

LONDON BOROUGH OF CAMDEN	WARDS: ALL
REPORT TITLE 2019/20 Revenue Estimates and Council Tax (CS/2019/02)	
REPORT OF Cabinet Member for Finance and Transformation	
FOR SUBMISSION TO Culture & Environment Scrutiny Committee Health & Adult Social Care Scrutiny Committee Children, Schools and Families Scrutiny Committee Resources & Corporate Performance Scrutiny Cabinet Council	DATE: 12 th February 2019 13 th February 2019 18 th February 2019 19 th February 2019 20 th February 2019 25 th February 2019
SUMMARY OF REPORT Camden continues to operate in a financially challenging environment. Continued austerity coupled with rising cost pressures and growth in demand for services means that the Council faces a budget deficit of between £35m and £40m by 2021/22. In December 2018, Cabinet approved a financial strategy that not only sought to ensure that the Council could continue to operate on a sound financial footing over the medium term, but also to align the Council's limited resources to achieving the ambition for our borough, residents and communities as set out within Our Camden Plan. This report sets out the detailed budget for 2019/20 in the context of that medium term financial strategy. It asks Cabinet to make recommendations to Full Council, and for Full Council to agree the council tax for 2019/20 that will allow the authority to balance its budget in 2019/20. In summary this report: <ul style="list-style-type: none"> • Presents budget and funding proposals that will enable the Council to balance its budget in 2019/20 and utilise available resources towards the achievement of Our Camden Plan outcomes. • Provides an update on the overall medium-term financial position for the Council, including the Spending Review 2019, Fair Funding Review and other main areas of financial risk. • Recommends a council tax increase of 3.99%, made up of: <ul style="list-style-type: none"> ○ A rise of 2.99% in the 2019/20 core council tax level, following confirmation that funding from government will continue to decrease next year. 	

- A rise in the Adult Social Care Precept of 1% to support the Council in its response to the unprecedented demographic and demand pressures facing adult social care.
- Sets out the required level of council tax income to balance the budget as £112,412,186. This equates to a proposed Camden element of council tax of £1,241.84 at the Band D level for residents not in garden squares.
- Sets out the Garden Squares Levies for 2019/20
- Sets out the proposed GLA precept at £320.51, an increase of 8.93% on last year (subject to Greater London Authority approval of the budget), making the total council tax charge at Band D £1,562.35.
- Includes the Executive Director Corporate Services' assessment of the adequacy of general balances available to manage financial risk and the robustness of the budget.
- Provides an update on Camden's entry into the London Business Rates pilot pool in 2018/19 and agreement to enter in the London pilot pool for 2019/20.
- Recommends fees and charges for approval by Cabinet and by Full Council where required.
- Presents the Council's new Capital Strategy for approval.

Local Government Act 1972 – Access to Information

The following documents were used in the preparation of this report:

- Letters from Precepting and Levying Bodies
- Final 2019/20 Local Government Finance Settlement – Ministry of Housing, Communities & Local Government (MHCLG), (Formerly DCLG)

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RECOMMENDATIONS

THE SCRUTINY COMMITTEES are asked to consider the report and make any recommendations to the Cabinet.

THE CABINET is recommended to:

1. Exempt the decisions made regarding the recommendations in this report from call in (as agreed by the Chair of the Resources and Corporate Performance Scrutiny Committee) on the grounds of urgency, and for the reasons set out in Paragraphs 2.2 to 2.3 of the report.
2. In relation to fees and charges;
 - (a) Agree the new fees and charges and those increasing above 5% discussed in Appendix B1 and listed in Appendix B2.
 - (b) Delegate authority to the relevant Director to decide increases to existing fees and charges up to a maximum of 5% or to keep them at the same amount, in consultation with the relevant portfolio holder.
 - (c) Agree and recommend to full Council approval of the existing and new fees and charges discussed in Appendix B1 and listed in Appendices B3 and B4.
3. Give due consideration and note no feedback has been received following the consultation with Non-Domestic Ratepayers as set out in Paragraphs 6.1 and 6.2, and have due regard to the equality impact assessment in Appendix F.
4. Agree and recommend to Full Council for approval:
 - (a) The council tax requirement for the year 2019/20 of £112,412,186.
 - (b) The calculations for determining the council tax requirement for the year 2019/20 in accordance with the Local Government Finance Act 1992 as set out in Appendix C.
 - (c) To note that the 2019/20 Greater London Authority (GLA) precept set out in this report is £320.51 for Band D and is subject to Greater London Authority approval of the budget.
 - (d) That the Council sets the amount of council tax for 2019/20 as detailed in Appendix C and notes that this will mean a Camden element of council tax of £1241.84 (3.99% increase) for Band D residents not in garden squares.
 - (e) That the Council hereby determines that its basic amount of council tax for the financial year 2018/19 is not excessive as outlined in Paragraph 2.31.
 - (f) That the Council agree the Capital Strategy as set out in Appendix E.
 - (g) The budget summary as set out in Table 5.
 - (f) To note the Garden Squares levy requirements received for each Garden Square Committee for 2019/20 as shown in Table 7

5. Agree the proposals in Paragraphs 2.52 to 2.54 to allow for the use of general balances and earmarked reserves.

COUNCIL is recommended to :

1. Note the information set out in this report.
2. In relation to fees and charges;
 - (a) Agree the fees and charges reserved for Full Council approval discussed in Appendix B1 and listed in Appendices B3 and B4.
 - (b) Delegate authority to the relevant Director to decide increases to existing fees and charges up to a maximum of 5% or to keep them at the same amount, in consultation with the relevant portfolio holder.
3. Agree the proposals in Paragraphs 2.52 to 2.54 to allow for the use of general balances and earmarked reserves.
4. Give due consideration and note that no feedback has been received following the consultation with Non-Domestic Ratepayers as set out in Paragraphs 6.1 and 6.2, and have due regard to the equality impact assessment in Appendix F.
5. Agree:
 - (a) The council tax requirement for the year 2019/20 of £112,412,186.
 - (b) The calculations for determining the council tax requirement for the year 2019/20 in accordance with the Local Government Finance Act 1992 as set out in Appendix C.
 - (c) To note that the Greater London Authority (GLA) precept set out in this report is subject to GLA approval of the budget and is £320.51 for Band D and as shown for all bands in Appendix C, and is subject to Greater London Authority approval of the budget.
 - (d) That the Full Council sets the amount of council tax for 2019/20 as detailed in Appendix C and notes that this will mean a Camden element of council tax of £1,241.84 (3.99% increase) for Band D residents not in Garden Squares.
 - (e) That the Full Council hereby determines that its basic amount of council tax for the financial year 2019/20 is not excessive as outlined in Paragraph 2.31.
 - (f) That the Full Council agree the Capital Strategy as set out in Appendix E.
 - (g) The budget summary as set out in Table 5.
 - (h) To note the Garden Squares levy requirements received for each Garden Square Committee for 2019/20 as shown in Table 7

Agreed by Executive Director Corporate Services

Date: 7th February 2019

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1.0 CONTEXT AND BACKGROUND

- 1.1 This report proposes the budget and council tax levels for 2019/20 within the context of the challenging financial environment that the Council is operating in. Ongoing austerity from central government coupled with rising cost pressures and growth in demand for services mean the authority is projecting a significant budget deficit between 2019/20 – 2021/22.
- 1.2 In December 2018, Cabinet considered and approved a Medium Term Financial Strategy (MTFS) that set out the financial framework designed to ensure the Council can continue to operate on a sustainable and sound financial footing. The financial year 2019/20 is the first year of that new strategy, subject to decisions and consultations outstanding. This continues to ensure that the Council's limited resources are invested in the activities that have the most impact on the delivery of Our Camden Plan.

2.0 PROPOSALS AND REASONS

A Legal Framework for Setting the Budget

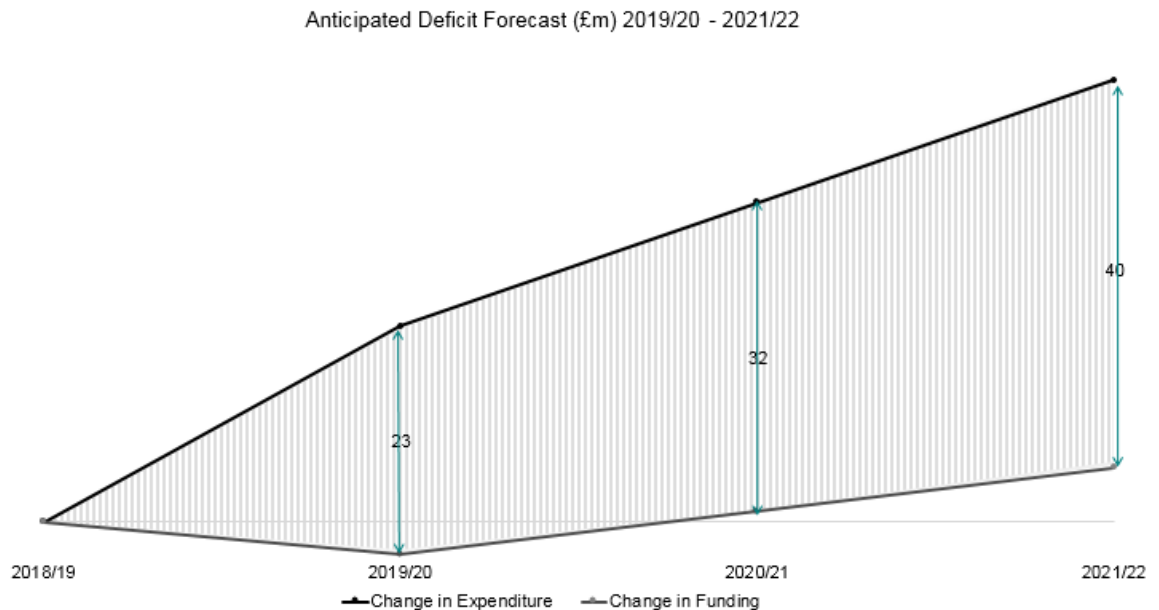
- 2.1 The decisions within this report are among the most important that local authorities are called upon to make during the course of the year and the manner in which they must be made is closely prescribed by law. In order to approve a budget and council tax, Full Council will need to pass a resolution on the statutory determination of tax in the form attached to this report as Appendix C. Members are required to give careful consideration to the information and advice set out in this report and to the relevant legal considerations set out in Appendix A. By law, the Council is required to set the council tax before the 11th March for the following financial year.
- 2.2 The Cabinet is asked to agree that this report is urgent and therefore exempt from the call-in procedure. A decision is urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. In order to set the council tax by the 11th March, the recommendations of this report must be considered by the Full Council at its meeting on the 25th February 2019. If the Cabinet's decision were to be called-in, it is unlikely that the correct constitutional procedures could be followed in time to allow for this matter to be dealt with at the Full Council meeting on the 25th February. Failure to comply with the legal requirement to set the council tax before the 11th March would seriously prejudice the Council's interests.
- 2.3 Given that the final decision on the budget and the council tax rests with Full Council and all Members will have an opportunity both to speak and vote on the matter at Full Council, the rationale for the call-in procedure will effectively be met. The consent of the Chair of the Resources and Corporate Scrutiny Committee needs to be sought if the Cabinet decides that this decision is urgent. The Chair has confirmed that this report can be exempted from the call-in procedure.

Financial Outlook

- 2.4 The December 2018 Medium Term Financial Strategy (MTFS) presented an overview of the Council's medium term financial position. It provided details on how the Council has developed a financial strategy to address the challenging financial outlook through outcomes-based budgeting, whilst ensuring that the Council's limited resources are aligned to best achieve the ambitions for our borough, residents and communities set out within Our Camden Plan. Through continued innovation, a focus on prevention, integrating and joining-up services and working closely with residents and partners, the Council has sought to mitigate the worst impacts on frontline services and support to our communities.
- 2.5 In itself, The MTFS does not mean that we have been able to eliminate all risk. Indeed, the Council is still subject to changes in public policy, government spending decisions and broader economic and fiscal conditions. That said, the MTFS provides a strong financial framework for the next three years.
- 2.6 However, the cumulative impact of successive reductions in our funding cannot be underestimated. Since 2010, the Council's like-for-like funding has reduced by 54%. As a result, over the last eight years the Council has been forced to make an unprecedented £169m of savings, which has meant that it has had to reduce its workforce by 23% (1,140 full time equivalents). Such a reduction in budget means the Council has already had to think radically to achieve the ambitions set out in previous corporate strategies, and to continue its focus on the ambitious priorities set out in Camden 2025 and Our Camden Plan.
- 2.7 Despite this, the Council continues to face increased pressure on its services, which are already stretched. Population growth has been a major cause of this pressure and this is currently not factored into the central government funding model (which keeps population fixed). This has compounded the effect of the funding cuts. The Office for National Statistics projects that Camden's population will grow by 7.5% – the fifth fastest growing London borough¹. The growth is 2.2 percentage points faster than the average of other London boroughs and 3.5 percentage points faster than for England as a whole. The Greater London Authority predicts a 21% increase in Camden residents aged 65 and over between 2017 and 2025, which gives a sense of the mounting pressure that Camden's ageing population is likely to have on the delivery of Adult Social Care.
- 2.8 Ongoing austerity from central government, including the lack of a sustainable funding strategy for local authorities, is coupled with rising cost pressures and very significant growth in the demand for our services. As a result, the Council is projecting a significant budget deficit of between £35m and £40m by 2021/22 (illustrated in Chart 1 below for the higher amount).

¹ The ONS 2016-based Subnational Population Projections (May 2018)

Chart 1 – Anticipated Forecast Deficit 2019/20 – 2021/22



- 2.9 Since the approval of the MTF5 in December 2018, there have been two significant developments that influence our assessment of our financial position, namely the Local Government Finance Settlement and news relating to the London Business Rates Pool. These are covered in the paragraphs below.

Local Government Finance Settlement

- 2.10 The provisional Local Government Finance Settlement for 2019/20 was announced on 13th December 2018 and confirmed on 29th January 2019. This confirmed that our main government grant will reduce by £8m in 2019/20. This is in line with our expectations. 2019/20 is the final year of our four-year funding arrangement with government that we accepted in 2015 in return for agreeing and submitting an Efficiency Plan. Funding allocations for 2020/21 and beyond will be addressed as part of the next Spending Review (section 4).
- 2.11 The Local Government Finance Settlement (LGFS) for 2019/20 also announced a number of one-off funding elements outside of the four year finance settlement, as well as a number of other key developments. These include:
- £1.4m one-off additional funding for Camden due to a surplus of £180m on the government's business rates levy account, which was held as an insurance fund to prevent any local authority experiencing a disproportionate decline in its business rates income. This one-off sum will contribute to the budget resources required for 2019/20.

- Additional funding to be provided for adult and children's social care, as announced in the 2018 Autumn Budget. This includes £1.3m in both 2018/19 and 2019/20 for winter pressures and a further one-off grant of £2.2m in 2019/20 for adult and children's social care. Again, this will be held to meet rising demand for these services.
- Confirmation that there will be a London-wide 75% Business Rates Retention Pilot pool in 2019/20 without the 'no detriment guarantee'. All London authorities needed to agree to participate in the pool within 28 days of the LGFS for the pool to proceed. This is discussed in more detail in Paragraphs 2.13 – 2.15.
- Provisional 2019/20 New Homes Bonus (NHB) figures for Camden are £1.1m higher than previously forecasted, due to prudent modelling in anticipation of potential changes to the calculation. We have a longstanding policy of using NHB for our capital requirements and so this will be transferred into the capital programme.
- The core council tax requirement can be increased by up to 3% in 2019/20 without the need for a local referendum, as was the case in 2018/19.

2.12 The government also published the Public Health Grant allocations for 2019/20. These have not changed from the indicative figures published at last year's settlement; Camden's Public Health Grant allocation for 2019/20 will be reduced to £26.1m (from £26.8m in 2018/19) as expected and it was confirmed that the ring-fence will be maintained until at least 2020.

London Business Rates Pool 2018/19 & 2019/20

- 2.13 As reported in December 2018, the Council is expecting to receive approximately £5m from its participation in the London Business Rates Pool for 2018/19. Although the actual benefit cannot not be finalised until the end of the financial year, when all London authorities have submitted their positions, the Council has included this estimated benefit within the 2019/20 budget.
- 2.14 Following on from this pilot, the government has agreed a London-wide 75% business rates pool in 2019/20. In December 2018, Cabinet agreed to in-principle participation, with the final decision taken by the Leader on 8th January 2019 once further detail on the scheme had been released. All 32 London Boroughs, the City of London Corporation (COLC) and the GLA have agreed for the pilot to go ahead.
- 2.15 As with the 2018/19 pilot, it remains difficult to definitively assess the level of financial benefit for Camden in 2019/20. This remains subject to the movements of the business rates tax base (including appeals) across London and how successful each borough is at collecting the income owed. Early indications are that Camden's share of the growth could be in the region of £4m. That said, this is a very early estimate and subject to change. For these reasons, this budget does not include the estimated share of growth. However, once the figure is confirmed, it is proposed that this would be used for next year's budget setting (2020/21).

Approved Savings Programme 2019/20 – 2021/22 Update

2.16 The 2019/20 financial year will be the first year of the Council's three-year savings programme. This is set out in Table 1, and year one is recognised in this budget. The programme and proposals were developed using outcomes-based budgeting, which has created a very different approach to cutting budgets across the board. Instead, it has involved a detailed, evidence-based examination of how the Council can achieve its key outcomes with the reduced resources available. The size of our financial challenge means that some difficult decisions are inevitable and many of the proposals remain subject to consultation, further assessment of equality impacts and decision-making. Despite this, the Council is committed to reducing the worst impacts on frontline services, and this will be done by continuing to focus on what works well: investing in early intervention and prevention; continuing to innovate; and focusing on value for money.

Table 1 - Summary of savings

Outcome Category	Savings 2019/20 (cumulative)	Savings 2020/21 (cumulative)	Savings 2021/22 (cumulative)
Getting People into Work:			
- Combination of levers to maximise contribution	310,000	450,000	470,000
- Changes to Council Tax Reduction Scheme	-	500,000	500,000
Best start in life – the early years	510,000	1,110,000	1,110,000
Best start in life – education and achievement	823,414	1,399,802	2,018,472
Transforming how residents contact the Council	292,000	737,000	1,142,000
Youth safety and support into adulthood	500,000	594,600	629,600
Next steps in strengths-based support	2,442,879	4,742,365	8,105,240
Supporting adults with complex needs	715,000	840,000	1,465,000
Neighbourhood working	350,000	1,343,970	2,739,170
Rethinking our leisure and physical activity offer	-	1,000,000	1,000,000
Cleaner air and greater sustainability through transport	1,000,000	1,030,000	1,030,000
Creating a data-driven waste and recycling offer	500,000	720,000	995,000
Making the best use of our buildings	138,000	347,000	1,190,000
Charging at the right level	327,000	257,000	257,000
Procurement and commissioning	44,800	44,800	189,800
Digital infrastructure	1,083,000	1,096,000	1,206,000
Efficiencies	3,327,663	6,634,052	7,558,132
Total Gross Savings	12,363,756	22,846,589	31,605,414
Adjustments for HRA, DSG and Pressures	(2,610,598)	(2,753,386)	(3,251,386)
Total Net Savings	9,753,158	20,093,203	28,354,028
Council Tax Additional Income	2,100,000	2,200,000	2,300,000
Total Mitigations	11,853,158	22,293,203	30,654,028

- 2.17 The strategy is phased over three years so that Camden can fundamentally change the way that it provides some services in a measured and informed way. As part of this, it is investing in key services that are known to be important for our residents, businesses and partners. For example, it is known that good quality employment which is well-paid, stable and which offers clear opportunities for progression is a key component in tackling poverty and inequality. The Council is planning a major investment in its role in helping people that are removed from the job market to secure high-quality work, using our strong relationship with residents and tenants.
- 2.18 The Council will also continue to protect Camden's family of schools and our shared vision of collaboration, sharing best practice and school-led improvement across the education system. It will help all young people to achieve academic excellence.
- 2.19 It will continue to recognise the strengths in adults and older people and support them, in order to develop their resilience and maintain their independence. The Council is also looking to protect the existing and to create the next generation of public sector buildings – spaces that empower residents, provide space for community activity and improve cohesion and resilience.
- 2.20 These are only a few examples of the Council's planned investments over the next three years, but they provide an insight into how resources are being aligned to the ambitions within Our Camden Plan.
- 2.21 At its meeting on 12th December, Cabinet agreed that 36 of the MTFS initiatives were suitable for immediate implementation (Category A decisions) and work is now under way to deliver these initiatives in line with the decisions taken at that meeting. 31 of these initiatives are due to deliver savings in 2019/20. There were also 51 decisions which were agreed in principle, with the final decision on implementation delegated to officers, in consultation with the relevant Cabinet Member (Category B decisions). Of these, 34 are due to deliver savings in 2019/20, and work has continued to develop them further and to take final decisions where appropriate. Finally, there were 7 other initiatives which were noted as needing to come back to Cabinet at a later date for further decision (Category C decisions). Early work has continued to scope and explore these areas further, none of which are due to deliver savings in 2019/20.
- 2.22 It is important to note that in some cases where budgets are proposed to be reduced in a particular area, further decisions will be required (or will have already been taken) to implement the initiative achieving the budget reduction, as in the case of the Category B and C decisions described above. Those further decisions are often subject to consultation or engagement with residents and other stakeholders and to the results of Equality Impact Assessments (EIAs) or assessments of best value. The results of any consultations and EIA considerations will be analysed and taken into account

as part of the decision-making process required to put the proposed budget into effect. The savings that can be derived from these initiatives identified in the budget presented for agreement are therefore subject to change. If the proposals are changed in a way that materially reduces the budget reductions derivable from them (for example from having considered in detail the results of a consultation), there will be a need to make up for the shortfall through other additional reductions elsewhere, the use of reserves or by departing from the budget envelope – for which there is a particular constitutional procedure.

- 2.23 The Equality Impact Assessment (EIA) relating to the setting of budgets for 2019/20 and the proposal to increase council tax by 3.99% for 2019/20 (including 1% to be spent solely on adult social care) is attached as Appendix F. It concludes that there is no potential for discrimination and that all appropriate opportunities to advance equality and foster good relations have been taken.

Investments and Pressures

- 2.24 Delivering a transformational change programme of this size comes with the inevitable need to provide upfront investment to enable longer term benefits to be realised. The December 2018 MTFS report proposed to make a series of strategic investments. These include:

- **Employment Support:** An investment of £2m in 2019/20, with a recurring investment of £1.5m per annum in subsequent years, to design and develop an integrated employment support offer with our business and education partners.
- **Homelessness:** In February 2018 the Council agreed an investment of £0.54m to trial a multi-agency hotspot team in 2018/19 against the unprecedented increase in rough sleeping and street activity seen over a four-year period. It is proposed that the scheme continues in 2019/20 with a total investment of £0.91m.
- **Youth Safety Taskforce:** This was commissioned in December 2017 in response to a significant increase in incidents of youth violence. To support the partnership process and enable new solutions to be developed, the Council has agreed to provide one-off additional resources of up to £0.5m via the Camden Plan reserve.

- 2.25 The December 2018 MTFS report also noted indicative costs of implementation for the three year savings programme and since then further work has been carried out to review the level of investment required. Details of this are provided below:

- It is proposed to invest in the region of £10m to support the development of our digital capability and capacity, in order to support the ambitions of Our Camden Plan and the proposals within the MTFS.

To support this level of investment, there will be associated revenue support costs of £1.8m.

- It is proposed to invest £0.17m as part of our approach to tackling fraud, particularly in council tax, business rates and housing, by utilising the London Counter Fraud Hub.
- It is estimated that there will be a reduction in the workforce from the implementation of the MTFS and as such, we will need to set aside £1.7m for any redundancy costs.

2.26 The estimated cost of redundancy is an early indicative amount that will be developed over the MTFS period as we start the implementation of the financial strategy. The cost does not account for any pension strain as these are specific to individual circumstances and therefore cannot be estimated in advance.

2.27 Members also noted as part of the December 2018 MTFS the indicative calls of £4m on the budget set aside for key ongoing pressures that the Council has limited or no scope to mitigate. Since then, a number of other pressures have also arisen which will also be recognised as part of this budget, including pressures as a result of Government's decision to outsource the nationality services from local government of £0.3m and inflation pressures on ICT contracts of £0.8m.

2019/20 Budget

2.28 The Council is presenting a proposed gross expenditure budget of £917.19m and gross income budget of £246.26m. The balanced budget for 2019/20 presented here has been delivered through a combination of the proposals within the December 2018 MTFS, business rates income and grants. This remains subject to the council tax proposals in this report, as shown in Table 2 below.

Table 2 – 2019/20 Budget Summary

	Budget 2019/20 £000
Expenditure (excl. savings)	917,191
Income (excl. savings)	(246,259)
Net Budget Requirement	670,932
To be funded from	
Retained Business Rates	(122,125)
Collection Fund - Business Rates Deficit	3,600
Council Tax (incl. garden squares)	(112,412)
Collection Fund - Council Tax Surplus	(400)
Government Grants	(429,842)
MTFS Savings (as agreed December 2018)	(9,753)
Balance	0

- 2.29 Beyond 2019/20, there remains significant uncertainty around our future funding levels due to a new Spending Review, Government attempts to review its funding distribution across local government (known as the 'Fair Funding Review') and a potential reform of the business rates retention system. A fuller update will be provided to Cabinet in July 2019.

Council Tax and Adult Social Care Precept

- 2.30 The provisional settlement in December 2018 confirmed that the threshold over which increases in core council tax require a referendum would be 3% in 2019/20. A 1% increase from 2018/19 would represent an additional £11.94 per year for a band D property in Camden and would in total raise an additional £1.1m in 2019/20. It was also again confirmed that councils will have the flexibility to increase the dedicated adult social care (ASC) precept by up to 2% in 2019/20, subject to a maximum of 6% across the period 2017/18 to 2019/20.
- 2.31 The proposed combined increase in council tax levels is therefore 3.99%, made up of 2.99% core council tax plus 1% ASC precept (bringing the total ASC precept to 6% over the period 2017/18 to 2019/20). The authority will be considered to have set an excessive increase in council tax if the increase in the level of band D council tax for 2019/20 is 4% or more higher than current levels. Any proposals to increase tax above this threshold would require consent gained through a local referendum. The proposed increase in council tax of 3.99% does not exceed the relevant thresholds set out at Paragraph 2.30 and is therefore, in terms of the legislation, deemed as not being excessive. The Full Council should, however, formally declare this at the time of making the decision and there is a recommendation to this effect.
- 2.32 The Full Council agreed the 2019/20 council tax base at its meeting on 21st January 2019. The council tax is set by reference to the number of band D equivalents in its tax base, which is 90,500 for Camden as a whole. This represents an increase compared to 2018/19, due largely to an expected increase in the net number of properties and continued good performance in collecting council tax.
- 2.33 The 2019/20 tax base for Camden's three garden squares in terms of band D equivalents is 52.84 for Fitzroy Square, 24.50 for Gordon Square and 87.17 for Mecklenburgh Square.
- 2.34 The setting of the council tax requirement is a decision reserved to Full Council. It is the role of the Cabinet to recommend a council tax to Full Council, having given careful consideration to the information and advice in this report. The Executive Director Corporate Services states that the budget for 2019/20 is robust and balanced, subject to the passing of the appropriate recommendations by Cabinet and Full Council to set a council tax.
- 2.35 The proposals in this report would result in a council tax requirement of £112,412,186. The calculation of the council tax at Band D for the Council

based on a council tax requirement at the level indicated is shown in Table 3 below.

Table 3 - Council Tax Requirement

Council Tax at Band D	Budget 2019/20 £000
Expenditure charged to revenue account (incl. savings)	909,327
Income credited to revenue account (incl. savings)	(677,990)
Sub Total	231,337
Retained Business Rates	(122,125)
Revenue Support Grant	0
Collection Fund - Council Tax Surplus	(400)
Collection Fund - Business Rates Deficit	3,600
Sub Total	112,412
Council Tax Requirement	112,412
Garden Squares	(26)
Excluding Garden Squares	112,386
<hr/>	
Band D Council Tax (£s)	1,241.84
Percentage change over 2018/19	3.99%

- 2.36 In order to raise £112.412m, £0.026m will be received from garden square council tax payers, leaving £112.386m to be raised from a council tax base of 90,500. This means that it is necessary to set council tax at the Band D level at £1,241.84, before the GLA precept. This is a 3.99% increase compared to the previous year.
- 2.37 In order to set the council tax, Full Council must pass a resolution on the statutory determination of tax in the form provided by legislation. A statutory determination reflecting the council tax requirement and council tax details set out above is attached as Appendix C.

Greater London Authority Precept

- 2.38 The Greater London Authority (GLA) issues an overall precept, which is added to council tax bills and which includes core GLA services, the Metropolitan Police Authority, the London Fire and Emergency Planning Authority, Transport for London and the London Development Agency.
- 2.39 The Mayor has proposed an increase of 8.9% in the GLA precept for 2019/20, resulting in a band D GLA element of the council tax of £320.51. Members will be informed should any changes occur following the GLA budget meeting on the 25th February 2019.

Total Council Tax for 2019/20 including GLA Precept

- 2.40 Table 4 below shows how the level of council tax at band D recommended for 2019/20 compares with the amount set in 2018/19. This does not apply to residents living within garden squares.

Table 4 - Total Level of Council Tax for Residents not in Garden Squares

Total Council Tax at Band D	2018/19	2019/20	Increase / (Decrease)	Change
	£	£	£	%
Camden Element	1,194.20	1,241.84	47.64	3.99%
GLA Precept (2019/20 Proposed)	294.23	320.51	26.28	8.93%
Total	1,488.43	1,562.35	73.92	4.97%

- 2.41 The full levels of council tax for all Camden residents are set out in the statutory determination in Appendix C.

Collection Fund - Council Tax

- 2.42 There is a surplus on the council tax collection fund of £0.5m, of which Camden's share is £0.4m. This is mainly as a result of an increase in the tax base.

Collection Fund – Business Rates

- 2.43 There are 1,324 appeals outstanding against the 2010 rating valuation list. These have been fully provided for based on best estimates. It is too early for appeals to be assessed for the 2017 list, but provisions have been set aside according to the Government's best estimate of the likely impact. The total collection fund deficit is estimated at £12.23m, with Camden's share at £3.60m. The business rates safety net reserve, which is set aside for such eventualities, will be used to meet this cost.

Directorate and Departmental Budgets

- 2.44 Table 5 sets out the proposed departmental budgets for 2019/20. Further information is provided in the Council's Budget Book which are [on the Council's website](#). The Housing Revenue Account budget, which was agreed by Cabinet in January, is also shown in the Budget Book for reference.

Table 5 - Directorate Budgets 2019/20

Directorate	2019/20	2019/20	2019/20
	Gross Budget	Income Budget	Final Net Budget
	£m	£m	£m
Corporate Services	243.578	(221.187)	22.391
Supporting Communities	130.112	(65.927)	64.185
Supporting People	459.300	(280.890)	178.410
Public Health*	22.028	(0.381)	21.647
Non-Departmental	54.309	(109.606)	(55.297)
Total	909.327	(677.990)	231.337

*The Public Health grant received by the Council is allocated across departments in addition to the Public Health Directorate.

Levies

- 2.45 The Council pays levies to a number of organisations, which it must meet within its total budget requirement. Table 6 summarises the total levy payable to each organisation and compares it to the amount for the previous year.

Table 6 – Levies

Levy	2018/19	2019/20	Change
	£000	£000	%
North London Waste Authority (provisional)	5,162	5,604	9%
London Councils Grant Scheme	187	191	2%
Traffic Signals	353	366	4%
Concessionary Fares	12,370	12,283	-1%
London Pensions Fund Authority (estimate)	1,323	1,323	0%
Lee Valley Regional Park Authority (estimate)	215	215	0%
Environment Agency (estimate)	202	206	2%
Total	19,812	20,188	2%

- 2.46 The Council is also required to provide for levies on council tax issued by Garden Square Committees - Fitzroy Square, Gordon Square and Mecklenburgh Square. The Council is empowered to set a differential council tax on residential properties in these squares in recognition of these levies. Should any residents in the garden squares be entitled to benefit from council

tax reduction, the Council will contribute towards the requested levy, applying the same eligibility criteria as residents outside of the squares.

- 2.47 The levy requirements received for each Garden Square Committee for 2019/20 are shown in Table 7 below.

Table 7 - Garden Squares Levies

Garden Square	Levy Request 2018/19	Levy Request 2019/20	CTRS Adjustment	Collected through Council Tax 2019/20	Increase / (Decrease) in Levy Requested
	£	£	£*	£	
Fitzroy Square	9,000.00	9,000.00	0.00	9,000.00	0%
Gordon Square	3,743.32	3,818.18	(131.10)	3,687.08	2%
Mecklenburgh Square	14,000.00	14,000.00	(1,021.38)	12,978.62	0%
TOTAL	26,743.32	26,818.18	(1,152.48)	25,665.70	2%

**this is the Camden contribution towards the levy requirement due to residents eligible for Council Tax Reduction Scheme support.*

Fees and Charges

- 2.48 Cabinet approved the majority of fees and charges to apply in 2019/20 in the December 2018 report [Review of Camden Medium Term Financial Strategy](#). That report listed new fees and charges rising by 5% or more individually, and agreed to delegate authority to raise fees by less than 5% to Chief Officers in conjunction with relevant Portfolio holders. The new fees proposed in this report that require Cabinet approval include a new fee in Building Control for Access Adults. Some fees, mainly relating to licensing, by law require Full Council approval, and all such fees are presented individually.
- 2.49 A number of the fees and charges set out in statute have not been increased by the relevant Government Departments for many years. Following consultation with the Cabinet Member for Finance and Transformation it is proposed that the Council approach the relevant Departments to request a review of these regulations. It is hoped this will ensure that these fees and charges keep pace with rising costs and that the financial burden from the fees and charges regime does not fall on the Council's budget and local taxpayers.
- 2.50 Parking fees and charges are governed by specific legislation and the resident parking permit and parking suspension fees and charges have been reviewed in accordance with the legislative requirements. The proposed increases in resident parking permits and suspension charges, which are greater than 5%, are proposed to contribute to achieving the objectives of the Camden Transport Strategy, the draft updated Camden Transport Strategy and the draft Clean Air Action Plan. In addition, they also contribute to the delivery of Our Camden Plan. Further details explaining the rationale for the proposed

changes are provided in Appendix D. Any surplus arising from these proposed amended charges will be used in line with legislation, such as being applied to highway and traffic improvement and maintenance, concessionary fares and home to school transport. (Ref. CUS. 103-104, 106-108, 110-115, 135-137, 139-141, 157, 192-199, 200-211)

- 2.51 Further details regarding the fees and charges can be found in Appendix B1. The associated fees and charges for approval by Cabinet can be found in Appendix B2, with those fees and charges for approval by Cabinet and Full Council found in Appendices B3-B4.

Reserves and Balances

- 2.52 The Council sets aside specific resources in our reserves as part of our wider approach to prudent financial management. Reserves are similar to long-term savings and can only be used once. Therefore, the Council will use them to fund investment in transformation programmes and to mitigate future risks and financial uncertainty.
- 2.53 In addition to the above, the Council holds unearmarked reserves of £13.6m, equivalent to 3.3% of our spending power. The Council's organisational policy is to hold reserves at between 3% to 10% of our spending power, and at 3.3% we are at the lowest end of our policy. This enables the Council to ensure that the majority of our resources can support our front line services. Although reserves may be used to provide some capacity for longer term transformation savings to be delivered, the Council will not be using reserves to support an ongoing structural budget deficit. Table 8 sets out our proposed use of reserves for 2018/19 and confirms that there will be a net reduction of £18.7m.
- 2.54 This is in line with the Executive Director's policy of keeping general balances at the lowest end of Council policy. The Executive Director Corporate Services states that the level of reserves is adequate for an organisation of the Council's size and carrying the risks around further reductions in funding. The Executive Director further states that no major allocations of general balances should be considered at this stage.

Table 8 – 2018/19 Summary Movement of Earmarked Reserves

Earmarked Reserves	Actual Reserves 31/03/18	Out of Reserves	Into Reserves	Reserves 31/03/19	2018/19 Net Movement
	£000	£000	£000	£000	£000
To Support Key Revenue Outcomes	24,951	-9,661	5,754	21,044	-3,907
To Support Council's Remodelling Programmes	10,393	-4,658	8,404	14,139	3,746
On-going Capital Activity and Asset Management	28,827	-14,873	8,162	22,116	-6,711
Mitigation of Future Corporate Risk	22,242	-11,824	0	10,418	-11,824

Earmarked Reserves	Actual Reserves 31/03/18	Out of Reserves	Into Reserves	Reserves 31/03/19	2018/19 Net Movement
	£000	£000	£000	£000	£000
Total Earmarked Reserves	86,413	-41,016	22,320	67,717	-18,696

Revenue Outturn Forecast - Month 8 (December)

2.55 As part of its approach to prudent financial management, the Council operates a monthly monitoring cycle and quarterly reporting system of its revenue position. At Month 8, the authority is forecasting a net overspend in the General Fund of £0.363m at the end of the financial year. It should be noted that this is a working position, which can and is expected to improve by year-end. Further details of the forecast can be seen in the online document 2018/19 Financial Outturn Forecast (Month 8 – November).

Capital Strategy

- 2.56 The Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code (revised in December 2017) requires local authorities to produce a capital strategy to demonstrate that capital expenditure and investment decisions are taken in line with service objectives and to take account of stewardship, value for money, prudence, sustainability and affordability.
- 2.57 We are required to provide a public statement and strategy that:
- provides a robust framework for decision making and demonstrates that the Council takes capital expenditure and investment decisions in line with Camden Plan objectives,
 - properly takes account of stewardship, value for money, prudence, sustainability and affordability,
 - sets out the long-term context in which capital expenditure and investment decisions are made giving due consideration to both risk and rewards, impact on the achievement of priority outcomes, and
 - explains how associated risk is managed and the implications for future financial stability and sustainability.
- 2.58 In setting out these requirements, CIPFA hopes to encourage a more consistent, prudent and transparent approach to capital investment across local government. While CIPFA's formal requirements may be new, the Council has a longstanding tradition of robust financial management and capital investment and Cabinet regularly receives updates on its wider financial position across both the revenue and capital programme.
- 2.59 The Council has an ambitious programme of investment in our local communities. The current capital programme over the next ten years stands at £1.1bn and is funded primarily by Council resources such as capital receipts,

reserves and borrowing (86%) and developers' contributions (11%). Just under 3% of our funding comes from government grants.

The major areas of investment are:

- The Community Investment Programme (CIP), a programme of regeneration of a number of Council's estates, delivery of new homes and community facilities, investing in schools and improvements in the public realm;
- Continuing investment in Better Homes, tackling major repairs and delivering a programme of fire safety measures and improvements across the Council's housing stock, ensuring a safe and healthy living environment;
- The West End project, delivering improved public spaces, transport and other infrastructure, along with better air quality and facilities to support and encourage business and employment opportunities.

2.60 The Council has been successful in securing a government grant towards the re-cladding of the Chalcots estate (£80m) and a GLA affordable housing grant towards the construction of new genuinely affordable homes to be delivered by CIP (£30m). These grants will be added to the capital programme once funding agreements have been signed and programme of works agreed.

2.61 Against the background of reducing government grants, stagnating property markets and falling income from developers in respect of CIL and S106, the new GLA grants will provide some flexibility, will free up resources diverted to fund the fire safety works and will ease pressure on the HRA capital programme.

2.62 The draft capital strategy is attached as Appendix E for consideration and recommendation to Full Council. The strategy aims to provide a framework for transparent, affordable, prudent and sustainable investment decision making and to demonstrate accountability, stewardship and value for money in the context of long-term planning that ensures financial stability.

2.63 The key areas of the strategy are:

- Governance;
- Long-term view of the capital expenditure plans;
- Financing strategy;
- Associated risks and how these are managed;
- Impact of the capital investments on the financial stability of the organisation; and
- Key indicators to demonstrate affordability, sustainability and prudence.

2.64 The strategy will be updated and reported on annually, incorporating changes in expenditure, available resources, the organisation's priorities, investment needs and risk appetite as well as reporting on progress and delivery of the capital programme.

Capital Outturn Forecast – Month 8 (November)

- 2.65 The Council has an ambitious capital programme delivering on our aspirations and outcomes. The capital expenditure budget covers ten years and stands at a total of £1,135m, with a 2018/19 budget of £248m. The Month 8 (November) outturn forecast indicates a slippage against the budget of £48m.
- 2.66 To help fund the capital programme the Council has set challenging capital receipts targets of £788m over the next ten years, with £146m budgeted to be generated in the current year. The latest forecast shows 12% slippage in the current year from the target.
- 2.67 Further details of the forecast can be seen in the online document 2018/19 Financial Outturn Forecast (Month 8 – November).

3.0 OPTIONS

- 3.1 The report sets out the proposed departmental budgets for 2019/20. Cabinet and Council could choose alternative budget allocations.
- 3.2 To finance the proposed revenue budget proposals there is a net council tax requirement of £112,412,186, which equates to a Band D council tax level of £1,241.84 for residents not in Garden Squares – a 3.99% increase from 2018/19. Council could choose a different council tax level (within limitations imposed by the government), with reductions in council tax funded through expenditure reductions or increased income, and increases in council tax used to fund additional expenditure or reduced income.
- 3.3 The proposed 3.99% increase includes a 1% ‘precept’ for Adult Social Care, as set out in Paragraph 2.31. In the 2017 Settlement, government announced that councils would be allowed to raise the precept by up to 6% between 2017/18 and 2019/20, but not by more than 3% in each of 2017/18 and 2018/19 and no more than 2% in 2019/20. In 2017/18 and 2018/19 Council agreed to a 3% and 2% increase respectively and this report seeks to increase it by another 1% in 2019/20. This will generate much needed additional adult social care funding in the short-term to help manage significant cost pressures from demographic changes and funding reductions. Cabinet and Council could choose not to levy this precept in 2019/20, which would mean a reduction in the Adult Social Care budgets.
- 3.4 The report also proposes the use of short term funding to balance the budget for 2019/20 that provides the Council with the time required to implement transformative and lasting change. Cabinet could decide not to agree balancing the budget in this way and suggest alternatives.
- 3.5 The report proposes new fees and charges for 2019/20 in addition to those agreed by Cabinet on 12th December 2018. Cabinet could decide not to agree these fees and charges. The report also sets out fees and charges that are at the discretion of Full Council to agree, mainly regarding licensing. Full Council could decide not to agree these fees and charges.

4.0 WHAT ARE THE KEY IMPACTS / RISKS? HOW WILL THEY BE ADDRESSED?

Funding Uncertainty

- 4.1 The current multi-year local government finance settlement ends in 2019/20, which means there will be a new Spending Review from 2020/21 that will set the overall levels of funding for local government. This total amount will then be distributed to different local authorities based on a new funding formula the government is currently developing. This work is known as the 'Fair Funding Review'.
- 4.2 Although a consultation paper has been issued in respect of 'fair funding' not enough details have been released to assess the potential financial impact on Camden, especially given that the total quantum of resources and the factors and weightings that will decide their distribution have not yet been decided. That said, there is a real sense that these reforms could direct funding away from central London to other areas across the country and therefore, this review represents a real risk to future funding levels.
- 4.3 In addition to this, the Government is proposing to amend the current business rates funding system with a "re-set" due in 2020/21. Again, there remains little detail on the impact on Camden, but there is a real risk that there will be new baseline funding figures for each local authority in the country. This could mean that the Council could lose the accumulated growth it has received since the scheme was introduced in 2013.
- 4.4 The Council will continue to closely monitor the risks and will continue to reflect any emerging understanding in its medium term financial forecasts.

Delivery and Impact of the Savings Programme

- 4.5 The Council continues the challenging process of reducing its budget while achieving transformational change, with 2019/20 being the first year of the current MTFS programme. Although proposals put forward have been tested for robustness and deliverability, as the Council starts implementation some amendments may be required or elements may have risk of delivery. If any proposals need to be changed in a way that materially reduces the budget reductions deliverable from them, there will be a need to make up for the shortfall from other additional reductions elsewhere.
- 4.6 In approving the budget and the individual lines the Full Council is not making decisions as to the implementation, form or detail of service delivery. These are by law, in the most part, matters for the Executive - being the Cabinet and Cabinet Members and on occasion delegated Chief Officers.
- 4.7 In making those subsequent decisions the decision makers will be required to consider all relevant matters, including the results of any consultation and the Council's equality duties. Further, the decision maker will be aware of the fact

that should they consider it appropriate, for example when being asked to make service changes to achieve a budget reduction, and having taken into account all relevant facts (including but not limited to the results of any consultation and after due consideration of the Council's equalities duties) they have the option of not making the budget reductions detailed within the overall budget. They will still be required to balance the budget overall, for example by finding the savings from elsewhere or by using reserves and must otherwise comply with the Council's rules on budget setting and management. However, while being required to find balancing savings or alternative funding, there is flexibility to allow the level of savings or even the saving itself to be disregarded should upon detailed analysis the decision makers consider it to be appropriate.

Risks within the Capital Strategy

- 4.8 The scale and ambition of the capital programme inevitably carries risk. It is recognised that while risk cannot be completely eliminated, the Council has developed a significant approach to identifying and mitigating that risk. In financial terms, there is a general risk across the capital programme and in particular the CIP programme from a combination of reduction in government grants, falling income from developers in respect of S106 and CIL, falling sales valuations and slow sales rates, leading to a reduction in capital resources available to fund new schemes and repay debt.
- 4.9 The slowdown in the property and housing sales market is being driven largely by economic uncertainty linked to Brexit. It is unclear at present when the housing market will recover, so the Council will need to continue to monitor market conditions to ensure properties are made available for sale at the correct times.
- 4.10 There is also a risk to the programme from an increase in cost pressure driven by high construction cost inflation (5% according to market intelligence) and Brexit risk being priced into contracts due to uncertainty regarding the cost of materials and labour. An additional risk to the Council associated with the challenging construction market is to manage the exposure to construction companies whose viability may be at risk due to adverse market conditions.
- 4.11 Expected legislative changes following the Hackitt review of building regulations and fire safety will have a significant impact on the level of investment needed for fire safety works across the Council's assets and housing stock in particular, including the Chalcots estate.
- 4.12 However, the government's recent grant approval of £80.6m for the removal and replacement of cladding at Chalcots has minimised the materiality of this risk.
- 4.13 These risks will continue to be monitored and action taken as appropriate.

Risks in Adult Social Care

- 4.14 Adult Social Care continues to operate in a challenging financial environment. The Council has already delivered significant savings programmes in Adult Social Care, the most recent of which was the £16.8m delivered between 2015/16 and 2018/19, which increases the challenge of delivering further savings from 2019/20.
- 4.15 The national funding arrangements for social care remain volatile as the Government continues its approach of one-off or short term funding solutions. Although the Government has recently released a 10 year forward plan for the NHS, which includes some funding guarantees, the Adult Social Care Green paper continues to be delayed, which makes longer term financial planning difficult.
- 4.16 The majority of direct care funded by the Council is delivered by external providers who also under financial strain. In particular, the legislatively required increases in employer's pension contributions together with the financial impact of the Council's commitment to the London Living Wage (which increased by 3.4% in 2017/18 and 4.6% in 2018/19), and the Ethical Care Charter for homecare workers will have a significant impact on social care costs as approximately 80% of externally purchased care is pay related. This of course has to be seen in the context of the benefits of these policy decisions, including fair employment practice, greater stability in the social care workforce, and decent employment opportunities for Camden residents
- 4.17 Adult Social Care is also facing demographic pressures from increasing numbers of older adults with multiple long term conditions. Learning disability services are also experiencing significant demographic pressures from a combination of increasing numbers of young people with complex needs transitioning into the service and improvements in longevity.
- 4.18 Although the 10 year forward view for the NHS has some guarantees of funding for the NHS, the local NHS system is under increasing financial strain, which is being addressed locally through the North Central London Sustainability and Transformation Plan. However pressures and changes in the NHS system, particularly the requirement to avoid people being admitted to hospital and to avoid discharge delays, have the potential to cause significant costs in the social care sector.

Risks in Children's and SEN

- 4.19 The Council's approach to transformation and early investment and prevention has enabled the management of the children's social care budget within the available resources.
- 4.20 In common with other education authorities, Camden is experiencing costs pressures on its Dedicated Schools Grant High Needs Block (DSG HNB). The DSG HNB pays for educational services for children and young people with

special educational needs (SEN). The HNB is experiencing cost pressures from a combination of demographic and cost inflation. However, the most significant pressure has been caused by the implementation of the Children and Families Act 2014, which extended local authority responsibilities for SEN services to support young people to age 25, but without adding resources into the system. The Council's careful management of its HNB had resulted in the creation of a HNB reserve within the DSG reserve. However current forecasts indicate that the HNB reserve will be extinguished during 2019/20 and the HNB will fall into deficit. The SEN pressures are not unique to Camden and so we are working with London Councils as part of a national lobbying arrangement to put pressure on the DfE to increase funding for SEN. The DfE released some additional funds in December 2018, but this was insufficient to meet in-year pressures.

- 4.21 We are seeking to mitigate SEN cost pressures by working with Camden schools to deliver additional resource provision for children with autism in the borough so that we can reduce expensive out-of-borough placements, as well as a review of external high cost placements.

Table 10 – Summary of High Needs Block

High Needs Block	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 (est)
	£m	£m	£m	£m	£m	£m
Funding received	31.620	31.696	31.665	31.921	32.901	32.725
Additional DSG Funding						0.544
Expenditure	29.415	30.076	31.293	31.973	33.659	35.164
Contribution to early intervention AP project					0.225	0.225
DSG Reserve (+addition/- withdrawal)	2.205	1.620	0.372	-0.052	-0.983	-2.664
Cumulative reserves balance @ 31st March		3.824	4.196	4.145	3.162	1.042

5.0 LINKS TO OUR CAMDEN PLAN

- 5.1 The vision and ambition set out in Camden 2025 and Our Camden Plan (2018-22) sit at the heart of this financial strategy and the proposed 2019/20 budget.

6.0 CONSULTATION/ENGAGEMENT

Consultation with Business Rate Payers

- 6.1 The Council consulted the business community during the decision making process that culminated with the proposed budget. The consultation was published on the Council's website as a news item and included in an email bulletin to members of Camden Business Network. We have received no response to date.
- 6.2 If there are any further responses arising following the publication of this report, the Cabinet will receive a verbal update.
- 6.3 In addition to the consultation with the business community, the Council has built on the commitments set out in Camden 2025 and Our Camden Plan, and the engagement with citizens that took place during the development and agreement of our Medium Term Financial Strategy in December 2018. Going forward, we will for all our proposals build on our community's strong sense of activism, and our recent commitment in Our Camden Plan to giving our citizens a voice in our plans, to ensure we engage at the right time and in the right way where proposals may have an impact on residents, even where statutory consultation is not required. Further, as captured in Paragraph 2.21, Cabinet/delegated officer decisions will be required for some individual activities before the budget for those activities, or any changes to their budget, are put into effect. In those cases the decision-maker will, as appropriate, consider the results of any relevant consultation, the impact on equalities and our statutory duties generally.

7.0 LEGAL IMPLICATIONS (comments of the Borough Solicitor)

- 7.1 Appendix A of this report sets out the relevant legal considerations which affect the budget process. Before considering the details of the budget, Members need to have a clear understanding of the legal duties placed upon them as individuals, upon the Council as a public body and upon the Executive Director Corporate Services (the council's Chief Financial Officer), which are relevant to the budget making process and the decisions on the council tax.
- 7.2 The Cabinet and Council, in recommending and then setting the Council Tax, must have due regard to the impact those decisions will have upon the Council's statutory duty with regard to equalities. In summary these legal obligations require the Council and Cabinet, when exercising its functions, to have 'due regard' to the need to 1) Eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act; 2) to advance equality of opportunity between people who share a relevant protected characteristic and those who don't; 3) Foster good relations between people who share a relevant protected characteristic and those who don't (which involves tackling prejudice and promoting understanding). Under the Duty the relevant protected characteristics are: Age, Disability, Gender reassignment, Pregnancy and maternity, Race, Religion, Sex, Sexual orientation. In respect

of the first aim only - i.e. reducing discrimination, etc. - the protected characteristic of marriage and civil partnership is also relevant.

7.3 An Equality Impact Assessment (EIA) has been carried out on the setting of the revenue budgets and proposal to increase Council tax and this is attached at Appendix F. The EIA concludes that there is no potential for discrimination and all appropriate opportunities to advance equality and foster good relations have been taken. Members are referred to the detailed commentary within the EIA.

7.4 This report sets the budget for the forthcoming financial year and, as stated in Paragraph 2.21 and 2.22, in some cases where budgets are recommended to be reduced, further decisions will be required (or have already been taken) to implement the initiative achieving the budget reduction. These decisions will be subject to any applicable consultation requirements and analysis of equalities impacts together with consideration of other specific legal requirements. This will be undertaken as part the decision making process as required to implement the proposed budget. Further a significant number of these decisions are by law for the executive or delegated officers. Such considerations, which will be fully assessed by the decision makers in due course, are therefore not set out in this report. It therefore follows that the outcome of these decisions may lead to further amendments and/or changes to the proposed savings. Members will be aware that decisions on the budget do not amount to detailed decisions on the precise delivery of services, those decisions, in any event, for most services, being by law a matter for the executive. Decision makers (usually Cabinet, Cabinet Members or Chief Officers) are aware and will be reminded of their flexibility for example, around possible budget virementsⁱ and adjustments and the use of reserves when they consider it appropriate to make alternative decisions, which may not accord with a particular budget line. The overall requirement to balance the budget remains however.

8.0 RESOURCE IMPLICATIONS (finance comments of the Executive Director Corporate Services)

8.1 The comments of the Executive Director Corporate Services are contained within this report.

9.0 TIMETABLE FOR IMPLEMENTATION

9.1 The Council operates a robust financial governance and monitoring process. Chief Officers receive regular reports on the financial position and regularly review the capital programme and the medium term assumptions that underline the Council's modelling.

10.0 APPENDICES AND RESOURCES USED IN THE PREPARATION OF THIS REPORT

10.1 The following resources have been used in the preparation of this report and are available online through the hyperlink below or via [the website](#):

- [2018/19 Financial Outturn Forecast \(Month 8 - November\)](#)
- [2019/20 Budget Book](#)

Appendices:

- A. The Legal Framework Governing Budget Decisions
- B. Fees and Charges:
 - B1. Supporting Information*
 - B2. List of Fees & Charges – Cabinet to Approve*
 - B3. List of Existing Fees & Charges - Cabinet & Council to Approve*
 - B4. List of New Fees & Charges - Cabinet & Council to Approve*
- C. Statutory Determination of Council Tax 2019/20
- D. Reasons and Justification for Proposed Parking Suspension and Resident Permit Fees and Charges
- E. Capital Strategy
- F. Equality Impact Assessment
- G. Glossary of Terms

REPORT ENDS

A THE LEGAL FRAMEWORK FOR SETTING THE COUNCIL TAX**Setting the Council Tax**

- A.1 Section 1 of the Local Government Finance Act 1992 establishes the basic duty of a billing authority to levy and collect the Council Tax in respect of dwellings within its area.
- A.2 It requires every “billing authority” (local authority) to set a Council Tax for each financial year.
- A.3 The process of setting the Council Tax and the setting of a balanced budget are closely linked as the Council Tax is a major source of income and will be set at a level to enable the Council to meet its financial obligations for the following year, or in other words, for it to be able to balance its books. The Council is then under a legal obligation to publish details of the amount set.
- A.4 The amount of Council Tax set by the billing authority must be set before 11th March in the preceding financial year, although failure to do so does not affect validity of an amount set after that date (but would result in the Council having acted and while it had not set the Tax continuing to act unlawfully and open to challenge). No amount may be set before the earlier of 1st March or the date of issue to the billing authority of the precept from the major precepting authority. A setting of an amount of Council Tax will be void and of no legal effect if it fails to meet these requirements or those relating to relevant calculations set out in the Act.
- A.5 This decision to set the Council Tax is reserved to the authority and cannot be taken by the Cabinet or delegated to officers (Regulation 4 of the Local Authority (Functions and Responsibilities) (England) Regulations 2000/2853). However, the Cabinet has responsibility for preparing, revising and submitting estimates and other amounts to the authority for consideration by the authority when reaching its decision on the Council Tax. The “estimates” relate to the budget proposals, which, having taken account of income and grant, lead to the Council Tax “calculation”. The “calculation” relates to the amount of Council Tax that the Council itself formally “calculates” before the decision to set the level of Council Tax is made.

Balancing the Budget

- A.6 Before setting the level of the tax, the Council must have agreed a balanced budget, differentiated by services, which is sufficient to meet estimated revenue expenditure, levies, contingencies, any deficit estimated to be brought forward from previous years, and any amounts required to be transferred between funds. As part of the achieving of a balanced budget the Council must ensure that its income is sufficient to achieve and maintain sufficient reserves. The level of the budget requirement itself must not be unreasonable having regard to the Council’s fiduciary duty to its tax payers.
- A.7 Setting a budget which does not balance could be subject to a declaration by the Courts of the accounts being illegal and anything done as a direct result of

that would also be vulnerable to being overturned (R v Liverpool CC Exp. Ferguson [1985]).

- A.8 Members will be aware of the provisions of the Localism Act with regard to Council Tax. Previously, central government had the power to 'cap' Council Tax rises. If Ministers thought that local authorities were increasing taxes excessively they could stop them doing so by way of a cap. Under these new provisions the Secretary of State will determine a limit for Council Tax increases which has to be approved by the House of Commons. If an authority proposes to raise taxes above this limit they will have to hold a referendum to get approval for this from local voters who will be asked to approve or to veto the rise. The authority is, therefore, under a legal obligation, in order to avoid the need for a referendum, taking into account guidance from the Secretary of State, to decide whether its relevant basic amount is excessive.
- A.9 The legislation lays down in detail the matters which an authority must take into account in general terms with regard to income and expenditure and by taking one away from the other this results in the "council tax requirement" for the year. Previously the calculation resulted in its budget requirement. The Council is then under a legal obligation should it have a requirement to calculate the tax by dividing the council tax requirement by its Council Tax base - which was agreed by full Council on the 21st January 2019.
- A.10 The role of the Director of Finance as the Council statutory finance officer (s151 Local Government Act 1972) is pivotal. Members are under a duty (and may expose themselves to liability if they do not) to take his advice unless they have good and rational reason to not do so pursuant to the Code of Conduct.
- A.11 Under Section 25 of the Local Government Act 2003, the Council's Chief Financial Officer is required to report to the Council on the robustness of the estimates made for the purposes of the calculations, and the adequacy of the proposed financial reserves. The Council is under a duty to have regard to the report when making decisions about the calculations in connection with which it is made.
- A.12 Another consideration which members must take into account in reaching their decisions is the views of business ratepayers (Section 65 of the Local Government Finance Act 1992).
- A.13 Failure to set a balanced budget or set a Council Tax would also have practical implications as the Council could be faced with acute cash flow and potential collection difficulties.

Member Voting

- A.14 Section 106 of the Local Government Finance Act 1992 makes it a criminal offence for any member with arrears of Council Tax which have been outstanding for two months or more to attend any meeting at which a decision affecting the budget is to be made, unless the member concerned declares at the outset of the meeting that he or she is in arrears and will not be voting on the decision for that reason. The member concerned must not vote but may

speak. If a Cabinet member has arrears outstanding for two months or more, they are prevented from taking any part in such a decision. The application of Section 106 of the 1992 Act is very wide and members should be aware that the responsibility for ensuring that they act within the law at all times rests solely with the individual Member concerned.

Common Law Duties

- A.15 In making decisions in relation to the revenue budget and the Council Tax the Council (and its Members), as well as having a duty to ensure that the Council acts in accordance with its statutory duties, must act reasonably and must not act in breach of its fiduciary duty to its ratepayers and Council Tax payers.
- A.16 In reaching decisions on these matters, Members are bound by the general principles of administrative law. Local authority decisions need to be rational, prudent and made in accordance with recognised procedures. A local authority's discretion must not be abused or fettered and all relevant considerations must be taken into account. No irrelevant considerations may be taken into account, and any decision made must be one which only a reasonable authority, properly directing itself, could have reached. The resources available to the Council must be deployed to their best advantage.
- A.17 There is an overriding legal duty on Members to act prudently, responsibly, in a businesslike manner and in the best interests of the general body of local taxpayers. In deciding upon expenditure, the Council must fairly hold a balance between recipients of the benefits of services provided by the Council and its local taxpayers. Members should note that their fiduciary duty includes consideration of future local taxpayers as well as present local taxpayers. Fiduciary duty is also likely to include acting in good faith with a view to complying with statutory duties and financial prudence in the short and long term.
- A.18 In approving the budget and the individual lines the Council is not making decisions as to the implementation, form or detail of service delivery. These are by law, in the most part matters for the Executive - being the Cabinet and Cabinet Members and on occasion delegated Chief Officers.
- A.19 In making those subsequent decisions the decision makers will be required to consider all relevant matters including the results of any consultation and the Council's equality duties. Further the decision maker will be aware of the fact that should they consider it appropriate, for example when being asked to make service changes to achieve a budget reduction and having taken into account all relevant facts (including but not limited to the results of any consultation and after due consideration of the Council's equalities duties) they have the option of not making the budget reductions detailed within the overall budget. They will still be required to balance the budget overall via for example finding the savings from elsewhere or using reserves and otherwise comply with the Council's rules on budget setting and management. However, while being required to find balancing savings or alternative funding, there is the flexibility to allow the level of savings or even the saving itself to be

disregarded should on detailed analysis the decision makers consider it to be appropriate.

¹ FSO – subject to the scheme of delegation Chief Officers can vire between budget heading within their department. The ED Corporate Services can transfer resources in consultation with the relevant ED or Director of Public health. The transfer will be reported to the Cabinet at the earliest possibility

B1 FEES & CHARGES 2019/20 SUPPORTING INFORMATION

Fees Requiring Cabinet Approval

This report delegates authority for approving fees and charges increasing up to 5% to the relevant Executive Director in consultation with Portfolio holders. New fees and charges or exceptions where increases are above 5% on the previous year's maximum level are detailed for Cabinet approval.

Supporting information is provided below to explain the exception proposals and the reasonableness of the fee or charge.

A summary table of new fees and fee increases over 5% that require Cabinet approval can be found in Appendix B2.

Fees Requiring Full Council Approval

Some fees and charges by law require Full Council approval, which include some licensing fees. These are detailed in Appendices B3 and B4.

This report delegates authority for approving fees and charges increasing up to 5% to the relevant Executive Director in consultation with Portfolio holders.

Licence fees fall broadly into two categories. Those set by statute which the Council has no power to amend and those where the relevant statute gives Councils the power to set their fees in line with cost recovery, a cap may be set by statute in some cases.

Place Management

Building Control

The Building Control Service wishes to introduce a new fee for Access Audits required under the Equality Act 2010. The team has the appropriate skills to carry out the audits and prepare the reports. This is deemed an income generation opportunity to help address the budget pressures on the service. The service will be available to both internal customers and to external organisations. (Ref. PLA.217)

Engineering Services

A new fee and charge is being proposed to allow for the licencing of crane operations, where a crane is required on site or at a premises where there is a high impact considered. This provision relates to the powers under the Highways Act 1980. (Ref. PLA.281)

Environment Services

From the 1 April 2017 the management and delivery of the business waste and recycling service was transferred to Veolia. Camden receive a guaranteed income as part of this transfer. The introduction of additional services offered to customers for

business waste and recycling in 2018/19 allowed Veolia to maximise income, market share and generate the contractual income required.

Fees and Charges for 2019/20 have been reviewed and continue to be based on full cost recovery on the collection and disposal of waste/recycling to achieve guaranteed income targets whilst ensuring costs are competitive with the private sector.

A series of new charges are proposed to tackle businesses who present overweight commercial/trade waste bins. The charges have been set to enable cost recovery of these overweight bins. (Ref. PLA.399-404).

The levels for Fixed Penalty Notices (FPNs) have not changed since 2006, and in April 2018 the Environmental Offences Regulations 2007 Regulations, that relate to the levels for fixed penalty notices for various environmental offences were amended, revising maximum and minimum penalties. These regulations increased the maximum level of fixed penalties that councils can impose for environmental offences. The Director of Place Management in consultation with the Portfolio Holder have reviewed the charges as part of the package of measures used by the council to tackle offenders of environmental crime. Camden wants to take stronger action against those who commit environmental crimes affecting Camden's street scene and are therefore proposing increases to fees in these areas. (PLA. 312, 316-317, 792)

Environmental Health and Business Consumer Services (EHBCS)

EHBCS are responsible for managing the majority of the licensable activity on behalf of the authority including such things as licences for the supply of alcohol, gambling premises, sex establishment venues, storing of explosives and the late night levy. A number of these charges are set nationally and so will be charged in line with rates published by the relevant department/body such as storage of explosives which are set by the Health and Safety Executive (HSE).

Where the Regulations give the discretion to increase the fee the proposed increase is inflation at 2% which maintains cost recovery. There are no new fees and charges proposed. (Ref PLA. 495-501, 530-531, 557-682, 684-710, 715-734, 736-737, 739-772, 776-791)

A number of the fees and charges set out in statute haven't been increased by the relevant Government Departments for many years. Following consultation with the Cabinet Member for Finance and Transformation it is proposed that the Council approach the relevant Departments to request a review of these Regulations to ensure that these fees and charges keep pace with rising costs and that the financial burden, from the fees and charges regime, does not fall on the council's budget and local taxpayers.

Street Trading

Camden manages its street trading using the London Local Authorities Act 1990 (as amended) which permits the local authority to recover its costs as detailed below:

Section 32 - Fees and charges

(1) A borough council may charge such fees for the grant or renewal of a street trading licence under this Part of this Act, the grant of a temporary licence or for the variation at the request of the licence holder of the conditions of a street trading licence as they may determine and as may be sufficient in the aggregate to cover in whole or in part the reasonable administrative or other costs in connection with their functions under this Part of this Act, not otherwise recovered.

(2) A borough council may recover from licence holders such charges as may be sufficient in the aggregate taking one year with another to cover the reasonable costs, not otherwise recovered, of –

(a) the collection, removal and disposal of refuse or other services rendered by them to such holders; and

(b) the cleansing of streets in which street trading takes place in so far as that cleansing is attributable to such trading; and

(c) any reasonable administrative or other costs incurred in connection with the administration of this Part of this Act; and

(d) the cost of enforcing the provisions of this Part of this Act.

There are two new fees and charges for isolated pitch trading fees to give more flexibility to officers to charge the most appropriate rate for these pitches. These are daily charges for market licences. (Ref. PLA.434-435)

The current fees and charges have been reviewed in accordance with this guideline and as a result only an inflation increase of 2% has been applied. (Ref. PLA. 405-415, 418-426, 428-449, 451-454, 456-486)

Scrap Metal Dealers

The legislation governing the scrap metal dealer licensing fees allow costs to be recovered so these have also only received a 2% increase. (Ref. PLA. 487-492)

Community Services

Community Safety

Community protection notices, commonly known as CPNs, gives councils and the police the power to issue warnings and formal notices to individuals and businesses committing environmental antisocial behaviour that is having an impact on a local community's quality of life. If CPNs are breached councils have a range of enforcement options, including issuing fixed penalty notices up to a maximum of £100.00 per penalty notice and a reduced sum if paid within fourteen days. A report is to be presented to cabinet to seek authorisation to use CPNs to tackle specific cases of non-statutory noise nuisance, waste dumping and community safety and subject to that approval Cabinet is being asked to agree these fees. (Ref. GLL.309-310)

Housing Support Services

Camden Accessible Travel Service (CATS)

Camden Accessible Transport Solutions request to increase the Registered Disabled Card fee to £10.50 for 2019/20 to cover related costs with administration of the scheme. This discretionary fee is related to The Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) (No.2) Regulations 2011. (Ref. HOU.016)

Private Sector Housing

Following a review of projected costs involved in the processing and issuing of HMO applications and associated enforcement, it is proposed to increase the HMO Licence building fee by 37.6%, in conjunction with an increase in the unit fee of 10.1%, with the aim to achieve cost recovery. Benchmarking of other London Borough Mandatory/Additional HMO Licencing schemes indicate that Camden's proposed HMO Licencing fees are mid range with some charging higher amounts.(Ref. HOU.022-032)

Regeneration and Planning

Development Management

The service is proposing a new fee to cover the daily charge of an officer. The fee has been split into two categories, which reflect the cost of officers at different levels of seniority within the service. The fee has been calculated on a cost recovery basis. The reason for introducing this charge is to allow the service to charge, on a discretionary basis, for officer time and achieve better cost recovery. For example, the charge could be used to cover the cost of writing to confirm an enforcement notice had been complied with. (Ref. REG. 127-128)

It has recently been proposed by the Director of Regeneration and Planning, in consultation with the Cabinet Member for Investing in Communities, to more formally establish within the planning process a briefing for lead Members on emerging

proposals on the most strategic sites at the outset of pre-application discussions. This follows on from guidance found in paragraph 007 in the National Planning Policy regarding the importance of democratic involvement at the pre-application stage: “Democratically elected members are strongly encouraged to participate at the pre-application stage, where it is appropriate and beneficial for them to do so.” Such discussions with lead Members already take place as part of the wider package of engagement undertaken with the community and Members and formalising this engagement in the interest of transparency is considered appropriate. The formalisation would be achieved via the medium of the ‘Strategic Panel on Emerging Planning Proposals’, this offer is intended to be a paid service, in order to achieve cost recovery. (Ref. REG.131)

Sustainability

The service has done a full review of fees and charges for 2019/20. The service is no longer using the Camden Climate Change Alliance annual membership fee structure so has proposed to have these lines deleted. The service also no longer uses the carbon reporting online resource fee per metre so are proposing to have this removed.

The Camden Climate Change Alliance operates as an income generating Council service which provides environmental advice to businesses at reduced cost by the Council. The business model involves the Council selling consultancy services and premium memberships to larger businesses and organisations, which cross subsidise free services to smaller businesses and voluntary and third sector groups.

Fees and charges are reviewed regularly to ensure that the consultancy services are market competitive, market comparable and reflective of the officer time taken to deliver the various services.

The 2019/20 fees and charges are considered to be good value and will help ensure the continued operation of the Camden Climate Change Alliance. The service are proposing to increase their consultancy and premium membership fees between 18.2 and 21.2%. Following a review of the current fee structure it was established that the main part of this uplift was due to the VAT element of both these charges not being reflected correctly on the council’s core list of fees and charges. This is now corrected. (Ref. REG.126, 129-130)

Transport Strategy Service

This service has been reviewed and the creation of two new fees and charges proposed regarding S106 Agreements where the developer pays the council to review their local Level Travel plans. This is done over a 6 year period. Vehicle crossings were introduced to bring this particular fee in line with other creation of parking bay fees and forms part of phase 2 of this process.

Following an overall review of fees and charges 2019/20 the service is proposing to delete the fee for feasibility of vehicle crossings under the Traffic Management Order and instead is proposing to introduce an initial application fee for all parking bay creations (phase 1) followed by the creation of vehicle crossings under Traffic Management Order (phase 2) ensuring this fee is aligned with other creation of parking bays under Traffic Management Order fees and charges. (Ref. REG.124-125).

Further to this the service together with colleagues from Parking Operations, Finance and Engineering Services conducted a full cost recovery exercise of work undertaken to deliver parking bays that benefit the applicant. This resulted in the service now proposing an increase of 55.4% to the existing creation of parking bays under Traffic Management Orders fees and charges. (Ref. REG.110, 113-115).

Also within the Transport Strategy service the rewrite of Camden's Planning Guide has resulted in the introduction of revised fees which includes both the monitoring and measures elements for travel plans. Currently these fees only consist of a monitoring element. It will be secured through a financial contribution as part of the Planning Obligation via a Section 106 agreement.

The financial contribution allows the Council to monitor, comment and provide advice on the progress of the travel plans and covers the provision of certain measures within the travel plan, such as Cycle Skills training, Camden's Cycle Loan Scheme and walking initiatives delivered by the Council.

The service has therefore proposed an increase of between 60.3 – 60.4% on the existing fees. The main reason for the increases are that the revised travel plan fees would, going forward, include both a monitor and measures element. (Ref. REG.122 – 123)

Customer Services

Parking

An increase to the tariff structure for residents' parking permits has been proposed (pending Portfolio holder agreement) to assist in reducing car ownership (and use), incentivise the use of sustainable travel modes, and contribute towards achieving the Council's Transport Strategy and other Council objectives, the increase will average at 60% across both 12 month and 6 month tariff structures and will be comparable to similar London local Authorities. (Ref. CUS. 103-104, 106-108, 110-114, 135-137, 139-141, 192-199)

An increase to the suspensions tariff structure has also been proposed (pending portfolio holder agreement), the new structure will impose an increased daily charge incrementally to encourage shorter suspension duration. In addition to this, the parking suspensions function has now moved to a self-serve model where a significant part of the process is done online. (Ref. CUS. 200-211)

Registrars

The Home Office (through the LRSA - Local Registration Services Association) is introducing a new service similar to EPRS (European Passport Return Service) called ESS (European Settlement Scheme) to support EU citizens apply for settled status. The service is being piloted at different phases with the 2nd phase to commence from 21/01/2019 and full implementation in April 2019. As the service provided is similar to EPRS the charge has been set at £14 per application and has been agreed in principle by the portfolio holder. (Ref. CUS.191)

B2. FEES AND CHARGES – CABINET TO APPROVE

Fees & Charges increasing over 5% in 2019/20

All proposed increases are from the 1st April 2019.

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
CUS.103	Customer Services	Parking Operations	Residents' parking permits for ELECTRIC VEHICLES 12 Months	(blank)	35.94	14.9%	4.66
CUS.104	Customer Services	Parking Operations	Residents' parking permits for ELECTRIC VEHICLES 6 Months	(blank)	19.45	14.9%	2.52
CUS.106	Customer Services	Parking Operations	Residents' parking permits 12 Months Tariff 2	(blank)	221.87	70.3%	91.59
CUS.107	Customer Services	Parking Operations	Residents' parking permits 12 Months Tariff 3	(blank)	291.26	70.3%	120.23
CUS.108	Customer Services	Parking Operations	Residents' parking permits 12 Months Tariff 4	(blank)	475.00	60.4%	178.86
CUS.110	Customer Services	Parking Operations	Residents' parking permits 6 Months Tariff 2	(blank)	131.03	70.4%	54.13
CUS.111	Customer Services	Parking Operations	Residents' parking permits 6 Months Tariff 3	(blank)	171.03	70.3%	70.59
CUS.112	Customer Services	Parking Operations	Residents' parking permits 6 Months Tariff 4	(blank)	274.30	60.4%	103.27
CUS.113	Customer Services	Parking Operations	Residents' parking permits Registration of 2nd Vehicle on Same Permit	(blank)	100.68	70.3%	41.56
CUS.114	Customer Services	Parking Operations	Residents' parking permits Registration of 3rd Vehicle on Same Permit	(blank)	150.51	70.3%	62.13
CUS.135	Customer Services	Parking Operations	Residents' Parking Permits 12 Months Tariff 2 Diesel Surcharge	(blank)	47.70	70.3%	19.69

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
			(21.5% of 12 month permit charge)				
CUS.136	Customer Services	Parking Operations	Residents' Parking Permits 12 Months Tariff 3 Diesel Surcharge (21.5% of 12 month permit charge)	(blank)	62.62	70.3%	25.85
CUS.137	Customer Services	Parking Operations	Residents' Parking Permits 12 Months Tariff 4 Diesel Surcharge (21.5% of 12 month permit charge)	(blank)	102.13	60.4%	38.45
CUS.139	Customer Services	Parking Operations	Residents' Parking Permits 6 Months Tariff 2 Diesel Surcharge (21.5% of 6 month permit charge)	(blank)	28.17	70.4%	11.64
CUS.140	Customer Services	Parking Operations	Residents' Parking Permits 6 Months Tariff 3 Diesel Surcharge (21.5% of 6 month permit charge)	(blank)	36.77	70.3%	15.18
CUS.141	Customer Services	Parking Operations	Residents' Permits 6 Months Tariff 4 Diesel Surcharge (21.5% of 6 month permit charge)	(blank)	58.97	60.4%	22.20
PLA.312	Place Management	Environment Service	CN9 - FPN - Failure to comply with a waste receptacle notice.	Environmental Protection Act 1990 Section 47.	110.00	78.0%	48.20
PLA.316	Place Management	Environment Service	FPN Fly Tipping - maximum penalty	Environmental Protection Act 1990 the Unauthorised Deposit of Waste (Fixed Penalties)	400.00	100.0%	200.00

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
				Regulations 2016 33(za)			
PLA.317	Place Management	Environment Service	FPN Fly Tipping - maximum penalty (early payment reduction)	Environmental Protection Act 1990 the Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 33(za)	200.00	33.3%	50.00
PLA.792	Place Management	Environment Service	CN9 - FPN - Failure to comply with a waste receptacle notice (early payment reduction)	Environmental Protection Act 1990 Section 47.	80.00	33.3%	20.00
REG.110	Regeneration & Planning	Transport Strategy Service	Creation of Diplomatic Parking Bay under the Traffic Management Order	(blank)	3,000.00	55.4%	1,069.27
REG.113	Regeneration & Planning	Transport Strategy Service	Creation of Traders Bay under the Traffic Management Order	(blank)	3,000.00	55.4%	1,069.27
REG.114	Regeneration & Planning	Transport Strategy Service	Creation of a bay under Business Scheme A - under the Traffic Management Order	(blank)	3,000.00	55.4%	1,069.27
REG.115	Regeneration & Planning	Transport Strategy Service	Creation of a Doctor's Parking Bay under the Traffic Management Order	(blank)	3,000.00	55.4%	1,069.27
REG.126	Regeneration & Planning	Sustainability & Green Space	Carbon Consultancy Fee	Climate Change Act 2008	672.00	21.2%	117.32
REG.129	Regeneration & Planning	Sustainability & Green Space	Camden Climate Change Alliance Premium	Climate Change Act 2008	358.80	18.2%	55.31

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
			Membership annual fee for companies up to 250 employees				
REG.130	Regeneration & Planning	Sustainability & Green Space	Camden Climate Change Alliance Premium Membership annual fee for companies with 250+ employees	Climate Change Act 2008	1,200.00	20.0%	200.00
PLA.720	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Vehicle Refinishing Establishment - Annual Fee - Low risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	230.15	0.0%	-
PLA.721	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Vehicle Refinishing - Annual Fee - Medium risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	368.46	0.0%	-
PLA.722	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Vehicle Refinishing- Annual Fee -High Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	553.21	0.0%	-
PLA.723	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Petrol Etc - Annual Fee-Low Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	80.24	0.0%	-
PLA.724	Place Management	EHBCS - Environmental Health and Business	PART B PROCESS - Petrol Station- Annual Fee- Medium Risk	The Local Authority Permits for Part B Installations and Mobile Plant and	159.42	0.0%	-

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
		Consumer Services		Solvent Emission Activities (Fees and Charges) (England) Scheme 2017			
PLA.725	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Cement batching - Annual Fee - Low Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	780.20	0.0%	-
PLA.726	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Cement Batching -Annual Fee - Medium Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	1,172.94	0.0%	-
PLA.727	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Metal Recovery Establishments - Annual Fee - Medium Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	1,172.94	0.0%	-
PLA.728	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Dry Cleaners Annual Fee- Low Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	80.24	0.0%	-
PLA.729	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Dry Cleaners -Annual Fee- Medium Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	159.42	0.0%	-
PLA.730	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Dry cleaners- Annual Fee- High Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees	239.66	0.0%	-

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
				and Charges) (England) Scheme 2017			
PLA.731	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Petrol Station- High Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	239.66	0.0%	-
PLA.732	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS- Cement Batchers -High Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	1,765.21	0.0%	-
PLA.733	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS - Metal Recovery - Annual Fee-Low Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	780.20	0.0%	-
PLA.734	Place Management	EHBCS - Environmental Health and Business Consumer Services	PART B PROCESS_Metal Recovery-Annual Fee- High Risk	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	1,765.21	0.0%	-
PLA.737	Place Management	EHBCS - Environmental Health and Business Consumer Services	ENVIRONMENTAL HEALTH CHARGES - Copy of List of Part B processes	The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017	17.40	2.0%	0.34

New Proposed Fees and Charges

All proposed fees and charges are from the 1st April 2019.

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)
CUS.191	Customer Services	Registrars	European Settlement Scheme	(blank)	14.00
CUS.192	Customer Services	Parking Operations	Residents' parking permits 12 Months Tariff 1a	(blank)	130.28
CUS.193	Customer Services	Parking Operations	Residents' parking permits 12 Months Tariff 1b	(blank)	171.03
CUS.194	Customer Services	Parking Operations	Residents' parking permits 6 Months Tariff 1a	(blank)	76.65
CUS.195	Customer Services	Parking Operations	Residents' parking permits 6 Months Tariff 1b	(blank)	100.65
CUS.196	Customer Services	Parking Operations	Residents' Parking Permits 12 Months Tariff 1a Diesel Surcharge (21.5% of 12 month permit charge)	(blank)	28.01
CUS.197	Customer Services	Parking Operations	Residents' Parking Permits 12 Months Tariff 1b Diesel Surcharge (21.5% of 12 month permit charge)	(blank)	36.77
CUS.198	Customer Services	Parking Operations	Residents' Parking Permits 6 Months Tariff 1a Diesel Surcharge (21.5% of 6 month permit charge)	(blank)	16.48
CUS.199	Customer Services	Parking Operations	Residents' Parking Permits 6 Months Tariff 1b Diesel Surcharge (21.5% of 6 month permit charge)	(blank)	21.64
CUS.200	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (1 day)	(blank)	57.00
CUS.201	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (2-5 days)	(blank)	62.70
CUS.202	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (6-10 days)	(blank)	68.40
CUS.203	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (11-14 days)	(blank)	74.10
CUS.204	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (15-42 days)	(blank)	85.50
CUS.205	Customer Services	Parking Operations	Suspension of parking bays - Daily fee per space (43-183 days)	(blank)	108.30
CUS.206	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (1 day)	(blank)	39.14
CUS.207	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (2-5 days)	(blank)	43.05
CUS.208	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (6-10 days)	(blank)	46.97
CUS.209	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (11-14 days)	(blank)	50.88
CUS.210	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (15-42 days)	(blank)	58.71

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Ref	Division	Service	Description	Legislation	2019/20 Fee (£)
CUS.211	Customer Services	Parking Operations	Parking Bay Suspension (daily fee) for Skip Licences (43-183 days)	(blank)	74.36
GLL.309	Community Services	Community Safety	CPN - non-statutory noise nuisance, waste dumping and community safety.	The Antisocial Behaviour, Crime and Policing Act 2014	100.00
GLL.310	Community Services	Community Safety	CPN - non-statutory noise nuisance, waste dumping and community safety. (Reduced charge)	The Antisocial Behaviour, Crime and Policing Act 2015	80.00
PLA.217	Place Management	Building Control	Access Audits - per hour for audit and report	Equality Act 2010	110.78
PLA.399	Place Management	Environment Service	Business - Per collection and disposal of refuse from 140ltr up to 50KG	Environmental Protection Act 1990	10.96
PLA.400	Place Management	Environment Service	Business - Per collection and disposal of refuse from 240ltr up to 70KG	Environmental Protection Act 1990	12.62
PLA.401	Place Management	Environment Service	Business - Per collection and disposal of refuse from 360ltr up to 100KG	Environmental Protection Act 1990	15.11
PLA.402	Place Management	Environment Service	Business - Per collection and disposal of refuse from Paladin/Chamberlain/Eurobin Trade Container up to 500KG	Environmental Protection Act 1990	49.48
PLA.403	Place Management	Environment Service	Business - Per collection and disposal of food waste from Paladin/Chamberlain/Eurobin Trade Container 500L up to 500KG	Environmental Protection Act 1990	46.81
PLA.404	Place Management	Environment Service	Business - Per collection and disposal of food waste from 140-24ltr up to 120KG	Environmental Protection Act 1990	18.00
REG.124	Regeneration & Planning	Transport Strategy Service	Creation of vehicle crossings under Traffic Management Order	(blank)	3,000.00
REG.125	Regeneration & Planning	Transport Strategy Service	Application fee for parking bay creation	(blank)	125.00
REG.127	Regeneration & Planning	Development Management	Day rate for officer - up to and including Senior Planning officer level	(blank)	225.00
REG.128	Regeneration & Planning	Development Management	Day rate for officer - from principal planning officer to head of service	(blank)	380.00
REG.131	Regeneration & Planning	Development Management	Members Briefing - Strategic Panel Fee	Local Government Act 2003	1,854.41

B3. EXISTING FEES AND CHARGES - COUNCIL TO APPROVE

All proposed fees are effective from the 1st April 2019

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)	% Increase from 2018/19	£ Increase from 2018/19
CUS.001	Customer Services	Contact Camden	Tables/ Chairs: New application administration fee	Highways Act 1980	486.67	2.0%	9.54
CUS.002	Customer Services	Contact Camden	Tables/ Chairs: New application: per chair	Highways Act 1980	50.53	2.0%	0.99
CUS.003	Customer Services	Contact Camden	Tables/ Chairs: Renewal administration fee	Highways Act 1980	429.54	2.0%	8.42
CUS.004	Customer Services	Contact Camden	Tables/ Chairs: Renewal: per chair	Highways Act 1980	50.53	2.0%	0.99
CUS.005	Customer Services	Contact Camden	Tables/ Chairs - Change of details	Highways Act 1980	69.37	2.0%	1.37
CUS.006	Customer Services	Contact Camden	Tables/ Chairs - Replacement licence	Highways Act 1980	82.82	2.0%	1.62
CUS.007	Customer Services	Contact Camden	Table/Picnic Bench	Highways Act 1980	328.14	2.0%	6.43
CUS.008	Customer Services	Contact Camden	Table/Picnic Bench - application for reconsultation	Highways Act 1980	152.76	2.0%	3.00
CUS.009	Customer Services	Contact Camden	Street Naming & Numbering Applications Units 1-9	(blank)	193.37	2.0%	3.79
CUS.010	Customer Services	Contact Camden	Street Naming & Numbering Applications - Units 10-20	(blank)	253.78	2.0%	4.98
CUS.011	Customer Services	Contact Camden	Street Naming & Numbering Applications - 1200 units or above	(blank)	49,974.97	2.0%	979.90
CUS.012	Customer Services	Contact Camden	Street Naming & Numbering Applications - additional units at £32 per unit	(blank)	36.26	2.0%	0.71
CUS.013	Customer Services	Contact Camden	Street Naming & Numbering Applications - Naming a new street (includes access ways, mews, cul-de- scas)	(blank)	313.70	2.0%	6.15
CUS.014	Customer Services	Contact Camden	Existing developments - Renaming a Street	(blank)	415.27	2.0%	8.14

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CUS.015	Customer Services	Contact Camden	Naming or renaming a property	(blank)	231.81	2.0%	4.55
CUS.016	Customer Services	Contact Camden	Renumbering of a property	(blank)	231.81	2.0%	4.55
HOU.016	Housing Support Services	Camden Accessible Transport	Registered Disabled Card	(blank)	10.50	5.0%	0.50
HOU.021	Housing Support Services	Private Sector Housing	Service of Statutory Notice, under section 49 of Housing Act, 2004	Housing Act 2004	56.58	2.0%	1.11
HOU.022	Housing Support Services	Private Sector Housing	The Redress Scheme for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc. (England) Order 2014.	Housing Act 2004	5,000.00	0.0%	-
HOU.023	Housing Support Services	Private Sector Housing	FPN/PCN Legislation: Landlord failure to comply with 6(1) of the Smoke and Carbon Monoxide Alarm Regulations 2015	Smoke & Carbon Monoxide Alarm Regulations 2015, must provide a smoke alarm on each storey and a carbon monoxide alarm where property is fitted with a solid fuel burning appliance	5,000.00	0.0%	-
HOU.024	Housing Support Services	Private Sector Housing	Additional Housing Multiple Occupancy (HMO) Licence-Building Fee	Housing Act 2004	750.00	37.6%	205.00
HOU.025	Housing Support Services	Private Sector Housing	Mandatory Housing Management Occupancy (HMO) Licence - Building Fee	Housing Act 2004	750.00	37.6%	205.00
HOU.026	Housing Support Services	Private Sector Housing	Additional Housing Management Occupancy (HMO) Licence - Unit Fee	Housing Act 2004	60.00	10.1%	5.50
HOU.027	Housing Support Services	Private Sector Housing	Mandatory Housing Management Occupancy (HMO) Licence - Unit Fee	Housing Act 2004	60.00	10.1%	5.50
HOU.028	Housing Support Services	Private Sector Housing	Additional Housing Management Occupancy	Housing Act 2004	750.00	37.6%	205.00

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			Licence (HMO) - Student Accommodation - House/Flat Fee				
HOU.029	Housing Support Services	Private Sector Housing	Additional Housing Management Occupancy Licence (HMO) - Student Accommodation - Unit/Bedspace Fee	Housing Act 2004	6.50	8.3%	0.50
HOU.030	Housing Support Services	Private Sector Housing	Mandatory Housing Management Occupancy Licence (HMO) - Student Accommodation - Unit/Bedspace Fee	Housing Act 2004	750.00	37.6%	205.00
HOU.031	Housing Support Services	Private Sector Housing	Mandatory Housing Management Occupancy Licence (HMO) - Student Accommodation - Unit/Bedspace Fee	Housing Act 2004	6.50	8.3%	0.50
HOU.032	Housing Support Services	Private Sector Housing	Financial penalty as alternative to prosecution under Housing Act 2004	Housing and Planning Act 2016	30,000.00	0.0%	-
PLA.405	Place Management	Environment Service	Market Licence Fee - Permanent licence Hot Food all markets (unless otherwise specified) (mon to sat) - Daily Charge	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.406	Place Management	Environment Service	Market Licence Fee - Permanent Licence other goods all markets (unless otherwise specified) (Mon to Sat) - Daily Charge	London Local Authorities Act 1990 (as amended),	16.02	2.0%	0.31
PLA.407	Place Management	Environment Service	Market Licence Fee - Permanent pitch Hot Food (Sunday) one day - Daily Charge £52.56	London Local Authorities Act 1990 (as amended),	52.56	2.0%	1.03
PLA.408	Place Management	Environment Service	Market Licence Fee - Inverness Street other (Sunday) one day - Daily Charge	London Local Authorities Act 1990 (as amended),	37.33	2.0%	0.73
PLA.409	Place Management	Environment Service	Market Licence Fee - Eton Avenue other (Tues to Sat) per day - Daily Charge	London Local Authorities Act 1990 (as amended),	15.30	2.0%	0.30

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PLA.410	Place Management	Environment Service	Market Licence Fee - Plender Street Mon to Sat - Daily Charge	London Local Authorities Act 1990 (as amended),	13.35	2.0%	0.26
PLA.411	Place Management	Environment Service	Market Licence Fee - Permanent licence Birchington Road (mon to sat) - Daily Charge	London Local Authorities Act 1990 (as amended),	13.35	2.0%	0.26
PLA.412	Place Management	Environment Service	Market Licence Fee - Chalton St other (Wed to Fri) - Daily Charge	London Local Authorities Act 1990 (as amended),	13.35	2.0%	0.26
PLA.413	Place Management	Environment Service	Street Trading - Casual Licence Ticket Book - Mon to Sat - Non Food (sold in books of 5) (£23 a day)	London Local Authorities Act 1990 (as amended),	117.30	2.0%	2.30
PLA.414	Place Management	Environment Service	Street Trading - Casual Licence Ticket Book - Sun - Non Food (sold in books of 5) (£37 a day)	London Local Authorities Act 1990 (as amended),	188.70	2.0%	3.70
PLA.415	Place Management	Environment Service	Street Trading - Casual Licence Ticket Book - Charlton Street (sold in books of 5) £20 a day	London Local Authorities Act 1990 (as amended),	102.00	2.0%	2.00
PLA.418	Place Management	Environment Service	Market Licence Fee - All markets every day - Daily Charge (Farmers Market)	London Local Authorities Act 1990 (as amended),	69.36	2.0%	1.36
PLA.419	Place Management	Environment Service	Market Licence Fee - Temporary hot food trader Sunday (Inverness) - Daily Charge	London Local Authorities Act 1990 (as amended),	137.70	2.0%	2.70
PLA.420	Place Management	Environment Service	Market Licence Fee - Temporary non food Sunday (Inverness) - Daily Charge (we got £37)	London Local Authorities Act 1990 (as amended),	229.50	2.0%	4.50
PLA.421	Place Management	Environment Service	Regeneration Temporary Licence - Daily Charge (£10 a day) (sold in books of 5)	London Local Authorities Act 1990 (as amended),	51.00	2.0%	1.00
PLA.422	Place Management	Environment Service	Regeneration Neighbouring Pitch Fee - Daily Charge (£6 a day) sold in books of 5)	London Local Authorities Act 1990 (as amended),	30.60	2.0%	0.60
PLA.423	Place Management	Environment Service	Use of Area for food consumption - per First Pitch - Daily Charge	London Local Authorities Act 1990 (as amended),	10.20	2.0%	0.20
PLA.424	Place Management	Environment Service	Use of Area for food consumption per - Additional	London Local Authorities Act 1990 (as amended),	5.10	2.0%	0.10

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			Pitch - Daily Charge				
PLA.425	Place Management	Environment Service	Market Licence Fee - All markets every day - Daily Charge (Farmers Market)	London Local Authorities Act 1990 (as amended),	10.20	2.0%	0.20
PLA.426	Place Management	Environment Service	Market Licence Fee - All markets every day - Daily Charge (Farmers Market)	London Local Authorities Act 1990 (as amended),	15.30	2.0%	0.30
PLA.428	Place Management	Environment Service	Street Trading - Casual - Forecourt Licence Fee - Weekly	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.429	Place Management	Environment Service	Private Land daily trading fee each trader- Daily Charge	London Local Authorities Act 1990 (as amended),	5.10	2.0%	0.10
PLA.430	Place Management	Environment Service	Use of public footway or space display of goods (all new as temp) - Per Square Metre - Daily Charge	London Local Authorities Act 1990 (as amended),	2.04	2.0%	0.04
PLA.431	Place Management	Environment Service	Isolated pitch trading fee - Category A - Daily Charge (winter)	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.432	Place Management	Environment Service	Isolated pitch trading fee - Category B - Daily Charge (Autumn/ Spring)	London Local Authorities Act 1990 (as amended),	45.90	2.0%	0.90
PLA.433	Place Management	Environment Service	Isolated pitch trading fee - Category C - Daily Charge (summer)	London Local Authorities Act 1990 (as amended),	66.30	2.0%	1.30
PLA.436	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee -News Vendor - Annual	London Local Authorities Act 1990 (as amended),	4,222.78	2.0%	82.80
PLA.437	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee -News Vendor - Monthly	London Local Authorities Act 1990 (as amended),	351.90	2.0%	6.90
PLA.438	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee -Annual	London Local Authorities Act 1990 (as amended),	6,707.40	2.0%	131.52
PLA.439	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee - Monthly	London Local Authorities Act 1990 (as amended),	558.95	2.0%	10.96
PLA.440	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee -Tottenham Crt Rd - Dominion - Annual	London Local Authorities Act 1990 (as amended),	11,228.76	2.0%	220.17
PLA.441	Place Management	Environment Service	Street Trading - Miscellaneous Pitch Licence Fee -Tottenham Crt	London Local Authorities Act 1990 (as amended),	935.73	2.0%	18.35

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			Rd - Dominion - Monthly				
PLA.442	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Band 1- Annual	London Local Authorities Act 1990 (as amended),	4,222.78	2.0%	82.80
PLA.443	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Band 2- Annual	London Local Authorities Act 1990 (as amended),	4,222.78	2.0%	82.80
PLA.444	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Band 3- Annual	London Local Authorities Act 1990 (as amended),	6,707.40	2.0%	131.52
PLA.445	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Band 4- Annual	London Local Authorities Act 1990 (as amended),	6,707.40	2.0%	131.52
PLA.446	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Band 5 - Annual	London Local Authorities Act 1990 (as amended),	6,707.40	2.0%	131.52
PLA.447	Place Management	Environment Service	Miscellaneous Pitch Licence Fee -Queens Square - Annual charge	London Local Authorities Act 1990 (as amended),	6,403.08	2.0%	125.55
PLA.448	Place Management	Environment Service	Street Trading - Annual licence application fee Perm	London Local Authorities Act 1990 (as amended),	61.60	2.0%	1.21
PLA.449	Place Management	Environment Service	Street Trading - Annual licence renewal fee Perm	London Local Authorities Act 1990 (as amended),	61.60	2.0%	1.21
PLA.451	Place Management	Environment Service	Street Trading - Quarterly Licence Variation fee	London Local Authorities Act 1990 (as amended),	61.60	2.0%	1.21
PLA.452	Place Management	Environment Service	Street Trading Casual Licence Registration Fee	London Local Authorities Act 1990 (as amended),	61.60	2.0%	1.21
PLA.453	Place Management	Environment Service	Street Trading - 6 month application fee for public footway licence	London Local Authorities Act 1990 (as amended),	31.62	2.0%	0.62
PLA.454	Place Management	Environment Service	Street Trading - Private Land and shop front application fee	London Local Authorities Act 1990 (as amended),	102.00	2.0%	2.00
PLA.456	Place Management	Environment Service	Street Trading - Registered assistant application fee each assistant	London Local Authorities Act 1990 (as amended),	20.40	2.0%	0.40
PLA.457	Place Management	Environment Service	Street Trading - Registered assistant Renewal Fee each assistant	London Local Authorities Act 1990 (as amended),	20.40	2.0%	0.40
PLA.458	Place Management	Environment Service	Street Trading - replacement pitch cards, Licence Card, ID card and Fob Key	London Local Authorities Act 1990 (as amended),	51.00	2.0%	1.00
PLA.459	Place Management	Environment Service	Street Trading - Licence Panel Referral Fee	London Local Authorities Act	61.60	2.0%	1.21

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				1990 (as amended),			
PLA.460	Place Management	Environment Service	Street Trading – Arrears of Licence fees – Administration Late Payment Fee	London Local Authorities Act 1990 (as amended),	31.37	2.0%	0.62
PLA.461	Place Management	Environment Service	Street Trading - Designation Fee (non refundable)	London Local Authorities Act 1990 (as amended),	1,020.00	2.0%	20.00
PLA.462	Place Management	Environment Service	Street Trading - Fee for the provision/installation of services (water, electricity) actual cost plus management fee to be recharged	London Local Authorities Act 1990 (as amended),	-	0.0%	-
PLA.463	Place Management	Environment Service	Street Trading - Additional Waste Fee if outside of expected volume	London Local Authorities Act 1990 (as amended),	-	0.0%	-
PLA.464	Place Management	Environment Service	Street Trading - Canopy purchase price	London Local Authorities Act 1990 (as amended),	918.00	2.0%	18.00
PLA.465	Place Management	Environment Service	Use of council Equipment (Canopies etc.) - Daily Charge	London Local Authorities Act 1990 (as amended),	5.10	2.0%	0.10
PLA.466	Place Management	Environment Service	Set up and storage of canopies - Daily Charge	London Local Authorities Act 1990 (as amended),	15.30	2.0%	0.30
PLA.467	Place Management	Environment Service	Street Trading - PAT Testing Fee (per annum)	London Local Authorities Act 1990 (as amended),	30.60	2.0%	0.60
PLA.468	Place Management	Environment Service	Street Trading - Electric Cable fee (each cable)	London Local Authorities Act 1990 (as amended),	30.60	2.0%	0.60
PLA.469	Place Management	Environment Service	Street Trading - Hot food additional cleansing fee (when appropriate)	London Local Authorities Act 1990 (as amended),	-	0.0%	-
PLA.470	Place Management	Environment Service	Electricity Charge Fee - Daily Charge	London Local Authorities Act 1990 (as amended),	-	0.0%	-
PLA.471	Place Management	Environment Service	Street Trading - Event Fee (commercial Promotion)	London Local Authorities Act 1990 (as amended),	51.00	2.0%	1.00
PLA.472	Place Management	Environment Service	Street Trading - Event Fee application (Private Operator)	London Local Authorities Act 1990 (as amended),	204.00	2.0%	4.00
PLA.473	Place Management	Environment Service	Street Trading - Refunds, copy documentation, licence deposit and reclaim fee	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.474	Place Management	Environment Service	Generator Hire for events (other	London Local Authorities Act	51.00	2.0%	1.00

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			organisations) 76 decibels - First Day - Daily Charge	1990 (as amended),			
PLA.475	Place Management	Environment Service	Generator Hire for events (other organisations) 76 decibels - Subsequent Days - Daily Charge	London Local Authorities Act 1990 (as amended),	30.60	2.0%	0.60
PLA.476	Place Management	Environment Service	Street Trading - Generator Hire for events (other organisations) 76 decibels - Weekly	London Local Authorities Act 1990 (as amended),	153.00	2.0%	3.00
PLA.477	Place Management	Environment Service	Delivery charge for Generator or canopy/gazebo - Each Way	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.478	Place Management	Environment Service	Stall/Gazebo hire for events (Organisations) Per Stall - Daily Charge	London Local Authorities Act 1990 (as amended),	25.50	2.0%	0.50
PLA.479	Place Management	Environment Service	Storage of seized goods/receptacles - hot dogs/nutcarts and all other goods - Daily Charge	London Local Authorities Act 1990 (as amended),	76.50	2.0%	1.50
PLA.480	Place Management	Environment Service	Storage of seized goods/receptacles - Ice cream van storage - Daily Charge	London Local Authorities Act 1990 (as amended),	153.00	2.0%	3.00
PLA.481	Place Management	Environment Service	Street Trading - Return of Seized goods and or Recepticle £250	London Local Authorities Act 1990 (as amended),	258.83	2.0%	5.08
PLA.482	Place Management	Environment Service	Street Trading - FPN - S1- Contravention of condition of street trading licence or temporary licence	London Local Authorities Act 1990 (as amended),	102.00	2.0%	2.00
PLA.483	Place Management	Environment Service	Street Trading - FPN - S2- Making false statement in connection with application for street trading licence or temporary licence	London Local Authorities Act 1990 (as amended),	127.50	2.0%	2.50
PLA.484	Place Management	Environment Service	Street Trading - FPN - S3- Resisting or obstructing authorised officer	London Local Authorities Act 1990 (as amended),	255.00	2.0%	5.00
PLA.485	Place Management	Environment Service	Street Trading - FPN - S4- Failure to produce street trading licence on demand	London Local Authorities Act 1990 (as amended),	102.00	2.0%	2.00
PLA.486	Place Management	Environment Service	Street Trading - FPN - S5- Unlicensed street trading	London Local Authorities Act 1990 (as amended),	153.00	2.0%	3.00

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PLA.487	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Site Licence - License	Scrap Metal Dealer Act 2013	543.54	2.0%	10.66
PLA.488	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Site Licence-Variation	Scrap Metal Dealer Act 2013	326.12	2.0%	6.39
PLA.489	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Site Licence-Duplicate	Scrap Metal Dealer Act 2013	5.44	2.0%	0.11
PLA.490	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Collector's Licence-License	Scrap Metal Dealer Act 2013	434.83	2.0%	8.53
PLA.491	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Collector's Licence-Variation	Scrap Metal Dealer Act 2013	326.12	2.0%	6.39
PLA.492	Place Management	Environment Service	Scrap Metal Dealer Act 2013: Collector's Licence-Duplicate	Scrap Metal Dealer Act 2013	5.44	2.0%	0.11
PLA.495	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Food Export Certificates	Food Safety Act 1990	67.56	2.0%	1.32
PLA.496	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Food Premises Register - Full	Food Safety Act 1990	788.25	2.0%	15.46
PLA.497	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Food Premises Register - Category	Food Safety Act 1990	19.15	2.0%	0.38
PLA.498	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Food Premises Register - Individual	Food Safety Act 1990	9.57	2.0%	0.19
PLA.499	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Body Export Certificates - Free of Infection	Food Safety Act 1990	28.15	2.0%	0.55
PLA.500	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Safety Licensing - Body Export Certificates - Witness Sealing of Coffin Plus Certification	Food Safety Act 1990	39.41	2.0%	0.77
PLA.501	Place Management	EHBCS - Environmental Health and Business Consumer Services	Food Hygiene Rating rescore request (per hour)	Food Safety Act 1990	61.20	2.0%	1.20

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PLA.530	Place Management	EHBCS - Environmental Health and Business Consumer Services	Competitive Bidding (Lifetime licence)	Greater London Council (General Powers) Act 1984	422.28	2.0%	8.28
PLA.531	Place Management	EHBCS - Environmental Health and Business Consumer Services	Fireworks Annual Licence Fee	Fireworks registration and storage is Regulation 9(7) of the Fireworks Regulations 2004	500.00	0.0%	-
PLA.557	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Dangerous Wild Animals - Premises - Annual licences	Dangerous Wild Animals Act 1976	503.50	2.0%	9.87
PLA.558	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Dangerous Wild Animals - On Location - Annual licences	Dangerous Wild Animals Act 1976	243.30	2.0%	4.77
PLA.559	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Dog Breeding Establishments - Annual licences	Animal Welfare Act 2006	499.27	2.0%	9.79
PLA.560	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Annual Animal Boarding Establishments licences	Animal Boarding Establishments Act 1963	338.29	2.0%	6.63
PLA.561	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Annual Farm licences	Animal Boarding Establishments Act 1963	170.87	2.0%	3.35
PLA.562	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Annual Pet Shop Licence	Pet Animals Act 1951	374.58	2.0%	7.34
PLA.563	Place Management	EHBCS - Environmental Health and Business Consumer Services	Health & Safety - Annual Riding Establishment Licences	Riding Establishment Act 1964	766.71	2.0%	15.03
PLA.564	Place Management	EHBCS - Environmental Health and Business Consumer Services	Personal Licence Fee - new grant or renewal	The Licensing Act 2003 (Fees) Regulations 2005	37.00	0.0%	-
PLA.565	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band A (0-4,300) Non	The Licensing Act 2003 (Fees) Regulations 2005	70.00	0.0%	-

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			Domestic Rateable Value				
PLA.566	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band B (4,301-33,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	180.00	0.0%	-
PLA.567	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band C (33,001-87,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	295.00	0.0%	-
PLA.568	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band D (87,001-125,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	320.00	0.0%	-
PLA.569	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band E (125,001 and over) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	350.00	0.0%	-
PLA.570	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band D (87,001 - 125,000) Non Domestic Rateable Value (Alcohol as primary activity)	The Licensing Act 2003 (Fees) Regulations 2005	640.00	0.0%	-
PLA.571	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band E (125,001 and over) Non Domestic Rateable Value (Alcohol as primary activity)	The Licensing Act 2003 (Fees) Regulations 2005	1,050.00	0.0%	-
PLA.572	Place Management	EHBCS - Environmental Health and Business Consumer Services	New grant or variation - premises licences and club premises certificates - Band A (0 -4,300) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	100.00	0.0%	-
PLA.573	Place Management	EHBCS - Environmental	New grant or variation -	The Licensing Act 2003	190.00	0.0%	-

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		Health and Business Consumer Services	Premises licences and Club Premises Certificates - Band B (4301 - 33,000) Non Domestic Rateable Value	(Fees) Regulations 2005			
PLA.574	Place Management	EHBCS - Environmental Health and Business Consumer Services	New grant or variation - Premises licences and Club Premises Certificates - Band C (33,001 - 87,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	315.00	0.0%	-
PLA.575	Place Management	EHBCS - Environmental Health and Business Consumer Services	New grant or variation - Premises licences and Club Premises Certificates - Band D (87,001 - 125,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	450.00	0.0%	-
PLA.576	Place Management	EHBCS - Environmental Health and Business Consumer Services	New grant or variation - Premises licences and Club Premises Certificates - Band E (125,001 and over) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	635.00	0.0%	-
PLA.577	Place Management	EHBCS - Environmental Health and Business Consumer Services	New grant or variation - Premises licences and Club Premises Certificates - Band D (87,001 - 125,000) Non Domestic Rateable Value	The Licensing Act 2003 (Fees) Regulations 2005	900.00	0.0%	-
PLA.578	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Charge - Premises licences and Club Premises Certificates - Band E (125,001 and over) Non Domestic Rateable Value (Alcohol as primary activity)	The Licensing Act 2003 (Fees) Regulations 2005	1,905.00	0.0%	-
PLA.579	Place Management	EHBCS - Environmental Health and Business Consumer Services	Supply of copies of information contained in register	The Licensing Act 2003 (Fees) Regulations 2005	5.00	0.0%	-
PLA.580	Place Management	EHBCS - Environmental Health and Business	Supply of copies of information contained in register - per page	The Licensing Act 2003 (Fees) Regulations 2005	0.20	0.0%	-

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		Consumer Services					
PLA.581	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application for copy of licence or summary on theft, loss etc of premises license or summary	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.582	Place Management	EHBCS - Environmental Health and Business Consumer Services	Notification of change of name or address (holder of premises licence)	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.583	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application to vary specified individual as premises supervisor	The Licensing Act 2003 (Fees) Regulations 2005	23.00	0.0%	-
PLA.584	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application to transfer premises licence	The Licensing Act 2003 (Fees) Regulations 2005	23.00	0.0%	-
PLA.585	Place Management	EHBCS - Environmental Health and Business Consumer Services	Interim authority notice for licences	The Licensing Act 2003 (Fees) Regulations 2005	23.00	0.0%	-
PLA.586	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application for making of a provisional statement	The Licensing Act 2003 (Fees) Regulations 2005	315.00	0.0%	-
PLA.587	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application for copy of certificate or summary on theft, loss etc of certificate or summary	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.588	Place Management	EHBCS - Environmental Health and Business Consumer Services	Notification of change of name or alteration of club rules	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.589	Place Management	EHBCS - Environmental Health and Business Consumer Services	Change of relevant registered address of club	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.590	Place Management	EHBCS - Environmental Health and Business Consumer Services	Temporary Event Notices	The Licensing Act 2003 (Fees) Regulations 2005	21.00	0.0%	-
PLA.591	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 5,000 to 9,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	1,000.00	0.0%	-

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PLA.592	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 10,000 to 14,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	2,000.00	0.0%	-
PLA.593	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 15,000 to 19,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	4,000.00	0.0%	-
PLA.594	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 20,000 to 29,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	8,000.00	0.0%	-
PLA.595	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 30,000 to 39,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	16,000.00	0.0%	-
PLA.596	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 40,000 to 49,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	24,000.00	0.0%	-
PLA.597	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 50,000 to 59,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	32,000.00	0.0%	-
PLA.598	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 60,000 to 69,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	40,000.00	0.0%	-
PLA.599	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 70,000 to 79,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	48,000.00	0.0%	-
PLA.600	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 80,000 to 89,999 people Additional Fee	The Licensing Act 2003 (Fees) Regulations 2005	56,000.00	0.0%	-
PLA.601	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 90,000 and over	The Licensing Act 2003 (Fees) Regulations 2005	64,000.00	0.0%	-

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			people Additional Fee				
PLA.602	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 5,000 to 9,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	500.00	0.0%	-
PLA.603	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 10,000 to 14,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	1,000.00	0.0%	-
PLA.604	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 15,000 to 19,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	2,000.00	0.0%	-
PLA.605	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 20,000 to 29,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	4,000.00	0.0%	-
PLA.606	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 30,000 to 39,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	8,000.00	0.0%	-
PLA.607	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 40,000 to 49,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	12,000.00	0.0%	-
PLA.608	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 50,000 to 59,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	16,000.00	0.0%	-
PLA.609	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 60,000 to 69,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	20,000.00	0.0%	-
PLA.610	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 70,000 to 79,999 people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	24,000.00	0.0%	-
PLA.611	Place Management	EHBCS - Environmental Health and	Large Scale Events or Premises which	The Licensing Act 2003 (Fees)	28,000.00	0.0%	-

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		Business Consumer Services	will cater for 80,000 to 89,999 people Additional Annual Fee	Regulations 2005			
PLA.612	Place Management	EHBCS - Environmental Health and Business Consumer Services	Large Scale Events or Premises which will cater for 90,000 and over people Additional Annual Fee	The Licensing Act 2003 (Fees) Regulations 2005	32,000.00	0.0%	-
PLA.613	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application for copy of notice on theft, loss etc of temporary event notice	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.614	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application for copy of licence on theft, loss etc of personal licence	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.615	Place Management	EHBCS - Environmental Health and Business Consumer Services	Notification of change of name or address (personal licence)	The Licensing Act 2003 (Fees) Regulations 2005	10.50	0.0%	-
PLA.616	Place Management	EHBCS - Environmental Health and Business Consumer Services	Notice of interest in any premises	The Licensing Act 2003 (Fees) Regulations 2005	21.00	0.0%	-
PLA.617	Place Management	EHBCS - Environmental Health and Business Consumer Services	Minor Variation Fee	The Licensing Act 2003 (Fees) Regulations 2005	89.00	0.0%	-
PLA.618	Place Management	EHBCS - Environmental Health and Business Consumer Services	Application to vary a licence to include alternative conditions (disapply DPS for community premises)	The Licensing Act 2003 (Fees) Regulations 2005	23.00	0.0%	-
PLA.619	Place Management	EHBCS - Environmental Health and Business Consumer Services	Supply of conditions	The Licensing Act 2003 (Fees) Regulations 2005	16.64	0.0%	-
PLA.620	Place Management	EHBCS - Environmental Health and Business Consumer Services	Busking standard licence	Section 36(3) of the London Local Authorities Act 2000	19.97	2.0%	0.39
PLA.621	Place Management	EHBCS - Environmental Health and Business Consumer Services	Busking special licence	Section 36(3) of the London Local Authorities Act 2000	49.40	2.0%	0.97
PLA.622	Place Management	EHBCS - Environmental Health and	Pre application licencing advice given by	The Licensing Act 2003 (Fees)	61.20	2.0%	1.20

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		Business Consumer Services	Regulatory Services (per hour)	Regulations 2005			
PLA.623	Place Management	EHBCS - Environmental Health and Business Consumer Services	Gaming Machine Notification	Gambling Act 2005 Section 212 of the Gambling Act 2015	50.00	0.0%	-
PLA.624	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licensed Premises Gaming Machine Permit (LPGMP)	Gambling Act 2005 Section 212 of the Gambling Act 2015	150.00	0.0%	-
PLA.625	Place Management	EHBCS - Environmental Health and Business Consumer Services	Annual Fee for LPGMP - (Licensed Premises Gaming Machine Permit)	Gambling Act 2005 Section 212 of the Gambling Act 2015	50.00	0.0%	-
PLA.626	Place Management	EHBCS - Environmental Health and Business Consumer Services	Variation of LPGMP - (Licensed Premises Gaming Machine Permit)	Gambling Act 2005 Section 212 of the Gambling Act 2015	100.00	0.0%	-
PLA.627	Place Management	EHBCS - Environmental Health and Business Consumer Services	Transfer of LPGMP - (Licensed Premises Gaming Machine Permit)	Gambling Act 2005 Section 212 of the Gambling Act 2015	25.00	0.0%	-
PLA.628	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - New Application (Premises Licence)	Gambling Act 2005 Section 212 of the Gambling Act 2015	960.00	2.1%	20.00
PLA.629	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Variation of application	Gambling Act 2005 Section 212 of the Gambling Act 2015	745.00	2.1%	15.00
PLA.630	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	630.00	1.9%	12.00
PLA.631	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Provisional Statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	540.00	1.9%	10.00
PLA.632	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - New Application (Premises Licence) with a provisional statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	316.00	1.9%	6.00
PLA.633	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Transfer of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	184.00	2.2%	4.00

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PLA.634	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Reinstatement of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	112.00	1.8%	2.00
PLA.635	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - 1st Annual fee for licence with seasonal condition	Gambling Act 2005 Section 212 of the Gambling Act 2015	377.00	1.9%	7.00
PLA.636	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Seasonal condition Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	470.00	2.2%	10.00
PLA.637	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Copy of Licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	25.00	0.0%	-
PLA.638	Place Management	EHBCS - Environmental Health and Business Consumer Services	Betting Shops - Change of circumstance	Gambling Act 2005 Section 212 of the Gambling Act 2015	40.00	0.0%	-
PLA.639	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Variation of application	Gambling Act 2005 Section 212 of the Gambling Act 2015	877.00	2.0%	17.00
PLA.640	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	673.00	2.0%	13.00
PLA.641	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Transfer of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	184.00	2.2%	4.00
PLA.642	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Reinstatement of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	122.00	1.7%	2.00
PLA.643	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - 1st Annual fee for licence with seasonal condition	Gambling Act 2005 Section 212 of the Gambling Act 2015	408.00	2.0%	8.00
PLA.644	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Seasonal condition Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	510.00	2.0%	10.00
PLA.645	Place Management	EHBCS - Environmental Health and	Converted Casino - Copy of Licence	Gambling Act 2005 Section 212 of the	25.00	0.0%	-

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		Business Consumer Services		Gambling Act 2015			
PLA.646	Place Management	EHBCS - Environmental Health and Business Consumer Services	Converted Casino - Change of circumstance	Gambling Act 2005 Section 212 of the Gambling Act 2015	40.00	0.0%	-
PLA.647	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - New Application (Premises Licence)	Gambling Act 2005 Section 212 of the Gambling Act 2015	530.00	1.9%	10.00
PLA.648	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Variation of application	Gambling Act 2005 Section 212 of the Gambling Act 2015	439.00	2.1%	9.00
PLA.649	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	581.00	1.9%	11.00
PLA.650	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Provisional Statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	530.00	1.9%	10.00
PLA.651	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - New Application (Premises Licence) with a provisional statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	316.00	1.9%	6.00
PLA.652	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Transfer of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	184.00	2.2%	4.00
PLA.653	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Reinstatement of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	112.00	1.8%	2.00
PLA.654	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - 1st Annual fee for licence with seasonal condition	Gambling Act 2005 Section 212 of the Gambling Act 2015	347.00	2.1%	7.00
PLA.655	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Seasonal condition Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	439.00	2.1%	9.00
PLA.656	Place Management	EHBCS - Environmental Health and Business	Adult Gaming Centre - Copy of Licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	25.00	0.0%	-

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		Consumer Services					
PLA.657	Place Management	EHBCS - Environmental Health and Business Consumer Services	Adult Gaming Centre - Change of circumstance	Gambling Act 2005 Section 212 of the Gambling Act 2015	51.00	2.0%	1.00
PLA.658	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - New Application (Premises Licence)	Gambling Act 2005 Section 212 of the Gambling Act 2015	530.00	1.9%	10.00
PLA.659	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Variation of application	Gambling Act 2005 Section 212 of the Gambling Act 2015	449.00	2.0%	9.00
PLA.660	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	612.00	2.0%	12.00
PLA.661	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Provisional Statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	530.00	1.9%	10.00
PLA.662	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - New Application (Premises Licence) with a provisional statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	316.00	1.9%	6.00
PLA.663	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Transfer of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	184.00	2.2%	4.00
PLA.664	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Reinstatement of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	112.00	1.8%	2.00
PLA.665	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - 1st Annual fee for licence with seasonal condition	Gambling Act 2005 Section 212 of the Gambling Act 2015	367.00	1.9%	7.00
PLA.666	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Seasonal condition Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	459.00	2.0%	9.00
PLA.667	Place Management	EHBCS - Environmental Health and	Family Entertainment	Gambling Act 2005 Section 212 of the	25.00	0.0%	-

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		Business Consumer Services	Centre - Copy of Licence	Gambling Act 2015			
PLA.668	Place Management	EHBCS - Environmental Health and Business Consumer Services	Family Entertainment Centre - Change of circumstance	Gambling Act 2005 Section 212 of the Gambling Act 2015	40.00	0.0%	-
PLA.669	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - New Application (Premises Licence)	Gambling Act 2005 Section 212 of the Gambling Act 2015	826.00	2.0%	16.00
PLA.670	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Variation of application	Gambling Act 2005 Section 212 of the Gambling Act 2015	673.00	2.0%	13.00
PLA.671	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	632.00	1.9%	12.00
PLA.672	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Provisional Statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	561.00	2.0%	11.00
PLA.673	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - New Application (Premises Licence) with a provisional statement	Gambling Act 2005 Section 212 of the Gambling Act 2015	326.00	1.9%	6.00
PLA.674	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Transfer of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	184.00	2.2%	4.00
PLA.675	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Reinstatement of licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	112.00	1.8%	2.00
PLA.676	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - 1st Annual fee for licence with seasonal condition	Gambling Act 2005 Section 212 of the Gambling Act 2015	398.00	2.1%	8.00
PLA.677	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Seasonal condition Annual Fee	Gambling Act 2005 Section 212 of the Gambling Act 2015	500.00	2.0%	10.00
PLA.678	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Copy of Licence	Gambling Act 2005 Section 212 of the Gambling Act 2015	25.00	0.0%	-

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PLA.679	Place Management	EHBCS - Environmental Health and Business Consumer Services	Bingo Hall - Change of circumstance	Gambling Act 2005 Section 212 of the Gambling Act 2015	40.00	0.0%	-
PLA.680	Place Management	EHBCS - Environmental Health and Business Consumer Services	Lotteries: Registration - New	Gambling Act 2005 Section 212 of the Gambling Act 2015	40.00	0.0%	-
PLA.681	Place Management	EHBCS - Environmental Health and Business Consumer Services	Lotteries: Registration - Renewal	Gambling Act 2005 Section 212 of the Gambling Act 2015	20.00	0.0%	-
PLA.682	Place Management	EHBCS - Environmental Health and Business Consumer Services	Gambling - Temporary Use Notice - Cost will be recovered upto a legal maximum of £500	Gambling Act 2005 Section 212 of the Gambling Act 2015	510.00	2.0%	10.00
PLA.684	Place Management	EHBCS - Environmental Health and Business Consumer Services	MST: (Massage and Special Treatments) Cat A -	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	2,315.83	2.0%	45.41
PLA.685	Place Management	EHBCS - Environmental Health and Business Consumer Services	MST: Renewal (Massage and Special Treatments) Cat A -	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	2,285.07	2.0%	44.81
PLA.686	Place Management	EHBCS - Environmental Health and Business Consumer Services	MST: (Massage and Special Treatments) - Hairdressers, nailbars, tattoo,etc - Cat B	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	870.06	2.0%	17.06
PLA.687	Place Management	EHBCS - Environmental Health and Business Consumer Services	MST: Renewal (Massage and Special Treatments) - hairdressers, nailbars, tattoo,etc Cat B - Renewal	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	683.40	2.0%	13.40
PLA.688	Place Management	EHBCS - Environmental Health and Business Consumer Services	MST: Special Treatment Establishment licence: Ancillary Business: Transfer	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	154.02	2.0%	3.02

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PLA.689	Place Management	EHBCS - Environmental Health and Business Consumer Services	Transmission of licence (in the event of the death of the licensee) for remainder of year	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	154.02	2.0%	3.02
PLA.690	Place Management	EHBCS - Environmental Health and Business Consumer Services	Change of name or address of licence holder	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	154.02	2.0%	3.02
PLA.691	Place Management	EHBCS - Environmental Health and Business Consumer Services	Variation to licence (New treatment similar to existing)	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	154.02	2.0%	3.02
PLA.692	Place Management	EHBCS - Environmental Health and Business Consumer Services	Variation to licence (New category of treatment)	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	231.54	2.0%	4.54
PLA.693	Place Management	EHBCS - Environmental Health and Business Consumer Services	Variation to licence (Hours)	Massage and Special treatments is Section 7(6) of Part II of the London Local Authorities Act 1991 (as amended)	154.02	2.0%	3.02
PLA.694	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues: Replacement License	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	22.63	2.0%	0.44
PLA.695	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues: Change of Details	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	26.72	2.0%	0.52
PLA.696	Place Management	EHBCS - Environmental Health and Business	SEV - Entertainment Venues: Standard Variation	Schedule 3 to the Local Government (Miscellaneous	4,434.50	2.0%	86.95

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		Consumer Services		Provisions) Act 1982 as amended by the Policing and Crime Act 2009			
PLA.697	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues: Transfer fee	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	489.60	2.0%	9.60
PLA.698	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues: New application (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	7,476.60	2.0%	146.60
PLA.699	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues: Renewal application fee (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	4,375.80	2.0%	85.80
PLA.700	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues - Renewal and variation application fee (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	7,476.60	2.0%	146.60
PLA.701	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Entertainment Venues - Part 2 Enforcement Fee	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	4,457.40	2.0%	87.40
PLA.702	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - Shops - new application fee (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	7,517.40	2.0%	147.40
PLA.703	Place Management	EHBCS - Environmental Health and	SEV - shops - renewal	Schedule 3 to the Local Government	9,914.57	2.0%	194.40

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		Business Consumer Services	application fee (Part 1 admin fee)	(Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009			
PLA.704	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - variation application fee (Part 1 and Part 2)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	3,152.49	2.0%	61.81
PLA.705	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - renewal and variation application fee (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	9,301.10	2.0%	182.37
PLA.706	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - transfer application fee (Part 1 admin fee)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	489.60	2.0%	9.60
PLA.707	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - replacement licence application fee	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	22.64	2.0%	0.44
PLA.708	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - Change details application fee	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	26.73	2.0%	0.52
PLA.709	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - Part 2 enforcement fee (variation and transfer)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	1,576.25	2.0%	30.91

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PLA.710	Place Management	EHBCS - Environmental Health and Business Consumer Services	SEV - shops - Part 2 enforcement fee (new application)	Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009	3,983.91	2.0%	78.12
PLA.736	Place Management	EHBCS - Environmental Health and Business Consumer Services	ENVIRONMENTAL HEALTH CHARGES - Contaminated Land Register - individual premises record (new)	Environmental Information Regulations 2004. Part 2. Regulation 8.	16.24	2.0%	0.32
PLA.739	Place Management	EHBCS - Environmental Health and Business Consumer Services	ENVIRONMENTAL SEARCH - Contaminated Land- (general)	Environmental Information Regulations 2004. Part 2. Regulation 8.	69.59	2.0%	1.36
PLA.740	Place Management	EHBCS - Environmental Health and Business Consumer Services	Environmental Contaminated Land Search (commercial)	Environmental Information Regulations 2004. Part 2. Regulation 8.	141.44	2.0%	2.77
PLA.741	Place Management	EHBCS - Environmental Health and Business Consumer Services	Environmental Contaminated Land Search (residential)	Environmental Information Regulations 2004. Part 2. Regulation 8.	107.50	2.0%	2.11
PLA.748	Place Management	EHBCS - Environmental Health and Business Consumer Services	FPN/PCN Legislation - letting agents in breach of Consumer Rights Act 2015 requirement to publish a full tariff of their fees	Consumer Rights Act 2015	5,000.00	0.0%	-
PLA.749	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 1 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	185.00	0.0%	-
PLA.750	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 2 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	243.00	0.0%	-
PLA.751	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 3 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	304.00	0.0%	-
PLA.752	Place Management	EHBCS - Environmental Health and	Licence to Store Explosives - New - 4 Year Duration	Explosives storage is the Regulation 14	374.00	0.0%	-

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		Business Consumer Services	(minimum separation distance greater than 0 meters)	(12) of The Explosives Regulations 2014			
PLA.753	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 5 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	423.00	0.0%	-
PLA.754	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 1 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	109.00	0.0%	-
PLA.755	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 2 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	141.00	0.0%	-
PLA.756	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 3 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	173.00	0.0%	-
PLA.757	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 4 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	206.00	0.0%	-
PLA.758	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - New - 5 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	238.00	0.0%	-
PLA.759	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - Renewal - 1 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	86.00	0.0%	-
PLA.760	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - Renewal - 2 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	147.00	0.0%	-
PLA.761	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - Renewal - 3 Year Duration (minimum separation	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	206.00	0.0%	-

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			distance greater than 0 meters)				
PLA.762	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - Renewal - 4 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	266.00	0.0%	-
PLA.763	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to Store Explosives - Renewal - 5 Year Duration (minimum separation distance greater than 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	326.00	0.0%	-
PLA.764	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to store Explosives - Renewal - 1 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	54.00	0.0%	-
PLA.765	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to store Explosives - Renewal - 2 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	86.00	0.0%	-
PLA.766	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to store Explosives - Renewal - 3 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	120.00	0.0%	-
PLA.767	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to store Explosives - Renewal - 4 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	152.00	0.0%	-
PLA.768	Place Management	EHBCS - Environmental Health and Business Consumer Services	Licence to store Explosives - Renewal - 5 Year Duration (no minimum separation distance - 0 meters)	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	185.00	0.0%	-
PLA.769	Place Management	EHBCS - Environmental Health and Business Consumer Services	Varying a Explosives Licence - Varying Name of Licensee of Address of Site	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	36.00	0.0%	-
PLA.770	Place Management	EHBCS - Environmental Health and	Transfer of Explosives	Explosives storage is the Regulation 14	36.00	0.0%	-

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		Business Consumer Services	Licence or registration	(12) of The Explosives Regulations 2014			
PLA.771	Place Management	EHBCS - Environmental Health and Business Consumer Services	Replacement of Explosives Licence or registration	Explosives storage is the Regulation 14 (12) of The Explosives Regulations 2014	36.00	0.0%	-
PLA.772	Place Management	EHBCS - Environmental Health and Business Consumer Services	Primary Authority fee with businesses - for the level of compliance for licensing, trading standards, H&S and fire safety. (per hour)	Regulatory Enforcement & Sanctions Act 2008	61.20	2.0%	1.20
PLA.776	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am - Band A (0-4,300) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	299.00	0.0%	-
PLA.777	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am - Band B (4,301-33,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	768.00	0.0%	-
PLA.778	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am - Band C (33,001-87,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	1,259.00	0.0%	-
PLA.779	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am - Band D (87,001-125,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	1,365.00	0.0%	-
PLA.780	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6ams - Band E (125,001 and over) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	1,493.00	0.0%	-
PLA.781	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am - Band D (87,001 - 125,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	2,730.00	0.0%	-

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			(Alcohol as primary activity)				
PLA.782	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6ams - Band E (125,001 and over) Non Domestic Rateable Value (Alcohol as primary activity)	The Late Night Levy (Application and Administration) Regulations 2012	4,400.00	0.0%	-
PLA.783	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Business Improvement District) - Band A (0-4,300) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	209.30	0.0%	-
PLA.784	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am -(30% reduction Business Improvement District) Band B (4,301-33,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	537.60	0.0%	-
PLA.785	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Business Improvement District) - Band C (33,001-87,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	881.30	0.0%	-
PLA.786	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Business Improvement District) - Band D (87,001-125,000) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	955.50	0.0%	-
PLA.787	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction	The Late Night Levy (Application and Administration)	1,045.00	0.0%	-

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			Business Improvement District) - Band E (125,001 and over) Non Domestic Rateable Value	Regulations 2012			
PLA.788	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Business Improvement District) - Band D (87,001 - 125,000) Non Domestic Rateable Value (Alcohol as primary activity)	The Late Night Levy (Application and Administration) Regulations 2012	1,911.00	0.0%	-
PLA.789	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Business Improvement District) - Band E (125,001 and over) Non Domestic Rateable Value (Alcohol as primary activity)	The Late Night Levy (Application and Administration) Regulations 2012	3,108.00	0.0%	-
PLA.790	Place Management	EHBCS - Environmental Health and Business Consumer Services	Late Night Levy - licenced premises that sells alcohol between midnight and 6am (30% reduction Small Business Rate Relief) - Band A (0-4,300) Non Domestic Rateable Value	The Late Night Levy (Application and Administration) Regulations 2012	209.30	0.0%	-
PLA.281	Place Management	Engineering Services	To site a crane on the highways (standard fee)	Highways Act s169	562.94	0.0%	-
REG.122	Regeneration & Planning	Transport Strategy Service	S106 Agreement where the developer pays the council to review their local Level Travel plans over a 6 year period	Town and Country Planning Act 1990	4,946.00	60.4%	1,861.98
REG.123	Regeneration & Planning	Transport Strategy Service	S106 Agreement where the developer pays the council to review their Strategic Level Travel plans over a 6 year period	Town and Country Planning Act 1990	9,892.00	60.3%	3,722.85

B4. NEW FEES AND CHARGES - COUNCIL TO APPROVE

The new fees proposed are effective from the 1st April 2019

Ref	Division	Service	Description	Legislation	2019/20 Fee (£)
PLA.434	Place Management	Environment Service	Isolated pitch trading fee - Category D - Daily Charge (Seasonal/cost/Commodity variable)	London Local Authorities Act 1990 (as amended)	86.70
PLA.435	Place Management	Environment Service	Isolated pitch trading fee - Category E - Daily Charge (Seasonal/Cost/Commodity variable)	London Local Authorities Act 1990 (as amended)	107.10

C STATUTORY DETERMINATION OF COUNCIL TAX 2019/20

BY THE COUNCIL OF THE LONDON BOROUGH OF CAMDEN

- C.1. The report to the 25th February 2019 Cabinet sets out the net council tax requirement for 2019/20 of £112,412,186. This equates to a basic amount of Council Tax at Band D of £1,242.12, which for Camden residents not in Garden Squares is £1,241.84 for Camden Council's purposes.
- C.2. The Mayor of London's budget for the Greater London Authority reflects a 8.9% increase producing a total at the Band D level of £1,562.35 for residents not living within the Garden Squares.

STATUTORY DETERMINATION OF COUNCIL TAX 2019/20**BY THE COUNCIL OF THE LONDON BOROUGH OF CAMDEN**

In accordance with s.30 of the Local Government Finance Act 1992 (and amendments made in the Localism Act 2011 and the Local Audit and Accountability Act 2014), the Council resolves;

1. Special Expenses (Garden Squares)

- C.3. That it be agreed that the levies totalling £25,665.70 raised by the Garden Square committees for Fitzroy Square, Gordon Square, and Mecklenburgh Square should be designated as special Council expenses within the provisions of Section 35(1) of the Local Government Finance Act 1992.

2. Council Tax Base

- C.4. That it be noted that at its meeting on 21st January 2019 the Council's Cabinet calculated the following amounts for the year 2019/20 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:

(1) 90,500 being the amount calculated by the Council in accordance with Regulation 3 of the Local Authorities (Calculations of Council Tax Base) Regulations 1992, as its Council Tax base for the year.

(2) Fitzroy Square	52.84
Gordon Square	24.50
Mecklenburgh Square	87.17

Being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

3. Calculation of Council Tax

- C.5. That the following amounts be now calculated by the Council for the year 2019/20 in accordance with The Local Government Finance Act 1992 as amended by Sections 31A to 36 of the Localism Act 2011 and the Local Audit and Accountability Act 2014.

(1) In relation to each financial year a billing authority in England must make the calculations required by this section.

(2) The authority must calculate the aggregate of: (in accordance with Section 31A(2) of the Act)

- (a) £890,296,186 being the expenditure which the authority estimates it will incur in the year in performing its functions and will charge to a revenue

account, other than a BID Revenue Account, for the year in accordance with proper practices.

- (b) £nil being such allowance as the authority estimates will be appropriate for contingencies in relation to amounts to be charged or credited to a revenue account for the year in accordance with proper practices.
- (c) £19,031,062 being the financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure.
- (d) £nil being such financial reserves as are sufficient to meet so much of the amount estimated by the authority to be a revenue account deficit for any earlier financial year as has not already been provided for.
- (e) £3,200,000 being the amount which it estimates will be transferred in the year from its general fund to its collection fund in accordance with section 97(4) of the 1988 Act, and
- (f) £nil being the amount which it estimates will be transferred from its general fund to its collection fund pursuant to a direction under section 98(5) of the 1988 Act and charged to a revenue account for the year.

(3) The authority must calculate the aggregate of: (in accordance with Section 31A(3) of the Act)

- (a) £786,097,262 being the income which it estimates will accrue to it in the year and which it will credit to a revenue account, other than a BID Revenue Account, for the year in accordance with proper practices.
- (b) £nil being the amount which it estimates will be transferred in the year from its collection fund to its general fund in accordance with section 97(3) of the 1988 Act.
- (c) £nil being the amount which it estimates will be transferred from its collection fund to its general fund pursuant to a direction under section 98(4) of the 1988 Act and will be credited to a revenue account for the year, and
- (d) £14,017,800 being the amount of the financial reserves which the authority estimates it will use in order to provide for the items mentioned in subsection (2) (a), (b), (e) and (f) above.

(4) Council Tax Requirement

£112,412,186 being the amount by which the aggregate calculated under subsection (2) above exceeds that calculated under subsection (3) above, the authority must calculate the amount equal to the difference; and the amount so calculated is to be its council tax requirement for the year.

(5) Basic Amount

£1,242.12 being the amount at (4) divided by the amount at 2(1) above, calculated by the Council, in accordance with section 31A of the Act as amended, as the basic amount of its council tax for the year.

(6) Special Items (Garden Squares)

£25,665.70 being the aggregate amount of all special items referred to in Section 34(1) of the Act.

(7) Basic Amount for Areas of the Borough not including Garden Squares

£1,241.84 the amount at (5) above less the result given by dividing the amount at (6) above by the amounts at 2(1) above, calculated by the Council in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special items relate.

(8) Basic Amounts for Garden Squares

	£
Fitzroy Square	1,412.17
Gordon Square	1,392.33
Mecklenburgh Square	1,390.73

Being the amounts given by adding to the amount at (5) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 2(2) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

(9) Camden’s Council Tax

Location	A	B	C	D	E	F	G	H
Fitzroy Square	941.45	1098.35	1255.26	1412.17	1725.99	2039.8	2353.62	2824.34
Gordon Square	928.22	1082.92	1237.63	1392.33	1701.74	2011.14	2320.55	2784.66
Mecklenburgh Square	927.15	1081.68	1236.2	1390.73	1699.78	2008.83	2317.88	2781.46
All other parts of the Council’s Area	827.89	965.88	1103.86	1241.84	1517.8	1793.77	2069.73	2483.68

Being the amounts given by multiplying the amounts at (7) and (8) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in the proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

(10) Greater London Authority Precept

That it be noted that for the year 2019/20 the following amounts in a precept issued to the Council has been stated in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Location	A	B	C	D	E	F	G	H
Greater London Authority	213.67	249.29	284.9	320.51	391.73	462.96	534.18	641.02

(11) Council Tax for the Area

That subject to the decisions on recommendation 1 above, having calculated the aggregate (to two decimal places) in each case of the amounts at (9) and (10) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amount of Council Tax for the year 2019/20 for each of the categories of dwellings shown below.

Location	A	B	C	D	E	F	G	H
Fitzroy Square	1,155.12	1,347.64	1,540.16	1,732.68	2,117.72	2,502.76	2,887.80	3,465.36
Gordon Square	1,141.89	1,332.21	1,522.53	1,712.84	2,093.47	2,474.10	2,854.73	3,425.68
Mecklenburgh Square	1,140.82	1,330.97	1,521.10	1,711.24	2,091.51	2,471.79	2,852.06	3,422.48
All other parts of the Council's Area	1,041.56	1,215.17	1,388.76	1,562.35	1,909.53	2,256.73	2,603.91	3,124.70

1. Introduction

- 1.1. This paper provides Cabinet with further information on the rationale for the new fees and charges for resident parking permits and parking suspension.
- 1.2. Parking fees and charges are governed by specific legislation which clearly states that they cannot be set for the purpose of increasing income. Camden's proposed changes are based solely on achieving the aims set out in the existing and new (draft) Camden Transport Strategy and the draft Clean Air Action Plan. Any income raised will be allocated to the ring-fenced parking account for allocation in line with legislation.

2. Residents Parking Permits

(A) Background and context

- 2.1. Residents' permit prices are proposed to be amended to assist in reducing car ownership (and use), incentivise the use of sustainable travel modes, and contribute towards achieving the Council's Transport Strategy and other Council objectives.
- 2.2. Carbon emission based tariffs for residents parking permits came into effect in Camden in August 2007. The differential tariff levels were set to be proportional to CO2 emissions weighted by the sample vehicle fleet composition – i.e. there was a direct relationship between pricing (the tariff level) and potential CO2 emissions for a given tariff (range of CO2 banding/engine size). The diesel surcharge was introduced in [April 2012](#). The purpose of emission-based charges is to encourage permit holders to downsize to vehicles with lower emissions, in accordance with the Council's transport strategy, climate change and air quality related objectives.
- 2.3. There has been no substantial review and change to the carbon emission based residents parking permit tariffs since 2012, other than an annual inflation linked to the zone 1 and 2 travel card.
- 2.4. Car ownership in the Borough has declined in recent years. 65% of households in Camden do not have access to a car (2017), a rise of 4% compared to 2011. The borough is also extremely well served by public transport, particularly in the south of the borough, providing a number of alternatives to car use. Alongside the Borough's car-free development and other sustainable travel policies, the combination of these factors has led to a decrease in the percentage of trips being made by Camden residents by car from 19% (2008/09) to 13% (2016/17).
- 2.5. Nevertheless, demand for kerbside space remains very high. On street parking impacts on an area in many ways and the public space occupied by cars could

REASONS AND JUSTIFICATION FOR PROPOSED PARKING SUSPENSION & RESIDENT PERMIT FEES AND CHARGES

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be used for a multitude of other purposes, for example improved walking and cycling infrastructure. Additionally, commercial and visitor demands are high and demand for parking and loading continues to outstrip the supply of available kerb space. The Council seeks to manage limited kerbside space by maintaining a balance between different and competing users.

- 2.6. Whilst residents' car ownership and use has decreased in Camden, and there has been a substantial increase in the uptake of electric vehicles and tariff 1 and a decline in the uptake of tariff 2, 3 and 4 permits, the data also shows an overall flat-lining in total permits issued between the last significant changes to residents permits in 2011/12 to and 2017/18 as shown in Table 1 below.

Table 1: Table showing permit uptake (annual permits) issued since 2011/12

Tariff	Emissions Band (CO ₂ ; g/km)	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	% change in permit uptake (2011/12 – 2017/18)
Electric	n/a	544	427	404	460	673	1201	943	+73.3%
Tariff 1	Up to 150	8913	9879	10778	12638	13660	14362	15771	+76.9%
Tariff 2	151-185	11039	10927	10223	9961	9690	9276	8379	-24.1%
Tariff 3	186-225	6823	6504	5970	5665	5368	5015	4284	-37.2%
Tariff 4	Over 225	4724	4412	4005	3738	3488	3295	2710	-42.6%
Total	n/a	32043	32149	31380	32461	32877	33147	32086	+0.1%

- 2.7. Meanwhile traffic levels since 2012 in Camden have flat-lined – car traffic flows recorded at our screenline points have reduced only fractionally from 99,173 (2012) to 98,283 (2017), suggesting we need to go further across a range of policies. This includes the need to make amendments to residents parking permit charges to reduce overall permits issued, in driving down car ownership further, and helping contribute to reductions in traffic flows going forward.

- 2.8. There is also considerable scope for further switching of motor vehicle trips to sustainable, healthier active modes in Camden. Data shows that 41% of car driver trips originating in Camden are less than 2km in length, and 70% are less than 5km – distances which could be walked, cycled or made by public transport.

- 2.9. A number of policy drivers necessitate a need to review residential parking permit prices. First and foremost, a review is required to ensure that the ambitions within our existing, and draft Camden Transport Strategy (CTS) are met. These challenges are set out in detail in the Evidence Base to the Camden draft Transport Strategy, which can be found in the suite of documents [here](#).
- 2.10. The current (2011) CTS set out a number of key objectives which relate to this review, including to 'Reduce motor traffic levels and vehicle emissions to improve air quality, mitigate climate change and contribute to making Camden a 'low carbon and low waste borough' and to 'effectively manage the road network to manage congestion, improve reliability and ensure the efficient movements of goods and people. A shift from car use and ownership would result in less traffic and parking demands which will in turn reduce congestion, and encourage permit holders to switch to more sustainable modes. If successful, this will lead to a reduction in pollution by motor traffic and improve air quality.
- 2.11. The draft CTS, which completed consultation in December 2018 and with a final version to be considered by Cabinet and Full Council in April 2019, reflects the current (new) Mayor's Transport Strategy (MTS). The draft CTS has specific objectives which are highly relevant to this review, including 'to reduce car ownership and use, and motor traffic levels in Camden', 'to reduce and mitigate the impact of transport-based emissions and noise in Camden' and 'to deliver an efficient, well-maintained highways network and kerb-side spaces that prioritises the sustainable movement of goods and people'.
- 2.12. Ambitious policies to deliver those goals are included, including a commitment under proposed measure 2c to 'Review residents, visitor and all other renewable parking permit (business, doctors etc) charges at least every two years, including options to increase those charges or adjust the charging structure, in order to ensure they continue to meet our transport strategy objectives'.
- 2.13. Reducing local air pollution is a particular priority for the Council. Camden is the first Borough in London, and in the country, to adopt the more stretching World Health Organisation (WHO) emissions limits by 2030 – requiring commensurate policies and measures which are amongst the most ambitious in the capital. This includes policies being set out in the emerging Clean Air Action Plan, [currently out to consultation](#). Within that Plan, proposed action 29 is to 'review resident, housing estate and business parking permits' as part of measures to reduce transport emissions. Suitable policies in this area – especially given the existing carbon emission based parking charges for residents permits - will also help the Borough reduce carbon dioxide emissions by 40% by 2020 (on 2005 levels) as set out in our Green Action for Change plan and contribute to Government targets to reduce carbon

emissions by 80% from 1990 levels by 2050. Road transport in Camden [is estimated by the Government](#) to contribute 145.7 thousand tonnes of CO2 per annum, which represents 13% of the Borough's total carbon dioxide emissions in 2016.

- 2.14. In addition, the need for a revision of resident (and other) parking permits is necessary in the context of the new Mayor's Transport Strategy (MTS). This is in terms of not just the overarching ambitions of the MTS to transition towards active travel modes and the Healthy Streets approach, but also specific carbon emission ambitions within it. The MTS commits to a carbon-free central London by 2025, and across the city by 2050. As part of that commitment, Camden has been set extremely stretching CO2 emissions (tonnes) reductions from road transport (based on 2013 baseline), of 19% by 2021 and 75% by 2041. Our carbon-emissions based parking permits are a key lever at the Council's disposal to contribute towards those targets.
- 2.15. Several of the MTS targets relate to this policy review. Across these targets (to the interim date of 2021), Camden consistently ranks highly across inner London in terms of the changes required by the MTS of Boroughs. A commensurate set of policies and actions is therefore required to meet that the challenges set by the MTS.
- 2.16. Camden has also set our own local, more ambitious targets to reflect our aspirations for reductions in car ownership, which are contained in the draft CTS. So whilst the MTS target set by TfL for Camden is for a 'reduction in number of licensed vehicles in the Borough' of 4% by 2021, 6% by 2031 and 8% by 2041, our draft CTS contains the same reduction by 2021 but 12% by 2031 and 21% by 2041. Our parking policies and charges, including residents parking permit prices, need to reflect the scale of Camden's ambition.
- 2.17. Additionally, and although we will continue to encourage the uptake of EVs as the most beneficial to local air quality in terms of Nitrogen Dioxide levels, the current charging structure results in the price of the parking permit for an electric car (£31.28) being disproportionately cheap, and in need of review. This is in the context of (i) EVs still contributing to demands on kerbside space, road congestion and emissions in the form of Particulate Matter and (ii) comparative costs – for example, the annual subscription for a secure bike parking space in cycle hangars in the Borough (£36) is higher than an EV permit.
- 2.18. Parking fees and charges are an important tool in managing car use, encouraging mode shift, and changing the types of vehicles being driven (and in turn reducing emissions levels). Hence it is essential that parking charges are set at appropriate levels to complement other measures, such as parking restrictions, in order to meet policy objectives of disincentivising unnecessary car ownership/use.

- 2.19. This is supported by national guidance and legislation. Operational guidance under the Traffic Management Act (TMA) 2004 states:

“The setting of charges for parking on-street or off-street in designated areas is a matter for the authority in accordance with the provisions of the Road Traffic Act 1984. Authorities should review charges periodically and take account of their effectiveness in meeting policy objectives”.

- 2.20. In summary, that a changing policy context necessitates a significant amendment in resident parking permit tariff charges to: (i) reduce the number of residents vehicles owned and (therefore) used by residents in the Borough; (ii) in doing so, to facilitate further mode shift to sustainable forms of travel; and (iii) incentivise and encourage the uptake of less polluting vehicles for those with an essential need to own and use a car.

(B) Proposed Charges

- 2.21. In considering how to make those changes, a number of broad options were considered as explored including no change, changing to ULEZ bandings, continuing to add inflation or setting them at the average of other boroughs. These were discounted as not reflecting Camden’s ambitious policy objectives or, in the case of ULEZ until it is rolled out more widely across London. However, benchmarking of similar and neighbouring boroughs was undertaken as a comparison to help inform the options development.
- 2.22. Across the UK, there has been a substantial shift in recent years in the percentage of vehicles on the market with emissions at the lower end of the carbon emissions range. Between 2007 and 2017, the percentage of all cars registered for the first time in the 0-110 g/km range increased from 2.3% to 35.9% (DfT, 2017). Our current tariff band structure – with one tariff band (Tariff 1) covering up to 150 g/km of CO₂ emissions – has been in place since 2007 and does not sufficiently reflect the above change. Benchmarking suggests most other Boroughs have already reflected that change.
- 2.23. It is therefore proposed that the existing Tariff 1 band (for vehicles registered after 1 March 2001 for which carbon emission data is available) is split in two, with Tariff 1a introduced which covers up to carbon emissions of 120g/km (a band level that is comparable with other Boroughs). Tariff 1b would cover the emissions range of 121g/km – 150g/km. This proposal is expected to encourage a further downsizing in residents’ permit vehicle types, in terms of their emissions, by providing proportionally lower charges for lower permitting vehicles.
- 2.24. Vehicles first registered prior to 1 March 2001 would continue to be charged at the tariff 1b level as the technological advancements justifying a split in the tariff are not applicable in this period. The existing tariff structure is shown in

Table 1 (above, section 2.6) and the new tariff structure is shown in Table 2 (overleaf).

- 2.25. To encourage a decrease in the uptake of higher Tariff band vehicles and incentivise a shift towards new Tariff 1a, EV tariff and/or reduced car ownership, it is proposed that the Tariff 1b price – used (as previous Tariff 1) as the baseline from which to set differentials to each next Tariff band level – is amended.
- 2.26. It is therefore proposed that Tariff 1b is set at the current price of tariff 3 (£171.03). At this charging level, officers expect to see similar reductions in Tariff 1b permit volumes to those currently seen in volumes of Tariff 3 permits since 2011/12 (a decrease of over 35%), as shown previously in Table 1. The existing Tariff 2 price becomes the new Tariff 1a price.
- 2.27. Noting the reductions in the current Tariff 2, 3 and 4 permits issued in recent years (and uptake in Tariff 1), which suggests existing differentials in charging levels between tariff bands contributes to changes in types of vehicle owned in the Borough, it is proposed to use existing differentials from Tariff 1b for Tariffs 2 and 3. Those differentials (currently, between Tariff 1 to Tariff 2, and Tariff 2 to Tariff 3) are 30% and 31% respectively. Under these proposals, Tariff 2 would therefore be £221.87, and Tariff 3 £291.26.
- 2.28. The existing differential from Tariff 3 to Tariff 4 (73%) would create a disproportionately high charge for Tariff 4. It is therefore recommended to adjust this differential from the current level to 60.4% (creating a new price of £475) to match the highest charging benchmarked Borough for that Tariff band.
- 2.29. In addition to this, it is proposed that Tariff 1a is set at the current Tariff 2 price (£130.28). This means that residents with vehicles in the lowest polluting (non-electric vehicle) tariff bands receive the lowest percentage increase in price (29.7%), reflecting their lower level of impact.
- 2.30. Whilst the Council will support EVs where other more sustainable modes are not viable, such vehicles do emit particulate matter and therefore contribute to issues related to poor air quality in the Borough, as well as contributing to congestion and demands on kerbside space. As set out previously, the existing price of an EV permit, at £31.28, is disproportionately low in that context. It is therefore proposed that the electric vehicle permit price is increased by 29.7% in line with the increase to the proposed (new) Tariff 1a charge. The revised price of £40.57 for an electric vehicle permit equates to less than £1 per week to park in a CPZ in Camden. These changes will also ensure that the price is not cheaper than that charged to cyclists using on-street bike hangars in Camden.

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2.31. All of the above proposed amended charges are shown in Table 2, below.

Table 2: Proposed Amended Charges for 2019/20 and 2020/21 financial years

Tariff Band/ CO2 Level		Existing Charges - 2018/19 Financial Year		Proposed Charges					
				2019/20 Financial Year			2020/21 Financial Year		
Tariff Band/ Permit	CO2 emissions (g/km)	Permit Price	Diesel Sur-charge	Permit Price	Diesel Sur-charge	% increase from 2018/19 permit prices	Permit Price	Diesel Sur-charge	% increase from 2018/19 permit prices
Electric		£31.28	n/a	£35.94	n/a	14.9%	£40.57	n/a	29.7%
1a	Up to 120			£130.28	£28.01	29.7%	£130.28	£28.01	29.7%
1b	Up to 150 (current); 120-150 (proposed – 19/20 onwards)	£100.44	£21.60	£171.03	£36.77	70.3%	£171.03	£36.77	70.3%
2	151-185	£130.28	£28.02	£221.87	£47.70	70.3%	£221.87	£47.70	70.3%
3	186-225	£171.03	£36.77	£291.26	£62.62	70.3%	£291.26	£62.62	70.3%
4	Over 225	£296.14	£63.67	£475	£102.13	60.4%	£475	£102.13	60.4%
Registering additional 2nd vehicle		£59.12		£100.68		70.3%	£100.68		70.3%
Registering additional 3rd vehicle		£88.38		£150.51		70.3%	£150.51		70.3%

2.32. The proposed revised charges are recommended to achieve two key objectives: (i) drive further changes in ownership of vehicle types towards the least polluting vehicles, principally in terms of carbon dioxide but also (via the diesel surcharge) local air pollutants and (ii) reducing inessential car ownership (and, in doing so, private car use).

- 2.33. The proposed charges mean that Camden's resident permit prices will be at or close to the highest benchmarked borough for each closest comparable tariff band, reflecting Camden's ambitious change agenda.
- 2.34. It is proposed that the price of the permits for additional vehicles is also increased by 70.3% (the same factor as the Tariff 1b, Tariffs 2 and 3 changes) to discourage multiple vehicle ownership. Under this, the price for a second vehicle would increase from £59.12 to £100.68 and the third vehicle would increase from £88.38 to £150.51 (again as shown in Table 2 above)
- 2.35. This level of increase is in line with the approach taken with the majority of the proposed, revised first permit prices as set out in the points above. Benchmarking appears to indicate that most other boroughs do not allow adding of other vehicles to an existing permit as Camden currently does. A separate review will take place to assess the appropriateness of being able to add 2nd and 3rd vehicles to a permit in the context of the new (draft) Transport Strategy.
- 2.36. It is proposed that the above price changes are implemented in one year (2019/20), except for the electric vehicles, which would be implemented over two financial years. This would reflect the need to rapidly revise prices to match the significantly changed policy. The proposal to implement changes relating to electric vehicles in two financial years is to reflect the council's intention to incentivise the use of these vehicles where there is essential need for a car.
- 2.37. The key risks relate to the impact on car owners in Camden, some of whom may be from deprived communities with a need for a car. However the vast majority of residents (two-thirds of households) do not own a vehicle and therefore would be unaffected. In addition, car ownership levels are highest in the areas of least deprivation in Camden, with lower levels of car ownership in our most deprived areas. These areas would therefore be less likely to be impacted by the changes.
- 2.38. . Furthermore, 78% of permits issued at present are electric, tariff 1 and 2 and after the new changes, the charge would still be close to or less than £1 a day across all of those tariffs (including a diesel surcharge) for a typical CPZ area of the Borough with Monday to Friday parking controls. In the case of Electric Vehicle permits, the new charge is still less than £1 a week. For the higher Tariff band levels (3 and 4), higher volumes of permits issued are again more closely associated with households in areas of least deprivation in the Borough.
- 2.39. Multiple alternatives to private car use exist in the Borough. Camden has one of the highest public transport accessibility levels (PTAL) in London, and areas with higher levels of deprivation generally correspond to particularly high PTAL levels. Camden also has a very dense network of car club bays, with around 200 spread across the Borough, providing further alternatives to private car

ownership and use. Residents who do not renew or give up their resident parking permit are currently entitled to a 2 year free membership of either car club operator in the Borough.

- 2.40. As outlined in the draft Transport Strategy, we will review residents parking permit charges at least every 2 years to ensure they continue to meet our transport and related objectives.

3. Parking suspensions

(A) Background and context

- 3.1. The suspension of parking spaces prohibits the use of the space by anyone other than the person or organisation that has requested the suspension. A parking space suspension is used when works need to be undertaken or when the space is needed for access for a wide variety of reasons. A parking space is considered to be 5 metres in length.
- 3.2. Normal parking controls can only be suspended for a period of up to six months. Suspensions required for longer periods are implemented through Temporary Traffic Orders (TTOs). It should be noted that the process for applying for TTOs is separate to that for parking suspensions and is managed by the council's Engineering Service.
- 3.3. Parking suspensions can cause inconvenience to residents and businesses alike and as such generate a high level of complaints. However, suspensions are required for a number of reasons, many of which are of direct benefit to residents such as domestic removals and utilities works and Camden's Traffic Management Orders permit suspensions for a number of legitimate purposes. While Parking Operations liaises with applicants to minimise the number and scope of some suspensions, there are no grounds on which to refuse reasonable and lawful suspension requests from businesses and residents, and the Council would not wish to prevent domestic removals, or stop statutory or building works from taking place.
- 3.4. Currently, all applications for parking suspensions are made online and the public are notified through signage installed on site. Information on existing and planned suspensions is also available [on the council's website](#). In addition to this, residents can sign up to receive email notifications of parking bay suspensions on specified street(s) or controlled parking zone (CPZ) that are due for suspension within the next 14 days.
- 3.5. Applicants are expected to apply at least 17 days in advance of any required suspension. This allows for processing and a period of advanced on-street warnings for residents and businesses of 14 days. Where applications are received with less than the minimum notice period a Short Notice Fee may be

applied (with the exception of the groups set out below) and removal of vehicles parked in the suspended bay undertaken. Removal of vehicles is undertaken based on what assets (including towing trucks) are available.

3.6. The charge to suspend a parking space comprises an Administration Fee plus a charge based on the amount of space and the duration of the suspension. Exemptions to this include:

- Council departments and the Metropolitan Police who are not charged for any aspect of their suspensions.
- Community Events
- Domestic Removals applications are not charged a Short Notice Fee nor a space fee on the first day of the suspension for up to 4 spaces.
- Skip applications are not charged a Short Notice Fee and are charged a discounted space fee charge of £29.56
- Film Fixer (the company that organises suspensions for filming purposes) pay one Administration Fee per filming.

3.7. It should be noted that all the charges, except the Administration Fee, are refundable upon a cancellation of the suspension. This approach is not only aimed at covering the costs already incurred but also to dis-incentivise unnecessary applications.

3.8. Improvements over the last five years have resulted in a number of changes in the process, including strengthening the online advice to applicants and introducing a default core period between 8.30am to 6.30pm within which necessary parking suspensions are encouraged. To speed up the reinstatement process, a 'return to service' sticker has been introduced to enable bays to be brought back into use as soon as works have ended – often ahead of plan. Council Contractors simply place the sticker over the suspension sign to inform motorists and Civil Enforcement Officers (CEOs) that the suspension no longer applies.

3.9. The current Administration Fee is based on the previous process where officer time was required for application processing; installation and removal of signage associated with the suspension; and financial reconciliation and site checking.

3.10. However, following the introduction of end to end self serve (with applications being made and payment being submitted online), officer time for this element (application processing) is reduced. An adjustment of the current Administration Fee is required to reflect this.

- 3.11. In addition to this, parking suspensions are a cause of inconvenience for residents and businesses. Although a number of measures have been implemented over the past 5 years to mitigate the impact of parking suspensions as set out above, the following issues remain:
- There has been no reduction in the number of parking spaces suspended since 2012/13 financial year although there has been a modest (circa 10%) reduction since 2014/15. There were 40,509 spaces suspended in 2017/18.
 - The average duration of parking suspensions has increased over the most recent six financial years from 4.3 to 4.8 days.
- 3.12. Proposals are therefore required to mitigate the impact of parking bay suspensions by discouraging unnecessary suspensions, reducing the number of spaces suspended and bringing suspended bays back into use more quickly, helping manage increasing demands on kerbside space and ensuring the provision of adequate and suitable kerbside parking facilities.

(B) Proposed Charges

- 3.13. In considering how to make those changes, a number of broad options were considered including: no change; or removing the Administration Fee and incorporating administration costs into the space charges; and removing the one-day concession for domestic removals. These were discounted as not encouraging return to use of spaces, and as some of these options risked misuse. In addition benchmarking was undertaken with other Boroughs.
- 3.14. It is proposed that the administration charge is reduced from £68.30 to £47.71. The proposed new charge reflects the reduced officer time currently spent on parking suspensions following the introduction of the online parking suspension system.
- 3.15. It is proposed that the space charge is amended and a tiered system of charges is introduced which links space charge to the duration of the suspension. This is to discourage unnecessary and long term suspensions. This approach has already been adopted by a number of other inner London boroughs.
- 3.16. Based on the average duration of parking suspensions from the last financial years, it is proposed that a six tiered system is introduced which varies the space charge (per day) according to the following periods:
- Day 1;
 - Days 2-5;
 - Days 6-10;

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- Days 11- 14;
- Days 15 – 42;
- Days 43 – 183.

- 3.17. There would need to be one clear consecutive week between the dates required for a suspension for a second application to be treated as a new application and incur the lower charges. The difference in price per parking space between day 1 and the price per parking space per day in the 2-5 day period is to encourage the suspensions of 2 -5, such as those for domestic removal, business delivery and filming, to reduce to a single day if possible. The same applies to the price differential between the price per parking space per day in the 2-5 day period and days 5-6. This is to encourage a reduction in parking suspensions whose duration exceed 5 days but are under 10 days, for example statutory works. The differential between price per parking space per day between the 11-14 days period and 15-42 days period is mainly targeted at suspensions relating to skips and building works. This is to encourage a reduction in the duration of skip suspensions in the 15-42 day tier to under 15 days.
- 3.18. In relation to the space charge, it is proposed that the space charge for day 1 is set at the price for paying to park in a paid for parking space of the highest tariff area. This is to ensure that it is not cheaper to suspend a parking space than pay to park in any paid for parking tariff area in the borough (as done by other boroughs with a similar approach). For the next financial year (where the changes would be implemented if approved) and assuming an inflation of 3%, the parking for the highest paid for parking tariff area (tariff 4) would be priced at 5.70 per hour and the most common duration for parking restrictions is 10 hours a day. Therefore, day 1 space charge is £57.00 and has been calculated by multiplying £5.70 by 10.
- 3.19. The proposed charges for the remaining tiers are as shown in Table 3, below. The increase in differentials with increasing suspension days is to discourage long term suspensions.

Table 3: Proposed Space Charge (based on paid for parking tariffs for 2018/19 financial year)

Current Space Charge	Proposed Space Charge		
£43.05	Duration period (days)	Space Charge (Per Day)	
	1	£57.00	10 times the maximum price of the hourly rate of parking

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Current Space Charge	Proposed Space Charge		
			in a paid for parking space
	2-5	£62.70	11 times the maximum price of the hourly rate of parking in a paid for parking space
	6-10	£68.40	12 times the maximum price of the hourly rate of parking in a paid for parking space
	11-14	£74.10	13 times the maximum price of the hourly rate of parking in a paid for parking space
	15-42	£85.50	15 times the maximum price of the hourly rate of parking in a paid for parking space
	43-183	£108.30	19 times the maximum price of the hourly rate of parking in a paid for parking space

3.20. If approved, it is proposed that this change in pricing is implemented in a single step (from April 2019).

Proposals for skips

3.21. Skips are considered separately because an increase in space charge for them carries a risk of increasing fly tipping. To mitigate this, it is proposed that the current discount for the space charge (31.34% less than the standard space charge) is maintained. Therefore the proposed charges for skips are as set out in Table 4, below:

Table 4: Proposed space charge for skips

Current Space Charge	Proposed Space Charge	
£29.56	Duration (days)	Space Charge
	1	£39.14
	2-5	£43.05
	6-10	£46.97
	11-14	£50.88
	15-42	£58.71
	43-183	£74.36

3.22. In addition to this, it is proposed that for skips, the changes are in a single financial year but in two stages at intervals of six months, while the statistics on fly tipping are monitored. This is to allow the approach to be halted and re assessed for skips if there is evidence of a sharp rise in fly tipping.

Proposals for parking suspensions for domestic removals

3.23. Parking suspensions for domestic removals do not currently incur a space charge for up to 4 parking spaces on the first day. However, data on suspensions shows that the average space of parking suspensions for domestic removals is 3 spaces (15m). It is therefore proposed that the free space allocation on the first day for domestic removals is reduced to 3 spaces. This is to promote the efficient use of kerbside space in suspensions relating to this purpose as the cost of a parking suspension for domestic removals will be reduced with the reduction of the administration charge. If approved, it is proposed that this change is implemented from April 2019.

3.24. All of the above proposals, if implemented, are expected to:

- Disincentivise unnecessary parking suspensions and, where parking suspensions are necessary, reduce their duration. Benchmarking has shown the introduction of tiered charges has resulted in a reduction in the duration of parking suspensions in boroughs with similar parking condition
- Help manage the increasing demands on the borough's kerbside space in line with Camden's traffic management duties under the Road Traffic Regulation Act (RTRA) 1984 and the Traffic Management Act (TMA) 2004 to secure the expeditious, convenient and safe movement of vehicular traffic and the provision of suitable and adequate parking facilities;

- Help ensure that residents and businesses are not disproportionately impacted by parking suspensions.
- 3.25. The proposals would also align with Objective 6 of the emerging Camden Transport Strategy which is to deliver an efficient, well maintained highways network and kerbside space that prioritises the sustainable movement of goods and people.
- 3.26. The proposals will result in a cost saving of 30.15% for 26.9% of (current) parking suspensions for domestic removals and 9.4% of other parking suspensions will see a cost price reduction of 7.3%.
- 3.27. In line with our approach to parking permits set out in the draft Camden Transport Strategy, we will review our suspension policies and charges at least every 2 years to help ensure that they continue to meet relevant council objectives and policies.

CAPITAL STRATEGY

Why do we need a capital strategy?

1. Camden continues to operate in a financially challenging and uncertain climate. Ongoing austerity from central government, including the lack of a sustainable funding strategy for local authorities, is coupled with rising cost pressures and very significant growth in the demand for our services. Since 2010, our like-for-like funding has reduced by 54% and the Council has been forced to make an unprecedented £169m of savings over the last eight years.
2. While a financial challenge of this scale will always require some tough choices, Camden's approach has not been a simple reduction in budgets. Instead, we have developed an evidence-based and outcomes-focussed Medium Term Financial Strategy, which directs our resources to achieving the ambitious priorities set out in Camden 2025 and Our Camden Plan. Through continued innovation, a focus on prevention, integrated and joined-up services, and working closely with residents and partners, we believe we can protect the public services that form the backbone of our communities while delivering on our ambitions for Camden and its citizens. However, we will only achieve these ambitions if they are supported by the right investment in our technology, buildings and communities. It is therefore vital that our capital investment plans form an integral part of the overall financial strategy which supports our strategic vision.
3. While all local authorities are required to produce and adopt a capital strategy under the Prudential Code for Capital Finance in Local Authorities (The Code),¹ this process also provides us with a valuable opportunity to ensure that our capital investment plans are fully aligned with our aspirations for Camden and its citizens, as set out in our key strategic documents; Camden 2025 and Camden 2025. Doing so helps us to ensure that investment decisions are made with a full appreciation of long-term financing implications, revenue and service impacts and potential risks to the authority.
4. In addition to our key strategic documents, the capital strategy also draws together other key planning tools such as the Treasury Management Strategy, Medium Term Financial Strategy (MTFS), ICT Strategy, Assets Management Planning, and governance arrangements incorporating the requirements of the revised Prudential Code and Prudential Code Indicators.
5. The Code requires that the capital strategy is approved annually at a meeting of the Council and that the Chief Finance Officer reports annually on the deliverability, affordability and risk associated with the Capital Strategy.

Camden's capital strategy

6. The capital strategy sets out how capital expenditure, capital financing and treasury management activity contribute to the provision of services. It also provides an overview of how the associated risk is managed and what the implications are for the Council's future financial sustainability. It forms part of the integrated revenue, capital and balance sheet planning. It sets out the long-term context within which our capital expenditure and

¹This was updated by the Chartered Institute of Public Finance and Accountancy (CIPFA) in December 2017.

investment decisions are made, giving due consideration to risk and reward, and the impact on achieving our strategic outcomes in Camden 2025 and Our Camden Plan.

7. The capital strategy also provides:
- The governance process for approving and monitoring capital expenditure, including proper option appraisal;
 - A long-term view of our capital expenditure plans, financing strategy, associated risks and how these are managed;
 - An assessment of the impact that capital expenditure has on the financial stability of the organisation, including consideration of the revenue implications and full-life costing.
 - Key indicators to demonstrate and support affordability, sustainability, prudence.

Governance

8. The governance process for capital expenditure is closely aligned with the Council's Constitution, Financial Regulations and Scheme of Delegation and supports the democratic decision-making and scrutiny processes which provide overall political direction and ensure accountability for the investment in the Capital Programme.
9. To ensure that available resources are allocated optimally and deliver value for money, investment programme planning is, whilst having its own approval process, determined in parallel with the service and revenue budget planning process within the framework of the MTFS, with the annual capital budget review falling in the July MTFS reporting cycle. Further details are provided in Annex 1.

Capital expenditure plans and financing strategy

10. Following an extensive and innovative programme of engagement with Camden residents, community partners and Council staff, our local community came together to develop a joint vision for the Borough - Camden 2025.
11. This vision reflects the ambitions of the people who live, work and study in Camden, and is based on their aspirations for the Borough by 2025. It is a call to action which seeks to inspire a new way of working; one where Camden's people, the council and others work together to develop new, joint solutions to the challenges we face. The main themes and calls to action set out in Camden 2025 are:
- **Homes and housing:** In 2025, everyone in Camden should have a place they call home.
 - **Strong growth and access to jobs:** In 2025, growth in Camden should be strong and inclusive – everyone should be able to access the work that is right for them.
 - **Safe, strong and open communities:** In 2025, Camden should be safe, strong and open, and everyone should be able to contribute to their community
 - **Clean, vibrant and sustainable places:** In 2025, Camden should be a clean, vibrant and sustainable place
 - **Healthy independent lives:** In 2025, everyone in Camden should be able to live a healthy, independent life.
12. Our capital investment plans form an integral part of our plans to deliver on the Camden 2025 vision. The Council has embarked on an ambitious capital programme, to invest

directly in the infrastructure needed to realise the calls to actions set out above. This includes:

- A Community investment and regeneration programme (CIP) which is delivering new social, affordable and private housing as well as local amenities, employment spaces, community facilities, new and refurbished school buildings, and improved public realm and open spaces.
- A major investment in the Council's role in helping people that are removed from the job market to secure high-quality work, using our strong relationship with residents and tenants.
- Major improvements and repairs to our existing council homes, continuing to deliver on the Better Homes programme and helping to develop safer communities.
- Protecting existing and creating the next generation of public sector buildings – spaces that empower residents, provide space for community activity and improve cohesion and resilience. This means investing in schools, care homes and council buildings, and tackling backlog repairs.
- Investment in a new, improved Council website, designed in response to extensive feedback from residents, which makes it easier for Camden's citizens to engage with the Council and to access important Council services.
- Improvements to highways, roads, infrastructure and traffic management, air-pollution reduction and other sustainable, green measures;
- The West End Project – a major transformation scheme to deliver exciting improvements to the heart of Camden's busy West End, which will provide safer, greener and more attractive streets for residents and visitors, and help to attract, sustain and boost local businesses.

13. The total capital programme for the next 10 years stands at £1.135bn, of which £0.820bn is being invested in the homes through the Community Investment and regeneration and the Better Homes programmes. The table below shows the planned level of investment as at month 8 (November).

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24 to 27/28	Total
	£000	£000	£000	£000	£000	£000	£000
ICT	2,924	800	0	0	0	0	3,724
Community Services	725	1,751	800	0	0	0	3,276
Development	98,009	107,673	79,991	77,701	55,819	112,939	532,132
Place Management	13,261	12,717	967	542	1,365	5,598	34,450
Property Management	110,426	113,682	96,485	64,268	40,582	87,522	512,965
Regen & Planning	22,435	22,223	1,890	264	264	944	48,020
Total Capital Expenditure	247,780	258,846	180,133	142,775	98,030	207,003	1,134,567

14. The current approved capital programme is covered in in section 2 of the MTFS report with online appendix providing more detail on both expenditure and funding plans.
15. The capital programme is a 10-year rolling programme, which is reviewed annually following the year end and is reported in the summer cycle of the MTFS (usually July). The capital programme review aims to update progress across the programme, incorporate new government grants, other contributions and resources made available to the authority and to add new projects that support the MTFS and deliver on the council's statutory responsibilities. The allocation of capital resources to fund the investment in backlog maintenance works, to maintain assets such as roads, parks,

operational buildings and schools and/or meet statutory responsibilities, is carried out on a five-year cycle. Work is under way to identify the need for capital investment over the next 5 years (from 2020/21) and match this to our estimated future resources. This work is expected to be complete over the summer, with proposals to be submitted to relevant officers' and members' groups for discussion and/or approval in autumn/winter 2019.

Capital funding approach

16. The Capital Strategy aims to maximise the resources available to the authority for capital investment to meet our strategic priorities within the framework of the Prudential Code and the MTFs, while ensuring that business cases are robust and based on self-sustaining financial models that deliver on our wider strategic and service aims and outcomes. Capital investment is funded from a number of different sources including government grants, developers' and other contributions, capital receipts, revenue reserves and borrowing. Annex B sets out the various funding streams in more detail, while the table below shows the funding plans over the next 10 years:

FUNDING PLANS	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24 to 27/28	Total
Total Capital Expenditure:	247,780	258,846	180,133	142,775	98,030	207,003	1,134,567
Funded from:							
Government Grants	15,633	13,511	3,595	106	0	0	32,845
Developers and other external contributions	44,187	30,073	11,763	11,195	10,274	20,444	127,936
Prudential borrowing:	34,891	39,533	24,812	12,976	15,920	3,895	132,027
Councils Reserves:	60,942	44,433	41,811	48,003	27,305	98,798	321,292
Capital receipts - utilised	92,127	131,296	98,152	70,495	44,531	83,866	520,467
Total FUNDING	247,780	258,846	180,133	142,775	98,030	207,003	1,134,567

17. The Council will endeavour to maximise grants and contributions allocations through developing appropriate projects to bid for such resources. The funding plans will be updated throughout the year as any new grants and allocations become available, to enable better financial planning and treasury management. The council will continue to use capital receipts from the disposal of assets to either invest in the capital programme or to offset debt. Capital-receipt resources will continue to be allocated to projects/investments in accordance with the strategic vision and priorities set out in Camden 2025 and Our Camden Plan. Any borrowing to be undertaken will comply with the Prudential Code and will be approved by Cabinet, in line with the Council's Constitution and Scheme of Delegation. Minimum Revenue Provision (MRP) will be calculated on the debt balance in line with Council's policy on MRP, which is considered and approved annually. The MRP policy is provided in Appendix 5 to the Treasury Management Strategy (elsewhere on the agenda).

Treasury Management Strategy

18. In Our Camden Plan, the Council commits to maintaining "long-term plans to ensure we remain a financially stable authority in a very different financial climate". A robust and effective Treasury Management Strategy is crucial to delivering on this ambition. The Treasury Strategy provides a perspective on the management of investments of £267m and debt of £343m worth of Council resources, considers the Council's long-term

borrowing needs and considers external factors that impact the future treasury management plans of the Council.

19. The Council's investment priorities are firstly, the security of its capital, and secondly, the liquidity of its investments. After these overriding priorities, the Council will aim to optimise the return on its investments, commensurate with high levels of security and good liquidity. The risk appetite of this Council is low in order to give priority to security of its investments, which is paramount.
20. The Treasury Management Strategy (which sets out the medium term borrowing requirement), the prudential limits, the Prudential and Treasury Management Indicators and the MRP policy is updated and reported to Council at least twice a year.

Indicators

21. In order to ensure that all capital expenditure, investment and borrowing decisions are prudent and sustainable the authority takes into account arrangements for repayment of debt, consideration of risk and impact on the overall fiscal stability of the authority. Prudential indicators are set in line with the capital strategy and are monitored against the indicators for capital expenditure and debt specified by the Prudential Code.
22. In setting prudential indicators the authority is required to have due regard to:
 - Prudence and sustainability – i.e. risks, whole-life costings and implications for external debt;
 - Affordability - implications for long-term resources and ultimately the council tax;
23. The Council operates two debt pools – one for the General Fund (GF) and one for the Housing Revenue Account (HRA) alongside their respective CFRs.
24. The Code requires that separate indicators are set for Housing Revenue Account (HRA) so that the impact on rent levels can be assessed while considering affordability of capital plans.
25. Table 1 below presents the recommended prudential indicators for the authority as a whole. Table 2 presents the HRA indicators while *Annex C* explains these in more detail:

Table 1

Indicators GF	Type	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
Est. of Capital Expenditure	Prudence	189	248	259	180	143
Est. of Capital Financing Requirements (CFR)	Prudence	514	519	564	583	590
Authorised Limit of external Debt	Prudence	614	619	664	683	690
Operational Boundary for external Debt	Prudence	514	519	564	583	590
Actual External Debt	Prudence	343	329	329	329	329

Gross Debt <= CFR actuals plus 3 year estimates	Prudence					
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Table 2 – HRA Indicators:

Indicator HRA	Type	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
Est. of Capital Expenditure	Prudence	127	146	143	134	115
Est. of Capital Financing Requirements (CFR)	Prudence	468	479	478	485	508
HRA self-financing borrowing limit	Prudence	525	525	525	525	525
HRA borrowing limit compared to HRA CFR (headroom)	Prudence	57	46	47	40	17
Actual External Debt	Prudence	299	287	287	287	287

Conclusion

Camden 2025 sets out an ambitious, community-led vision for our Borough. If we are to realise this vision in the face of unprecedented cuts in central government funding, we know that an evidence-based approach is essential. Camden's Medium Term Financial Strategy sets out a detailed, evidenced-based analysis of how we can achieve the Camden 2025 vision, by focusing our resources on the areas which we know will have the most impact. This capital strategy continues that approach, by aligning our capital investment plans with our Camden 2025 vision. We know that it is capital investment which will build the new houses we need for our citizens, build the new schools which are critical for ensuring our children get the best start in life, and fund the innovative digital solutions which will improve people's access to the services they rely on. This capital strategy will help us to deliver our strategic ambitions for Camden and its citizens, while protecting the Council's financial stability in a very challenging financial climate.

*Annex A***GOVERNANCE**

1. The governance process is closely aligned with the Council's Constitution, Financial regulations and Scheme of Delegation and supports democratic decision-making and scrutiny processes which provide overall political direction and ensure accountability for the investment in the Capital Programme. These processes include:
 - The Full Council which is ultimately responsible for approving the Capital Strategy, the Treasury Management Strategy and Policy and the subsequent Capital Programme and Medium Term Financial Strategy.
 - The Cabinet approves the capital programme, variations to the approved programme and receives monitoring reports at least twice a year.
 - The Scrutiny Committee is responsible for scrutiny of the MTFFS and significant projects.
 - CIP Cabinet Subgroup reviews the strategic direction of the programme to ensure programme's outcomes aligned with Camden's Vision. Responsible for scrutiny, challenge and approval of major development projects to ensure viability of business cases and value for money; receive regular monitoring reports;
 - All projects within the capital programme follow the approval, procurement and management and reporting rules set by the Council's constitution, standing orders and financial regulations.

2. There are in place a number of officer groups which bring together a range of service interests and professional expertise and contribute to robust project evaluation, prioritisation and challenge of viability, affordability and deliverability of projects as well as undertaking regular monitoring and post completion reviews. These officer groups include:
 - CIP Development Board and Departmental Management Teams (DMTs) - The main forums for reviewing all implementation and financial aspects of the capital programme. These groups review the strategic direction of relevant parts of the programme, ensure outcomes are aligned with Camden's Plan, that significant projects have a viable Business Case and that Value for Money is delivered for the Council. They also monitor the expenditure and funding requirements of the capital programme and subsequent revenue impacts, consider and assess new proposals and recommend new projects for submission to the Gateway process.
 - Gateway – receives, reviews and challenges submitted business cases which need to include the investment levels required, source of funding, outcomes to be delivered, risk assessments, appropriate due diligence, repayment mechanisms, revenue impacts and full lifetime costings etc. These are assessed for viability, deliverability, affordability and sustainability as well as alignment with strategic aims and priorities and service needs and appropriate recommendations made to the Investment and Resource Board.
 - Investment and Resource Board – reviews investment recommendations from the Gateway process and considers these in the conjunction with existing plans and commitments as well as future needs and aspirations taking account of existing and estimated future resources and makes funding and budget recommendations to the Camden Management Team (CMT) to be reported through the democratic governance process and if approved, included in the capital programme.

3. The officers groups, their terms of reference and remit of responsibility are reviewed periodically to accommodate organisational structural changes, changes in policy or council's strategic priorities.

*Annex B***CAPITAL FUNDING APPROACH**

1. Government and other grants – Grants are allocated by government departments and funding bodies to specific projects or programmes and the Council will endeavour to maximise such allocations.
2. Developers and other third parties contributions - Contributions will continue to be sought from developers/funders towards the provision of public assets or facilities. In some cases contributions are received in order to mitigate the impact of private developments on communities referred to as Section 106 and Community Infrastructure Levy (CIL). S106 contributions are usually earmarked for specific purposes in planning agreements and CIL payments relate to meeting infrastructure needs including education, community use, public realm and green and open spaces. Developers may also contribute to Highways Infrastructure through section 38 and 278 agreements to facilitate their development.
3. Revenue and Revenue Reserves – The Council maintains revenue reserves that are specifically held to meet future capital investment needs such as major repairs and future capital schemes reserves. In addition capital expenditure may be funded by specific revenue budget provision should such be identified. However, the general pressures on the Council's revenue budget limit the extent to which this option could be exercised and to which revenue reserves may be maintained as a source of capital funding.
4. Leasing finance (where applicable) - Leasing does not currently play a part in funding the Council's capital expenditure, as vehicles and equipment are now purchased rather than leased if the financial analysis prove that purchase is more advantageous financially. However it is a possible source of finance but robust business case and analysis and need to be made to ensure that leasing provides value for money to be considered.
5. Capital Receipts - Capital receipts from the disposal of asset represent a major funding source and it is important that strategic approach to disposals is adopted to support the priorities of the Council. Cash receipts from the disposal of surplus and newly developed assets are to be used to fund new capital investment or offset debt. Receipts may also be the prime source of funding where there is a strategic business case for an investment that delivers wider outcomes but where the financial return is insufficient to cover costs of borrowing. The council will continue to maintain a policy of not ring-fencing the use of capital receipts to fund specific schemes or service areas to allocate resources in accordance with key aims and priorities.
6. Prudential Borrowing - under the Prudential Code the Council has discretion to undertake borrowing for capital investment purposes. Given the ambitious capital programme and the pressure on the Council's revenue budget in future years, prudent use is to be made of borrowing in cases where there is a clear financial benefit, such as "invest to save", strategic service investment or major regeneration schemes. These schemes are expected to provide a net return over and above the borrowing cost inclusive of interest and Minimum Revenue Provision (MRP) which contributes to the overall Council financial position. This discretion is subject to complying with the Code's regulatory framework which requires any such borrowing to be prudent,

affordable and sustainable. To enhance its prudent approach the Council will make no assessment of property appreciation in the borrowing strategy such that any benefit will be received on any future sale of assets and will maintain Minimum Revenue Provision in line with accepted policy.

Annex C

PRUDENTIAL INDICATORS

1. The Prudential Code states: “While indicators for sustainability are required to be set over a minimum three year rolling period, indicators should be set in line with a capital strategy and asset management plan that is sustainable over the longer term.”
2. In setting prudential indicators the authority is required to have due regard to:
 - Service objectives – i.e. strategic planning for the authority;
 - Stewardship of assets – i.e. asset management planning
 - Value for money – i.e. option appraisal;
 - Prudence and sustainability – i.e. risks, whole life costings and implications for external debt;
 - Affordability – i.e. implications for long-term resources and ultimately the council tax;
 - Practicality – i.e. achievability of the forward plan.

Affordability:

3. The fundamental objective in the consideration of the affordability of the Authority’s capital plans is to ensure that the level of investment in capital assets proposed means that the total capital investment of the authority remains within sustainable limits. In considering the affordability of its capital plans, the Authority is required to consider all of the resources currently available and estimated for the future, together with the totality of its capital plans, income and expenditure forecasts as well as due regard to financing costs.
4. In considering affordability the authority considers:
 - To what extent resources are likely to be available to finance proposed capital expenditure;
 - The revenue consequences of proposed capital investment in both the medium and the long term;
 - Estimate of total interest costs and interest receivable;
 - Existing expenditure commitments, flexibility of spending plans to allow for future spending priorities

Prudence and Sustainability

5. The Prudential Code requires that the Authority shall ensure that all of its capital expenditure, investments and borrowing decisions are prudent and sustainable. In doing so it will take into account its arrangements for the repayment of debt and consideration of risk and the impact on the Authority’s overall fiscal sustainability. The Authority is required to make reasonable estimates of the total capital expenditure that it plans to incur in the forthcoming financial year and at least the following two financial years together with anticipated sources of finance.

Month 8 approved budget (exc. GLA cladding & building homes grants)

	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m	2022/23 £m
CAPITAL EXPENDITURE	247.780	258.846	180.133	142.775	98.030
Funded from:					

Grants and Contributions	59.807	43.584	15.358	11.301	10.274
Revenue Reserves	60.942	44.433	41.811	48.003	27.305
Capital Receipts	92.127	131.296	98.152	70.495	44.531
Borrowing	34.891	39.533	24.812	12.976	15.920
TOTAL Capital Funding:	247.780	258.846	180.133	142.775	98.030

Capital Financing Requirements (CFR)

6. The Prudential Code requires that Capital Financing Requirement (CFR) is calculated. The CFR represents the “underlying need to borrow”, i.e. capital expenditure which has not been funded from grants, capital receipts or other capital resources. It is derived by consolidating a number of Balance Sheet items namely fixed assets and unusable reserves. The level of CFR also affects the level of Minimum Revenue Provision that the authority needs to charge to the accounts.
7. The Code states that “In order to ensure that over the medium term net debt will only be for a capital purpose, the local authority should ensure that net debt does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.” This is a key indicator of prudence.
8. The tables below set the recommended indicators as already shown in para. 20 of this paper:

Table 1

Indicators GF	Type	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
Est. of Capital Expenditure	Prudence	189	248	259	180	143
Est. of Capital Financing Requirements (CFR)	Prudence	514	519	564	583	590
Authorised Limit of external Debt	Prudence	614	619	664	683	690
Operational Boundary for external Debt	Prudence	514	519	564	583	590
Actual External Debt	Prudence	343	329	329	329	329
Gross Debt <= CFR actuals plus 3 year estimates	Prudence					

Table 2 – HRA Indicators:

Indicator HRA	Type	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
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Est. of Capital Financing Requirements (CFR)	Prudence	468	479	478	485	508

HRA self-financing borrowing limit	Prudence	525	525	525	525	525
HRA borrowing limit compared to HRA CFR (headroom)	Prudence	57	46	47	40	17
Actual External Debt	Prudence	299	287	287	287	287

9. The indicators may be revised periodically if the Council wishes to introduce more meaningful, local indicators that may better represent the local long term plans and risk appetite. Any revision of the prudential indicators will be reported to full Council for approval and adoption.

APPENDIX F



Our approach

Equality Impact Assessments (EIAs) are our chosen way for working out the effect our policies, practices or activities (the word activity will be used throughout as an umbrella term) might have on different groups before we reach any decisions or take action. They are an important service improvement tool, making sure that our services are as effective as they can be for everyone Camden serves. Additionally, they also help to prevent us from taking actions which might have outcomes that we did not intend.

Stage One - what is being analysed and who is responsible for the equality impact assessment?

Name of the activity being analysed	Setting of revenue budgets and proposal to increase council tax by 3.99% for 2019/20, including 1% for the adult social care precept.
Service and directorate responsible	General Fund Strategy - Finance - Corporate Services
Names and posts of staff undertaking the assessment	Matthew Fox - General Fund Strategy
Date assessment completed	7th February 2019
Name of person responsible for sign off of the EIA	Ahmed Ali - Head of Finance (Corporate Services)

Stage Two - planning your equality analysis

Outline the activity being assessed

This report seeks to set the budget for the forthcoming 2019/20 financial year. This is the first year of the implementation of the Council's current Medium Term Financial Strategy and the report sets out both the level of savings made in each service and the level of council tax required across the organisation.

In setting its budget and making its savings, the Council is obliged to ensure that any changes made to achieve its strategic outcomes are established with due regard having been given to the need to (1) eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010, (2) advance equality of opportunity, and (3) foster good relations between people with protected characteristics and those without them.

The establishment of the overarching budget framework will have an inflationary impact on most services. However, with regards to equality considerations, this is not likely to create a significant negative impact. The framework outlined in this budget also reflects primary decisions taken elsewhere, which themselves are or will be subject to further consultation or their own EIAs. Examples of these include the implementation of savings, fees and charges and the restructuring of services. The MTFS as a whole, which established the savings framework from 2019/20 - 2021/22, also underwent the appropriate governance assessments. While this budget is set as an overarching framework within which the services can act, it does not dictate exactly how money is allocated or spent. Any such changes are made within the service upon being given the relevant consideration, such as taking into account the results of any consultation or an assessment of value for money or of impacts on equality. Some of these decisions are also yet to be taken and will be subject to the appropriate governance processes. As such, the primary proposal of this report that would impact on the EIA is council tax setting.

Background - Council Tax Reductions & Exemptions

The impact of any council tax changes will be mitigated either entirely or in part should a resident be eligible for an exemption from council tax or for a reduction in their council tax.

In 2013 the government abolished Council Tax Benefit and replaced it with localised Council Tax Reduction (CTR) schemes. These schemes were designed and adopted by individual councils, but with a reduced level of funding from central government.

Council Tax Reduction Scheme

CTR schemes have been introduced such that a resident's CTR award will be based on 100% of their council tax liability. However, they may still have to make some level of council tax payment, depending on their income and other circumstances. Pensioners are protected so that they receive the same level of support as under the Council Tax Benefit Scheme, whilst those of working age may have to make some contribution based on their income.

Each year, councils must consider whether to revise or replace the current scheme for the next financial year. Camden decided to increase the maximum CTR scheme award to 100% from the previous level of 91.5% from 1st April 2017 and this will remain in place for the coming financial year. This step helps to reduce the financial burden on residents with no earned or very low income, whilst reducing administration costs related to the recovery of relatively small amounts and freeing up resources to pursue larger debts.

There are no changes being made to the CTR Scheme for the 2019/20 financial year. The 3 year MTFS savings strategy contains a proposal to review the CTR Scheme, with a view to reducing administrative costs from 2020/21 onwards subject to the outcome of that review, consultation and further decisions being taken. The

equalities impact of any proposed changes as a result of that will be considered as and when proposals develop and those further decisions are taken.

Pension Credit Age

Councils are statutorily obliged to protect people of pension credit age so that they are not affected by the change from Council Tax Benefit to CTR.

Discounts for disabled people

People who are severely mentally impaired aren't included when working out council tax. Live-in carers looking after somebody that isn't their partner, spouse or child under 18 are also excluded. Under the Disabled Band Reduction Scheme, people may be eligible for reductions known as disabled relief if they have had changes to their property that would not be necessary if either they or another occupant were not disabled. The scheme allows a reduction of one band unless the property is in the lowest band A, in which case a one sixth reduction is awarded. It is possible that a disabled person may qualify for both disabled relief and additional discounts, such as those offered for those living alone or those who are the only adult in the property.

Council Tax Reductions and Exemptions

Circumstances under which people are exempt from paying, or have their council tax liability reduced on the basis of grounds other than CTR schemes, are mainly laid out by the government. Local authorities can decide on local discounts and exemptions. Examples of some particular exemptions follow.

Carers, Foster Carers, Care leavers: Foster carers and friends and family carers (also known as kinship carers) are treated in the same way by Camden for council tax purposes. Foster Carers have been exempt from paying council tax since 1 April 2014 with Friend and Family Carers becoming exempt from 1 April 2015. From 1 April 2018, the same exemption will also be applied to those leaving care and choosing to live within the borough subsequently up to the age of 25 years. The exemption for these groups is applied to the amount left to pay after the award of any discounts. This is paid whether or not somebody else lives in the property as long as the care leaver is liable to pay council tax.

Lone or No Adult Households: Households in which an adult lives on their own or in which no one else counts as an adult receive a 25% reduction on their council tax bill. Households in which nobody counts as an adult receive a 50% reduction.

Full-Time Students: Households where everyone is a full-time student don't have to pay council tax. Full-time students are defined as being on a course that lasts for at least one academic year and involves at least 21 hours of study per week. Full time students for qualifications up to A-level must be under 20, on a course that last at least 3 months and which involves at least 12 hours of study per week.

Second Homes: Local authorities may elect to charge residents less council tax for a property they own or rent that is not their main home. Local authorities can give furnished second homes or holiday homes a discount of up to 50%. Camden has elected not to apply this and instead charges full council tax on second homes.

Empty Homes: From 1 April 2019, Local Authorities can charge up to 100% extra council tax if a home has been empty for 2 years or more (unless it's an annexe or the owners/residents are members of the armed forces). Camden has adopted this and enforces it. However, if someone is selling an empty property on behalf of an owner who has died, they will not have to pay council tax for up to 6 months from the day they get probate (the right to deal with the estate).

Some homes will receive an exemption from council tax for as long as they stay empty. They include homes:

- belonging to someone in prison (except for not paying a fine or council tax)
- belonging to someone who has moved into a care home or hospital

- that have been repossessed
- that cannot be lived in by law, e.g. if they are derelict
- that are empty because they have been compulsorily purchased and will be demolished

Residents may also receive a 25% discount if their home is undergoing major repair work or structural changes.

Any increases in council tax are matched by corresponding percentage increases in discounts or exemptions.

Other Council Tax Exemptions

The Local Government Act 2003 provided councils with the power to exercise discretion over reductions in council tax for certain people or classes of people, including by reducing the tax payable to zero. The provision was incorporated into the Local Government Act 1992 as Section 13A. The purpose of the legislation is to give councils flexibility to reduce council tax in instances which might be deserving of a reduction, but which otherwise fall outside the existing statutory provisions for exemptions, discounts and council tax reductions (formerly Council Tax Benefit).

Camden's policy allows for reduction where a taxpayer is forced to leave their main home in Camden unoccupied due to serious damage caused by external environmental factors beyond their control. This has been applied in cases of flooding and street subsidence and is awarded for a maximum of 12 months.

In addition to these cases, existing policy gives the Council a general power to reduce council tax liability for any council tax payer in exceptional circumstances. Reductions are intended only as short term assistance, rather than as a way of reducing council tax indefinitely. Each case is determined on its merits and decisions are made by the Director of Customer Services, with a right of appeal to the Executive Director Corporate Services.

The amount of expenditure on discretionary reductions will be reviewed annually by the Executive Director Corporate Services. This is done with a view to bringing the policy back to Cabinet after two years, should expenditure begin put pressure on the overall level of council tax or should new deserving classes of council tax payers emerge.

Proposal for 2019/20

Camden is proposing a council tax increase of 3.99% (including 1% precept for Adult Social Care (ASC)) to generate an additional £4.4m of council tax in 2019/20, with the intention of using the additional resources to help protect services over the medium term. This constitutes an increase of £0.92 per week for residents in a band D property who do not receive any reductions or exemptions.

The Ministry of Housing, Communities and Local Government has announced that an authority will be considered to have set an excessive increase in council tax in 2019/20 if the increase in the level of Band D council tax over 2018/19 is 4% or more. Changes in core council tax can only bring about an increase of 3% per annum without being deemed as excessive. Changes to the adult social care precept can bring about an increase of up to 3% per annum in council tax, provided that a local authority does not raise council tax by more than 6% over 2017/18 to 2019/20. As Camden has previously raised 5% of this in previous years, it can only increase council tax by an additional 1% through the adult social care precept.

As a result, any proposals to increase tax above the threshold of 4% would be deemed as excessive and require consent gained through a local referendum. The proposed 3.99% increase of the council tax does not give rise to an increase of 4% or more and is therefore not deemed as excessive.

Groups Most Likely to be Affected

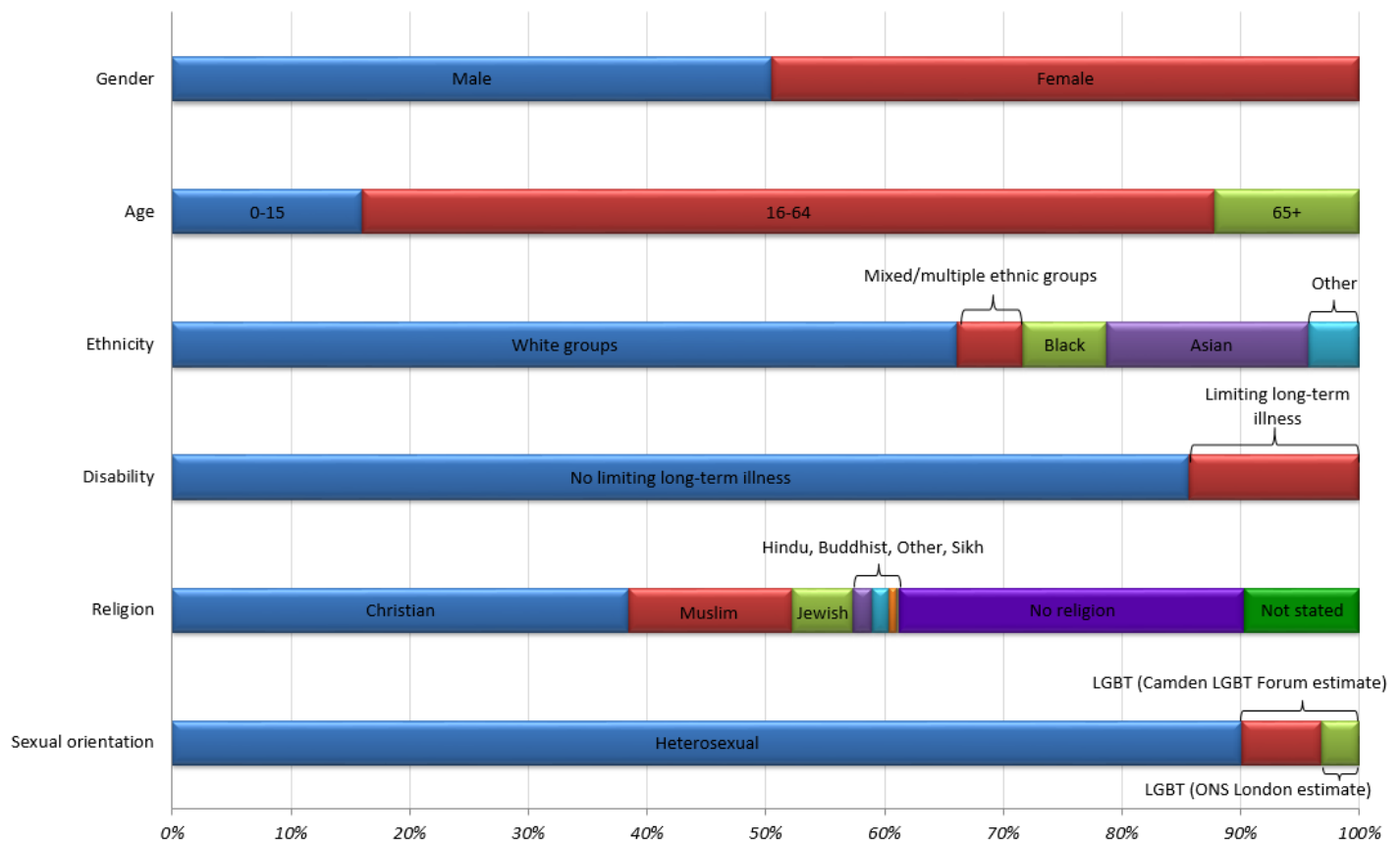
All people eligible to pay either full or reduced council tax will be affected. Any household that is currently charged council tax will see their bill rise proportionally by 3.99%.

Desired Outcomes

- To endeavour to ensure, as far as is reasonable and proportionate, that the implementation of the council tax increase does not adversely impact one group more than any other.
- To give consideration to vulnerable groups whilst ensuring that this does not add to the burden of those left to pay.
- To ensure that those who are entitled to discretionary reductions in council tax because they have suffered the inconvenience of being forced from their home or are foster carers or family and friends carers are not disproportionately impacted by the 3.99% increase, in accordance with Council policy.

Gather relevant equality data and information

Camden Demographic Profile



- **Age Profile:**
The age of the liable person is not recorded for council tax purposes, but Camden's age profile is typical of a metropolitan city with a university presence, containing a larger proportion of students and younger adults and relatively fewer children and older people compared to the national average.
- **Disability:**
An analysis of the council tax data indicates that there are 263 households where Disabled Relief has been granted.

- **Race:**
The race of the liable person is not recorded for council tax purposes, but there is no reason to believe that the increase will impact on any particular ethnic group disproportionately.
- **Gender reassignment:**
There is no council tax data regarding gender reassignment.
- **Marriage and civil partnership:**
Council tax records do not show the marital status of the liable person.
- **Pregnancy and maternity:**
There is no council tax data regarding pregnancy or maternity.
- **Religion or belief:**
This not recorded for council tax purposes, but there is no reason to believe that any particular religious group is likely to be disproportionately affected by the proposed changes.
- **Sex and Sexual orientation:**
There is no council tax data regarding sex and sexual orientation.

General Council Tax and CTR Data

109,682 households were liable for council tax in December 2018, when this data was extracted, 22,384 were receiving CTR, of which 15,134 were of working age. 11,756 working age recipients were not in employment.

Consultation and engagement

In January 2019, the Finance Department carried out its annual Camden Business Community Consultation with business ratepayers about the budget proposals for next year. Ratepayers were invited to comment on the overall budget process and planned expenditure, of which income from business rates plays a key part. Any responses received by 8th February 2019 would have been considered in the context of the overall budget and included in the budget report. However, we have received no responses as part of this process.

In preparing for the current three year financial strategy (from 2019/20 to 2021/22), we recognised that the Council would face a substantial funding gap and were tasked with making some difficult decisions to deliver £35-40m of budget reductions. We are therefore continuing to carry out engagement exercises where appropriate.

The announcement of the ASC precept was considered during the development of our current financial strategy. The Council introduced the maximum potential 3% ASC precept in 2017/18 due to demographic and demand pressures, cost inflation and new burdens, as well as the continuously reducing level of government funding. Raising the precept will partially mitigate these pressures, ensuring that our most vulnerable residents continue to have access to vital services. In 2018/19, a 2% increase in the ASC precept was applied, along with a dedicated 1% of the core increase in council tax going towards ASC funding. In 2019/20, as per the MHCLG guidance, a further 1% ASC precept increase will be levied.

Have you identified any information gaps?

There are several gaps in demographic information relating to council tax, although many are not relevant. From the information that is available, there is no evidence that any group will be disproportionately impacted by the proposed increase to the level of council tax. Many groups who might have suffered from the financial burden will have this mitigated by reductions or exemptions as a result of the CTR scheme or similar, as laid out in the background information on reductions and exemptions.

Stage Three - analysing your equality information and assessing the impact

Analysing the evidence outlined above, could the activity have a negative or positive impact on protected groups?

Should the increase in council tax of 3.99% be approved, tax paying households within the borough will be affected proportionately to what they currently pay and will all have the same 3.99% increase applied from the 2018/19 level.

The core council tax increase referendum threshold increased from 2% to 3% in 2018/19 and has remained at 3% for 2019/20. Prior to this, it was announced that councils will have the flexibility to increase the dedicated ASC precept by up to 3% in 2017/18 and 2018/19, subject to a maximum of 6% across the period 2017/18 to 2019/20. This decision was made in acknowledgement of the major pressures on ASC budgets across the country.

The majority of Camden's ASC service user population falls into protected characteristic categories. The majority of support ASC provides, to users that have been assessed and deemed eligible, is delivered to older people with age-related disabilities. In 2017/18, we supported 3,762 service users of whom 55% were aged 65 or above. Of those supported 11% had a learning disability, 41% had mental health needs and 78% had a physical or sensory impairment. It should be noted that many service users will have multiple support needs e.g. physical support and support with memory and cognition. Increased funding to these areas is therefore likely to positively impact services areas that benefit protected characteristic user groups.

Income raised from the ASC precept flexibility is solely reserved for spend on ASC services. This is to help manage significant challenges in the service, namely large demographic and inflationary pressures and pressures from hospital discharges, combined with reduced government funding. Raising a 1% social care precept will allow us to collect an additional £1.1m. This will be fully allocated to ASC, ensuring that our most vulnerable residents continue to have access to vital services.

Those exempt from paying council tax will remain unaffected and there will be no groups moving from being exempt, to being expected to pay.

Exemptions may also be granted where a taxpayer is forced to leave their main home in Camden unoccupied due to serious damage caused by external environmental factors beyond their control. This has been applied in cases of flooding and street subsidence and is awarded for a maximum of 12 months on a pro rata basis. As this is based on external environmental factors, there is no impact on any group over another, protected or otherwise.

Other steps the Council has taken to improve fairness in the council tax system include charging 200% council tax on all long term, unfurnished and unoccupied properties and giving 100% discounts to Camden foster carers and care leavers. This will help us maintain Camden's diverse community and will contribute to the goal laid out in the Camden Plan of eliminating child poverty in the borough.

The intention is that the council tax rise will have a positive impact on vulnerable groups, both helping to protect many of the services they receive from the Council and reducing the level of cuts required to set balanced budgets in future years. The rise in council tax will be a permanent and ongoing source of additional

revenue and is not subject to government grant cuts.

The CTR scheme has been constituted in such a way that any rise or change in council tax cannot result in a disproportionate impact on any particular group. Further details of the CTR scheme and other similar schemes is laid out in the previous section (Stage two), in which there is more background information on reductions and exemptions.

Equality impact summary

Protected group	Summarise any possible negative impacts that have been identified for each protected group and the impact of this for the development of the activity	Summarise any positive impacts or potential opportunities to advance equality or foster good relations for each protected group
Age	<p>No negative impact identified - legislation dictates that entitlements for people of Pension Credit age must be assessed on the 100% scheme, so they will not be affected by any changes.</p> <p>Those of all ages who are eligible to pay council tax in full or in part will see an increase of 3.99%. As anyone who is eligible to pay council tax, whether full or part will see an increase of 3.99%, it will not disproportionately impact any age group over another.</p>	<p>There should be no disproportionate impacts on those of certain ages. Should those of a pension credit age receive services from the Council, they may benefit from increased Council income limiting the need for services to be reduced. In particular, elderly users of ASC services will benefit from funding from the 1% precept increase.</p>
Disability	<p>No negative impact identified - council tax payable will increase by 3.99% for eligible households, regardless of whether or not the household is subject to a CTR scheme reduction. Since residents with disabilities may be eligible for 100% reduction as per the Council's CTR scheme, the financial burden placed on CTR claimants with a disability will be mitigated.</p>	<p>There will be no disproportionate impacts on those with disabilities. Should those with a disability receive services from the Council, they may benefit from increased Council income limiting the need for services to be reduced. In particular, disabled users of ASC services will benefit from funding raised through the 1% precept increase.</p>
Gender reassignment	No positive or negative impact identified.	No positive or negative impact identified.
Marriage and civil partnership	No positive or negative impact identified.	No positive or negative impact identified.
Pregnancy and maternity	No negative impact identified.	Expectant parents or those with children may benefit from fewer future reductions in services they may receive as a result of increased Council income.
Race	No positive or negative impact identified.	No positive or negative impact identified.

Protected group	Summarise any possible negative impacts that have been identified for each protected group and the impact of this for the development of the activity	Summarise any positive impacts or potential opportunities to advance equality or foster good relations for each protected group
Religion or belief	No positive or negative impact identified.	No positive or negative impact identified.
Sex	No positive or negative impact identified.	No positive or negative impact identified.
Sexual orientation	No positive or negative impact identified.	No positive or negative impact identified.

Stage Four - planning for improvement

What actions have been identified:

- to mitigate against or minimise any negative impacts?
- to advance equality, and therefore improve the activity?

Due to the nature of the CTR scheme and other exemptions, the impact of an increase will be directly proportionate for all groups in the borough. The percentage applied in and CTR received by a household will be applied to the council tax figure after the increase.

For example:

	Band D - before 3.99% increase (£)	Band D - 2019/20 following 3.99% increase (£)	Increase in Band D Charge (£)	Increase in Band D Charge (%)
Camden Element with no Reduction	1,194.20	1,241.84	47.64	3.99
For those receiving 100% relief	0.00	0.00	0.00	Nil

Council tax collection rates will be monitored throughout the year. This is used as an indicator of the ability for an individual or household to pay. By monitoring this, links may be able to be drawn between the rise and any impacts on a range of groups across the borough.

Despite the introduction of CTR Scheme in 2013/14, the collection rate has remained strong in Camden.

Stage Five - outcome of the EIA

Outcome of analysis	Description	Select as applicable
Continue the activity	The EIA shows no potential for discrimination and all appropriate opportunities to advance equality and foster good relations have been taken.	<input checked="" type="checkbox"/>
Change the activity	The EIA identified the need to make changes to the activity to ensure it does not discriminate and/ or that all appropriate opportunities to advance equality and /or foster good relations have been taken. These changes are included in the planning for improvement section of this form.	<input type="checkbox"/>
Justify and continue the activity without changes	The EIA has identified discrimination and / or missed opportunities to advance equality and / or foster good relations but it is still reasonable to continue the activity. Outline the reasons for this and the information used to reach this decision in the box below.	<input type="checkbox"/>
Stop the activity	The EIA shows unlawful discrimination.	<input type="checkbox"/>
Reasons for continuing with an activity when negative impacts or missed opportunities to advance equality have been identified: N/A		

Stage Six - review, sign off and publication

Review:

Date when EIA will be reviewed: February 2020

Sign off:

Quality assured by:	Executive Director Corporate Services
Quality assured by OD for organisational change / restructures:	N/A
Signed off by:	Ahmed Ali (Head of Finance, Corporate Services)
Date:	7th February 2019
Comments (If any)	N/A

G GLOSSARY OF TERMS

The following provides brief explanations of technical terms used in this report. Details of the council tax regime are provided in an additional appendix.

- G1. **Adult Social Care Flexibility / Precept** – Since 2016/17, local authorities responsible for adult social care have been given discretion to raise additional funds solely for that purpose by increasing council tax. The government has set a number of restrictions that local authorities must adhere to in order to avoid breaching the referendum threshold. In 2017/18 government announced that the maximum allowable council tax increase resulting from the ASC precept would be 3% for 2017/18 and 2018/19 and 2% in 2019/20. However, councils can only increase council tax by a maximum of 6% between 2017/18 and 2019/20. This flexibility is being offered due to demographic changes which are increasing the demand for adult social care and increasing pressure on council budgets.
- G2. **Balances** – Unallocated reserves which are retained to enable the Council to respond to uncertainties and risks.
- G3. **Business Rates (National Non-Domestic Rates (NNDR))** – A tax paid on all commercial, industrial and other non-domestic properties based on the assumed rental value of the property. The multiplier is set nationally each year by the government. From 2013/14, this funding has been managed through the business rates retention scheme, which distributes rates between councils whilst allowing authorities to keep a portion of growth in the local rates base. However, in 2018/19 Camden participated in a London-wide rates retention pilot, which ensured that all growth in rates collected would be kept in the city. This has been reduced to a 75% retention rate for 2019/20.
- **Appeals** – Refers to appeals by ratepayers against rateable values. The calculation of rateable values and the outcome of appeals are both determined by the government's Valuation Office Agency. If successful, repayment costs are shared between the Council, government and the Greater London Authority (GLA).
 - **Baseline Funding Level** – A section of the Settlement Funding Assessment relating to business rates. Under the old system, should the Camden share of business rates under the business rates baseline exceed this, a levy would be applied, but Camden would keep a share of the growth. This share of the growth will vary as a result of entry into the London Pool. Should it be less, Camden would bear the loss up to the safety net threshold.
 - **Billing Authority** – A local authority responsible for collecting council tax and non-domestic rates, such as Camden.
 - **Business Rates Baseline** – This is the local share of business rates generated across an authority before the tariff or top-up. Outside the pool, the local share covered 30% of all business rates generated in Camden, with 37% going to the GLA and 33% to central government. The business rates baseline would then be compared to the baseline funding level and be matched to it through a tariff or top-up. Under the business rate retention pilot schemes, pooled authorities have a combined baseline and share a greater proportion of any growth in business rates.
 - **Non-Domestic Rates Multiplier** – This is the rate in the pound of rateable value that must be paid in non-domestic rates. This is set each year by the government and was

set at 49.3p in 2018/19. Small businesses and charities are subject to reduced multipliers.

- **Retained Business Rates** – This is the amount of business rates retained by the authority after payments have been made to the government and the GLA.
- **Safety Net** – A mechanism whereby the government ensures that no local authority will see its business rates income drop especially sharply (below 7.5% of an authority's baseline funding level) in a particular year. The government funds any gap in excess of 7.5% through a levy paid by other local authorities on growth in business rates income. The baseline funding levels are updated each year.
- **Tariff** – A payment from the authority to central government. It is the excess of an individual authority business rates baseline over its baseline funding level. Tariffs are fixed at the start of the Business Rates Retention scheme and updated in future years in line with the increase in the non-domestic rates multiplier. Central government income from tariffs is redistributed to other authorities across the country in the form of 'top-ups'.

- G4. **Capital Programme** – The Council's medium term (10 year) capital expenditure and funding plans.
- G5. **Cash Limits** – An amount of money agreed by the Cabinet within which a directorate and division sets its budget. It is subsequently expected to contain its net expenditure within these limits.
- G6. **Collection Fund** – The fund administered by a billing authority into which the council tax and non-domestic rates it collects are paid, and from which payments are made to precepting authorities, to the government, and to meet its own spending requirements. Any balance on the collection fund must be shared between the billing authority, precepting authorities and the government in accordance with regulations governing council tax and non-domestic rates.
- G7. **Core Settlement Funding** – A government definition of Council resources introduced from 2016/17, comprising of council tax income and the settlement funding assessment (baseline business rate retained income and revenue support grant). Cuts to revenue support grant are apportioned based on this definition of funding.
- G8. **Core Spending Power** – A government definition of projected revenue funding available for local authority services which since 2016/17 has been made up of: the modified settlement funding assessment; estimates of growth in the council tax base; potential additional council tax available from the adult social care council tax flexibility; potential increases in the standard council tax; potential additional council tax available from a £5 cash principle for districts with a lower quartile B and D council tax level; the improved better care fund grant, new homes bonus grant and rural services delivery grant.
- G9. **Council Tax** – The locally determined tax on residential properties.
- **Basic Amount of Council Tax** – The sum of the Camden element of council tax (plus the amount to be raised through the Garden Square levies) divided by the total Camden council tax base. This value is used to determine the change in an authority's annual council tax.

- **Band D Equivalent** – By law and convention, council tax is usually expressed as a Band D equivalent. In many areas a Band D property is a mid-sized, typical property.
 - **Council Tax Base** – The number of properties within a council's area expressed as a Band D equivalent, after adjusting for exemptions and discounts. The band D charge is calculated by dividing the council tax requirement by the base.
 - **Council Tax Requirement** – The amount each authority estimates as its planned net spending, after deducting income it raises from fees and charges, grants, and funding from reserves.
 - **Council Tax Reduction Scheme** – The system that replaced council tax benefit from 2013/14. Support to recipients is given by way of a discount on their council tax bills.
 - **Precept** – A precept differs from a levy in that the precepting body sets its own council tax, which is then collected by Camden alongside its own council tax. The only precept Camden collects is on behalf of the Greater London Authority (GLA). By this definition, the 'social care flexibility'/ASC precept is not technically a levy or precept since Camden will raise the income and incurs the expenditure directly.
- G10. **Dedicated Schools Grant (DSG)** – A government grant ring-fenced for schools and other education-related spending, including on early years and special educational needs.
- G11. **Formula Grant** – The main government grant supporting general fund expenditure up to 2012/13, which was replaced by the elements of settlement funding assessment.
- G12. **General Fund** – The fund from which the costs of the Council's major services (excluding council housing) are met.
- G13. **Greater London Authority (GLA)** – the precepting authority whose precept is added to Camden's council tax to form the overall council tax bill.
- G14. **Housing Revenue Account (HRA)** – A local authority statutory ring-fenced account which covers current income and expenditure on all housing services relating to owned housing stock. HRA expenditure covers the costs of managing and maintaining stock, along with debt charges relating to previous property acquisitions and renovations. HRA income consists of rents, fees and charges. The Council is legally required to set a balanced HRA budget, meaning that the HRA balance can never be in deficit. The HRA budget for the upcoming financial year is set each January.
- G15. **Levy** – This term relates to two distinct systems:
- (A) A contribution which the Council is required to make to another body (typically a London-wide provider of services). Levies differ from precepts in that they form part of the Council's budget and are therefore passed on through council tax.
 - (B) A mechanism which limits the benefit an authority can derive from real growth (above inflation) in business rates. The levy is applied proportionally on a 1:1 basis. Thus a 1% increase in business rates income produces a corresponding 1 per cent increase in revenue (as measured by the baseline funding level) from the rates retention scheme.
- G16. **Precept** – refers to two distinct figures:

(A) The sum collected by the GLA alongside Camden's council tax (further explained in G9).

(B) The adult social care precept, which is collected as part of Camden's council tax and which is spent solely on adult social care services.

G17. **Outturn** – The actual level of revenue or capital expenditure in a year.

G18. **Reserves** – Amounts available in the Council's accounts to fund planned future expenditure (normally known as 'earmarked reserves'), or set aside to manage known risks.

G19. **Revenue Support Grant** – This is one of two elements of the Settlement Funding Assessment (the other being the local share of business rates) and is a central government grant designed to finance revenue expenditure across any service. It is determined in the Local Government Finance Settlement.

G20. **Settlement Funding Assessment** – The largest part of local authorities' shares of the local government spending control total (the centrally set sum set aside for local authority funding) as determined by the government and consisting of two amounts – revenue support grant and the baseline funding level of retained business rates.

G21. **Specific Grant** – A government grant allocated outside the revenue support grant distribution system, usually intended to support a specific service or purpose but often not ring-fenced.