high credit rating by a credit rating agency. For category 4 this covers pooled investment vehicles, such as money market funds (including Constant and Low Volatility Net Asset Value Funds), rated AAA by Standard and Poor's, Moody's and / or Fitch rating agencies.
5. A body that is considered of a high credit quality (such as a bank or building society), which is defined as having a minimum Short-Term rating of F2 (or the equivalent) as rated by Standard and Poor's, Moody's and / or Fitch rating agencies.

Within these bodies, and in accordance with the Code, the Council has set additional criteria to set the time and amount of monies which will be invested in these bodies. These criteria are a maximum of 365 days (to be classified as specified) and a counterparty limit of £25 million.

The table below provides further details on the counterparties and limits for specified investments.

<b>Instrument</b>	<b>Country/ Domicile</b>	<b>Counterparty</b>	<b>Maximum Counterparty Limits £m</b>
Term Deposits	UK	DMADF, DMO	No limit
Term Deposits/Call Accounts	UK	Other UK Local Authorities	£25 million
Term Deposits/Call Accounts	UK*	Counterparties rated at least A- Long Term)	£25 million
Term Deposits/Call Accounts	Non-UK*	Counterparties rated at least A- Long Term in select countries with a Sovereign Rating of at least AA.	£25 million
CDs and other negotiable instruments		with banks and building societies which meet the specified investment criteria (on advice from TM Adviser)	£25 million
Deposits	UK	Registered Providers (Former RSLs)	£5m per RP
Gilts	UK	DMO	No limit
T-Bills	UK	DMO	No limit
Bonds issued by multilateral development banks		(For example, European Investment Bank/Council of Europe, Inter American Development Bank)	
AAA-rated Money Market Funds		CNAV MMF's LVNAV MMF's	£25 million
	UK and EC domiciled	VNAV MMF's (where there is greater than 12 month history of a consistent £1 Net Asset Value)	
Other MMF's and CIS	UK & EC domiciled.	Collective Investment Schemes (pooled funds) which meet the definition of collective investment schemes in SI 2004 No 534 or SI 2007 No 573 and subsequent amendments	£25 million.

**For Non-UK banks**, a maximum exposure of £40 million per country (including any non-specified exposures) will apply to limit the risk of over-exposure to any one country.

**Non-specified investments** –are any other type of investment (i.e., not defined as specified above) although the counterparties can also have investments that meet the definition of specified. The identification of these other investments and the maximum limits to be applied are set out below.

The council will have a maximum of £100 million invested in non-specified investments.

The council has a number of non-treasury investments (loans) which do not count as Treasury Investments. The council may also make loans to Local Organisations, however, note that these loans would not be counted as Treasury Investments.

### **Loans to Local Organisations**

The council will allow loans (as a form of investment) to be made to organisations operating in the borough that bring community benefits. The council will undertake due diligence checks to confirm the borrower's creditworthiness before any sums are advanced and will obtain appropriate level of security or third party guarantees for loans advanced. The council would expect a return commensurate with the type, risk and duration of the loan. A limit of £25 million per counterparty (and £50 million in aggregate) for this type of investment is proposed with a duration commensurate with the life of the asset and council's cash flow requirements.

All loans need to be in line with the Council's Scheme of Delegation and Key Decision thresholds levels.

### **Loan to Saracens and other third parties**

The council has a loan agreement with Saracens which falls under the Loans to Local Organisations Category and so is subject to a limit of £25m.

At the time of writing the council was also considering providing development funding to a third party to facilitate the regeneration of Brent Cross, details can be found within the Cabinet report accessed [here](#).

This lending activity supports its overall priorities around regeneration and housing within the Borough.

### **Loans to TBG Open Door Limited**

The council is advancing loans to its only owned affiliate TBG Open Door Limited to fund the purchase and build of affordable homes. A provision is included below for lending up to a maximum of £300 million.

Both loans to Saracens and Open Door Homes introduces credit risk for the council. Both loans are included within the council's Strategy and Resources Risk Register.

The table below details the instruments, maximum maturity and monetary limits for non-specified investments.

<b>Instrument</b>	<b>Maximum maturity</b>	<b>Max £M of portfolio and Credit limit</b>	<b>Capital expenditure?</b>	<b>Example</b>
Term deposits with banks, building societies which meet the specified investment criteria	10 years	£10m per counterparty	No	
Term deposits with local authorities	10 years	£25m per authority	No	
CDs and other negotiable instruments with banks and building societies which meet the specified investment criteria	10 years	£10m per counterparty	No	
Gilts	10 years	Credit limit not applicable gilts issued by UK Government	No	
Bonds issued by multilateral development banks	10 years	£20 million Minimum credit rating AA+	No	EIB Bonds, Council of Europe Bonds etc.
Sterling denominated bonds by non-UK sovereign governments	5 years	£20 million Minimum credit rating AA+	No	

Other Non-Specified investments are permitted subject to the undertaking of a credit assessment by the council's treasury advisor (or in the case of loans to local organisations, by a suitably qualified external advisor appointed by the council) on a case-by-case basis. These are detailed below:

Instrument	Maximum maturity	Max £M of portfolio and Credit limit	Capital expenditure?	Example
Collective Investment Schemes which meet the definition of collective investment schemes in SI 2004 No 534, regulation 2 & 5 and subsequent amendments.	N/A – these funds do not have a defined maturity date	£25 million	No	Aviva investors Sterling Liquidity Plus Fund; Federated Sterling Cash Plus Fund
Deposits with registered providers	5 years	£5m per registered provider/£20 million overall	No	Barnet Homes Open Door not within TMS
Corporate and debt instruments issued by corporate bodies purchased from 01/04/12 onwards	5 years	20%	No	
Collective Investment Schemes (pooled funds) which do not meet the definition of collective investment schemes in SI 2004 No 534 or SI 2007 No 573 and subsequent amendments	N/A – these funds do not have a defined maturity date	£10 million	Yes	Way Charteris Gold Portfolio Fund; Aviva Lime Fund
Bank or building societies not meeting specified criteria	3 months	£10m per counterparty	No	Bank or building societies not meeting specified criteria

In the tables above, the minimum credit rating will be the lowest equivalent long-term rating assigned by Fitch, Moody's and Standard and Poor's. Where the credit rating is the minimum acceptable, the council will consider rating sentiment and market sentiment e.g., the pricing of credit default swaps.

**The monitoring of investment counterparties** - The credit rating of counterparties will be monitored regularly. The council receives credit rating information (changes, rating watches and rating outlooks) from Link Group as and when ratings change, and counterparties are checked promptly. On occasion ratings may be downgraded when an investment has already been made. The criteria used are such that a minor downgrading should not affect the full receipt of the principal and interest. Any counterparty failing to meet the criteria will be removed from the list immediately by the Executive Director for Strategy and Resources and if required new counterparties which meet the criteria will be added to the list. The council will not always follow the maximum maturity guidance issued by Link. However, any deposit made with a longer maturity than the Link guidance will be approved with the Executive Director for Strategy and Resources.

**Accounting treatment of investments.** The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the council is protected from any adverse revenue impact, which may arise from these differences, the Treasury Team will review the accounting implications of new transactions before they are undertaken.

### **Environment Social Government (ESG) Policy to Treasury Investments**

Treasury Investments are generally of short duration (one year or lower) and with established and regulated counter parties (e.g. Money Market Funds or established UK / EU Banks). The Treasury Team therefore take a proportionate approach to considering ESG factors within the council's investment decisions, with the primary metrics for making decisions being credit quality and yield.

Where the council plan to enter a non-specified Investment or invest with an Non - UK / EU Bank, the council will consider ESG factors explicitly before making any investment.

## 5.4 APPROVED COUNTRIES FOR INVESTMENTS

This list is based on those countries which have sovereign ratings of AA- or higher, (showing the lowest rating from Fitch, Moody's and S&P) and also, (except - at the time of writing - for Hong Kong, Norway and Luxembourg), have banks operating in sterling markets which have credit ratings of green or above in the Link Group credit worthiness service.

### *Based on lowest available rating*

#### AAA

- Australia
- Denmark
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

#### AA+

- Finland
- U.S.A.
- Canada

#### AA

- France
- Hong Kong
- U.A.E.

#### AA-

- Belgium
- Qatar
- U.K.

## **5.5 TREASURY MANAGEMENT SCHEME OF DELEGATION**

Section 2.15.3 of the London Borough of Barnet's constitution states that The Chief Finance Officer has the delegated authority to undertake all borrowing on behalf of the Council in line with the Treasury Management Strategy Statement. This authority is agreed by Council each year as part of the budget setting process when the TMSS for the forthcoming year is presented to Council for approval. All borrowing will be reported to Cabinet as part of the Capital Programme.

The Treasury team also maintain a Treasury Management Practices document that sets out further delegation to certain Officers based on financial significance.



## 5.6 THE TREASURY MANAGEMENT ROLE OF THE SECTION 151 OFFICER

### The S151 (responsible) officer:

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the Treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the Treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers.

### In addition to the specific Treasury Investment responsibilities identified above the S151 officer is also responsible for:

- preparation of a Capital Strategy to include capital expenditure, capital financing, non-financial investments and treasury management, with a long-term timeframe (*say 20+ years – to be determined in accordance with local priorities.*)
- ensuring that the Capital Strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money
- ensuring that due diligence has been carried out on all treasury and non-financial investments and is in accordance with the risk appetite of the Council
- ensure that the council has appropriate legal powers to undertake expenditure on non-financial assets and their financing
- ensuring the proportionality of all investments so that the council does not undertake a level of investing which exposes the council to an excessive level of risk compared to its financial resources
- ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long-term liabilities
- provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees
- ensuring that members are adequately informed and understand the risk exposures taken on by the council
- ensuring that the Council has adequate expertise, either in house or externally provided, to carry out the above
- creation of Treasury Management Practices which specifically deal with how non treasury investments will be carried out and managed, to include the following (TM Code p54): -
  - *Risk management (TMP1 and schedules), including investment and risk management criteria for any material non-treasury investment portfolios;*
  - *Performance measurement and management (TMP2 and schedules), including methodology and criteria for assessing the performance and success of non-treasury investments;*

- *Decision making, governance and organisation (TMP5 and schedules), including a statement of the governance requirements for decision making in relation to non-treasury investments; and arrangements to ensure that appropriate professional due diligence is carried out to support decision making;*
- *Reporting and management information (TMP6 and schedules), including where and how often monitoring reports are taken;*
- *Training and qualifications (TMP10 and schedules), including how the relevant knowledge and skills in relation to non-treasury investments will be arranged.*

## Appendix K - HRA Business Plan – February 2024

### 1. Introduction

The council's Housing Revenue Account (HRA) is funded through rents and service charges received from council tenants and leaseholders, it should meet the costs associated with maintaining and managing the council's housing stock and can also be used for funding the development or acquisition of new council homes and other related capital projects.

Since 2012, the HRA has been self-financing, although there have been restrictions on both the amount the HRA can borrow and the rents that can be charged.

The government removed the borrowing cap in October 2018 and borrowing in the HRA is now subject to the similar prudential guidelines as the General Fund, providing opportunities for increasing affordable housing supply supported by the HRA.

The HRA Business Plan has been updated with support from housing consultants Savills and in partnership with Barnet Homes.

### 2. Executive Summary

Good progress has been made since 2015 on delivering the HRA business plan. Headlines include; the completion and acquisition of over 400 council homes for rent, a 53-unit extra care housing scheme at Ansell Court and the 51-unit scheme Atholl House (formerly Stag House) to let at affordable rents to homeless applicants. Grant has been secured from the Greater London Authority under the Building Council Homes for Londoners Programme to support the building of 87 new council homes in Barnet and for the HRA 250 home programme which includes a scheme at The Grange estate in East Finchley.

The council and Barnet Homes have always taken fire safety very seriously and ensuring the safety of residents was already a top priority for our investment programme. Following the Grenfell Tower fire in 2017, the council has committed to going beyond its statutory obligations to meet best practise in fire safety measures. A priority for the HRA business plan has been the delivery of £52m of spend for high rise and higher risk blocks and Barnet Homes is approximately 25% through a £34m program of works for medium rise blocks.

The council has continued to invest in existing council homes which continue to be maintained to the Decent Homes standard.

This updated plan includes budget for those schemes with GLA grant approved as well as the current approved project costs relating to Graham Park North-East. The HRA Business Plan does not include the additional costs estimated by Savills to be £84m to achieve EPC C targets for all these council housing units. The recent relaxing

by the Government on climate targets means there is not 100% clarity on whether this change applies to social housing or not; this would also affect access to grant or other central government funding.

The current year plan has also made provision for £4.1m of new spend for environmental works to shared and communal spaces as well as an initial £15.3m towards achieving carbon neutrality across the stock by 2050. The estimated costs for achieving carbon neutral by 2050 is estimated by Savills to be approaching £200m, but there are still significant unknowns as to what technology options there will be available to assist, as well as what grant funding there will be from Government.

### **3. National Policy Framework**

From 2012 HRAs became self- financing with a restriction placed on their external borrowing. In October 2018, the government removed the debt cap and HRA borrowing is now subject to the similar prudential borrowing guidelines as the General Fund. The removal of the borrowing cap means that council has an opportunity to invest more in increasing the supply of affordable housing, but it needs to ensure it can meet the cost of the borrowing.

The Welfare Reform and Work Act 2016 introduced a 4-year requirement for social landlords to reduce their rents by 1% each year from April 2016. This requirement reduced the revenue available to the HRA. In October 2017, the government announced that it intended to allow registered providers and local authorities to increase rents by the Consumer Price Index (CPI) plus 1% for at least five years from April 2020. This was again amended in 2022 (relating to rents for 2023/24) when a rent 'cap' of 7% was permitted, well below the CPI+1% which would have been 11.1%. The overall impact of these amendments to the rent levels has meant a reduced rental income of £6.2m per annum for the HRA.

#### **Corporate Priorities**

The HRA Business Plan complements the Council Corporate priorities and Housing Strategy in a number of ways, including:

- Maintaining the quality and safety of the existing supply of council housing
- Investing in the delivery of new affordable homes for rent
- Increasing the supply of housing to help tackle homelessness
- Investing in new homes for vulnerable people, including wheelchair users and older people
- Ensuring that housing services funded through the HRA are efficient and effective.

### **4. Maintaining the quality and safety of the existing supply of council housing**

The council's housing stock is managed and maintained by Barnet Homes, an Arm's Length Management Organisation (ALMO) which was established in 2004 to improve services and deliver a programme of investment to bring the stock up to the Decent Homes standard.

Barnet Homes completed the Decent Homes programme in 2011, and now has a 30-year asset management strategy in place to deliver the following objectives:

- Ensure properties are maintained in a manner which provides a safe living environment and one that is not detrimental to residents and others health.
- Ensure operators maintaining the buildings can carry out work in a safe manner and without detriment to health.
- Identify the assets to be maintained,
- Establish the basis for future investment in the assets,
- Establish a basis for possible alternative use of the assets,
- Provide an outline vision for new build dwellings,
- Establish a mechanism for review of the strategy,
- Seek residents' views on the objectives of the strategy to inform the development and updating of the strategy,
- Achieve value for money,
- Recognise legislation regarding the Government targets of Carbon Neutrality by 2050
- Inform the 30-year HRA business plan

Stock condition surveys of every home was commissioned 3 years back and 80% of all non-regeneration homes have been surveyed. The final 20% will be complete shortly. Findings from these surveys, as well as utilising external consultants on pricing (as example bathrooms now cost 70% more to replace than in 2020) has helped shape updated maintenance programs and additional damp & mould works. Overall the required funding has increased £150m (excl CPI). The business plan also makes provision for further stock condition surveys to be carried out in future years to ensure 100% coverage of all stock and the most efficient use of capital programme resources; there is also increased expectations by the social housing regulator regarding the quality and accuracy of data that landlords have regarding their stock.

### **Building and Fire safety**

Following the Grenfell Tower disaster in June 2017, the council responded by developing a £52 million investment programme to improve fire safety in its high-rise and higher risk housing stock, including the replacement of Aluminium Composite Material (ACM) on blocks at Granville Road (completed 2018), and the installation of sprinklers in high rise blocks. A further £34m program for medium rise blocks was also approved and is approximately 25% complete so far.

'Building a Safer Future' is a government-led initiative in response to the Grenfell Tower tragedy. It is a framework within which the shortcomings identified in the post-Grenfell review of Building Regulation and Fire Safety can be addressed. These shortcomings include the way high-rise residential buildings are built and managed. BSF is also intended to deal with situations where residents may raise concerns about the safety of their buildings, which they may feel are not taken seriously by their landlord.

Two key pieces of legislation support this initiative – the Building Safety Bill and the Fire Safety Bill, both of which have received Royal Assent and will both be in full operation from April 2024. The new Building Safety Regulator, working under the responsibility of the Health and Safety Executive and with responsibility for 'high risk' / 'in-scope' buildings (e.g. residential blocks over 18 metres) with effect from April 2024.

This additional legislation has generated additional revenue works but also much of the equipment will need to be maintained and replaced over the life of the business plan, an estimated £150m (excl CPI) has been added to the plan.

### Estate Regeneration

The council recognises that its ambitious programme to regenerate its four largest council estates has taken much longer to deliver than originally envisaged. In view of this, significant investment is required by the council in properties at **Grahame Park**. The council will ensure that homes at Grahame Park programmed to be occupied until 2027 remain compliant with statutory landlord obligations. Properties due to remain occupied beyond 2027 will be improved to meet the Decent Homes standard. These works are summarised below:

Table 1 – Approach to investment in homes at Grahame Park Estate	
Homes to continue in occupation to 2027	Compliance works, Electrical Rising Main, Electrical Testing and Rewires, Fire enhancement works, partial window replacements, ASB works such as external perimeter lighting, entry phones/renewal of entrance doors and Housing Health and Safety Rating System works.
Homes to continue in occupation beyond 2027	As above and including repair/renewal of bathrooms and kitchens, roof and windows replacement and lift works.

The following table shows the total investment plans for the council's housing stock through to 2028 (at estimated inflation levels):

Financial £'000	Year	2023.24	2024.25	2025.26	2026.27	2027.28	Total
<b>STOCK CAPITAL INVESTMENT</b>							
<b>Major Works</b>		£23,707	£25,821	£28,362	£29,372	£29,605	£136,867
<b>M&amp;E/ GAS</b>		£958	£6,118	£804	£823	£840	£9,543
<b>Adaptations (voids)</b>		£1,362	£1,240	£1,283	£1,357	£1,384	£6,626
<b>Fire safety programme</b>		£5,900	£7,588	£7,293	£5,510	£5,447	£31,738
<b>Additional Regeneration</b>		£2,569	£2,133	£2,152	£732	£732	£8,318
<b>Damp &amp; Mould</b>		£1,000	£1,601	£1,657	£905	£922	£6,085
<b>Neighbourhood works</b>		£2,063	£2,201	£ -	£ -	£ -	£4,264
<b>Carbon Neutral works</b>		£3,933	£4,667	£5,273	£1,131	£1,153	£16,157
<b>Totals</b>		<b>£41,492</b>	<b>£51,369</b>	<b>£46,824</b>	<b>£39,830</b>	<b>£40,083</b>	<b>£219,598</b>

## 5. Investment in the delivery of new affordable homes for rent

### New Build Programme

The council's Housing Strategy 2023-2028 sets out the need for more affordable homes in the borough. In order to deliver on this, local authority land, including land held in the HRA, can be made available to provide sites for new housing, either at affordable rent or for low-cost home ownership.

In Autumn 2018 a GLA grant of £8.7m was secured for a further 87 new homes. Plans for the delivery of these properties are progressing.

The HRA supports developments, including for Opendoor Homes (the Registered Provider owned by Barnet Homes) by providing land at nil cost where appropriate. The development costs of the new homes are funded by loans to Opendoor Homes from the council. The council retains 100% nomination rights to the properties that are built.

Further work has been carried out on the capacity of HRA sites to deliver additional homes, and several sites have been identified which are expected to provide approximately 250 new council homes for affordable rent. Work has commenced on consulting on the various schemes of this programme.

The council will continue to work with Opendoor Homes, with a focus on mixed tenure developments outside of the HRA. However, the council will consider transferring HRA land to the RP or other appropriate legal structures where there is a good case for doing so, for example where the HRA does not have the capacity to fund a development or where it is more suitable for mixed tenure scheme; such as Grahame Park North East which is considering joint-venture structures due to the scale of the development and associated risks.

### **Acquisitions Programme**

To make effective use of the council's Right- to-Buy receipts, HRA funding has already been used to support the purchase 93 properties across London which have been let at affordable rents via the council's Housing Allocations Scheme.

The council's Housing Strategy has identified the need to maintain a supply of larger affordable units and will ensure that some of the units acquired will have three or more bedrooms.

Recent changes to the use of Right to Buy Receipts has placed a greater emphasis on new build supply and as such it is less likely that this money will be available to support future acquisitions programmes.

## **6. Increasing the supply of housing to help tackle homelessness**

The delivery of new affordable homes for rent, as described above, will help to reduce homelessness by providing an alternative to expensive temporary accommodation and offer households in this position a better outcome.

At present the average net annual cost of providing temporary accommodation is £6,000 per household, and this cost is set to increase due to continuing inflationary pressures in the housing market associated with population growth and a limited supply of housing.

This means that for every 100-additional new affordable homes built or acquired, the council will save at least £0.600m in temporary accommodation costs within in the General Fund. This was the primary driver behind the acquisition of 249 homes at Colindale Gardens during 2023.

## **7. Investment in new homes for vulnerable people**

The council has identified a need for additional extra care housing for older people and homes for wheelchair users. As a result, investment is being targeted in two areas set out below.



## **Extra Care housing**

As well as providing better outcomes for users, additional supported housing will provide a more cost-effective alternative to expensive residential care. It is estimated that around 35% of people admitted to residential accommodation by the council would have a better quality of life if there was availability within extra care housing. This equates to approximately 90 households every year.

These schemes provide an estimated average net £12,000 of avoided costs per client per annum compared to other care types (this is more acute when compared to residential settings). The first extra care scheme completed during 2019 at the 53-home extra care sheltered housing scheme at Ansell Court and during 2023 Atholl House (Stag House) completed with 51 homes.

The council and Barnet Homes are progressing well with another 75-home scheme as part of community led development plans for the Upper and Lower Fosters estate in Hendon which started on site in March 2021. This scheme will be funded through the HRA and with grant from the GLA.

## **Wheelchair housing**

The council has identified a number of people currently in residential care, who would benefit from wheelchair adapted housing. It is estimated that for each person rehoused a gross saving of up to £50,000 (excludes the cost of any social care support) will be generated in the General Fund. Barnet Homes has already built 29 wheelchair adapted homes as part of the 40 new council homes completed in 2016. Additional wheelchair adapted homes will be provided as part of the on-going programme of building affordable homes described in section six above. This complies with the local plan requirement that at least 10% of new homes should be wheelchair accessible or easily adapted for wheelchair users.

## **8. Efficient and Effective Services**

The majority of services funded from the HRA are provided by the council's ALMO, Barnet Homes, including the management and maintenance of council housing and the provision of housing needs service. which is responsible for the assessment of eligibility for rehousing against the council's Housing Allocations Scheme.

During 2015, the council reviewed the services provided by Barnet Homes through a series of challenge sessions to ensure that the services were of a satisfactory standard and provided good value for money. This led to the development of a new ten-year management agreement, effective from 1<sup>st</sup> April 2016 and secured savings worth £2.15m over the first five years of the agreement. This sum is equivalent to a 10% budget reduction and has had minimal impact on the effectiveness of services, whilst freeing up HRA resources for investment in further new homes. Barnet Homes reports

annually as part of its delivery plan on how it benchmarks against other similar organisations and Local Authorities.

## 9. Right to Buy Receipts

The Right-to-Buy scheme was reinvigorated in 2012 through the introduction of more generous discounts for tenants wishing to buy their council property. As part of this, local authorities have been permitted to keep a larger proportion of the receipts generated from Right-to-Buy sales on condition that these are spent on providing new affordable homes within 3 years. The council has made use of Right-to-Buy receipts to support the building and acquisitions programme described in section six above. A recent announcement by DLUHC regarding Right to Buy receipts has meant that receipts now have 5 years to be utilised for the provision of replacement homes, rather than the 3 years in the past and the amount that can be used has increased from 30% to 40% of the development spend.

## 10. HRA 30 Year Business Plan

The council uses a spreadsheet model provided by Savills to project the HRA position over a 30-year period, considering changes in stock, capital programme requirements, and anticipated policy changes.

A baseline position, shown in Appendix A has been established which takes account of the current capital programme, the loss of stock expected through estate regeneration and sales, and the latest government advice on rent setting. The baseline capital programme also includes: an agreed £32m investment in fire safety, £253m (net of grant and right to buy receipts) of investment in new homes (£47m of that relates to the 249 homes in Colindale Gardens), building of nearly 850 new homes supported by the GLA grant and the acquisition of 51 properties for affordable rent.

The demands on the HRA have increased exponentially over the last few years with lower income than expected. Rental income is £6.2m per annum lower than expected (described earlier), additional annual costs for Building Safer Future (£2m), £1m for damp & mould and £2.75m interest costs for major works relating to Building Safer Future and maintaining regeneration estates has all meant significantly reduced capacity in the HRA. There are also repairs costs increases due to macroeconomic issues meaning nearly £3m additional annual spend caused by 'no-win, no-fee' disrepair lawyers driving up disrepair claims, repairs inflation being well above CPI both for labour and materials. Interest rates and build costs have also increased significantly meaning the financial viability of development schemes is more challenging. The impact of all this is that the HRA is not showing financial viability beyond year 3. The worsening financial position is exacerbated by the need to source additional resources which may include GF contributions (2026/27 and ongoing) to be able to fund the revenue side of the HRA, as well as continuing to fund capital and that

then incurs additional interest charges which means the HRA revenue position worsens exponentially.

Council and Barnet Homes are reviewing the HRA to find mitigations though the scale of the challenge is unlikely to be achieved without General Fund support or Government intervention as all the services are legal or regulatory requirements and any options to defer or reduce services would ultimately lead to a breach of either of these.

A summary of the proposed Capital programme is included at Appendix A and the draft HRA budget for 2024/25 is included at Appendix B.

## Appendix A- Proposed HRA Capital Programme to 2028

\*Subject to capital bids

Financial Year £'000	2023.24	2024.25	2025.26	2026.27	2027.28	Total
<b>STOCK CAPITAL INVESTMENT</b>						
Major Works	£23,707	£25,821	£28,362	£29,372	£29,605	£136,867
M&E/ GAS	£958	£6,118	£804	£823	£840	£9,543
Adaptations (voids)	£1,362	£1,240	£1,283	£1,357	£1,384	£6,626
Fire safety programme	£5,900	£7,588	£7,293	£5,510	£5,447	£31,738
Additional Regeneration	£2,569	£2,133	£2,152	£732	£732	£8,318
Damp & Mould	£1,000	£1,601	£1,657	£905	£922	£6,085
Neighbourhood works	£2,063	£2,201	£ -	£ -	£ -	£4,264
Carbon Neutral works	£3,933	£4,667	£5,273	£1,131	£1,153	£16,157
<b>Total Investment in Stock</b>	<b>£41,492</b>	<b>£51,369</b>	<b>£46,824</b>	<b>£39,830</b>	<b>£40,083</b>	<b>£ 219,598</b>
<b>INVESTMENT IN NEW SUPPLY</b>						
Cheshir House – Extra Care	£ 11,585	£ 7,671	£ 422	£ -	£ 306	£ 19,984
Stag House – Extra Care	£ 2,218	£ 236	£ -	£ -	£ -	£ 2,454
Silk & Shoelands (HRA 250)	£ 339	£ 7,956	£ 7,444	£ 39,137*	£ 39,137*	£ 94,013
Coppies Grove (HRA 250)	£ 263	£ 2,322	£ 1,722	£ -	£ -	£ 4,307
Coppetts Road (GLA 87)	£ 3,363	£ 5,262	£ 265	£ -	£ -	£ 8,890
The Grange (HRA 250)	£ 2,044	£ 5,745	£ 1,358	£ -	£ -	£ 9,147
Moss Hall (HRA 250)	£ 736	£ -	£ -	£ -	£ -	£ 736
Little Strand (HRA 87)	£ 7,599	£ 4,746	£ 303	£ -	£ -	£ 12,648
Broadfields (HRA 87)	£ 5,520	£ 6,889	£ 788	£ -	£ -	£ 13,197
Acquisitions for affordable rent	£ 16,028	£ 10,685	£ -	£ -	£ -	£ 26,713
Modular Homes	£ 2,485	£ -	£ -	£ -	£ -	£ 2,485
Other	£ 3,357	£ -	£ -	£ -	£ -	£ 3,357
Colindale Gardens	£ 72,800	£ 2,000	£ -	£ -	£ -	£ 74,800
Grahame Park NE	£ 2,846	£ 8,305	£ 16,100	£ 25,503	£ 12,631	£ 65,385
Dollis Valley Shared Equity	£ 1,865	£ -	£ -	£ -	£ -	£ 1,865
<b>Total Investment in New Supply</b>	<b>£133,048</b>	<b>£61,817</b>	<b>£28,402</b>	<b>£64,640</b>	<b>£52,074</b>	<b>£339,981</b>
<b>Total Capital Programme</b>	<b>£174,540</b>	<b>£113,186</b>	<b>£75,226</b>	<b>£104,470</b>	<b>£92,157</b>	<b>£559,579</b>

Appendix B –HRA P8 Forecast 2023/24 and Business Plan 2024/25 to 2028/29

HOUSING REVENUE ACCOUNT	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
	Forecast	Budget	Budget	Budget	Budget	Budget
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Income</b>						
Dwelling rents	(55,510)	(61,718)	(64,353)	(67,723)	(67,748)	(70,889)
Non-dwelling rents	(1,020)	(957)	(820)	(783)	(741)	(755)
Service Charges- tenants and leaseholders	(9,728)	(11,048)	(11,521)	(11,818)	(11,842)	(10,420)
Other Income	(119)	(127)	(131)	(135)	(137)	-
<b>Total Income</b>	<b>(66,377)</b>	<b>(73,850)</b>	<b>(76,825)</b>	<b>(80,459)</b>	<b>(80,468)</b>	<b>(82,064)</b>
<b>Expenditure</b>						
Repairs and Maintenance	13,128	15,225	15,255	18,044	18,317	20,759
Housing Management	23,321	23,461	24,207	24,903	25,270	25,011
Internal recharges	3,494	3,728	3,859	3,951	4,030	4,111
Depreciation of fixed assets	12,703	13,635	14,049	14,147	14,301	14,957
Interest expense	14,606	16,578	20,749	22,996	26,823	30,399
Increase in bad debt provision	1,185	1,328	1,234	1,146	1,066	1,066
Revenue Contribution to Capital	346	-	-	-	-	-
<b>Total Expenditure</b>	<b>68,783</b>	<b>73,955</b>	<b>79,353</b>	<b>85,187</b>	<b>89,807</b>	<b>96,303</b>
<b>Net Cost of HRA Services</b>	<b>2,406</b>	<b>105</b>	<b>2,528</b>	<b>4,728</b>	<b>9,339</b>	<b>14,239</b>
Interest and investment income	(2,600)	-	-	-	-	-
<b>(Surplus) or deficit</b>	<b>(194)</b>	<b>105</b>	<b>2,528</b>	<b>4,728</b>	<b>9,339</b>	<b>14,239</b>
<b>Accumulated Reserve (Surplus)/Deficit</b>	<b>(4,314)</b>	<b>(4,209)</b>	<b>(1,681)</b>	<b>3,047</b>	<b>12,386</b>	<b>26,625</b>

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## Appendix L: Reserves and Balances Policy

### 1. Background

- 1.1 Barnet Council is required to maintain adequate financial reserves as they play vital part of prudential financial management of the authority, including the ongoing ability of the organisation to meet the balanced budget requirement. The purpose of this policy is to set out how the Council will determine the level and purpose of reserves.
- 1.2 Reserves are an integral part of sound financial management. They help the Council to manage with unpredictable financial pressures and plan for future spending commitments.
- 1.3 Councils are free to determine the type and level of reserves they hold. Barnet Council is responsible for ensuring that the level, purpose and planned use of reserves is appropriate when developing the Medium-Term Financial Strategy (MTFS) and setting the annual budget.
- 1.4 The Local Government Finance Act 1992 requires local authorities to have regard to the level of reserves needed for meeting estimated future expenditure then calculating the budget requirement. However, there is no specified minimum level of reserves that an authority should hold. It is the responsibility of the Chief Financial Officer and the Members of the Council to determine the level of reserves and to ensure that there are procedures for their formation and use.

### 2. Operation of Reserves

- 2.1 When reviewing the Medium-Term Financial Strategy and preparing annual budgets the Council should consider the establishment and maintenance of reserves. Reserves are sums of money held by the Council to meet future expenditure.
- 2.2 Reserves are generally held to do three things:
  - Create a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing. This forms a part of general reserves;
  - Create a contingency to cushion the impact of unexpected events or emergencies. This also forms part of general reserves; and
  - Creates a means of building up funds, often referred to as earmarked reserves, as defined above, to meet known or predicted liabilities.

### 3. Types of Reserves

- 3.1 Reserves are classified in specific categories to help distinguish between the type of reserve and their use.
  - i. **General Fund Balance** – to meet short term, unforeseeable expenditure arising from unexpected events or emergencies. To enable significant changes in resources or expenditure to be properly managed over the period of the Medium-Term Financial Strategy. The Chief Financial Officer's recommendation is that this remains at £15m across the MTFS period.
  - ii. **Unusable reserves** – these arise out of a requirement under legislation and proper accounting practice either to accumulate revaluation gains or as adjustment accounts to comply with statutory accounting requirements. These reserves are not backed by resources and therefore cannot be used for any other purpose. Hence, these reserves are not available to fund expenditure.

### iii. Housing Revenue Account

- Major Repairs Reserve (Within the HRA): The balance on this reserve represents the amount unspent of the major repairs allocation (MRA) and will be used to meet housing capital expenditure in future years.

- iv. **Earmarked Reserves** – to meet known or predicted requirements or established by statute. The purpose of these reserves is to enable sums to be set aside for specific purposes or in respect of potential or contingent liabilities where the creation of a provision is not required or permitted. The council has created three distinct classifications of its General Fund reserves: Capital Reserves, Committed Revenue Reserves and Ringfenced Revenue Reserves. The purpose of significant reserves within each classification is set out below:

Earmarked Reserves are further categorised depending on the type of expenditure they can fund.

#### a. Capital Reserves

- Community Infrastructure Reserve: This reserve is likely to be required to support Community Infrastructure Capital projects and growth in Housing and Business. Community Infrastructure Levy (CIL) Funding is also used to support expenditure that supports development and improvements to an area.
- Revenue implications of capital: This reserve has been established as a source of funding towards costs which do not meet the strict definition of capital expenditure but for which there was no revenue provision. An example of this type of cost would be feasibility work or for costs such as the decanting of staff contained within the costs of the Office Build project.

#### b. Ringfenced Reserves include:

- Public Health Reserve: The Council assumed responsibility for certain Public Health functions from April 2013 supported through a new Public Health grant; this reserve will be used to manage any over or underspends against this grant which is restricted to Public Health expenditure.
- Special Parking Account Reserve: This account is to hold the additional income achieved above the agreed surplus transferred to the General Fund on annual basis. The amount to be transferred to the General Fund is agreed annually but is subject to change in year. The reserve can be used for several activities such as; bus priority measures and improvements to bus stops, on-street measures to promote walking and cycling, road safety measures, traffic reduction and traffic management measures, environmental street improvement schemes in town centres and development of school travel plans and workplace travel plans.

#### c. Committed Revenue Reserves include:

- Financial Resilience Reserve: The Council will maintain a Financial Resilience reserve to support the delivery of progressive reductions in expenditure over the coming years, manage increased uncertainty as a result of one year funding settlements and to fund the one-off costs of transformation needed to allow future savings and for capital investment supporting the council's Corporate Plan.
- Transformation Reserve: The purpose of this reserve is to facilitate the implementation of council priorities, as set out in Our Plan for Barnet. The primary focus of this funding is on supporting the delivery of budget savings and reducing the impact of budget pressures, through an "invest to save" approach. This reserve



is to fund one-off costs in relation to the delivery of the savings required over the MTFS period and will be kept under review by the section 151 officer as savings and projects are implemented.

- Services Specific Reserves: Includes funding where it has been agreed that such sums could be carried-forward for use in subsequent years on named, specific projects or initiatives.

#### **4. Establishing a new Reserve**

- 4.1 New reserves may be created at any time but must be approved by the Chief Finance Officer. New reserves must state:
- a. Purpose – the reason for creating the reserve should be clearly stated.
  - b. Usage – there should be a clear statement of how and when the reserve can be used.
  - c. Basis of transactions – delegated authority for approval of expenditure from the reserve.
  - d. Management and control – a member of Council Management Team must have responsibility for the reserve, although day to day management of the reserve may be delegated to a specific officer.
- 4.2 Allocation to and from the balances and reserves is the responsibility of the Chief Finance Officer in line with the principles that Full Council have agreed, except where approval has been delegated to the Leader of the Council, e.g. the Transformation Reserve.
- 4.3 Cabinet need to approve any significant change in the planned use of a reserve.

#### **5. Reporting Reserves**

- 5.1 The Chief Financial Officer has a fiduciary duty to local tax-payers and must be satisfied that the decisions taken on balances and reserves represent proper stewardship of public funds.
- 5.2 The overall level of balances will be reported as part of the CFO's report to Cabinet.
- 5.3 The budget report to Council will include a forecast of the level of reserves over the MTFS period.

#### **6. Reviewing Reserves**

- 6.1 The level of reserves for the next five years will be reviewed at least annually as part of the Medium-Term Financial Strategy process. The Council Management Team (CMT), together with other responsible officers, will review the Council's earmarked reserves for relevance of purpose and sustainability. A profile of income to and expenditure from the reserves will be produced for inclusion within the Medium-Term Financial Strategy (MTFS).
- 6.2 All reserves are reviewed as part of the budget preparation, financial management and closing processes.
- 6.3 Any amendments to earmarked reserves should be reported to Cabinet for approval.
- 6.4 Once a reserve has fulfilled the purpose for which it was established, the balance should be reallocated to another similar purpose earmarked reserve or General Fund Balance.

- 6.5 It is the responsibility of the Chief Financial Officer to advise the Council about the level of reserves that it should hold and to ensure that there are clear procedures for their establishment and use and to report on the appropriateness of reserves.

## **7. Reserve Balances**

- 7.1 Over the life of the current Medium-Term Financial Strategy, the Council intends to maintain the level of the General Fund Working Balances at or above £15m.
- 7.2 The level of earmarked reserves is set out in the Medium-Term Financial Strategy and is linked into individual service delivery plans. The Chief Financial Officer assesses that the level of non-ringfenced revenue reserves should not fall below £40m during the MTFs period.
- 7.3 The forecast of the level of earmarked reserves to the end of the current MTFs period (2030) is detailed in the Business Planning 2024-2030 report being presented to Full Council in February 2024. Although there is a risk that the level of non-ringfenced revenue reserves may fall below £40m during the MTFs period, in the S25 statement included in the Business Planning 2024-2030 report, the Section 151 Officer considers the current level of reserves sufficient to manage financial sustainability and will actively working to replenish some of the previous years' drawdowns.

## **8. Reserves and the management of risks**

- 8.1 Councils are facing significant financial challenges both now and in the future. Unprecedented reductions in government funding since 2010/11 and a decline in a number of other income sources as well as inflationary pressures, rising demand and increased costs for many services all pose a significant rising pressure and long-term risk for the Council.
- 8.2 The Council may consider using reserves to manage these risks. Certain earmarked reserves are set aside to deal with specific risks (as outlined in section 3, part (v)).
- 8.3 The Council also manages unexpected financial shocks by maintaining the General Fund Working Balances. The level of this Working Balance is kept under review and it is the responsibility of the Chief Financial Officer to ensure it is at a level that is appropriate and reasonable as part of the budget setting process.
- 8.4 The Council is facing the following risks in the medium to long-term which are all to be managed as part of the MTFs process:

### **8.4.1 On-Going Risks**

- a. The implementation of the Council's budget savings programme.
- b. Service Budgetary control.
- c. Service spending pressures such as the unavoidable increase in demand for Adults and Childrens Social Care Services coupled with the increased cost of complex packages and investment required to improve the service.
- d. Inflationary pressures on Pay and Contracts.
- e. Changing demographics and growing population particularly among the very young and very old, and with more people moving to London Borough of Barnet further increasing the pressure on our Services such as schools, housing and social infrastructure.
- f. Reductions in Government funding and uncertainty about the implementation of the Fair Funding Review, Spending Review and the review of Business Rates.

### **8.4.2 New Risks**

- g. Economic instability due to rising inflation
- h. Increasing interest costs
- i. Uncertainty over government funding with successive 1 year settlements making longer term planning difficult.
- j. Cost of living pressures resulting in an increase in the demand for services and reduced collection of income (particularly around council tax income, leisure, parking and client contributions towards adult social care services).
- k. Pressures in the supply chain of residential and nursing placements for Adult Social Care and low fostering placement sufficiency and increasing provider costs across children's social care placements.
- l. Increases in demand for Homelessness services and temporary accommodation due to the cost-of-living crisis and the growing unaffordability within the private rented sector.

## **9. Delegated Authority**

- 9.1 Authority to approve reserve contributions and drawdowns is with the Council's Section 151 Officer unless explicitly agreed by Cabinet. Examples of where this delegation may be to other officers is when the funding is legally ringfenced for a specific purpose.

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# London Borough of Barnet

## Debt Management Policy

January 2024

## **Introduction and objectives**

The Council has a statutory and fiduciary responsibility to protect public funds for the benefit of all who live and work in the borough.

This document sets out the Council's policy and procedures in relation to the billing, collection and recovery of monies owed to the Council and is to be adopted across all services within the London Borough of Barnet.

The Council is responsible for the collection of:

- Council Tax
- Business Rates
- Housing Benefits Overpayments – this occurs when benefit is paid that the claimant is not entitled to
- A range of chargeable services (General Income).
- Penalty Charge Notices (PCN)

Whilst the majority of this income is collected in a timely manner, there are occasions when debtors do not make payments on time. This gives rise to a requirement to actively manage Council debt, and to set out clearly how the Council will enforce payment of monies owed.

Methods for the billing and recovery of statutory debt are defined within the relevant statute and are designed to comply with best practice.

The Council's objectives in relation to debt are:

- To maximise the level of income collected by the Council by;
  - a) Implementation of a transparent charging policy
  - b) Accurate and timely billing
  - c) Reducing debt levels
  - d) Effective recovery processes
- To pursue all debts, ensuring that those with the means to pay actually do so;
- To provide a corporate approach to the billing, recovery and collection of debt that encompasses the following core principles and is proportional, consistent and transparent.

## **Definition of a debtor**

A debtor is anybody (whether an individual or organisation) who has received goods or services from the Council, or is liable for a statutory debt, and who has not yet paid the full amount owed.

For council tax and business rates, a debtor is an individual or organisation that does not adhere to the statutory instalment scheme.

For Housing Benefit overpayments, a debtor is a benefit claimant, or alternative payee such as a landlord, who has been overpaid Housing Benefit as a result of a change in circumstances.

To reduce the number of debtors, service providers must attempt to obtain payment in advance or at the point of service delivery wherever possible. Invoices should only be raised where payment in advance for a service is inappropriate.

## **Core Principles**

Responsibility for maximising income to the Council for the services it charges for is shared by the Chief Finance Officer and Heads of Services.

The responsibility for the collection and enforcement of council tax, business rates and the recovery of overpaid housing benefit is governed by legislation and is administered by the Revenues and Benefits service, the specific legalisation is stated below:

- Council tax recovery procedures are laid down by statute in The Council Tax (Administration and Enforcement) Regulations 1992 and subsequent amendments
- Non-Domestic Rates recovery procedures are laid down by statute in The Non-Domestic Rating (Collection and Enforcement) (Local Lists) Regulations 1989 and subsequent regulations and amendments
- Housing Benefits overpayments are reclaimed in accordance with Regulations 99 – 107 of The Housing Benefit Regulations 2006 (and subsequent amendments)

The charging of Parking Penalty Charge Notices (PCN) is under the powers of the Road Traffic Regulation Act 1984 (RTRA 1984), local authorities may:

- impose charges for parking in car parks
- charge for parking in on-street parking bays (e.g. through the sale of permits/vouchers and through various short-term payment methods)

Consistent and transparent debt management arrangements will be applied to all sums owed to the Council, with the objective of maximising income and cash flow, but taking account of the cost of collection and recovery.

The Accounts Receivable Team is responsible for recovering debts that have been raised by services, for advising them on debts that are uneconomic to pursue and where debts should be written-off, and for maintaining master data (client details, including blocked customer status etc.).

### Service Requirements

Services should attempt to obtain payment in advance of services being provided. Where this is not possible, services should determine their arrangements for allowing credit in consultation with the Accounts Receivable Team, on behalf of the Chief Finance Officer. This document sets out arrangements for doing this. The Accounts Receivable Team can advise on the most appropriate method for collection of income in advance.

Responsibility for controlling the issue of credit in line with pre-determined arrangements and adhering to the arrangements for customers to whom services have been suspended or terminated due to non-payment (known as 'blocked' customers).

Responsibility for collecting and banking income received in advance and for raising invoices promptly where credit has been allowed.

### Provisions

Provisions for bad debts will be determined by the Chief Finance Officer, in conjunction with services and the Head of Exchequer Services or, for council tax and business rates, the Chief Finance Officer and the Revenues and Benefits Manager, as stated with the Council's Financial Regulations.

### Charging Policies

The Council will charge for all services where allowable.

The Council will have in place charging policies which are coherent and cost effective. All policies should be transparent and easy to understand.

Charges should cover the full cost of the service unless specific funding or alternative measures are in place.

Each Delivery Unit will regularly review charging policies and fees. This will be in line with the annual budget setting cycle as per the Council's Financial Regulations.



Each Delivery Unit should ensure appropriate methodology is in place to ensure the robustness of the charging and collection policy and delivery. **Performance Management**

Prompt recovery action is key to managing debt and maximising income. The Council therefore aims to:

- Regularly monitor the level and age of debt.
- Set clear targets for the recovery of debt.
- Have clear written recovery procedures.
- Set priorities for specific areas of debt and assess recovery methods to ensure maximum recovery.
- Regularly review and propose irrecoverable debts for write-off.

**Monitoring and reporting of debt**

The following table sets out the frequency and type of debt reporting, the responsibilities associated with monitoring debt levels, and responsibilities for monitoring this policy:

Type of Debt	Activity	Report to:	Responsible Officer	Frequency
Sundry	Aged Debt report	All services	Assistant Finance Manager	Monthly
Sundry	Barnet Major Debtors	Head of Exchequer Services.	Assistant Finance Manager	Monthly
Council tax and business rates	Percentage collected in year	DCLG*1	Revenues and Benefits Manager	Quarterly
Housing benefit	Debt Raised Recovered Outstanding and Written Off	DWP*2	Revenues and Benefits Manager	Quarterly
All debt	Review of Policy	Chief Finance Officer	Head of Exchequer Services	Annually

\*1 DCLG: Department for Communities and Local Government

\*2 DWP: Department for Work and Pensions

The following table sets out the performance targets for debt invoicing, collection and debt recovery:

Type of Debt	Activity	Target	Responsible Officer
Sundry	Invoicing	Invoice to be raised and despatched within 1 day of the sales order being created.	Assistant Finance Manager
Sundry	Collection	Payment suspense items to be cleared within 3 days.	Head of Treasury
Sundry	Aged Debt (FIN PI 28)	96% of debt collected within 120 days.	Assistant Finance Manager
Sundry	Aged Debt (FIN PI 29)	97.5% of debt collected within 180 days.	Assistant Finance Manager
Sundry	Aged Debt (FIN PI 30)	98.5% of debt collected within 365 days.	Assistant Finance Manager
Sundry	Aged Debt	Irrecoverable debt to be written off on a regular basis.	Assistant Finance Manager
Sundry	Payment method (FIN PI31)	To increase the number that pay by direct debit by 5% per annum.	Assistant Finance Manager
Council Tax	Collection (MI)	To achieve an in-year collection target of 96.5%	Revenues and Benefit Manager
Council Tax	Collection (Gainshare)	To achieve a four-year collection target of 98.5%	Revenues and Benefit Manager
Business Rates	Collection (MI)	To achieve an in-year collection target of 97.5%	Revenues and Benefit Manager
Business Rates	Collection (PI)	To achieve a four-year collection target of 99%	Revenues and Benefit Manager
Housing Benefit	Notification	Benefit Determination letter issued the day after the overpayment has been calculated	Revenues and Benefits Manager
Housing Benefit	Collection	65% of debt recovered in current year against debt raised in current year. 25% of debt recovered in current year against all debt outstanding 5% of debt written off against all debt outstanding	Revenues and Benefits Manager

## **Collection and Recovery**

### **Sundry Debt**

Except in the case of an invoice payable by instalments, or as otherwise contractually agreed, the settlement period for all invoices will be within 14 days.

After the settlement period, and where legislation permits, the Council may seek to recover interest and any costs that are legitimately due from the debtor to the Council or its agents.

Recovery action will commence no later than 7 days after the demand has fallen due. Escalation processes up to and including litigation are to be agreed between the Accounts Receivable Team and the relevant service departments.

The Council will attempt at all times to use the most appropriate and cost-effective method of debt recovery in order to maximise income.

### **Council Tax and Business Rates**

The Council offers six different payment dates for customers who opt to pay council tax by Direct Debit as this is the most efficient and cost-effective method of payment for the Council. Business rates (NNDR) offers Direct Debit on the 5<sup>th</sup> of the month.

Council tax and business rates follow legislative requirements for collection and recovery, demands are issued in the preceding March of each financial year to allow for the first instalment to be paid in April. Processes are automated to ensure that reminders, final notices and summonses are issued in accordance with the required statutory timescales.

There is a statutory instalment scheme but if this is not adhered to then the legislative recovery process is followed.

Council tax has very high volumes of recovery action, so reminder, final and summon notices are generated automatically. Cases at summons stage are individually checked before the summons is issued.

### **Housing Benefit Overpayments**

For Housing Benefit overpayments, the priority is to recover the overpayment from ongoing or arrears of Housing Benefit. If entitlement has ended, an invoice is issued and if the debt is not settled a reminder and then final reminder are issued. There are ranges of recovery methods available should the debt not be paid that are detailed below.

Before enforcement action is taken, the Council will utilise correspondence and telephone contact with the debtor, visits to the debtor's home by designated Council officers, and where cost effective to do so, external collection agents as an alternative means of recovering sundry debts. Additionally, enforcement agents are used to recover unpaid council tax and business rates debts.

Where an external agency is utilised to assist with collection, the flow of information between the Council and the agent must be in a secure electronic format.

All statutory methods of enforcement of debts shall be available for use. These include:

- Attachments of earnings
- Warrants of execution
- Third party orders
- Insolvency
- Possession proceedings
- Deferred payment agreements
- Committal to prison for council tax and business rates
- Charging orders
- Recovery from ongoing or arrears of benefit
- Attachments to state benefits
- Registering debts at County Court

Where legally permissible, the provision of future services to the debtor will be suspended until outstanding debts are settled.

### Parking

The Council issues Penalty Charge Notices (PCN) for illegally parked vehicles. The debt is not issued on the Council's accounting system; instead it is specifically allocated on the Council's Parking System.

The link below is the latest version of the Council's Parking Policy, which describes the collection / recovery process in detail.

[https://engage.barnet.gov.uk/development-regulatory-services/parking-policyconsultation/user\\_uploads/parking-policy-12\\_08\\_2014.pdf](https://engage.barnet.gov.uk/development-regulatory-services/parking-policyconsultation/user_uploads/parking-policy-12_08_2014.pdf)

### Council Members and Staff

It is not acceptable for Council members, staff or those employed to owe money to the Council.

The Council will use the information it holds on staff to assist with debt recovery and to make arrangements to clear the debt by salary deductions.

Section 106 of the Local Government Finance Act 1992 imposes a duty on a member whose payments are two months overdue to make a declaration to that effect, and refrain from voting in certain matters.

### Dispute Resolution

In case of a dispute with a **sundry debt**, recovery action will be suspended, and the dispute referred back to the originating department for resolution within one week. If no response is received after one week a reminder will be sent to the originating department for instruction. If no response is received after a further week the debt will be transferred back to the originating department.

A dispute is not resolved unless it meets one of the following conditions:

- The customer is correct and gets full credit
- The customer is partly correct and gets partial credit and agreed charge
- The customer is incorrect and accepts the charge
- The customer is not correct and does not accept the situation, but the service is prepared to pursue the debt

For **council tax and business rates** the disputes are arbitrated by the Valuation Tribunal Service.

### Enforcement Agents and Enforcement Management

The ability to refer debts to enforcement is an important tool in the recovery process. The Council appreciates the sensitivity attached to the use of bailiffs.

The Council will seek to use enforcement only where it has determined that this is the most effective collection method for the debt in question.

Enforcement performance and contract management will be in place to ensure compliance with codes of conduct good practice. These services will comply with the National Standards for Enforcement.

### **Write off procedures**

Whilst the Council will make every effort to pursue debts owed by debtors, it recognises that in some circumstances debts will become irrecoverable.

Debts may be regarded as uncollectable where:

- The debt is uneconomic to collect i.e. the cost of collection is greater than the value of the debt.
- The debt is time barred, where the statute of limitation applies. Generally, this means that if a period of six years has elapsed since the debt was last demanded, the debt cannot be enforced by legal action.
- The debtor cannot be found or communicated with despite all reasonable attempts to trace.
- The debtor is deceased and there is no likely settlement from the estate or next of kin and where there is written confirmation from the Receiver.
- Insolvency where there is no likelihood of settlement and written confirmation from the Official Receiver or Administrator.

Good practice dictates that, when all methods of debt recovery have been exhausted, any debts that remain irrecoverable are written off promptly in accordance with the Council's Constitution and Financial Regulations. Debt, even when written off, will continue to be pursued for example should a debtor seek to obtain council services in the future, or the debtors whereabouts become known, action will be taken to recover the outstanding debt.

Under the Council's Constitution, the Chief Finance Officer may, subject to that officer being satisfied that all avenues to recover the funds have been investigated, write off bad debts up to the value of £5,000. This will need to be in the format of a delegated powers report.

Bad debt that is to be written off and is in excess of £5,000 must be referred to the Policy and Resources Committee for write off.

The CIPFA Code of Practice on Local Authority Accounting, (The Code) requires the Council's statement of accounts to include sufficient provision for bad debts. This provision will be determined by the Chief Finance Officer, in consultation with the Assistant Director of Finance, the Head of Exchequer Services and other Services. The external auditor will subsequently review this provision for appropriateness.

Generally, the older a debt is, the greater the requirement for a bad debt provision. Provisions are always reviewed as part of the closure of accounts process but should also be reviewed on a regular basis throughout the year, and any likely requirement to increase the provision at the yearend should be identified and reported through regular budget monitoring.

### **Customer Care and Debt Advice**

The Council will:

Collect debts in an efficient way, taking account of personal circumstances.

Deal with debtors in a professional manner at all times treating individuals consistently and fairly and displaying courtesy and respect in accordance with departmental customer care directives.

Recognise where there is a 'can't pay' rather than a 'won't pay' situation.

Provide facilities to enable customers to discuss their debts in a confidential environment offering assistance wherever possible.

Provide all debtors seeking help due to financial difficulties with support:

- Be invited to provide details of their means by listing their income and expenditure, (evidence will be requested if necessary).
- If they have other debts owing to the Council then these will also be considered when agreeing a recovery plan.

Be encouraged to use the money advice services available from the Citizens' Advice Bureau and other debt advice providers.

### **Advice and assistance**

The Council will seek to provide information about debt advice and potential statutory benefits and discounts to those debtors who cannot pay.

Officers will remind debtors of the importance of paying priority debts. Priority debts include council tax arrears. Non-payment of council tax arrears can result in the seizure of debtors' goods, or in the debtor being sent to prison.

For council tax, there is a discretionary fund for debtors in hardship with each case being assessed on its own merits and the individual's circumstances.

Customers who are in receipt of council tax support may be referred to enforcement agents if they do not engage or adhere to arrangement plans, but they will not progress to the enforcement stage of the process, thereby avoiding

additional costs. Additionally, any customers who are identified as vulnerable will be supported appropriately.

Debtors who are in financial difficulty may find it beneficial to obtain specialist advice from one of the following agencies:

### Citizens' Advice Bureau

The Citizens' Advice Bureau offer advice about simple debt problems, and will be able to refer debtors to a specialist advisor if the debt problem is complicated.

Website: <http://www.citizensadvice.org.uk>

Local branches:

New Barnet Citizens Advice Bureau 30 Station Road New Barnet Barnet Hertfordshire Tel: 0844 826 9336 Email: <a href="mailto:newbarnet@barnetcab.org.uk">newbarnet@barnetcab.org.uk</a>	Hendon Citizens Advice Bureau 40-42 Church End Hendon London NW4 4JT Tel: 0844 826 9336 Web: <a href="http://www.barnetcab.org.uk">www.barnetcab.org.uk</a>
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### Money Advice Centres

Money Advice Centres can also provide help with debt problems. Details of the nearest centres may be found by accessing the DirectGov website: [www.moneyadviceservice.org.uk](http://www.moneyadviceservice.org.uk) and following the link to the relevant advice or by telephoning the helpline on 0800 138 7777.

### National Debtline

The National Debtline provides free debt management information to people living in England and Wales. Debtors can contact National Debtline by calling them on 0808 808 4000 or via their website at [www.nationaldebtline.co.uk](http://www.nationaldebtline.co.uk).

### Business Debtline

The Business Debtline provides advice for small business in England and Wales. Debtors can contact them by telephone on 0800 197 6026 or via their website: [www.bdl.org.uk](http://www.bdl.org.uk).



## Stepchange

Provides free impartial debt advice and solutions to anyone struggling with debt problems. They can be contacted on 0800 138 1111 or via their website at [www.stepchange.org](http://www.stepchange.org).

## **Review of this policy**

The Council is committed to continuous improvement and it is critical that new approaches and ways of working will be introduced. This policy will be reviewed annually to allow it to be updated and to take any service improvements or changes into account.

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Council Meeting - 27 February 2024

Items set out in Section 31A (2) (a) to (f) of the Act	£1,086,567,324	with	£1,081,313,324
Items set out in Section 31A (3) (a) to (d) of the Act	£856,711,942	with	£851,457,942
Council Tax Requirement in accordance with Section 31A (4) of the Act,	£229,855,382	with	£229,855,382

The Conservative Group Budget Proposals				
	2024/25	2025/26	2026/27	2027/28
	£	£	£	£
<b>PART 1 - REVENUE</b>				
<b>Variations in Expenditure</b>				
<b>Ongoing</b>				
Quit LGA	(72,000)	(72,000)	(72,000)	(72,000)
Quit London Councils membership	(162,000)	(162,000)	(162,000)	(162,000)
Staff efficiencies: All services excluding statutory services - 4.7% saving	(2,829,419)	(2,829,419)	(2,829,419)	(2,829,419)
Option 3: Relocate Back Office and Administrative Staff - 25% saving in cost	(2,674,581)	(2,674,581)	(2,674,581)	(2,674,581)
Reduce non-statutory staff training budget by 30%	(109,000)	(109,000)	(109,000)	(109,000)
Scrap Barnet First or make fully self-financing	(68,000)	(68,000)	(68,000)	(68,000)
Reduce communications budget by 50%	(420,000)	(420,000)	(420,000)	(420,000)
End Trade Union financial assistance	(128,000)	(128,000)	(128,000)	(128,000)
Office efficiencies - 80% reduction in printing budget, more energy efficient bulbs etc	(50,000)	(50,000)	(50,000)	(50,000)
Consolidate existing Cabinet post to 7 and create new cabinet member solely responsible for Finance.	(30,000)	(30,000)	(30,000)	(30,000)
Disband Town centre team	(517,000)	(517,000)	(517,000)	(517,000)
<b>Subtotal</b>	<b>(7,060,000)</b>	<b>(7,060,000)</b>	<b>(7,060,000)</b>	<b>(7,060,000)</b>
<b>One-off</b>				
Scrap Director of Transformation	(214,000)	(214,000)	(214,000)	(214,000)
Scrap Strategic Policy Advisor	(80,000)	(80,000)	(80,000)	(80,000)
<b>Subtotal</b>	<b>(294,000)</b>	<b>(294,000)</b>	<b>(294,000)</b>	<b>(294,000)</b>
<b>TOTAL SAVINGS</b>	<b>(7,354,000)</b>	<b>(7,354,000)</b>	<b>(7,354,000)</b>	<b>(7,354,000)</b>
<b>Developments</b>				
<b>Ongoing</b>				
Increase CIL budgets for area committees (25%)	1,000,000	1,000,000	1,000,000	1,000,000
Increase tree and flower planting in town centres and wild meadows along roads	100,000	100,000	100,000	100,000
Boost to repair roads, pavements and other related improvements.	1,000,000	1,000,000	1,000,000	1,000,000
<b>Subtotal</b>	<b>2,100,000</b>	<b>2,100,000</b>	<b>2,100,000</b>	<b>2,100,000</b>
<b>One-off</b>				
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEVELOPMENTS</b>	<b>2,100,000</b>	<b>2,100,000</b>	<b>2,100,000</b>	<b>2,100,000</b>
<b>Variations in Income</b>				
<b>Ongoing</b>				
More advertising on council land and website	(100,000)	(100,000)	(100,000)	(100,000)
Freeze Council Tax (2%)	4,200,000	4,200,000	4,200,000	4,200,000
Freeze Green Bin Charge	1,000,000	1,000,000	1,000,000	1,000,000
SEND Transport – cost to avoid the cut	800,000	800,000	800,000	800,000
Renting out a further two floors of the Colindale office to third parties	(646,000)	(646,000)	(646,000)	(646,000)
<b>Subtotal</b>	<b>5,254,000</b>	<b>5,254,000</b>	<b>5,254,000</b>	<b>5,254,000</b>
<b>One-off</b>				
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INCOME</b>	<b>5,254,000</b>	<b>5,254,000</b>	<b>5,254,000</b>	<b>5,254,000</b>

Variation to revenue budget recommended (0) (0) (0) (0)

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This report sets out the proposed alternative budget for 2024/25 and an alternative MTFs. The alternative budget focuses on protecting the most vulnerable residents, the elimination of wasteful expenditure, reversing the increase in the Green bin charge and reducing the increase in Council tax to 1%.

The administration has too many cabinet posts and is unique in the Boroughs north of the Thames in not having a cabinet member responsible for Finance who is not the Leader. The administration budget would have been much more robust with a cabinet member who has the responsibility for challenging colleagues on their expenditure plans and looking for ways to improve efficiencies. We believe that Barnet needs a much stronger and more rigorous focus on the finances of the borough.

The main points of the alternative budget are:

- Reduce increase in council tax by 2% to 0.98% against 2.98% in the administration budget
- Freeze Green Bin Charge
- Protect SEND transport budget
- Increased staff efficiencies (excluding statutory services Adults Children's Social Care, Street Cleaning and Grounds Maintenance, waste and Public Health)
- Close down the ineffective Town Centers team
- Reduced propaganda budgets
- Consolidate existing cabinet posts to 7 and create Cabinet member solely for finance
- Increase outside rental of Colindale office floors
- Eliminate unnecessary membership of outside organisations

The cost saving proposals in the administration budget have been taken as achievable as they have been approved by the S151 officer within a deemed prudent budget. However, a number of these proposals including those in Adults which seek to reduce the cost of care, the use of digital in HMO licensing and other areas, increased funding from the NHS continuing care and other external funding bodies, the use of CIL for normal running costs and the capitalisation of previous revenue costs are going to be extremely challenging to achieve or are significantly less prudent than in previous years.

The alternative budget improves efficiencies, protects the vulnerable and lowers the increase Council tax.

We recommend that it is adopted.

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## **Section 151 Officer and Monitoring Officer Comments on the Conservative Alternative Budget**

### **Staff efficiencies:**

All services excluding Adults and Children's Social Care, Grounds Maintenance, Street Clean, Waste & Public Health. Notionally this would be taking approximately 51 posts out of the services not mentioned above. These 51 posts would be in addition to the staffing savings already included in the MTFS and would have a significant impact on the delivery of those services. There are elements within these services where it would not be possible to generate savings because service delivery is either contracted to other organisations, funding is ringfenced or services are income generating. The S151 would advise caution in the delivery of this saving and the impact it could have on services.

Any proposals for the relocation of back office and administrative staff would have associated set up costs. There would be a lead in time for delivery and savings would not be achievable from 1<sup>st</sup> April 2024. Associated costs could include project costs, set up costs and possible redundancy costs.

### **End trade union financial assistance:**

Legally the council does not have to fund full time union officials, but the council have to legally allow reasonable facilities time. If the council did not fund full time union officials, the council would have to continually release other union reps for facilities time, to represent members at hearings, attend JNCC meetings etc. Removing the funding for union officials would therefore shift cost onto service departments. It would also risk a significant industrial relations dispute.

### **Increasing Neighbourhood CIL**

Charging authorities can choose to pass on more than 25% of the levy, although the wider spending powers that apply to the neighborhood funding element of the levy will not apply to any additional funds passed on. These additional funds can only be spent on infrastructure, as defined in the Planning Act 2008 for the purposes of the levy. In effect, if more than 25% is used by area committees there would be more restrictions on how they spend it and they would have to comply with the tighter controls that are imposed on Borough CIL.

### **Advertising**

Any increased advertising on council land and website would need to be within the limits set by law and looked at on a case-by-case basis.

### **Capitalisation of Revenue costs - clarification:**

The narrative accompanying the Conservative Group's alternative budget references "capitalisation of previous revenue costs". For clarification, none of the proposals within the MTFS propose this course of action.

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**Council**      AGENDA ITEM 10.2  
**27 February 2024**

<b>Title</b>	Pay Policy Statement 2024/25
<b>Date of meeting</b>	27 February 2024
<b>Report of</b>	Chair of Employment Sub Committee, Councillor Emma Whysall
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Appendices</b>	Annex 1 – Employment Sub Committee report of 24 <sup>th</sup> January 2024. Appendix A – Pay Policy Statement 2024/25
<b>Officer Contact Details</b>	Jon Bell, Assistant Director of HR and OD; <a href="mailto:jon.bell@barnet.gov.uk">jon.bell@barnet.gov.uk</a> Prodromos Mavridis, HR Policy and Reward Lead; <a href="mailto:prodromos.mavridis@barnet.gov.uk">prodromos.mavridis@barnet.gov.uk</a>

### Summary

Local Authorities are required to prepare and approve a Pay Policy Statement before the end of March each year. The Statement must be published as soon as is reasonably practicable after it has been approved. The appended report and appendix introduces a draft Pay Policy Statement for the consideration and approval of full Council on 27<sup>th</sup> February 2024 for publication of the Statement in March. Prior to this, the Pay Policy Statement was taken to the Employment Sub-Committee in January 2024 for consideration.

### Recommendations

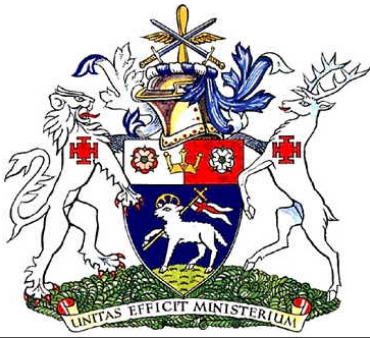
**1. That Council approve the Pay Policy Statement 2024/25 as outlined in Appendix A.**

**1. Reasons for the Recommendations**

1.1 As set out in the attached appendices.

**2. Alternative Options Considered and Not Recommended**

2.1	None in the context of the report.
<b>3. Post Decision Implementation</b>	
3.1	Council decisions will be minuted and implemented through the Head of Governance.
<b>4. Corporate Priorities, Performance and Other Considerations</b>	
	<b>Corporate Plan</b>
4.1	None specifically arising from the report
	<b>Corporate Performance / Outcome Measures</b>
4.2	None specifically arising from the report.
	<b>Sustainability</b>
4.3	None specifically arising from the report.
	<b>Corporate Parenting</b>
4.4	None specifically arising from the report.
	<b>Risk Management</b>
4.5	None specifically arising from the report.
	<b>Insight</b>
4.6	None specifically arising from the report
	<b>Social Value</b>
4.7	N/A
<b>5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)</b>	
5.1	The costs of implementing the Pay Policy are provided for within existing approved Budgets
<b>6. Legal Implications and Constitution References</b>	
6.1	Council Constitution, Article 2A, Terms of Reference of Council, Council has responsibility for "11.3- approving the Pay Policy Statement."
<b>7. Consultation</b>	
7.1	None specifically arising from the report.
<b>8. Equalities and Diversity</b>	
8.1	None specifically arising from the report.
<b>9. Background Papers</b>	
9.1	Employment Sub-Committee papers 23 <sup>rd</sup> January 2024 ( <a href="#">Public Pack</a> ) <a href="#">Agenda Document for Employment Sub-Committee, 23/01/2024 10:00 (modern.gov.co.uk)</a>



## Employment Sub-Committee

<b>Title</b>	Pay Policy Statement 2024/25
<b>Date of meeting</b>	Tuesday 23 January 2024
<b>Report of</b>	Anisa Darr, Executive Director of Strategy and Resources
<b>Wards</b>	N/A
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Appendices</b>	Appendix A – Pay Policy Statement 2024/25
<b>Officer Contact Details</b>	Jon Bell, Assistant Director of HR and OD; <a href="mailto:jon.bell@barnet.gov.uk">jon.bell@barnet.gov.uk</a> Prodromos Mavridis, HR Policy and Reward Lead; <a href="mailto:prodromos.mavridis@barnet.gov.uk">prodromos.mavridis@barnet.gov.uk</a>

### Summary

Local Authorities are required to prepare and approve a Pay Policy Statement before the end of March each year. The Statement must be published as soon as is reasonably practicable after it has been approved. This report introduces a draft Pay Policy Statement for the consideration of the Employment Sub-Committee with a view to receiving approval by Full Council on 27th February 2024 for publication of the Statement in March.

### Recommendations

1. That the Employment Sub-Committee considers the Pay Policy Statement as outlined in Appendix A and refers it to the next meeting of the Full Council on 27 February 2024 (Budget Council) for approval.

#### 1. Reasons for the Recommendations

- 1.1 To comply with the Localism Act 2011 [Section 38(1) of which requires local authorities to produce an annual pay policy statement], associated statutory guidance, the transparency requirements on remuneration as set out in the Local Government Transparency Code 2015 issued by the Department for Communities and Local Government in February 2015 and the Council's Constitution.

<p><b>2. Alternative Options Considered and Not Recommended</b></p>
<p>2.1 The requirement to publish an annual Pay Policy Statement arises from the statutory obligation cited in section 1.1. Consequently, alternative options have not been considered in the context of this report.</p>
<p><b>3. Post Decision Implementation</b></p>
<p>3.1 The Pay Policy Statement requires endorsement by Full Council prior to publication. This is envisaged to happen at the Budget Council meeting of 27 February 2024.</p>
<p><b>4. Corporate Priorities, Performance and Other Considerations</b></p>
<p><b>Corporate Plan</b></p> <p>4.1 The Pay Policy Statement reflects the Council’s approach to officer remuneration, which is part of its ambition to be a Great Place to Work while remaining consistent with the financial responsibility principles set out in the Corporate Plan.</p> <p><b>Corporate Performance / Outcome Measures</b></p> <p>4.2 Not directly applicable, although the report does contain a number of remuneration metrics (Gender Pay Gap, pay ratio).</p> <p><b>Sustainability</b></p> <p>4.3 Not applicable.</p> <p><b>Corporate Parenting</b></p> <p>4.4 Not applicable.</p> <p><b>Risk Management</b></p> <p>4.5 Not applicable [other than effectively eliminating the risk of failure to comply with the provisions of the Localism Act 2011].</p> <p><b>Insight</b></p> <p>4.6 Appendices A1, A2, A3, and A4 to the Pay Policy Statement provide the reader with more granular information on various aspects of staff remuneration at the Council.</p> <p><b>Social Value</b></p> <p>4.7 Not directly applicable.</p>
<p><b>5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)</b></p>
<p>5.1 The costs of implementing the Pay Policy are provided for within existing approved Budgets.</p>
<p><b>6. Legal Implications and Constitution References</b></p>
<p>6.1 Section 38(1) of the Localism Act requires local authorities to produce an annual pay policy statement. The pay policy statement for a financial year must set out the authority's policies for the financial year relating to— (a) the remuneration of its chief officers, (b) the remuneration of its lowest-paid employees, and (c) the relationship between— (i) the remuneration of its chief officers, and (ii) the remuneration of its employees who are not chief officers.</p>

- 6.2 3) The statement must state—
- (a) the definition of “lowest-paid employees” adopted by the authority for the purposes of the statement, and
  - (b) the authority's reasons for adopting that definition.
- (4) The statement must include the authority's policies relating to—
- (a) the level and elements of remuneration for each chief officer,
  - (b) remuneration of chief officers on recruitment,
  - (c) increases and additions to remuneration for each chief officer,
  - (d) the use of performance-related pay for chief officers,
  - (e) the use of bonuses for chief officers,
  - (f) the approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority, and
  - (g) the publication of and access to information relating to remuneration of chief officers.
- 6.3 The pay policy has to be approved by full Council before 31 March preceding the financial year to which it relates and published as soon as reasonably practicable after approval (section 39 of the Localism Act 2011).
- 6.4 Under Part 2B, Terms of Reference & Delegation of Duties to Committees and Sub-Committees of the Council’s Constitution, the powers and duties of the Employment Sub-Committee powers and duties include:
- Staff matters generally including council wide contractual changes to salaries and terms and conditions;;
  - pay and reward strategy; and
  - developing the annual pay policy statement for Full Council approval
- Under Part 2A, Terms of Reference of Council one of the functions which can only be carried out by full Council is ‘approving the Pay Policy Statement’ (paragraph 1.3)

## **7. Consultation**

7.1 Not applicable.

## **8. Equalities and Diversity**

8.1 Not directly applicable.

## **9. Background Papers**

- 9.1 Local Government Transparency Code 2015 (<https://www.gov.uk/government/publications/local-government-transparency-code-2015>)
- 9.2 Localism Act 2011 (<https://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>)
- 9.3 The Code of Recommended Practice for Local Authorities on Data Transparency ([The Code of Recommended Practice for Local Authorities on Data Transparency \(publishing.service.gov.uk\)](http://publishing.service.gov.uk))

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**APPENDIX A**

# **London Borough of Barnet**

## **Pay Policy Statement 2024/25** [incorporating information on Gender Pay Gap]

**Published**  
**April 2024**

## **1 Background**

### **Localism Act 2011 - Openness and accountability in local pay**

- 1.1. Section 38(1) of the Localism Act 2011 requires local authorities to publish an annual pay policy statement.
- 1.2. The provisions in the Act do not seek to limit the autonomy of each local authority to make decisions on the remuneration of its officers. However, they do create an obligation on Councils to provide transparency in their approach to staff remuneration.
- 1.3. This statement will be presented to Full Council for adoption and any further changes during the year will be brought back to Council for approval.
- 1.4. This statement only relates to the remuneration of staff directly employed and managed by the Council of the London Borough of Barnet. It does not cover school-based employees or those working for partner organisations.

### **Related Remuneration and Transparency Context**

- 1.5. The Council follows the transparency requirements on remuneration as set out in the Local Government Transparency Code 2015 issued in February 2015 by the then Department for Communities and Local Government; and specific guidance relevant to the Localism Act issued by the Department in February 2012 and February 2013.
- 1.6. The Code of Recommended Practice for Local Authorities on Data Transparency includes publishing information relating to salaries over £58,200. Similarly, the Local Government Transparency Code 2015 stipulates that salaries over £50,000 should be published. In order to comply with both Codes, the Council publishes a summary of posts that are paid more than £50,000. The summary is available on the website of the Council and is periodically updated.
- 1.7. The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 require the Council to report 'pay gap' information such as the difference between the average (mean and median) pay of female employees and that of male employees.

## **2. Governance arrangements for pay and conditions of service within Barnet Council**

- 2.1. The Council's Employment Sub-Committee (a Sub-Committee of the Licensing and General Purposes Committee) has responsibility for decisions regarding council wide contractual changes to terms and conditions of service and pay and reward strategy in accordance with Part 2B ('Terms of Reference and Delegation of Duties to Committees and Sub-Committees') of the Constitution.



- 2.2. Included within the responsibilities of the Sub-Committee is the duty to develop and publish the annual pay policy statement for approval by Council, which will comprise:
- the level and elements of remuneration for each Chief Officer
  - relationship between the remuneration of Chief Officers and other employees
  - a description of the relationship between decisions made on the lowest paid and highest paid employees in the organisation
  - remuneration of the lowest paid (with the definition of the lowest paid and the reasons for adopting that definition)
  - in relation to Chief Officers - remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments
  - transparency arrangements, including the publication of and access to information relating to the remuneration of chief officers
  - rationale for the Council's chosen approach to remuneration levels and how this is to be implemented
  - differences of approach to groups of employees and the relevant rationale for
  - pay dispersion
  - incremental progression factors
  - use of honoraria and ex-gratia payments (these are currently codified in the Policy for Additional Responsibility and Outstanding Contribution Payments)
  - determination of remuneration parameters for officers who have returned to work for the local authority
- 2.3. Council is asked to consider the Sub-Committee's recommendation(s). The Council is ultimately responsible for approval of the annual pay policy statement.

### **3. Remuneration arrangements for all employees**

#### **Introduction**

- 3.1. This section sets out the remuneration arrangements for Barnet Council employees.

#### **Senior Management**

- 3.2. The Senior Management Team's pay and reward arrangements include:
- A market-based pay structure which links job size to the midpoint between Median and Lower Quartile Pay data;
  - Evaluation of all roles using the Hay job evaluation scheme to define the scope and 'size' of each post;
  - Pay Grades reflect job sizes and evaluated roles are slotted into a grading system according to the evaluated job size;
  - Automatic enrolment into Local Government Pension Scheme (LGPS);
  - Base pay linked to the NJC for Local Government Services. Chief Officers, and Chief Executive Officers;
  - Annual salary revisions incorporating NJC collective agreements on 'cost of living' negotiations;

- 31 days' annual leave for officers employed on a full-time basis (the entitlement for those employed on a part-time basis is adjusted on a pro-rata basis); and
- Contractual sick pay up to a maximum of six months at full pay and six months at half pay

Pay Grade	Grade Minimum On 1 April 2023	Grade Maximum On 1 April 2023	Chief Officer and Senior Management Posts
1	£201,456	£212,685	Chief Executive*
2	£168,721	£179,951	Deputy Chief Executive*
3	£144,616	£168,200	Executive Director for Children & Families* (incorporates statutory Director of Children's Services); Executive Director for Adults & Health* (incorporates Statutory Director for Adults and Social Services)
4	£130,017	£144,616	Executive Director of Strategy and Resources (s.151 Officer)* Executive Director of Assurance* Director of Adult Social Care Director of Growth
5	£118,787	£130,017	Director of Commercial and Customer Services Director of Public Health and Prevention* Director of Children's Social Care (Early help, Children in need of help & protection) Director of Children's Social Care (Corporate Parenting, Disability and Permanence) Street-Scene Director, Director of Planning and Building Control, Director of Transformation, Director of Highways and Transportation <sup>1</sup>
6	£98,359	£119,828	Senior Management – mainly Assistant Director posts
7	£84,800	£94,969	
8	£75,760	£84,800	

Table A: Barnet Council senior management grading system with details on Chief Officer (posts denoted with an asterisk) and Director remuneration.

<sup>1</sup> The post of Director of Highways and Transportation has been 'inherited' as a result of a 'TUPE' transfer and does not technically sit within the Council grading structure, but the level of remuneration is equivalent to Grade 5.

## **Rest of the Council**

- 3.3. Current arrangements for the remainder of the council's workforce include:
- A grading system with grade minima and maxima broadly corresponding to points within the National Joint Council (NJC) for Local Government Services (LGS) pay 'spine';
  - Annual salary revisions incorporating NJC collective agreements on 'cost of living' negotiations;
  - Grading of all posts through systematic job evaluation (Hay scheme);
  - Automatic enrolment of employees into the Local Government Pension Scheme (LGPS)<sup>2</sup>;
  - 31 days' paid annual leave for officers employed on a full-time basis (the entitlement for those employed on a part-time basis is adjusted on a pro-rata basis); and
  - Other terms and conditions of employment such as entitlement to contractual sick pay governed by the NJC LGS

## **Pay Scales - Senior Management Team**

- 3.4. The Senior Management grade structure at the Council is regularly reviewed with a view to optimising service delivery and value for money. The reader may wish to note that some changes to the structure have taken place during the 2023-24 financial year. Any changes to senior management arrangements are reported on the Council website on an ongoing basis. Table A below sets out the salaries associated with the pay grades for the Senior Management Team and the Statutory Officer posts.
- 3.5. Each Pay Grade comprises a minimum (entry pay point) and a maximum (fully competent) pay point. The Fully Competent pay point reflects the evaluated level of the job. The Council does not pay beyond the evaluated level of the job.
- 3.6. The appropriate pay point at recruitment will normally depend upon the applicant's assessed level of competence.
- 3.7. Appointment of Chief Officers (as listed in Article 9 of the Council Constitution) is a function reserved mainly to the Employment Sub-Committee and may include an external appointment process. The appointment of the Head of Paid Service requires a Full Council decision, with the Sub-Committee making relevant recommendations to Council.
- 3.8. In addition to the appointment of the Head of Paid Service, Full Council retains the responsibility for dismissals from the posts of Monitoring Officer, and Chief Finance Officer (Executive Director of Strategy and Resources).
- 3.9. Pay progression within senior management grades is assessed through the annual performance review cycle. There are four performance levels, each corresponding to a defined percentage of salary increase until an employee reaches the top of the pay grade for their post, shown in Table B.

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<sup>2</sup> Note that, for a small number of designated roles where recruitment and retention issues exist, employees are offered the option of switching to a lower-cost scheme (NEST) and receiving a pay uplift which the Council funds through savings in employer contributions to the LGPS.

<b>Rating</b>	<b>Percentage increase</b>
Development Needs	0%
Satisfactory	0.5%
Good	2.25%
Outstanding	3%

Table B: Barnet Council performance-based pay progression for senior management.

### **Pay Scales - Rest of the Council**

- 3.10. The Council, in accordance with its single status agreement, has a grading system in place for staff not covered by the SMT arrangements outlined above. In accordance with the Council's job evaluation scheme, each post is assigned one of 13 grades. The lowest point in the pay 'spine' is £25,854 and the highest point is £75,070. A full list of grades and corresponding salary amounts across the Council's paid service can be found in Appendix A1.
- 3.11. The pay point on recruitment is normally at the bottom point of the grade for each post unless there is a justifiable reason for doing otherwise. Justifiable reasons for appointments at higher levels within a grade may include a need to match the appointee's salary at a previous employer and/or challenges in relation to staff recruitment and retention for a particular post or level of skill.
- 3.12. Pay progression within grades is assessed through the annual performance review cycle. There are four performance levels, each corresponding to a defined percentage of salary increase until an employee reaches the top of the pay grade for their post.

<b>Rating</b>	<b>Percentage increase</b>
Development Needs	0%
Satisfactory	0.5%
Good	2.25%
Outstanding	3%

Table C: Barnet Council performance-based pay progression for grades A-M.

- 3.13. The reader may wish to note that pay progression arrangements have been subject to temporary changes in recent performance review cycles, with 2.25% having been awarded to all eligible employees in 2020/21, 2021/22, and 2022/23. Negotiations between the Council and its recognised Trade Unions have commenced with a view to reviewing and potentially simplifying pay progression arrangements<sup>3</sup>. Should the aforementioned negotiations result in any modifications to the relevant arrangements, the Council will be publishing an amended Pay Policy Statement to reflect the changes.

<sup>3</sup> It may also be worth adding that, while negotiations are primarily focused on the 'mainstream' Unified Reward terms of employment, they may also result in changes to pay progression for senior managers. Any changes to terms of employment for senior management within the Council shall also be appropriately reflected in revisions of the Pay Policy Statement.

- 3.14. The Council has developed a fair pay policy to ensure that it applies a wage ‘floor’ for Council employees, the essence of which is set out in the following statement:

*“London Borough of Barnet is a fair pay employer and will apply the principles of a living wage (including taking into account the National Minimum Wage, National Living Wage, London Living Wage and national pay awards in the public sector), subject to affordability.”*

- 3.15. As outlined above, the lowest point in the Barnet Council pay ‘spine’ is £25,854. All posts within the Council’s grading system are remunerated at levels that exceed the 2023 London Living Wage [expressed as an hourly rate of £13.15, which would correspond to an annual salary of £24,684 for a full-time employee].
- 3.16. It is important to note that the Council’s grading system and Living Wage provisions do not include remuneration rates in respect of apprenticeships, where the national apprenticeship rates will apply at a minimum.
- 3.17. The Council is working with the Living Wage Foundation towards its ambition of becoming accredited as a Living Wage Employer. As had been outlined in the 2023 Pay Policy Statement, achieving the accreditation requires a considerable amount of time as it involves the need for the Council to establish procurement and audit mechanisms covering virtually all of its contractors/subcontractors as well as other parts of its supply chain. As part of this work, there is also an intention for apprentice salaries to meet or exceed London Living Wage levels.

## **Other Elements of Remuneration**

### **Pay Protection**

- 3.18. The Council’s Managing Organisational Change Policy is applicable to all employees and sets out the Council’s pay protection policy.

### **Recruitment and Retention Premia**

- 3.19. The Council has a recruitment and retention payments policy applicable to all employees which describes when and how the Council may pay beyond the evaluated level of a job. Any such payments need to be supported by clear labour market evidence before they are made, and are subject to periodic reviews. More detailed information is available in Appendix A4

### **Other**

- 3.20. The Council does not operate a bonus scheme for senior managers or any other employees, however it does award salary progression within grades on the basis of employee performance as outlined above.
- 3.21. The Council does not offer any benefits in kind.

- 3.22. The Council operates a Policy for Payments for Additional Responsibilities and Outstanding Contributions which allows discretionary payments to be made to staff who are required to undertake duties outside the scope of their post or/and have made extraordinary contributions to the work of the Council. Payments under the Policy are subject to an approval process which includes senior management as well as the Assistant Director of Human Resources and Organisational Development. More information can be found in Appendix A3.

#### **Payment for election duties**

- 3.23. The role of Returning Officer is considered to be secondary employment and any Senior Officer undertaking this role will be expected to either take annual leave or special unpaid leave when fulfilling this function.
- 3.24. Any employee who undertakes election duties is paid for this through the Returning Officer. The level of Fees & Charges payable for election duties are set by the Cabinet Office & London Councils.

#### **Pension Arrangements**

- 3.25. Employees of the London Borough of Barnet are automatically enrolled into the Local Government Pension Scheme (LGPS). However, employees are entitled to opt out of the Scheme if they so wish.
- 3.26. The rate of employee pension contributions is determined by national LGPS regulations.
- 3.27. Pension matters are dealt with by LGPS Scheme Rules. LGPS members are also entitled to receive benefits related to ill-health retirement and death in service.

#### **Redundancy Terms**

- 3.28. The Council's Managing Organisational Change Policy is applicable to all employees, including Chief Officers and the Head of Paid Service, and sets out redundancy compensation.
- 3.29. Redundancy compensation is calculated based on an employee's actual weekly gross pay using the statutory matrix of Age and Years of Completed Service. The minimum is 1 week's actual gross pay and the maximum is 30 weeks' pay.
- 3.30. The Council's redundancy terms do not enhance pension entitlements.
- 3.31. As part of its duty to mitigate the consequences of redundancy, the Council puts in place appropriate employee support, which includes career advice, workshops and redeployment trial periods for employees.

## **Appointment and Remuneration Terms**

- 3.32. The Council appoints to roles on a variety of terms [within the parameters of its Unified Reward framework and other relevant policies], and the final decision about appointment and remuneration terms will generally be a reflection of the requirements of the role, the evaluated level of the role, the longevity of the role, budgetary constraints, and broader value for money considerations.
- 3.33. As part of the provisions of its Officer Code of Conduct and other relevant policies and procedures, the Council requires its staff to disclose any participation in activities (e.g. employment with other organisations) or interests (e.g. close personal relationships with suppliers) which may have an impact on the work of the Council or its relationships with relevant stakeholders. Any such disclosures are reviewed on a case-by-case basis, with steps being taken to protect the interests of the Council as well as the reputation and overall well-being of its employees.

## **4. Severance arrangements**

- 4.1. The Council does not enhance severance packages beyond statutory and contractual entitlements. In practice this means severance packages consist of redundancy pay (see 3.27), any holiday pay to which the employee is contractually entitled and, on some occasions, pay in lieu of notice. Employees who are members of the LGPS may also be entitled to redundancy-related payments in accordance with the Regulations of the Scheme. From the Council's perspective, this will mean that mandatory and discretionary payments towards premature retirement compensation will be included in the assessment of the severance payments which are made to an individual.
- 4.2. Where an employee who is a member of the LGPS is aged 55 or above and is made redundant, then, by virtue of the LGPS scheme rules, the employee's pension will automatically come into payment. It should be noted that an employer cost, known as 'Pension Strain' will be crystallised and is a cost to be paid by the employer to the LGPS.
- 4.3. For the purposes of calculating the component parts of a severance package this will include:
- redundancy pay
  - holiday entitlement earned but not taken
  - 'pension strain' cost payable by the Council to the Pension Scheme.
  - Payment in lieu of notice?
- 4.4. Full Council must approve any severance packages costing over £100,000.

## 5. Relationship between the remuneration of the Council's chief officers, and the remuneration of its employees who are not chief officers

### Remuneration of the Lowest Paid

- 5.1. The definition of the lowest paid is outlined in Section 5.4 (below). The Council has adopted that definition based on the lowest point of the Council's pay 'spine'- see section 3.10. The reader should note that salaries are quoted in this Statement on a full-time basis; salaries for employees who work part-time are calculated on a pro-rata basis in line with the grade for their role.

### Pay Dispersion

- 5.2. The highest paid role in the Council is that of the Chief Executive with earnings of £212,685. Earnings for the median average paid role stand at £39,951, which is the top salary point for Grade H and bottom point for Grade I, covering multiple roles across a wide range of Council services. The ratio between the highest paid in the authority (Chief Executive Officer) and the median average paid role is approximately 5.3:1. The lowest-paid role in the Council is in the Streetscene Service, with full-time earnings of £25,854 per annum. The ratio between the highest and lowest paid roles is 8.23:1.
- 5.3. A pay dispersion comparison between the current year and previous year is shown in Table D below:

Description	2023/24	2022/23
Highest Paid	£212,685	£205,493
Median	£39,951	£36,671
Lowest paid	£25,854	£23,457
Highest to median ratio	5.3:1	5.6:1
Highest to lowest ratio	8.2:1	8.8:1

Table D: Pay dispersion at the Council in 2022/23 and 2023/24.

### Elements of Chief Officer Remuneration

- 5.4. As described previously, Chief Officers do not ordinarily receive any bonuses or benefits in kind. In common with all Council posts, where there is evidence that the evaluated level of the job does not reflect current labour market conditions, a market supplement may be considered. Any market supplement would need to be agreed and reviewed by the Constitution and General Purposes Committee.



## **6. Gender Pay Gap and Ethnicity Pay Gap**

- 6.1 The Council is committed to reporting accurately on its gender pay gap. As at 31.03.2022, the average hourly rate of pay for female employees was higher than that for male employees in terms of both the mean (18.1%) and median (17.9%) averages.
- 6.2 Work is also being undertaken on Ethnicity Pay Gap reporting, with some information already having been made available to stakeholders within the Council as well as relevant external bodies such as the LGA. The Council will be publishing relevant data and information in the upcoming months.
- 6.3 More detailed information is available in Appendix A2.

## **7. Staff moving posts within the public sector**

- 7.1. The Council operates a recruitment policy based on merit, in line with the provisions of Section 7 the Local Government and Housing Act 1989.
- 7.2. Should a successful candidate for a Barnet Council vacancy be in receipt of a severance payment or pension, the Council would follow the Rules of the Local Government Pension Scheme and Modification Order to manage the following scenarios, should they occur:
- Where someone previously employed by the same authority, left with a severance or redundancy payment returns to the Council's employment as a Chief Officer
  - Officers in receipt of a Local Government Pension Scheme or Firefighter pension (whether their previous service was with the same authority or not).
- 7.3. Where an employee leaves the Council on the grounds of redundancy, there would normally need to be a 12-month break before the Council would consider engaging them again either as an employee or under a contract for services

## **8. Publication of and access to information regarding remuneration of Chief Officers**

- 8.1. Remuneration information about Chief Officers is published on the Council website.
- 8.2. The Council's Annual Accounts set out remuneration information for roles paid above £50,000. These accounts are published on the Council's website.

## **9. Amendments to this Pay Policy Statement**

- 9.1. Data within this statement are correct as at 5 January 2024 [unless stated otherwise, e.g. in the case of the Gender Pay Gap information]. The reader should note that the median pay may be subject to minor variations as a result

of posts being created, deleted, re-evaluated, or included in transfers of activities/services (commonly referred as TUPE) between the Council and partner organisations.

- 9.2. There is a requirement to keep this Pay Policy Statement as up to date as possible. Therefore, mid-year amendments to the statement may be approved and published by the Council as appropriate.

## APPENDIX A1



### PAY AND GRADING STRUCTURE FROM 1 APRIL 2023

GRADE	Minimum	Maximum
Grade A	£25,854	£27,030
Grade B	£26,634	£27,855
Grade C	£27,438	£28,698
Grade D	£28,272	£29,583
Grade E	£29,139	£30,963
Grade F	£30,963	£33,957
Grade G	£33,957	£37,443
Grade H	£36,567	£39,951
Grade I	£39,951	£44,019
Grade J	£45,021	£50,031
Grade K	£53,136	£58,248
Grade L	£59,328	£66,156
Grade M	£67,794	£75,070
Grade 8	£75,760	£84,800
Grade 7	£84,800	£94,969
Grade 6	£98,359	£119,828
Grade 5	£118,787	£130,017
Grade 4	£130,017	£144,616
Grade 3	£144,616	£168,200
Grade 2	£168,721	£179,951
Grade 1	£201,456	£212,685

## APPENDIX A2

### Gender and Ethnicity Pay Gap information

(Note: Gender Pay Gap data as at 31.03.2022)

1. The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 ordinarily require the Council to report 'pay gap' information, including the difference between the average (mean and median) pay of female employees and that of male employees as well as an analysis of the workforce by pay quartile.
2. The 2021/22 gender pay gap figures for Barnet Council have already been published through the central Government's Gender Pay Gap Reporting Service. However, the Council is keen to continue its work on transparency and the overall equality, diversity, and inclusion agenda and has decided to include the relevant information<sup>4</sup> in this report.
3. The mean average hourly pay for female Council employees is £25.12, and the median average hourly pay for female Council employee stands at £21.03. The figures for male employees are £21.27 and £17.83 respectively. Consequently, the mean average gender pay gap is 18.11%, and the median average gender pay gap is 17.94% (Table 1).

<i>Type of figure</i>	<b>31 Mar 22</b>	<b>31 Mar 21</b>
Mean pay per hour for male employees	£21.27	£16.85
Mean pay per hour for female employees	£25.12	£19.23
<b>Gender pay gap – mean average</b>	<b>18.11%</b>	<b>14.15%</b>
Median pay per hour for male employees	£17.83	£14.10
Median pay per hour for female employees	£21.03	£17.70
<b>Gender pay gap – median average</b>	<b>17.94%</b>	<b>25.54%</b>

Table 1: Barnet Council gender pay gap figures.

4. The Barnet pay gap figures appear to be significantly different from gender pay gap data across London Borough Councils<sup>5</sup>, where a very small gap exists in the other direction, with male employees' median hourly pay being 0.5% higher than that of female employees, as well as local authorities across England and

<sup>4</sup> The reader may wish to note that the statutory definition of gender pay gap calculations is based on the earnings of male employees. Consequently, using that definition, the Council technically has 'negative' pay gaps. The Council reports its pay gap figures to the central government's Gender Pay Gap Service using the relevant template [devised by that Service] in order to facilitate comparisons with other organisations.

<sup>5</sup> LGA report: 'The gender pay gap in local government 2019'. The reader may wish to note that 2021 figures compiled by the City of London Corporation appear to show that the gap between male and female earnings across London Borough Councils has grown to approximately 2.5% (the relevant report is entitled 'Equality and inclusion update with pay gaps' and is available on the website of the Corporation).

Wales, where the median pay of male employees is 4.3% higher than that of female employees<sup>6</sup>.

The difference can largely be attributed to the fact that Barnet Council has outsourced the work of certain specialist/professional functions (such as Information Technology) which traditionally attract a higher proportion of men and which other authorities continue to deliver internally. This means that women make up the majority of employees in the top 3 pay quartiles within the Council (Table 2).<sup>7</sup>

<b>Quartiles</b>	<b>Male 31.03.22</b>	<b>Female 31.03.22</b>	<b>Male 31.03.21</b>	<b>Female 31.03.21</b>
Lower Quartile	66.8%	33.2%	70.7%	29.3%
Lower Middle Quartile	37.8%	62.2%	33.3%	66.7%
Upper Middle Quartile	30.7%	69.3%	34.4%	65.6%
Upper Quartile	32.6%	67.4%	32.6%	67.4%

Table 2: Gender 'split' of Barnet Council employees by pay quartile.

- As outlined in the main body of the Pay Policy Statement, the Council has been working on measuring its ethnicity pay gap. An analysis was undertaken in 2023, splitting Council posts into three groups, namely 'non-managerial' (Grades A-I), 'managerial' (Grades J-M), and 'Senior Management' (Grades 1-8) and two ethnic classifications (white and Black/Asian/Minority Ethnic<sup>8</sup>). Within non-managerial roles, there was a 3.8% pay gap in favour of BAME staff. In managerial roles (J-M), BAME employees are paid 2.7% less than white staff. The ethnicity pay gap seems to be higher within the senior management cohort, where BAME managers are paid 12.5% than their white colleagues. The Council is closely monitoring developments in ethnicity pay gap reporting within, and beyond, the UK public sector and should be able to publish more detailed reports in the coming months.
- The Council remains fully committed to the EDI (Equality, Diversity, and Inclusion) agenda and continues its work to improve its engagement with all sections of the community as well as its employer 'brand' within and beyond the Borough.

<sup>6</sup> LGA data pack: 'Local Government Workforce Summary Data', March 2021

<sup>7</sup> It may be worth mentioning that, over the past 18 months or so, the Council has brought a number of previously outsourced functions back in-house. As the gender pay gap data is based on March 2022 figures, the figures in this Appendix do not reflect any impact which the transfers may have had on the Council's gender pay gap.

<sup>8</sup> Hereinafter BAME. The reader should note that ethnicity pay gap is not defined in law and that there is discussion among professionals around how it should be reported, at the same time as a lively debate is ongoing in various sections of society around the use of language in terms of acronyms, capitalisation of adjectives related to race/ethnicity etc. The Council is keen to be as inclusive as possible and fully aware of the limitations inherent in 'shoehorning' the race/ethnicity of hundreds of people into two categories.

## APPENDIX A3

### Information on Payments for Additional Responsibility and Outstanding Contributions

(Note: Data include all payments made in 2023 calendar year)

#### 1. ADDITIONAL RESPONSIBILITY AND OUTSTANDING CONTRIBUTION PAYMENTS

- 1.1 In 2016, the Council implemented the Unified Reward agreement which codifies the grading and remuneration arrangements within its paid service. With the introduction of the Unified Reward pay agreement, the Council removed the facility to award ad hoc honorarium payments to staff who undertake duties over and above their normal job role, or who make an outstanding contribution to the work of the Council through their hard work and good performance.
- 1.2 Taking into account both the Council's emphasis on arranging work in an agile, responsive way and wider labour market trends, a decision was made in late 2021 to introduce a Policy for Additional Responsibility and Outstanding Contribution Payments.
- 1.3 While there is no statutory obligation on the Council to report on such payments, we have decided to publish a summary of information relating to both types of payments (OCP and ARP) in line with our ongoing commitment to transparency around the Council's pay structures and remuneration arrangements. In 2023, 84 officers (approximately 3.7% of Council staff) received a combined total of just over £320k in such payments.
- 1.4 The information is summarised in Table 3 below. The reader may wish to note that service areas have been grouped together for reporting purposes in order to minimise the risk of individual officers being identified, and that around 15 officers were in receipt of both an ARP and an OCP during 2023.

Service area	Additional Responsibility		Outstanding Contribution		Total staff receiving payments	Aggregate average amount paid
	Number of staff receiving payment	Average amount paid	Number of staff receiving payment	Average amount Paid		
Adults & Health (incl. Public Health)	18	£2,841	15	£2,036	29	£2,816
Customer & Place (incl. Streetscene)	19	£5,906	5	£1,522	21	£5,706
Family Services, Education & Skills	8	£2,865	4	£2,797	8	£3,812
Strategy, Resources, Assurance, Commissioning Grp	18	£2,761	16	£1,735	25	£3,098
<b>All Service Areas</b>	<b>63</b>	<b>£3,593</b>	<b>40</b>	<b>£2,022</b>	<b>83</b>	<b>£3,858</b>

Table 3: Summary of Payments for Additional Responsibility and Outstanding Contributions- rounded to nearest pound.

## **APPENDIX A4**

### **Recruitment and Retention payment information**

(Note: Data as at September 2023)

#### **2. RECRUITMENT AND RETENTION PAYMENTS- BACKGROUND**

- 2.1 Recruitment and Retention Payments (RRP) are additional payments to the basic pay of an individual post or specific group of posts. The Council considers RRPs to be discretionary and non-contractual.
- 2.2 Recruitment or Retention Payments may be paid in circumstances where market pressures would hinder the Council's ability to recruit and retain adequate numbers of employees of an appropriate calibre for the posts concerned if it offered the normal salary for the grade of the job. Until October 2021, payments had been capped at 10% for each element. Following a review of labour market conditions, the Council has decided to remove the caps. In September 2023, a total of 36 posts attracted a combined RRP which exceeds 20% of the corresponding base salary.
- 2.3 Recruitment or Retention Payments ordinarily apply to posts rather than to employees. Where an employee moves from a post that attracts a RRP to one that does not, the payment will cease. As RRPs are not contractual, no pay protection would apply in those circumstances.
- 2.4 Prior to the implementation of the Unified Reward grading system, a number of posts at the Council attracted market factor supplements which had been introduced as a means of improving the Council's ability to compete in competitive markets covering 'hard to recruit to' posts. Other market factor supplements had been established purely on the basis of improving the Council's ability to retain key members of staff in critical service areas. In the main these were introduced to cover specific groups of staff which were difficult to recruit and retain, for example Social Workers in Family Services.
- 2.5 With the introduction of Unified Reward, RRPs replaced all market supplements and associated payments.
- 2.6 In late 2023, the Council had a total of approximately 2,300 posts in its establishment [excluding vacancies and apprenticeships]. Of those, 268 posts (just over 11.5% of the total) attracted Recruitment and Retention Payments. As mentioned previously, 36 of those posts attracted RRPs of more than 20% of the associated base salary, with 68 attracting RRPs between 11% and 20%, and the remaining 79 posts attracting RRPs between 3.44% and 10%.

2.7 A summary of Council posts which attract RRPs is provided in Table A4. This summary does not include any posts which were vacant as at September 2023.

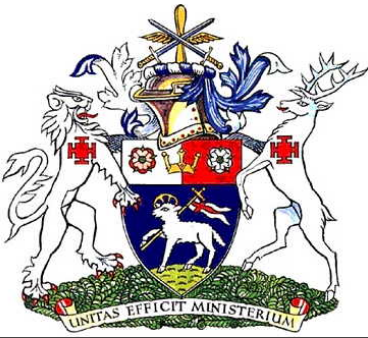
<b>Function[s] / Service Area[s]</b>	<b>Total posts attracting RRP</b>	<b>RRP 3-9.9% Posts</b>	<b>RRP 10% posts</b>	<b>RRP 11-19% posts</b>	<b>RRP 20% posts</b>	<b>RRP 20+% Posts</b>
Family Services, [Children's] Social Care	129	12	27	26	29	35
Adults [Social Care], Communities, Public Health	16	9	4	3	0	0
Strategy+Resources, Assurance	8	5	1	1	1	0
Customer and Place, incl. Streetscene and Environment	30	4	102	4	4	1
<b>GRAND TOTAL</b>	<b>268</b>	<b>30</b>	<b>134</b>	<b>34</b>	<b>34</b>	<b>36</b>

Table A4: Summary of Barnet Council posts which attract Recruitment and Retention Payments by function or service area. Please note that certain service areas have been grouped together with a view to mitigating privacy risks for individual postholders.

2.8 An Equality Impact Assessment has been undertaken and demonstrates there are no specific inequalities within the payment framework. Most posts which attract RRPs are held by female employees; the posts are mostly concentrated in social work, a field in which women comprise over 80% of the UK workforce<sup>9</sup>.

<sup>9</sup> See e.g. 'DfE Experimental statistics: Children and family social work workforce in England, year ending 30 September 2017'.



**Council**

<b>Title</b>	Constitution Review
<b>Date of meeting</b>	27 February 2024
<b>Report of</b>	Monitoring Officer
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Appendices</b>	<p>Appendix A – Article 2 – Members and the Council</p> <p>Appendix B – Part 2B – Terms of Reference &amp; Delegation of Duties to Committees and Sub-Committees</p> <p>Appendix C – Part 3B and 3B1 – Executive Procedure Rules</p> <p>Appendix D – Part 4A – Financial Regulations</p>
<b>Officer Contact Details</b>	Andrew Charlwood, Head of Governance, 020 8359 2014, <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a>
<b>Summary</b>	
Following engagement with the Constitution Review Working Group, several amendments to the Constitution are proposed as set out in the report and appendices.	
<b>Recommendations</b>	
<ol style="list-style-type: none"> <li>1. The Council approve the Constitution amendments as set out in Appendices A to D.</li> <li>2. That Council agreed that the merger of Planning Committees A and B be implemented effective from Annual Council (21 May 2024)</li> <li>3. That Council authorise the Head of Governance to implement these revisions and publish a revised Constitution.</li> </ol>	

## **1. Reasons for the Recommendations**

- 1.1 The Terms of Reference of Council state that “Only the Full Council can exercise the following functions: 1.1 adopting and changing the Constitution.”
- 1.2 Members of the Constitution Review Working Group were consulted on the prospective changes in the table below via email and have agreed to the proposed amendments via correspondence.

No.	Section	Reference(s)	Issue Identified	Changes Proposed
1.	Article 2 (Members and the Council)	Section 2.11	<p><u>Current Arrangements</u></p> <p>Under the Constitution agreed in May 2023, the following Members are required to have a DBS check:</p> <ul style="list-style-type: none"> <li>• The Mayor and Deputy Mayor</li> <li>• Any Cabinet Member with responsibility for Children’s matters including schools.</li> <li>• Any Cabinet Member with responsibility for Adults and Public Health matters</li> <li>• Any Scrutiny Chairs for Adults or Children</li> <li>• Any members on the following: Corporate Parenting Advisory Panel, Barnet Children’s Partnership Board</li> </ul> <p><u>Proposed Arrangements</u></p> <p>For many years there has been a grey area about which councillors should have an enhanced DBS check. Barnet codifies the approach in the Constitution, but other authorities have varying approaches, with some only checking certain cohorts of Members, and others not undertaking any checks at all.</p> <p>The (<a href="#">Independent Review of the Disclosure and Barring Regime (accessible) - GOV.UK (www.gov.uk)</a>) recommends that:</p> <p>"That an enhanced criminal record check is conducted for all councillors who are being considered for appointment to any committee involved in decisions on</p>	<p>Amend Article 2 (Members and the Council) as follows:</p> <p>Delete:</p> <p>“2.11.1 The following posts require a Disclosure and Barring Service Check:</p> <ul style="list-style-type: none"> <li>• Mayor and Deputy Mayor</li> <li>• All Cabinet Members including the Leader and Deputy Leader</li> <li>• All Members and Substitute Members of: <ul style="list-style-type: none"> <li>▪ Children &amp; Education Overview &amp; Scrutiny Sub-Committee</li> <li>▪ Adults &amp; Health Overview &amp; Scrutiny Sub-Committee</li> <li>▪ Corporate Parenting Advisory Panel</li> <li>▪ Barnet Children’s Partnership Board”</li> </ul> </li> </ul> <p>And replace with:</p> <p>“2.11.1 An enhanced DBS check is required for members who are being considered for appointment to any committee involving decisions on the provisions of children’s services or services for vulnerable adults. The following posts require an enhanced Disclosure and Barring Service Check:</p> <ul style="list-style-type: none"> <li>• The Mayor and Deputy Mayor</li> <li>• All Cabinet Members including the Leader and Deputy Leader</li> </ul>

			<p>the provisions of children's services or services for vulnerable adults."</p> <p>This recommendation is welcomed as this gives clarity and consistency to this issue.</p>	<ul style="list-style-type: none"> <li>• All Members and Substitute Members of: <ul style="list-style-type: none"> <li>▪ Children &amp; Education Overview &amp; Scrutiny Sub-Committee</li> <li>▪ Adults &amp; Health Overview &amp; Scrutiny Sub-Committee</li> <li>▪ Corporate Parenting Advisory Panel</li> <li>▪ Barnet Children's Partnership Board</li> </ul> </li> </ul>
2.	Part 2 and 2B – Terms of Reference of Committees	Section 6 (Terms of Reference of Licensing & General Purposes Committee)	<p>Under the Constitution in force up to Annual Council on 23 May 2023, the former General Functions Committee had within its terms of reference: "Health and Safety Strategy and Performance." Reporting of health and safety now doesn't appear in the terms of reference of any other committee. It is therefore proposed that health and safety strategy and performance be added to the terms of reference of the Licensing &amp; General Purposes Committee to ensure that there is appropriate Member oversight of these matters.</p>	<p>Add the following to the terms of reference of the Licensing &amp; General Purposes Committee:</p> <p>"6.1.6 Health and Safety Strategy and Performance"</p>
3.	Part 2 and 2B – Terms of Reference of Committees	Section 8 (Terms of Reference of Employment Sub-Committee)  Section 8.1.19	<p>Following a review of the wording in the terms of reference of the Employment Sub-Committee (Part 2 and 2B – Terms of Reference of Committees), officers are proposing that the wording be amended slightly to ensure that not all HR policies have to be reported to the Employment Sub-Committee, and only ones that will have a significant impact on the council's workforce or its external reputation, or where the policy will result in significant additional cost.</p> <p>The current wording is: "The Employment Sub-Committee has the following powers and duties: HR policies which go over the statutory requirement" and</p>	<p>Amend the terms of reference of the Employment Sub-Committee as follows:</p> <p>Delete "The Employment Sub-Committee has the following powers and duties: 8.1.19 HR policies which go over the statutory requirement."</p> <p>And replace with "The Employment Sub-Committee has the following powers and duties:</p>

			<p>the proposed revised wording is: “HR Policies, where a new or changed policy will have a significant impact on the council’s workforce or its external reputation, or where the policy will result in significant additional cost, for example, disciplinary, grievance or flexible working.”</p> <p>The Assistant Director of Human Resources and Organisational Development has highlighted that many of the Council’s HR polices go over statutory requirements and so retaining the wording as drafted will mean that the Sub-Committee must meet frequently to consider minor HR polices. The change is proposed to ensure that only significant HR polices are reported to the Sub-Committee for approval.</p>	8.1.19 HR policies where a new or changed policy will have a significant impact on the council’s workforce or its external reputation, or where the policy will result in significant additional cost to the council.”
4.	Part 2 and 2B – Terms of Reference of Committees	Section 8 (Employment Sub-Committee)	The Leader and Cabinet Member for Equalities, Voluntary & Community Sector have requested that the membership of the Employment Sub-Committee be increased from 3 to 6 members to enable the membership of the Sub-Committee to become more diverse.	Amend section 8.3 to increase the membership of the Sub-Committee from 3 to 6.
5.	Part 2 and 2B – Terms of Reference of Committees	Section 12 (Adults & Health Overview & Scrutiny Sub-Committee)	<p>The <a href="#">Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) (Amendment and Saving Provision) Regulations 2024</a> came into force on 31 January 2024 which require local authorities to amend the terms of reference of the committee which discharges health scrutiny functions.</p> <p>Health Scrutiny committees no longer have the power to refer contested major service configurations to the</p>	Amend section 12.1.3 to delete “Referring contested major service reconfigurations to the Secretary of State in accordance with the Health and Social Care Act 2001” and replace with “To request call-in by the Secretary of State on major reconfigurations (in exceptional circumstances) in accordance with the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) (Amendment and Saving Provision) Regulations 2024.”

			Secretary of State, but instead can request that the Secretary of State call-ins a major service configuration.	Amend section 12.3.1 to delete the following wording “...other than the power under Regulation 23(9) to make referrals to the Secretary of State.”
6.	Part 2 and 2B – Terms of Reference of Committees	Section 17	<p>As part of efficiency savings, Members have agreed to merge the current Planning Committees A and B to become a single Planning Committee effective from Annual Council (23 May 2024).</p> <p>The merged Committee will have the same number of committee Members (6), but there will be a change in the number of substitute Members for each group (4 Labour; and 2 Conservative) to ensure there are enough substitutes if a committee Member cannot attend a scheduled meeting.</p> <p>The merged committee is reflected in the 2024/25 calendar of meetings which was agreed at Council on 30<sup>th</sup> January 2024.</p>	<p>Amend the title “Planning Committees A and B” to “Planning Committee.”</p> <p>Amend the membership section (17.2.1) as follows: “6 Members. Council will appoint 4 substitute Members from the Labour Group and 2 substitute Members from the Conservative Group.</p> <p>Amend section 17.1.4.1 to increase the objection threshold from 5 to 10 with the revised wording as follows:</p> <p>“17.1.4.1 approval and there is significant local public objection (defined as <b>10</b> or more objectors who have objected in writing in response to a planning application)”</p>
7.	Part 3B and 3B1 – Executive Procedure Rules	13.6 (Questions by Members) and 13.7 (Responses)	The Leader has requested a change to the Executive Procedure Rules to allow the Leader or Cabinet Members to defer to officers to provide technical responses to Questions by Members at Cabinet.	<p>Amend section 13.7 as follows (additions in <b>bold</b>):</p> <p>“13.7.1 In response to a Non-executive Member speaking at Cabinet, an answer may be given by the Leader or <b>relevant</b> Cabinet Member. <b>Officers may assist the Leader or a Cabinet Member with technical answers to questions.</b>”</p>
8.	Part 4A – Financial Regulations	Section 2.15.2	<p>Under the Constitution adopted in May 2023, Treasury Management is now reported to the following bodies:</p> <p>1. Budget Council;</p>	Amend section 2.15.2 to delete Overview and Scrutiny Committee and replace with Governance, Audit, Risk Management and Standards Committee with the updated section as follows:

		<p>2. Cabinet;</p> <p>3. Governance, Audit, Risk Management and Standards Committee; and</p> <p>4. Overview and Scrutiny Committee</p> <p>Part 2B (Terms of Reference &amp; Delegation of Duties to Committees and Sub-Committees), Terms of Reference of Governance, Audit Risk Management and Standards Committee:</p> <p>2.4.15 To review the Treasury Management strategy and monitor progress on treasury management in accordance with CIPFA codes of practice.</p> <p>Part 4A (Financial Regulations)</p> <p>Section 2.15 (Treasury Management Framework):</p> <p>2.15.1 Cabinet will create and maintain a Treasury Management Strategy Statement, stating the policies and objectives of its treasury management activities and based upon the relevant CIPFA Codes. The Treasury Management Strategy Statement will be reported to the Budget Council meeting for approval.</p> <p>2.15.2 Cabinet will receive reports on its treasury management policies, practices and activities. This will also be considered by the Overview and Scrutiny Committee and Sub Committees. These reports will incorporate the prudential borrowing limits and performance indicators. Council will receive an annual strategy and plan in advance of the year, and an annual report after its close in the form prescribed in the Treasury Management Practices</p>	<p>“2.15.2 Cabinet will receive reports on its treasury management policies, practices and activities. This will also be considered by the Governance, Audit, Risk Management and Standards Committee. These reports will incorporate the prudential borrowing limits and performance indicators. Council will receive an annual strategy and plan in advance of the year, and an annual report after its close in the form prescribed in the Treasury Management Practices.”</p>
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			<p>It is proposed to rationalise the reporting of Treasury Management information by removing the requirement in the Financial Regulations for treasury management policies, practices, and activities to be reported to the Overview &amp; Scrutiny Committee. It is recommended that section 2.15.2 be amended to remove reference to the Overview &amp; Scrutiny Committee and replace it with the Governance, Audit, Risk Management and Standards Committee to reduce the number of forums that Treasury Management information needs to be reported to without reducing oversight.</p>	
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<b>2. Alternative Options Considered and Not Recommended</b>
2.1 Council could retain the current Constitution un-amended. This is not recommended as the Constitution needs to be kept under review to ensure that it complies with legislation and best practice.
<b>3. Post Decision Implementation</b>
3.1 The Head of Governance will make arrangements for any changes agreed to be actioned, together with minor drafting and housekeeping changes. The revised Constitution will be published online.
3.2 The Constitution Review Working Group will continue to proactively keep the Constitution under review and may make further recommendations to Council.
<b>4. Corporate Priorities, Performance and Other Considerations</b>
<p><b>Corporate Plan</b></p> <p>4.1 Barnet Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. By keeping the Constitution under review it ensures that the framework in which the Council is governed supports the delivery of corporate priorities and performance</p> <p><b>Sustainability</b></p> <p>4.2 N/A</p> <p><b>Corporate Parenting</b></p> <p>4.3 N/A</p> <p><b>Risk Management</b></p> <p>4.4 N/A</p> <p><b>Insight</b></p> <p>4.5 N/A</p> <p><b>Social Value</b></p> <p>4.6 N/A</p>
<b>5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)</b>
5.1 There are no resource implications as a result of these proposals.
<b>6. Legal Implications and Constitution References</b>
6.1 The Terms of Reference of Council state that “Only the Full Council can exercise the following functions: 1.1 adopting and changing the Constitution.”

<b>7. Consultation</b>
7.1 As set out in section 1.2.
<b>8. Equalities and Diversity</b>
8.1 The decision-making processes of the Council, as enshrined within the Constitution, need to be transparent and accessible to all sectors of the community
<b>9. Background Papers</b>
9.1 Council Constitution: <a href="#">Agenda for Constitution on Tuesday 17th October, 2023 (moderngov.co.uk)</a>

## Article 2

### Members and the Council

#### 2.1 Introduction

- 2.1.1 This Article sets out how Councillors are elected.
- 2.1.2 It also includes a statement on the roles and functions of Members of the Council and sets out the rights and duties of Councillors.

#### 2.2 Powers of the Council

- 2.2.1 The regular election of Councillors will be held on the first Thursday in May every four years beginning in May 2002.
- 2.2.2 The terms of office of Councillors will start on the fourth day after being elected and except for the Leader and Mayor, will finish on the fourth day after the date of the next regular election unless they are re-elected.

#### 2.3 Roles and functions of all Members

- 2.3.1 Key roles:
  - 2.3.1.1 To participate constructively in the good government of the area;
  - 2.3.1.2 Contribute actively to the formation or scrutiny of the Council's policies, budget, strategies and service delivery;
  - 2.3.1.3 To represent effectively the interests of the Ward for which he/she was elected and deal with their constituents' enquiries and representations.

#### 2.4 Key tasks:

- 2.4.1 Fulfil the statutory and locally determined requirements of an elected Member of the Council including compliance with all relevant codes of conduct, and participation in those decisions and activities of the Full Council and its committees;
- 2.4.2 Represent the Council to the community, and the community to the Council, through the various forums available;
- 2.4.3 Develop and maintain a working knowledge of Barnet's services, activities and other factors which impact upon the community's wellbeing and identity;
- 2.4.4 Contribute constructively to open government and democratic renewal through active encouragement of the community to participate generally in the government of the area; and
- 2.4.5 Participate in training sessions made available to Members by the Council.

#### 2.5 Access to Information

- 2.5.1 Members will have such rights of access to such documents, information, land and buildings of the Council as are necessary for the proper discharge of their functions and in accordance with the law and officers will keep Ward Members informed of matters relating to their Ward.
- 2.5.2 Members will not make public information which is confidential or exempt without the consent of the Council or divulge information given in confidence to anyone other than a

Councillor or officer entitled to know it, to do so would be a breach of the Members Code of Conduct

2.5.3 “Confidential” and “exempt” information are defined in the Access to Information Rules set out in this Constitution.

2.5.4 Further details can be found in the Members Information Management Policy and Toolkit.

## **2.6 Members Rights to Call-in Planning Applications.**

2.6.1 Where an application is recommended for approval or refusal, Members have the right request to ‘call-in’ an application which affects their ward for determination by a planning committee. A relevant planning consideration must be identified when calling-in the application.

## **2.7 Member Requests to Speak at Planning Committees.**

2.7.1 Members may address a planning committee on any application, unless they have a pecuniary interest in which case they are precluded.

2.7.2 Members should give notice to the Chair of the meeting of their intention to speak before the start of the meeting. Details of how Members can exercise these rights can be found in this constitution. Members’ rights to address planning committees are in addition to the rights of public speakers. MPs and GLA Members from the borough and MPs, GLA Members and Members from neighbouring boroughs may request to address a planning committee on a matter which affects their constituency or ward. Details can be found in this constitution. Notice should be given to the Chair of the meeting before the start of the meeting.

## **2.8 Members’ rights to attend and speak at committees or subcommittees when they are not a Member of the committee.**

2.8.1 Councillors may attend any Cabinet meeting, Council Committee or Sub-Committee, even when they are not appointed to them, but they cannot vote and should sit with members of the public. Apart from planning committees (which is dealt with above) and licensing sub committees Councillors may speak at a committee meeting subject to giving notice to the Chair of the meeting before the start of the meeting and the Chair giving his or her consent. Details of these rights can be found in this constitution.

2.8.2 The Lead Member for Children’s Services and Adults Services has a right to address a Committee, Sub-Committee or Partnership Board for up to three minutes when it is considering matters which relate children and young people, subject to giving notice to the Chair of the meeting before the start of the meeting and the Chair giving his or her consent Members may remain for the private part of any committee meeting.

## **2.9 Conduct**

2.9.1 Councillors will at all times observe their Code of Conduct, Members’ Planning and Licensing Codes, and the Protocol on Member/Officer Relations set out in this Constitution.

## **2.10 Allowances**

2.10.1 Councillors will be entitled to receive allowances in accordance with the Members’ Allowances Scheme set out in this Constitution.

**2.11 Disclosure and Barring Service Checks**

2.11.1 An enhanced DBS check is required for members who are being considered for appointment to any committee involving decisions on the provisions of children's services or services for vulnerable adults. The following posts require an enhanced Disclosure and Barring Service Check:

- The Mayor and Deputy Mayor
- All Cabinet Members including the Leader and Deputy Leader
- All Members and Substitute Members of:
  - Children & Education Overview & Scrutiny Sub-Committee
  - Adults & Health Overview & Scrutiny Sub-Committee
  - Corporate Parenting Advisory Panel
  - Barnet Children's Partnership Board
- ~~Any Cabinet Member with responsibility for Children's matters including schools.~~
- ~~Any Cabinet Member with responsibility for Adults and Public Health matters~~
- ~~Any Scrutiny Chairs for Adults or Children~~
- ~~Any members on the following: Corporate Parenting Advisory Panel, Barnet Children's Partnership Board~~

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## Part 2B & Part 2C

### Terms of Reference and Delegation of Duties to Committees and Joint Arrangements

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## Part 2B - Terms of Reference and Delegation of Duties to Committees and Sub-Committees

### 1 Appeals Committee

- 1.1 The Appeals Committee is comprised of 3 members, including one member of the Executive, who are not also members of the Employment Sub-committee. Council will appoint 1 substitute Member from each group.
- 1.2 The Committee shall hear appeals by the Head of Paid Service, Chief Finance Officer and Monitoring Officer under the relevant disciplinary procedure against action taken against them short of dismissal.
- 1.3 The Committee may uphold the decision or reduce or remove the sanction.

#### 1.4 Quorum

- 1.5 2 Members

### 2 Governance, Audit, Risk Management and Standards Committee

#### 2.1 Statement of purpose

- 2.2 The Governance, Audit, Risk Management and Standards Committee is a key component of Barnet Council's corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

- 2.3 The purpose of the committee is to provide independent assurance to the members of the adequacy of Barnet Council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place. It also acts as the Standards Committee.

- 2.4 The Governance, Audit, Risk Management and Standards Committee has the following powers and duties:

- 2.4.1 To review the council's corporate governance arrangements against the good governance framework, including the ethical framework, and consider the local code of governance.
- 2.4.2 To monitor the effective development and operation of risk management in the council.
- 2.4.3 To monitor progress in addressing risk-related issues reported to the committee
- 2.4.4 To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- 2.4.5 To consider reports on the effectiveness of financial management arrangements, including compliance with CIPFA's Financial Management Code.
- 2.4.6 To consider the council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- 2.4.7 To review the governance and assurance arrangements for significant partnerships or collaborations.



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- 2.4.8 To approve the internal audit charter and support the independence of Internal Audit.
- 2.4.9 To review proposals made in relation to the appointment of external providers of internal and external audit services and to make recommendations.
- 2.4.10 To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
- 2.4.11 Anti-Fraud Activity, to monitor the effective development and operation of the Council's Corporate Anti-Fraud Team (CAFT) and approve the Counter Fraud Framework.
- 2.4.12 To review any issue referred to it by the Chief Executive and to oversee the production of the authority's Annual Governance Statement and to recommend its adoption.
- 2.4.13 Accounts, to review and approve the annual statement of accounts and consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.
- 2.4.14 Annual Report, the Audit Committee shall prepare a report to Full Council on annual basis on its activity and effectiveness
- 2.4.15 To review the Treasury Management strategy and monitor progress on treasury management in accordance with CIPFA codes of practice.
- 2.4.16 To agree and have oversight of the Council's Whistleblowing Policy.
- 2.4.17 To have oversight of the Council's ombudsman complaints and internal complaints performance (excluding complaints for Adults and Children's complaints).
- 2.4.18 Promoting and maintaining high standards of conduct by Members, co-opted members and "church" and parent governor representatives.
- 2.4.19 Monitoring the operation of the Members' Code of Conduct.
- 2.4.20 To establish sub-committees and working groups to deal with complaints that a member or a co-opted member has failed to comply with the Council's Code of Conduct.
- 2.4.21 On referral from the Monitoring Officer, to decide whether to take action against a member for breach of the Code of Conduct and if so, to decide what action should be taken.
- 2.4.22 Determine Members requests for non-committee information as specified in the Members Information Management Policy
- 2.4.23 To oversee Member Development
- 2.4.24 To consider any application received from any officer of the Authority for exemption from political restriction under Sections 1 and 2 of the Local Government and Housing Act 1989 in respect of the post held by that officer and may direct the Authority that the post shall not be considered to be a politically restricted post and that the post be removed from the list maintained by the Authority under Section 2(2) of that Act.

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2.4.25 Upon the application of any person or otherwise, consider whether a post should be included in the list maintained by the Authority under Section 2(2) of the 1989 Act, and may direct the Authority to include a post in that list.

### 2.5 Membership

- 2.5.1 An Elected Mayor, the Leader or a member of the Executive may not be Members;
- 2.5.2 Membership of this Committee will be 6 elected Members and Council will appoint 3 substitutes from each group;
- 2.5.3 There will also be 2 Independent Members (for audit matters);
- 2.5.4 The Independent Persons are not members of this Committee and shall be invited to meetings if there is a Standards item on the agenda.

### 2.6 Quorum

- 2.6.1 4 members

## 3 Standards Sub-committee

3.1 This is a sub-committee of GARMS set up to hear standards complaints about Members in accordance with the procedure for dealing with complaints against Members set out in this Constitution.

### 3.2 Membership

- 3.2.1 4 Members drawn from the GARMS Committee (2 from each of the main Political Groups) and an Independent Person.
- 3.2.2 Council will appoint 1 substitute from each group.

### 3.3 Quorum

- 3.3.1 3 members

## 4 Health and Wellbeing Board

### 4.1 Accountability

- 4.1.1 The Health and Wellbeing Board is set up in accordance with section 102 of the Health and Social Care Act 2012 which makes provision for the Council to establish a Health and Wellbeing Board as a Committee of the Council appointed under section 102 of the Local Government Act 1972. The Council can choose to delegate decision making powers to the Health and Wellbeing Board.
- 4.1.2 Members of the Board will be required to abide by the Code of Conduct.

### 4.2 Purpose of the Board

- 4.2.1 The Health and Wellbeing Board has the following main functions:
  - 4.2.2.1. To work (together with Barnet Borough Partnership) with Integrated Care Partnership (ICP) and Integrated Care Board (ICB) to determine the integrated approach that will best deliver holistic and streamlined care and prevention activities, including action on wider determinants in their communities.
  - 4.2.2.2. To jointly assess the health and social care needs of the population with NHS commissioners and use the findings of a Barnet Joint Strategic Needs Assessment

## London Borough of Barnet - Constitution

(JSNA) to inform all relevant local strategies and policies across partnership including North Central London Integrated Care Strategy.

- 4.2.2.3. To agree a Health and Wellbeing Strategy (HWBS) for Barnet taking into account the findings of the JSNA and strategically oversee its implementation to ensure improvement of population outcomes and plans to tackle health inequalities. The Joint Health and Wellbeing Strategy (JHWS) should directly inform the development of joint commissioning arrangements in the local area, and the coordination of NHS and local authority commissioning, including Better Care Fund plans.
- 4.2.2.4. To work together to ensure the best fit between available resources to meet the health and social care needs of the whole population of Barnet, by both improving services for health and social care and helping people to move as close as possible to a state of complete physical, mental and social wellbeing. Specific resources to be overseen include money for social care being allocated through the NHS; dedicated public health budgets; the Better Care Fund; and Section 75 partnership agreements between the NHS and the Council.
- 4.2.2.5. To provide collective leadership and enable shared decision making, ownership and accountability
- 4.2.2.6. To promote partnership and, as appropriate, integration, across all necessary areas, including joined-up commissioning plans and joined-up approach to securing external funding across the NHS, social care, voluntary and community sector and public health.
- 4.2.2.7. To explore partnership work across North Central London where appropriate.
- 4.2.2.8. Specific responsibilities for:
  - Overseeing public health and promoting prevention agenda across the partnership
  - Developing further health and social care integration.
  - Receiving regular reports on the North Central London Integrated Care Board and their partner NHS trusts and NHS foundation trusts, including joint capital resource use plans, ICB Annual reports, Forward Plans and Performance Assessments

## 4.3 Membership

### 4.3.1 14 Members:

- Chair, Vice Chair, Members and substitutes appointed by Council.
- Vice Chair is Clinical Lead (Barnet), North Central Integrated Care Board
- 3 Members of the Council
- Director of Public Health & Prevention
- Executive Director for Children & Family Services
- Executive Director Adults & Health

## London Borough of Barnet - Constitution

- Two North Central London Integrated Care Board Members: Clinical Lead for Barnet, North Central London Integrated Care Board; Director of Integration, Barnet Directorate, North Central London Integrated Care Board - Board Members x3
- Primary Care Provider Representative x1
- Health Service Provider Representatives x2
- Barnet Healthwatch representative
- Barnet voluntary and community sector representative
- Independent Chair of the Adults Safeguarding Boards (Non-Voting Member)

4.3.2 Each member may nominate a substitute if they cannot attend. Requirement for proportionality is waived and voting rights allowed to members other than Members of the Council.

### 4.4 Quorum

4.4.1 The Quorum should consist of at least one Councillor, one officer from North Central London Integrated Care Board, and one Council officer.

## 5 Independent Panel

### 5.1 The Panel has the following duties:

- 5.1.1 To consider reports recommending dismissal made by the Independent Investigator and the Employment Sub-Committee in accordance with the disciplinary procedure applying to the Head of Paid Service, Chief Finance Officer and Monitoring Officer;
- 5.1.2 To prepare a report to Council stating whether it agrees or disagrees with the recommendation to dismiss, including its reasons.

### 5.2 Membership

5.2.1 The Independent Panel shall consist of 2 independent persons appointed under s.27(7) of the Localism Act 2011.

### 5.3 Quorum

5.3.1 2 Independent persons

## 6 Licensing and General Purposes Committee

6.1 Powers and the duties of the Licensing and General Purposes Committee are:

- 6.1.1 To consider all matters which under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (referred to in the Schedule 3A-1) to this document, are required not to be the responsibility of the Executive, save for those matters delegated to other Committees of the Council;
- 6.1.2 To carry out the functions under any relevant statutory provision within the meaning of Part I (Health, safety and welfare in connection with work, and control of dangerous substances) of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the authority's capacity as an employer;
- 6.1.3 Electoral Services including: elections and electoral registration performance; and polling places and polling district boundaries;

## London Borough of Barnet - Constitution

- 6.1.4 To determine all matters and duties on the authority imposed by legislation, regulations orders, codes, and similar provisions for:
- 6.1.4.1 All activities under the Licensing/Gambling Acts
  - 6.1.4.2 Food safety and control.
  - 6.1.4.3 Animal health, welfare, safety and control.
  - 6.1.4.4 Gambling, betting, lotteries and related amusements
  - 6.1.4.5 Crime and disorder issues related to the above duties.
- 6.1.5 To keep under review the Officer Code of Conduct and, after consultation with unions representing staff, make recommendations to Council for amendment or addition.

6.1.6 To receive an annual report on Health and Safety Strategy and Performance.

~~6.1.6~~ 6.1.7 Act as corporate trustee in respect of all assets held by the Council as charitable trustee. Make decisions in respect of those assets in the best interests of the relevant charity. Ensure strict compliance with the relevant Trust document.

## 6.2 Membership

6.2.1 12 Members.

## 6.3 Quorum

6.3.1 6 Members.

## 7 Licensing Sub-Committee

7.1 The Licensing sub-committee has the following powers and duties:

7.1.1 To determine applications and to make Orders in respect of:

7.1.1.1 Registration of common land, town greens and variations of rights of common where objections have been received.

7.1.2 To determine applications and to make Orders in respect of:

7.1.2.1 Fees issues within the terms of reference of the Panel;

7.1.2.2 Applications under Part II and Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended from time to time.

7.1.2.3 Specific delegations under the Licensing Act 2003 as set out in the Licensing Policy, and the Statement of Principles under the Gambling Act 2005.

7.1.3 In the case of alcohol control provisions in the Licensing Act 2003 to determine:

7.1.3.1 Applications for personal licences where:

7.1.3.1.1 Representations have been made, but remain unresolved.

7.1.3.1.2 Applicants have relevant unspent convictions.

7.1.4 Matters relating to the licensing, certification and authorisation at premises where:

7.1.4.1 Representations have been made to an application, but remain unresolved.

7.1.4.2 An application is made for the review of a premises licence or club premises certificate.

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## London Borough of Barnet - Constitution

7.1.4.3 Matters of an exceptional nature that in a licensing officer's opinion justify consideration by the Licensing Panel.

7.1.5 [Appeals against decisions of the Licensing Panel must be made to the Magistrates' Court.]

### 7.2 Membership

7.2.1 3 Members of the Licensing & General Purposes Committee (Political Balance requirements do not apply)

### 7.3 Quorum

7.3.1 3 Members.

## 8 Employment Sub-Committee (a Sub-Committee of Licensing and General Purposes Committee)

8.1 The Employment Sub-Committee has the following powers and duties:

8.1.1 to make recommendations to Council on the appointment of the Head of Paid Service;

8.1.2 to appoint and dismiss Chief Officers (as defined in Part 4C – HR Regulations), excluding the appointment of the Head of Paid Service and the dismissal of the Head of Paid Service, Chief Financial Officer and Monitoring Officer. The designation of Statutory Officers is reserved to Council.

8.1.3 to make recommendations to Council on the dismissal of the Head of Paid Service, Chief Finance Officer or Monitoring Officer except in cases of redundancy, permanent ill health or the expiry of a fixed term contract;

8.1.4 to consider whether to impose a disciplinary sanction on a Chief Officer;

8.1.5 to consider matters and take action as required or permitted under the disciplinary procedure for the Head of Paid Service, Chief Finance Officer and Monitoring Officer including:

8.1.6 to suspend such an officer and to review such suspension

8.1.7 to appoint an independent investigator, agree terms of remuneration and working methods

8.1.8 to appoint external advisers

8.1.9 to consider the report of an independent investigator and in relation to that report:

8.1.9.1 to hold a hearing if appropriate to consider the report

8.1.9.2 to impose action short of dismissal on an officer

8.1.9.3 to decide to take no further action

8.1.9.4 to recommend informal resolution or other appropriate procedures

8.1.9.5 to refer back to the independent investigator for further investigation and report to propose dismissal of an officer to Council (in which case the matter should be referred to the Independent Panel prior to referral to Council)

## London Borough of Barnet - Constitution

- 8.1.10 to decide whether any objections made by a member of the Executive are material and well-founded and, if it decides that they are, to take appropriate action;
  - 8.1.11 to consider grievances by the Head of Paid Service, and appeals by a Chief Officer against decisions made by the Head of Paid Service in relation to a grievance made by the officer;
  - 8.1.12 Staff matters generally including council wide contractual changes to salaries and terms and conditions;
  - 8.1.13 approving any changes to the chief officer structure;
  - 8.1.14 pay and reward strategy;
  - 8.1.15 HR policies where a new or changed policy will have a significant impact on the council's workforce or its external reputation, or where the policy will result in significant additional cost to the council. ~~HR policies which go over and above statutory requirements;~~
  - 8.1.16 develop the annual pay policy statement for Full Council approval
- 8.2 When considering a report on staffing matters, a representative of the trade unions may submit a request to speak which requires the consent of the Chair, or be questioned by the Sub-Committee before a decision is made. Each representative will have up to 3 minutes to address the committee.

### 8.3 Membership

- 8.3.1 ~~3-6~~ Members including 1 Cabinet Member and Council will appoint 1 substitute Member from each group.

### 8.4 Quorum

- 8.4.1 3 Members

## 9 Overview and Scrutiny Committee and Scrutiny Sub-Committees

### 9.1 General Role

- 9.2 Within their terms of reference, the Overview and Scrutiny Committee and Sub-Committees (other than the Call-In Sub-Committee) will have the following roles:
  - 9.2.1 To consider any decisions of the West London Economic Prosperity Board which have been called in.
  - 9.2.2 Policy Development and Review – by supporting the Council and Executive in developing the policy framework and budget for the Council, working with partner organisations on issues that may be outside the remit of the Council and reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of any of the Council's functions;
  - 9.2.3 Service Reviews - by making reports and/or recommendations to the full Council, Executive, Portfolio Holders and any Joint or Area Committees on any of their functions;
  - 9.2.4 Review of Issues of Concern to Local People by considering any matter affecting the area or its inhabitants and monitoring and scrutinising the activities of others;

## **London Borough of Barnet - Constitution**

- 9.2.5 Pre-Decision Scrutiny following consideration of the Key Decision Schedule (Forward Plan) and with the agreement of the Executive, to scrutinise key decisions prior to them being made;
- 9.2.6 Performance Review - to receive selected monitoring reports (including KPI, financial performance and risk information) in relation to internally and externally delivered services.
- 9.2.7 Scrutiny of Partners – to review or scrutinise the performance of anybody carrying out any function on behalf of or in partnership with the Council.
- 9.2.8 The Call-In Sub-Committees may call in Executive decisions made but not yet implemented.

### **9.3 Specific Functions**

- 9.3.1 Policy development and review
- 9.3.2 The Overview and Scrutiny Committee and Scrutiny Sub-Committee(s) may:
  - 9.3.2.1 assist the Council, the Executive and Portfolio Holders in the development of the budget and policy framework by in-depth analysis of policy issues;
  - 9.3.2.2 conduct research, community and other consultation in the analysis of policy issues and possible options;
  - 9.3.2.3 consider mechanisms to encourage and enhance community participation in the development of policy options;
  - 9.3.2.4 question Members of the Executive and/or Committees and chief officers about their views on issues and proposals affecting the area; and
  - 9.3.2.5 liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

### **9.4 Scrutiny**

- 9.4.1 The Overview and Scrutiny Committee and Scrutiny Sub-Committee(s) may:
  - 9.4.1.1 review and scrutinise the decisions made by, and performance of, the Executive, Portfolio Holders and/or Committees and Council officers both in relation to individual decisions and over longer periods of time;
  - 9.4.1.2 review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
  - 9.4.1.3 require the attendance of and question Members and chief officers about their decisions and performance, or in relation to particular decisions, initiatives or projects;
  - 9.4.1.4 make recommendations to the Executive and/or appropriate Committee and/or Council arising from the outcome of the scrutiny process;
  - 9.4.1.5 where partnership working permits, review and scrutinise the performance of other public services in the area, by inviting reports from partners and requesting that they address the Overview and Scrutiny Committee and Scrutiny Sub-Committees about their activities and performance;
  - 9.4.1.6 question and gather evidence from any person (with their consent); and



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- 9.4.1.7 carry out the scrutiny of matters relating to Health and Social Care including those matters delegated to the Adults and Health Overview and Scrutiny Sub-Scrutiny Committee.

### 9.5 Annual Report

- 9.5.1 The Overview and Scrutiny Committee will report annually to full Council on its workings and make recommendations for future work programmes and amend working methods, if appropriate.

## 10 Overview and Scrutiny Committee

- 10.1 The Overview and Scrutiny Committee has the following power and duties:
  - 10.1.1 To oversee an agreed work programme that can help secure service improvement through in-depth investigation of performance issues and the development of an effective strategy/policy framework for the council and partners;
  - 10.1.2 To have general oversight of the council's scrutiny function;
  - 10.1.3 To offer challenge and critical support to the Executive's policy development function and the long-term strategic direction of the borough;
  - 10.1.4 To anticipate policy changes and determine their potential impact on residents and to recommend changes where these are appropriate;
  - 10.1.5 To consider the council and partners' strategic approach to service delivery, using, where necessary, the power of overview and scrutiny committees to receive information from partner agencies and to require partner authorities to have regard to reports and recommendations from the Committee, as set out under Part Five of the Local Government and Public Involvement in Health Act 2007;
  - 10.1.6 To undertake detailed investigation of service/financial performance in order to recommend policy changes to the Executive and to undertake investigations;
  - 10.1.7 To report scrutiny findings and recommendations to the Executive within 8 weeks of being published or to its next meeting, whichever is the sooner, in accordance with the council's constitution;
  - 10.1.8 To review or scrutinise decisions made, or other action taken, in connection with the discharge of responsible authorities of their crime and disorder functions in accordance with s.19 of the Police and Justice Act 2006.
  - 10.1.9 To consider items included in the Forward Plan;
  - 10.1.10 To consider Councillor Call for Action in terms of
    - 10.1.10.1 Local Government Matters (9FC of the Local Government act 2000)
    - 10.1.10.2 Local Crime & Disorder Matters (Section 19, Police & Justice Act 2006)

## London Borough of Barnet - Constitution

### 10.2 Membership

10.2.1 11 Members and Council will appoint 3 substitutes from each group.

### 10.3 Quorum

10.3.1 5 Members.

## 11 Call-In Sub-Committee

11.1 The Call-In Sub-Committee has the following powers and duties:

11.1.1 to examine decisions of the Executive which are taken but not implemented, and which are 'called in' in accordance with the Committee Procedure Rules;

11.1.2 to refer matters called in to the decision taker with reasons and recommendations for changes;

11.1.3 to refer Executive decisions to full Council if they consider they are contrary to the policy framework or contrary to or not wholly in accordance with the budget.

### 11.2 Membership

11.2.1 3 Members (drawn from the Membership of the Overview and Scrutiny Committee and Sub-Committees).

11.2.2 Reserves to be drawn from the membership of Overview and Scrutiny Committee, Adults & Health Overview and Scrutiny Sub-Committee and Children & Education Overview and Scrutiny Sub-Committee.

### 11.3 Quorum

11.3.1 3 Members.

## 12 Adults and Health Overview and Scrutiny Sub-Committee

12.1 The Adults and Health Overview and Scrutiny Sub-Committee shall perform the overview and scrutiny role and function in relation to:

12.1.1 All matters as they relate to Adults Social Care;

12.1.2 Reviewing and scrutinising, matters relating to the planning, provision and operation of health services in Barnet including inviting the relevant Chief Executive(s) of NHS organisations to account for the work of their organisation (s) as set out and required by the Health and Social Care Act 2001 and related primary and secondary legislation;

12.1.3 [To request call-in by the Secretary of State on major reconfigurations \(in exceptional circumstances\) in accordance with the Local Authority \(Public Health, Health and Wellbeing Boards and Health Scrutiny\) \(Amendment and Saving Provision\) Regulations 2024 Referring contested major service reconfigurations to the Secretary of State in accordance with the Health and Social Care Act 2001;](#)

12.1.4 Receiving and commenting upon any external inspections and reviews;

12.2 Chair, Vice-Chair, Members and substitutes to be appointed by Council;

12.3 The Adults & Health Overview & Scrutiny Sub-Committee has the following powers and duties:

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- 12.3.1 To be responsible in accordance with Regulation 28 of the Local Authority (Public Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 for scrutiny of the Council's health functions ~~other than the power under Regulation 23(9) to make referrals to the Secretary of State.~~
- 12.3.2 To recommend to Council that a referral be made to the Secretary of State under Regulation 23(9) of the Local Authority (Public Health, Health and Wellbeing and Health Scrutiny) Regulations 2013.
- 12.3.3 To have specific responsibility for scrutiny of the following functions:
- 12.3.3.1 Health and social care infrastructure and service
  - 12.3.3.2 NHS England, Integrated Care Boards and the Health and Wellbeing Board
  - 12.3.3.3 Public Health
  - 12.3.3.4 Other policy proposals which may have an impact on health, public health, social care and wellbeing
  - 12.3.3.5 Collaborative working with health agencies
  - 12.3.3.6 Commissioning and contracting health services
- 12.3.4 To review the planning, provision and operation of Health services in Barnet and ensure compliance with Regulation 21(1) of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 by inviting and taking account of information and reports from local health providers and other interested parties including the local HealthWatch.
- 12.3.5 Where a referral is made through the local HealthWatch arrangements, to comply with Regulation 21(3) of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 by ensuring that the referral is acknowledged within 20 days and that the referrer is informed of any action taken.
- 12.3.6 Where appropriate, to consider and make recommendations for response to NHS consultations on proposed substantial developments/variations in health services that would affect the people of London Borough of Barnet.
- 12.3.7 Where appropriate, to consider and make recommendations for response to consultations from local health trusts, Department of Health and Social Care.
- 12.4 Care Quality Commission and any organisation which provides health services outside the local authority's area to inhabitants within it.
- 12.5 To discharge the functions conferred by Section 244 (2ZE) of the National Health Service Act 2006 as amended and Regulation 21 of the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny Regulations 2013) of reviewing and scrutinising, matters relating to the planning, provision and operation of health services in Barnet.
- 12.6 To respond to consultations from local health trusts, Department of Health and Social Care and any organisation which provides health services outside the local authority's area to inhabitants within it.

## 12.7 Membership

- 12.7.1 8 Members and 2 Advisers (one for matters relating to adult social care and one for matters relating to health). Council will appoint 2 substitute Members from each group.

## 12.8 Quorum

Part 2B - Terms of Reference & Delegation of Duties to Committees and Sub-Committees ~~October 2023~~ February 2024

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12.8.1 6 members.

### **13 Children & Education Overview and Scrutiny Sub-Committee**

13.1 The Children and Education Overview and Scrutiny Sub-Committee shall perform the overview and scrutiny role and function in relation to:

13.1.1 All matters as that relate to Children’s Social Care

13.1.2 All matters which relate to services pertaining to the education and well-being of children and young people including youth services

13.1.3 Receive and comment upon any external inspections and reviews.

#### **13.2 Membership**

13.2.1 8 Members and 5 Co-Opted Members (as detailed at 1.3.2.2 below). Council will appoint 2 substitute Members from each group.

13.2.2 2 Parent Governor representatives and 3 “church” representatives (representing the Church of England, Roman Catholic and Jewish faiths).

#### **13.3 Quorum**

13.3.1 6 Members

### **14 Local Pension Board**

#### **14.1 Role of the Board**

14.2 The Board is responsible for assisting with:

14.2.1 securing compliance with Local Government Pension Scheme (LGPS) Government regulations and any other legislation relating to the governance and administration of the LGPS or securing compliance with the requirements imposed in relation to the PGPS by the Pensions Regulator

14.2.2 such other matters that the LGPS regulations may specify Ensure the effective and efficient governance and administration of the LGPS for the LBB Pension Fund. The Local Pension Board maintain separate detailed terms of reference which are approved annually

#### **14.3 Membership**

14.3.1 7 Members comprising: 3 employers side representatives (1 councillor\* and 2 employer representatives from an admitted body 3 employee side representatives (1 active member and 2 deferred member) 1 independent member/advisor \*Councillors appointed to the Board cannot also sit on the Pension Fund Committee.

#### **14.4 Terms of Reference for the London Borough of Barnet Pension Board**

14.4.1 The purposed of this document is to set out the detailed Terms of Reference for the Local Pension Board of the London Borough of Barnet Pension Fund.

#### **14.5 Role of the Local Pension Board**

14.5.1 The role of the local Pension Board, as defined by sections 5(1) and (2) of the Public Services Pension Act 2013 and regulation 106 of the Local Government Pension Scheme (LGPS) Governance Regulations 2013 is to assist with:

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- 14.5.1.1 securing compliance with LGPS Government regulations and any other legislation relating to the governance and administration of the LGPS
  - 14.5.1.2 securing compliance with the requirements imposed in relation to the PGPS by the Pensions Regulator.
  - 14.5.1.3 such other matters as the LGPS regulations may specify
  - 14.5.1.4 Ensure the effective and efficient governance and administration of the LGPS for the LBB Pension Fund.
  - 14.5.1.5 ensure the Pension Fund's strategy and policy documents are in place and have been maintained in accordance with the LGPS Regulations. These documents are: the communications policy statement; funding strategy statement; governance compliance statement; statement of investment principles; and the Pension Fund annual report and accounts.
  - 14.5.1.6 ensure the Pension Fund's internal Risk Register is in place and reviewed at least annually.
  - 14.5.1.7 review the Pension Fund's performance in complying with the requirements of the LGPS Regulations and any other legislation relating to the governance and administration of the LGPS.
  - 14.5.1.8 review the Pension Fund's performance in complying with the requirements of the Pension Regulator.
  - 14.5.1.9 annually submit a proposed work plan for the forthcoming financial year to the Pension Fund Committee
  - 14.5.1.10 carry out any other activities relating to the efficient governance and administration of the Pension Fund.
  - 14.5.1.11 submit an annual budget to the Barnet Pension Fund Committee for approval.
- 14.5.2 The Local Pension Board does not replace the Administering Authority or make decisions or carry out duties which are the responsibility of the Administering Authority (refer to Compliance statement). The Pension Board is an advisory/scrutiny board and does not have decision making powers.
- 14.5.3 The Administering Authority retains ultimate responsibility for the administration and governance of the scheme. The role of the Board is to support the Administering Authority to fulfil that responsibility and secure compliance with any requirements imposed by the Pensions Regulator.
- 14.6 Appointment of members of the Pension Board**
- 14.6.1 All Board members will be appointed by Full Council. It is a statutory requirement (section 248A of the 2004 Act) that the Administering Authority must be satisfied that every individual member of the Pension Board, is conversant with;
- 14.6.1.1 the legislation and associated guidance of the Local Government Pension Scheme
  - 14.6.1.2 any document recording policy about the administration of the fund which is for the time being adopted by LBB Fund; and
  - 14.6.1.3 has knowledge and understanding of;
    - the law relating to pensions; and

## London Borough of Barnet - Constitution

- such other matters as may be prescribed.

### 14.7 Rules governing Membership the Local Pension Board

- 14.7.1 Local Pension Boards must include an equal number of employer and member representative with a minimum requirement of no fewer than four in total.
- 14.7.2 No officer or Councillor who would be responsible for the discharge of any functions under the Regulations (apart from any relating to LPB) may be a Member of the Local Pension Board of that authority.
- 14.7.3 Officer precluded would be any officer named in the scheme of delegation (e.g. Section 151 Officer and the head of investments). The guidance also states that consideration should be given as to whether officers of the Fund at a senior level, who are not named in the formal scheme of delegation, but who are responsible for discharging functions under the Regulations, should be precluded from being a member of the LPB.

### 14.8 Composition of the Board

- 14.8.1 The Board shall consist of 7 members constituted as follows:
- 14.8.1.1 3 employer representatives comprising:
- 1 councillors who are not members of the Pension Fund Committee
  - employer representatives from an admitted or scheduled body (e.g. Re, CSG or Middlesex University)
- 14.8.1.2 3 scheme member representatives (employee side) comprising:
- 1 active members
  - retired/deferred members
- 14.8.1.3 1 independent member/advisor
- Having no current employment, contractual, financial or other material interest in the Council or any scheme employer fund and not being a member of the LGPS Fund.
- 14.8.2 Independent and Scheme Members shall be appointed following a public recruitment, selection and interview process.

### 14.9 Chairman and Vice-Chairman of the Board

- 14.9.1 The Chairman and Vice-Chairman of the Board will be appointed by Members of the Board as the first business at their first meeting.
- 14.9.2 Should the elected Chairman be an Employer representative the Vice-Chairman must be a Scheme Member representative and vice versa.

### 14.10 Substitute Members

- 14.10.1 Each member will have a substitute to act as Board member in her/his absence, which will be recommended following a recruitment process consistent with their own appointment. These nominations will be approved as part of the overall appointments made by Full Council.

**NB:** The independent member shall not have a substitute.

### 14.11 Quorum

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14.11.1 The Pension Board will be quorate when 3 voting Pension Board Members are in attendance.

### **14.12 Period of Office**

14.12.1 Each Board member shall be appointed for a fixed period of four years, which appointment will normally occur at the Annual Council meeting.

### **14.13 Termination of office**

14.13.1 Each Board member will be expected to attend all meeting and training sessions during the year. The membership of any member who fails to attend two or more meetings shall be reviewed and determined by other Board members in consultation with officers.

14.13.2 The removal of a member from office during her/his term of appointment can only be effected by the unanimous agreement of the other members present at the meeting.

14.13.3 In the absence of mitigating factors a Board member can be removed from the Board in the following circumstances (but not limited to):

14.13.3.1 A poor attendance record;

14.13.3.2 If a member does not undertake training as requested;

14.13.3.3 If a member is in breach of Council's Code of Conduct, Pension Board Code of Conduct and Conflict of Interest policy;

14.13.3.4 If a member has a conflict of interest that cannot be managed in accordance with the Board's conflicts policy.

14.13.4 Should the Council representative members, or the active scheme member(s) cease to be Council representatives or active scheme members, he/she will automatically cease to be a member of the Board and the Administering Authority will conduct a replacement process.

14.13.5 Any Board member choosing not to continue her/his role must provide a written notice of resignation from their post to the Governance Service. The notice period shall be two months. Once the written notice is received the Board shall be notified accordingly and arrangements shall be made for a replacement in line with the procedures for the original appointment.

### **14.14 Voting Rights (this is dependent on makeup of the Board)**

14.14.1 All Board Members will have equal voting rights.

14.14.2 In the event of an equality of voted the Chairman will have the casting vote.

### **14.15 Frequency of meeting**

14.15.1 The number of meetings a year should be in alignment with the number of the Pension Committee meetings year, or should be determined by the Board once it has agreed a workplan, with a minimum of two meetings annually.

### **14.16 Notice of meeting and circulation of papers**

14.16.1 In accordance with the Access to Information Procedure Rules as set out in the Council's Constitution.

### **14.17 Minutes**

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14.17.1 In accordance with the Access to Information Procedure Rules as set out in the Council's Constitution.

### **14.18 Accountability and reporting**

14.18.1 The Board is accountable solely to the Council for the effective operation of its functions.

14.18.2 The Board shall report to the Pensions Committee as often as the Board deems necessary and at least annually:

- 14.18.2.1 a summary of the work undertaken;
- 14.18.2.2 the work plan for the next 12 months;
- 14.18.2.3 details of training received and planned; and
- 14.18.2.4 details of any conflicts of interest and how they were dealt with.
- 14.18.2.5 On certain matters the board will report directly to Council;

14.18.3 The Board shall report annually to Full Council on its work.

14.18.4 It will also and as necessary from time to time report to Full Council any breach in compliance or other significant issues such as:

- 14.18.4.1 any areas of persistent non-compliance
- 14.18.4.2 any area of non-compliance within the LGPS Regulations that have been reported to the Pension Fund Committee
- 14.18.4.3 areas raised to the Board to be investigated and how they were dealt with;
- 14.18.4.4 any risks or other areas of potential concern it wishes to raise;

### **14.19 Code of Conduct**

14.19.1 All members of the Board are expected to act in accordance with Barnet Council's Code of Conduct for Councillors, and where applicable and the Pensions Regulator's Code of Practice.

### **14.20 Conflicts of interest**

14.20.1 All members of the Board must declare on appointment and at any such time as their circumstances change any potential conflict of interest arising as a result of their position on the Board.

14.20.2 In accordance with s5(5) Public Service Pension Act 2013, a Board member must not have a financial or other interest that could prejudice him/her in carrying out his/her Board duties. This does not include a financial or other interest arising merely by virtue of being a member of the LGPS.

14.20.3 On appointment to the Board and following any subsequent declaration of potential conflict the conflict must be managed in line with the Council's Members Code of Conduct, the Local Government Pension Scheme (LGPS) Guidance on Conduct of Members and Conflicts of Interest, the requirements of the Public Service Pensions Act 2013 and the requirements of the Pensions Regulator's codes of practice on conflict of interest for Board members.

### **14.21 Knowledge and understanding including training**



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- 14.21.1 All new members must follow an induction training plan and all members of the Board will be expected to attend the training provided to ensure that they have the requisite knowledge and understanding to fulfil their role.
- 14.21.2 All members must be prepared to participate in such regular personal training needs analysis or other processes as are put in place to ensure that they maintain the required level of knowledge and understanding to carry out their role.
- 14.21.3 Failure to attend training or participate in the processes may lead to membership being reviewed.

**14.22 Definitions**

The following terms shall have the following meanings when used in this document:

<i>Administering Authority</i>	London Borough of Barnet
<i>Board or Pension Board</i>	The local Pension Board for the London Borough of Barnet, Administering Authority for the London Borough of Barnet Pension Fund as required under the Public Service Pensions Act 2013
<i>Board Member</i>	A member of the Board including Employer representatives, Scheme Member representatives and an independent member
<i>Code of Practice</i>	The Pensions Regulator’s [draft] Code of Practice no 14 entitled “ <i>Governance and administration of public service pension schemes.</i> ”
<i>Conflicts of Interest</i>	As defined in the Public Service Pensions Act 2013
<i>Employer Representative</i>	A person appointed to the Board for the purpose of representing employers for the Scheme
<i>Fund</i>	The London Borough of Barnet Pension Fund within the Scheme administered and maintained by the Scheme Employer
<i>Independent Member</i>	A Member of the Board who is neither an Employer Representative nor a Member Representative
<i>LGPS</i>	The Local Government Pension Scheme as constituted by the Local Government Pension Scheme Regulations 2013, the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 and The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009.
<i>Member Representative</i>	A person appointed to the Board for the purpose of representing members of the Scheme

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<i>Scheme</i>	The Local Government Pension Scheme as defined under LGPS
<i>Scheme Manager</i>	London Borough of Barnet as administering authority of the London Borough of Barnet Pension Fund

## 15 Pension Fund Committee

- 15.1 To have responsibility for all aspects of the governance, investment and administration of the LB Barnet Pension fund, including, but not limited to the following:
  - 15.1.1 To ensure compliance with all Local Government Pension Scheme statutes, regulations and best practice.
  - 15.1.2 To consider approval and act in accordance with statutory Pension Fund documents:
    - 15.1.2.1 Investment Strategy Statement
    - 15.1.2.2 Funding Strategy Statement
    - 15.1.2.3 Governance Policy Statement
    - 15.1.2.4 Pension Administration Strategy
    - 15.1.2.5 Communication Policy Statement.
  - 15.1.3 To review the above documents at least triennially, or more frequently if advised by the Chief Finance Officer of the need to do so.
  - 15.1.4 If required, to appoint and monitor:
    - 15.1.4.1 Investment advisors
    - 15.1.4.2 Pension Fund investment managers
    - 15.1.4.3 Pension Fund actuaries
    - 15.1.4.4 Performance management company
    - 15.1.4.5 Custodians
    - 15.1.4.6 Pension Administrator
  - 15.1.5 To review and challenge at least quarterly the performance of the Pension Fund's investments taking into consideration the benchmarks and targets set out in the Investment Strategy Statement and investment management contracts and to consider advice from the investment advisor(s).
  - 15.1.6 To monitor the administration of the Pension Fund.
  - 15.1.7 To approve admissions agreements with any admission body.
  - 15.1.8 To consider actuarial valuations and their impact on the Pension Fund.
  - 15.1.9 To review and consider approval of the Pension Fund's Annual Report and Statement of Accounts, together with recommendations from external and internal auditors.
  - 15.1.10 To consider recommendations from the Local Pension Board.
  - 15.1.11 To determine how the various administering authority
- 15.2 Membership**
  - 15.3 6 Members. Council will appoint 2 substitute Members from each group.
  - 15.4 The Committee will invite a recognised representative from the trades unions and a representative from Middlesex University (the largest scheduled / admitted body) to committee meetings These representatives are appointed to advise the committee on behalf of the interests they represent, but are not to have any voting rights.

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15.4.1 Further invites to scheduled/admitted bodies to be decided by the chair of the committee.

### 15.5 Quorum

15.5.1 4 members

## 16 Strategic Planning Committee

16.1 To determine Applications for Planning Permission, including permissions in principle, made under the Town and Country Planning Act 1990 where the recommendation is for approval and the development:

16.1.1 is within the categories which must be referred to the Mayor of London under the London Mayor Order;

16.1.2 does not accord with the provisions of the Development Plan and, in the opinion of the Chief Planning Officer, constitutes a significant departure; or

16.1.3 is by or on behalf of the Council and, in the opinion of the relevant Chief Planning Officer], it is a significant development The confirmation of Directions under Article 4 of the Town and Country Planning (General Permitted Development) Order 2015.

16.2 The confirmation of Town and Village Green Registration Applications under the Commons Act 2006, including considering the recommendations of a non-statutory inquiry chaired by an independent person.

16.3 Designating neighbourhood areas and neighbourhood forums for the purposes of neighbourhood planning.

16.4 Consider Neighbourhood Development Orders and Community Right to Build Orders for recommendation to Full Council for adoption.

16.5 Recommending the creation of Conservation Areas to Full Council

16.6 Consider approving Article 4 Directions for consultation.

16.7 Take action under Part 8 of the Anti-Social Behaviour Act 2003 relating to high hedges.

16.8 Any decision on an application that will result in the Council being liable for the payment of compensation, except where that compensation is as a result of an Article 4 Direction.

16.9 Any other planning application or planning matter referred to this Committee by relevant Chief Planning Officer acting in his or her discretion, after consultation with the Chair.

16.10 Reports on all matters reserved to the Committee shall be made direct to the Committee and not through a Planning Committee.

16.11 Any Planning Committee agenda item referred to this Committee for consideration and determination.

16.12 To consider additions, deletions or amendments to the entries in the Council's Brownfield Land Register, including any referrals from Planning Committees A and B, and conduct any other functions related to the Brownfield Land Register.

### 16.13 Membership

16.13.1 10 Members. Council will appoint 3 substitute Members from each group.

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### 16.14 Quorum

16.14.1 6 members.

## 17 Planning Committees ~~A and B~~

17.1 To determine the following application types, except where they are referable under the Constitution to the Strategic Planning Committee:

17.1.1 Applications for Planning Permission made under the Town and Country Planning Act 1990;

17.1.2 Applications for Listed Building Consent made under the Planning (Listed Buildings and Conservation Areas) Act 1990;

17.1.3 Applications for Consent to Display an Advertisement made under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007;

17.1.4 Applications for permissions in principle made under the Town and Country Planning Act 1990 and any application to add, delete or amend any entries in the Council's Brownfield Land Register" after the words "To determine the following application types, except where they are referable under the Constitution to the Strategic Planning Committee" Where the recommendation is for:

17.1.4.1 approval and there is significant local public objection (defined as ~~5-10~~ or more objectors who have objected in writing in response to a planning application)

17.1.4.2 approval or refusal and there is a Councillor referral of an application which affects their Ward which has been 'called in' to committee identifying a planning consideration.

17.1.5 Any decision on an application that will result in the Council being liable for the payment of compensation, except where that compensation is as a result of an Article 4 Direction.

17.1.6 Any other application or planning matter referred to this Committee by the relevant Chief Planning Officer acting in his or her discretion, after consultation with the Chair.

17.1.7 Applications to undertake treatment to trees included within a Tree Preservation Order Applications for a Hedgerow removal notice made under the Hedgerow Regulations 1997.

17.1.8 Applications to demolish buildings on the Council's Local List.

### 17.2 Membership

17.2.1 6 Members ~~per Committee~~. Council will appoint ~~2-4~~ substitute Members from the Labour Group and 2 substitute Members from the Conservative Group~~each group~~.

### 17.3 Quorum

17.3.1 4 members.

## 18 Area Committees

18.1 **Area Committee North** (East Barnet, Barnet Vale, High Barnet, Underhill, Totteridge and Woodside, Mill Hill, Edgwarebury and Whetstone);

18.2 **Area Committee West** (Burnt Oak, Edgware, Colindale North, Colindale South, West Hendon, Hendon, Cricklewood and Childs Hill); and

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**18.3 Area Committee East** (Brunswick Park, Friern Barnet, Woodhouse, West Finchley, Finchley Church End, Golders Green, East Finchley and Garden Suburb)

**18.4** In relation to the area covered:

18.4.1 Provide an opportunity for any resident to raise matters affecting the area (except matters relating to licensing and planning applications).

18.4.2 Responsibility for all area specific matters relating to the local environment including parking, road safety, transport, allotments, parks and trees.

18.4.3 Consider area specific matters as agreed with the Chair.

18.4.4 Consider matters relating to Town Centre regeneration and designating conservation areas.

18.4.5 Determine the allocation of Community Infrastructure Levy funding within the area subject to sufficient of the budget allocated to the committee being unspent.

**18.5 Membership**

18.5.1 8 Members and substitutes appointed by Council.

18.5.2 Committee members must represent a ward in the Area Committee area. All members in the Area Committee area can act as substitutes in that area.

**18.6 Quorum**

18.6.1 6 Members

## Part 2C - Joint Arrangements and Boards

### 1 Joint Committee of the Boroughs of Barnet, Brent, Ealing, Harrow and Hounslow (known as “West London Economic Prosperity Board”)

#### 1.1 Functions and Procedure Rules

##### 1.1.1 Purpose of the Joint Committee

The London Boroughs of Barnet, Brent, Ealing, Hammersmith & Fulham, Harrow and Hounslow (“the Participating Boroughs”) have established the Joint Committee pursuant to powers under the Local Government Acts 1972 and 2000, and under the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.

1.1.2 The Joint Committee shall be known as ‘**West London Economic Prosperity Board**’.

1.1.3 The Joint Committee’s role and purpose on behalf of the Participating Boroughs relates to ensuring appropriate, effective and formal governance is in place for the purposes of delivering the West London Vision for Growth and advancing Participating Boroughs’ aspirations for greater economic prosperity in West London, including promoting “the Economic Prosperity Agenda”, in partnership with employers, representatives from regional and central government, and education and skills providers.

1.1.4 The purpose of the Joint Committee will be collaboration and mutual co-operation and the fact that some functions will be discharged jointly by way of the Joint Committee does not prohibit any of the Participating Boroughs from promoting economic wellbeing in their own areas independently from the Joint Committee.

1.1.5 The Joint Committee is not a self-standing legal entity but is part of its constituent authorities. Any legal commitment entered into pursuant of a decision of the Joint Committee must be made by all of the Participating Boroughs.

1.1.6 These Procedure Rules govern the conduct of meetings of the Joint Committee.

#### 1.2 Definitions

1.2.1 Any reference to “Access to Information legislation” shall mean Part V and VA of the Local Government Act 1972 (as amended) and, to the extent that they are applicable, to the Openness of Local Government Bodies Regulations 2014 (as amended) and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (as amended).

1.2.2 Any reference to “executive”, “executive arrangements”, “executive function” or “committee system” has the meaning given by Part 1A of the Local Government Act 2000.

#### 1.3 Functions

1.3.1 The Joint Committee will discharge on behalf of the Participating Boroughs the functions listed below related to promoting economic prosperity in West London:

1.3.1.1 Making funding applications and/or bids to external bodies, in relation to economic prosperity for the benefit of the local government areas of the participating local authorities.

1.3.1.2 Providing direction to a nominated lead borough on the allocation of any such funding awards to appropriate projects for the benefit of the local government areas of the participating local authorities, including, where applicable,

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approving the approach to the procurement to be undertaken by the lead borough.

- 1.3.1.3 Seeking to be the recipient of devolved powers and/or funding streams for the local government areas of the participating local authorities, which relate to the economic prosperity agenda.
  - 1.3.1.4 Exercising any such powers and allocating any such funding.
  - 1.3.1.5 Representing the participating local authorities in discussions and negotiations with regional bodies, national bodies and central government on matters relating to economic prosperity for the benefit of the local government areas of the participating authorities.
  - 1.3.1.6 Representing the participating authorities in connection with the Greater London Authority, London Councils and the London Enterprise Panel, for the benefit of the local government areas of the participating authorities, in matters relating to the economic prosperity agenda.
  - 1.3.1.7 Representing the participating local authorities in discussions and negotiations in relation to pan-London matters relating to economic prosperity.
  - 1.3.1.8 Seeking to influence and align government investment in West London in order to boost economic growth within the local government areas of the participating authorities.
  - 1.3.1.9 Agreeing and approving any additional governance structures as related to the Joint Committee, or any sub-committees formed by the Joint Committee.
  - 1.3.1.10 Representing the participating local authorities in discussions and negotiations with the Secretary of State for Communities and Local Government to encourage legislative reform enabling Economic Prosperity Boards, as defined by the Local Democracy, Economic Development and Construction Act 2009 Act, to be established by groups of boroughs in London.
  - 1.3.1.11 Inviting special representatives of stakeholders such as business associations, government agencies such as DWP or Jobcentre Plus, the further education sector, higher education sector, schools, voluntary sector, and health sector to take an interest in, and/or seek to influence, the business of the committee including by attending meetings and commenting on proposals and documents.
- 1.3.2 In relation to the Participating Boroughs which operate executive arrangements only executive functions of each borough may be exercised.

## 1.4 Membership and Quorum

- 1.4.1 The membership will comprise of 6 members with each Participating Borough appointing one person to sit on the Joint Committee as a voting member.
- 1.4.2 Each Participating Borough will make a suitable appointment in accordance with its own constitutional requirements.
- 1.4.3 Where a Participating Borough operates executive arrangements, then the appointment of a voting member of the West London EPB will be by the leaders of the executive or by the executive. It is anticipated that, where practicable, the leader of each such executive will be appointed to the West London EPB.



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- 1.4.4 Where a Participating Borough does not operate executive arrangements, the appointment of a voting member of the West London EPB will be in accordance with the Borough's own procedures. It is envisaged that this will usually be one of its senior councillors.
- 1.4.5 In all cases, the appointed person must be an elected member of the council of the appointing Participating Borough. Appointments will be made for a maximum period not extending beyond each member's remaining term of office as a councillor, and their membership of the Joint Committee will automatically cease if they cease to be an elected member of the appointing Participating Borough.
- 1.4.6 Members of the Joint Committee are governed by the provisions of their own Council's Codes and Protocols including the Code of Conduct for Members and the rules on Disclosable Pecuniary Interests.
- 1.4.7 Each Participating Borough will utilise existing mechanisms for substitution as laid down in their own Standing Orders. Continuity of attendance is encouraged.
- 1.4.8 Where a Participating Borough wishes to withdraw from membership of the Joint Committee this must be indicated in writing to each of the committee members. A six month notice period must be provided.
- 1.4.9 When a new borough wishes to become a Participating Borough then this may be achieved if agreed by a unanimous vote of all the existing Participating Boroughs.
- 1.4.10 The quorum for the Joint Committee is three members. If the Joint Committee is not quorate it cannot transact any business. If there is no quorum at the time the meeting is due to begin, the start of the meeting will be delayed until a quorum is achieved. If no quorum is achieved after 30 minutes has elapsed, the clerk will advise those present that no business can be transacted and the meeting will be cancelled.

## **1.5 Chair and Vice-Chair**

- 1.5.1 The Chair of the Joint Committee will be appointed for 12 months, and will rotate amongst the Participating Boroughs.
- 1.5.2 Unless otherwise unanimously agreed by the Joint Committee, each Participating Borough's appointed person will serve as chair for 12 months at a time. Where the incumbent Chair ceases to be a member of the Joint Committee, the individual appointed by the relevant borough as a replacement will serve as Chair for the remainder of the 12 months as chair.
- 1.5.3 The Joint Committee will also appoint a Vice-Chair from within its membership on an annual basis to preside in the absence of the Chair. This appointment will also rotate in a similar manner to the Chair.
- 1.5.4 At its first meeting, the Committee will draw up the rotas for Chair and Vice-Chair respectively.
- 1.5.5 Where neither the Chair nor Vice-Chair are in attendance, the Joint Committee will appoint a Chair to preside over the meeting.
- 1.5.6 In the event of any disagreement as the meaning or application of these Rules, the decision of the Chair shall be final.

## **1.6 Sub-Committees**

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1.6.1 The Joint Committee may establish sub-committees to undertake elements of its work if required.

### **1.7 Delegation to officers**

1.7.1 The Joint Committee may delegate specific functions to officers of any of the Participating Boroughs.

1.7.2 Any such delegation may be subject to the requirement for the officer to consult with or obtain the prior agreement of an officer (or officers) of the other boroughs.

1.7.3 It may also be subject to the requirement for the officer with delegated authority to consult with the Chair of the Joint Committee and the Leaders of the one or more Participating Boroughs before exercising their delegated authority.

### **1.8 Administration**

1.8.1 Organisational and clerking support for the Joint Committee, and accommodation for meetings, will be provided by the Participating Borough whose representative is Chair unless otherwise agreed by the Joint Committee. The costs of this will be reimbursed by contributions from the other Participating Boroughs as approved by the Joint Committee.

### **1.9 Financial matters**

1.9.1 The Joint Committee will not have a pre-allocated budget.

1.9.2 When making a decision which has financial consequences, the Joint Committee will follow the relevant provisions of the Financial Procedure Rules of LB Ealing.

### **1.10 Agenda management**

1.10.1 Subject to 10.2, all prospective items of business for the Joint Committee shall be agreed by a meeting of the Chief Executives of the Participating Boroughs or their representatives.

1.10.2 It will be the responsibility of each report author to ensure that the impacts on all Participating Boroughs are fairly and accurately represented in the report. They may do this either by consulting with the monitoring officer and chief finance officer of each Participating Borough or by some other appropriate method.

1.10.3 In pursuance of their statutory duties, the monitoring officer and/or the chief financial officer of any of the Participating Boroughs may include an item for consideration on the agenda of a meeting of the Joint Committee, and may require that an extraordinary meeting be called to consider such items.

1.10.4 Each Participating Borough operating executive arrangements will be responsible for considering whether it is necessary [in order to comply with Access to Information legislation regarding the publication of agendas including Forward Plan requirements] to treat prospective decisions as 'key- decisions' and/or have them included in the Forward Plan. Each Participating Borough operating a committee system will apply its local non statutory procedures.

### **1.11 Meetings**

1.11.1 The Joint Committee will meet as required to fulfil its functions.

1.11.2 A programme of meetings at the start of each Municipal Year will be scheduled and included in the Calendar of Meetings for all Participating Boroughs.

## **London Borough of Barnet - Constitution**

1.11.3 Access to meetings and papers of the Joint Committee by the Press and Public is subject to the Local Government Act 1972 and to the Openness of Local Government Bodies Regulations 2014. The Joint Committee will also have regard to the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012, notwithstanding the fact that its provisions do not strictly apply to the Joint Committee for so long as the committee has any members who are not members of an executive of a Participating Borough.

### **1.12 Notice of meetings**

1.12.1 On behalf of the Joint Committee, a clerk will give notice to the public of the time and place of any meeting in accordance with the Access to Information requirements.

1.12.2 At least five clear working days in advance of a meeting a clerk to the Joint Committee will publish the agenda via the website of clerk's authority and provide the documentation and website link to the Participating Boroughs to enable the information to be published on each Participating Borough's website. "Five Clear Days" does not include weekends or national holidays and excludes both the day of the meeting and the day on which the meeting is called.

1.12.3 The clerk to the Joint Committee will arrange for the copying and distribution of papers to all Members of the Committee.

### **1.13 Public participation**

1.13.1 Unless considering information classified as 'exempt' or 'confidential' under Access to Information Legislation, all meetings of the Joint Committee shall be held in public.

1.13.2 Public representations and questions are permitted at meetings of the Joint Committee. Notification must be given in advance of the meeting indicating by 12 noon on the last working day before the meeting the matter to be raised and the agenda item to which it relates. Representatives will be provided with a maximum of 3 minutes to address the Joint Committee.

1.13.3 The maximum number of speakers allowed per agenda item is 6.

1.13.4 Where the number of public representations exceed the time / number allowed, a written response will be provided or the representation deferred to the next meeting of the Joint Committee if appropriate.

1.13.5 The Joint Committee may also invite special representatives of stakeholders such as business associations, government agencies such as DWP or Jobcentre Plus, the further education sector, voluntary sector, and health sector to take an interest in the business of the committee including by attending meetings and commenting on proposals and documents.

1.13.6 The Chair shall have discretion to regulate the behaviour of all individuals present at the meeting in the interests of the efficient conduct of the meeting.

### **1.14 Member participation**

1.14.1 Any elected member of the council of any of the Participating Boroughs who is not a member of the Joint Committee may ask a question or address the Committee with the consent of the Chair.

### **1.15 Business to be transacted**

1.15.1 Standing items for each meeting of the Joint Committee will include the following:

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- 1.15.1.1 Minutes of the Last Meeting
- 1.15.1.2 Apologies for absence
- 1.15.1.3 Declarations of Interest
- 1.15.1.4 Provision for public participation
- 1.15.1.5 Substantive items for consideration
- 1.15.2 The Chair may vary the order of business and take urgent items as specified in the Access to Information Requirements at his / her discretion. The Chair should inform the Members of the Joint Committee prior to allowing the consideration of urgent items.
- 1.15.3 An item of business may not be considered at a meeting unless:
  - 1.15.4 A copy of the agenda included the item (or a copy of the item) is open to inspection by the public for at least five clear days before the meeting; or
  - 1.15.5 By reason of special circumstances which shall be specified in the minutes the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.
  - 1.15.6 "Special Circumstances" justifying an item being considered as a matter of urgency will relate to both why the decision could not be made at a meeting allowing the proper time for inspection by the public as well as why the item or report could not have been available for inspection for five clear days before the meeting.
- 1.16 Extraordinary meetings**
  - 1.16.1 Arrangements may be made following consultation with Chair of the Joint Committee to call an extraordinary meeting of the Joint Committee. The Chair should inform the appointed Members prior to taking a decision to convene an extraordinary meeting.
  - 1.16.2 The business of an extraordinary meeting shall be only that specified on the agenda.
- 1.17 Cancellation of meetings**
  - 1.17.1 Meetings of the Joint Committee may, after consultation with the Chair, be cancelled if there is insufficient business to transact or some other appropriate reason warranting cancellation. The date of meetings may be varied after consultation with the Chair and appointed members of the Joint Committee in the event that it is necessary for the efficient transaction of business.
- 1.18 Rules of debate**
  - 1.18.1 The rules of debate in operation in the Chair's authority shall apply.
- 1.19 Request for determination of business**
  - 1.19.1 Any member of the Joint Committee may request at any time that:
    - 1.19.1.1 The Joint Committee move to vote upon the current item of consideration.
    - 1.19.1.2 The item be deferred to the next meeting.
    - 1.19.1.3 The item be referred back to a meeting of the Chief Executives of the Participating Boroughs for further consideration.
    - 1.19.1.4 The meeting be adjourned.
  - 1.19.2 The Joint Committee will then vote on the request.

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### 1.20 Urgency procedure

- 1.20.1 Where the Chair (following consultation with the appointed Members of the Joint Committee) is of the view that an urgent decision is required in respect of any matter within the Joint Committee's functions and that decision would not reasonably require the calling of an Extraordinary Meeting of the Joint Committee to consider it and it cannot wait until the next Ordinary Meeting of the Joint Committee, then they may request in writing the Chief Executive of each Participating Borough (in line with pre-existing delegations in each Borough's Constitution) to take urgent action as is required within each of the constituent boroughs.

### 1.21 Voting

- 1.21.1 The Joint Committee's decision making will operate on the basis of mutual cooperation and consent and will take into account the views of the special representatives. It is expected that decisions will be taken on a consensual basis wherever reasonably possible.
- 1.21.2 Where a vote is required it will be on the basis of one vote per member and unless a recorded vote is requested, the Chair will take the vote by show of hands.
- 1.21.3 Any matter (save for a decision under the rules above) shall be decided by a simple majority of those members voting and present. Where there is an equality of votes, the Chair of the meeting shall have a second and casting vote.
- 1.21.4 Any two members can request that a recorded vote be taken.
- 1.21.5 Where, immediately after a vote is taken at a meeting, if any Member so requests, there shall be recorded in the minutes of the proceedings of that meeting whether the person cast they vote for or against the matter or whether they abstained from voting.

### 1.22 Minutes

- 1.22.1 At the next suitable meeting of the Joint Committee, the Chair will move a motion that the minutes of the previous meeting be agreed as a correct record. The meeting may only consider the accuracy of the minutes and cannot change or vary decisions taken at a previous meeting as a matter arising out of the minutes.
- 1.22.2 Once agreed, the Chair will sign them.
- 1.22.3 There will be no item for the approval of minutes of an ordinary Joint Committee meeting on the agenda of an extraordinary meeting.

### 1.23 Exclusion of Public and Press

- 1.23.1 Members of the public and press may only be excluded from a meeting of the Joint Committee either in accordance with the Access to Information requirements or in the event of disturbance.
- 1.23.2 A motion may be moved at any time for the exclusion of the public from the whole or any part of the proceedings. The motion shall specify by reference to Section 100(A) Local Government Act 1972 the reason for the exclusion in relation to each item of business for which it is proposed that the public be excluded. The public must be excluded from meetings whenever it is likely, in view of the nature of business to be transacted, or the nature of the proceedings that confidential information would be disclosed.
- 1.23.3 If there is a general disturbance making orderly business impossible, the Chair may adjourn the meeting for as long as they think is necessary.

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1.23.4 Background papers will be published as part of the Joint Committee agenda and be made available to the public via the website of each authority.

### **1.24 Overview and Scrutiny**

1.24.1 Decisions of the Joint Committee which relate to the executive functions of a Participating Borough will be subject to scrutiny and 'call -in' arrangements (or such other arrangements equivalent to call-in that any Participating Borough operating a committee system may have) as would apply locally to a decision made by that Participating Borough acting alone.

1.24.2 No decision should be implemented until such time as the call-in period has expired across all of the Participating Boroughs.

1.24.3 Where a decision is called in, arrangements will be made at the earliest opportunity within the Participating Borough where the Call-In had taken place for it to be heard.

1.24.4 Any decision called in for scrutiny before it has been implemented shall not be implemented until such time as the call-in procedures of the Participating Borough concerned have been concluded.

### **1.25 Access to minutes and papers after the meeting**

1.25.1 On behalf of the Joint Committee, a clerk will make available copies of the following for six years after the meeting:

1.25.1.1 the minutes of the meeting and records of decisions taken, together with reasons, for all meetings of the Joint Committee, excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information;

1.25.1.2 the agenda for the meeting; and

1.25.1.3 reports relating to items when the meeting was open to the public.

### **1.26 Amendment of these Rules**

1.26.1 These Rules shall be agreed by the Joint Committee at its first meeting. Any amendments shall be made by the Joint Committee following consultation with the monitoring officers of the Participating Boroughs. Note that Rule 19.3 (Functions) may only be amended following a formal delegation from each of the Participating Boroughs.

### **1.27 Background Papers**

1.27.1 Every report shall contain a list of those documents relating to the subject matter of the report which in the opinion of the author:

1.27.1.1 disclose any facts or matters on which the report or an important part of it is based;

1.27.1.2 which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information and in respect of reports to the Joint Committee, the advice of a political assistant.

1.27.2 Where a copy of a report for a meeting is made available for inspection by the public at the same time the clerk shall make available for inspection:

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- 1.27.2.1 a copy of the list of background papers for the report
- 1.27.2.2 at least one copy of each of the documents included in that list

1.27.3 The Clerk will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

## **2 North Central London Joint Health Overview and Scrutiny Committee**

- 2.1 To engage with relevant NHS bodies on strategic area wide issues in respect of the co-ordination, commissioning and provision of NHS health services across the whole of the area of Barnet, Camden, Enfield, Haringey and Islington;
- 2.2 To respond, where appropriate, to any proposals for change to specialised NHS services that are commissioned on a cross borough basis and where there are comparatively small numbers of patients in each of the participating boroughs;
- 2.3 To respond to any formal consultations on proposals for substantial developments or variations in health services across affecting the areas of Barnet, Camden, Enfield, Haringey and Islington and to decide whether to use the power of referral to the Secretary of State for Health on behalf of Councils who have formally agreed to delegate this power to it when responding to formal consultations involving all the five boroughs participating in the JHOSC;
- 2.4 The joint committee will work independently of both the Cabinet and health overview and scrutiny committees (HOSCs) of its parent authorities, although evidence collected by individual HOSCs may be submitted as evidence to the joint committee and considered at its discretion;
- 2.5 The joint committee will seek to promote joint working where it may provide more effective use of health scrutiny and NHS resources and will endeavour to avoid duplicating the work of individual HOSCs. As part of this, the joint committee may establish sub and working groups as appropriate to consider issues of mutual concern provided that this does not duplicate work by individual HOSCs; and
- 2.6 The joint committee will aim to work together in a spirit of co-operation, striving to work to a consensual view to the benefit of local people.

## Terms of Reference of Boards

### 3 Local Strategic Partnership (Barnet Partnership Board)

3.1 A Local Strategic Partnership is an advisory committee which brings together the key public, private and voluntary organisations within the borough to identify and articulate the needs and aspirations of Barnet's local communities and to provide a forum to assist the Council by collectively reviewing and steering public resources, through identifying priorities in Sustainable Community Strategies

#### 3.2 Membership

3.2.1 Leader of the Council. Council representatives to be appointed by Annual Council. Senior representatives from:

- 3.2.1.1 Related Argent
- 3.2.1.2 Barnet & Southgate College
- 3.2.1.3 Barnet Council
- 3.2.1.4 Brent Cross Shopping Centre
- 3.2.1.5 Barnet Together Alliance
- 3.2.1.6 North Central London Integrated Care Board
- 3.2.1.7 Department for Work and Pensions
- 3.2.1.8 Federation of Small Business
- 3.2.1.9 London Fire Service
- 3.2.1.10 Middlesex University
- 3.2.1.11 Metropolitan Police
- 3.2.1.12 Saracens West London Alliance

### 4 Children's Partnership Board

4.1 Barnet's Children's Partnership Board brings together all services for children and young people in the borough, to focus on hearing the voice of children and young people and improving their outcomes.

4.2 Senior representatives from partner organisations make up the Children's Partnership Board which keeps strategic oversight of the Barnet Children and Young People's Partnership Plan. Each organisation has agreed to be responsible for implementing this plan which will be monitored by the Board.

4.3 The legal framework underpinning Barnet's Children's Partnership Board arrangements is the 'duty to cooperate' and improve the well-being of children across the Borough, set out in S10 of the Children Act 2004. The terms of reference and membership will be the subject of annual review to take account of local or national changes and developments.

4.4 General Responsibilities and Functions the Children's Partnership Board is accountable for the following:

- 4.4.1 Ensuring the voice of children and young people is heard in Barnet
- 4.4.2 Developing and delivering the Children & Young People's Plan.



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- 4.4.3 Ensuring that the collective resources of the partners are being used to the best effect to meet the priorities in the Children & Young People's Plan.
- 4.4.4 Resolving issues that block progress against the priorities.
- 4.4.5 Reviewing Plans and Strategies relating to Children and Young People in Barnet prior to consideration by executive groups (e.g. Cabinet, Health & Wellbeing Board, etc.)
- 4.4.6 Working with the Voluntary Sector in a particular approach to enable the best outcomes for children and young people
- 4.5 This includes shared responsibility for:
  - 4.5.1 Meeting the priorities in the Children & Young People's Plan
  - 4.5.2 Jointly developing, delivering and resourcing strategies and action plans necessary to meet the priorities
  - 4.5.3 Addressing barriers to meeting the priorities and to identifying future needs, including communication, information and data sharing
  - 4.5.4 Keeping Children's workforce informed and involved, providing clear direction, development and training as necessary
  - 4.5.5 Releasing staff to develop and attend network events
  - 4.5.6 Clarifying and simplifying governance structures and decision-making
  - 4.5.7 Ensuring that children, young people and families have a voice in decision making that affects them
  - 4.5.8 Monitoring performance towards agreed outcomes and taking remedial action where necessary.
  - 4.5.9 Building upon good practice and developing an evidence-based approach to what works.
- 4.6 The partnerships remit includes the needs of all children and young people in Barnet under the age of 19, young people up to the age of 25 leaving care and young people up to the age of 25 with disabilities and/or learning difficulties. These responsibilities include effective transition arrangements, where necessary.
- 4.7 Roles and Responsibilities of Board Members All members of the Board are required to agree to undertake the following:
  - 4.7.1 Attendance at all Board meetings (or representation provided by as senior replacement).
  - 4.7.2 Members will be responsible for an effective two-way communication system whereby the decisions and aims of the Board are widely disseminated and relevant organisational issues from members' own agencies are communicated to the Board.
  - 4.7.3 Provide leadership on strategic issues to members of the Board
  - 4.7.4 Champion the objectives of the Children and Young People's Plan and ensure relevant activities within the plan are implemented by their organisation.
  - 4.7.5 Contribute to the development of a strategic three to five-year vision Meetings will be held quarterly and dates for each year will be set in advance.

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### 4.8 Membership

4.8.1 The Board will be chaired by the Executive Director for Children's Services

4.8.2 Members are able to delegate a deputy of suitable authority if they are unable to attend, by agreement with the chair. Current partners and members are:

4.8.3 Barnet Council

- Lead Member for Children's Services;
- Executive Director for Children's Services;
- Assistant Director Education Strategy & Partnerships;
- Commissioning Strategy & Policy Advisor;
- Assistant Director Commissioning & Strategy;
- Voice of the Child Participation Officer;
- Housing Commissioning Lead;
- Commissioning Lead Growth & Development;
- Senior Communications & Campaigns Manager;
- Public Health Consultant;

4.8.4 North Central London Integrated Care Board (NCL ICB)

- Director for Adults Joint Commissioning
- CYP Health Commissioning Children's Clinical Lead NHS;

4.8.5 Metropolitan Police – Inspector;

4.8.6 Schools –

- Three representative headteachers, one each from Barnet primary, secondary and special schools

4.8.7 Barnet Education & Learning Service – Chief Executive;

4.8.8 Voluntary Sector –

- Chief Executive, Inclusion Barnet;
- Chief Executive, Young Barnet Foundation;

4.8.9 Young Persons Representatives –

- Member of Barnet Youth Parliament 1;
- Member of Barnet Youth Parliament 2

4.8.10 Multi-Faith Representative - Chair, Barnet MultiFaith Forum;

4.8.11 Parent / Carer Group Representative – Chair of the Parent Carer Forum

### 4.9 Quorum

4.9.1 5 – must include the following:

- Chair (or deputy)
- At least one representative of the LB Barnet

#### London Borough of Barnet - Constitution

- At least one representative NCL CCG
- At least one representative of Schools
- At least one member representing the voluntary sector

### 5 Safer Communities Partnership Board

- 5.1 The Safer Communities Partnership Board (SCPB) is the inter-agency mechanism in Barnet to reduce crime and anti-social behaviour and reoffending and promote social cohesion. It acts as the Crime and Disorder Reduction Partnership as defined (and required) by the 1998 Crime and Disorder Act and subsequent amendments including the 2006 Police and Justice Act and the 2009 Policing and Crime Act.
- 5.2 The SCPB operates within the constitutional requirements of Barnet Council, the Metropolitan Police and other partner agencies, who ensure that the Board's approaches to policy formulation and resource allocation are consistent with those of the agencies concerned.
- 5.3 It is taking forward one of the objectives in the strategy to develop an Integrated Offender Management system that brings together the different agencies involved in managing the punishment and rehabilitation of offenders in a much more efficient and joined up way, reducing the risks of reoffending and ensuring far more offenders complete their drug rehabilitation successfully. Barnet Safer Communities Partnership is an unincorporated body and therefore it does not have a legal personality. Its members work collectively within their own individual legal frameworks.
- 5.4 Meetings will be quarterly and a quorum will comprise four members provided this consists of: The Chair (Barnet Councillor) and Vice Chair (Metropolitan Police) At least one other representative each of the Council and the Metropolitan Police.
- 5.5 Other current partners are:
- London Probation Trust
  - National Probation Service
  - London Fire Brigade
  - North Central London Integrated Care Board
  - MOPAC (Mayor's Office Policing/Crime
  - Barnet Safer Neighbourhood Board
  - Middlesex University
  - North West London Magistrates' Court
  - Inclusion Barnet
  - Victim Support, North London Division
  - Department for Work and Pensions
  - Voluntary Sector Representative (as invited by the Board)

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## Part 3B

### Executive Procedure Rules

#### 1. Application of these Rules

- 1.1 These Rules apply to the Executive and meetings of the Executive (being either a meeting of a number of Members of the Executive or the Leader when taking a Key Decision by way of a Cabinet member Meeting). Some Rules also apply to a Member meeting alone.

#### 2. Executive Decisions

- 2.1 Executive functions may be exercised by:

- 2.1.1 the Executive as a whole;
- 2.1.2 an individual Member of the Executive;
- 2.1.3 an officer;
- 2.1.4 an arrangement with another authority for the discharge of functions.

- 2.2 A Key Decision may not be taken by an individual Member of the Executive unless either it has been delegated to an individual Member of the Executive or it is a Key Decision on an urgent matter and is taken in accordance with Rule 2.1.3 of the Appendix to the Executive Procedure Rules.

#### 2.3 Definition of Executive Meeting

An Executive meeting shall include:

- 2.3.1 a meeting open to all Members of the Executive.
- 2.3.2 An individual Member of the Executive (Cabinet member) when making Key Decisions.

#### 3. Delegation by the Executive

- 3.1 The Leader or, in the absence of the Leader, the Deputy Leader will present to the Council a written record of delegations made by them at the Annual Meeting of the Council for inclusion in the Allocation of Responsibilities (set out in Part 2 of this Constitution).

- 3.2 The document presented by the Leader or, in the absence of the Leader, the Deputy Leader must contain the following information relating to Executive functions in the ensuing Municipal Year:

- 3.2.1 the name of the Executive Member who will serve as Deputy Leader;
- 3.2.2 the names and Wards of the Councillors appointed to the Executive;
- 3.2.3 the nature of the Portfolios to be held by each Executive Member;
- 3.2.4 the extent of any authority delegated to those Executive Members individually, including details of the limitation on their authority;
- 3.2.5 the nature and extent of any deputising arrangements within the Executive;
- 3.2.6 any changes to the terms of reference and constitution of the Executive.
- 3.2.7 any changes to the nature and extent of any delegation of Executive functions to any other authority or any arrangements with another authority for the

discharge of functions and the names of those Executive Members appointed to any joint committee for the coming year;

3.2.8 any changes to the nature and extent of any delegation of Executive functions to officers as set out in the Constitution with details of any limitation on that delegation, and the title of the officer to whom the delegation is made;

3.3 In an election year the documents referred to in 3.2 above may be presented by the Leader or, in the absence of the Leader, the Deputy Leader to the first appropriate Council meeting. This may be a special meeting convened for the purpose.

#### **4. The Council's Allocation of Responsibilities and Executive Functions**

4.1 The Council will approve a Scheme of Delegations or Allocation of Responsibilities section of the Constitution, and may amend it at any time by resolution, but will normally undertake any revision at its annual meeting.

4.2 However, in years where whole Borough elections are held, notification of the Scheme of Delegation or Allocation of Responsibilities may be presented at the next Council meeting after the Annual Meeting.

#### **5. Conflicts of Interest**

5.1 If an individual Member of the Executive has a conflict of interest or if every Member has a conflict of interest this should be dealt with as set out in the Council's Code of Conduct for Members in this Constitution (Part 4).

5.2 If the exercise of an Executive function has been delegated to an individual Cabinet member and a conflict of interest arises, then the function may be exercised, by the Leader or Deputy Leader. In the case where an officer is unable to take a delegated decision due to a conflict of interest, and no scheme exists within the department which allows referral of that decision to another appropriate officer, that decision will be referred to the relevant Cabinet member, or the Leader or Deputy Leader.

5.3 If a conflict of interest arises for the Leader or Deputy Leader where the decision would have been referred to them, then that decision may be referred to Cabinet.

#### **6. Urgent Business**

6.1 Urgent business may only be considered where:

6.1.1 the Access to Information Procedure Rules in this Constitution have been complied with; or

6.1.2 a Member of the Executive or any Statutory Officer has requested that an item is placed on the agenda for the meeting at any time before the start of the meeting and the Executive agrees to the item being included on the grounds of urgency. The grounds of urgency and the circumstances giving rise to the request must be recorded in the minutes of the meeting.

#### **7. Executive Meetings**

7.1 **Time, place and changes to meetings**

7.1.1 The Executive will meet at time and place published on the agenda.

7.1.2 The Leader or, in the absence of the Leader, the Deputy Leader may convene additional meetings of the Executive, provided that the requirements of the Access to Information Procedure Rules in this Constitution are complied with.

7.1.3 The date and time of a meeting of the Executive may be changed by the Leader or, in the absence of the Leader, the Deputy Leader upon giving five clear working days' notice. In urgent situations, the meeting may be cancelled by the Leader or the Head of Governance, with a shorter notice period.

## **8. Special Meetings**

8.1 Those listed below may request the Head of Governance to call Executive meetings in addition to ordinary scheduled meetings:

8.1.1 the Executive by resolution;

8.1.2 the Leader of the Council;

8.1.3 the Monitoring Officer (where the proper officer is not also the Monitoring Officer); or Chief Financial Officer;

8.1.4 at least one-third of the Members of the Executive, if they have signed a requisition presented to the Leader of the Council and he/she has refused to call a meeting or has failed to call a meeting within five clear working days of the presentation of the requisition.

8.2 The date, time and place of special meetings will be set by the Head of Governance.

8.3 The Head of Governance must give public notice of the time and place of a public meeting by displaying it at the offices of the relevant local authority and publishing it on that authority's website, if it has one at least 5 clear days before the meeting or where the meeting is convened at shorter notice, at the time the meeting is convened.

8.4 Where a meeting is convened at short notice, no item of business shall be considered unless a copy of the agenda including the item of business has been available for inspection by the public from the time that the agenda for the meeting was sent to members.

## **9. Business**

9.1 Business at special meetings of the Executive shall be restricted to any item of business specified by the Executive, Leader, Monitoring Officer or Chief Financial Officer when calling the meeting or specified in the requisition presented by at least one-third of the Members of the Executive.

9.2 Business at the same special meeting may be added to the agenda subject to the agreement of the Monitoring Officer following consultation with the Leader of the Council and the leader(s) of the Opposition Group(s), stating reasons for urgency.

## **10. Meetings of the Executive to be held in Public**

10.1 All meetings of the Executive will be held in public. These meetings will be governed by the Access to Information Procedure Rules in this Constitution. Where the Executive is considering reports on matters which contain confidential or exempt information it may pass a resolution to exclude the press and public in accordance with the Access to Information Procedure Rules, having given 28 clear calendar days' notice of the intention to hold a private meeting (or part private).

## **11. Quorum**

11.1 Subject to Rule 11.2, the quorum for a meeting of the Executive shall be a minimum of three.

11.2 In order for an Executive meeting to be quorate, the Leader or Deputy Leader must be present unless they are precluded from participating in the item of business by reason of a conflict of interest.

## **12. Procedure for Decision Making by the Executive**

12.1 Executive decisions taken by the Executive as a whole will be taken at a meeting convened in accordance with the Access to Information Procedure Rules in this Constitution.

12.2 Where Executive Key Decisions are delegated to individual Executive Members, those decisions shall be taken in accordance with the Access to Information Procedure Rules in this Constitution.

## **13. Conduct of Executive Meetings**

### **13.1 Chair of the Executive**

At a meeting of the whole Executive the Leader shall preside if they are present. In the absence of the Leader, the Deputy Leader shall preside. If neither the Leader nor Deputy Leader are present, the meeting shall not proceed unless they are precluded from participating in the item of business by reason of a conflict of interest.

### **13.2 Petitions**

The Council has a petition scheme and this will be followed.

### **13.3 Public Questions**

#### **General**

13.3.1 Questions should be submitted in writing to the relevant Governance Officer by 10am on the third working day prior to the meeting.

13.3.2 Any questions submitted after this time will not be considered. Questions must specify the item of business on the agenda which they relate to.

13.3.3 Questions will be answered by the Leader in the meeting in order of receipt, alternating between residents. Residents will be able to ask one supplementary question per question answered.

13.3.4 Questions will be published prior to the meeting. Any additional questions received will be not be accepted.

13.3.5 Residents submitting questions are able to send a substitute to ask their question if they are unable to attend the committee meeting. The Governance Officer supporting the meeting should be made aware of this prior to the meeting commencing.

13.3.6 Any questions that are not answered at the meeting will be given a written response at the discretion of the Leader.

13.3.7 Written comments must specify the item of business on the agenda which they relate to. Cabinet agendas are published on the Council's website five clear working days prior to the meeting. Residents should state their road and postcode when submitting comments.

13.3.8 Each written comment is limited to 100 words. Written comments should be submitted to the relevant Governance Officer by 10am on the third working day prior to the meeting. Any written comments received after this time will not be



considered. A resident may submit one written comment per agenda item. Written comments will be reported to the Cabinet and published alongside the agenda papers for the meeting.

#### 13.4 Time limit for questions and comments

13.4.1 At cabinet meetings a time period of up to 30 minutes is available for public questions and comments in total. Questions and comments will be dealt with in order of receipt.

#### 13.5 Scope of questions

13.5.1 The Monitoring Officer may reject a question if it:

13.5.1.1 is not about a matter for which the Authority has a responsibility or which does not affect the Borough;

13.5.1.2 would risk defamation of an individual or is frivolous or offensive; or otherwise improper;

13.5.1.3 is substantially the same as a question which has been put at any meeting of the Executive in the last six months; or

13.5.1.4 requires the disclosure of confidential or exempt information.

#### 13.6 Questions by Members

13.6.1 Questions:

13.6.1.1 A Councillor may ask a Cabinet member (Member of the Executive) a question (which depending on its nature may be dealt with in either public or private session) on any matter which is on the cabinet meeting agenda. For the avoidance of doubt, a Member is not limited to asking a single substantive question at any one Executive meeting. No prior notice is required for these questions.

13.6.1.2 The first 4 questions will be given to the opposition group, then they will be rotated between the groups in accordance with the order in which they are requests are made to the Chair. Questions may be asked of one Cabinet member at a time and one Cabinet member may respond only. If the question crosses more than one portfolio then the Leader may respond, but each question may only have a response from one member of the executive.

13.6.1.3 A limit of 15 minutes shall be given to the asking and answering of questions by Councillors under this Rule.

#### 13.7 Response

13.7.1 In response to a Non-executive Member speaking at Cabinet, an answer may be given by the Leader or relevant Cabinet Member. Officers may assist the Leader or a Cabinet Member with technical answers to questions.

13.7.2 A response may take the form of:

13.7.2.1 a direct oral answer;

13.7.2.2 where the desired information is a publication of the Council or other published work, a reference to that publication; or

13.7.2.3 where the reply cannot conveniently be given orally, a written answer supplied later to the questioner.

### 13.8 Invalid Questions

13.8.1 The Chair may, in consultation with the Monitoring Officer, rule out of order questions which in their opinion:

13.8.1.1 would risk defamation of an individual or is frivolous or offensive; or otherwise improper; or

13.8.1.2 do not relate to a matter for which the Executive has powers or duties or which does not affect the London Borough of Barnet; or

13.8.1.3 would require the disclosure of confidential or exempt information; or is substantially the same as a question which has been put at any meeting of the Executive in the last six months.

### 13.8.2 6 Month Rule

13.8.2.1 No deputation, public question or comment shall be accepted within 6 months after a deputation, public question or comment has appeared before on the same or a similar subject.

### 13.9 The Business of Meetings

13.9.1 At each meeting of the Executive, the following business will be conducted where appropriate.

### 13.10 Apologies

13.10.1 Approving the minutes of the last meeting;

13.10.2 Declarations of interest and any dispensations granted by the Monitoring Officer

13.10.3 Petitions and questions, comments and deputations (if any);

13.10.4 Matters referred to the Executive (whether by the Overview and Scrutiny Call-in sub-committee or by the Council) for reconsideration by the Executive in accordance with the provisions contained in the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules set out in this Constitution.

13.10.5 Consideration of reports from the Overview and Scrutiny Committee or Scrutiny sub-committees;

13.10.6 Consideration of proposals for the budget and policy framework, prior to making decisions on them;

13.10.7 Consideration of the Key Decision Schedule (KDS);

13.10.8 Other matters set out in the agenda for the meeting, and which shall indicate which are Key Decisions in accordance with the Access to Information Procedure Rules set out in Part 3 of this Constitution.

13.10.9 Reports of statutory officers

13.10.10 Matters referred to the Cabinet.

### 13.11 Decisions to be taken only on a report

13.11.1 The Executive, or an individual Executive decision-taker, may only take a decision upon consideration of a written report from the relevant officer of the Council.

13.11.2 Reports from officers will follow a standard format including the following statutory requirements:

13.11.2.1 Resource implications (observations of the Chief Financial Officer)

13.11.2.2 Legal and Constitutional References (observations of the Monitoring Officer)

13.11.2.3 Details of background papers

13.11.2.4 Reasons for Recommendation

13.11.2.5 Options Considered and Rejected

13.11.2.6 List of Background Papers which will be published on the website and made available to the public

### 13.12 Consultation

13.12.1 All reports to the Executive on draft proposals relating to the budget or policy framework must contain details of consultation to be undertaken with stakeholders and relevant Overview and Scrutiny Committee or Scrutiny sub-committees. Final proposals must include details of the outcome of that consultation.

13.12.2 Reports on other matters must set out the details and outcome of consultation as appropriate to the matter under consideration.

### 13.13 Executive Agenda

13.13.1 The Leader or any Member of the Executive may request that the Monitoring Officer places an item on the agenda of the next available Executive meeting.

13.13.2 The Monitoring Officer will place the item on the agenda of the next available meeting of the Executive in accordance with the Access to Information Procedure Rules if the Call-In sub-committee or if the full Council has resolved that an item must be reconsidered by the Executive.

13.13.3 The Monitoring Officer and Chief Financial Officer may include an item for consideration on the agenda of an Executive meeting and/or may call or be required to call a meeting in pursuance of their statutory duties. In other circumstances, where both the Chief Financial Officer and the Monitoring Officer are of the opinion that an Executive meeting needs to be called to consider a matter that requires a decision, they may jointly include an item on the agenda of an Executive meeting. If there is no meeting of the Executive within an appropriate timescale to deal with the issue in question, then they may also require that a meeting be convened at which the matter will be considered.

### 13.14 Voting Procedure

13.14.1 The Executive will decide all matters before it on a collective basis except where dissent is recorded by Members, by simple majority. The Chair will have a casting vote.

**13.15 Individual recorded vote and explanation for vote**

13.15.1 If immediately before the vote is taken, any voting Member present at the meeting requests that his or her vote be recorded as voting for or against or not voting, it shall be so recorded in the minutes.

13.15.2 A recording of a vote or abstention in the minutes of the meeting shall be made without explanation save that in cases where it is necessary for the avoidance of ambiguity a brief note may be added at the Member's request explaining that Member's reason for voting or not voting.

**13.16 Guillotine**

13.16.1 Meetings of the Executive will not last longer than 3 hours.

**13.17 Key Decisions taken by individual members of the Executive**

13.17.1 A Key Decision may not be taken by an individual Member of the Executive unless it is a key decision on an urgent matter and is taken in accordance with 2.1.3 of the Appendix to the Executive Procedure Rules.

13.17.2 All Key Decisions to be taken by individual members of the Executive will follow the Access to Information Procedure Rules in Part 3 this Constitution.

13.17.3 At each meeting, the following business will be conducted:

13.17.3.1 declarations of any dispensations granted by the Monitoring Officer;

13.17.3.2 petitions and public questions, if any;

13.17.3.3 matters referred to the Executive Member (whether by the Call-in Sub-Committee or by the Council) for reconsideration in accordance with the provisions contained in the Overview and Scrutiny Procedure Rule on the Call-In Procedure (Part 3C of this Constitution);

13.17.3.4 consideration of reports from the Overview and Scrutiny Committee or Scrutiny sub-committees;

13.17.3.5 consideration of items for decision as set out in the agenda for the meeting.

**13.18 Who may speak**

13.18.1 Any Member of the Council may attend a meeting of a Cabinet member but may only speak if invited to do so by the Cabinet member.

**13.19 Implementation of Executive Decisions**

13.19.1 In order to allow for Call-In, no Executive Key Decision can be implemented until the expiry of five clear working days after the decision has been published, unless the decision-taker resolves as part of the decision that its implementation is urgent when the provisions contained in the Overview and Scrutiny Procedure Rule on the Call-In Procedure apply (Part 3C of this Constitution).

**13.20 Confidential Business**

13.20.1 All reports, other documents, information, discussions and proceedings of the Executive, or Cabinet member which are marked Exempt under Schedule 12A of the Local Government Act 1972, or Confidential must be treated as such by all Members. Members of the public will not have access to these papers and

discussions. Confidential or exempt items will be marked as such and the relevant part of Schedule 12A will be specified on the document. Confidential and/or exempt items will be discussed in 'Part II' of the meeting following a resolution to exclude the press and public.

13.20.2 Executive Meetings and Key Decisions taken by the Leader (Cabinet member Decision Meeting) shall be subject to regulation 5 (Part 2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The Access to Information Procedure Rules (Part 3) set out the requirements for advance notice of any private meeting.

### 13.21 **Minutes of the Executive**

13.21.1 Minutes of the Executive shall be published on the Council's website.

### 13.22 **Production of Decision Notices and Minutes for Cabinet Meetings**

13.22.1 A Decision Notice will normally be published on the Council's website on the day immediately following the Cabinet Meeting thereby setting/invoking the Call-in period. Minutes of the Cabinet and other Executive Meetings will normally be published within five clear working days of the meeting.

### 13.23 **Exclusion of the Public**

13.23.1 Members of the public and press may only be excluded either in accordance with the Access to Information Procedure Rules in Part 3 of this Constitution or under Rule 13.28 (Disturbance by the Public) below.

### 13.24 **Members' Conduct**

### 13.25 **Precedence of Chair**

13.25.1 When the Chair speaks during a debate, any Member speaking at the time must stop speaking. The meeting must be silent.

### 13.26 **Member not to be heard further**

13.26.1 If any Member present persistently disregards the ruling of the Chair by behaving improperly or offensively or deliberately obstructs business, the Chair may move that the Member be not heard further during the consideration of that item of business. If seconded, the motion will be voted on without discussion and the Member may be asked to leave the meeting.

### 13.27 **General disturbance**

13.27.1 If there is a general disturbance, making business impossible, the Chair may adjourn the meeting for as long as they think it is necessary.

### 13.28 **Disturbance by Public**

#### 13.28.1 **Removal of Member of the Public**

If a member of the public interrupts proceedings, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room.

### 13.29 **Deputations**

13.29.1 Cabinet may receive a deputation on any matter appearing on the relevant agenda.

- 13.29.2 Requests to receive a deputation must be in writing and signed by at least five and no more than 24 citizens or representatives of local organisations or businesses in Barnet (documents with more than 24 signatures will be treated under the Petition Scheme). The signatories must clearly state their names and postcode qualifying education/business address. The request must explain why a deputation is required.
- 13.29.3 The request must be given to the Monitoring Officer/Head of Governance at least two clear working days before the day of the meeting.
- 13.29.4 The people nominated to speak should also be signatories to the original written request to make a deputation. All may speak but the total length of the speeches from the deputations must not exceed three minutes.
- 13.29.5 The total time allowed for deputations will be 30 minutes.
- 13.29.6 The deputation shall be heard at the beginning of the meeting. The Chair has complete discretion to move any items that are subject to a deputation on the agenda.
- 13.29.7 Members of the Council, co-optees and advisers shall not be signatories to, lead or form part of any deputation.
- 13.29.8 Members of staff may lead or join deputations only in their capacity as local electors and on issues other than those affecting their employment (either terms and conditions or the work that they are undertaking) with the Council.
- 13.29.9 Deputations are not permitted:
- 13.29.9.1 If they do not relate to a substantive item on the agenda. They must relate to the substantive subject matter of the report.
  - 13.29.9.2 If they are defamatory, abusive, offensive or otherwise improper.
  - 13.29.9.3 If submitted from Council employees or trade unions on employment matters; there are other avenues available for these to be addressed.
  - 13.29.9.4 If they would result in the release of confidential information, or which may prejudice enforcement.
  - 13.29.9.5 If they relate to a matter where there is a right of appeal against any decision of the Council.
  - 13.29.9.6 If they have been submitted by someone who has been deemed to be subject to the Management of Unreasonable Complainant Behaviour Policy and they relate to the particular subject matter for which the policy was imposed;
  - 13.29.9.7 If they are received from people who are not Barnet citizens.
- 13.29.10 If the Monitoring Officer has any doubts about a deputation for the agenda for reasons of propriety the Monitoring Officer will return it to the citizen who submitted it. The Monitoring Officer will explain to citizen why it will not be included on the agenda circulated for the meeting.

### 13.30 Responses to Deputations

- 13.30.1 The Cabinet may respond to deputations in the following ways:
- 13.30.1.1 To note the deputation and take no action.

13.30.1.2 Note the deputation in consideration of the report.

13.30.1.3 Ask officers to prepare a report for the next meeting (of either this committee or another relevant committee) on the deputation.

13.30.1.4 Ask officers to provide a written response to the deputation.

## Part 3B1

### Appendix to Executive Procedure Rules Delegated Powers of Cabinet members

#### 1. Key Decisions

- 1.1 A Key Decision may not be taken by an individual Member of the Executive unless either it has been delegated to an individual Member of the Executive or it is a Key Decision on an urgent matter and is taken in accordance with 2.1.3 of this Appendix.

#### 2. Decision taking by individual Cabinet members

- 2.1 Where a non-key decision is to be made, individual Cabinet members may take those decisions in the following circumstances:

##### 2.1.1 **Matters the subject of an agreed framework, set by the Executive and on a report from an officer.**

2.1.1.1 Where the Executive has already set a clear framework for a set of decisions, the Cabinet member may take that framework forward into implementation.

2.1.1.2 This power is subject to:

2.1.1.2.1 The same conditions as stated above; and

2.1.1.2.2 Where the matter is controversial, or potentially controversial, the Cabinet member should refer the matter to the full Executive for decision.

NB - The fact that a Cabinet member, having considered these rules and guidance, decides to take a decision does not render that decision invalid or improperly taken if the matter is later shown to be the subject of disagreement amongst the Members of the Executive.

##### 2.1.2 **Urgent matters (non-key decisions)**

2.1.2.1 Cabinet members may take non-key urgent decisions within their terms of reference, provided the conditions above are satisfied.

2.1.2.2 It should be noted that where a decision is deemed to be urgent, and where Procedure Rule 17 of the Access to Information Rules has been followed, that decision will not be subject to the call-in procedure Rules provided the Chair of Overview and Scrutiny Committee agrees.

##### 2.1.3 **Urgent Matters where the Cabinet member is not empowered to act (Key Decisions or matters that are outside the Cabinet member's terms of reference.)**

2.1.3.1 When an urgent decision needs to be taken in circumstances where to wait until the next scheduled meeting of the Executive would be prejudicial to the best interests of the Council, and where a Cabinet member is not empowered to act under paragraph 2.1 and 2.2 above then:

2.1.3.2 The Leader, (or in his/her absence, the Deputy Leader) may, after consultation with the relevant Cabinet member, take the decision.

2.1.3.3 Before taking a Key Decision, the Leader (or Deputy Leader) must first consider whether the importance of the matter warrants the calling of a special meeting of the Executive.



- 2.1.3.4 The decision must be taken in a way that fully complies with the Procedural Rules of the Council and in particular, if relevant, with the rules relating to “Key Decisions”.
- 2.1.3.5 A copy of the minutes of the decision must be published within two clear working days of the decision and published on the Council’s website with electronic notification given and no hard copies circulated.
- 2.1.3.6 It should be noted that where a decision is deemed to be urgent, and where Procedure Rule 17 of the Access to Information Procedure Rules has been followed, that decision will not be subject to the call-in procedure provided the Chair of Overview and Scrutiny Committee agrees.

### **3. Temporary Arrangements**

- 3.1 In the absence of the Leader, the Deputy Leader may undertake the responsibilities and exercise the delegated powers of the Leader, to the extent permitted by the Constitution.
  - 3.2 In the absence of a Cabinet member the Leader may undertake the responsibilities and exercise the delegated powers of that Cabinet member.
  - 3.3 If a Cabinet member is absent for a continuing period, the Leader may, on a temporary basis, allocate the responsibilities and delegated powers of that Cabinet member to one or more other Cabinet members. If the Leader makes such an allocation they must at the time notify all Members of Council of the temporary transfer of responsibilities and power and of the likely period of such arrangements.
- 4. None of the delegated powers above authorise the taking of a decision, which either by law or by the operation of the Procedural Rules of the Council is required to be taken at a full meeting of Council.**

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## Part 4A

### Financial Regulations

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## **1. Introduction**

- 1.1 The Financial Regulations provide the framework for managing the financial affairs of the Council. These Financial Regulations should apply to all Members, officers, contractors and partners in the work they do for the Council.
- 1.2 The Executive Director of Strategy & Resources, is the Chief Finance Officer, also known as the s151 Officer, and has statutory duties in relation to the financial administration and stewardship of the Council.
- 1.3 The Financial Regulations govern the way the Council undertakes financial forward planning, annual budget setting, budget monitoring and closing of the accounts.
- 1.4 The Financial Regulations also govern the way day to day financial administration is conducted and financial controls are exercised.
- 1.5 The Scheme for Financing Schools, which follows the requirements of the School Standards and Framework Act 1998, governs School Governors, Headteachers and school staff of Maintained schools with delegated budgets. A local financial guide for schools supplements the Scheme for Financing Schools. In these cases the Financial Regulations do not apply. Each school is required to have a financial management policy and procedures document.
- 1.6 These procedures shall be reviewed regularly by the Chief Finance Officer but at least every three years.
- 1.7 The Chief Finance Officer is required to control and be responsible for the accounts and finances of the Council in every respect and ensure, as far as possible, that consistent financial systems operate throughout the entire operation of the Council.

## **2. Financial Planning and Financial Management**

### **2.1 Budget Strategy**

- 2.1.1 The Budget Strategy, sets out the Council's proposed income and expenditure both revenue and capital, and the level of council tax, for the following financial year, including the way in which corporate service priorities are considered, the level of balances and reserves, and the management of financial risks.
- 2.1.2 The Council's policies for the recovery of debt are separately approved by Cabinet
- 2.1.3 The Budget Strategy and Medium Term Financial Strategy will normally be recommended by Cabinet to Full Council for approval before the start of each financial year.

### **2.2 Medium Term Financial Strategy**

- 2.2.1 The Chief Finance Officer, in consultation with the Cabinet will maintain a Medium Term Financial Strategy that covers a period of at least three financial years, including the current financial year.
- 2.2.2 The Medium-Term Financial Strategy will be produced and reported in conjunction with the annual budget, council tax and rent proposals to Cabinet and Full Council before 11 March of the preceding financial year.
- 2.2.3 Further updates on the Medium-Term Financial Strategy may be reported during the year.

2.2.4 The Financial Forward Plan will cover revenue and capital budgets and will highlight how resources are being re-directed to address Corporate priorities.

2.2.5 In that the Medium Term Financial Strategy spans a number of years, it is to be expected that figures in later years will often be preliminary estimates and/or aspirations of future decisions and changes in council policy.

### 2.3 Annual Budget Setting

2.3.1 The Cabinet will publish a draft budget for consultation. Consultation will take place for any proposals that impact on residents

2.3.2 The Chief Finance Officer will set the council tax base for tax-setting purposes before 31 January of the preceding financial year and notify precepting and levying bodies of this figure by this date. The Chief Finance Officer will notify all Council Members via Cabinet and Full Council.

2.3.3 Cabinet will finalise its recommendations to Council on the revenue budget, council tax, capital programme and rent levels taking account of the results of budget consultation. This will normally be in February, following announcement of the Final Local Government Finance Settlement.

2.3.4 Cabinet recommendations to Council must be made in time for Council to set the capital and revenue budget and council tax before 11 March of the preceding financial year.

2.3.5 The Chief Finance Officer shall advise the Council whether they are able to certify that the draft Budget contains robust estimates and reserves for the purpose of meeting the requirements of Section 25 of the Local Government Act 2003.

### 2.4 General Financial Delegations

Body	Capital / Revenue	£
Cabinet	Revenue	Over 500,000
	Capital	Over, 1 million up to 25million
Cabinet members	Revenue	214,904 – 500,000
	Capital	214,904 – 1 million
Chief Officers	Capital/ Revenue	Up to 214,904

### 2.5 Fees and Charges

2.5.1 Changes to fees and charges should be included in the budget proposals.

2.5.2 Executive side fees and charges and changes to fees and charges that impact on residents will be subject to public consultation and equality impact assessments and form part of the budget.

2.5.3 Subject to public consultation outcomes and equality impact assessments, the Full Council will approve fees and charges to take effect from January every year.

2.5.4 The relevant committee (for example, Licensing and General Purposes Committee) or Cabinet can approve in-year changes to fees and charges subject to them being reported

to Council and any requirements relating to public consultation and equality impact assessments being undertaken.

2.5.5 Changes to annual tenant rents and service charges for the HRA and GF must be referred to Council before tenants and leaseholders are issued with formal notices and bills ahead of the upcoming financial year.

2.5.6 The budget recommended by Cabinet or other committees and to Full Council will incorporate the latest projection of income from fees and charges.

## 2.6 Capital Programme and Budget

2.6.1 The Capital Programme has been developed following these principles;

2.6.2 To maintain an affordable five-year rolling capital programme.

2.6.3 To ensure capital resources are aligned with the Council's strategic vision and corporate priorities.

2.6.4 To undertake prudential borrowing only where there are sufficient ongoing revenue resources to pay for the costs arising from current and future borrowing.

2.6.5 To maximise available resources by actively seeking appropriate external funding and disposal of surplus assets.

## 2.7 Alternative Budget Motions

2.7.1 Any Member proposing to put forward to Council any amendment to the draft Budget or any alternative Budget should provide a copy of initial amendments to the Chief Finance Officer and Monitoring Officer as soon as possible and at least 10 clear working days before the Budget Council meeting. These initial amendments should be validated and clearly laid out including all supporting assumptions. Final completed budget amendments in a format that can be presented to Council should be submitted to the Chief Finance Officer and Monitoring Officer at least 5 clear working days in advance of the Budget Council meeting so that s/he may advise Council whether the resulting amended or alternative budget would provide robust estimates and reserves for the purpose of section 25 of the Local Government Act 2003.

## 2.8 Budget Management and Monitoring

2.8.1 Making changes to the budget

A virement is the transfer of budget from one specific area to another. This can either be a transfer within revenue budgets or capital budgets but not between revenue and capital.

2.8.2 The Virement Scheme is intended to enable the Directors and their officers to manage budgets with a degree of flexibility within the overall framework determined by the Council, and therefore optimise the use of resources.

2.8.3 Amendments to the revenue budget can only be made with approval as per the scheme of virement table below:

<ul style="list-style-type: none"><li>• Virements for allocation from contingency for amounts up to and including £250,000 must be approved by the Chief Finance Officer</li></ul>
<ul style="list-style-type: none"><li>• Virements for allocation from contingency for amounts over £250,000 must be approved by Cabinet</li></ul>

<ul style="list-style-type: none"> <li>• Virements within a service in a Directorate that do not alter the approved bottom line are approved by the Service Director of that Directorate.</li> </ul>
<ul style="list-style-type: none"> <li>• Virements between services within the same Directorate (excluding contingency allocations) must be approved by the relevant Chief Officers of that Directorate.</li> </ul>
<ul style="list-style-type: none"> <li>• Virements between different Directorates (excluding contingency allocations) up to £50,000 must be approved by the relevant Chief Officers of both Directorates.</li> </ul>
<ul style="list-style-type: none"> <li>• Virements between different Directorates (excluding contingency allocations) over £50,000 and up to and including £499,999 must be approved by the relevant Chief Officer(s) and Chief Finance Officer in consultation with the Leader and reported to the next meeting of Cabinet</li> </ul>
<ul style="list-style-type: none"> <li>• Virements between different Directorates (excluding contingency allocations) over £500,000 and up to £25m must be approved by Cabinet.</li> </ul>

2.8.4 Article 7 - Table of Chief Officers details which posts within the council are designated as Chief Officers.

2.8.5 No revenue virement is allowed between the following budgets without approval of Cabinet:

2.8.5.1 Financing charges

2.8.5.2 Rates and other taxes

2.8.6 Amendments to the capital budget can only be made with approval as per the table below:

Capital Virements
<ul style="list-style-type: none"> <li>• Cabinet approval is required for all capital budget and funding virements and yearly profile changes (slippage or accelerated spend) between approved capital programmes i.e., as per the budget book. The report must show the proposed:                             <ol style="list-style-type: none"> <li>I. Budget transfers between projects and by year;</li> <li>II. Funding transfers between projects and by year; and</li> <li>III. A summary based on a template approved by the Chief Finance Officer.</li> </ol> </li> </ul>
<ul style="list-style-type: none"> <li>• Cabinet approval is required for all capital additions to the capital programme. Cabinet may only approve additions up to £50m additions above this should be approved by Council. All Capital additions are reviewed by senior officers prior to being recommended for approval to Cabinet. Capital additions should also be included in the quarterly budget monitoring report to Cabinet for noting.</li> </ul>
<ul style="list-style-type: none"> <li>• Funding substitutions in order to maximise funding are the responsibility of the Chief Finance Officer.</li> </ul>

## 2.9 Budget Monitoring



2.9.1 Chief Officers are required to notify the Chief Finance Officer of all underspends, over-recovery of income or windfall benefits arising within their revenue and capital budgets. Where these occur they should in the first instance be transferred to the contingency budget unless regulations specify restrictions on their use which make this inappropriate or the under spend, additional income or other financial benefits are to be used to offset uncontrollable overspends elsewhere within the service. The chief officer is responsible for notifying the Chief Finance Officer that this is to occur. Approval to these budget variations will be in line with the scheme of virement.

## **2.10 Budget Monitoring – Revenue**

2.10.1 Chief Officers should ensure that their revenue cost centre managers do not enter into commitments before satisfying themselves there is sufficient approved budget provision. Chief Officers have no authority to overspend revenue budgets, or under-recover income budgets under their control, and are responsible for monitoring their budgets to ensure this situation does not arise.

2.10.2 It is the responsibility of Chief Officers to notify the Chief Finance Officer of forecast revenue budget or capital project overspends regardless of whether offsetting savings or additional income have been identified.

## **2.11 Budget Monitoring – Capital**

2.11.1 Forecast overspends on approved capital projects must be communicated through the Chief Finance Officer to the Leader as soon as possible with options for offsetting the forecast overspend.

## **2.12 Central Contingency**

2.12.1 The Chief Finance Officer will determine which budget risks and uncertainties are to be held within the central contingency.

2.12.2 Allocations from the central contingency relating to planned developments will be approved by the Chief Finance Officer, following the receipt from a Chief Officer of a fully costed proposal to incur expenditure that is in line with planned development (including full year effect). Where there is a significant increase in the full year effect (over £500,000), the contingency allocation must be approved by Cabinet.

2.12.3 Allocations from the central contingency for unplanned expenditure, including proposals to utilise underspends previously generated within the service and returned to central contingency, will be approved by the Chief Finance Officer. Where there are competing bids for use of under spends, additional income or windfalls previously returned to central contingency, priority will be given to the service(s) that generated that return. Allocations for unplanned expenditure over £499,999 and within the approved budget set by Council must be approved by Cabinet.

## **2.13 Balances and Reserves**

2.13.1 Allocation to and from the balances and reserves will be the responsibility of the Chief Finance Officer in line with the principles that Full Council have agreed.

2.13.2 Any significant change in the planned use of a reserve must be approved by Council

2.13.3 Budget Monitoring – reporting

The Chief Finance Officer will report in detail to Cabinet at the end of each quarter as a minimum, on the revenue and capital budgets and wider financial standing and will make recommendations for varying the approved budget (revenue and capital) where necessary.

#### 2.13.4 Full Year Effects

In preparing any estimates of expenditure and income, Directors and Heads of Service must give proper consideration to full year effects.

#### 2.13.5 Annual Governance Statement

Chief Officers must support the work on corporate risk management contributing to the production of the Annual Governance Statement that has to be published alongside the Statement of Accounts.

#### 2.13.6 Partnership Working

Before entering into a partnership with another organisation that involves pooling some of the Council's revenue and/or capital budgets, the Chief Officer in consultation with the Chief Finance Officer must ensure that adequate financial controls are in place. A financial risk assessment must also be prepared and monitored over time.

#### 2.13.7 Authorisation of Non-Budgeted Expenditure (Emergency Payments)

Emergency payments may arise as a consequence of unforeseen circumstances (e.g. as a consequence of a natural disaster, a civil emergency or a court order etc.) where budget provision has not been made and the payment cannot be covered within the relevant service's existing budget.

2.13.8 Emergency payments can be made by Chief Officers up to their delegated financial limit of £214,904 as set out in the council's constitution or the Leader acting as urgent Cabinet as set out in the Constitution. All such emergency payments should be reported to the next meeting of the Cabinet.

### 2.14 Closing Of Accounts and Statement of Accounts

2.14.1 The Chief Finance Officer is responsible for making arrangements for closing the Council's and the Pension Fund accounts and producing the annual Statement of Accounts, as well as all matters relating to their audit and public inspection.

2.14.2 Chief Officers are responsible for ensuring that staff adhere to the timetable and requirements set out by the Chief Finance Officer for the closing of accounts, and provide any information and evidence required in relation to this.

2.14.3 In accordance with International Standard on Auditing (ISA) 260, the external auditor is required to issue detailed reports to those charged with governance on matters arising from the audit of the Council's accounts and Pension Fund accounts. There is also an Annual Audit Letter which includes the external auditor's report and opinion on the audit of the accounts, as well as comments and recommendations on whether the Council provides Value for Money. These reports will be considered by the Governance Audit Risk Management and Standards Committee (GARMS).

### 2.15 Treasury Management Framework

2.15.1 Cabinet will create and maintain a Treasury Management Strategy Statement, stating the policies and objectives of its treasury management activities and based upon the relevant

CIPFA Codes. The Treasury Management Strategy Statement will be reported to the Budget Council meeting for approval.

- 2.15.2 Cabinet will receive reports on its treasury management policies, practices and activities. This will also be considered by the ~~Overview and Scrutiny Committee and~~ SubGovernance, Audit, Risk Management and Standards Committees. These reports will incorporate the prudential borrowing limits and performance indicators. Council will receive an annual strategy and plan in advance of the year, and an annual report after its close in the form prescribed in the Treasury Management Practices.
- 2.15.3 The Chief Finance Officer has the delegated authority to undertake all borrowing on behalf of the Council in line with the Treasury Management Strategy Statement. This authority is agreed by Council each year as part of the budget setting process when the TMSS for the forthcoming year is presented to Council for approval. All borrowing will be reported to Cabinet as part of the Capital Programme.

### **3. Financial Administration, Systems and Procedures**

#### **3.1 Accounting**

- 3.1.1 All accounting arrangements across the council shall be in a manner approved by the Chief Finance Officer, taking into account best practice guidance issued by relevant external bodies, such as CIPFA and national guidance.
- 3.1.2 There must be adequate separation of duties to ensure that no one officer is able to handle any financial transaction from start to finish without there being some mechanism for independent checking. By finish is meant the completion of the accounting for the transaction.
- 3.1.3 All accounting should occur on the Council's Accounting System and any exceptions must be specifically authorised by the Chief Finance Officer.

#### **3.2 Banking Arrangements**

- 3.2.1 The Chief Finance Officer must approve all banking and card acquiring arrangements across the Council and must be satisfied with the safe keeping of all controlled banking stationery.
- 3.2.2 The Chief Finance Officer will maintain a register of all bank and card acquiring contracts.
- 3.2.3 The Chief Finance Officer will be responsible for ensuring that the Council's banking arrangements are reviewed on a regular basis and that the banking contract is reviewed every three years.
- 3.2.4 Chief Officers are responsible for ensuring that the any staff in their areas that use the Procurement Cards adhere to the requirements of the LBB Purchasing Card (PCard) Guide and Terms and Conditions.

#### **3.3 Assets**

- 3.3.1 Chief Officers are responsible for the proper security of all buildings, stocks, furniture, equipment and cash etc. within their service. The Chief Executive shall exercise a coordinating role on security issues and shall be consulted where it is felt that security is inadequate or in special circumstances.

- 3.3.2 Maximum limits for cash holdings (imprest accounts) shall be set by the Chief Finance Officer, which may not be exceeded without prior authority. Areas where cash is counted and held must be secure and with access restricted only to authorised staff.
- 3.3.3 Chief Officers are responsible for the sale or disposal of assets employed in their service, and for accounting for these transactions. All disposals are to be reported to the Chief Finance Officer on a quarterly basis.
- 3.3.4 Chief Officers are responsible for implementing a system for the maintenance of stocks and stores including regular stock checks and write offs when required.

### **3.4 Imprest Accounts**

- 3.4.1 The Chief Finance Officer must authorise all imprest accounts and the Imprest Account Holder must comply with the rules set by the Chief Finance Officer.

### **3.5 Income**

- 3.5.1 The Council will usually charge for all services, where allowable, and have charging policies in place.
- 3.5.2 Officers should encourage payment in advance or at point of service delivery wherever possible as per the Debt Management Policy, and minimise the amount of credit given to customers.
- 3.5.3 All records relating to income due to the Council, accounts raised, and receipts issued shall be in a format agreed by the Chief Finance Officer.
- 3.5.4 Officers responsible for controlled stationery must keep it secure. Methods of payment must be agreed by the Chief Finance Officer.
- 3.5.5 The Chief Finance Officer, or officer nominated by the Chief Finance Officer, may authorise payment by instalments if full payment cannot be obtained immediately, in accordance with the Debt Management Policy.
- 3.5.6 Officers receiving monies shall keep an accurate and chronological account of all receipts and bankings.
- 3.5.7 Monies received must be banked on the day of receipt wherever possible, and not later than the next working day. All amounts paid in must be referenced to enable subsequent identification of the accounts to which they relate.
- 3.5.8 No deductions may be made from monies received.
- 3.5.9 Chief Officers must notify the Chief Finance Officer of all monies due to the Council under contracts, leases or other agreements and the cessation of use or change of user affecting this income.
- 3.5.10 Invoicing & Debt Recovery - Officers responsible for raising invoices must ensure that VAT has been properly accounted for.
- 3.5.11 The Council's Debt Management Policy, approved annually at Budget Council, sets out the Council's policy and procedures in relation to the billing, collection and recovery of monies owed to the Council and is to be adopted across all services within the London Borough of Barnet.
- 3.5.12 The Chief Finance Officer will in consultation with HB Public Law write off debt amounts up to and including £5,000.

### **3.6 Insurance**

- 3.6.1 The Chief Finance Officer is responsible for maintaining the Insurance Strategy arranging adequate insurance cover for the Council and keeping comprehensive records of all risks covered and will report any changes to Cabinet.
- 3.6.2 Chief Officers must notify the Chief Finance Officer immediately of all new areas of risk and of any change of circumstances likely to affect existing insurance risks.
- 3.6.3 Any incident which could give rise to an insurance claim must be promptly notified to the Chief Finance Officer by the relevant officer, who shall also inform the Police if appropriate.
- 3.6.4 The Chief Finance Officer will handle all insurance claims, in conjunction with the Monitoring Officer and/or the insurance company if proceedings are issued.
- 3.6.5 Officers must consult the Chief Finance Officer and Monitoring Officer in all cases where the Council is requested to give an indemnity.
- 3.6.6 Officers in receipt of a motor vehicle allowance must produce registration documents, insurance policy, certificate of insurance and test certificate if required by the Chief Finance Officer. Insurance policies must be comprehensive and cover use on official business.
- 3.6.7 Schools: It is the responsibility of the governing body to ensure adequate arrangements are made for insurance against risks arising from the exercise of the community facilities power, taking professional advice as necessary. Such insurance may be funded from the school budget share.
- 3.6.8 The Council is empowered to undertake its own assessment of the insurance arrangements made by a school in respect of community facilities, and if it judges those arrangements to be inadequate, make arrangements itself and charge the resultant cost to the school. Such costs could be charged to the school's budget share.

### **3.7 Investments, Borrowing, Capital Financing & Trust Accounts**

- 3.7.1 The Chief Finance Officer shall ensure that the Council's money is properly managed and controlled in a way which balances risk with return but with the overriding consideration being given to the security and liquidity of the Council's investment.
- 3.7.2 All investments, except bearer securities, controlled by the Council shall be registered in the Council's name or the Council's Pension Fund or in the name of nominees approved at Council.
- 3.7.3 All securities shall be held securely by the Council's bankers, or custodians approved at Cabinet.
- 3.7.4 The Chief Finance Officer shall ensure that all borrowing and, whenever applicable trust funds, are registered in the name of the Council.
- 3.7.5 The Chief Finance Officer will also provide regular monitoring reports to Cabinet and report any breaches or amendments of the Prudential Code to Council.

### **3.8 Ordering of Supplies, Works and Services**

- 3.8.1 All contracts are subject to the Contract Procedure Rules and Chief Officers must have systems in place to ensure that only authorised officers are allowed to place purchase orders, and that purchase orders are only raised when there is sufficient budget available.

- 3.8.2 Creation of a purchase Order (PO): Once the purchase has been agreed, a purchase order must be raised on the council's accounting system.
- 3.8.3 Payment of an invoice: Authorised officers must ensure that a purchase order has been raised on the accounting system and successfully communicated to the supplier. Invoices in respect to works, supplies and services will be paid by the Central Accounts Payable Team, but only after the authorising officer has, where necessary, first receipted the supply on the accounting system.
- 3.8.4 All invoices must reference a valid purchase order number, otherwise the Central Accounts Payable Team reserves the right to refuse payment of an invoice.
- 3.8.5 To enable the Council to comply with the Late Payment of Commercial Debts Regulations, no amended invoices will be accepted and a new invoice with a revised date will be required.
- 3.8.6 The Central Accounts Payable Team will perform a three-way match against the purchase order, goods receipt and invoice, prior to making a payment. Invoices from trusted suppliers, (as advised by the Strategic Procurement Team) will only require a two-way match. Invoices that do not pass this criterion will be returned to the service for amendment.
- 3.8.7 Payments in advance: Chief Officers prior to authorising payments in advance, must undertake a risk assessment of the supplier or service provider defaulting. All payments in advance in excess of £100,000 must be notified to the Chief Finance Officer.

### **3.9 Taxation**

- 3.9.1 The Chief Finance Officer is responsible for ensuring compliance with all relevant taxation regulations and guidance that affect the Council either directly, as a consequence its own activities, or indirectly, as a consequence of service delivery through external partners.

### **3.10 Amenity and Unofficial Funds**

- 3.10.1 Amenity or Unofficial Fund relates to all sums of money other than those which are required to be paid into the Council's General Bank Account (or such other account so authorised by the Chief Finance Officer) or Trust Fund monies outside the authority of the Council.
- 3.10.2 All accounts shall be opened by the Chief Finance Officer and their names shall include the name of the London Borough of Barnet and the establishment concerned.
- 3.10.3 Provided the Chief Finance Officer approves and is satisfied with accounting and security arrangements, separate accounts need not be opened for funds of small amounts.

## **4. Risk Management and Control of Resources**

### **4.1 Risk Management**

- 4.1.1 The GARMS Committee is responsible for approving the Council's risk management framework and for reviewing the effectiveness of risk management. Individual services are responsible for ensuring the proper management of risk.

### **4.2 Internal Control**

- 4.2.1 Internal control refers to the systems of control devised by management to help ensure the Council's objectives are achieved in a manner that promotes economical, efficient and effective use of resources and that the Council's assets and interests are safeguarded.

4.2.2 The Chief Finance Officer is responsible for advising on effective systems of internal control. These arrangements need to ensure compliance with all applicable statutes and regulations, and other relevant statements of best practice. They should ensure that public funds are properly safeguarded and used economically, efficiently, and in accordance with the statutory and other authorities that govern their use.

4.2.3 It is the responsibility of Chief Officers to establish sound arrangements for planning, appraising, authorising and controlling their operations in order to achieve continuous improvement, economy, efficiency and effectiveness and for achieving their financial performance targets.

### **4.3 Internal Audit**

4.3.1 Under the Accounts and Audit Regulations 2015 the Council has a statutory obligation to have an adequate and effective system of internal audit. The Executive Director Assurance has the delegated authority for providing and maintaining this service.

4.3.2 The Chief Internal Auditor is responsible for providing an internal audit function which meets the requirements of the Public Sector Internal Audit Standards (PSIAS). He / she is also responsible for providing an opinion, in support of the Annual Governance Statement, on how the Council's risk management processes identify, evaluate, monitor and report that controls are operating effectively within the Council.

4.3.3 Internal Audit is an assurance function that provides 'an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

4.3.4 Internal Audit has unrestricted access to all information (including records, computer files, databases, systems, property and personnel) across any service and/or activities undertaken by the Council, or partners on behalf of the Council where council information is held in order to review, appraise and report as may be necessary.

4.3.5 The Chief Internal Auditor shall be able to meet the Chair of the GARMS Committee alone outside of the normal GARMS Committee meetings.

4.3.6 Chief Officers shall have regard to the principles of risk management, and to the Council's risk management policy. It is the responsibility of Internal Audit to review the adequacy and effectiveness of the council's arrangements for risk management.

4.3.7 The Chief Internal Auditor shall report to the Chair of the GARMS Committee all significant concerns that he/she may have over the adequacy and effectiveness of internal controls and risk management activities within the organisation.

### **4.4 Corporate Anti-Fraud Team (CAFT)**

4.4.1 Under Section 151 of the Local Government Act 1972 the Council has a statutory obligation to ensure the protection of public funds and to have an effective system of prevention and detection of fraud and corruption. The Executive Director Assurance has the delegated authority for providing and maintaining this service.

#### **4.4.2 Objective & Scope**

The CAFT is an independent, objective activity designed to add value and improve the Council's operations. It helps the Council achieve its objectives by bringing a systematic,



disciplined approach to investigation, evaluating and improving the effectiveness of fraud prevention and detection and the subsequent prosecution of individuals and organisations where appropriate. The Council has a zero tolerance approach to fraud and other irregularity.

4.4.3 The objective of the CAFT is to assist officers and Members in the effective discharge of their responsibilities. To this end, the CAFT furnishes them with assurance, analysis, appraisals, recommendations, counsel, and information concerning the activities it is required to become involved with. The objective includes promoting fraud awareness across the authority.

4.4.4 The scope of the CAFT encompasses both the investigation and examination of the effectiveness of the council's systems of fraud control when subject to breach.

#### 4.4.5 Responsibility & Authority

The primary responsibility for the awareness, prevention, detection and deterrence of fraud, corruption, bribery or money laundering activity lies with the Chief Officers. This responsibility includes ensuring that staff and partners are aware of both the implications of fraud and money laundering and the risks of fraud and money laundering across their service area. The primary responsibility for the investigation of any suspected fraud, corruption, bribery or money laundering activity found in a service area lies with the CAFT. All details must be immediately forwarded to the CAFT, to preserve the chain of evidence linked to such investigations within the law.

4.4.6 CAFT have unrestricted access to all council held information and records (including computer files, databases, systems, property and personnel) across any service and/or activities undertaken by the Council, or partners on the behalf of the Council, in order to effectively carry out their duties.

4.4.7 CAFT or other authorised representative shall have authority to:

4.4.7.1 Enter or visit any land, premises, offices or establishments of the Council;

4.4.7.2 and carry out any necessary searches of the aforementioned;

4.4.7.3 have unrestricted access to, access, view, search, and remove any and all records, documents and correspondence, including electronically held correspondence, documents and records, and property and assets of the Council;

4.4.7.4 where requested by CAFT view only access to specific databases/systems which hold council data;

4.4.7.5 receive such explanations as are necessary concerning any matter under examination, and / or fraud investigation;

4.4.7.6 in conjunction with the relevant Chief Officer, suspend any employee of the Council under CAFT investigation from duty: acting in accordance with the Council's disciplinary procedures; and, in cases concerning illegal working, employees may be exited from the organisation and/or may be suspended without pay pending investigation;

4.4.7.7 require any employee of the Council to produce and surrender any cash, stores, equipment or any other Council property under his or her control;



4.4.7.8 interview any and all employees and individuals in connection with investigations including where necessary interviews in accordance with the Police & Criminal Evidence Act (on tape).

#### **4.5 External audit**

4.5.1 Public Sector Audit Appointments (PSAA) Limited (replaced the Audit Commission with effect from 1 April 2015) is responsible for appointing external auditors for each authority who has opted in to the PSAA scheme for auditor appointments. The duties of the external auditor are governed by section 5 of the Audit Commission Act 1998.

4.5.2 External auditors have a responsibility to satisfy themselves that the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources and value for money. The Chief Finance Officer, in conjunction with Chief Officers, must ensure that the Council makes best use of resources and taxpayers and / or service users receive value for money.

4.5.3 The Council may, from time to time, be subject to audit, inspection or investigation by external bodies such as HM Revenue and Customs, who have statutory rights of access.

#### **5. Trading Accounts**

5.1 It is the responsibility of the Chief Finance Officer to advise on the establishment and operation of trading accounts and business units, where appropriate.

5.2 The Chief Officer must observe all statutory requirements in relation to trading accounts, including the maintenance of a separate revenue account to include all relevant income and expenditure, including overhead charged and an annual report in support of the final accounts.

5.3 The Chief Officer must ensure that the same accounting principles are applied in relation to trading accounts as for other service units.

#### **6. External Arrangements**

##### **6.1 Partnerships**

6.1.1 Partnerships include any arrangements where the Council agrees to undertake, part fund or participate in a project with other bodies; either as a beneficiary of the project, or because the nature or status of the project gives the Council a right or obligation to support it. Where the Council is simply providing funding without assuming any obligation or risk relating to delivery of the project, this is not a partnership.

6.1.2 It is important to understand and distinguish between a partnership in this context and a supplier who the Council may refer to as a 'partner' due to the status that the Council has contractually awarded to it. Irrespective of the title applied to it, this latter type of partnership is a supplier relationship, which will be entered into in accordance with, and governed by, the Council's Procurement Policy and Procedures.

6.1.3 Chief Officers are responsible for ensuring that appropriate work is undertaken and committee approvals are obtained before any negotiations are concluded in relation to work with external bodies.

6.1.4 The approval of both the Chief Finance Officer and the Monitoring Officer must be obtained prior to the Council entering into any formal partnership agreement. The

approval of the Chief Finance Officer must also be obtained where it is proposed that the Council adopts the role of 'Accountable Body' for a partnership.

6.1.5 A written partnership agreement must be produced that clearly establishes the responsibilities of the respective partners for managing the arrangement and the resources made available to the partnership. The document must also set out the arrangements in respect of unspent funding at each year end, unless this is to be returned to the Council as unspent money, and for addressing any overspend.

6.1.6 Delegation of budget to a partnership

The delegation of budget to a partnership (whether or not the arrangement is binding on the parties), where money is normally spent in accordance with the wishes of a group of individuals or organisations, is subject to approval in accordance with the table above at paragraph 2.4.

6.1.7 Where the Council is the 'accountable body' for a partnership, these Financial Regulations apply to decisions relating to the expending of that money. All expenditure must be authorised by an appropriate London Borough of Barnet officer, or by someone else who has a statutory power to authorise expenditure.

## **6.2 External Funding**

6.2.1 External funding covers bids to Government and other organisations that are offering funding for projects that meet certain criteria. It also covers contributions being sought from participating organisations and individuals, from either public or private sources.

6.2.2 The Chief Finance Officer is responsible for ensuring that all funding notified by external bodies is received and properly recorded in the Council's accounts.

6.2.3 Chief Officers must provide the Chief Finance Officer with details of all bids for external funding. Bids will follow the requirements of the Council's investment appraisal process.

6.2.4 Chief Officers must not commit expenditure on projects requiring matched funding contributions until the external funding has been confirmed.

6.2.5 Chief Officers must advise the Chief Finance Officer of all grant and subsidy notifications as soon as they are received. Where the amount notified is greater than the budget, the excess will be deemed a windfall and should in the first instance be returned to the central contingency unless regulations specify restrictions on their use which make this inappropriate or the underspend, additional income or windfall is to be used to offset uncontrollable overspends elsewhere within the service. Where the amount notified is less than the budget, the Director or Head of Service must notify the Chief Finance Officer of options for containing any potential overspend.

## **6.3 Work For Third Parties**

6.3.1 Work can only be undertaken for third parties where the Council has the legal powers to undertake the work.

6.3.2 With regard to the financial aspects of third party contracts, Chief Officers will:

- i. Comply with any guidance issued by the Chief Finance Officer and will ensure that the appropriate insurance arrangements are made.
- ii. Ensure that all costs arising from the provision of services to a third party are recovered and hence that there is no subsidy included within the contract.

iii. Ensure that the Council is not unnecessarily exposed to the risk of bad debts.

6.3.3 A written agreement must be put in place between the Council and the third party, which details the services to be provided, over what period and at what price; this will be signed by both parties to the agreement. Chief Officers will provide information on the contractual arrangements to the Chief Finance Officer in order that the appropriate disclosures can be made within the Council's annual statement of accounts.

6.3.4 Cabinet is responsible for monitoring the contractual arrangements for any significant work for third parties or external bodies. For this purpose, significant is deemed to be contracted annual income from a body that is greater than £100,000.

### 6.3.5 **Alternative Delivery Models**

Services may be commissioned from retained services within the Council or via alternative delivery models. There are various types of alternative delivery model, including, but not limited to:

6.3.5.1 Local Authority Trading Company (LATC)

6.3.5.2 Joint Ventures - set up as separate corporate entities joining two or more parties for the purpose of executing a business undertaking.

6.3.5.3 Charitable incorporated organisation - a corporate entity which is regulated by the Charities Commission

6.3.5.4 Social Enterprises - businesses trading for social and environmental purposes.

6.3.5.5 Outsourcing – a contractual arrangement between the Council and a private provider for the delivery of an agreed service.

6.3.5.6 Social Impact Bonds – contract to achieve agreed social outcomes through a programme of interventions delivered by a number of service providers.

6.3.5.7 Joint Committee – joint bodies set up, by agreement, to discharge or carry out activities in conjunction with others.

6.3.5.8 Unincorporated association

6.3.6 Any proposal to commission services via an alternative delivery vehicle must be developed through the Council's business case governance framework and using the business case template, to ensure that there is a robust planning and decision-making process in place.

6.3.7 Chief Officers are responsible for ensuring that committee approval is obtained before any contract negotiations and/or financial transactions are entered into, and that all agreements and arrangements are properly documented.

## 7. **Transparency**

7.1.1 To provide transparency in its stewardship of public funds the Council makes information available to the public in relation to its spending, regardless of value.

7.1.2 Monthly payment transactions made via purchase card, employee expenses and accounts payable are available to download via the Council's Open Barnet data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

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## Council

27 February 2024

<b>Title</b>	<b>Members' Allowances Scheme 2024/25</b>
<b>Report of</b>	Head of Governance
<b>Wards</b>	N/A
<b>Status</b>	Public
<b>Enclosures</b>	Appendix A: The Remuneration of Councillors in London – Report of the Independent Panel - December 2023 Appendix B: Proposed Members Allowances Scheme 2024/25
<b>Officer Contact Details</b>	Andrew Charlwood, Head of Governance <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a> 020 8359 2014

### Summary

The Council is required, if it wishes to pay such allowances, to adopt a Members' Allowances Scheme on an annual basis with effect from 1 April each year.

A scheme was adopted at Council on 28 February 2023 for 2023/24 which was subsequently amended at an Extraordinary Council meeting on 2 May 2023 to reflect the council's new governance arrangements which were effective from Annual Council (23 May 2023).

### Recommendations

1. That Council have regard to the recommendations of the Independent Panel on the Remuneration of Councillors in London as attached as Appendix A.
2. That Council approve the Members' Allowances Scheme 2024/25 attached as Appendix B with effect from 1 April 2024.

**3. That Council note that following approval the Scheme, a notice will be advertised pursuant to Regulation 16 of the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended).**

## **1. WHY THIS REPORT IS NEEDED**

- 1.1 The Council is required under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) to agree on an annual basis a schedule of allowances payable to Members for the following financial year. Under the regulations, when making or amending a scheme, the Council is required to have regard to the recommendations of an Independent Remuneration Panel (Regulation 19). The Regulations state that before the beginning of each year the authority shall make a scheme for the allowances for that year.
- 1.2 The Members Allowance Scheme is comprehensive and includes Basic Allowances, Special Responsibility Allowances (for posts which carry specific responsibilities) and other allowances and expenses that may be claimed.
- 1.3 Council at its meeting on 28 February 2023 approved a schedule of allowances which were implemented on 1 April 2023. This schedule was subsequently amended at an Extraordinary Council meeting on 2 May 2023 to reflect the council's new governance arrangements which were effective from Annual Council (23 May 2023).
- 1.4 The adopted scheme forms part of the formal Members Allowance Scheme which is incorporated within the Council's [Constitution](#).
- 1.5 In December 2023, the London-wide Independent Remuneration Panel (IRP) convened by London Councils published revised recommendations (Appendix A). Prior to this, the London Councils IRP made recommendations in 2014, 2018 and 2022 (see [here](#)). Barnet have had regard to these recommendations each time a Members Allowances Scheme was adopted by Council.
- 1.6 In the 2018, 2022 and 2023 reports, the IRP recommend an annual update in line with the local government pay settlement – this has been applied in some years, but not all. No inflationary increase will be applied for 2024/25.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 The Members Allowance Scheme for 2024/25 requires the approval of full Council. Council is required to ensure the Scheme meets all the requirements of statute including the period the scheme covers and consideration of the findings of the Independent Panel Report.
- 2.2 The Scheme has been drafted on the basis that Council still wishes to pay the Basic and Special Responsibility allowances proposed and adopted by Council.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Council could refuse to adopt the proposed Members' Allowances Scheme for 2024/25. This is not recommended as the implementation of the Scheme is required to regulate the remuneration of Members in respect of Council business undertaken and the Regulations require a Scheme to be adopted annually.

### **4. POST DECISION IMPLEMENTATION**

- 4.1 Following approval by the Council of a Scheme, a notice will be advertised pursuant to Regulation 16 of the Regulations.
- 4.2 The approved Scheme will become operational with effect from 1 April 2024.
- 4.3 The Head of Governance will arrange for an updated version of the Members Allowances section of the Constitution to be published from 1 April 2024.

### **5. IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- 5.1.1 None in the context of this report.

#### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 For the main element of the Members Allowances budget (which comprises Basic and Special Responsibility Allowances) the budget will remain at £1,023,317 for 2024/25.

#### **5.3 Legal and Constitutional References**

- 5.3.1 Responsibility for adopting a Members' Allowances Scheme is attributable to Council in accordance with Part 2A (Terms of Reference of Council) of the Council's Constitution. Section 1 states that "Only the full Council can exercise the following functions: 1.12 Adopting the Scheme of Members' Allowances set out in the Constitution."
- 5.3.2 2. Under the Local Authorities (Members' Allowances) (England) Regulations 2003 the requirements of the scheme are:
- 10.— Requirements for schemes
- (1) Before the beginning of each year, an authority shall make the scheme required by regulation 4(1)(a) for the payment of basic allowance for that year.
- (2) The scheme shall also make provision for the following allowances if an authority intends to make such payments in respect of the year—

- (a) special responsibility allowance;
- (b) dependants' carers' allowance;
- (c) travelling and subsistence allowance; and
- (d) co-optees' allowance.

3.3 The scheme can be amended under regulation 3 and 6.

(3) Subject to regulation 12 the scheme may be amended at any time but may only be revoked with effect from the beginning of a year.

(6) Where an amendment is to be made which affects an allowance payable for the year in which the amendment is made, the scheme may provide for the entitlement to such allowance as amended to apply with effect from the beginning of the year in which the amendment is made.

#### 5.4 Risk Management

5.4.1 Failure to agree a scheme may render the council in breach of its statutory duty.

#### 5.5 Equalities and Diversity

5.5.1 These proposals do not adversely compromise the Council's public sector equalities duty under the Equality Act 2010.

#### 5.6 Consultation and Engagement

5.6.1 An advertisement setting out details of the Scheme itself will be published as soon as practicable after Council has made its decision.

### 6. BACKGROUND PAPERS

6.1 Council, 28 February 2023, Item 12.3 – Members Allowances Scheme: [Agenda for Council on Tuesday 28th February, 2023, 7.00 pm \(modern.gov.co.uk\)](#)

6.2 Extraordinary Council, 2 May 2023, Item 4 – Report of the Head of Governance – Members Allowances Scheme 2023/24: [Agenda for Council on Tuesday 2nd May, 2023, 7.00 pm \(modern.gov.co.uk\)](#)

6.3 Councillors Allowances and Expenses: [Councillors' allowances and expenses | Barnet Council](#)

6.4 London Councils, Remuneration of Councillors in London Reports: [Remuneration of Councillors in London Boroughs | London Councils](#)



# The Remuneration of Councillors in London 2023

Report of the Independent Panel



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# Remuneration of councillors in London 2023

## 1. Introduction

- 1.1 The Independent Panel on Members' Remuneration last published a report on member allowances in early 2022. In that report the Panel did not recommend substantial changes to Member allowances, it noted that the challenges facing councils and councillors appeared to be increasing and becoming more complex. Therefore, the Panel also recommended that it undertake a more detailed review in 2023.
- 1.2 For the 2023 review, the Panel has undertaken a detailed review of member allowances with the aim of providing up to date advice on appropriate levels of reward for the work of elected members in London over the next four years. The intention was to seek a wider consultation than previously, using qualitative and quantitative research to underpin its findings and recommendations. The Panel canvassed members and officers in all London boroughs through surveys, focus groups and interviews, in order to consider whether and how the role of councillors has changed in recent years and what the main issues that may have an effect on the recruitment and retention of councillors are currently. It also carried out a considerable benchmarking exercise of allowances paid in other parts of England as well as in Scotland, Wales and Northern Ireland, and undertook an in-depth review of the methodology used by Independent Remuneration Panels across the UK.
- 1.3 The research showed that basic allowances per annum in London are significantly lower than those paid in Scotland, Wales and Northern Ireland. The assessment of members' allowances in the home nations is carried out by independent bodies whereas in England, the level of allowances is determined by the local authority members themselves. It has also become clear that allowances in many boroughs are considerably lower than remuneration received by workers in London with comparative levels of responsibilities and skills. This comparative contrast in remuneration is juxtaposed against increased workloads, time pressures, accountability, and financial pressures that councillors are presently having to manage. The Panel takes the view that it is important that there is a system of support in place that recognises the vital role that elected representatives play in local government and the full scale of their responsibilities. This support includes appropriate remuneration levels.

## 2.0 Background

- 2.1 Local authorities are required by the Local Authorities (Members' Allowances) (England) Regulations 2003<sup>1</sup> to establish and maintain an independent remuneration panel to make recommendations on the level of the basic and special responsibility allowances. In London the regulations authorise the establishment of an independent panel (the Panel) by the Association of London Government (now London Councils)

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<sup>1</sup> [The Local Authorities \(Members' Allowances\) \(England\) Regulations 2003 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

panel to make recommendations in respect of the members' allowances payable by London boroughs. The Regulations require a review of the scheme every four years as a minimum. Whilst the Panel makes recommendations, each council determines its own remuneration scheme for its own councillors, having regard to the Panel's recommendations.

- 2.2 The Independent Panel for London Councils currently comprises Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE. It reported in 2022 and at that time recommended very few changes on the basis that more time was needed for a more detailed review during 2023, given that the Panel had received feedback that the work of councillors and the demands upon them had increased significantly.

### **3.0 Research**

- 3.1 This review has provided the Panel with an opportunity to consider the roles undertaken by councillors in London, and to examine more deeply how the demands, responsibilities and scope of duties of councillors have evolved in recent years. This review also provided the Panel with an opportunity to review the methodology used by other Independent Remuneration Panels and to carry out benchmarking with other local authorities across England, Scotland, Wales and Northern Ireland.
- 3.2 The Panel has expanded on the approaches used in previous reviews. In addition to carrying out a survey of London borough Leaders to gauge their views on the operation of the existing remuneration scheme, the Panel has held a series of feedback meetings with groups of elected councillors, conducted a survey of the London branch of the Association of Democratic Services Officers (ADSO), and held meetings with officers from the London Borough Legal Alliance (LBLA), and the South London Legal Partnership (SLLP), in order to get a more complete picture of the challenges facing London's councillors today. The Panel also commissioned Ipsos to carry out a small number of focus groups to gauge the public perception of councillors' roles, responsibilities and levels of allowances.
- 3.3 The member engagement focus groups consisted of a range of participants from the three major political parties – Labour, Conservative, and Liberal Democrat, and included a range of members from inner and outer boroughs, and with different levels of responsibility (e.g. newly elected backbench councillors, Cabinet Members and borough Leaders).
- 3.4 The Panel is grateful both to everyone who participated in the consultation process and thank them for their contributions as well and to London Councils for its support to the review.

#### 4.0 The crucial role of elected councillors

***The role of the councillor has fundamentally changed in recent times. There is now more reliance from the public on their local council due to challenges such as the cost of living crisis, the effects of the pandemic and the resettlement of refugees. (Borough Leader)***

- 4.1 Councillors in London oversee multi-million pound budgets and employ thousands of people; all are responsible for the delivery of a wide range of crucial services. The health and wellbeing of residents and communities are at the heart of the work of London boroughs who also at one end of the age spectrum are endeavoring to give children the best start in life, whilst at the other are helping to support older people to live as independently as possible. Local councils are at the heart of developing their boroughs and working with businesses to bring local economic benefits. The building of new homes and the improvement in the standards of existing houses are crucial to their work as is their local leadership on climate change.
- 4.2 A key aspect of the responsibility of councillors is managing the complex financial pressures involved in addressing increases in the demand for services with reductions in budgets. The scale of a London council's annual expenditure budget and other financial activities are in many instances comparable with those of large publicly quoted companies.

***"The budgets that borough Leaders are managing are huge, as is their level of responsibility when something goes wrong. A borough Leader's role is now similar to that of a non-executive director of a large company" (Borough Leader)***

- 4.3 At the same time Councillors are integral to the effectiveness of the local democratic process. As well as representing them, they stand ready to be approached by their residents to take up matters on their behalf where appropriate. The voice of democratically elected councillors in the development of the policies and strategies of their councils is absolutely essential. Councillors also play an important role in the oversight and scrutiny of services.
- 4.4 Some Councillors have additional and burdensome responsibilities, including Leaders of Councils, Elected Mayors and council portfolio holders. Some roles have specific statutory responsibilities (e.g. in the case of elected Mayors/statutory children's and adults cabinet members).
- 4.5 The needs of Londoners and of London's communities are becoming arguably more complex, given the seismic national and international changes ranging from the

global energy crisis, climate change, patterns of migration and housing shortages. The national economic challenges directly affect households and communities as well as businesses and councils themselves.

## **5.0 The role of Member Allowances**

- 5.1 It is important to reflect on the purpose of the allowances, payments and related arrangements for councillors.
- 5.2 The Panel draws the reader's attention to the report of the 2007 Independent Commission on the Role of Local Councillors, chaired by Dame Jane Roberts which was commissioned to consider the incentives and barriers for encouraging people who are able, qualified and representative to be candidates to serve as councillors; retaining and developing them once they are elected and enabling them to secure public interest and recognition for the work they carry out for their communities.
- 5.3 The Roberts commission considered a wide range of issues but at its heart were the key questions of: 1) how best to ensure that people from a wide range of backgrounds and with a wide range of skills are encouraged to serve as local councillors; and 2) how to ensure those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage.
- 5.4 Within these broad considerations there can be no doubt that financial compensation or a system of allowances plays a crucial part in making it financially possible for local people to put themselves forward to take on the onerous responsibilities involved in being a councillor and indeed to continue to serve as one.
- 5.5 For this reason it is crucial that allowances for councillors across London are pitched at an appropriate level such that they make a major contribution in ensuring diverse and effective local representation. This 2023 review of Member allowances has aimed to take a step back and ensure that the recommended allowances are pitched such that they serve this crucial purpose.
- 5.6 We are clear that the Panel can only make recommendations and that each council must determine its own system and rates of allowances. However each council must have regard to our recommendations. We are concerned that a wide variation in the level of allowances between councils across London has evolved over the years. **Given that this year's Panel review has been a significant stocktake and that we have made clear recommendations, with a clear rationale and for the important purpose described in this section, we strongly recommend that the findings of our review and the Panel's position are adopted across London. This is at the heart of ensuring a healthy, vibrant and representative local government in the capital.**

## 6.0 Time commitment and demands on councillors

6.1 Fulfilling the responsibilities of councillors in the many and various roles within a council has, arguably, always been demanding. In 2022 the Panel received anecdotal feedback that the workload and the time involved had increased significantly and so in this review we wanted to explore this in more detail.

6.2 The feedback from elected members and officers was that in the view of almost all the people we spoke to workloads, demands and pressures had increased. There appear to be a number of contributory factors:

- A wide range of recent events had added additional work; some examples given were: the demands of the pandemic years and the post-pandemic recovery work; sometimes given was the level of work in the resettlement of refugees; and the work to support residents through the very significant economic challenges of recent years, including during the energy crisis but also linked to the impact of food inflation and increased risks of homelessness.
- There has been a noticeable increase in the expectation that leading councillors work in closer partnership with other public services. The Health and Care Act 2022 in particular brings an expectation that councils will work in formal partnership with NHS organisations including NHS providers and Integrated Health Boards.
- The feedback confirmed the views we were given in 2002 that public expectations of councillors has increased especially linked to the societal changes that social media has brought about. Although most of the councillors we spoke to welcomed the flexibility that now exists for increased levels of remote meetings, the downside appears to be that there are more meetings. The representations which have been made to the Panel also suggest a picture of councillors being expected to be almost instantly available, with heavy constituency case loads and often with ever more complex responsibilities for the running of the council and overseeing its services.

***“ One resident submitted a formal complaint because they had messaged me on Friday evening and I hadn’t replied to them until the following Monday morning.”  
(Backbench councillor)***

As well as these issues adding complexity, they make additional time demands.

***“There are now many more meetings than pre-Covid. There are also numerous social media groups councillors are expected to be involved in, case work, and other commitments. I have worked out that on average I work 54 hours a week” (Cabinet Member)***

- 6.3 Members have told the Panel that it is increasingly difficult to maintain a full-time job alongside their role as councillors, and this is particularly true for Cabinet Members and Leaders. The implication of this would be that it is more likely that people who are already financially secure who can carry out these roles, which may prevent younger candidates, people with lower incomes or those with young families, from standing or taking on special responsibilities. Taking up a role in local government could also hinder councillors’ career progression in their day job, and in most cases the special responsibility allowances do not compensate for the reduced salary people receive as a result of not being able to dedicate themselves fully to their day job. The time pressures involved in the role, particularly councillors with special responsibilities can make it difficult to combine the role with a job and caring responsibilities.
- 6.4 One borough Leader told the Panel that at the 2022 election, there were so few candidates that in some wards residents did not have a choice of councillors to vote for.
- 6.5 Councillors also expressed concern that appointments to positions carrying special responsibilities could be uncertain and not in most cases for a set term. Consequently, councillors have significant concerns about giving up full-time work to undertake more senior roles in their councils.

## **7.0 The Basic Allowance**

- 7.1 As a result of the economic climate over the last decade and ongoing financial challenges, our recent reports have made no recommendations for increasing the levels of members’ allowances other than continuing provision for annual adjustments in accordance with the annual local government pay settlement for staff agreed by the National Joint Council for Local Government Staff.
- 7.2 As part of the research for this 2023 review, the Panel carried out benchmarking of recommendations on allowances and those paid by local authorities within the UK to see how current London allowances compare.
- 7.3 From the Panel’s benchmarking research, it is evident that the previous Panel’s recommendations for the basic allowance in London, lags behind Scotland, Wales and Northern Ireland. This issue was identified in the last two Panel reports, however, the Panel reluctantly decided at the time that given the financial climate it would have been inappropriate to recommend a general increase in member allowances.



- 7.4 In our last report the Panel recommended that there should be a Basic Allowance paid to every councillor of £12,014. Updated for the local government staff pay awards since then, the figure is now £12,499.
- 7.5 This allowance continues to be substantially lower than the allowance paid by all local authorities in Scotland which is presently £20,099<sup>2</sup> and similarly in Wales<sup>3</sup> where the government-appointed commission has set the basic allowance at £17,600 for members of local authorities with populations which are generally substantially lower than those of London boroughs. Furthermore, the basic allowance in Northern Ireland from 1 April 2023 is £16,394<sup>4</sup> per annum. The Panel's research has established that there are some parts of England that have similar basic allowances to those currently recommended for London boroughs. However, there are other English local authorities, where the roles and responsibilities of councillors are broadly the same to those of councillors serving in London boroughs, that pay significantly more. For example, in Birmingham<sup>5</sup>, in 2022-23 the basic allowance was £18,876, and in Manchester<sup>6</sup> it was £18,841.
- 7.6 The Panel is of the view that when taking everything into account that the rate of the basic allowance should now be addressed.
- 7.7 As part of the 2023 review, the Panel has reviewed the methodologies used by other Panels and has identified that Independent Panels across the UK use a variety of approaches for determining how to set the member allowances. The Panel has also re-examined the methodology used in calculating allowances in the original London panel report and updated it to reflect current circumstances. The original calculation in the Panel's first report in 2001 was based on a proportion of the average 'white collar worker' wage in London.
- 7.8 Although making the comparisons with Scotland, Wales, NI and other UK cities was useful in terms of gaining a comparative perspective, the Panel has reached the view that it needed to both determine a method for London and recommend a level of allowance that was achievable, bearing in mind the historic challenges for some councils in agreeing to previous recommended allowances.
- 7.9 Having looked at various options, the Panel has concluded that the most appropriate approach is to determine the basic allowance as a proportion to the remuneration of the people councillors represent and has used the Annual Survey of Hours and Earnings (ASHE) data, published by the Office for National Statistics as a basis of its calculation. The Panel has used the median wage for all London workers for this purpose. In 2022-23, this is £38,936.73 per annum. Based on a 37 hour week, and taking into account a 30% public service discount, (as has been the custom and practice) **the Panel has determined that the recommended basic allowance should be £15,960.**

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<sup>2</sup> [The Local Governance \(Scotland\) Act 2004 \(Remuneration\) Amendment Regulations 2023 \(legislation.gov.uk\)](#)

<sup>3</sup> [Independent Remuneration Panel for Wales: annual report 2022 to 2023 \[HTML\] | GOV.WALES](#)

<sup>4</sup> <https://www.communities-ni.gov.uk/publications/circular-ig-0323-consolidated-councillor-allowances>

<sup>5</sup> [Independent Remuneration Panel Reports | Birmingham City Council](#)

<sup>6</sup> [Microsoft Word - MCC IRP Final Report \(manchester.gov.uk\)](#)

7.10 The Panel considers that this allowance better reflects the high cost of living in London, than the previous recommendations.

7.11 It is the Panel's view that it is pressing that boroughs should implement these changes in 2024, as part of the contribution to recruiting and retaining a diverse range of good quality candidates to stand for office in London.

## **8.0 Special Responsibility Allowances**

8.1 The reasons for payment of special responsibility allowances, additional to the basic allowance, should be clearly set out in local allowances schemes. Special allowances should come into play only in positions where there are significant differences in the time requirements and levels of responsibility from those generally expected of a councillor.

8.2 Categories of special allowances:

The regulations specify the following categories of responsibility for which special responsibility allowances may be paid:

- Members of the executive where the authority is operating "executive arrangements"
- Acting as leader or deputy leader of a political group within the authority
- Presiding at meetings of a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee
- Representing the authority at meetings of, or arranged by, any other body
- Membership of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods
- Acting as spokesperson of a political group on a committee or sub-committee of the authority
- Membership of an adoption panel
- Membership of a licensing or regulatory committee
- Such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him by any one of the activities mentioned above, whether or not that activity is specified in the scheme.

8.3 The Panel's research shows that the categories of SRAs recommended by the London Panel are comparable with those recommended by Independent Panels in other cities in the UK and in Scotland and Wales.

8.4 However, the Panel's previous recommendations have not consistently been adopted within London, and the resulting situation is that whilst there is some convergence

across London boroughs on the basic allowance, there remain substantial differences in the amounts of SRAs for similar roles in boroughs.

- 8.5 Given the extent of the responsibilities of Leaders of London boroughs, the Panel's first report in 2001 recommended that their remuneration should equate to that of a Member of Parliament. Our recommendations for other special responsibility allowances were historically determined as a sliding scale (pro-rata) proportion of the remuneration package for a council Leader. Since then, the increase in the remuneration of Members of Parliament has substantially exceeded the annual local government pay increase which was tied to the special responsibility allowance for the leader of a London borough, and the current MP salary is now £86,584
- 8.6 The Panel has taken the opportunity to review this historic link, and following feedback, we sense strong support for our own view that an MP's salary is no longer an appropriate comparator to set the Leader's allowance, as the roles are substantially different and indeed almost impossible to compare.
- 8.7 We received feedback that some members believe that the Leaders of London boroughs warrant a higher remuneration than an MP, because they have greater financial responsibility and legal burdens, and especially given the differential pension arrangements. Indeed, some respondent authorities suggested that the direct responsibilities of a Leader should command the salary of a junior minister.

***"An MP does not undertake an executive role (strategic leadership, management & accountability of a complex public service operationally managed by highly paid officials) and so not a comparator to a Leader or elected Mayor"***

***(Borough Leader)***

## **9.0 Leader's SRA**

- 9.1 This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.
- 9.2 For the Leader's SRA, the Panel has decided that a more appropriate comparator would be the Annual Survey of Hours and Earnings (ASHE) data for Corporate Managers and Directors as the level of responsibilities most closely align to those of a borough Leader. For 2022-23, the average gross annual salary for full time workers in London within this category was £108,242. After applying a 30% public service discount (as has been the custom and practice) this would provide for a Leader's total

package of £75,773. The 2022 Panel report recommended that the Leader's SRA should be £62,090. Taking into account this figure, when combined with the new recommended basic allowance, the total package for a Leader would be £78,050. As this figure is greater than that based on the ASHE calculation, the Panel is not recommending any changes to the existing Leader's SRA at this time.

## 10.0 Other SRAs

10.1 The Panel has previously determined that all other SRAs are calculated as a proportion of the Leader's SRA. Since its inception, the Panel has recommended using bands rather than fixed amounts, in order to allow flexibility and recognise local variations on how the roles are performed. The Panel has decided to continue using this methodology. However, as part of the review, the Panel has benchmarked the sliding scale recommended by other Panels and used by local authorities and has adjusted the percentages historically used in order to more closely align with the average used by other local authorities outside of London. **The recommended bands and levels of allowance are attached as Annex A.**

## 11.0 Bridging the Gap and public perception

11.1 When considering a members' allowances scheme, boroughs are obliged to have to a report by an independent panel, but it is a matter for boroughs themselves to decide whether to adopt its recommendations.

11.2 However, in view of the evidence obtained over the past 18 months, the Panel strongly recommends that all authorities implement the recommendations in their boroughs in the next year. On average, the total annual budget for members allowances in a London Borough is between 0.4-0.5% of the council's general fund net budget. Notwithstanding this, the Panel acknowledges the challenges that increasing allowances may present to boroughs, both financially and reputationally; however, the Panel is concerned that if member allowances do not keep up with its recommendations, there is a risk that they will fall significantly further behind their comparators and that councils will consequently face even greater challenges in recruiting and retaining a good calibre of councillors in the future.

11.3 The Panel perceived that there was some concern from councillors about the public acceptability of increasing allowances. As a result the Panel sought to test the public view and therefore commissioned Ipsos to undertake qualitative research, through a number of focus groups, on the public's perception on councillors remuneration. The Ipsos research was small scale but provides indicative evidence of public views.

11.4 Ipsos held three discussion groups with a representative sample of the general public in June 2023 using a deliberative approach to enable participants to reach an informed perspective. The stimulus material included pen portraits of councillors based on information received from London Councils' members on their working hours and

levels of responsibility. The information given to participants also included typical allowances received in London, in Essex, and in Wales for councillors receiving a basic allowance and average SRAs paid to Cabinet Members, and council Leaders.

- 11.5 The research found that the Londoners in focus groups felt that allowances in London needed to increase to provide a more accurate reflection of councillors' responsibilities and hours.

***"I thought at least [the Council Leader's remuneration] would be about a £100,000 plus for the amount of work that she does because she's taken on casework as well... and that's time-consuming."***

When exposed to allowance comparisons in different parts of the country, participants thought the current allowances did not reflect the fact that the cost of living in London was higher than elsewhere in the country.

***"Councillors' pay should take into account that living in London is more expensive, so they should immediately just be paid more in general."***

In addition, they recognised that the level of allowances can have a detrimental effect on the diversity of councillors and would deter those from a lower income background from becoming councillors.

***"It feels like [we're] paying them so little, it feels like there are some people who can't afford to be a councillor. And that has consequences on the democratic process"***

- 11.6 Participants also suggested changes to remuneration for councillors: raising the basic allowance and increasing allowances to better reflect responsibilities and hours; and additional allowances provided to support councillors with childcare costs and saving for a pension.
- 11.7 Participants expressed surprise at the range of allowances paid across London, particularly at the cabinet member and council leader level and supported greater consistency in such remuneration levels across councils in London.
- 11.8 Although the sample of Londoners was only small, it indicates that with due briefing and deliberation there is likely to be support for the increase in allowances.
- 11.9 During the consultation process, a significant number of councillors told the Panel that they do not think that councillors should be responsible for setting their own allowances, and that this is perhaps one of the reasons why the basic allowance in London lags behind Scotland and Wales, where allowances are set by outside bodies and it is mandatory for local authorities to adopt the recommendations. The Panel is supportive of this view, but recognizes that this would need a change in legislation. The Panel intends to raise this issue with the Secretary of State.

## **12.0 Training and support**

- 12.1 The responsibilities of councillors are substantial, extensive and complex, particularly since the Pandemic and its aftermath, which has seen a rapid increase of using digital technology, and flexible ways of working. The training and development of councillors is beyond the remit of this Panel. However, the feedback we received was that councillors require the logistical and clerical support and appropriate IT equipment which will help them carry out their roles efficiently. The Panel supports this view and recommends that boroughs undertake their own stock takes to ensure appropriate support is in place to enable members to fulfil their responsibilities.
- 12.2 Furthermore, we have heard from boroughs that councillors are experiencing increased levels of abuse on social media, and so we recommend that training in navigating the increasingly challenging world of social media is also provided.

## **13.0 Care Costs**

- 13.1 It is important that obstacles to becoming a councillor should be removed wherever possible. Care costs could be a significant deterrent to service as a councillor. Our strong view is that in appropriate cases when they undertake their council duties, councillors should be entitled to claim an allowance for care of dependents. The dependents' carers' allowance should at least be set at the London living wage but payment should be made at a higher rate when specialist nursing skills are required or to reflect higher costs during non-standard working hours. We have had representation that the carers allowance should be payable to family members on the basis that it is preferable for family members to look after a dependent, especially in the evening but that the frequency is often such that it is unreasonable for this to be expected to be with no financial allowance.

***The level of dependent carers allowance does not recognise the fact that babysitters tend to charge more for evening and weekend work. In addition, the carers allowance should be able to be claimed even if a family member was looking after the councillors' dependents" (Newly-elected Backbench Councillor)***

- 13.2 The Panel recognises that allowance payments for family carers who are not members of a councillor's household would need to be designed with some careful consideration but is very sympathetic to this need and recommend that councils review their schemes to make this possible.
- 13.3 It's view is also that members' allowances schemes should allow the continuance of Special Responsibility Allowances in the case of sickness, maternity and paternity leave in the same terms that the council's employees enjoy such benefits (that is to say, they follow the same policies). To this end, London boroughs are recommended to adopt a related parental leave and sickness policy as an appendix to their allowances scheme.

13.4 The Panel has received feedback that there is a need to reform the legislation governing membership of the Cabinet/Executive and how this impacts Councillors who wish to take parental leave. Councils have a strict statutory limit of ten members of the cabinet/executive – including the Leader. Should one of those members wish to take parental leave for any significant period during their tenure as a cabinet member, and there is already a full complement of cabinet and leader up to the statutory limit they are faced with what is an entirely unfair dilemma. They either resign from the post so another councillor can be appointed or they leave their colleagues with an additional workload for their period of absence. While some Councils have sought to appoint deputy cabinet members or the like these are not proper answers to this issue as they are not cabinet members with the appropriate legal and constitutional authority. It is very easy to compare this to the position of an employee where a replacement can be appointed for the duration without prejudice to the individuals' rights to return. While self-evidently Councillors are not employees there should not be any additional hurdles to participation for any section of the population.

13.5 The Panel support the view that the legislation needs reviewing.

#### **14.0 Travel and Subsistence allowances**

14.1 The Basic Allowance should cover basic out-of-pocket expenses incurred by councillors, including intra-borough travel costs and expenses. The members' allowances scheme should, however, provide for special circumstances, such as travel after late meetings or travel by councillors with disabilities. The scheme should enable councillors to claim travel expenses when their duties take them out of their home borough, including a bicycle allowance.

#### **15.0 Allowances for Civic Mayor or Civic Head**

15.1 Many councils include the allowances for the mayor (or civic head) and deputy in their members' allowance scheme. However, these allowances do serve a rather different purpose from the 'ordinary' members' allowances, since they are intended to enable the civic heads to perform a ceremonial role. There are separate statutory provisions (ss 3 and 5 of the Local Government Act 1972) for such allowances and councils may find it convenient to use those provisions rather than to include the allowances in the members' allowance scheme.

#### **16.0 Allowances that fall outside this scheme**

16.1 Within the context of this review, the Panel has not looked at remuneration that councillors may receive for their roles on outside bodies, wholly owned companies or joint venture partnerships. However, in the interests of transparency, the Panel requests that councils consider how information on all members remuneration within their borough is made easily available to the public in the same place. The Panel recommends that where local authorities have set up companies which remunerate councillors who act as directors these allowance should be set out in the members allowances scheme.

## **17.0 Local discretion**

- 17.1 It is for each borough to decide how to allocate their councillors between the different bands, having regard to our recommendations and how to set the specific remuneration within the band. The Panel believes these should have the merits of being easy to apply, easy to adapt, easy to explain and understand, and easy to administer.
- 17.2 The scheme should be able to be applied to different types of governance arrangements and interpreted flexibly. The Panel has received legal advice that suggests that in boroughs which operate through the Committee System, where a Committee Chair has identified responsibilities in a role profile for particular services, then in practice the duties and responsibilities of a Committee Chair are equivalent to the role of a Cabinet Member and that a similar system of allowances should be used. For example, in some boroughs which use a committee system, the Statutory Lead Member for Children's Services is the Chair of the Children and Community Services Committee. In this case, it would be reasonable to suggest that this Committee Chair should receive the SRA equivalent to that of a Cabinet Member. The Panel must emphasise that these decisions are dependent on the arrangements adopted by the authority in question and should be decided on a case by case basis.

## **18.0 Pensions**

- 18.1 There is a widespread view amongst the councillors we spoke to in 2022 and this year that a disincentive to the recruitment and retention of councillors has been the Government's decision in 2014 to remove the right of councillors to join the local government pension scheme. This was keenly felt by those councillors the Panel heard from. The Panel notes that the rationale behind that decision was unclear and that councillors in Scotland, Wales and Northern Ireland continue to be entitled to a local government pension. The Panel is of the view that this inconsistency should be addressed. Although this issue is beyond the remit of the Panel, the Panel will nevertheless write a letter to the Secretary of State asking the government to look again at this important issue,

## **19.0 Annual uplifts**

- 19.1 The Panel continues to recommend that all allowances should be updated annually in line with the percentage pay award agreed by the National Joint Council (NJC) for Local Government Services staff.
- 19.2 In some years the NJC national pay award is agreed as being in the form of a lump sum for all or the majority of staff or the rate of increase is different at different levels on the NJC pay spine. In such situations a method of deriving an appropriate increase in the Members' basic allowance (so it keeps in line with the staff pay award) is required. To achieve this the panel will have regard to any NJC guidance such as guidance on what any lump sum equates to as an average percentage pay increase, and guidance on the percentage increase to any staff allowances. The Panel will also consider the average (mean) percentage increase to the spinal column points,



but excluding any exceptional increases such as measures to rectify a low pay problem at the lowest level of the pay spine. For illustrative purposes, for April 2023 the figure was 3.88%“

## **20. Review of implementation**

- 20.1 The Panel proposes to convene in the final quarter of 2024 to review how its recommendations have been implemented by boroughs across London and at the same time consider the most recently published ASHE data on median salaries of those working in the Greater London area, as well as any agreed NJC national pay award.

**Mike Cooke**

**Sir Rodney Brooke CBE DL**

**Anne Watts CBE**

**December 2023**

## Appendix A

### THE RECOMMENDED MEMBER ALLOWANCE SCHEME FOR LONDON

**The Basic allowance: £15,960**

#### **Special responsibilities – beyond the basic allowance**

##### **Calculation of special allowances**

The proposed amounts for each band are a percentage of the figure suggested for a council leader depending upon levels of responsibility of the roles undertaken and are explained below.

##### **BAND ONE**

The posts that the Panel envisages falling within band one, include:

- Vice chair of a service, regulatory or scrutiny committee
- Chair of sub-committee
- Leader of second or smaller opposition group
- Service spokesperson for first opposition group
- First opposition group whip (in respect of council business)
- Vice chair of council business
- Chairs, vice chairs, area committees and forums
- Cabinet assistant
- Acting as a member of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
- Acting as a member of an adoption panel where membership requires attendance with exceptional frequency or for exceptionally long periods
- Leadership of a specific major project.

##### **Remuneration**

The Panel proposes that band one special responsibility allowances should be on a sliding scale of between 5-15% per cent of the Leader's SRA.

This would be made up as follows:

Basic allowance: £15,960

Band One allowance: £3,105 - £9,314

**Total: £19,065 - £25,274**

## **BAND TWO**

The Panel considers that the types of office being within band two are:

- Lead member in scrutiny arrangements, such as chair of a scrutiny panel
- Representative on key outside body
- Chair of major regulatory committee e.g. planning
- Chair of council business (civic mayor)
- Leader of principal opposition group
- Majority party chief whip (in respect of council business).

### **Remuneration**

The Panel proposes that band two allowances should be on a sliding scale between 25-50 per cent, pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance £15,960

Band two allowances: £15,523 - £31,046

**Total: £31,483 - £47,006**

### **BAND THREE**

The Panel sees this band as appropriate to the following posts:

- Cabinet member
- Chair of the Health and Wellbeing Board
- Chair of the main overview or scrutiny committee
- Deputy leader of the council

#### **Remuneration:**

The Panel proposes that band three allowances should be between 60-75 per cent pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance: £15,960

Band three allowance: £37,255 - £46,569

**Total: £53,215 - £62,529**

### **BAND FOUR**

Leader of the Council

This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.

#### **Remuneration:**

**The Panel proposes that the remuneration package for a council leader under band four of our scheme should be £78,052.**

This is made up as follows:

Basic allowance: £15,960

Band four allowance: £62,092

**Total: £78,052**

## **BAND FIVE**

### Directly elected mayor

A directly elected mayor has a full-time job with a high level of responsibility and exercises executive responsibilities over a fixed electoral cycle. It is right that it should be remunerated on a basis which compares with similar positions in the public sector, while still retaining a reflection of the voluntary character of public service. However, the Panel believes that this post remains different to that of the strong leader with cabinet model. The directly elected mayor is directly elected by the electorate as a whole. The strong leader holds office at the pleasure of the council and can be removed by the council. The Panel believes that the distinction is paramount and this should be reflected in the salary level.

### **Remuneration:**

The Panel proposes that a directly elected mayor should receive a remuneration of **£93,575**.

## **Appendix B**

### **A Job Profile for councillors**

In its previous reports, the Panel reflected on the importance of the role of elected members. The 'job profile' for councillors originally included in the Panel's 2010 report is repeated in as the Panel still considers it to be accurate and up to date.

### **On behalf of the community – a job profile for councillors**

#### **Purposes:**

1. To participate constructively in the good governance of the area.
2. To contribute actively to the formation and scrutiny of the authority's policies, budget, strategies and service delivery.
3. To represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations.
4. To champion the causes which best relate to the interests and sustainability of the community and campaign for the improvement of the quality of life of the community in terms of equity, economy and environment.
5. To represent the council on an outside body, such as a charitable trust or neighbourhood association.

#### **Key Tasks:**

1. To fulfil the statutory and local determined requirements of an elected member of a local authority and the authority itself, including compliance with all relevant codes of conduct, and participation in those decisions and activities reserved to the full council (for example, setting budgets, overall priorities, strategy).
2. To participate effectively as a member of any committee or panel to which the councillor is appointed, including related responsibilities for the services falling within the committee's (or panel's) terms of reference, human resource issues, staff appointments, fees and charges, and liaison with other public bodies to promote better understanding and partnership working.
3. To participate in the activities of an outside body to which the councillor is appointed, providing two-way communication between the organisations. Also, for the same purpose, to develop and maintain a working knowledge of the authority's policies and practices in relation to that body and of the community's needs and aspirations in respect of that body's role and functions.
4. To participate in the scrutiny or performance review of the services of the authority, including where the authority so decides, the scrutiny of policies and budget, and their effectiveness in achieving the strategic objectives of the authority.
5. To participate, as appointed, in the area and in service-based consultative processes with the community and with other organisations.

6. To represent the authority to the community, and the community to the authority, through the various forums available.
7. To develop and maintain a working knowledge of the authority's services, management arrangements, powers/duties, and constraints, and to develop good working relationships with relevant officers of the authority.
8. To develop and maintain a working knowledge of the organisations, services, activities and other factors which impact upon the community's well-being and identity.
9. To represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations including, where required, acting as a liaison between the constituent and the local authority and where appropriate other public service providers.
10. To contribute constructively to open government and democratic renewal through active encouragement of the community to participate generally in the government of the area.
11. To participate in the activities of any political group of which the councillor is a member.
12. To undertake necessary training and development programmes as agreed by the authority.
13. To be accountable for his/her actions and to report regularly on them in accessible and transparent ways.

## Appendix C

The independent panel members

### **Mike Cooke**

Mike Cooke was the Chief Executive of the London Borough of Camden for seven years, where he had also been Director of Housing and Adult Social Care and HR Director. He has extensive experience of partnership working across London including as the Chief Executive Leadership Committee lead on children and chairing the London Safeguarding Children Board. Mike also has worked for seven years in financial services where he developed an expertise in remuneration.

Until November 2020 Mike had been a Non-Executive Director of the Central and North West London NHS Foundation Trust where he was chair of the HR Committee. Mike's current role is the Chair of the North Central London Integrated Health and Care System.

### **Sir Rodney Brooke CBE, DL**

Sir Rodney Brooke has a long career in local government, including as chief executive of West Yorkshire County Council, Westminster City Council and the Association of Metropolitan Authorities.

He was knighted in 2007 for his contribution to public service.

### **Dr Anne Watts CBE**

Anne Watts has an extensive career in governance, diversity and inclusion spanning commercial, public and voluntary sectors. She has held executive roles for HSBC and Business in the Community and was chair of the Appointments Commission. She has carried out reviews of Government departments and the Army. In addition she has been a member of Government Pay review bodies and Deputy Chair, University of Surrey where she chaired the Remuneration Committee and the new Vet School.

She is a non-exec of Newable (previously Greater London Enterprise) where she chairs the Environmental, Social and Corporate Governance Committee and is a non-exec of Newflex subsidiary. In addition she continues to sit on the Race and Gender Equality Leadership teams for Business in the Community.





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# London Borough Of Barnet

## Members' Allowances Scheme

### 2024/25

#### 1. The Scheme

This scheme is made by Barnet London Borough Council under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended).

- 1.1 The scheme may be cited as the Barnet London Borough Council Members' Allowances Scheme and replaces all former Schemes.
- 1.2 It has effect for the period 1 April 2024 to 31 March 2025.
- 1.3 In this scheme,
  - 1.3.1 "Councillor" means an elected member of the Council of the London Borough of Barnet.
  - 1.3.2 This scheme will cover a period from 1 April 2024 to 31 March 2025;
  - 1.3.3 "Co-optee" and "co-opted member" means a person not a councillor who is appointed by the Council to a committee discharging a statutory local authority function.

#### 2. Basic Allowance

- 2.1 A basic allowance of £10,809 shall be paid to each councillor.
- 2.2 Payment of the basic allowance is subject to the conditions set out in sections 9, 10 and 11.

#### 3. Special Responsibility Allowance

- 3.1 Allowances are payable to recognise the special responsibilities attached to certain positions to which councillors may be appointed. The allowances are graded in 5 bands.
- 3.2 The bands, the positions concerned and the sums payable are set out in Schedule 1.
- 3.3 No Member may receive more than one Special Responsibility Allowance in respect of the same period of time, but the Member will receive whichever is the highest of the Special Responsibility Allowances for which they qualify.
- 3.4 Other conditions attached to the payment of Special Responsibility Allowance are set out in sections 9, 10 and 11.

#### **4. Childcare and Dependent Carers' Allowance**

- 4.1 An allowance of £10 per hour for a maximum of 8 hours (subject to extension in special circumstances) shall be payable to any councillor or co-opted member or member of an appeals committee established under the Education Act 1996 who incurs expenditure for the care of dependent relatives or children whilst undertaking the approved duties listed in section 4.3 below.
- 4.2 Dependent relatives and children are defined as:-
- children aged 15 years or less
  - elderly relatives requiring full-time care
  - relatives with disabilities who receive full-time care
- 4.3 The approved duties referred to in section 4.1 above are:-
- (a) The attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
  - (b) The attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and at least one other local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee, provided that –
    - (ii) where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited; or
    - (iii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited.
  - (c) The attendance at a meeting of any association of authorities of which the authority is a member;
  - (d) The attendance at a meeting of any of the Council's committees;
  - (e) The performance of any duty in pursuance of a standing order requiring a member or members to be present while tender documents are opened;
  - (f) The performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
  - (g) The performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the

purposes of section 342 of the Education Act 1996 (approval of non-maintained special schools; and

- (h) The carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purposes of, or in connection with, the discharge of the functions of the authority or any of its committees or sub-committees.

4.4 The allowance or reimbursement shall be paid on the basis of that permitted under the Income Tax Regulations.

## **5. Travel and Subsistence Allowance**

5.1 Members do not receive a travel allowance for the cost of travel within the borough.

5.2 The duties which qualify for the payment of travel outside the Borough are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.3 The duties which qualify for the payment of travel allowance to a co-opted member or member of an appeals committee established under the Education Act 1996 are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.4 The duties which qualify for the payment of subsistence allowances to a councillor, co-opted member or member of an appeals committee established under the Education Act 1996 are set out in Schedule 2 with the amounts payable set out in Schedule 3.

5.5 The payment of allowance is subject to the conditions set out in section 9.

## **6. Independent Members/ Persons and Co-optees' Allowance**

6.1 An allowance of £127 shall be paid to the Independent Members, Co-opted Members, Independent Persons and Advisors of Council Committees for each meeting or training that they attend.

6.2 Payment of the allowance is subject to the conditions set out in sections 9, 10 and 11.

## **7. Pensions**

7.1 The Local Government Pension Scheme Regulations 2013, laid before Parliament 19<sup>th</sup> September 2013 came into force 1<sup>st</sup> April 2014 ceased councillors' membership of the Local Government Pension Scheme (at the end of the term of office for existing councillors up to the election on 22 May 2014). From 1<sup>st</sup> April 2014 no Councillors will be admitted to the scheme.

**8. Financial Limits**

8.1 Any payment under this scheme is subject to the budget provision for Members' Allowances during the year not being exceeded.

**9. Renunciation**

9.1 A Councillor, Independent Member, Co-opted Member, Independent Person or Advisors may decline to receive any part of his or her entitlement to an allowance under this scheme by notifying the Head of Governance in writing.

**10. Part-year Entitlements**

10.1 This section regulates councillors' entitlement to allowances if during the year:

- the scheme is amended;
- the councillor is newly elected;
- the councillor ceases to be a councillor; or
- the councillor accepts or gives up a position eligible for a special responsibility allowance.

10.2 If the scheme is amended so as to change the basic allowance or the special responsibility allowance then the annual amount to be paid to each councillor shall be re-calculated. The councillor will be paid a proportion of the old allowance and a proportion of the new allowance. The proportions will reflect the number of days in the year before and after (starting with the day on which the change takes effect) the change. Further amendments will be treated in the same way.

10.3 If during the year:

- a councillor is newly elected or ceases to be a councillor,
- a councillor accepts or gives up a position eligible for a special responsibility allowance, or
- a councillor becomes or ceases to be eligible to a special responsibility allowance because of an amendment to the scheme

then the annual amount to be paid to the councillor will be altered. The alteration will discount a proportion of the relevant allowance, to reflect the number of days in the year that the councillor was not a councillor, or was not eligible for the special responsibility allowance, as the case may be. If the scheme is amended during the year as set out in 10.2 above, then the alteration will be calculated separately for the periods before and after each amendment, in accordance with the Regulations.

**11. Claims, Payments, Repayments, Restriction to Entitlement**

11.1 Payments of basic allowance and Special Responsibility Allowance will be made in twelve equal monthly instalments at the end of each month.

11.2 If making a payment of one twelfth of the annual entitlement of basic allowance and special responsibility allowance for any member would result in a breach of the restrictions set by Section 10 of the scheme, then actual payments must be reduced to comply with those restrictions.

11.3 Where an allowance has already been paid for any period during which the councillor concerned:

(a) ceases to be a councillor; or

(b) is otherwise not entitled to receive the allowance for that period,

such part of the allowance as relates to any such period shall be repaid to the Council.

11.4 Where a Member of the authority is also a Member of another authority, that Member may not receive allowances from more than one authority in respect of the same duties.

## Schedule 1

### Special Responsibility Allowances 1 April 2024 to 31 March 2025

BAND	SRA (£)	POSTS COVERED
5	33,466	Leader of the Council
4	26,510	Deputy Leader of the Council
3	15,093	<p><b><u>Portfolio Holders:</u></b></p> <p>Resources &amp; Effective Council            Adults &amp; Social Care            Culture, Leisure, Arts &amp; Sports            Community Wealth Building            Community Safety &amp; Participation            Family Friendly Barnet            Health &amp; Wellbeing            Environment &amp; Climate Change            Homes &amp; Regeneration            Equalities, Voluntary and Community Sector</p> <p><b><u>Leader of:</u></b></p> <p>Major Opposition Group</p>
2	8,713	<p><b><u>Chairs of:</u></b></p> <p>Overview &amp; Scrutiny Committee            Planning Committees            East Area Committee            North Area Committee            West Area Committee            Governance, Audit, Risk Management &amp; Standards Committee</p>
1	5,808	<p><b><u>Chairs of:</u></b></p> <p>Adults &amp; Health Overview &amp; Scrutiny Sub-Committee            Children &amp; Education Overview &amp; Scrutiny Sub-Committee            Pension Fund Committee            Licensing &amp; General Purposes Committee</p>



## Schedule 2

### Approved Duties

The following are approved duties for the payment of travel and subsistence allowances.

***(For Councillors the meeting must take place outside the borough of Barnet):***

1.
  - a) The attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
  - b) The attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and at least one other local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee, provided that -
    - (ii) where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited; or
    - (iii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited.
  - c) The attendance at a meeting of any association of authorities of which the authority is a member;
  - d) The attendance at a meeting of the executive or a meeting of any of its committees;
  - e) The performance of any duty in pursuance of a standing order requiring a member or members to be present while tender documents are opened;
  - f) The performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
  - g) The performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 of the Education Act 1996 (approval of non-maintained special schools; and
  - h) Attendance at training courses arranged by the Council.
  - i) The carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purposes of, or in connection with, the discharge of the functions of the authority or any of its committees or sub-committees.

(The following bodies or their committees or sub-committees are specifically included in the above definition:

- Welsh Harp Joint Consultative Committee
- Hampstead Heath Management Committee
- London government statutory bodies, joint committees, forums,
- consortiums, employers' associations, etc
- Standing Advisory Council for Religious Education (SACRE)
- Local Government Association

- London Councils
  - Joint Negotiating Councils for Council employees
2. Subject to the Base Budget not being exceeded, duties undertaken by Members, provided that they are undertaken outside the borough of Barnet and that the Chief Executive is satisfied that the duties are for the purposes of, or connected with, the discharge of the functions of the Council.
  3. Attendance as the council's duly authorised representative at meetings of the following bodies.
    - a) School admission, exclusion and reinstatement appeals panels
    - b) Statutory complaints boards or panels relating to the council's education or social services functions
  4. Conferences and meetings convened by a person or body whose objects are neither wholly nor partly political, and otherwise than in the course of a trade or business, for the purpose of discussing matters which in the council's opinion will relate to the interests of Barnet or its inhabitants or of part of Barnet or the inhabitants of part of it are approved for the purposes of payment of travel and subsistence allowance. They are those conferences and meetings convened by outside bodies being conferences where it is considered that there is a direct connection with a function of this council.

### Schedule 3

## Travel and Subsistence Allowances

### Travel

1. Members do not receive a travel allowance for the cost of travel within the borough.
2. Other travel allowance shall be paid at the same rates as those applying at the time to council staff for motorcar, motorcycle and bicycle use. For public transport actual expenditure shall be reimbursed.

### Subsistence

3. For a councillor attending an approved duty that takes place inside the borough of Barnet the rate of subsistence and travel allowance shall be nil.

Other subsistence allowance for meals taken on duty shall be paid at the same rates as those applying at the time to council staff.

For overnight costs reasonable approved expenses shall be paid.

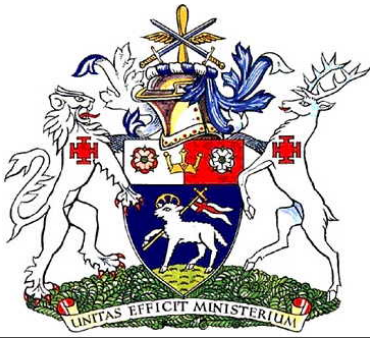
#### Other Reimbursements allowed:

1. Not more than the amount of any expenditure incurred on tolls, ferries or parking fees.
2. Where day subsistence is payable, the reasonable cost of meals taken on trains, subject to a reduction of subsistence allowance of four hours for each meal taken, and a maximum of one main meal during an absence of more than four hours, two for more than eight hours' absence and three for more than twelve hours' absence.
3. The actual cost of overnight garaging of a car or other vehicle.

### Payment

4. Evidence of expenditure incurred shall be required when claims are made and any unreasonable claim shall be referred to the Chief Executive.

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**Council**      AGENDA ITEM 11.3  
**27 February 2024**

<b>Title</b>	Report of the Head of Governance – Administrative Matters
<b>Date of meeting</b>	27 February 2024
<b>Report of</b>	Head of Governance
<b>Wards</b>	All
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Appendices</b>	Appendix A – Outside Bodies Appointments Appendix B – Changes to Calendar of Meetings 2024-25 Appendix C – Changes to Committee Appointments
<b>Officer Contact Details</b>	Andrew Charlwood, Head of Governance, 020 8359 2014, <a href="mailto:andrew.charlwood@barnet.gov.uk">andrew.charlwood@barnet.gov.uk</a>

### Summary

This item presents various constitutional and administrative matters for Council’s agreement. Details are as set out in the attached appendices.

### Recommendations

1. That Council approve the appointment to Outside Bodies in Appendix A.
2. That Council note the changes to the calendar of meetings 2024/25.
3. That Council note the changes to committee appointments.

#### 1. Reasons for the Recommendations

1.1 As set out in the attached appendices.

#### 2. Alternative Options Considered and Not Recommended

2.1 None in the context of the report.

<b>3. Post Decision Implementation</b>	
3.1	Council decisions will be minuted and implemented through the Head of Governance.
<b>4. Corporate Priorities, Performance and Other Considerations</b>	
	<b>Corporate Plan</b>
4.1	None specifically arising from the report
	<b>Corporate Performance / Outcome Measures</b>
4.2	None specifically arising from the report.
	<b>Sustainability</b>
4.3	None specifically arising from the report.
	<b>Corporate Parenting</b>
4.4	None specifically arising from the report.
	<b>Risk Management</b>
4.5	None specifically arising from the report.
	<b>Insight</b>
4.6	None specifically arising from the report
	<b>Social Value</b>
4.7	N/A
<b>5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)</b>	
5.1	There are no specific financial implications from the changes in the appendices. All changes will be funded from the Council's budget.
<b>6. Legal Implications and Constitution References</b>	
6.1	Council Constitution, Article 2A, Terms of Reference of Council, Council has responsibility for "1.11 Agreeing and amending the terms of reference of committees, deciding their composition and making appointments to them."
6.2	Council Constitution, Article 2A, Terms of Reference of Council, Council has responsibility for "1.25 Making appointments and nominations of Members including council companies to outside bodies."
6.3	Council Constitution, Part 3A (Council Procedure Rules), section 4.2.1.13 details that a role of Full Council is to "agree the council calendar meetings include the ordinary meetings of the Council."
<b>7. Consultation</b>	
7.1	None specifically arising from the report.
<b>8. Equalities and Diversity</b>	
8.1	None specifically arising from the report.

## **9. Background Papers**

9.1 None.

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## Appendix B – Changes to the Calendar of Meetings 2024/25

The calendar of meetings 2024/25 was agreed at Council on 30<sup>th</sup> January 2024 (see item 25.1, Appendix E): [Agenda item - Report of the Head of Governance \(moderngov.co.uk\)](#) Officers have been advised of the following amendments or additions to the calendar reported to that meeting:

1. Add Corporate Parenting Advisory Panel – 10<sup>th</sup> July 2024
2. Delete all meetings of North Central London Joint Health Overview & Scrutiny Committee as follows as the meeting dates are set externally and are yet to be notified by the authority which leads on supporting the NCL JHOSC:
  - 24<sup>th</sup> June 2024
  - 4<sup>th</sup> September 2024
  - 11<sup>th</sup> November 2024
  - 20<sup>th</sup> January 2025
  - 17<sup>th</sup> March 2025
  - 23<sup>rd</sup> June 2025

NCL JHOSC dates will be added to the calendar as and when the lead support borough (LB Haringey) notify Barnet of the 2024/25 meeting dates.

3. Delete Planning A – 2<sup>nd</sup> December 2024
4. Delete Health & Well-Being Board – 20<sup>th</sup> March 2025

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## **Appendix C – Additional Change to Committee Appointments**

At Council on 30<sup>th</sup> January 2024, various changes to committee memberships were reported (see Appendix G here: [Agenda item - Report of the Head of Governance \(moderngov.co.uk\)](#)). In the Appendix, Councillor Jajeh was incorrectly listed as a Member of the North Area Committee, so this change was not required to be reported to Council. All Members of the Area Committee area may be substitutes so Councillor Jajeh will continue to be listed as a substitute for the North Area Committee.

**It is recommended that Council note the correction to committee appointments as detailed above.**

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