

Public Document Pack



Town Hall, Upper Street, London, N1 2UD

AGENDA FOR THE EXECUTIVE

Members of the Executive are summoned to attend a meeting to be held in the Council Chamber, Islington Town Hall, Upper Street, London N1 2UD on **30 November 2023 at 7.00 pm.**

Enquiries to : Mary Green
Tel : 0207 527 3005
E-mail : democracy@islington.gov.uk
Despatched : 22 November 2023

Membership

Councillor Kaya Comer-Schwartz
Councillor Diarmaid Ward

Councillor Una O'Halloran
Councillor Rowena Champion

Councillor John
Councillor Santiago Bell-Bradford
Councillor Nurullah Turan
Councillor Michelline Safi Ngongo

Councillor Roulin Khondoker

Portfolio

Leader of the Council
Executive Member for Finance, Planning and Performance
Executive Member for Homes and Communities
Executive Member for Environment, Air Quality and Transport
Executive Member for Community Safety
Executive Member for Inclusive Economy and Jobs
Executive Member for Health and Social Care
Executive Member for Children, Young People and Families
Executive Member for Equalities, Culture & Inclusion

Quorum is 4 Councillors

Declarations of interest:

If a member of the Executive has a **Disclosable Pecuniary Interest*** in an item of business and it is not yet on the council's register, the Councillor **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent. Councillors may also **choose** to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency. In both the above cases, the Councillor **must** leave the room without participating in discussion of the item.

If a member of the Executive has a **personal** interest in an item of business they **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent but may remain in the room, participate in the discussion and/or vote on the item if they have a dispensation from the Chief Executive.

- *(a) **Employment, etc** - Any employment, office, trade, profession or vocation carried on for profit or gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

NOTE: Public questions may be asked on condition that the Chair agrees and that the questions relate to items on the agenda. No prior notice is required. Questions will be taken with the relevant item.

Requests for deputations must be made in writing at least two clear days before the meeting and are subject to the Leader's agreement. The matter on which the deputation wants to address the Executive must be on the agenda for that meeting.

	Page
A. Formal matters	
1. Apologies for absence	
2. Declarations of Interest	
3. Minutes of previous meeting	1 - 4
B. Budget, Performance and Monitoring matters	
1. Local Government and Social Care Ombudsman Annual Review performance report 2022-2023	5 - 28

2.	Treasury management outturn report 2022/23	29 - 48
3.	General Fund fees and charges review	49 - 110
C.	Fairer Together	
4.	Report of the Policy and Performance Scrutiny Committee - Cost of Living Crisis	111 - 134
D.	Community Wealth Building	
5.	Procurement strategy for renewal of main parking contract(s)	135 - 172
E.	Greener, healthier Islington	
6.	Report of the Environment and Regeneration Committee - Net Zero Carbon 2030 Strategy, focusing on the Circular Economy and Green Jobs	173 - 196
7.	Procurement strategy for Council energy contracts	197 - 214
8.	Report of the Health and Care Scrutiny Committee - Adult Social Care Transformation	215 - 236
F.	Other matters	
1.	Procurement strategy for office furniture	237 - 262

G. Urgent non-exempt matters

Any non-exempt items which the Chair agrees should be considered urgently by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

H. Exclusion of the press and public

To consider whether to exclude the press and public during discussion of the remaining items on the agenda, in view of their confidential nature, in accordance with Schedule 12A of the Local Government Act 1972.

I. Confidential / exempt items for information

J. Urgent exempt matters

Any exempt items which the Chair agrees should be considered urgently by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

The next meeting of the Executive will be on 11 January 2024

WEBCASTING NOTICE

This meeting will be filmed by the Council for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be filmed, except where there are confidential or exempt items, and the footage will be on the website for 6 months. A copy of it will also be retained in accordance with the Council's data retention policy.

If you participate in the meeting you will be deemed by the Council to have consented to being filmed. By entering the Council Chamber you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you do not wish to have your image captured you should sit in the public gallery area, overlooking the Chamber.

In addition, the Council is obliged by law to allow members of the public to take photographs, film, audio-record, and report on the proceedings at public meetings. The Council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

If you have any queries regarding webcasting or the recording of meetings by the public, please contact Democratic Services on democracy@islington.gov.uk

164 **PROCUREMENT STRATEGY FOR MENTAL HEALTH EMPLOYMENT SERVICE**

RESOLVED:

(a) To approve the procurement strategy for the Mental Health Employment Support Service, as outlined in the report of the Executive Member for Health and Social Care.

(b) To delegate authority to award the contract to the Director for Adult Social Care, following consultation with the Executive Member for Health and Social Care.

Reasons for the decision – to secure best value for money and maximise opportunities to benefit residents. The new approach would further develop an integrated pathway between specialist mental health employment support and the Council's adult employment service to ensure clearer pathways and improved job outcomes for residents.

Other options considered – none

Conflicts of interest / dispensations granted – none

165 **PROCUREMENT STRATEGY FOR THE ISLINGTON FILM SERVICE CONTRACT**

RESOLVED:

(a) To approve the procurement strategy for Islington Film Service, as outlined in the report of the Executive Member for Equalities, Culture and Inclusion.

(b) To delegate the decision to award the contract to the Corporate Director Community Engagement and Wellbeing, following consultation with the Executive Member for Equalities, Culture and Inclusion.

Reasons for the decision – The procurement exercise for an external provider for the Islington Film Service was to be undertaken because the other options considered were likely to incur greater expense and to reduce income to the Council.

Other options considered – four options were considered.

Conflicts of interest / dispensations granted – none

166 **PURCHASING 310 EX-RIGHT TO BUY PROPERTIES**

RESOLVED:

(a) To approve the borrowing of £85,304,000 within the Housing Revenue Account to supplement the funding provided by the Department of Levelling Up Housing and Communities (DLUH&C) to enable the Council to purchase 310 Ex Right to Buy properties, as detailed in the report of the Executive Member for Homes and Communities and the Executive Member for Equalities, Culture and Inclusion.

(b) To note the capital funding of up to £81,725,260 allocated to Islington Council by the DLUH&C to enter into the grant agreements and to commence

the purchasing of 310 Ex Right to Buy properties in Islington to accommodate homeless households with a local connection to Islington.

(c) To note the funding and to commence the purchase of these properties immediately.

(d) To approve the budget increases as outlined in paragraph 4.1.4 of the report.

Reasons for the decision – To assist the Council’s commitment to end homelessness, whilst ensuring a robust humanitarian response to support refugees from Afghanistan and Ukraine.

Other options considered – the Council considered partnering with a registered social landlord to deliver the programme, but this would not have offered greater benefits compared to the existing framework.

Conflicts of interest / dispensations granted – none

167 **PROCUREMENT STRATEGY FOR TEMPORARY ACCOMMODATION**

RESOLVED:

(a) To approve the procurement strategy for establishing a flexible framework for the procurement of nightly paid temporary accommodation, as outlined in the report of the Executive Member for Homes and Communities.

(b) To delegate authority to the Acting Corporate Director for Homes and Neighbourhoods to award any call-off contracts pursuant to the flexible framework for nightly paid temporary accommodation.

(c) To delegate authority to the Acting Corporate Director for Homes and Neighbourhoods to award any required contracts for spot purchased temporary accommodation until the flexible framework was re-opened as outlined in the report.

Reasons for the decision – The strategy would ensure that the accommodation was in place to avoid homeless families being forced to sleep on the streets and would enable the Council to access a wider portfolio of accommodation options.

Other options considered – four options were considered.

Conflicts of interest / dispensations granted – none

168 **PHASE 2 OF SCHOOL ORGANISATION - EXEMPT APPENDICES**

RESOLVED:

To approve the proposals set out in paragraph 4 of the exempt appendix to the report of the Executive Member for Children Young People and Families, to reduce the number of school places in a planned way to support schools to manage change within their national funding formula allocations.

Reasons for the decision – to drive educational excellence through inclusive and sustainable schools

Other options considered – a range of options were considered.

Conflicts of interest / dispensations granted – none

169 **PROCUREMENT STRATEGY FOR FILM SERVICE - EXEMPT APPENDIX**
Noted.

The meeting closed at 7.15 pm

CHAIR

Community Engagement and Wellbeing
222 Upper Street
London
N1 1XR

Report of: Executive Member for Finance, Planning and Performance

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Local Government and Social Care Ombudsman (LGSCO) Annual Review performance report 2022-2023

1. Synopsis

- 1.1. Following the publication of the LGSCO Annual Review letter 2022-23, this report provides a summary of the council's performance in complaint handling from 1 April 2022 – 31 March 2023, highlighting decisions upheld by the LGSCO.

The number of complaints received by the LGSCO for the authority during 22/23 totalled 98.

Of the 98 cases received, 17 underwent a detailed investigation, 81 cases received decisions, which resulted in alternative outcomes directed to the complainant. All LGSCO decisions are shown in the statistics report included with the LGSCO Annual Review letter.

Of the 17 cases investigated 12 cases received a decision of upheld or maladministration with or without injustice.

Of the 12 cases, the authority provided a satisfactory remedy to 2 cases before the complaint reached the Ombudsman.

There were 6 cases with compliance outcomes 100% of cases were satisfied by the council.

2. Recommendations

- 2.1. To note the Local Government & Social Care Ombudsman Annual Review letter 2022-23 dated 19 July 2023, **See Appendix 1.**
- 2.2. To note that, of the 17 cases investigated, there were 12 upheld decisions with the remaining 5 cases not upheld.
- 2.3. To note that, 2 out of the 12 upheld cases, received a satisfactory remedy before the Ombudsman involvement.
- 2.4. To note that 6 out of the 6 cases with compliance outcomes during 1 April 2022 to 31 March 2023, 100% complied with the Ombudsman recommendations.
- 2.5. To note that separate to the complaints investigated by the LGSCO reported in the Annual Review Letter, 6 upheld decisions during the period in question (finding of maladministration) were decided by the Housing Ombudsman, **See Appendix 2.**

3. Background

- 3.1. A total of 12 cases with decisions upheld by the LGSCO.
- 3.2. Shown in Table 1 (summary and learnings) the LGSCO's remit is widespread and the number of upheld decisions low, as a result there isn't a main theme running through the findings and learning. The Council is committed to its corporate strategy and priorities and where non-compliance with our priorities has been identified in the complaints, Directorates have been immediately notified for swift action to be undertaken. The complaints investigated during the reporting period relate to cases which completed the authority's complaint process from 2020 and reflective of the issues known during this time; Covid, financial and social challenges, along with pressure on Adult Social Care and Housing Services, and the administration of government grants. And in response changes undertaken by the authority including working from home. However, as shown in the learnings, the authority has recognised the issues in the ombudsman decisions and is intent on implementation of lessons learned and this is reflected by the 100% compliance with the recommendations. Complaints improvement and learning takes place on a departmental level and the Council has invested in a new complaints system, which will come in at the start of Jan 2024 and will strengthen the Council's ability to report learning from complaints on a wider organisational level.

Table 1: Services and summary of decisions

Adults Total of upheld cases - 2

Summary of complaint	Findings	Compensation Reason & Amount
<p>21017685</p> <p>The Council was at fault for the delay in its safeguarding investigation. This did not result in a significant injustice.</p>	<p>Finding</p> <p>Upheld</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£400</p> <p>Reason Compensation Paid</p> <p>Distress</p> <p>Learnings</p> <p>Review section 42 safeguarding enquiries policy and guidance to make sure that the Council contacts a deceased person's representative or next of kin with the outcome of any safeguarding referral or decision (in the same way it would if the person at risk was not deceased) and keep them informed. Remind relevant staff (including managers from the adult social care team and the complaints team) that they must contact and inform the person's representative or next of kin with the outcomes of safeguarding decisions, even if they did not make the referral themselves.</p>
<p>22003113</p> <p>The Council could not secure a residential care</p>	<p>Finding</p> <p>Fault with injustice</p> <p>Remedy</p>	<p>Compensation</p> <p>£500</p>

<p>home placement in its area.</p> <p>Failings in the personal care received while living in a care home out of Borough.</p>	<p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Reason Compensation Paid</p> <p>Distress, time and trouble.</p> <p>Learnings</p> <p>Ensure the concern about the shortage of residential care beds in the Borough, caused by the ongoing building works affecting the three residential care homes is shared with the senior officers and elected Member with responsibility in this area.</p> <p>Give a reminder to relevant social work staff and those who work with complaints about expectations around openness and transparency; that in communications with users of services and their relatives who are in the same position as the complainant, the Council should be clear about the reasons for the shortage of residential care beds and how long it expects this to last.</p> <p>Issue a reminder to staff who deal with complaints of the need to be specific about the action to be taken (and by when and by whom) when agreeing to take action to remedy a complaint.</p>
--	--	---

Community Wealth Building and Resources (revenues)

Benefit/Tax Total of upheld cases - 2

Summary of complaint	Findings	Compensation Reason & Amount
<p>22000225</p> <p>The Council failed to advise the complainant to claim Universal Credit. Instead, they pursued a claim for housing benefit, to which they are not entitled, and now has rent arrears causing financial hardship and affecting a transfer request.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£360</p> <p>(Increase on original compensation)</p> <p>Reason Compensation Paid</p> <p>Two weeks rent, time and trouble.</p>
<p>22010622</p> <p>The complainant emailed the Council about housing benefit and asked some questions and reported some changes in circumstances. The Council did not respond to the email, but it processed the information and sent new decision notices which showed the information had been assessed.</p>	<p>Finding</p> <p>Upheld not investigated injustice remedied</p> <p>Remedy</p> <p><u>Satisfactory remedy offered by the Council before the LGSCO involvement.</u></p>	<p>Compensation</p> <p>£175</p> <p>Reason Compensation Paid</p> <p>Delay</p>

Environment Total of upheld cases - 2

Summary of complaint	Findings	Compensation Reason & Amount
<p>22000592</p> <p>Council failed to provide suitable and adequate information, including about its discretion to approve large memorials, when buying a grave plot. The complainant and family were distressed by the Council's later approval of a large memorial near their grave plot.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£1075</p> <p>Reason Compensation Paid</p> <p>Distress, delay in complaint handling.</p> <p>Learnings</p> <p>Reviewed the Rules to: - include information about PIR, set out the 'correct' memorial sizes for different grave types, and explain how discretion will be exercised, which should include consideration of the impact on all service users, when dealing with applications for memorials that will not comply with the specified 'correct' size. Officers trained to ensure they explain and or provide written information about PIR and its potential implications for large memorials when dealing with</p>

		service users buying grave plots.
<p>22006243</p> <p>Mr X complained that they should not have to pay storage costs before the car is released by enforcement agents acting on behalf of the Council. They suffered injustice because being without a car has meant they had difficulty working and made it difficult to visit the child.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£1000</p> <p>Reason Compensation Paid</p> <p>Distress and inconvenience.</p> <p>Learnings</p> <p>Reviewed the policies and procedures for working with its enforcement agents. Systems in place for ensuring that records are updated when informed of a service-users change of address and that all known methods of communication with a service-user are utilised before applying storage charges for keeping a car in storage when it has been released for collection.</p>

Housing Total of upheld cases 6

Summary of complaint	Findings	Compensation Reason & Amount
<p>21018497</p> <p>The Council was delayed in issuing its decision letter regarding an application for homelessness. As a result of the Council's delays, they remained in temporary accommodation that was not suitable.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£500</p> <p>Reason Compensation Paid</p> <p>Delay</p>
<p>22001218</p> <p>The Council's response to reports of ongoing anti-social noise. The Council was at fault for poor communication. However, the Council was not at fault in how it decided the noise was not anti-social.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Learning</p> <p>Remind staff they should promptly communicate the decision to close anti-social behaviour investigations to the complainant.</p>
<p>22002468</p> <p>The Council delayed in responding to an official complaint.</p> <p>There was also disrepair in the temporary accommodation offered.</p> <p>There was no fault in the time it took to find the complainant permanent housing after fleeing violence or</p>	<p>Finding</p> <p>Upheld not investigated injustice remedied</p> <p>Remedy</p> <p><u>Satisfactory remedy offered by the Council before the LGSCO involvement.</u></p>	<p>Compensation</p> <p>£300</p> <p>Reason Compensation Paid</p> <p>Distress, delay in complaint handling, inconvenience from the disrepair.</p>

<p>in its payment of Council tax support.</p>		
<p>22002539</p> <p>The Council failed to promptly assess the need for care and support and Occupational Therapy and make safeguarding enquiries, consider reasonable adjustments, provide Occupational Therapy support with the final accommodation offer. The Council failed to consider the request for support with a move, respond properly to concerns about the accommodation after the move, respond to review request and the delays in its complaint handling.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£750</p> <p>Reason Compensation Paid</p> <p>Significant distress, time and trouble.</p> <p>Learnings</p> <p>Procedures and guidance to officers on providing information about the availability of and considering and offering support to applicants moving to accommodation offered under its Housing Act duties; procedures for referrals from other services to ASC for care and support need assessments and safeguarding enquiries; procedures for considering and recording reasonable adjustments for service users and how agreed adjustments can be accessed by all parts of the Council.</p>

<p>22003446</p> <p>Ms X complains about how the Council handled the homelessness and housing applications when she fled domestic abuse. Ms X complains the Council's actions caused further distress and uncertainty. The Ombudsman finds fault with the Council for how it communicated with Ms X about her applications. The Ombudsman also finds fault with the Council for how it communicated about personal data, medical assessments and for the Council's complaint handling.</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£550</p> <p>Reason Compensation Paid</p> <p>Distress, time and trouble caused and the delay in not responding to the complaint.</p> <p>Learnings</p> <p>Review whether the Council needs to develop information for homelessness applicants to outline what information, including photos, may be requested. Ensure that complaints which are escalated receive a timely response.</p>
<p>22009383</p> <p>The Council failed in the way it handled Miss X's homelessness application when she sought assistance after fleeing domestic abuse</p>	<p>Finding</p> <p>Upheld held Fault and Injustice</p> <p>Remedy</p> <p>No Satisfactory remedy offered by the Council before the LGSCO involvement.</p>	<p>Compensation</p> <p>£4,050</p> <p>Reason Compensation Paid</p> <p>Distress and delay</p> <p>Learnings</p> <p>The Service will also make changes to its processes including improvement in complaint handling.</p>

3.3. Table 2: Comparison to the Previous Year

	Complaints received	Complaints investigated	Complaints upheld	Upheld rate
2018/2019	106	26	11	42%
2019/2020	84	24	17	71%
2020/2021	71	17	12	71%
2021/2022	89	15	11	73%
2022/2023	98	17	12	71%

The number of complaints received by the LGSCO for 202/23 increased by 9 cases this is higher than received in the previous 3 years however the upheld rate has remained in the lower 70%.

The ombudsman is being more selective on complaints put forward for investigation prioritising cases where there is public interest. They are less likely to investigate 'borderline' issues, therefore finding a higher portion of fault overall.

Recommendation from the annual letter is to compare annual statistics with similar organisations to understand performance.

Table 3: Comparison of upheld decisions with similar organisations

Authority	Investigations	Upheld decisions	Remedy
Camden	20	14 (70%)	0
Islington	17	12 (71%)	2
Hackney	28	25 (89%)	8

Overall Islington's performance is satisfactory in comparison to similar organisations.

Table 4: Satisfactory remedy provided before LGSCO involvement

	Complaints Upheld	Complaints remedied	% of upheld cases
2018/19	11	3	28
2019/20	17	5	29
2020/21	12	3	25
2021/22	11	3	27
2022/23	12	2	17

Of the upheld cases (12), the ombudsman has decided that it will not investigate 2 cases because they were satisfied with the actions the council has taken or proposes to take. ***(Local Government Act 1974, section 24A (7), as amended)***. These cases were classified in the LGSCO decision letter as, upheld not investigated – injustice remedied.

Table 5: Compliance with Ombudsman recommendations

	Complaints recommendations for current year	Compliance with recommendations for current year	% of upheld cases
2019/20	9	9	100
2020/21	9	9	100
2021/22	9	9	100
2022/23	6	6	100

In all cases, remedies were completed within the agreed timescales.

Table 6: Compensation payments

	Compensation paid	£ +/-
2019/20	£3,950.00	
2020/21	£8,355.00	4,405.00
2021/22	£10,463.00	2,108.00
2022/23	£9,660.00	-£803

In one case for Homes and Communities, Housing Options Service the council was ordered to pay over £4,000 in compensation, which is 40% of the total compensation awarded for 2022/23.

Organisation's performance

The Local Government & Social Care Ombudsman Annual Review letter highlighted in its report the uptake of three online courses. The investment in training by the council shows our interest in good complaint handling.

The LGSCO has highlighted occasions where their investigations were delayed by the council's failure to respond on time to enquires and draft decisions. The increase in staff and improvement in performance at stage two will assist in improving response times.

There was also a backlog in the council's responses to complaints leading to people waiting far longer than they should have; the ability to seek redress when things go wrong and the council's ability to identify and learn from its mistakes as soon as practically possible. The stage two backlog was cleared in May 2023 and the approach taken by the council agreed by the LGSCO with a letter of satisfaction.

- Recruitment of more staff to clear its backlog.
- Commissioned an independent review of its complaint handling processes, which has progressed through the Complaint Improvement Programme.
- Apologised to the residents affected by the backlogs.

The LGSCO will continue to review and asks that the council reflects on the steps that can be taken to ensure the delays noted in the complaints process are reduced.

Appendix 3 - LGSCO letter of satisfaction following public report on complaint handling.

Summary

The Annual Review letter 2022 shows a good year in the council's performance regarding the outcome of complaints investigated by the LGSCO. However, there are areas of improvement needed to local complaint handling and responsiveness to LGSCO enquiries and draft decisions which has been acknowledged by the council. This year's report conclusion is as follows;

- ✓ Despite the challenges over the last year with the backlog in complaints there has not been a significant increase in upheld investigations by the LGSCO.
- ✓ Compliance with recommendations at 100%.
- ✓ The emphasis placed on providing a satisfactory remedy before LGSCO continues to show results with 2 cases appropriately remedied, which is a decrease of 1 from the previous year. This has in comparison to other authorities (Table 3) give us an advantage in overall performance.

The Corporate Complaint Service with oversight by the complaint's improvement board will ensure improvement initiatives are delivered and the service and outcomes for complainants improved. The LSGCO states "A good complaints service offers a rich source of intelligence and insight that has potential to be transformational." We aim to be an organisation that listens and learns from its mistakes. Accountability at service level, good governance and using

complaint outcomes and feedback will assist the council in improving the standard of services delivered to residents and service users.

4. Financial Implications

- 4.1 This report details the costs of compensation awarded due the fault of Islington Council in responding to complaints.
- 4.2 The Complaints Team Resident Experience budget sits within Community Engagement and Wellbeing and had a core budget of £3,488,322 during 2022/23. Compensation awarded is an unfunded budget pressure.
- 4.3 A total of £9,660 has been paid in compensation for 2022/23, a decrease of £803 since 2021/22 when £10,463.00 was paid. Compensation payments are funded directly by the service responsible for the complaint, creating an in-year budget pressure for services.

4.2 Legal Implications

4.2.1 The LGSCO is an independent body responsible for investigating complaints made against a public body where it is alleged that there has been maladministration causing injustice. Under Section 26(1) of the Local Government Act 1974, the LGSCO has the power to investigate complaints against the council where there has been:

1. maladministration causing injustice,
2. a failure to provide a service that it was the council's function to provide
3. there was a total failure to provide such a service.

Complaints to the LGSCO must be made within 12 months of the action complained of. The LGSCO will not investigate a complaint until a complainant has exhausted the council's internal complaints procedure. However, the LGSCO can dispense with this requirement in certain circumstances (eg. where it is particularly urgent that a complaint is resolved because the complainant could be made homeless).

The LGSCO has the power to make recommendations to the council following the complaint on how to improve its services and put things right for the complainant. Whilst these recommendations are not mandatory and the council does not have to accept or follow them, the Council needs to be aware of the importance of providing assurance to residents to minimise further challenges.

4.3 Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

There are no environmental implications as a result of this report.

4.4 Equalities Impact Assessment

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

5. Reason for recommendations

To ensure that the Council Leader, the Chair of the Scrutiny Committee and local residents are kept informed about complaints that have been reviewed by the Local Government and Social Care Ombudsman.

Appendices:

- **Appendix 1**- Local Government and Social Care Ombudsman Annual Review letter 2022.
- **Appendix 2** - Table 1 summary of upheld decision by the Housing Ombudsman 2022.
- **Appendix 3** – Local Government and Social Care Ombudsman letter of satisfaction.

Final report clearance:

Legal Implications Author: Alison Stuart | Director of Law and Governance | Monitoring Officer
Email: alison.stuart@islington.gov.uk

Financial Implications Author: Ellena Smith | Deputy Finance Manager
Tel: 020 7527 4257
Email: Ellena.smith@islington.gov.uk

Report Author: Karen McKenzie | Head of Service
Tel: 020 75271924
Email: karen.mckenzie@islington.gov.uk

This page is intentionally left blank

19 July 2023

By email

Mr Biggs
Acting Head of Paid Service
London Borough of Islington

Dear Mr Biggs

Annual Review letter 2022-23

I write to you with your annual summary of complaint statistics from the Local Government and Social Care Ombudsman for the year ending 31 March 2023. The information offers valuable insight about your organisation's approach to complaints. As always, I would encourage you to consider it as part of your corporate governance processes. As such, I have sought to share this letter with the Leader of your Council and Chair of the appropriate Scrutiny Committee, to encourage effective ownership and oversight of complaint outcomes, which offer such valuable opportunities to learn and improve.

The end of the reporting year, saw the retirement of Michael King, drawing his tenure as Local Government Ombudsman to a close. I was delighted to be appointed to the role of Interim Ombudsman in April and look forward to working with you and colleagues across the local government sector in the coming months. I will be building on the strong foundations already in place and will continue to focus on promoting improvement through our work.

Complaint statistics

Our statistics focus on three key areas that help to assess your organisation's commitment to putting things right when they go wrong:

Complaints upheld - We uphold complaints when we find fault in an organisation's actions, including where the organisation accepted fault before we investigated. We include the total number of investigations completed to provide important context for the statistic.

Over the past two years, we have reviewed our processes to ensure we do the most we can with the resources we have. One outcome is that we are more selective about the complaints we look at in detail, prioritising where it is in the public interest to investigate. While providing a more sustainable way for us to work, it has meant that changes in uphold rates this year are not solely down to the nature of the cases coming to us. We are less likely to carry out investigations on 'borderline' issues, so we are naturally finding a higher proportion of fault overall.

Our average uphold rate for all investigations has increased this year and you may find that your organisation's uphold rate is higher than previous years. This means that comparing uphold rates with previous years carries a note of caution. Therefore, I recommend comparing this statistic with

that of similar organisations, rather than previous years, to better understand your organisation's performance.

Compliance with recommendations - We recommend ways for organisations to put things right when faults have caused injustice and monitor their compliance with our recommendations. Failure to comply is rare and a compliance rate below 100% is a cause for concern.

Satisfactory remedy provided by the authority - In these cases, the organisation upheld the complaint and we were satisfied with how it offered to put things right. We encourage the early resolution of complaints and credit organisations that accept fault and find appropriate ways to put things right.

Finally, we compare the three key annual statistics for your organisation with similar authorities to provide an average marker of performance. We do this for County Councils, District Councils, Metropolitan Boroughs, Unitary Councils, and London Boroughs.

Your annual data, and a copy of this letter, will be uploaded to our interactive map, [Your council's performance](#), on 26 July 2023. This useful tool places all our data and information about councils in one place. You can find the detail of the decisions we have made about your Council, read the public reports we have issued, and view the service improvements your Council has agreed to make as a result of our investigations, as well as previous annual review letters.

Your organisation's performance

During the year, there were several occasions where our investigations were delayed by your Council's failure to respond on time to our enquiries and draft decisions. Equally concerning, we noted both significant delay in how your Council deals with complaints locally, and significant backlogs that meant people were left waiting far longer than they should have for responses to their complaints.

I was concerned about the impact this had on the public's ability to seek effective and efficient redress when things go wrong, as well as the Council's ability to identify and learn from its mistakes as soon as practicable. I am therefore pleased to hear that the Council has recruited more staff to clear its backlog, commissioned an independent review of its complaint handling processes, and apologised to the residents affected by the backlogs.

This is an issue we will continue to review, and I ask you to reflect on the steps that can be taken to ensure the delays we have noted in the complaints process are reduced. If there is anything we can do to assist the Council with this, please do let me know.

Supporting complaint and service improvement

I know that complaints offer organisations a rich source of intelligence and insight that has the potential to be transformational. These insights can indicate a problem with a specific area of service delivery or, more broadly, provide a perspective on an organisation's culture and ability to learn. To realise the potential complaints have to support service improvements, organisations need to have the fundamentals of complaint handling in place. To support you to do so, we have continued our work with the Housing Ombudsman Service to develop a joint complaint handling code that will provide a standard for organisations to work to. We will consult on the code and its implications prior to launch and will be in touch with further details.

In addition, our successful training programme includes practical interactive workshops that help participants develop their complaint handling skills. We can also offer tailored support and bespoke training to target specific issues your organisation might have identified. We delivered 105 online workshops during the year, reaching more than 1350 people. To find out more visit www.lgo.org.uk/training or get in touch at training@lgo.org.uk.

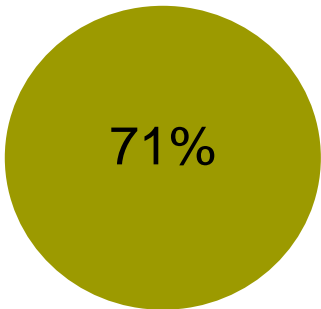
We were pleased to deliver three online complaint handling courses to your staff during the year. I welcome your Council's investment in good complaint handling training and trust the courses were useful to you.

Yours sincerely,



Paul Najsarek
Interim Local Government and Social Care Ombudsman
Interim Chair, Commission for Local Administration in England

Complaints upheld



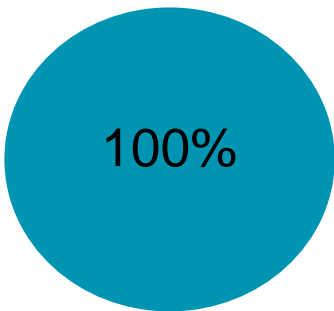
71% of complaints we investigated were upheld.

This compares to an average of 77% in similar organisations.

12 upheld decisions

Statistics are based on a total of 17 investigations for the period between 1 April 2022 to 31 March 2023

Compliance with Ombudsman recommendations



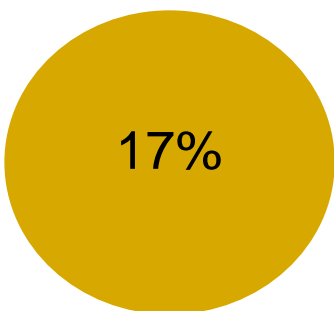
In 100% of cases we were satisfied the organisation had successfully implemented our recommendations.

This compares to an average of 99% in similar organisations.

Statistics are based on a total of 6 compliance outcomes for the period between 1 April 2022 to 31 March 2023

- Failure to comply with our recommendations is rare. An organisation with a compliance rate below 100% should scrutinise those complaints where it failed to comply and identify any learning.

Satisfactory remedy provided by the organisation



In 17% of upheld cases we found the organisation had provided a satisfactory remedy before the complaint reached the Ombudsman.

This compares to an average of 15% in similar organisations.

2 satisfactory remedy decisions

Statistics are based on a total of 12 upheld decisions for the period between 1 April 2022 to 31 March 2023

Appendix 2

Finding of Maladministration by the Housing Ombudsman (HO).

Below is a table of cases with findings of maladministration by the HO for 2022/23, which have gone through the Council's complaints process.

Summary of complaint	Compensation amount	Compensation reason
Handling of the resident's reports of antisocial behaviour. Response to the resident's concerns that the landlord's staff were racially discriminating. Complaint handling.	£550	Failures in managing the antisocial behaviour, complaint handling and considering vulnerabilities.
The level of redress the landlord offered in response to the resident's concerns about anti-social behaviour and repairs. Complaint handling.	£1500	Distress and inconvenience
The landlord's response to the resident's concerns about the installation of a new boiler at the property. Complaint handling.	£700	Distress and inconvenience
The landlord's handling of repairs. Noise nuisance for the flat above the resident's property. Complaints handling and communication with the resident.	£1400	Distress and inconvenience
The landlord's handling of Repair issues related to damp and mould including the condition of the property. The refurbishment of the kitchen. Complaint handling.	£2101.61	Delay Distress and inconvenience
The landlord's handling of persistent damp and mould issues at the property. The landlord's handling of various other repairs to the property. Complaint handling.	£650	Distress and inconvenience

Total upheld cases for 2022/23 for the HO – 6

In July 2020, the HO introduced the Complaint Handling Code (CHC) which sets out good practice for landlords when handling complaints. The code came into effect

from the 1 April 2022 with Islington being 98% complaint to the code requirements. Every complaint investigated against the council by the HO will be assessed against the code to ensure complaint handling is in line with code requirements. Non-compliance could result in complaint handling failure orders being issued.

As a result of the CHC there is an increase in maladministration cases due to complaint handling failures. It is important that Islington continues to monitor compliance to the code through the complaint board, departmental meetings, and Member scrutiny panels, along with training and guidance provided to complaint handlers and partner organisations providing services for the Council and following Islington's Corporate Complaint Policy.

The Councils self- assessment against the code can be found here: [Complaints process](#)

12 July 2023

Ms Linzi Roberts-Egan
Chief Executive
London Borough of Islington
Town Hall
Upper Street
London
N1 2UD

Your ref:

Our ref: 22 007 259

(Please quote our reference when contacting us and, if using email, please put the number in the email subject line)

If telephoning please contact: Suzanne de Planta on 0330 403 4242

If emailing: e.matthews@coinweb.lgo.org.uk

Dear Ms Roberts-Egan


Complaint: AN Other

Thank you for your email of 26 June.

We welcome the action your Council has taken following our report, using our powers to remedy injustice caused to others who had not complained to us. This letter is therefore to tell you formally we are satisfied with the Council's response in accordance with section 31(2) of the Local Government Act 1974.

We have recorded a compliance outcome of ***Remedy complete and satisfied.***

Yours sincerely



Paul Najsarek
Interim Local Government and Social Care Ombudsman for England

This page is intentionally left blank

Finance
7 Newington Barrow Way

London N7 7EP

Report of: Executive Member for Finance, Planning and Resources

Meeting of: Executive

Date: 30th November 2023

Ward(s): All

Subject: Treasury Management Outturn Report 2022/23

1. Synopsis

- 1.1. This report reviews the activities of the Council's Treasury Management function for the year period ended 31 March 2023. The financial year has been a challenging environment with volatile interest rate and gilt markets.
- 1.2. The Council's treasury function has been managing extreme interest rate volatility over the last year not seen since the global financial crisis. The authority has delivered strong investment returns on its assets and retains a low overall average borrowing rate, but any new borrowing will be undertaken at significant cost. The Council's reduce reserves limit the possibility for continued internal borrowing.
- 1.3. Over the reporting period, all treasury management (TM) activities have been carried out in accordance with the approved limits and the prudential indicators (PI) set out in the Council's Treasury Management Strategy Statement. This is detailed in paragraphs 4.43 – 4.47.
- 1.4. Over the reporting period April 2022 to September 2022 there was one exception, the short-term borrowing indicator. 7% of the Authority's borrowing was due in under 12 months as opposed to the minimum 12% set out in the prudential indicators. Whilst this was technically a breach, this was in the financial interests of the organisational at the time. This breach was eliminated after securing short term borrowing of £20m. The indicators were also revised for 2023/24 to prevent this anomaly occurring again.

- 1.5. Treasury Management comprises:
- Managing the Council's borrowing to ensure funding of the Council's future capital programme is at optimal cost;
 - Investing surplus cash balances arising from the day-to-day operations of the Council to obtain an optimal return while ensuring security of capital and liquidity.

2. Recommendation

- 2.1. To note the Treasury outturn for the year.

3. Background

- 3.1 In February 2002, Islington Council adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires us to approve treasury management semi-annual and annual reports.
- 3.2 Treasury risk management at the Council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2017 Edition* (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year and, as a minimum, a semi-annual and annual treasury outturn report. This report fulfils the Authority's legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code.
- 3.3 The 2021 Prudential Code includes a requirement for local authorities to provide a Capital Strategy, a summary document approved by full Council covering capital expenditure and financing, treasury management and non-treasury investments. The Council's Capital Strategy, complying with CIPFA's requirement, was approved by full Council on 3rd March 2022.

4. Detailed Report

- 4.1 On 31st March 2023, the Authority had net borrowing of £231.9m arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors are summarised in Table 1 overleaf.

Table 1: Balance Sheet

	31.3.23 Actual £m
General Fund CFR	190.703
PFI CFR	80.553
HRA CFR	463.593
Total CFR	734.849
Less: *Other debt liabilities	(80.552)
Loans CFR	654.297
External borrowing	(285.606)
Internal (over) borrowing	368.691
Less: Usable reserves	(258.824)
Less: Working capital	122.039
Net (Treasury Investments)/ Borrowing	231.906

* finance leases, PFI liabilities and transferred debt that form part of the Authority's total debt

4.2 On 31st March 2023, the Council had net borrowing of £231.9m arising from its revenue and capital income and expenditure. The treasury management position as at 31st March 2023, and the change over the financial year is shown in Table 2.

Table 2: Treasury Management Summary

	31.3.22 Balance £m	Movement £m	31.3.23 Balance £m	31.3.23 Rate %
Long-term borrowing	264.274	1.332	265.606	4.05
Short-term borrowing	10.000	10.000	20.000	4.30
Total borrowing	274.274	11.332	285.606	4.06
Long-term investments	10.000	0.000	10.000	0.55
Short-term investments	115.500	(71.800)	43.700	1.40
Total investments	125.500	71.800	53.700	2.71
Net [borrowing / investments]	148.774	(83.132)	231.906	1.35

2022/23 Economic Background

4.3 The Bank of England's Monetary Policy Committee (MPC) sets monetary policy to meet the 2% inflation target, and in a way that helps to sustain growth and employment. At its meeting ending on 22 March 2023, the MPC voted by a majority of 7–2 to increase Bank

Rate by 0.25 percentage points, to 4.25%. Two members preferred to maintain Bank Rate at 4%.

- 4.4 The Committee has voted to increase Bank Rate by 0.25 percentage points, to 4.25%, at this meeting. CPI inflation increased unexpectedly in the latest release, but it remains likely to fall sharply over the rest of the year. Services inflation has been broadly in line with expectations. The labour market has remained tight, and the near-term paths of GDP and employment are likely to be somewhat stronger than expected previously. Although nominal wage growth has been weaker than expected, cost and price pressures have remained elevated.
- 4.5 Capital economist cited that, “by reducing the government’s debt interest payments, a big fall in interest rates in 2024 would provide scope for fiscal policy to become less tight ahead of a general election in 2024. While the problems in the global banking system are unlikely to lead to another Global Financial Crisis, they will amplify the effects of higher interest rates and contribute to a recession. Sticky inflation will force the Bank of England to keep interest rates at or above 4.25% this year, but we think rates will be cut by more than most expect next year, to 3.00%”.
- 4.6 Twelve-month CPI inflation fell from 10.5% in December to 10.1% in January but then rose to 10.4% in February, 0.6 percentage points higher than expected in the February Report. As a consequence, the exchange of open letters between the Governor and the Chancellor of the Exchequer is being published alongside this monetary policy announcement.
- 4.7 Services CPI inflation was 6.6% in February, 0.1 percentage points weaker than expected at the time of the February Report, but food and core goods price inflation have been significantly stronger than projected. Most of the surprising strength in the core goods component was accounted for by higher clothing and footwear prices, which tend to be volatile and could therefore prove less persistent. Annual private sector regular earnings growth has eased, to 7% in the three months to January, 0.1 percentage points below the expectation in February.

Arlingclose View (as at 12th June 2023):

- 4.8 The BoE increased Bank Rate to 4.5% at its May meeting and in the accompanying Monetary Policy Report forecast inflation would continue to fall steadily, albeit signalling the substantial upside risks. We felt that there was a distinct likelihood that the renewed hawkish feel to the Committee’s decision-making would result in a further increase in Bank Rate at the June meeting, due to the concern about persistent inflation. Only two weeks after this, the April reading of annual headline CPI inflation, which was expected to fall to 8.2% from 10.1% as energy prices continued to ease, only fell to 8.7%.

- 4.9 Of greater concern was the rise in core CPI which jumped to 6.8% against predictions for remaining at 6.2%. As we expected, a rise to 4.75% in June is therefore almost a certainty, but financial markets immediately took the core inflation data as a sign the BoE would need to push rates even higher, potentially needing to go as high as 5.50%. While this position has softened very slightly, as shown below market implied pricing is currently forecasting three further 25 basis point (0.25%) rate increases over the next three MPC meetings, suggesting the peak in Bank Rate could now be 5.25%.

Borrowing

- 4.10 CIPFA's 2021 Prudential Code is clear that local authorities must not borrow to invest primarily for financial return and that it is not prudent for local authorities to make any investment or spending decisions that will increase the capital financing requirement, and so may lead to new borrowing, unless directly and primarily related to the functions of the Authority.
- 4.11 PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield; the Authority intends to avoid this activity in order to retain its access to PWLB loans.
- 4.12 The 2022/23 Treasury Management Strategy sets out an operational borrowing limit of £413.5m and maximum borrowing limit of £463.7m for the year. As at 31st March there is still a potential for the Council to borrow up to a further £127m, this level of borrowing has been revised due the current level of capital programme slippage. This matter is being closely monitored through the Council's 5-year capital programme model and the cash flow model.
- 4.13 As outlined in the treasury strategy, the Authority's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective. The Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.
- 4.14 The cost of both long and short-term borrowing rose dramatically over the year, with rates at the end of March around 2% - 4% higher than those at the beginning of April. Rate rises have been driven primarily by inflation and the need for central banks to control this by raising interest rates. Particularly dramatic rises were seen in September after Liz Truss' 'mini-budget' included unfunded tax cuts and additional borrowing to fund consumer energy price subsidies: over a twenty-four-hour period, some PWLB rates increased to 6%. Rates have now fallen from September peaks but remain volatile and well above recent historical norms. The PWLB 10-year maturity certainty rate stood at 4.33% at 31st March 2023, 20 years at 4.70% and 30 years at 4.66%.

- 4.15 In keeping with these objectives, £20m new long-term borrowing was undertaken, while £18.67m of existing long-term loans allowed to mature without replacement, in addition to £40m of short-term borrowing £20m matured. This strategy enabled the Authority to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk.
- 4.16 The £20m of borrowing was undertaken in June, before the significant PWLB rate hikes, at a rate of 3.26% over 50 years. This proactive borrowing decision saved the authority £330k per annum in interest expense compared with the latest available rate of 4.91%. While the £30m was undertaken in March to facilitate the demand of the COVID repayment funding by central government. Most Local Authorities was affected by this repayment.
- 4.17 The Council has an increasing CFR due to the capital programme and an estimated borrowing requirement as determined by the Liability Benchmark which also considers usable reserves and working capital. Having considered the appropriate duration and structure of the Council’s borrowing need based on realistic projections, the Council has not taken on any new long-term loans because of its considerable cash balance.
- 4.18 A new HRA PWLB rate of gilt yield plus 0.4% (0.4% below the currently available certainty rate) was announced on 15th March 2023. This discounted rate is to support local authorities borrowing for Housing Revenue Accounts and the delivery of social housing and is expected to be available from June 2023, initially for a period of one year.

Borrowing Update

- 4.19 The Authority currently holds £265.6 million of loans, a reduction of £8.67 million from the previous year, as in line with the strategy to borrow only if required hence use internal resources in lieu of borrowing despite the increase in rates, during the half year the Authority considered it to be more cost effective in the near term to either use internal resources and short to medium term borrowing to minimise the “cost of carry”. Outstanding loans on 31st March 2023 are summarised in Table 3 overleaf:

Table 3: Borrowing Position

	31.3.22 Balance £m	Net Movement £m	31.3.23 Balance £m	31.3.23 Weighted Average Rate %	31.3.23 Weighted Average Maturity (years)

Public Works Loan Board	223.274	11.332	234.606	4.34	19.73
Banks (LOBO)	0.000	0.000	0.000	0.00	0.00
Banks (fixed-term)	0.000	0.000	0.000	0.00	0.00
Local authorities (long-term)	41.000	(10.000)	31.000	1.79	1.26
Local authorities (short-term)	10.000	(10.000)	20.000	4.30	0.08
Total borrowing	274.274	(8.668)	285.606	4.05	15.80

- 4.2 There remains a strong argument for diversifying funding sources, particularly if rates can be achieved on alternatives which are below gilt yields + 0.80%. The Authority will evaluate and pursue these lower cost solutions and opportunities with its advisor Arlingclose.

Forward starting loans

- 4.21 To enable certainty of cost to be achieved without suffering a cost of carry in the intervening period, the Authority may arrange forward starting loans with fixed interest rates of for the delivery of cash a specified future year date. The Authority has not actively pursued this option at this time and does not seem prudent with rates at their current levels.

Other Debt Activity

- 4.22 After £4.5m repayment in 2022/23 of Private Finance Initiative liabilities, total debt other than borrowing stood at £77.6m on 31st March 2023.

Treasury Investment Activity

- 4.23 CIPFA revised TM Code defines treasury management investments as those which arise from the Authority's cash flows or treasury risk management activity that ultimately represents balances which need to be invested until the cash is required for use in the course of business.
- 4.24 The Council holds invested funds, representing income received in advance of expenditure plus balances and reserves held. During the year, the Authority's investment balances ranged between £54 and £120 million due to timing differences between income and expenditure. The Council earned Investment income of £1.131m for the period, an increase of over £880k over budget. The investment position is shown in table 4 below.

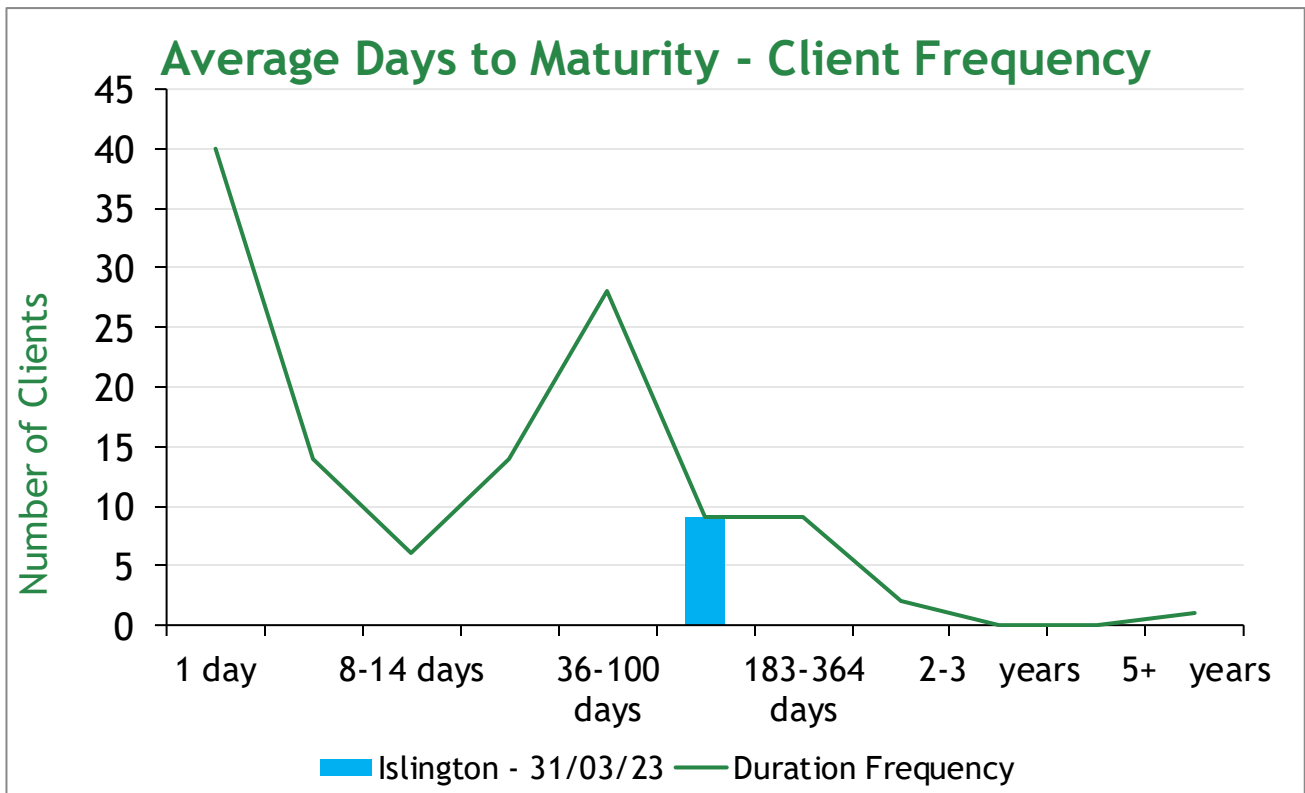
Table 4: Treasury Investment Position

	31.3.22 Balance £m	Net Movement £m	31.3.23 Balance £m	31.3.23 Income Return %
Government (incl. local authorities)	125.5	(71.8)	53.7	2.71
MMF	0.00	0.0	0.0	0.0
UK Banks	0.0	0.0	0.0	0.0
Total investments	125.5	(71.8)	53.7	2.71

- 4.25 Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Authority’s objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 4.26 The increases in the Bank Rate over the period under review, and with the prospect of more increases to come, short-dated cash rates, which had ranged between 0.7% - 1.5% at the end of March, rose by around 1.5% for overnight/7-day maturities and by nearly 3.5% for 9-12 month maturities.
- 4.27 By end March 2023, the rates on DMADF deposits ranged between 4.05% and 4.15%. The return on the Council’s sterling Low Volatility Net Asset Value (LVNAV) Money Market Funds ranged between 0.06% - 0.55% p.a. in early April and between 0.50% and 4.25% at the end of March.
- 4.28 The progression of risk and return metrics are shown in the extracts from Arlingclose’s quarterly investment benchmarking in Table 5 below.

Table 5: Investment Benchmarking – Treasury investments managed in-house

	Credit Score	Credit Rating	Bail-in Exposure	Weighted Average Maturity (days)	Rate of Return %
31.03.2022	4.28	AA-	0%	221	0.28
31.03.2023	4.73	A+	0%	179	2.71
Similar LAs	4.71	A+	61%	32	2.24
All Las	4.71	A+	59%	12	1.59



Non-Treasury Investment

- 4.29 The definition of investments in CIPFA's revised 2021 Treasury Management Code covers all the financial assets of the Authority as well as other non-financial assets which the Authority holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e., management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).
- 4.30 Investment Guidance issued by the Department for Levelling Up Housing and Communities (DLUHC) and Welsh Government also includes within the definition of investments all such assets held partially or wholly for financial return.
- 4.31 The Council lends money to its subsidiaries, local businesses, local charities, local residents and its employees to support local public services and stimulate local economic growth.
- 4.32 As at 31/03/2023, the Council had lent £0.639m (including accrued interest) to three private companies responsible for managing schools under the Building Schools for the Future programme (Transform Islington Phase 1 Holdings Limited, Transform Islington Phase 2 Holdings Limited and Transform Islington Limited). All loans were issued at market rates. Where loans are advanced at below market rates they are classed as 'soft loans. As at 31/3/2023 the Council had also issued around £1.302m of soft loans, mainly to employees (e.g., travel season ticket, gym membership, home computer loans).
- 4.33 The Council invests in the shares of its subsidiaries and local businesses to support local public services and stimulate local economic growth. The Council holds equity investments in Islington Limited (iCo), a wholly owned subsidiary providing local services, and minority (10%) equity investments in three private companies responsible for managing schools under the Building Schools for the Future programme (Transform Islington Phase 1 Holdings Limited, Transform Islington Phase 2 Holdings Limited and Transform Islington Limited). The fair value of these shares is nil, and the shares are not traded in an active market. The Council has no current plans to dispose any of these shareholdings.
- 4.34 The Council invests in local and regional, commercial property with the intention of making a profit that will be spent on local public services. The market value of all such properties as at 31/3/2023 was £43.6m. In 2022/23, rental income from investment property was £1.6m against direct operating expenditure arising from investment property of £0.3m.

Compliance

- 4.35 The Corporate Director of Resources reports that all treasury management activities undertaken during the period complied fully with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 7 below, with one exception. the short-term

borrowing indicator. 7% of the Authority's borrowing was due in under 12 months as opposed to the minimum 12% set out in the prudential indicators. This occurred from the period April – September 2022.

- 4.36 Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 7 below.

Table 7: Debt Limits

	H1 Forecasted	31.3.23 Actual	2022/23 Operational Boundary £m	2022/23 Authorised Limit £m	Complied? Yes/No
Borrowing	363.7	285.6	413.526	463.526	Yes
PFI and Finance Leases	82.36	82.36	83.461	88.461	Yes
Total debt	446.06	367.96	496.987	552.021	Yes

- 4.37 Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Treasury Management Indicators

- 4.38 The Authority measures and manages its exposures to treasury management risks using the following indicators.
- 4.39 **Security:** The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Table 8: Credit Ratings

	31.3.23 Actual	2022/23 Target	Complied?
Portfolio average credit rating	A+	A+	Yes

- 4.40 **Liquidity:** The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling one-month period, without additional borrowing.

Table 9: Liquidity of investments

	31.3.23 Actual	2022/23 Target	Complied?
Total cash available within 1 months	£28m	£25m	Yes

- 4.41 **Interest Rate Exposures:** This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interests was:

Table 10: Interest Rate risk (income)

Interest rate risk indicator	31.3.23 Actual	2022/23 Limit	Complied?
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£0.7m	£5.904m	Yes
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	£0.3m	£2.503m	Yes

- 4.42 The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at current rates.

- 4.43 **Maturity Structure of Borrowing:** This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

Table 11: Maturity Structure

Refinancing rate risk indicator	31.3.23 Actual	Upper Limit	Lower Limit	Complied?
Under 12 months	14%	100%	12%	Yes
12 months and within 24 months	10%	100%	5%	Yes
24 months and within 5 years	17%	100%	16%	Yes
5 years and within 10 years	10%	100%	7%	Yes
10 years and above	49%	100%	20%	Yes

- 4.44 Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

- 4.45 The period April to September 2023 the treasury indicators were in breach due to the minimum levels of short-term borrowing not being reached; this has been a deliberate strategic decision to the benefit of the Authority.

- 4.46 As in line with the strategy to borrow only if required, there was very little requirement to borrow due to the increased availability of internal resources.

4.47 Given the current volatile interest rate environment, officers have reviewed the indicators for 2023/24. A more suitable set of benchmarks have been used to appropriately manage refinancing risk without leading to adverse financial outcomes, which includes reducing the lower limit indicator to zero.

4.48 **Principal Sums Invested for Periods Longer than a year:** The purpose of this indicator is to control the Authority’s exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end were:

Table 12: Amounts invested for more than one year

	2022/23	2023/24	2024/25
Actual principal invested beyond year end	£10m	£10m	£0
Limit on principal invested beyond year end	£30m	£20m	£20m
Complied?	Yes	Yes	Yes

5. Implications

5.1. Financial Implications

5.1.1. The report is wholly financial in nature.

5.2. Legal Implications

5.2.1. Treasury risk management at the Council is conducted within the framework of the CIPFA Code, which requires the Council to approve a treasury management strategy before the start of each financial year and, as a minimum, a semi-annual and annual treasury outturn report. This report fulfils the Council’s legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code.

5.2.2. In addition, Section 151 of the Local Government Act 1972 states that: “without prejudice to section 111, every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs”. Good Treasury Management supports the discharge of this responsibility.

5.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

5.3.1. There are no environmental considerations.

5.4. Equalities Impact Assessment

5.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or

minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

5.4.2. An Equalities Impact Assessment is not required in relation to this report, as it does not impact individuals.

Appendices:

Appendix 1: External context

Appendix 2: Arlingclose's Economic Outlook of 2022/23

Final report clearance:

Signed by:

Executive Member for Finance, Planning and Resources

Date: 21 November 2023

Report Author: Jeannette Mckenzie-Taylor, Treasury & Pension Investment Manager
Tel: 0207 527 2614
Email: jeannette.mckenzie-taylor@islington.gov.uk

Financial Implications Author: Matthew Hopson, Deputy Director of Finance (Corporate)
Tel:
Email: matthew.hopson@islington.gov.uk

Legal Implications Author: Marina Lipscomb
Tel: 02075273314
Email: marina.lipscomb@islington.gov.uk

Appendix 1

External Context

The war in Ukraine continued to keep global inflation above central bank targets and the UK economic outlook remained relatively weak with the chance of a mild recession. The economic backdrop during the January to March period continued to be characterised by high energy and commodity prices, high inflation, and the associated impact on household budgets and spending.

Central Bank rhetoric and actions remained consistent with combatting inflation. The Bank of England, US Federal Reserve, and European Central Bank all increased interest rates over the period, even in the face of potential economic slowdowns in those regions.

Starting the financial year at 5.5%, the annual CPI measure of UK inflation rose strongly to hit 10.1% in July and then 11.1% in October. Inflation remained high in subsequent months but appeared to be past the peak, before unexpectedly rising again in February. Annual headline CPI registered 10.4% in February, up from 10.1% in January, with the largest upward contributions coming from food and housing. RPI followed a similar pattern during the year, hitting 14.2% in October. In February RPI measured 13.8%, up from 13.4% in the previous month.

Following the decision by the UK government under Rishi Sunak and Jeremy Hunt to reverse some of the support to household energy bills announced under Liz Truss, further support in the form of a cap on what energy suppliers could charge household was announced in the March Budget to run from April until end June 2023. Before the announcement, typical household bills had been due to rise to £3,000 a year from April.

The labour market remained tight albeit with some ongoing evidence of potential loosening at the end of the period. The unemployment rate 3mth/year eased from 3.8% April-June to 3.6% in the following quarter, before picking up again to 3.7% between October-December. The most recent information for the period December-February showed an unemployment rate of 3.7%.

The inactivity rate was 21.3% in the December-February quarter, slightly down from the 21.4% in the first quarter of the financial year. Nominal earnings were robust throughout the year, with earnings growth in December-February at as 5.7% for both total pay (including bonuses) and 6.5% for regular pay. Once adjusted for inflation, however, both measures were negative for that period and have been so throughout most of the year.

Despite household budgets remaining under pressure, consumer confidence rose to -36 in March, following readings of -38 and -45 in the previous two months, and much improved compared to the record-low of -49 in September. Quarterly GDP was soft through the year, registering a 0.1% gain in the April-June period, before contracting by (an upwardly revised) -0.1% in the subsequent quarter. For the October-December period was revised upwards to 0.1% (from 0.0%), illustrating a resilient but weak economic picture. The annual growth rate in Q4 was 0.6%.

The Global Economy & Financial Conditions

Global growth is set to surpass previous predictions and inflation in advanced economies remains high. Wholesale gas and oil prices have declined, but financial markets have been volatile since the failure of Silicon Valley Bank and UBS's purchase of Credit Suisse. The Bank of England's Financial Policy Committee has briefed the MPC on recent banking sector developments and is confident that the UK banking system is well-prepared to support the economy under various scenarios, including higher interest rates. Bank wholesale funding costs have risen in advanced economies, and the MPC will keep a close watch on credit conditions' impact on households, businesses, and the overall economy.

UK Demand & Output

The Spring Budget has introduced additional fiscal support that is projected to increase GDP by about 0.3% over the coming years, with a full assessment due in the May Monetary Policy Report. GDP is expected to increase in Q2 compared to the previously anticipated decline. The government's Energy Price Guarantee will remain at £2,500 for three more months from April, which could keep real household disposable income stable in the near term.

Labour market

The labour market has remained tight, and the near-term paths of GDP and employment are likely to be somewhat stronger than previously expected. However, nominal wage growth has been weaker than expected, while cost and price pressures have remained elevated. These factors, including the tightness of labour market conditions and the behaviour of wage growth and services inflation, will be closely monitored. If there were to be evidence of more persistent pressures, then further tightening in monetary policy would be required.

Financial markets

Uncertainty continued to be a key driver of financial market sentiment and bond yields remained relatively volatile due to concerns over elevated inflation and higher interest rates, as well as the likelihood of the UK entering a recession and for how long the Bank of England would continue to tighten monetary policy. Towards the end of the period, fears around the health of the banking system following the collapse of Silicon Valley Bank in the US and purchase of Credit Suisse by UBS caused further volatility.

Over the period the 5-year UK benchmark gilt yield rose from 1.41% to peak at 4.70% in September before ending the financial year at 3.36%. Over the same timeframe the 10-year gilt yield rose from 1.61% to peak at 4.51% before falling back to 3.49%, while the 20-year yield rose from 1.82% to 4.96% and then declined to 3.82%. The Sterling Overnight Rate (SONIA) averaged 2.24% over the period.

Credit review:

Early in the period, Moody's affirmed the long-term rating of Guildford BC but revised the outlook to negative. The agency also downgraded Warrington BC and Transport for London.

In July Fitch revised the outlook on Standard Chartered and Bank of Nova Scotia from negative to stable and in the same month Moody's revised the outlook on Bayerische Landesbank to positive. In September S&P revised the outlook on the Greater London Authority to stable from negative and Fitch revised the outlook on HSBC to stable from negative.

The following month Fitch revised the outlook on the UK sovereign to negative from stable. Moody's made the same revision to the UK sovereign, following swiftly after with a similar move for a number of local authorities and UK banks including Barclays Bank, National Westminster Bank (and related entities) and Santander.

During the last few months of the reporting period there were only a handful of credit changes by the rating agencies, then in March the collapse of Silicon Valley Bank (SVB) in the US quickly spilled over into worries of a wider banking crisis as Credit Suisse encountered further problems and was bought by UBS.

Credit Default Prices had been rising since the start of the period on the back of the invasion of Ukraine, and in the UK rose further in September/October at the time of the then-government's mini budget. After this, CDS prices had been falling, but the fallout from SVB caused a spike on the back of the heightened uncertainty. However, they had moderated somewhat by the end of the period as fears of contagion subsided, but many are still above their pre-March levels reflecting that some uncertainty remains.

On the back of this, Arlingclose reduced its recommended maximum duration limit for unsecured deposits for all UK and Non-UK banks/institutions on its counterparty list to 35 days as a precautionary measure. No changes were made to the names on the list.

As market volatility is expected to remain a feature, at least in the near term and, as ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remains under constant review.

Local authorities remain under financial pressure, but Arlingclose continues to take a positive view of the sector, considering its credit strength to be high. Section 114 notices have been issued by only a handful of authorities with specific issues. While Arlingclose's advice for local authorities on its counterparty list remains unchanged, a degree caution is merited with certain authorities.

Appendix 2

Arlingclose's Economic Outlook of 2022/23 (based on 24th March 2023 interest rate forecast)

	Current	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
Official Bank Rate													
Upside risk	0.00	0.50	0.50	0.50	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Central Case	4.25	4.25	4.25	4.25	4.00	4.00	3.50	3.25	3.00	3.00	3.00	3.00	3.00
Downside risk	0.00	-0.25	-0.50	-0.50	-0.50	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
3-month money market rate													
Upside risk	0.00	0.50	0.50	0.50	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Central Case	4.50	4.40	4.40	4.35	4.15	4.10	4.00	3.75	3.50	3.40	3.40	3.40	3.40
Downside risk	0.00	-0.25	-0.50	-0.50	-0.50	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
5yr gilt yield													
Upside risk	0.00	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Central Case	3.11	3.20	3.20	3.20	3.10	3.10	3.10	3.00	3.00	3.00	3.00	3.10	3.10
Downside risk	0.00	-0.70	-0.90	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
10yr gilt yield													
Upside risk	0.00	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Central Case	3.27	3.30	3.30	3.30	3.20	3.20	3.20	3.20	3.20	3.20	3.20	3.20	3.20
Downside risk	0.00	-0.70	-0.90	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
20yr gilt yield													
Upside risk	0.00	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Central Case	3.70	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85
Downside risk	0.00	-0.70	-0.90	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
50yr gilt yield													
Upside risk	0.00	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Central Case	3.38	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Downside risk	0.00	-0.70	-0.90	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00

PWLB Standard Rate (Maturity Loans) = Gilt yield + 1.00%

PWLB Certainty Rate (Maturity Loans) = Gilt yield + 0.80%

The Bank of England increased the official Bank Rate to 4.25% during the financial year. From 0.75% in March 2022, the Monetary Policy Committee (MPC) pushed through rises at every subsequent meeting over the period, with recent hikes of 50bps in December and February and then 25bps in March, taking Bank Rate to 4.25%. March's rise was voted by a majority of 7-2, with two MPC members preferring to maintain Bank Rate at 4.0%. The Committee noted that inflationary pressures remain elevated with growth stronger than was expected in the February Monetary Policy Report. The February vote was also 7-2 in favour of a hike, and again with two members preferring to keep Bank Rate on hold.

The MPC will cut rates in the medium term to stimulate a stuttering UK economy but will be reluctant to do so until services inflation and wage growth ease. We see rate cuts in the first quarter of 2024 to a low of around 3% by 2025, although the timing and extent of rate cuts remains highly uncertain.

Arlingclose expects gilt yields to remain broadly steady over the medium term, although with continued volatility across shorter time periods. Gilt yields face pressures to both sides. While there are growing fears of a global decline in economic activity and an expectation of falling inflation rates, these downward effects on gilt yields will be partly offset by hawkish-leaning central bankers, BoE bond sales, and high government borrowing.

This page is intentionally left blank

Resources - Finance
222 Upper Street
London
N1 1XR

Report of: Executive Member for Finance, Planning and Performance

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: General Fund Fees and Charges Review

1. Synopsis

- 1.1. This report proposes the annual increase to fees and charges across a variety of General Fund (GF) functions. This is in the context of sustained, historically higher levels of inflation and the resultant increased costs of service provision.
- 1.2. It is proposed that all fees and charges are increased by the September 2023 CPI rate (6.7%) on 1 January 2024, unless otherwise stated.
- 1.3. Greenwich Leisure Limited (GLL) charges and any subsequent amendments to the agreed fees and charges within this report will be considered as part of the budget report to Executive on 8 February 2024.
- 1.4. Housing Revenue Account (HRA) charges will be considered as part of the budget report to Executive on 8 February 2024.
- 1.5. Based on the fees and charges policy, the GF discretionary fees and charges for the increase are set out at **Appendix A1-3**.

2. Recommendation

- 2.1. To review and agree the fees and charges policy and the GF fees and charges detailed at **Appendix A1-3**.

3. Fees and Charges Policy

- 3.1. Some fees and charges are prescribed by statute and are not within the council's power to vary locally. Other fees and charges are discretionary and are set as part of the annual budget setting process.
- 3.2. In setting the fees and charges policy, consideration is given to the current level of inflation in the economy as well as the level of inflation expected to prevail over the forthcoming financial year.
- 3.3. The most widely used measure of inflation is CPI, currently at 6.7% (September 2023 CPI). It is proposed that all fees and charges are increased by the September 2023 CPI rate from 1 January 2024, unless otherwise stated.
- 3.4. **Appendix A** includes charges to be increased from January 2024.
- 3.5. Some fees will not increase by CPI inflation. Reasons for variation from the standard uplift include separate council policy, cost recovery, price elasticity of demand, benchmarking with alternative providers and rounding for efficiency of collection.

4. Greenwich Leisure Limited (GLL) Charges

- 4.1. These charges are currently being reviewed by GLL and will be considered as part of the budget report to Executive on 8 February 2024. These charges do not give rise to a GF saving as GLL receive the income from which they pay Islington the rent/fee specified in the contract.

5. Cemeteries Charges

- 5.1. Cemeteries charges are included in the schedule at **Appendix A**, but they do not give rise to a GF saving as the income is ringfenced.

6. Registrars Charges

- 6.1. The Registrars charges are included in **Appendix A** and include additional charges for ceremonies that are booked to take place in the 2025/26 and 2026/27 financial years to account of future years' increased costs.

7. Childcare Charges

- 7.1. Islington Council subsidises childcare for children aged 6 months and above, in all its children's and early years centres and in a number of voluntary sector community nurseries.
- 7.2. Childcare charges are increased in September in line with the academic year and are set on a three-year basis. The most recent set of graduated increases was agreed by Executive on 18 May 2023 and came into effect in September 2023.
- 7.3. Childcare charges are included in the schedule for reference at **Appendix A3**.

8. New Charges for 2024

Category	Fee/Charge Detail and Unit	1 January 2024 Price (£)
Community Wealth Building – Community Financial Resilience		
Adult Social Service – Admin Fees	Administrative fee for adult social care self-funders	New charge to be calculated expected date April 2024
Adult Social Service – Admin Fees	Administrative charge for Appointeeships (community-based clients) weekly	10.00
Adult Social Service – Admin Fees	Administrative charge for Appointeeships (clients within a care home) weekly	5.00
Protection of Property – Pets	Vaccination fee incl. transportation	61.00
Protection of Property – Pets	Dog - Rehoming fee	52.00
Protection of Property – Pets	Cat - Rehoming Fee	32.00
Protection of Property – Pets	Cat - Per day or part thereof	12.50
Protection of Property – Pets	Dog - Per day or part thereof	16.50
Community Wealth Building – Planning & Development		
Pre-Application & Other Advice	Workshop Chair with 2 to 3 panel members	4,500.00
Pre-Application & Other Advice	Follow up review (following a workshop)	4,500.00
Pre-Application & Other Advice	Complex small scale Scheme review - 1 Chair and 2 panel members	3,500.00
Pre-Application & Other Advice	Small and medium scale public realm and landscaping review	3,500.00
Pre-Application & Other Advice	Chairs review - 1or 2 chairs or 1 chair and 1 panel member	3,000.00
Pre-Application & Other Advice	Small scale minor charge for written advice only	927.21
Environment and Climate Change – Business Improvement and Performance		
Land Charge LA Searches	Local Land Charges (LLC1) Additional Parcel	2.00
Environment and Climate Change – Environment and Commercial Operations		
Pay & Display Tariffs	Peak Charging - per session booked between 10am and 1pm	1.00
Parking Suspensions	New infrastructure suspension discount - First day	176.75
Resources – Law and Governance		
Other Residential and Commercial Work	Per Hour (up to maximum £10,000, subject to complexity)	£185.00
Planning Work Fee	Per Hour (up to maximum £40,000, subject to complexity)	£300.00

9. Implications

9.1. Financial Implications

- 9.1.1. Historically high levels of inflation have resulted in increased costs of service provision. The proposal to increase the majority of charges by September CPI (6.7%) enables services to recover costs and operate in a high inflation economic environment.
- 9.1.2. Additional forecast income resulting from increases in fees and charges will be factored into the 2024/25 budget report estimates.
- 9.1.3. Additional income from parking charges is ringfenced within the Parking Account (which is used to fund investment in road infrastructure, accessible transport and concessionary fares). Furthermore, cemetery charges do not give rise to any GF savings as the income is ringfenced.

9.2. Legal Implications

- 9.2.1. Some services the council provides are mandatory and governed by specific legislation whilst other services provided are discretionary. Discretionary Services are those which the council is permitted to provide but not required to provide.
- 9.2.2. The Council has a general power to charge a person for discretionary services under Section 93 of the Local Government Act 2003 (“LGA 2003”) and under the power of general competence found in Section 1 of the Localism Act 2011 (“LA 2011”).
- 9.2.3. The overall position on charging is that the Council must not charge for a service if legislation prohibits it from doing so. If legislation requires the Council to provide a service and to charge for it, then we are required to do so. In the absence of specific powers or prohibitions on charging for services, the Council may use the powers in either s93 of the Local Government Act 2003 or s1 of the Localism Act 2011 to make charges for discretionary services. The Council cannot use these powers to make a profit, however the Council can legitimately recover a modified form of total cost that includes overheads.
- 9.2.4. In reviewing the fees and charges, the Council need to have due regard to the overarching Public Sector Equality Duty as set out in the Equality Act 2010 and it is noted that the Directorates will be undertaking equality impact assessments as appropriate.

9.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

- 9.3.1. Fees and charges act as a mechanism to influence the behaviour of residents and businesses which can result in both positive and negative environmental implications. The fees and charges included in this report affect various services across the council and have been developed in line with the council’s overall strategy.
- 9.3.2. All permit charges for motorised vehicles are being increased which supports the council's policy of encouraging a shift towards more active sustainable methods of travel, such as walking, cycling and public transport.

- 9.3.3.** The increase in permit charges for motor vehicles will continue to encourage a shift to cleaner forms of private transport such as electric vehicles, where permit prices remain relatively lower than those for combustion engine vehicles. Along with the ULEZ, costs will be higher for older, more polluting vehicles than newer ones with more fuel-efficient technology. Although the proposed increases slightly reduce the percentage differential between the vehicle bands for both electric vehicles and combustion engine vehicles, the overall structure of the tiered system should continue to encourage people to consider the size and fuel of vehicle they use.
- 9.4. Any surplus generated from parking income is invested in funding the Freedom Pass and wider transport and highways schemes that align with the Council's Net Zero Carbon (NZC) and Transport Strategies.
- 9.5. The increase in Paid for Parking charges will encourage a shift towards more active sustainable methods of travel such as walking, cycling and public transport. The increases may encourage people to consider their modes of private vehicle ownership with increases in the diesel surcharge and petrol emission surcharge. The current EV maximum charge has been removed. However, it remains cheaper to park an EV in a paid for parking bay than a combustion engine vehicle. Therefore the charges continue to incentivise EV use whilst acknowledging that they have a greater impact on the environment than walking, cycling and public transport.
- 9.6. Fees for cycle hangars are not proposed to increase, in order to support the council's policy of encouraging active travel.
- 9.7. Most of the other fees and charges proposed may have a neutral effect in that most are being adjusted in line with inflation only.

Equalities Impact Assessment

- 9.7.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

A Summary Equalities Impact Assessment was completed on 12 October 2023. Individual Equality Impact Assessments have also been completed for specific service areas. The main findings are that the increase in fees and charges will generally impact external customers including residents and businesses. Any potential negative impacts will be mitigated by the council's response to the cost-of-living crisis. Where fees and charges are designed to offer concessionary rates to groups with protected characteristics, these have been considered and increases have been designed to accordingly to minimise impact. The full Summary Equalities Impact Assessment can be found in **Appendix B**.

10. Conclusion and reasons for recommendations

- 10.1. In setting the fees and charges policy, consideration is given to the current level of inflation in the economy as well as the level of inflation expected to prevail over the forthcoming financial year.
- 10.2. This report proposes the annual increase to fees and charges across a variety of General Fund (GF) functions. This is in the context of sustained, historically higher levels of inflation and the resultant increased costs of service provision.
- 10.3. It is proposed that all fees and charges are increased by the September 2023 CPI rate (6.7%) on 1 January 2024, unless otherwise stated.

Appendices:

- **Appendix A1 – General Fund Sales, Fees and Charges - January 2024 Increase**
- **Appendix A2 – Registrars Fees and Charges – January 2024 Increase**
- **Appendix A3 – Childcare Fees and Charges**
- **Appendix B – Summary Equalities Impact Assessment**

Background papers:

- None

Final report clearance:

Signed by:

Executive Member for Finance, Planning and Performance

Date: 21 November 2023

Report Author: Tony Watts – Strategic Finance Manager – MTFS

Email: Anthony.Watts@islington.gov.uk

Report Author: Lucy Farmer – Finance Manager – MTFS

Email: Lucy.Farmer@islington.gov.uk

Report Author: Sophie Stopyra – Deputy Finance Manager - MTFS

Email: Sophie.Stopyra@islington.gov.uk

Financial Implications Author(s): Report authors above

Legal Implications Author: Helen Coyle, Chief Lawyer Property & Development.

Email: Helen.Coyle@islington.gov.uk

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Community Engagement and Wellbeing	Policy, Equality and Heritage	Culture	Charges for Lost Items	Per Item	Original purchase price	Original purchase price	£ -	0.0%	Bespoke - Based on works/quote/value
Community Engagement and Wellbeing	Policy, Equality and Heritage	Culture	Hall Lettings		£29 - £175 per hour	£30.45 - £183.75 per hour	£ -	0.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Libraries	Libraries	Local History and Re-Sale Material Sales		Based on specific item and finish required	Based on specific item and finish required	£ -	0.0%	Bespoke - Based on works/quote/value
Community Engagement and Wellbeing	Libraries	Libraries	PC Printing	B/W - Per sheet	£ 0.15	£ 0.20	£ 0.05	33.3%	Other
Community Engagement and Wellbeing	Libraries	Libraries	PC Printing	Colour - Per sheet	£ 0.50	£ 0.55	£ 0.05	10.0%	Other
Community Engagement and Wellbeing	Libraries	Libraries	Photocopying	A3 B/W - Per sheet	£ 0.20	£ 0.25	£ 0.05	25.0%	Other
Community Engagement and Wellbeing	Libraries	Libraries	Photocopying	A3 Colour - Per sheet	£ 1.00	£ 1.05	£ 0.05	5.0%	Other
Community Engagement and Wellbeing	Libraries	Libraries	Photocopying	A4 B/W - Per sheet	£ 0.15	£ 0.20	£ 0.05	33.3%	Other
Community Engagement and Wellbeing	Libraries	Libraries	Photocopying	A4 Colour - Per sheet	£ 0.50	£ 0.55	£ 0.05	10.0%	Other
Community Engagement and Wellbeing	Resident Experience	Telecare	Barnsbury Housing	Annual	£ 4,212.28	£ 4,494.00	£ 281.72	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Full Service	Per week	£ 7.82	£ 8.40	£ 0.58	7.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Islington & Shoreditch	Annual	£ 5,216.11	£ 5,566.00	£ 349.89	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Monitoring Service	Per week	£ 3.91	£ 4.20	£ 0.29	7.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Alleyn House - Annual	£ 6,891.89	£ 7,354.00	£ 462.12	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Darwin Court - Annual	£ 12,154.78	£ 12,969.00	£ 814.22	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Davey Court - Annual	£ 6,641.27	£ 7,086.00	£ 444.73	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Elwood Court - Annual	£ 7,643.73	£ 8,156.00	£ 512.27	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Lampson House - Annual	£ 5,012.28	£ 5,348.00	£ 335.72	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Lomond House - Annual	£ 7,393.11	£ 7,888.00	£ 494.89	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Engagement and Wellbeing	Resident Experience	Telecare	Peabody Trust	Walston and Founders House - Annual	£ 6,265.35	£ 6,685.00	£ 419.65	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Live event hire for downstairs standing only		£ 1,900.00	£ 2,300.00	£ 400.00	21.1%	Other
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Live event hire for full venue		£ 2,100.00	£ 2,500.00	£ 400.00	19.0%	Other

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Live event hire for fully seated only		£ 3,150.00	£ 3,150.00	£ -	0.0%	Other
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Venue Levy	Fee added to ticket price bought at Islington Assembly Hall via all ticket agents	£ 1.00	£ 1.00	£ -	0.0%	Other
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Wedding celebration package	Any day	£ 7,650.00	£ 8,162.00	£ 512.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Commercial: Wedding dry hire package		£ 4,450.00	£ 4,750.00	£ 300.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Corporate Landlord	Assembly Hall Hire	Non-Commercial: Community and Charity		Free	Free	£ -	0.0%	Other
Community Wealth Building	Planning	Building Control	Dangerous Structure	Site visits and Dealing with Matters (per Hour)	£ 493.68	£ 527.00	£ 33.32	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Dangerous Structure	Standard Charge on Issue of Notice	£ 370.26	£ 395.00	£ 24.74	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Miscellaneous Charges	Refunds & Cancellations	£ 117.30	£ 125.00	£ 7.70	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Miscellaneous Charges	Service Not Stated	On application	On application	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Planning	Building Control	Property Record Viewing, Photocopying	Additional page/drawing	£ 1.12	£ 1.20	£ 0.08	7.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Property Record Viewing, Photocopying	Each single copy of microfiche	£ 12.90	£ 14.00	£ 1.10	8.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Property Record Viewing, Photocopying	Enquiry Charge - additional research required	£ 126.23	£ 135.00	£ 8.77	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Property Record Viewing, Photocopying	Enquiry Charge - all information readily available on back-office/land charges or statutory register. Price per property.	£ 126.23	£ 135.00	£ 8.77	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Property Record Viewing, Photocopying	Solicitor's enquiry (48 hour response)	£ 343.33	£ 366.50	£ 23.17	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Temporary Structure	Minimum Charge	£ 392.70	£ 419.00	£ 26.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Temporary Structure	Renewal - Administrative Time - Per Hour	£ 126.23	£ 135.00	£ 8.77	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Temporary Structure	Renewal - Demolition Notice (Complex Application)	£ 1,133.00	£ 1,209.00	£ 76.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Temporary Structure	Renewal - Demolition Notice (Standard Application)	£ 629.44	£ 672.00	£ 42.56	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Building Control	Temporary Structure	Renewal - Professional/ Technical Time - Per hour	£ 126.23	£ 135.00	£ 8.77	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	(5a) Major application: 10-20 residential units or 1000 to 1999sqm	£ 9,351.87	£ 9,980.00	£ 628.13	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	(5a) Major Applications follow up meeting	£ 3,060.82	£ 3,270.00	£ 209.18	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	(5b) Major application >21 residential units <40 units or >2000sqm < 5000sqm commercial floorspace	£ 13,272.90	£ 14,160.00	£ 887.10	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	(5b) Major application per extra meeting	£ 6,639.49	£ 7,080.00	£ 440.51	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Design review panel	£ 4,970.46	£ 5,300.00	£ 329.54	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Design Review Panel (Second/Third Meeting)	£ 3,814.80	£ 4,070.00	£ 255.20	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Duty Planning Officer Slot	£ 90.88	£ 100.00	£ 9.12	10.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Express Enforcement correspondence	£ 738.28	£ 790.00	£ 51.72	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Extension of times Majors (5a)	£ 9,351.87	£ 9,980.00	£ 628.13	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Extension of times Majors (5b)	£ 12,269.07	£ 13,090.00	£ 820.93	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Extensions of time - minor 4a	£ 1,408.11	£ 1,500.00	£ 91.89	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Extensions of time - minor 4b	£ 1,880.47	£ 2,010.00	£ 129.53	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Householder application (changes to a single house or flat)	£ 357.41	£ 380.00	£ 22.59	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Householder application with site visit	£ 531.83	£ 570.00	£ 38.17	7.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Householder follow up meeting	£ 212.06	£ 230.00	£ 17.94	8.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Large scale minor follow up meeting (4-6) 4a	£ 1,428.50	£ 1,520.00	£ 91.50	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Large scale minor follow up meeting (7-9) 4b	£ 1,615.68	£ 1,720.00	£ 104.32	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Larger scale minor development (4-6 residential units, or 500-999 sq.m commercial) - 4a category	£ 2,455.65	£ 2,620.00	£ 164.35	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Larger scale minor development (7-9 residential units, or 500-999 sq.m commercial) - 4b category	£ 3,063.06	£ 3,270.00	£ 206.94	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Listed building consent	£ 531.22	£ 570.00	£ 38.78	7.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Listed Building consent follow up meeting	£ 242.35	£ 260.00	£ 17.65	7.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Listed building consent with site visit	£ 762.55	£ 810.00	£ 47.45	6.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Meeting charge to Discuss Non-Material Amendments to Major Development (s96a)	Based on works	Based on works	£ -	0.0%	Bespoke - Based on works/quote/value

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Officer research/ correspondence per hour	£ 161.57	£ 170.00	£ 8.43	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Planning Performance Agreement - (5a) Major application - Set up Fee only, extra charges for delivering an agreed programme	£ 10,237.69	£ 10,920.00	£ 682.31	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Planning Performance Agreement - Major application (excluding 5a)	Bespoke	Bespoke	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Planning Performance Agreement (conditions)	Bespoke	Bespoke	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Planning Performance Agreement (s73) - for Major Developments	Bespoke	Bespoke	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Refund for returned invalid application	20% of application fee	20% of application fee	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Small scale minor application with site visit	£ 1,355.38	£ 1,450.00	£ 94.62	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Small scale minor follow up meeting	£ 778.67	£ 830.00	£ 51.33	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Streetbook Surgeries	£ 1,862.52	£ 1,990.00	£ 127.48	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Research Fee	Admin Time - Per hour	£ 63.95	£ 70.00	£ 6.05	9.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Workshop Chair with 2 to 3 panel members	£ -	£ 4,500.00	£ 4,500.00	N/A	Other
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Follow up review (following a workshop)	£ -	£ 4,500.00	£ 4,500.00	N/A	Other
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Complex small scale Scheme review - 1 Chair and 2 panel members	£ -	£ 3,500.00	£ 3,500.00	N/A	Other
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Small and medium scale public realm and landscaping review	£ -	£ 3,500.00	£ 3,500.00	N/A	Other
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Chairs review - 1or 2 chairs or 1 chair and 1 panel member	£ -	£ 3,000.00	£ 3,000.00	N/A	Other
Community Wealth Building	Planning	Planning & Development	Pre-Application & Other Advice	Small scale minor charge for written advice only	£ -	£ 927.21	£ 927.21	N/A	Other
Community Wealth Building	Community Financial Resilience	Adult Social Services	Community care charges	Individually assessed charge under Government regulations.	Individually assessed	Individually assessed	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Community Financial Resilience	Adult Social Services	Deferred Payments	Annual Fee	£ 644.00	£ 687.15	£ 43.15	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Deferred Payments	Complex case fee per hour	£ 154.00	£ 164.32	£ 10.32	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Deferred Payments	Set Up Fee	£ 1,817.64	£ 1,939.42	£ 121.78	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Deputyship	Annual management fee	Various fixed rates	Various fixed rates	£ -	0.0%	Bespoke - Based on works/quote/value

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Adult Social Care	Community Financial Resilience	Adult Social Services	Meals in Day Care Centres	Per Meal	£ 3.50	£ 3.73	£ 0.23	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property	Administration Fee	£ 442.00	£ 471.61	£ 29.61	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property	Per Hour	£ 33.20	£ 35.42	£ 2.22	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Community Financial Resilience	Adult Social Services	Admin Fee	Administrative fee for adult social care self-funders	£ -	TBC	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Community Financial Resilience	Adult Social Services	Admin Fee	Administrative charge for Appointeeships (community based clients) weekly	£ 10.00	£ 10.00	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Community Financial Resilience	Adult Social Services	Admin Fee	Administrative charge for Appointeeships (clients within a care home) weekly	£ 5.00	£ 5.00	£ -	0.0%	Bespoke - Based on works/quote/value
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property - Pets	Vaccination fee incl transportation	Cost of Service	Cost of Service	£ -	0.0%	Fee based on cost recovery
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property - Pets	Dog - Rehoming fee	Cost of Service	Cost of Service	£ -	0.0%	Fee based on cost recovery
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property - Pets	Cat - Rehoming Fee	Cost of Service	Cost of Service	£ -	0.0%	Fee based on cost recovery
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property - Pets	Cat - Per day or part thereof	Cost of Service	Cost of Service	£ -	0.0%	Fee based on cost recovery
Community Wealth Building	Community Financial Resilience	Adult Social Services	Protection of Property - Pets	Dog - Per day or part thereof	Cost of Service	Cost of Service	£ -	0.0%	Fee based on cost recovery
Community Wealth Building	Community Financial Resilience	Adult Social Services	Residential care charges	Individually assessed charge under Government regulations.	Individually assessed	Individually assessed	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Construction Site Service Area	£1501 < £3000 Level 3 Fee	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Construction Site Service Area	£3001 < £6000 Level 4 Fee	£ 1,347.50	£ 1,438.00	£ 90.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Construction Site Service Area	£6001 < Level 5 Fee	40% of deposit	40% of deposit	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Construction Site Service Area	£751 < £1500 Level 2 Fee	£ 737.00	£ 786.00	£ 49.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Construction Site Service Area	Deposit value < £750 Level 1 Fee	£ 506.00	£ 540.00	£ 34.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Containers	Management fee	£ 247.50	£ 264.00	£ 16.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Containers	Weekly storage fee on the highway	£ 258.50	£ 276.00	£ 17.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Crane Operation Licenses	Operation on the highway	£ 506.00	£ 540.00	£ 34.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Crane Operation Licenses	Overhang licence section 177 Highways Act 1980	£ 506.00	£ 540.00	£ 34.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Crane Operation Licenses	Oversailing the highway	£ 1,067.00	£ 1,138.00	£ 71.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hedge, tree and Foliage overhang assessment fee for actual works	Hedge, tree and foliage pruning and removal of waste - Per hour	£ 95.37	£ 102.00	£ 6.63	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hedge, tree and Foliage overhang inspection and admin	Hedge, Tree and Foliage - Management and assessment Fee	£ 291.72	£ 311.00	£ 19.28	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Highways License	Highways Occupation Licence	£ 704.00	£ 751.00	£ 47.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Highways License	Highways pre-works advice for highway activities and construction management (per hour) Including amendment fee.	£ 73.70	£ 79.00	£ 5.30	7.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Highways License	Short hold traffic arrangements assessment and permission	£ 176.00	£ 188.00	£ 12.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Highways License	Temporary Structure Agreement (TSA) for Filming Activities	£ 73.70	£ 79.00	£ 5.30	7.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	£1501<£3000 Level 3 Fee	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	£3001<£6000 Level 4 Fee	£ 1,347.50	£ 1,438.00	£ 90.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	£6001< Level 5 Fee	40% of deposit	40% of deposit	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	£751<£1500 Level 2 Fee	£ 704.00	£ 751.00	£ 47.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Deposit value <£750 Level 1 Fee	£ 478.50	£ 511.00	£ 32.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Extension fees for Material, Scaffolding & Hoarding, Gantry Level 1	£ 280.50	£ 299.00	£ 18.50	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Extension fees for Material, Scaffolding & Hoarding, Gantry Level 2	£ 396.00	£ 423.00	£ 27.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Extension fees for Material, Scaffolding & Hoarding, Gantry Level 3	£ 506.00	£ 540.00	£ 34.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Extension fees for Material, Scaffolding & Hoarding, Gantry Level 4	£ 616.00	£ 657.00	£ 41.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Extension fees for Material, Scaffolding & Hoarding, Gantry Level 5	£ 737.00	£ 786.00	£ 49.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Hoarding License Fee	Site Inspection fee for valid complaints or unauthorised overstay	£ 280.50	£ 299.00	£ 18.50	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Legal Notices & Works Road Traffics Act 1984	Extension to section 14 closure per month	£ 649.00	£ 692.00	£ 43.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Climate Change	Parking	Legal Notices & Works Road Traffics Act 1984	Permanent traffic orders under all sections of the highways, traffic regulation and road traffic acts	£ 2,832.50	£ 4,519.00	£ 1,686.50	59.5%	Separate policy in place
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Legal Notices & Works Road Traffics Act 1984	Temporary Traffic Restriction Orders/Notices (incl statutory press notices) under section 14(1) for max of 3 months or Emergency works 14(2)	£ 4,235.00	£ 4,519.00	£ 284.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Legal Notices & Works Road Traffic Act 1984	Temporary Traffic Restriction Orders/Notices (incl statutory press notices) under section 16A Commercial Street Parties	£ 4,235.00	£ 4,519.00	£ 284.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Legal Notices & Works Road Traffic Act 1984	Temporary Traffic Restriction Orders/Notices (Less than 24 hours) for filming activities under section 16a/2	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Materials License Fee	£1501<£3000 Level 3 Fee	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Materials License Fee	£3001<£6000 Level 4 Fee	£ 1,347.50	£ 1,438.00	£ 90.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Materials License Fee	£6001< Level 5 Fee	40% of deposit	40% of deposit	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Materials License Fee	£751<£1500 Level 2 Fee	£ 704.00	£ 751.00	£ 47.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Materials License Fee	Deposit value <£750 Level 1 Fee	£ 478.50	£ 511.00	£ 32.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Extension fees Temporary Crossovers - Heavy Duty Vehicle Over 5 tonne in weight	£ 451.00	£ 481.00	£ 30.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Extension fees Temporary Crossovers - Standard Vehicle	£ 280.50	£ 299.00	£ 18.50	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway - Extension fee Footway Works	£ 280.50	£ 299.00	£ 18.50	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway - Non excavation	£ 396.00	£ 423.00	£ 27.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway - Over 10 Days	£ 2,585.00	£ 2,758.00	£ 173.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway - Up to 3 Days	£ 462.00	£ 493.00	£ 31.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway -4-10 Days	£ 984.50	£ 1,050.00	£ 65.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Section 50 Opening of Highway- Extension fee Carriageway Works	£ 561.00	£ 599.00	£ 38.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Site Inspection fee for valid complaints or unauthorised overstay	£ 280.50	£ 299.00	£ 18.50	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Temporary Crossover permission - Heavy Duty Vehicle over 5 tonnes in weight	£ 2,805.00	£ 2,993.00	£ 188.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Permissions Highways Act 1980	Temporary Crossover permission - Standard Vehicle	£ 1,012.00	£ 1,080.00	£ 68.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Planter Application Fee	Planter application for assessment and Permission - 1-5 Years	£ 114.89	£ 122.59	£ 7.70	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Planter Licence fee	Planter licence fee to occupy Public Highways- 1 Year	£ 130.15	£ 138.87	£ 8.72	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Rechargeable Works	Emergency call out works: Vehicle and response team	£ 802.23	£ 855.98	£ 53.75	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Rechargeable Works	Professional fees for works: Site Visits/Estimates /Works management	30% of works cost	30% of works cost	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Rental fee for Planter Container	Planter Container to rent and fill soil - 1-5 Years (1300x1300x800)	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Rental fee for Planter Container	Planter Container to rent and fill soil - 1-5 Years (300x690x600)	£ 863.94	£ 922.00	£ 58.06	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Rental fee for Planter Container	Planter Container to rent and fill soil - 1-5 Years (600x990x600)	£ 1,009.80	£ 1,077.00	£ 67.20	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold Gantry License Fee	£1501<£3000 Level 3 Fee	£ 1,908.50	£ 2,036.00	£ 127.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold Gantry License Fee	£3001<£6000 Level 4 Fee	£ 2,024.00	£ 2,160.00	£ 136.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold Gantry License Fee	£6001< Level 5 Fee	40% of deposit	40% of deposit	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold Gantry License Fee	£751<£1500 Level 2 Fee	£ 1,463.00	£ 1,561.00	£ 98.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold Gantry License Fee	Deposit value <£750 Level 1 Fee	£ 957.00	£ 1,021.00	£ 64.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold License Fee	£1501<£3000 Level 3 Fee	£ 1,122.00	£ 1,197.00	£ 75.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold License Fee	£3001<£6000 Level 4 Fee	£ 1,347.50	£ 1,438.00	£ 90.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold License Fee	£6001< Level 5 Fee	40% of deposit	40% of deposit	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold License Fee	£751<£1500 Level 2 Fee	£ 704.00	£ 751.00	£ 47.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Scaffold License Fee	Deposit value <£750 Level 1 Fee	£ 478.50	£ 511.00	£ 32.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Environmental Services - Highways	Skips	Highways Management/ Coordination	£ 112.20	£ 120.00	£ 7.80	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Climate Change & Transport	Parking	Cycle Hangars	Annual rental of secure covered parking space	£ 107.25	£ 107.25	£ -	0.0%	Separate policy in place
Environment and Climate Change	Climate Change & Transport	Parking	Cycle Hangars	Daily charges for external bus hire clients - Per half day	£ 78.10	£ 78.10	£ -	0.0%	Separate policy in place
Environment and Climate Change	Climate Change & Transport	Parking	Cycle Hangars	Refundable Key deposit	£ 27.75	£ 27.75	£ -	0.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Allotments	Large Plot	Concession Nominal 60m3	£ 53.90	£ 57.50	£ 3.60	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Allotments	Large Plot	Nominal 60m2	£ 107.80	£ 115.00	£ 7.20	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Allotments	Medium Plot	Concession Nominal 40m3	£ 36.30	£ 38.70	£ 2.40	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Allotments	Medium Plot	Nominal 40m2	£ 72.60	£ 77.50	£ 4.90	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Allotments	Small Plot	Concession Nominal 20m3	£ 18.15	£ 19.35	£ 1.20	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Allotments	Small Plot	Nominal 20m2	£ 36.30	£ 38.70	£ 2.40	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Bulky Waste	Collection of items for reuse	Per item - minimum charge £16	£ 5.00	£ 5.35	£ 0.35	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Bulky Waste	Removal of Bulky Waste	Per item - minimum charge £16	£ 5.00	£ 5.35	£ 0.35	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Bulky Waste	Removal of Bulky Waste	Per item - minimum charge £32	£ 10.00	£ 10.65	£ 0.65	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	1100 litre Eurobin	£ 522.85	£ 558.00	£ 35.15	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	1280 litre Eurobin	£ 535.19	£ 571.00	£ 35.81	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	240 litre Eurobin	£ 64.52	£ 68.84	£ 4.32	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	360 litre Eurobin	£ 116.80	£ 125.00	£ 8.20	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	660 litre Eurobin	£ 462.26	£ 493.00	£ 30.74	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	770 litre Eurobin	£ 486.95	£ 520.00	£ 33.05	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	Duty of Care Document Charge - Annual	£ 76.63	£ 81.75	£ 5.12	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	Duty of Care Document Charge - Quarterly	£ 19.52	£ 20.85	£ 1.33	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Purchase of Eurobins	Duty of Care Document Charge - Semi-annually	£ 38.93	£ 41.55	£ 2.62	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Confidential Waste Collection - One-off	£ 79.10	£ 84.40	£ 5.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 1100 litre - annual hire	£ 219.01	£ 234.00	£ 14.99	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 1100 litre - Per lift	£ 9.87	£ 10.55	£ 0.67	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 1280 litre - Annual hire	£ 243.36	£ 260.00	£ 16.64	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 1280 litre - Per lift	£ 11.22	£ 11.95	£ 0.73	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 550/660 litre - Annual hire	£ 158.20	£ 169.00	£ 10.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 550/660 litre - per lift	£ 7.97	£ 8.50	£ 0.53	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 770/800 litre - Annual Hire	£ 182.55	£ 195.00	£ 12.45	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Eurobin 770/800 litre - Per lift	£ 9.20	£ 9.80	£ 0.60	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Paladin hire - Annual hire	£ 146.08	£ 156.00	£ 9.92	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Paladin hire - Per lift	£ 9.87	£ 10.55	£ 0.68	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Sacks - Per 50 Sacks	£ 49.82	£ 53.15	£ 3.34	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Skips Light Waste (12 yarder) perm - Per lift	£ 255.59	£ 273.00	£ 17.41	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Skips Light Waste (8 yarder) - Per lift	£ 243.36	£ 260.00	£ 16.64	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Special Collections (Minimum Charge) - One-off	£ 116.80	£ 125.00	£ 8.20	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Wheelie Bin 240 litre - Per lift	£ 4.94	£ 5.25	£ 0.31	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Charity/Educational Establishment Waste	Waste Management	Wheelie Bin 330/360 litre - Per lift	£ 7.41	£ 7.90	£ 0.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Clinical Waste	Removal of Bagged Clinical Waste	Each additional bag over 7 collected	£ 6.73	£ 7.20	£ 0.47	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Clinical Waste	Removal of Bagged Clinical Waste	Each additional box over 5 collected	£ 6.73	£ 7.20	£ 0.47	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Clinical Waste	Removal of Bagged Clinical Waste	Up to (and including) 7 bags (Minimum charge per visit)	£ 42.64	£ 45.50	£ 2.86	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Clinical Waste	Sharps	Up to (and including) 5 boxes (Minimum charge per visit)	£ 42.64	£ 45.50	£ 2.86	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	1100 litre	£ 522.85	£ 558.00	£ 35.15	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	1280 litre	£ 535.19	£ 571.00	£ 35.81	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	240 litre	£ 64.52	£ 68.80	£ 4.29	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	360 litre	£ 116.80	£ 125.00	£ 8.20	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	660 litre	£ 462.26	£ 493.00	£ 30.74	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Purchase of Eurobins	770 litre	£ 486.95	£ 520.00	£ 33.05	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Bulk - per item (minimum charge £50)	£ 26.70	£ 28.50	£ 1.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Confidential Waste Collection - One-off	£ 97.39	£ 104.00	£ 6.61	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 1100 litre - Annual hire	£ 11.22	£ 11.95	£ 0.73	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 1100 litre - Per lift	£ 19.52	£ 20.85	£ 1.33	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 1280 litre - Annual hire	£ 20.64	£ 22.00	£ 1.35	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 1280 litre - Per lift	£ 219.01	£ 234.00	£ 14.99	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 550/660 litre - Annual hire	£ 158.20	£ 169.00	£ 10.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 550/660 litre - per lift	£ 14.59	£ 15.55	£ 0.97	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 550/660 litre (Rec) - per lift	£ 8.98	£ 9.60	£ 0.62	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 770 litre - Annual hire	£ 182.55	£ 194.80	£ 12.25	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Eurobin 770 litre - Per lift	£ 15.82	£ 16.90	£ 1.08	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Paladin - Annual Hire	£ 146.08	£ 155.85	£ 9.77	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Paladin - Per lift	£ 18.29	£ 19.50	£ 1.22	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Rec Sacks - Per 50 Sacks	£ 79.10	£ 84.40	£ 5.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Sacks - Per 50 Sacks	£ 100.87	£ 108.00	£ 7.13	7.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Skips Building Material (8 yarder) - Per lift	£ 341.09	£ 364.00	£ 22.91	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Skips Light Waste (8 yarder) - Per lift	£ 243.47	£ 260.00	£ 16.53	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Special Collections (Minimum Charge) - One-off	£ 414.02	£ 442.00	£ 27.98	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Wheelie Bin 240 litre - Per lift	£ 8.42	£ 9.00	£ 0.58	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Wheelie Bin 240 litre (Rec) - Per lift	£ 7.52	£ 8.00	£ 0.48	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Wheelie Bin 330/360 litre - Per lift	£ 10.43	£ 11.15	£ 0.72	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Commercial Waste	Waste Management	Wheelie Bin 330/360 litre (Rec)- Per lift	£ 7.52	£ 8.02	£ 0.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Building hire	To Individuals & non-profit organisations - Per day (8 Hours)	£ 257.50	£ 275.00	£ 17.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Building hire	To Individuals & non-profit organisations - Per Hour	£ 37.19	£ 40.00	£ 2.80	7.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Building hire	To Individuals & non-profit organisations - Weddings & similar - per day (8 hours)	£ 572.22	£ 610.00	£ 37.78	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Equipment Charges	Digital Projector and Laptop	£ 49.93	£ 53.00	£ 3.08	6.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Equipment Charges	Flip chart - per pad	£ 9.54	£ 10.00	£ 0.46	4.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Equipment Charges	Plasma Screen	£ 19.64	£ 21.00	£ 1.37	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Tuition charges for schools	Islington Council schools - 1 Hour	£ 70.69	£ 75.00	£ 4.32	6.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Tuition charges for schools	Islington Council schools 1.5 Hours	£ 83.03	£ 89.00	£ 5.97	7.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Tuition charges for schools	Private & Out of Borough Schools - 1 Hour	£ 105.47	£ 112.00	£ 6.54	6.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Ecology Centre	Tuition charges for schools	Private & Out of Borough Schools - 1.5 Hours	£ 158.20	£ 169.00	£ 10.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Highways	Enquiry from Solicitor, Developer, Business	Level 1 - Highway search - provide plan	£ 58.30	£ 62.20	£ 3.90	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Highways	Enquiry from Solicitor, Developer, Business	Level 2 - Highway search plan & written response to 1 question	£ 112.20	£ 119.70	£ 7.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Highways	Enquiry from Solicitor, Developer, Business	Level 3 - Highway Search plan and written response provided up to 5 questions	£ 213.40	£ 227.70	£ 14.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Highways	Enquiry from Solicitor, Developer, Business	Level 4 -Highway search plans and written response to 6+ questions	£ 280.50	£ 299.30	£ 18.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	New infrastructure suspension discount - First day	£ 168.30	£ 179.60	£ 11.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All vehicles	Multiple permit charge - 6+ vehicles - 12 Month Permit	£ 500.00	£ 533.50	£ 33.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Abandoned Vehicle Disposal	Motor Vehicle from Private Land	£ 243.65	£ 260.00	£ 16.35	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Abandoned Vehicle Disposal	Motorcycle/PTW from Private Land	£ 182.93	£ 195.20	£ 12.27	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	Film work waiver - Per day	£ 64.80	£ 69.15	£ 4.35	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	New infrastructure suspension discount - Per subsequent day	£ 25.46	£ 27.20	£ 1.74	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	Suspension admin charge (all applicants) - Per subsequent day	£ 40.00	£ 42.70	£ 2.70	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	Suspension admin charge (non residents) - First day	£ 250.00	£ 266.75	£ 16.75	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	Suspension admin charge (residents) - First day	£ 125.00	£ 133.40	£ 8.40	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Suspensions	Yellow line essential parking waiver - Per day	£ 80.00	£ 85.40	£ 5.40	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Diesel vehicle surcharge - Per hour	£ 6.50	£ 7.05	£ 0.55	8.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Event / Match Day Parking Pay and Display tariff	£ 12.50	£ 13.35	£ 0.85	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Visitor Parking Vouchers	Event / Match Day Parking Voucher Charge - Per hour	£ 4.00	£ 4.25	£ 0.25	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Visitor Parking Vouchers	Event / Match Day Parking Voucher Charge (Discounted) - Per hour	£ 2.00	£ 2.12	£ 0.12	6.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - per half hour	£ 0.60	£ 0.65	£ 0.05	8.3%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - per half hour (concessionary)	£ 0.30	£ 0.32	£ 0.02	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Petrol vehicle surcharge 226g/km and over CO2 - Per hour	£ 3.75	£ 4.00	£ 0.25	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Petrol vehicle surcharge 1-185g/km CO2 - Per hour	£ 2.00	£ 2.15	£ 0.15	7.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Petrol vehicle surcharge 186-225p/km CO2 - Per hour	£ 2.50	£ 2.70	£ 0.20	8.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Diesel fuel surcharge per day	£ 9.50	£ 10.15	£ 0.65	6.8%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Diesel fuel surcharge per week	£ 42.50	£ 45.35	£ 2.85	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Diesel fuel surcharge per month	£ 167.00	£ 178.20	£ 11.20	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Petrol fuel surcharge per day	£ 5.00	£ 5.35	£ 0.35	7.0%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Petrol fuel surcharge per week	£ 25.50	£ 27.20	£ 1.70	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - Petrol fuel surcharge per month	£ 99.00	£ 105.65	£ 6.65	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - per day	£ 29.50	£ 31.50	£ 2.00	6.8%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - per week	£ 117.50	£ 125.40	£ 7.90	6.7%	Other

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Permission to Park - per month	£ 457.00	£ 487.60	£ 30.60	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 1 - Per Hour	£ 1.30	£ 1.40	£ 0.10	7.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 10 - Per Hour	£ 5.70	£ 6.20	£ 0.50	8.8%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 11 - Per Hour	£ 6.35	£ 6.90	£ 0.55	8.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 2 - Per Hour	£ 1.90	£ 2.05	£ 0.15	8.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 3 - Per Hour	£ 2.10	£ 2.25	£ 0.15	7.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 4 - Per Hour	£ 2.50	£ 2.70	£ 0.20	8.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 5 - Per Hour	£ 3.15	£ 3.40	£ 0.25	8.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 6 - Per Hour	£ 3.80	£ 4.10	£ 0.30	8.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 7 - Per Hour	£ 4.20	£ 4.55	£ 0.35	8.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 8 - Per Hour	£ 5.05	£ 5.45	£ 0.40	8.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Minimum made order - Band 9 - Per Hour	£ 5.25	£ 5.70	£ 0.45	8.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging - Per day	£ 1.00	£ 1.07	£ 0.07	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging - Per week	£ 4.00	£ 4.27	£ 0.27	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging - Per month	£ 14.00	£ 14.94	£ 0.94	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging - Per quarter	£ 35.00	£ 37.35	£ 2.35	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging - Per Year	£ 110.00	£ 117.37	£ 7.37	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging (Electric) - per day	£ 0.50	£ 0.53	£ 0.03	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging (Electric) - per week	£ 2.00	£ 2.13	£ 0.13	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging (Electric) - per month	£ 7.00	£ 7.47	£ 0.47	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging (Electric) - per quarter	£ 17.50	£ 18.67	£ 1.17	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Motorbike Pay & Display Charging (Electric) - per year	£ 55.00	£ 58.69	£ 3.69	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit - 1 year	£ 61.20	£ 65.30	£ 4.10	6.7%	Full Commercial
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit - 6 month	£ 30.60	£ 32.65	£ 2.05	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit - 3 month	£ 15.30	£ 16.33	£ 1.03	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit - 1 month	£ 7.65	£ 8.16	£ 0.51	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit (Electric) - 1 year	£ 30.60	£ 32.65	£ 2.05	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit (Electric) - 6 months	£ 15.30	£ 16.33	£ 1.03	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit (Electric) - 3 months	£ 7.65	£ 8.16	£ 0.51	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Resident Parking Permit	Residents Motorcycle Parking Permit (Electric) - 1 month	£ 3.83	£ 4.09	£ 0.26	6.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Standardised CPZ Parking Tariffs - Per hour	£2.50 - £6.35	£4.10 - £6.90	N/A	N/A	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	CPZ C & K Concessions (Flat rate 6.30pm to 8.30am)	£ 2.40	£ 2.55	£ 0.15	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking	Parking Permits	CPZ C & K Concessions (overnight e-visitor voucher)	£ -	£ -	£ -	N/A	Other
Environment and Climate Change	Environment and Commercial Operations	Parking	Pay & Display Tariffs	Peak Charging - per session booked between 10am and 1pm	N/A	£ 1.00	£ -	0.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All Diesel Vehicles	Surcharge in Addition to Standard Permit - 12 Month Permit	£ 160.00	£ 220.00	£ 60.00	37.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All Diesel Vehicles	Surcharge in Addition to Standard Permit - 3 Month Permit	£ 40.00	£ 55.00	£ 15.00	37.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All Diesel Vehicles	Surcharge in Addition to Standard Permit - 6 Month Permit	£ 80.00	£ 110.00	£ 30.00	37.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All Diesel Vehicles	Surcharge in Addition to Standard Permit - 1 Month Permit	£ 13.33	£ 18.33	£ 5.00	37.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All vehicles	Multiple permit charge - 2nd vehicle - 12 Month Permit	£ 100.00	£ 106.70	£ 6.70	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All vehicles	Multiple permit charge - 3rd vehicle - 12 Month Permit	£ 200.00	£ 213.40	£ 13.40	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All vehicles	Multiple permit charge - 4th vehicle - 12 Month Permit	£ 300.00	£ 320.10	£ 20.10	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	All vehicles	Multiple permit charge - 5th vehicle - 12 Month Permit	£ 400.00	£ 426.80	£ 26.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Blue Badges	Blue Badge processing	£ 10.00	£ 10.00	£ -	0.0%	Fee to comply with statutory guidance
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Blue Badges	Blue Badge replacement for lost subsequent ones in 3 years	£ 12.10	£ 12.10	£ -	0.0%	Fee to comply with statutory guidance
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Business Visitor Parking Vouchers	Business visitor All day voucher	£ 40.92	£ 43.65	£ 2.73	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Business Visitor Parking Vouchers	Business visitor Half hour vouchers - Book of 20	£ 18.24	£ 19.45	£ 1.21	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 1	£ 700.00	£ 746.90	£ 46.90	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 2	£ 750.00	£ 800.25	£ 50.25	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 3	£ 800.00	£ 853.60	£ 53.60	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 4	£ 850.00	£ 906.95	£ 56.95	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 5	£ 900.00	£ 960.30	£ 60.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 6	£ 950.00	£ 1,013.65	£ 63.65	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business electric vehicle band 7	£ 1,000.00	£ 1,067.00	£ 67.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 1	£ 900.00	£ 960.30	£ 60.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 2	£ 950.00	£ 1,013.65	£ 63.65	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 3	£ 1,000.00	£ 1,067.00	£ 67.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 4	£ 1,500.00	£ 1,600.50	£ 100.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 5	£ 1,600.00	£ 1,707.20	£ 107.20	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 6	£ 1,700.00	£ 1,813.90	£ 113.90	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Business ICE permit band 7	£ 1,800.00	£ 1,920.60	£ 120.60	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 1 - 1 Month Permit	£ 4.17	£ 8.33	£ 4.16	99.8%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 1 - 12 Month Permit	£ 50.00	£ 100.00	£ 50.00	100.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 1 - 3 Month Permit	£ 12.50	£ 25.00	£ 12.50	100.0%	Separate policy in place

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 1 - 6 Month Permit	£ 25.00	£ 50.00	£ 25.00	100.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 2 - 1 Month Permit	£ 4.17	£ 9.17	£ 5.00	119.8%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 2 - 12 Month Permit	£ 50.00	£ 110.00	£ 60.00	120.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 2 - 3 Month Permit	£ 12.50	£ 27.50	£ 15.00	120.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 2 - 6 Month Permit	£ 25.00	£ 55.00	£ 30.00	120.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 3 - 1 Month Permit	£ 4.92	£ 10.83	£ 5.91	120.2%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 3 - 12 Month Permit	£ 59.00	£ 130.00	£ 71.00	120.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 3 - 3 Month Permit	£ 14.75	£ 32.50	£ 17.75	120.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 3 - 6 Month Permit	£ 29.50	£ 65.00	£ 35.50	120.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 4 - 1 Month Permit	£ 6.67	£ 12.50	£ 5.83	87.4%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 4 - 12 Month Permit	£ 80.00	£ 150.00	£ 70.00	87.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 4 - 3 Month Permit	£ 20.00	£ 37.50	£ 17.50	87.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 4 - 6 Month Permit	£ 40.00	£ 75.00	£ 35.00	87.5%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 5 - 1 Month Permit	£ 8.33	£ 14.58	£ 6.25	75.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 5 - 12 Month Permit	£ 100.00	£ 175.00	£ 75.00	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 5 - 3 Month Permit	£ 25.00	£ 43.75	£ 18.75	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 5 - 6 Month Permit	£ 50.00	£ 87.50	£ 37.50	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 6 - 1 Month Permit	£ 10.00	£ 17.50	£ 7.50	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 6 - 12 Month Permit	£ 120.00	£ 210.00	£ 90.00	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 6 - 3 Month Permit	£ 30.00	£ 52.50	£ 22.50	75.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 6 - 6 Month Permit	£ 60.00	£ 105.00	£ 45.00	75.0%	Separate policy in place

Page 17 of 24

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 7 - 1 Month Permit	£ 11.67	£ 19.17	£ 7.50	64.2%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 7 - 12 Month Permit	£ 140.00	£ 230.00	£ 90.00	64.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 7 - 3 Month Permit	£ 35.00	£ 57.50	£ 22.50	64.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Electric vehicle band 7 - 6 Month Permit	£ 70.00	£ 115.00	£ 45.00	64.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 1	£ 3,000.00	£ 3,201.00	£ 201.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 2	£ 3,100.00	£ 3,307.70	£ 207.70	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 3	£ 3,250.00	£ 3,467.75	£ 217.75	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 4	£ 3,300.00	£ 3,521.10	£ 221.10	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 5	£ 3,350.00	£ 3,574.45	£ 224.45	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 6	£ 3,400.00	£ 3,627.80	£ 227.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal electric vehicle band 7	£ 3,500.00	£ 3,734.50	£ 234.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 1	£ 3,250.00	£ 3,467.75	£ 217.75	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 2	£ 3,350.00	£ 3,574.45	£ 224.45	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 3	£ 3,450.00	£ 3,681.15	£ 231.15	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 4	£ 3,550.00	£ 3,787.85	£ 237.85	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 5	£ 3,650.00	£ 3,894.55	£ 244.55	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 6	£ 3,800.00	£ 4,054.60	£ 254.60	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal ICE band 7	£ 4,000.00	£ 4,268.00	£ 268.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal non fleet monthly permit - 1/12 of the cost of the permit depending upon emissions criteria above	Universal non fleet monthly permit - 1/12 of	Universal non fleet monthly permit - 1/12 of	£ -	0.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Other Permits	Universal - Car Club	£ 1,519.80	£ 1,621.63	£ 101.83	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 1 (up to 120g/km) - 1 Month Permit	£ 8.33	£ 12.50	£ 4.17	50.1%	Separate policy in place

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 1 (up to 120g/km) - 12 Month Permit	£ 100.00	£ 150.00	£ 50.00	50.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 1 (up to 120g/km) - 3 Month Permit	£ 25.00	£ 37.50	£ 12.50	50.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 1 (up to 120g/km) - 6 Month Permit	£ 50.00	£ 75.00	£ 25.00	50.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 2 (121-140g/km) - 1 Month Permit	£ 11.25	£ 16.67	£ 5.42	48.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 2 (121-140g/km) - 12 Month Permit	£ 135.00	£ 200.00	£ 65.00	48.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 2 (121-140g/km) - 3 Month Permit	£ 33.75	£ 50.00	£ 16.25	48.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 2 (121-140g/km) - 6 Month Permit	£ 67.50	£ 100.00	£ 32.50	48.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 3 (141-165g/km) - 1 Month Permit	£ 14.58	£ 20.83	£ 6.25	42.9%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 3 (141-165g/km) - 12 Month Permit	£ 175.00	£ 250.00	£ 75.00	42.9%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 3 (141-165g/km) - 3 Month Permit	£ 44.00	£ 62.50	£ 18.50	42.0%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 3 (141-165g/km) - 6 Month Permit	£ 87.50	£ 125.00	£ 37.50	42.9%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 4 (166-185g/km) - 1 Month Permit	£ 19.58	£ 25.00	£ 5.42	27.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 4 (166-185g/km) - 12 Month Permit	£ 235.00	£ 300.00	£ 65.00	27.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 4 (166-185g/km) - 3 Month Permit	£ 58.75	£ 75.00	£ 16.25	27.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 4 (166-185g/km) - 6 Month Permit	£ 117.50	£ 150.00	£ 32.50	27.7%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 5 (186- 225g/km) - 1 Month Permit	£ 29.17	£ 33.33	£ 4.16	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 5 (186- 225g/km) - 12 Month Permit	£ 350.00	£ 400.00	£ 50.00	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 5 (186- 225g/km) - 3 Month Permit	£ 87.50	£ 100.00	£ 12.50	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 5 (186- 225g/km) - 6 Month Permit	£ 175.00	£ 200.00	£ 25.00	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 6 (226-255g/km) - 1 Month Permit	£ 45.83	£ 50.00	£ 4.17	9.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 6 (226-255g/km) - 12 Month Permit	£ 550.00	£ 600.00	£ 50.00	9.1%	Separate policy in place

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 6 (226-255g/km) - 3 Month Permit	£ 137.50	£ 150.00	£ 12.50	9.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 6 (226-255g/km) - 6 Month Permit	£ 275.00	£ 300.00	£ 25.00	9.1%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 7 (256g/km and above) - 1 Month Permit	£ 58.33	£ 66.67	£ 8.34	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 7 (256g/km and above) - 12 Month Permit	£ 700.00	£ 800.00	£ 100.00	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 7 (256g/km and above) - 3 Month Permit	£ 175.00	£ 200.00	£ 25.00	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Residents Parking Permit (Based on CO2 Emission)	Band 7 (256g/km and above) - 6 Month Permit	£ 350.00	£ 400.00	£ 50.00	14.3%	Separate policy in place
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	1-hour business visitor vouchers (Book of 20)	£ 73.44	£ 78.36	£ 4.92	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	1-hour business voucher (Book of 10)	£ 17.04	£ 18.18	£ 1.14	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - all day	£ 14.80	£ 15.79	£ 0.99	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - all day (concessionary)	£ 7.40	£ 7.89	£ 0.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - Diesel vehicle fuel surcharge - all day	£ 10.00	£ 10.70	£ 0.70	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - Diesel vehicle fuel surcharge - per half hour	£ 0.50	£ 0.55	£ 0.05	10.0%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - Petrol vehicle fuel surcharge (186-225 g/km CO2)- per half hour	£ 0.25	£ 0.30	£ 0.05	20.0%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - Petrol vehicle fuel surcharge (1-185 g/km CO2) - per half hour	£ 0.20	£ 0.25	£ 0.05	25.0%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	E-visitor vouchers - Petrol vehicle fuel surcharge (Over 225 g/km) - per half hour	£ 0.30	£ 0.35	£ 0.05	16.7%	Other
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Hire car permit holder vouchers - 3 hour (Book of 10)	£ 35.28	£ 37.64	£ 2.36	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	Hire car permit holder vouchers - half hour (Book of 20)	£ 12.12	£ 12.93	£ 0.81	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parking Permits	Visitor Parking Vouchers	New parents vouchers - 40 hours free	£ -	£ -	£ -	-	Other
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Application Fee	1 day events for up to 500 people without licensable activities	£ 121.00	£ 129.00	£ 8.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Application Fee	Community Event	£ 41.67	£ 44.45	£ 2.78	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Application Fee	Events longer than 1 day, for more than 500 people or with licensable activities	£ 407.00	£ 434.00	£ 27.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Cancellation Fee	15-28 days prior to event	50%	50%	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Cancellation Fee	7-14 days prior to event	75%	75%	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Cancellation Fee	Less than 7 days prior to event	100%	100%	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Cancellation Fee	More than 28 days prior to event	25%	25%	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Overstay Fee	Per Hour	20%	20%	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	1,001 to 2,500 people (over the course of the whole event) - Full Day	£ 2,420.00	£ 2,582.00	£ 162.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	1,001 to 2,500 people (over the course of the whole event) - Half Day	£ 1,980.00	£ 2,113.00	£ 133.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	2,501 to 5,000 people (over the course of the whole event) - Full Day	£ 2,750.00	£ 2,934.00	£ 184.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	2,501 to 5,000 people (over the course of the whole event) - Half Day	£ 2,420.00	£ 2,582.00	£ 162.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	501 to 1,000 people (over the course of the whole event) - Full Day	£ 1,980.00	£ 2,113.00	£ 133.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	501 to 1,000 people (over the course of the whole event) - Half Day	£ 1,595.00	£ 1,702.00	£ 107.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	51 to 500 people (over the course of the whole event) - Full Day	£ 1,595.00	£ 1,702.00	£ 107.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	51 to 500 people (over the course of the whole event) - Half Day	£ 1,006.50	£ 1,074.00	£ 67.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	No more than 50 people (over the course of the whole event) - Full Day	£ 951.50	£ 1,015.00	£ 63.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Parks - Events	Site Hire Fee	No more than 50 people (over the course of the whole event) - Half Day	£ 671.00	£ 716.00	£ 45.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Animal welfare service	Animal Boarding	£ 14.42	£ 15.85	£ 1.43	9.9%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Animal welfare service	Animal Rehoming	£ 63.67	£ 70.00	£ 6.33	9.9%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Animal welfare service	Dog Recovery	£ 36.07	£ 39.70	£ 3.63	10.1%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Animal welfare service	Register of Seized Dogs	£ 5.05	£ 5.55	£ 0.50	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Dangerous Wild Animals Act 1976	Dangerous Wild Animals - Licence	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	Dangerous Wild Animals Act 1976	Dangerous Wild Animals - Renewal	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery

Page 75

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Animal Boarding Establishments - Licence	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Animal Boarding Establishments - Renewal	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Breeding Dogs - Licence	£ 350.06	£ 385.00	£ 34.94	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Breeding Dogs - Renewal	£ 350.06	£ 385.00	£ 34.94	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Performing Animals - Copy certificate	£ 25.25	£ 27.75	£ 2.50	9.9%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Performing Animals - Registration	£ 66.20	£ 72.80	£ 6.60	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Pet Animals - Licence	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Pet Animals - Renewal	£ 424.12	£ 466.55	£ 42.43	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Riding Establishments - Licence	£ 599.15	£ 659.00	£ 59.85	10.0%	Fee based on cost recovery
Environment and Climate Change	Environment and Commercial Operations	Animal Services	The Animal Welfare (licensing of activities involving animals) (England) Regulations 2018	Riding Establishments - Renewal	£ 599.15	£ 659.00	£ 59.85	10.0%	Fee based on cost recovery
Environment and Climate Change	Civic Services	Burials	Exhumation	Additional Ashes Exhumation Fee - Non-Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	Other
Environment and Climate Change	Civic Services	Burials	Exhumation	Additional Ashes Exhumation Fee - Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	Other
Environment and Climate Change	Civic Services	Burials	Exhumation	Ashes Exhumation Fee First Interment - Non-Resident	£ 280.50	£ 300.00	£ 19.50	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Exhumation	Ashes Exhumation Fee First Interment - Resident	£ 280.50	£ 300.00	£ 19.50	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Exhumation	First coffin - admin fee - Non-Resident	£ 566.50	£ 605.00	£ 38.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Exhumation	First coffin - admin fee - Resident	£ 566.50	£ 605.00	£ 38.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Exhumation	Second coffin - admin fee - Non-Resident	£ 236.50	£ 252.50	£ 16.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Exhumation	Second coffin - admin fee - Resident	£ 236.50	£ 252.50	£ 16.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Grave Unit	Purchase of Double front lawn vault inc 1st Interment & 60 year lease - Non-Resident	£ 16,128.00	£ 17,209.00	£ 1,081.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Grave Unit	Purchase of Double front lawn vault inc 1st Interment & 60 year lease - Resident	£ 10,531.50	£ 11,237.00	£ 705.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Grave Unit	Purchase of Double vault including 1st Interment & 60 year lease - Non-Resident	£ 11,434.50	£ 12,201.00	£ 766.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Grave Unit	Purchase of Double vault including 1st Interment & 60 year lease - Resident	£ 7,722.75	£ 8,240.00	£ 517.25	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Front lawn areas - Adult - Non-Resident	£ 3,355.00	£ 3,580.00	£ 225.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Front lawn areas - Adult - Resident	£ 2,376.00	£ 2,535.00	£ 159.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Front lawn areas - under 16 yrs - Non-Resident	£ 1,831.50	£ 1,954.00	£ 122.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Front lawn areas - under 16 yrs - Resident	£ 1,034.00	£ 1,103.00	£ 69.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Hand Digging Fee - Non-Resident	£ 599.50	£ 640.00	£ 40.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Hand Digging Fee - Resident	£ 599.50	£ 640.00	£ 40.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Individual 16 yrs and over- all cemeteries - Non-Resident	£ 2,326.50	£ 2,482.00	£ 155.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Individual 16 yrs and over- all cemeteries - Resident	£ 1,303.50	£ 1,391.00	£ 87.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Individual under 16 yrs - Non-Resident	£ 995.50	£ 1,062.00	£ 66.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Individual under 16 yrs - Resident	£ 561.00	£ 599.00	£ 38.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Saturday Burial extra charge - Non-Resident	£ 841.50	£ 898.00	£ 56.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Saturday Burial extra charge - Resident	£ 841.50	£ 898.00	£ 56.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Saturday burial of ashes extra charge - Non-Resident	£ 173.80	£ 185.00	£ 11.20	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Saturday burial of ashes extra charge - Resident	£ 176.00	£ 188.00	£ 12.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Sunday Burial extra charge - Non-Resident	£ 1,078.00	£ 1,150.00	£ 72.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Sunday Burial extra charge - Resident	£ 1,078.00	£ 1,150.00	£ 72.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Sunday burial of ashes extra charge - Non-Resident	£ 242.00	£ 258.00	£ 16.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Interment Fees	Sunday burial of ashes extra charge - Resident	£ 242.00	£ 258.00	£ 16.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Mausolea	Interment Fees - Non-Resident	£ 1,003.20	£ 1,070.00	£ 66.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Mausolea	Interment Fees - Resident	£ 1,006.50	£ 1,074.00	£ 67.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Mausolea	Purchase of HRC single unit and Interment (inc burial rights) all rows - Non-Resident	£ 13,923.00	£ 14,856.00	£ 933.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Mausolea	Purchase of HRC single unit and Interment (inc burial rights) all rows - Resident	£ 11,781.00	£ 12,570.00	£ 789.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Mausolea	Purchase of VLA single unit and Interment (inc burial rights) all rows - Non-Resident	£ 9,954.00	£ 10,621.00	£ 667.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Mausolea	Purchase of VLA single unit and Interment (inc burial rights) all rows - Resident	£ 6,573.00	£ 7,013.00	£ 440.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Additional Memorial Work - Non-Resident	£ 90.20	£ 96.00	£ 5.80	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Additional Memorial Work - Resident	£ 90.20	£ 96.00	£ 5.80	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Annual clean - Non-Resident	£ 34.10	£ 40.00	£ 5.90	17.3%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Annual clean - Resident	£ 34.10	£ 40.00	£ 5.90	17.3%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Ash Plot - Non-Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Ash Plot - Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Common Graves - Non-Resident	£ 79.20	£ 85.00	£ 5.80	7.3%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Common Graves - Resident	£ 79.20	£ 85.00	£ 5.80	7.3%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Old section Grave Spaces (Traditional) - Non-Resident	£ 374.00	£ 395.00	£ 21.00	5.6%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Old section Grave Spaces (Traditional) - Resident	£ 368.50	£ 390.00	£ 21.50	5.8%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Private Earthen Graves Lawn sections - Non-Resident	£ 264.00	£ 280.00	£ 16.00	6.1%	Other
Environment and Climate Change	Civic Services	Burials	Memorial License Fees	Private Earthen Graves Lawn sections - Resident	£ 258.50	£ 275.00	£ 16.50	6.4%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Admin fee for 2 interment in niche at columbarium - Non-Resident	£ 28.60	£ 35.00	£ 6.40	22.4%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Admin fee for 2 interment in niche at columbarium - Resident	£ 28.05	£ 30.00	£ 1.95	7.0%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial of ashes - 16 yrs old and over - Non-Resident	£ 157.30	£ 170.00	£ 12.70	8.1%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial of ashes - 16 yrs old and over - Resident	£ 101.20	£ 110.00	£ 8.80	8.7%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial of ashes - under 16 years - Non-Resident	Free	Price on Application	-	-	Bespoke - Based on works/quote/value

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial of ashes - under 16 years - Resident	Free	Price on Application	-	-	Bespoke - Based on works/quote/value
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial Record Search for up to 3 - Non-Resident	£ 50.60	£ 55.00	£ 4.40	8.7%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Burial Record Search for up to 3 - Resident	£ 50.60	£ 55.00	£ 4.40	8.7%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Certificate of Burial - Non-Resident	£ 34.10	£ 40.00	£ 5.90	17.3%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Certificate of Burial - Resident	£ 34.10	£ 40.00	£ 5.90	17.3%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Database Record Search - Non-Resident	£ 17.05	£ 20.00	£ 2.95	17.3%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Extending standard grave to allow for extra large coffin - Non-Resident	£ 151.80	£ 160.00	£ 8.20	5.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Extending standard grave to allow for extra large coffin - Resident	£ 79.20	£ 85.00	£ 5.80	7.3%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Record Search - Resident	£ 17.60	£ 20.00	£ 2.40	13.6%	Other
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Scattering ashes from elsewhere (large casket) - Non-Resident	£ 84.70	£ 90.00	£ 5.30	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Scattering ashes from elsewhere (large casket) - Resident	£ 84.70	£ 90.00	£ 5.30	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 7*3 - Non-Resident	£ 392.70	£ 415.00	£ 22.30	5.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 7*3 - Resident	£ 390.50	£ 415.00	£ 24.50	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 7*3 Permit - Non-Resident	£ 365.20	£ 390.00	£ 24.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 7*3 Permit - Resident	£ 365.20	£ 390.00	£ 24.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 9*4 and over - Non-Resident	Quote	Price on Application	-	-	Bespoke - Based on works/quote/value
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 9*4 and over - Resident	Quote	Price on Application	-	-	Bespoke - Based on works/quote/value
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 9*4 and over Permit - Non-Resident	£ 365.20	£ 390.00	£ 24.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal 9*4 and over Permit - Resident	£ 365.20	£ 390.00	£ 24.80	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal headstone only - Non-Resident	£ 253.00	£ 270.00	£ 17.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal headstone only - Resident	£ 253.00	£ 270.00	£ 17.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal Headstone only Permit - Non-Resident	£ 269.50	£ 285.00	£ 15.50	5.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Stone Removal Headstone only Permit - Resident	£ 264.00	£ 280.00	£ 16.00	6.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Transfer Fee - Non-Resident	£ 56.10	£ 65.00	£ 8.90	15.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Transfer Fee - Resident	£ 57.20	£ 60.00	£ 2.80	4.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Weekday extended service time in chapel (extra half hour) - Non-Resident	£ 123.20	£ 130.00	£ 6.80	5.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Weekday extended service time in chapel (extra half hour) - Resident	£ 123.20	£ 130.00	£ 6.80	5.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Weekend extended service time in chapel (extra half hour) - Non-Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Miscellaneous	Weekend extended service time in chapel (extra half hour) - Resident	£ 168.30	£ 180.00	£ 11.70	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	7'x3' Grave Space - Non-Resident	£ 4,680.50	£ 4,995.00	£ 314.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	7'x3' Grave Space - Resident	£ 2,667.50	£ 2,846.50	£ 179.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	9'x4' Grave Space - Non-Resident	£ 5,258.00	£ 5,610.00	£ 352.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	9'x4' Grave Space - Resident	£ 2,843.50	£ 3,034.00	£ 190.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Children's Memorial Garden - Non-Resident	£ 1,023.00	£ 1,091.50	£ 68.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Children's Memorial Garden - Resident	£ 478.50	£ 510.50	£ 32.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Classic Grave Space - Non-Resident	£ 3,514.50	£ 3,750.00	£ 235.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Classic Grave Space - Resident	£ 1,523.50	£ 1,625.50	£ 102.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Classic Premium Grave Space - Non-Resident	£ 3,179.00	£ 3,392.00	£ 213.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Classic Premium Grave Space - Resident	£ 2,046.00	£ 2,183.00	£ 137.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Front lawn areas - 7'x3' Grave Space - Non-Resident	£ 7,821.00	£ 8,345.00	£ 524.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Front lawn areas - 7'x3' Grave Space - Resident	£ 4,367.00	£ 4,659.50	£ 292.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Front lawn areas - 9'x4' Grave Space - Non-Resident	£ 12,188.00	£ 13,005.00	£ 817.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Private Grave	Front lawn areas - 9'x4' Grave Space - Resident	£ 6,759.50	£ 7,212.50	£ 453.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Trent Park- 8'x5' Grave Space - Non-Resident	£ 5,445.00	£ 5,810.00	£ 365.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Trent Park- 8'x5' Grave Space - Resident	£ 2,667.50	£ 2,846.00	£ 178.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Woodland Burial - Non-Resident	£ 4,323.00	£ 4,612.50	£ 289.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Private Grave	Woodland Burial - Resident	£ 2,579.50	£ 2,752.50	£ 173.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Adult - Non-Resident	£ 522.50	£ 557.50	£ 35.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Adult - Resident	£ 330.00	£ 350.00	£ 20.00	6.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Baby to 3 yrs - Non-Resident	£ 123.20	£ 130.00	£ 6.80	5.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Baby to 3 yrs - Resident	£ 72.60	£ 80.00	£ 7.40	10.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Child 3-16 yrs - Non-Resident	£ 157.30	£ 170.00	£ 12.70	8.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Public Grave	Child 3-16 yrs - Resident	£ 117.70	£ 125.00	£ 7.30	6.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	7'x3' Grave Space - Non-Resident	£ 7,012.50	£ 7,482.50	£ 470.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	7'x3' Grave Space - Resident	£ 4,004.00	£ 4,272.50	£ 268.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	9'X4' Grave Space - Non-Resident	£ 7,898.88	£ 8,428.00	£ 529.12	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	9'X4' Grave Space - Resident	£ 4,279.00	£ 4,565.50	£ 286.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Children's Memorial Garden - Non-Resident	£ 1,457.50	£ 1,555.00	£ 97.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Children's Memorial Garden - Resident	£ 737.00	£ 786.50	£ 49.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Classic Grave Space 6.6 x2.6 - Non-Resident	£ 5,258.00	£ 5,610.50	£ 352.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Classic Grave Space 6.6 x2.6 - Resident	£ 2,277.00	£ 2,429.50	£ 152.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Front lawn areas - 7x3 Grave Space - Non-Resident	£ 11,731.50	£ 12,517.50	£ 786.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Front lawn areas - 7x3 Grave Space - Resident	£ 6,556.00	£ 6,995.00	£ 439.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Front lawn areas - 9x4 Grave Space - Non-Resident	£ 18,282.00	£ 19,507.00	£ 1,225.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Front lawn areas - 9x4 Grave Space - Resident	£ 10,142.00	£ 10,821.50	£ 679.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of Double front lawn vault Inc. 1st Interment & 60 yr. lease - Non-Resident	£ 25,355.00	£ 27,054.00	£ 1,699.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of Double front lawn vault Inc. 1st Interment & 60 yr. lease - Resident	£ 16,549.50	£ 17,658.50	£ 1,109.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of Double vault including 1st Interment & 60 year lease - Non-Resident	£ 17,985.00	£ 19,190.00	£ 1,205.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of Double vault including 1st Interment & 60 year lease - Resident	£ 12,144.00	£ 12,957.50	£ 813.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of single unit and Interment (Inc. burial rights)-1st and 3rd row - Non-Resident	£ 15,741.00	£ 16,795.50	£ 1,054.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of single unit and Interment (Inc. burial rights)-1st and 3rd row - Resident	£ 10,664.50	£ 11,379.00	£ 714.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of single unit and Interment (Inc. burial rights)-2nd row - Non-Resident	£ 17,490.00	£ 18,662.00	£ 1,172.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Purchase of single unit and Interment (Inc. burial rights)-2nd row - Resident	£ 11,968.00	£ 12,770.00	£ 802.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Trent Park- Grave Space 8x5 - Non-Resident	£ 5,263.50	£ 5,616.00	£ 352.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Trent Park- Grave Space 8x5??? - Resident	£ 2,590.50	£ 2,764.00	£ 173.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Woodland Burial - Non-Resident	£ 6,473.50	£ 6,907.00	£ 433.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Purchase in Reserve	Woodland Burial - Resident	£ 3,866.50	£ 4,125.50	£ 259.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Ash Plot Memorial - Non-Resident	£ 68.20	£ 75.00	£ 6.80	10.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Ash Plot Memorial - Resident	£ 68.20	£ 75.00	£ 6.80	10.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Lawn style memorial up to 7'x3' - Non-Resident	£ 264.00	£ 280.00	£ 16.00	6.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Lawn style memorial up to 7'x3' - Resident	£ 264.00	£ 280.00	£ 16.00	6.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Memorial base - Non-Resident	£ 291.50	£ 310.00	£ 18.50	6.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Memorial base - Resident	£ 145.20	£ 155.00	£ 9.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Memorial Plaques - Non-Resident	£ 68.20	£ 75.00	£ 6.80	10.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Memorial Plaques - Resident	£ 68.20	£ 75.00	£ 6.80	10.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Traditional style memorial up to 7'x3' - Non-Resident	£ 399.30	£ 425.00	£ 25.70	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Burials	Remove & Replace Memorial	Traditional style memorial up to 7'x3' - Resident	£ 401.50	£ 420.00	£ 18.50	4.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Building hire	To Individuals & non-profit organisations - Per day (weekday, 8 hours max)	£ 274.89	£ 293.00	£ 18.11	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Building hire	To Individuals & non-profit organisations - Per day (weekends, 8 hours max)	£ 457.78	£ 488.00	£ 30.22	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Building hire	To Individuals & non-profit organisations - Per hour (weekdays)	£ 34.33	£ 36.65	£ 2.32	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Building hire	To Individuals & non-profit organisations - Per hour (weekends)	£ 57.22	£ 61.05	£ 3.82	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Equipment Charges	Digital Projector and Laptop	£ 49.37	£ 52.75	£ 3.38	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Equipment Charges	Flip chart - per pad	£ 9.54	£ 10.20	£ 0.66	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Equipment Charges	Plasma Screen	£ 19.64	£ 20.95	£ 1.32	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Greenspace & Leisure	Cally Clock Tower Heritage Centre	Equipment Charges	Slide projector	£ 24.68	£ 26.35	£ 1.66	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	CCTV Enquiries	Request from Solicitors, Lawyers, Courts	DVD Multiple camera footage	£146.42	£ 156.00	£ 9.58	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	CCTV Enquiries	Request from Solicitors, Lawyers, Courts	DVD Single Camera footage	£117.81	£ 126.00	£ 8.19	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Family supplied tribute - Non-Resident	£ 22.00	£ 22.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Family supplied tribute - Resident	£ 22.00	£ 22.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Live Webcast - Non-Resident	£ 33.00	£ 33.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Live Webcast - Resident	£ 33.00	£ 33.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Live Webcast & Re-Watch again within 28 days - Non-Resident	£ 49.50	£ 49.50	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Live Webcast & Re-Watch again within 28 days - Resident	£ 49.50	£ 49.50	£ -	0.0%	Other

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Professional Tribute (Max 25 photos-Set to a music track of choice-Played once during service) - Non-Resident	£ 77.00	£ 77.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Professional Tribute (Max 25 photos-Set to a music track of choice-Played once during service) - Resident	£ 77.00	£ 77.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Simple slideshow (Max 25 photos-played once during service) - Non-Resident	£ 44.00	£ 44.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Simple slideshow (Max 25 photos-played once during service) - Resident	£ 44.00	£ 44.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Single Photo (continuously displayed throughout service) - Non-Resident	£ 13.20	£ 13.20	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Single Photo (continuously displayed throughout service) - Resident	£ 13.20	£ 13.20	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast Additional DVD/BluRay (each) - Non-Resident	£ 38.50	£ 38.50	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast Additional DVD/BluRay (each) - Resident	£ 38.50	£ 38.50	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast CD - Non-Resident	£ 49.50	£ 49.50	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast CD - Resident	£ 49.50	£ 49.50	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast DVD/BluRay - Non-Resident	£ 55.00	£ 55.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Audio-Visual System	Webcast DVD/BluRay - Resident	£ 55.00	£ 55.00	£ -	0.0%	Other
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Contract Cremation - Non-Resident	£ 146.30	£ 156.00	£ 9.70	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Contract Cremation - Resident	£ 146.30	£ 155.00	£ 8.70	5.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Direct Cremation - Non-Resident	£ 280.50	£ 295.00	£ 14.50	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Direct Cremation - Resident	£ 280.50	£ 295.00	£ 14.50	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Double funeral service - Non-Resident	£ 874.50	£ 920.00	£ 45.50	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Double funeral service - Resident	£ 874.50	£ 920.00	£ 45.50	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Early Morning Cremation - Non-Resident	£ 365.20	£ 385.00	£ 19.80	5.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Early Morning Cremation - Resident	£ 365.20	£ 385.00	£ 19.80	5.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Evenings and Saturday Cremation - Non-Resident	£ 908.60	£ 955.00	£ 46.40	5.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Evenings and Saturday Cremation - Resident	£ 909.70	£ 955.00	£ 45.30	5.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Individual 16 years and over - Non-Resident	£ 737.00	£ 775.00	£ 38.00	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Individual 16 years and over - Resident	£ 737.00	£ 775.00	£ 38.00	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Individual under 16 years - Non-Resident	£ 39.60	£ 45.00	£ 5.40	13.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Individual under 16 years - Resident	£ 39.60	£ 45.00	£ 5.40	13.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Sunday Cremation - Non-Resident	£ 1,111.00	£ 1,165.00	£ 54.00	4.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Sunday Cremation - Resident	£ 1,111.00	£ 1,165.00	£ 54.00	4.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Use of Organist - Non-Resident	£ 79.20	£ 85.00	£ 5.80	7.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Use of Organist - Resident	£ 79.20	£ 85.00	£ 5.80	7.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Weekday extended service time in chapel (extra half hour) - Non-Resident	£ 123.20	£ 130.00	£ 6.80	5.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Weekday extended service time in chapel (extra half hour) - Resident	£ 124.30	£ 130.00	£ 5.70	4.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Weekend extended service time in chapel (extra half hour) - Non-Resident	£ 176.00	£ 184.00	£ 8.00	4.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Cremation Services	Weekend extended service time in chapel (extra half hour) - Resident	£ 176.00	£ 184.00	£ 8.00	4.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Removal of Ashes	Holding Ashes on Temporary Deposit - Non-Resident	£ 23.10	£ 25.00	£ 1.90	8.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Cremation	Removal of Ashes	Holding Ashes on Temporary Deposit - Resident	£ 22.00	£ 25.00	£ 3.00	13.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Excluding Tracks - Application for Provisional Statement	£2,329.27	£ 3,000.00	£ 670.73	28.8%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Excluding Tracks - Re-instatement	£217.67	£ 1,200.00	£ 982.33	451.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Tracks - New Application	£2,329.27	£ 2,500.00	£ 170.73	7.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Tracks - Provisional Statement	£2,329.27	£ 2,500.00	£ 170.73	7.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Tracks - Re-instatement	£498.17	£ 950.00	£ 451.83	90.7%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Betting Premises License Fees	Tracks - Transfer	£498.17	£ 950.00	£ 451.83	90.7%	Increased to statutory maximum fee

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Bingo Club License Fees	New Application	£2,329.27	£ 3,500.00	£ 1,170.73	50.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Bingo Club License Fees	Provisional Statement	£2,333.76	£ 3,500.00	£ 1,166.24	50.0%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Bingo Club License Fees	Re-instatement	£217.67	£ 1,200.00	£ 982.33	451.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Bingo Club License Fees	Transfer	£217.67	£ 1,200.00	£ 982.33	451.3%	Increased to statutory maximum fee
Homes and Neighbourhoods	CSSR	Gambling Act 2005	Bingo Club License Fees	Variation	£1,638.12	£ 1,750.00	£ 111.88	6.8%	Increased to statutory maximum fee
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Interment Fee Lawn - Non-Resident	£ 2,722.50	£ 2,905.00	£ 182.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Interment Fee Lawn - Resident	£ 1,839.20	£ 1,962.00	£ 122.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Interment Fee Traditional - Non-Resident	£ 2,722.50	£ 2,905.00	£ 182.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Interment Fee Traditional - Resident	£ 1,840.30	£ 1,964.00	£ 123.70	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Memorial Lawn - Non-Resident	£ 258.50	£ 276.00	£ 17.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Memorial Lawn - Resident	£ 258.50	£ 276.00	£ 17.50	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Memorial Traditional - Non-Resident	£ 379.50	£ 426.00	£ 46.50	12.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Memorial Traditional - Resident	£ 399.30	£ 405.00	£ 5.70	1.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Turf Lawn - Non-Resident	£ 146.30	£ 156.00	£ 9.70	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Hampstead Cemetery	Hampstead Cemetery	Turf Lawn - Resident	£ 146.30	£ 156.00	£ 9.70	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1982 (Miscellaneous Provisions) Sex Establishments	Sex Establishments	New SEV application - Per application	£8,800.00	£ 9,390.00	£ 590.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1982 (Miscellaneous Provisions) Sex Establishments	Sex Establishments	Refund for Refused SEV Application - Per Application	£-1,507.00	£- 1,608.00	£- 101.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1982 (Miscellaneous Provisions) Sex Establishments	Sex Establishments	Renewal SEV application - Per application	£3,006.30	£ 3,208.00	£ 201.70	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1982 (Miscellaneous Provisions) Sex Establishments	Sex Establishments	Transfer SEV Application - Per application	£224.40	£ 239.00	£ 14.60	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1982 (Miscellaneous Provisions) Sex Establishments	Sex Establishments	Variation SEV Application - Per application	£4,606.80	£ 4,915.00	£ 308.20	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Addition of Similar treatment to Special Treatment Licence - Per application	£53.90	£ 58.00	£ 4.10	7.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Change of Details on Special Treatment Licence - Per application	£18.15	£ 19.35	£ 1.20	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	New Low/Standard Risk Special Treatment Licence- Per application	£495.00	£ 528.00	£ 33.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	New High Risk Special Treatment Licence - Per application	£874.50	£ 933.00	£ 58.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Occasional Special Treatment Licence - Per application	£271.70	£ 290.00	£ 18.30	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Renewal High Risk Special Treatment Licence - Per application	£764.50	£ 816.00	£ 51.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Renewal Low/Standard Risk Special Treatment Licence - Per application	£381.70	£ 407.00	£ 25.30	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Transfer of Special Treatment Licence - Per application	£145.20	£ 155.00	£ 9.80	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Local Government Act 1991 Part II - Special Treatments	Special Treatments	Variation of Special Treatment Licence - Per application	£254.10	£ 271.00	£ 16.90	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Environment and Commercial Operations	Pest Control	Pest Control	Contracted pest control treatments - Per hour	£ 214.30	£ 235.70	£ 21.40	10.0%	Fee based on cost recovery
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Burial of ashes with marker - Non-Resident	£ 112.20	£ 120.00	£ 7.80	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Burial of ashes with marker - Resident	£ 112.20	£ 120.00	£ 7.80	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Large grave - Non-Resident	£ 655.60	£ 690.00	£ 34.40	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Large grave - Resident	£ 655.60	£ 690.00	£ 34.40	5.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Medium grave - Non-Resident	£ 533.50	£ 565.00	£ 31.50	5.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Medium grave - Resident	£ 533.50	£ 565.00	£ 31.50	5.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Scattering of ashes - Non-Resident	Free	Price on Application	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Scattering of ashes - Resident	Free	Price on Application	£ -	0.0%	Bespoke - Based on works/quote/value
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Small grave - Non-Resident	£ 456.50	£ 487.00	£ 30.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Civic Services	Pet Cemetery	Pet Cemetery Fees	Small grave - Resident	£ 456.50	£ 487.00	£ 30.50	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Property Record Viewing	Solicitor's Enquiry	24 Hour Response - Per property	£153.71	£ 164.00	£ 10.29	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Public Protection	Charges for carrying out works in default following service of Notices	Per Case	30% of cost of works	30% of cost of works	£ -	0.0%	Bespoke - Based on works/quote/value

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Con29R Local Authority Search	£ 120.05	£ 126.00	£ 5.95	5.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Enhanced Personal search	Free	Free	£ -	0.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Information search	£ 65.08	£ 68.00	£ 2.92	4.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	LLC1	£ 30.29	£ 32.00	£ 1.71	5.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	LLC1 Additional Parcel	£ 1.00	£ 2.00	£ 1.00	100.0%	Fee based on cost recovery
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Con29R Additional Parcel	£ 24.00	£ 26.00	£ 2.00	8.3%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Part 2 (Con29O) questions	£ 13.46	£ 14.00	£ 0.54	4.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Part 3 (your own) questions	£ 28.05	£ 30.00	£ 1.95	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Personal inspection of the Local Land Charges Register under EIR	Free	Free	£ -	0.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Charges LA Searches	Right of Light Registration	£ 90.88	£ 97.00	£ 6.12	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Search Enquiry	Per Copy of Consent	£ 1.12	£ 1.20	£ 0.08	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Land Charges	Land Search Enquiry	Per Reply Letter	£ 79.66	£ 85.00	£ 5.34	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: Existing Site	Naming or re-naming of a property	£ 301.82	£ 322.00	£ 20.18	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: Existing Site	Renaming a street	£ 521.73	£ 557.00	£ 35.27	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: Existing Site	Renumbering of a property	£ 301.82	£ 322.00	£ 20.18	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: New Site	10-20 units	£ 314.16	£ 335.00	£ 20.84	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: New Site	1-9 units	£ 241.23	£ 257.00	£ 15.77	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Environment and Climate Change	Business Improvement & Performance	Street Naming	Street Naming or Numbering: New Site	For each additional unit over 20	£ 44.88	£ 48.00	£ 3.12	6.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Residential Environmental Health	HMO Licensing	5 Year	£288 per bedroom	£288 per bedroom	£ -	N/A	Separate policy in place
Homes and Neighbourhoods	CSSR	Residential Environmental Health	HMO Licensing	Accredited Landlord - 5 Year	£245 per bedroom	£245 per bedroom	£ -	N/A	Separate policy in place
Homes and Neighbourhoods	CSSR	Residential Environmental Health	HMO Licensing	Large Student Accommodation Block - 5 Year	£33 per bed space	£33 per bed space	£ -	N/A	Separate policy in place

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Homes and Neighbourhoods	CSSR	Residential Environmental Health	HMO Licensing - S257	5 Year	£ 703.00	£ 703.00	£ -	N/A	Separate policy in place
Homes and Neighbourhoods	CSSR	Residential Environmental Health	HMO Licensing - S257	Accredited Landlord - 5 Year	£ 597.00	£ 597.00	£ -	N/A	Separate policy in place
Homes and Neighbourhoods	CSSR	Residential Environmental Health	Selective Licensing	5 Year	£ 500.00	£ 800.00	£300.00	60.0%	Set every 5 years as per 23/24 CMB approval.
Homes and Neighbourhoods	CSSR	Residential Environmental Health	Selective Licensing	Accredited Landlord - 5 Year	£ 425.00	£ 725.00	£300.00	71.0%	Set every 5 years as per 23/24 CMB approval.
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Board Only	Band A - Per A board only	£ 482.46	£ 515.00	£ 32.54	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Board Only	Band B - Per A board only	£ 345.58	£ 369.00	£ 23.42	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Board Only	Band C - Per A board only	£ 147.54	£ 157.00	£ 9.46	6.4%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Boards, Tables and Chairs	Band A - Per A board added to existing Tables and Chair licence	£ 345.58	£ 369.00	£ 23.42	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Boards, Tables and Chairs	Band B - Per A board added to existing Tables and Chair licence	£ 248.52	£ 265.00	£ 16.48	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	A Boards, Tables and Chairs	Band C - Per A board added to existing Tables and Chair licence	£ 100.98	£ 108.00	£ 7.02	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Other Fees	Non-refundable charge in cases of early determination of refusal of application	£ 171.67	£ 183.00	£ 11.33	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Other Fees	Variation fee (additional A Boards or licensee/premise name change)	£ 80.22	£ 85.60	£ 5.37	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Tables and Chairs	Band A - Per sq metre	£ 118.93	£ 126.90	£ 7.97	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Tables and Chairs	Band B - Per sq metre	£ 80.22	£ 85.60	£ 5.37	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Tables and Chairs	Band C - Per sq metre	£ 48.25	£ 51.50	£ 3.25	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Tables and Chairs	Processing Fee - New Application - All bands	£ 903.21	£ 964.00	£ 60.79	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Community Wealth Building	Inclusive Economy & Jobs	Tables, Chairs, Advertising Boards	Tables and Chairs	Processing Fee - Renewal - All bands	£ 504.90	£ 539.00	£ 34.10	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Commercial Environmental Health	EH & TS Regulatory Services and Activities (including PAP)	Business and Primary Authority advice, general officer hourly rate for regulatory services and activities - Per hour	£ 85.83	£ 92.00	£ 6.17	7.2%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	GLC General (Powers) Act 1984	Sale of Goods by Competitive Bidding	£ 288.35	£ 308.00	£ 19.65	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Mail Forwarding Business Registration	London Local Authorities Act 2007 (S75)	£ 173.91	£ 186.00	£ 12.09	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Duplicates for either	£ 7.29	£ 8.00	£ 0.71	9.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Collector	£ 384.85	£ 411.00	£ 26.15	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Collector renewal	£ 384.85	£ 411.00	£ 26.15	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Collector variation	£ 307.43	£ 328.00	£ 20.57	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Dealer - Site Licence (3 Years)	£ 639.54	£ 682.00	£ 42.46	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Dealer renewal	£ 639.54	£ 682.00	£ 42.46	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Scrap Metal Dealers Act 2013	Scrap Metal Dealer variation	£ 320.89	£ 342.00	£ 21.11	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	CSSR	Trading Standards & Street Trading	Weights and Measures Inspector Testing Services	Testing, Reverification and Verification Services - Per hour, 9am-5pm Monday - Friday (1hr minimum charge)	£ 112.20	£ 120.00	£ 7.80	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Homes and Neighbourhoods	Housing Needs	Housing Needs & Strategy	Furniture Storage	This service is provided to homeless households who approach the council for assistance, who have no facility to provide storage for furniture and goods they own,	£ 75.03	£ 80.00	£ 4.97	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Commercial	All licences and deeds	Assignment, alterations, rectification, subletting etc. (Minimum Charge)	£ 979.00	£ 1,045.00	£ 66.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Commercial	Grant of new commercial lease	Minimum Charge	£ 1,188.00	£ 1,268.00	£ 80.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Commercial	Notice of Charge/assignment		£ 77.00	£ 82.00	£ 5.00	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Commercial	Notice to Complete		£ 291.00	£ 310.00	£ 19.00	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Certificate of Compliance		£ 291.00	£ 310.00	£ 19.00	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Combined Other Deeds of Variation & Licences to Alter	e.g. loft space; works; change of lease plans	£ 1,023.00	£ 1,092.00	£ 69.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Combined Standard Deeds of Variation & Licences to Alter		£ 803.00	£ 857.00	£ 54.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Deed of Covenant		£ 112.00	£ 120.00	£ 8.00	7.1%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Freehold Enfranchisement (statutory or voluntary sales))		£ 1,177.00	£ 1,256.00	£ 79.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Freehold Enfranchisement with Leaseback		£ 1,551.00	£ 1,655.00	£ 104.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Lease Extension		£ 1,100.00	£ 1,174.00	£ 74.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Letter of Consent		£ 418.00	£ 446.00	£ 28.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)

Appendix A1: Sales, Fees Charges (General Fund) January 2024

Directorate	Service Area	Category	Fee/Charge Type	Fee/Charge Detail and Unit	1 January 2023 Price	1 January 2024 Price	£ Change	% Change	Reason for not being uplifted by inflation assumption (6.7%)
Resources	Law and Governance	Law & Governance - Residential	Memorandum of Staircasing		£ 291.00	£ 310.00	£ 19.00	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Postponement of Charge		£ 291.00	£ 310.00	£ 19.00	6.5%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Release of Charge (DS1)		£ 143.00	£ 153.00	£ 10.00	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Release of Restriction (RX1)		£ 143.00	£ 153.00	£ 10.00	7.0%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	RTB Supplemental Lease		£ 764.00	£ 815.00	£ 51.00	6.7%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Sealing fee (RTBs)		£ 17.00	£ 18.00	£ 1.00	5.9%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Separate Deed of Variation		£ 528.00	£ 563.00	£ 35.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Separate Licence to Alter		£ 528.00	£ 563.00	£ 35.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	Variation of Restrictions		£ 346.00	£ 369.00	£ 23.00	6.6%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance - Residential	RTB Lease Print (on grant of right to buy lease)		£ 103.00	£ 110.00	£ 7.00	6.8%	N/A - Uplift fee in line with inflation assumption (subject to rounding)
Resources	Law and Governance	Law & Governance	Other Residential and Commercial Work	Per Hour (up to maximum £10,000, subject to complexity)	£ 185.00	£ 185.00	£ -	0.0%	Separate policy in place
Resources	Law and Governance	Law & Governance	Planning Work Fee	Per Hour (up to maximum £40,000, subject to complexity)	£ 300.00	£ 300.00	£ -	0.0%	Separate policy in place

Appendix A2: Registrars (1 January 2024)

Category	Fee/Charge Type	Fee/Charge Detail	Unit	2022/23 Price	1 January 2023 Price	1 January 2024 Price	1 January 2025 Price (Planned)	1 January 2026 Price (Planned)
Registrars	Birth, Deaths, Marriages: License for Approved Premises	Licence for Approved Premises	Annual	1,580.00	1,627.00	1,708.00	1,827.00	1,827.00
Registrars	Birth, Deaths, Marriages: License for Approved Premises	Variation in Licence for Approved Premises	Per request	New fee setup	650.00	682.00	729.00	729.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Thursday (9am - 4.45pm ceremony start time)	630.00	648.00	680.00	727.00	727.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 4.45pm ceremony start time)	670.00	690.00	724.00	774.00	774.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 4.45pm ceremony start time)	715.00	736.00	772.00	826.00	826.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday (9am - 4.45pm ceremony start time)	815.00	839.00	880.00	941.00	941.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Saturday out of hours (5pm - 10pm ceremony start time)	815.00	839.00	880.00	941.00	941.00
Registrars	Birth, Deaths, Marriages: Licensed Venue External to Town Hall	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (5pm - 10pm ceremony start time)	915.00	915.00	942.00	989.00	989.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Thursday (9am - 6.30pm ceremony start time)	410.00	422.00	443.00	474.00	521.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time)	460.00	473.00	496.00	530.00	583.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	510.00	525.00	551.00	589.00	647.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	460.00	475.00	501.00	539.00	592.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	610.00	628.00	659.00	705.00	775.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Saturday out of hours (6.45pm - 10pm ceremony start time)	710.00	731.00	767.00	820.00	902.00

Appendix A2: Registrars (1 January 2024)

Category	Fee/Charge Type	Fee/Charge Detail	Unit	2022/23 Price	1 January 2023 Price	1 January 2024 Price	1 January 2025 Price (Planned)	1 January 2026 Price (Planned)
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (6.45pm - 10pm ceremony start time)	810.00	834.00	875.00	936.00	1,029.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Ceremony Reception (1 hour booking for 'First Toast')	Monday - Thursday (9am - 6.30pm ceremony start time)	150.00	154.00	161.00	172.00	180.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Ceremony Reception (1 hour booking for 'First Toast')	Friday (9am - 6.30pm ceremony start time)	200.00	206.00	216.00	231.00	242.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Ceremony Reception (1 hour booking for 'First Toast')	Saturday (9am - 6.30pm ceremony start time)	250.00	257.00	269.00	287.00	301.00
Registrars	Birth, Deaths, Marriages: Richmond Suite (Committee Room 1,2,3,4,5,6)	Ceremony Reception (1 hour booking for 'First Toast')	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	350.00	360.00	378.00	397.00	417.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Thursday (9am - 6.30pm ceremony start time)	410.00	422.00	443.00	474.00	474.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	510.00	525.00	551.00	589.00	589.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	460.00	475.00	501.00	539.00	539.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	610.00	628.00	659.00	705.00	705.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	560.00	578.00	609.00	655.00	655.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	710.00	731.00	767.00	820.00	820.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Saturday out of hours (6.45pm - 10pm ceremony start time)	810.00	834.00	875.00	936.00	936.00
Registrars	Birth, Deaths, Marriages: Mayor's Parlour	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (6.45pm - 10pm ceremony start time)	910.00	937.00	983.00	1,051.00	1,051.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Mon - Thurs (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	195.00	208.00	222.00	237.00	331.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Mon - Thurs (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	165.00	178.00	192.00	207.00	269.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Friday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	245.00	262.00	280.00	299.00	397.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Friday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	215.00	232.00	250.00	269.00	357.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Saturday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	295.00	315.00	337.00	360.00	478.00

Appendix A2: Registrars (1 January 2024)

Category	Fee/Charge Type	Fee/Charge Detail	Unit	2022/23 Price	1 January 2023 Price	1 January 2024 Price	1 January 2025 Price (Planned)	1 January 2026 Price (Planned)
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Saturday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	265.00	285.00	307.00	330.00	438.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	495.00	509.00	534.00	571.00	599.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Monday - Saturday out of hours (6.45pm - 10pm ceremony start time)	595.00	612.00	642.00	686.00	912.00
Registrars	Birth, Deaths, Marriages: Room 99	Marriage or Civil Partnership	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (6.45pm - 10pm ceremony start time)	695.00	715.00	750.00	802.00	842.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Mon - Thurs (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	510.00	525.00	551.00	551.00	551.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Mon - Thurs (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	460.00	475.00	501.00	501.00	501.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	610.00	628.00	659.00	659.00	659.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	560.00	578.00	609.00	609.00	609.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) SUMMER (April 1- Sept 30)	715.00	736.00	772.00	772.00	772.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time) WINTER (1 Oct- 31 Mar)	665.00	686.00	722.00	722.00	722.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	815.00	839.00	880.00	880.00	880.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Saturday out of hours (6.45pm - 10pm ceremony start time)	885.00	885.00	850.00	850.00	850.00
Registrars	Birth, Deaths, Marriages: Council Chamber	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (6.45pm - 10pm ceremony start time)	985.00	1,014.00	1,064.00	1,064.00	1,064.00

Appendix A2: Registrars (1 January 2024)

Category	Fee/Charge Type	Fee/Charge Detail	Unit	2022/23 Price	1 January 2023 Price	1 January 2024 Price	1 January 2025 Price (Planned)	1 January 2026 Price (Planned)
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Thursday (9am - 6.30pm ceremony start time)	165.00	169.00	177.00	189.00	189.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Friday (9am - 6.30pm ceremony start time)	199.00	204.00	214.00	228.00	228.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Saturday (9am - 6.30pm ceremony start time)	245.00	252.00	264.00	282.00	282.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	450.00	463.00	486.00	520.00	520.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Monday - Saturday out of hours (6.45pm - 10pm ceremony start time)	500.00	515.00	540.00	577.00	577.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Marriage, Civil Partnership, Commitment, Renewal of vows or Naming Ceremony	Sunday / Bank Holiday / Christmas Eve & New Years Eve out of hours (6.45pm - 10pm ceremony start time)	575.00	592.00	598.00	639.00	639.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Ante room use	Monday - Saturday	125.00	128.00	134.00	143.00	143.00
Registrars	Birth, Deaths, Marriages: Ceremony Suites (R01 & R04)	Ante room use	Sunday / Bank Holiday / Christmas Eve & New Years Eve	195.00	195.00	200.00	205.00	205.00
Registrars	Births, Deaths, Marriages: Council Chamber, RM99, Mayors Parlour and Committee Room 1 - 6	Exclusive hire of Town Hall for Marriage, Civil Partnership, Commitment, Renewal of vows or Naming ceremony (3 hours) Basic	Sunday / Bank Holiday (9am - 6.30pm ceremony start time)	2,900.00	2,987.00	3,136.00	3,355.00	3,522.00
Registrars	Births, Deaths, Marriages: Council Chamber, RM99, Mayors Parlour and Committee Room 1 - 6	Exclusive hire of Town Hall for Marriage, Civil Partnership, Commitment, Renewal of vows or Naming ceremony (3 hours) Basic	Sunday / Bank Holiday / Christmas Eve & New Years Eve (6.45pm ceremony start time)	3,900.00	4,017.00	4,217.00	4,512.00	4,737.00
Registrars	Births, Deaths, Marriages: All venues	Administrative fee to change venue, date or time of Marriage, Civil Partnership, Commitment, Renewal of vow or Naming ceremony	Per change	40.00	41.00	43.00	46.00	50.00
Registrars	Birth, Deaths, Marriages: Births, deaths, marriages and civil partnership certificates	Family History search (pre 1980)	Based on 1 hour search	10.00	10.00	10.00	10.00	10.00
Registrars	Birth, Deaths, Marriages: Births, deaths, marriages and civil partnership certificates	Family History search (pre 1969)	Based on 2 hour search	25.00	25.00	25.00	25.00	25.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private in person (Mon-Fri)	Per adult	125.00	128.00	134.00	143.00	150.00

Appendix A2: Registrars (1 January 2024)

Category	Fee/Charge Type	Fee/Charge Detail	Unit	2022/23 Price	1 January 2023 Price	1 January 2024 Price	1 January 2025 Price (Planned)	1 January 2026 Price (Planned)
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private in person (Mon-Fri)	Per family	185.00	190.00	199.00	212.00	220.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private in person (Sat)	Per adult	155.00	159.00	166.00	177.00	186.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private in person (Sat)	Per family	230.00	236.00	247.00	264.00	277.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private virtual (Mon-Fri)	Per adult	150.00	154.00	161.00	172.00	180.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private virtual (Mon-Fri)	Per family	200.00	206.00	216.00	231.00	242.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private virtual (Sat)	Per adult	175.00	180.00	189.00	202.00	212.00
Registrars	Birth, Deaths, Marriages: Citizenship Ceremony	Private virtual (Sat)	Per family	250.00	257.00	269.00	287.00	301.00
Registrars	Document Certification Service/ proof of life	Certification service / Proof of life	Per adult	10.00	11.00	12.00	13.00	14.00
Registrars	Priority Services: Marriages & Civil Partnership Notices	Monday to Friday (after 5pm) and Saturdays (9am-5pm)	Per adult	10.00	11.00	12.00	13.00	14.00
Registrars	Birth, Death, Marriages and Civil Partnership: Merchandise	Baby book, teddy bear, family history tree, ceremony folder, confetti etc	Per item	50% mark up	53% mark up	55% mark up	57 % mark up	62% markup
Registrars	Birth, Death, Marriages and Civil Partnership: Merchandise	Certificate application and search fee	Per certificate		N/A	11.00	11.00	11.00

Appendix A3: Childcare Charges (September 2023)

Category	Fee/Charge Type	Fee/Charge Detail and Unit	September 2023 Price	1 January 2024 Price
Children's & Community Centres	Holidays - 3 & 4s	Band 1 (Up to £24,999) - Per Week	£ 162.89	£ 162.89
Children's & Community Centres	Holidays - 3 & 4s	Band 2 (£25,000 - £30,999) - Per Week	£ 172.38	£ 172.38
Children's & Community Centres	Holidays - 3 & 4s	Band 3 (£31,000 - £39,999) - Per Week	£ 187.59	£ 187.59
Children's & Community Centres	Holidays - 3 & 4s	Band 4 (£40,000 - £49,999) - Per Week	£ 207.87	£ 207.87
Children's & Community Centres	Holidays - 3 & 4s	Band 5 (£50,000 - £59,999) - Per Week	£ 233.22	£ 233.22
Children's & Community Centres	Holidays - 3 & 4s	Band 6 (£60,000 - £69,999) - Per Week	£ 263.65	£ 263.65
Children's & Community Centres	Holidays - 3 & 4s	Band 7 (£70,000 - £79,999) - Per Week	£ 273.98	£ 273.98
Children's & Community Centres	Holidays - 3 & 4s	Band 8 (£80,000 - £89,999) - Per Week	£ 298.74	£ 298.74
Children's & Community Centres	Holidays - 3 & 4s	Band 9 (£90,000 - £99,999) - Per Week	£ 315.88	£ 315.88
Children's & Community Centres	Holidays - 3 & 4s	Band 10 (£100,000 - £120,000) - Per Week	£ 341.01	£ 341.01
Children's & Community Centres	Holidays - 3 & 4s	Band 11 (above £120,000) - Per Week	£ 360.35	£ 360.35
Children's & Community Centres	Holidays - 3 & 4s	Out of Borough/Marketed - Per Week	£ 379.92	£ 379.92
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 1 (Up to £24,999) - Per Week	£ 142.53	£ 142.53
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 10 (£100,000 - £120,000) - Per Week	£ 298.39	£ 298.39
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 11 (above £120,000) - Per Week	£ 315.32	£ 315.32
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 2 (£25,000 - £30,999) - Per Week	£ 150.83	£ 150.83
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 3 (£31,000 - £39,999) - Per Week	£ 164.14	£ 164.14
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 4 (£40,000 - £49,999) - Per Week	£ 181.89	£ 181.89
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 5 (£50,000 - £59,999) - Per Week	£ 204.07	£ 204.07
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 6 (£60,000 - £69,999) - Per Week	£ 230.68	£ 230.68
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 7 (£70,000 - £79,999) - Per Week	£ 239.73	£ 239.73
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 8 (£80,000 - £89,999) - Per Week	£ 261.40	£ 261.40
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Band 9 (£90,000 - £99,999) - Per Week	£ 276.40	£ 276.40
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 15 hrs free	Out of Borough/Marketed - Per Week	£ 332.43	£ 332.43
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 1 (Up to £24,999) - Per Week	£ 81.45	£ 81.45
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 10 (£100,000 - £120,000) - Per Week	£ 170.51	£ 170.51
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 11 (above £120,000) - Per Week	£ 180.18	£ 180.18

Page 97 of 107

Appendix A3: Childcare Charges (September 2023)

Category	Fee/Charge Type	Fee/Charge Detail and Unit	September 2023 Price	1 January 2024 Price
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 2 (£25,000 - £30,999) - Per Week	£ 86.20	£ 86.20
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 3 (£31,000 - £39,999) - Per Week	£ 93.80	£ 93.80
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 4 (£40,000 - £49,999) - Per Week	£ 103.94	£ 103.94
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 5 (£50,000 - £59,999) - Per Week	£ 116.61	£ 116.61
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 6 (£60,000 - £69,999) - Per Week	£ 131.82	£ 131.82
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 7 (£70,000 - £79,999) - Per Week	£ 136.99	£ 136.99
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 8 (£80,000 - £89,999) - Per Week	£ 149.37	£ 149.37
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Band 9 (£90,000 - £99,999) - Per Week	£ 157.95	£ 157.95
Children's & Community Centres	Term Time - 3 & 4s - Entitled to 30 hrs free	Out of Borough/Marketed - Per Week	£ 189.97	£ 189.97
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 1 (Up to £24,999) - Per Week	£ 203.39	£ 203.39
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 10 (£100,000 - £120,000) - Per Week	£ 426.27	£ 426.27
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 11 (above £120,000) - Per Week	£ 450.45	£ 450.45
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 2 (£25,000 - £30,999) - Per Week	£ 215.47	£ 215.47
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 3 (£31,000 - £39,999) - Per Week	£ 234.49	£ 234.49
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 4 (£40,000 - £49,999) - Per Week	£ 259.84	£ 259.84
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 5 (£50,000 - £59,999) - Per Week	£ 291.53	£ 291.53
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 6 (£60,000 - £69,999) - Per Week	£ 329.55	£ 329.55
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 7 (£70,000 - £79,999) - Per Week	£ 342.47	£ 342.47
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 8 (£80,000 - £89,999) - Per Week	£ 373.42	£ 373.42
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Band 9 (£90,000 - £99,999) - Per Week	£ 394.86	£ 394.86
Children's & Community Centres	Term Time & Holidays - 2 to 3s	Out of Borough/Marketed - Per Week	£ 474.90	£ 474.90
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 1 (Up to £24,999) - Per Week	£ 207.70	£ 207.70
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 10 (£100,000 - £120,000) - Per Week	£ 468.90	£ 468.90
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 11 (above £120,000) - Per Week	£ 495.50	£ 495.50
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 2 (£25,000 - £30,999) - Per Week	£ 219.78	£ 219.78
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 3 (£31,000 - £39,999) - Per Week	£ 239.17	£ 239.17
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 4 (£40,000 - £49,999) - Per Week	£ 265.04	£ 265.04

Appendix A3: Childcare Charges (September 2023)

Category	Fee/Charge Type	Fee/Charge Detail and Unit	September 2023 Price	1 January 2024 Price
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 5 (£50,000 - £59,999) - Per Week	£ 297.36	£ 297.36
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 6 (£60,000 - £69,999) - Per Week	£ 336.14	£ 336.14
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 7 (£70,000 - £79,999) - Per Week	£ 349.32	£ 349.32
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 8 (£80,000 - £89,999) - Per Week	£ 410.77	£ 410.77
Children's & Community Centres	Term Time & Holidays - Under 2s	Band 9 (£90,000 - £99,999) - Per Week	£ 434.35	£ 434.35
Children's & Community Centres	Term Time & Holidays - Under 2s	Out of Borough/Marketed - Per Week	£ 522.40	£ 522.40
Early Years Meals	Meal charges during holiday childcare provision	Meal Charge Per day	£ 2.20	£ 2.20

This page is intentionally left blank

Equalities Impact Assessment: Full Assessment

Before completing this form you should have completed an Equalities Screening Tool and had sign off from your Head of Service and the Fairness and Equality Team.

This Equality Impact Assessment should be completed where the Screening Tool identifies a potentially negative impact on one or more specific groups but it can also be used to highlight positive impacts.

Summary of proposal

Name of proposal	General Fund Fees and Charges Review
Reference number (if applicable)	n/a
Service Area	Cross-Cutting
Date assessment completed	12/10/2023

Before completing the EQIA please read the guidance and FAQs. For further help and advice please contact equalities@islington.gov.uk.

1. Please provide a summary of the proposal.

Please provide:

- Context on how the service currently operates (if relevant) and the scope of suggested changes
- The intended beneficiaries and outcomes of the proposal
- Reference to any savings or income generation

Some fees and charges are prescribed by statute and are not within the council's power to vary locally; others are discretionary and are set as part of the annual budget setting process. It is being proposed that the discretionary fees and charges be increased in-year, starting from 1 January 2024.

In setting the fees and charges policy, consideration is given to the current level of inflation in the economy as well as the level of inflation expected to prevail over the forthcoming financial year. Due to the high inflation in the economy, the cost of providing many discretionary services is not being fully recovered. Consequently, the fees and charges uplift will be more significant than some previous years, in order to enable services to operate in the high inflation economic environment.

It is recommended that fees and charges be increased by 6.7% to keep in-line with expected inflation. However, considerations have been made to protect vulnerable groups, keep prices competitive, or keep prices in-line with other London boroughs.

The fees and charges predominantly fall into the following areas:

Parking

The majority of parking related charges have been increased by 6.7%. Parking permits for Electric Vehicles have been raised by up to 120%. Whilst the environment issues caused by electric vehicles is less than that of fossil fuelled motor vehicles it still contributes to pollution in their manufacturing. It is intended that the rise in prices will allow services to recover input costs and operate in a high inflation economic environment. No change to service delivery is proposed.

Other

The majority of charges have been increased by 6.7%. It is intended that the rise in prices will allow services to recover input costs and operate in a high inflation economic environment. No changes to the services are proposed.

Other areas include:

- Cemeteries
- Tables and Chairs Licensing
- Trading Standards
- Planning
- Parks – Events
- Law and Governance
- Registrars
- Commercial Waste

An EQIA document has been populated for all service areas above and included within the schedule which is available on request. This will be a working document reviewed by the services and Equalities Team.

2. What impact will this change have on different groups of people?

Please consider:

- Whether the impact will predominantly be external or internal, or both?
- Who will be impacted – residents, service users, local communities, staff, or others?
- Broadly what will the impact be – reduced access to facilities or disruptions to journeys for example?

Fees and charges generally impact external customers including residents and businesses. There may be some impact on internal staff living and working in the borough. Specific groups will be identified in the specific Full EQIA documents.

There will be an increase in many fees and charges in-line with inflation. Where fees and charges have not been increased in line with inflation, considerations have been made for vulnerable groups and local competition.

3. What impact will this change have on people with protected characteristics and/or from disadvantaged groups?

This section of the assessment looks in detail at the likely impacts of the proposed changes on different sections of our diverse community.

3A. What data have you used to assess impacts?

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible brief interpretation of findings

Various data sets and information has been used to inform the fees and charges increases. Each individual EQIA includes a full breakdown of this.

It is not possible to provide a breakdown of service user demographics across all chargeable services.

These include:

- Fees and charges have been reviewed to minimise the impact on certain residents with protected characteristics.

- Benchmarking – For example, registrars fees and charges has been benchmarked across with other authorities and there are a range of charges in relation to marriage fees depending on the size and scale of ceremony wanted.
- For cemeteries services, which is run in conjunction with Camden, the fees and charges for residents are generally set at lower value to those for non-residents. Some Fees and charges have been kept the same and others raised in line with inflation to take into account the increasing costs of managing the cemeteries services.
- Legislation has been considered to ensure legal requirements are being met.

3B: Assess the impacts on people with protected characteristics and from disadvantaged groups in the table below.

Please first select whether the potential impact is positive, neutral, or negative and then provide details of the impacts and any mitigations or positive actions you will put in place.

Please use the following definitions as a guide:

Neutral – The proposal has no impact on people with the identified protected characteristics

Positive – The proposal has a beneficial and desirable impact on people with the identified protected characteristics

Negative – The proposal has a negative and undesirable impact on people with the identified protected characteristics

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Age	Negative	The increase to resident experience charges may have a negative impact on older residents who may struggle to afford the uplift	Any existing/new residents that require the service but are unable to afford the increase will be assessed for their eligibility for council funded service provision.

Page 105

Disability (include carers)	Negative	The increase to resident experience charges may have a negative impact on residents with lower mobility and disabilities who may struggle to afford the uplift	Any existing/new residents that require the service but are unable to afford the increase will be assessed for their eligibility for council funded service provision.
Race or ethnicity	Neutral		
Religion or belief (include no faith)	Neutral		
Gender and gender reassignment (male, female, or non-binary)	Neutral		
Maternity or pregnancy	Neutral		

Sex and sexual orientation	Neutral		
Marriage or civil partnership	Neutral	Registrar fee increases may have a negative impact on those intending to enter into a marriage or civil partnership at the venues	Lower cost ceremony rooms will continue to be offered which provide a valuable service for residents in the cost of living crisis

4. How do you plan to mitigate negative impacts?

Please provide:

- An outline of actions and the expected outcomes
- Any governance and funding which will support these actions if relevant

The negative impacts of the fees & charges increase will be mitigated in part through the council's response to the cost-of-living crisis. The council's cost of living response includes:

- Ongoing delivery of the Council's core offer of financial and other support for residents and businesses.
- In addition to the core support offer, a range of additional support is being delivered or planned, including ensuring any government grants are targeted as effectively as possible in support of the cost-of-living crisis and distributed as quickly as possible.
- Working with voluntary sectors partners to maximise the borough's collective offer, with a particular focus on a network of warm spaces.
- Measures across all directorates to monitor the impact of the crisis, to help assess if our actions are making a difference and to understand and to respond to what will inevitably be a disproportionate impact on some local communities.
- A communications campaign to maximise awareness and take up of the support available, including a Cost-of-Living Summit.
- A Cost of Living Board to coordinate this activity and ensure that the Council and partners are doing all we can to support residents and businesses Specific mitigations are referred to in the full EQIA documents.

Where fees & charges are designed in order to offer concessionary rates to groups with protected characteristics these have been considered and increases have been designed accordingly to minimise impact:

- For example, residents accessing concessionary memberships as part of the borough's leisure & sports offer are seeing rises substantially below inflation to reduce cost increases with joining fees also reduced across the board.
- For example there will be no changes to some registrar fees for hiring of some ceremony rooms and cemetery fees for young people 16 years and younger.
- For example, regarding the fees and charges for Table and Charges licenses for street trading, where any license applicants are from groups with protected characteristics, this will trigger additional business support from the Local Economies Team in the

form of bespoke contact from dedicated officers to assess need and support with advice, and where applicable, grants, to support the business.

5. Please provide details of your consultation and/or engagement plans.

Please provide:

- Details of what steps you have taken or plan to take to consult or engage the whole community or specific groups affected by the proposal
- Who has been or will be consulted or engaged with
- Methods used or that will be used to engage or consult
- Key findings or feedback (if completed)

Please refer to individual EQIAs for the details of any consultations.

Please send the completed EQIA to equalities@islington.gov.uk for quality checking by the Fairness and Equality Team. All Equality Impact Assessments must be attached with any report to a decision-making board and should be made publicly available on request.

This Equality Impact Assessment has been completed in accordance with the guidance and using appropriate evidence.

Member	Name	Signed	Date
Staff member completing this form	Sophie Stopyra	Sophie Stopyra	12/10/2023
Fairness and Equality Team	Hezi Yaacov-Hai	<i>Hezi Yaacov-Hai</i>	16/10/2023

This page is intentionally left blank

Resources Department
Town Hall, Upper Street
London, N1 2UD

Report of: Policy and Performance Scrutiny Committee

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Scrutiny Review of Cost of Living Crisis – Recommendation of the Policy and Performance Scrutiny Committee

1. Synopsis

- 1.1. This report requests that the Executive receive the report of the Policy and Performance Scrutiny Committee following the completion of its review of the Cost of Living Crisis. A response to the recommendations set out in the report will be considered at a future meeting of the Executive.

2. Recommendations

- 2.1. That the report of the Policy and Performance Scrutiny Committee be received.
- 2.2. That the Executive Member's response be reported to a future meeting of the Executive, including having due regard to any relevant implications of the Policy and Performance Scrutiny Committee's recommendations.

3. Background

- 3.1. The review was held between July 2022 and May 2023. The overall aim was to identify the way in which residents are experiencing hardship in the current cost of living crisis, and to examine how the Council can best support residents' security and resilience in the home and in work. The Committee also agreed to the following objectives:

- To review the Council's mechanisms for supporting residents experiencing hardship, and to assess if they are as effective and accessible as possible.
- To review the Council's partnership work with the voluntary and community sector, and how this can be used to help support the financial resilience of Islington's communities.
- To examine the risks and impacts of food and energy insecurity and how the Council can best help residents with these issues.
- To assess how all council functions can contribute to supporting Islington's communities through local procurement.
- To review how early intervention and prevention approaches can be used to identify and best support residents before experiencing a financial crisis.

3.2. In undertaking the review, the Committee met with a range of council officers to consider topics such as Council Tax Support and the council's approach to arrears, the Resident Support Scheme, fuel poverty and the work of SHINE. The Committee also heard from external speakers, including Cally Energy on the financial benefits associated with Community Energy Schemes, evidence from residents on their experience of retrofitting energy-saving measures, and evidence from Cooperation Town, a network of local food cooperatives.

4. Implications

4.1. Financial Implications

4.1.1. The proposals in the report need to be costed before a response is made by the Executive.

4.2. Legal Implications

4.2.1. Relevant legal implications will be considered as part of the response to the review.

4.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

4.3.1. Any environmental implications and contributions to achieving a net zero carbon Islington by 2030 will be identified as part of the Executive Member response.

4.4. Equalities Impact Assessment

- 4.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2. An Equalities Impact Assessment is not required in relation to this report. Any equality impacts will be identified as part of the Executive Member response.

5. Conclusion and reasons for recommendations

- 5.1. The Committee has made 23 recommendations focused on addressing the Cost of Living Crisis. The Committee would like to thank all the witnesses that gave evidence in relation to the review. The Executive is asked to endorse the Committee's recommendations.

Appendices:

- Cost of Living Crisis Scrutiny Review – Report of the Policy and Performance Scrutiny Committee

Background papers:

- None

Report Author: Jonathan Moore, Deputy Head of Democratic Services and Governance
Tel: 020 7527 3308
Email: democracy@islington.gov.uk

This page is intentionally left blank

Cost of Living Crisis Scrutiny Review

REPORT OF THE POLICY AND PERFORMANCE SCRUTINY COMMITTEE

London Borough of Islington

September 2023

FOREWORD

Over the past year, local people have seen their energy bills and the cost of food soar. Prices are rising and essential goods are becoming unaffordable for many. Inflation has hit a 40 year high, while wages are falling in real terms. The scale of the cost of living crisis is so severe that Islington Council declared a cost of living emergency at its meeting on 22 September 2022.

This crisis is having a significant impact on the most vulnerable families in the borough and worsening existing inequalities. Over 27,000 households in Islington are on housing benefit or council tax support, and over 11,000 are in fuel poverty. The increased cost of living is having a devastating effect on the poorest and most vulnerable households, impacting health and wellbeing and living standards, and the full scale of the social impacts will continue to emerge over the coming years.

In this context, the Policy and Performance Scrutiny Committee agreed to review the Cost of Living Crisis, considering the local response and how best to support those most in need.

Islington Council has made a significant investment to support those experiencing hardship, through existing routes such as the Resident Support Scheme, a further investment of £676,000 in the Council Tax Support Scheme, and new schemes, such as the £1million Hardship Fund. It is essential that the council is focused on providing the most comprehensive support possible to the residents hit hardest by this crisis.

The Committee welcomes the work of the local services and organisations that are supporting vulnerable residents during this crisis and has made a number of recommendations focused on how the local response could be developed further. These focus on issues such as communication, partnership working, simplifying processes, and providing clear advice and support. The Committee would like to thank all those who contributed to this review.

EXECUTIVE SUMMARY

Aim:

To identify the way in which residents are experiencing hardship in the current cost of living crisis. To examine how the Council can best support residents' security and resilience in the home and in work.

Evidence:

The Committee commenced the review in July 2022. The Council considered evidence from a number of witnesses, as follows:

- Evidence from Council Officers
 - Report on the Council Tax Support Scheme and discussion on Council Tax arrears – Assistant Director, Community Financial Resilience & Director of Finance
 - Report on the Resident Support Scheme – Assistant Director, Community Financial Resilience
 - Presentation on fuel poverty and the work of SHINE – Energy Advice Manager
 - Report on future options for the Resident Support Scheme – Assistant Director, Community Financial Resilience and Corporate Director, Community Wealth Building

- Evidence from External speakers
 - Cally Energy on Community Energy Schemes
 - Evidence from residents on their experience of retrofitting energy-saving measures
 - Evidence from Cooperation Town, a network of local food cooperatives.

Summary of Main Findings:

Over the course of the review, the Committee heard evidence from a number of witnesses on the impact of the cost of living crisis, and how local services are working to support those experiencing hardship.

The Committee considered the council tax support scheme, noting the financial support the council provides to those on low incomes, and considered initial proposals to introduce a simpler "banded" scheme that could offer up to 100% discount to the households most in need. The Committee also reviewed the range of support available through the Resident Support Scheme, including partnership work with the voluntary sector to make discretionary awards to those in financial difficulty, and the work of the Income Maximisation service in supporting residents to claim the benefits they are entitled to.

The Committee considered the impact of fuel poverty and reviewed the work of the Seasonal Health Intervention Network (SHINE) in supporting residents with their energy bills through advice and installing energy efficiency measures. The Committee noted how the increased cost of energy was driving fuel poverty and how maintaining a warm home

was increasingly unaffordable for many residents, despite energy saving measures and government intervention through financial support. The Committee also considered innovative approaches to responding to the energy crisis, through community energy schemes, and retrofitting properties with energy efficiency measures.

The Committee also considered the work of food cooperatives and how joint purchasing can help residents to buy affordable and nutritious food while strengthening local communities.

The Committee has made 23 recommendations to tackle the cost of living crisis. These are focused on improving communication around the local offer of support and working closely with the voluntary sector to support those most in need, further developing the local food support offer through supporting food cooperatives, helping residents to be energy efficient by providing clear advice and introducing new community laundry facilities, simplifying financial support schemes and ensuring that they are targeted at the most vulnerable residents, and providing targeted advice and support to residents in the private rented sector. The Executive is asked to endorse the Committee's recommendations.

RECOMMENDATIONS:

Developing our communications strategy by working in partnership with the voluntary sector

1. The Committee welcomes the wide range of support available to local people to help with the cost-of-living crisis, although considers that communication of the local offer, and communication between different council and voluntary sector services, could be more joined up. Services should review how the local offer of support is publicised to make the most of every contact that residents have with the council, its partners, and other support organisations. The review and associated action plan should be shared with the committee.
2. The Council should ensure that information on cost-of-living support is readily available in community languages based on demand and should target communications at relevant communities, particularly those where take up of cost-of-living support services is disproportionately low.
3. Islington Council should consider working with Voluntary Action Islington and Islington Giving to develop a list of all community groups and Tenant and Resident Associations working in the borough, building on existing resources, and use this for disseminating comprehensive information on cost-of-living support.

Food support

4. The Committee welcomes the range of different organisations providing food support in the borough, including food banks, food co-operatives and others, and considers that Islington Council can play an important role in supporting these organisations in their work. It is recommended that information about all projects in the borough including eligibility criteria and location is compiled and shared with partner organisations and the community and voluntary sector in order to facilitate referrals.
5. The Council should review how it can best support food organisations in their work, linking to scoping work already carried out by Islington's Food Partnership. This review should include exploring options for facilitating bulk buying, storage opportunities, and how vehicles can be accessed by the voluntary and community sector to help transport food, while ensuring a maintained focus on supporting residents through a cash first principle and progressive procurement. Bulk-buying opportunities should focus on culturally-appropriate foods, which may be less readily available to those on lower incomes.
6. Islington Council should continue to engage with organisations that support food cooperatives such as the Islington Food Cooperative Network, as well as expanding its work with other organisations such as Cooperation Town. The Council should promote and, as appropriate and subject to funding, support the creation of new food cooperatives; including through the establishment of a hub from which cooperatives

could potentially collect surplus food and local organiser(s) that could do community outreach and encourage uptake of the model. Any hub should link closely with existing local food surplus provision, The Felix Project and City Harvest.

7. To ensure the council's food support offer is joined up and comprehensive, a single officer should serve as the point of contact for the above and as part of the council's response to the Islington Food Strategy 2023-28. To further help Manor Gardens to coordinate the Islington Food Partnership this officer should with compile a yearly summary of what the council has done to meet to Food strategy.

Energy efficiency

8. To ensure that residents are provided with clear advice on how best to reduce their energy consumption, the Council should review its website content on energy efficiency, with clear advice set out by housing tenure (tenants, leaseholders, private rented sector, owner/occupier) on the steps that could be taken to make their homes more energy efficient.
9. Islington Council should explore opportunities for the creation of community laundry facilities and drying lines, learning from the pilot at the Andover Community centre, and working in partnership with organisations such as churches and mosques, so that these are linked to existing groups and facilities.
10. The Committee welcomes the work of SHINE in providing energy efficiency advice to local residents. It is recommended that the information provided by SHINE is reviewed by the council's Housing services to ensure that advice on saving energy (i.e. turning down the heating) is nuanced, so it does not inadvertently contribute to damp and mould issues.
11. The Committee notes the challenges of the current energy market and that there is little advantage to residents switching energy provider at the current time. However, it is recommended that the council monitor developments in this area, in order to provide advice to residents on when it may be best to switch provider.

Financial Support Schemes

12. The Committee welcomes the wide range of financial support the Council has made available to local residents. To make the most of opportunities to provide help and support, the council should as far as possible adopt a "right first time" approach in which residents only have to contact the council once to be provided with information on the full offer of support available to them.
13. The Council should review opportunities for simplifying the application process for financial support schemes, for example by using information the council already holds on residents to minimise the need for resubmitting information.

14. To ensure that financial support is paid to residents promptly, the Council should consider the feasibility of monitoring the timescales taken for financial support to be awarded/paid from the point of initial enquiry. This may help to identify opportunities for expediting processes where possible.
15. In line with the council's commitments to Challenging Inequality, the council should review if all of the borough's communities are making equitable use of the Resident Support Scheme, and should develop action plans to address any gaps identified.
16. The Council should consider if the Resident Support Scheme application process can be simplified, and should carry out a review in partnership with service users, to ensure that the voices of residents who have navigated the system are heard and learning can be implemented. This should also consider which organisations are able to make a referral to the Resident Support Scheme.
17. In light of the closure of Bright Sparks the Council should urgently review the support available for purchasing white goods and how this can be aligned with progressive procurement principles.
18. In order to increase awareness of the Resident Support Scheme, leaflets should be distributed to all community venues, food projects, GP surgeries, and other health settings. The Committee would particularly support engagement with settings offering mental health support services, due to the link between debt and mental health.
19. The Council should review how the Hardship Fund agreed as part of the 2023/24 budget setting process is positioned and promoted, particularly as those in receipt of Universal Credit are not eligible for an award under the scheme.
20. The Council should consider the resources available to the Income Maximisation (IMAX) team and identify whether any additional funding is available to increase outreach work in venues such as libraries and community settings.
21. The Council should continue to develop and consult on options for adjusting the Council Tax Support Scheme. The Committee would support a move to a banded scheme with more targeted support of up to 100% subsidy for the most vulnerable residents.
22. The Council should provide clearer information on the winding down of the We Are Islington service and the transition to the new Here to Help team, and what this means for local people and referring organisations.

Support to tenants in the Private Rented Sector

23. The Council should review how support and advice services are promoted to tenants in the private rented sector, as it is thought that there is a lower awareness of the services available among this group. The Council should engage with organisations such as the London Renters Union, ACORN and Lettings Agents to ensure that information is widely available.

1. Introduction

1.1 The Committee commenced the review in July 2022, with the overall aims to identify the way in which residents are experiencing hardship in the current cost of living crisis and to examine how the Council can best support residents' security and resilience in the home and in work.

1.2 The Committee also agreed to the following objectives:

- To review the Council's mechanisms for supporting residents experiencing hardship, and to assess if they are as effective and accessible as possible.
- To review the Council's partnership work with the voluntary and community sector, and how this can be used to help support the financial resilience of Islington's communities.
- To examine the risks and impacts of food and energy insecurity and how the Council can best help residents with these issues.
- To assess how all council functions can contribute to supporting Islington's communities through local procurement.
- To review how early intervention and prevention approaches can be used to identify and best support residents before experiencing a financial crisis.

1.3 In a series of meetings from July 2022 to February 2023, the committee considered evidence from council officers and external witnesses on the ways in which residents are impacted by the crisis and how the council and its partner organisations can best support the most vulnerable residents. This report summarises the evidence received and the committee's findings.

2. 25th July 2022 meeting – Council Tax Support

2.1 The Committee received a presentation from the Assistant Director Community Financial Resilience on the Council Tax Support Scheme. The scheme is an important part of the safety net that the council offers to low-income households. The Committee heard how many of those households had experienced disproportionate hardship as a result of the pandemic, including increased unemployment rates and a £20 per week reduction in Universal Credit.

- 2.2 Islington Council invests around £32million into the Council Tax Support Scheme each year. The scheme provides deductions on council tax for residents on a low income or in receipt of certain benefits. The support provided is calculated on the size of the family, any income received, and any additional needs such as disability or being a carer.
- 2.3 Officers advised that Islington had a relatively generous scheme in comparison to other local authorities. The scheme allows for up to 95% discount for the households most in need, includes a £100 older person discount, allows for income rises of £5 per week (cumulatively) without a reduction in support to encourage paid employment, and also allows for payment on two homes in certain circumstances, for example when a resident has had to leave their home due to fear of violence.
- 2.4 In response to the cost of living crisis, the Council had increased the maximum level of support in 2022/23, from a 91.5% discount to 95% discount for those most in need. The Committee welcomed that the council had continued to fund and expand the scheme, despite continued government austerity and council budget cuts.
- 2.5 A discussion was had on the way in which the council calculates the level of support based on resident's income, and if moving to a "banded" scheme, in which the support received was determined by which income band the applicant fell into, would be easier to understand and more efficient to administer. It was suggested that this could potentially lead to cost savings in administering the scheme, by removing the requirement for residents to submit change of circumstance forms when their income changed. Members suggested that these savings could potentially be re-invested into the scheme to provide even more support to those most in need. However, it was also noted that moving to a banded scheme would inevitably change the level of support that households receive, with some receiving more support than the current level, and others receiving less. The Committee also considered the possibility of awarding up to 100% discount to those most in need. Officers agreed to report back to a future meeting so these issues could be explored further.
- 2.6 The Committee also heard from the Director of Finance on Council Tax arrears and the impact on residents. At the date of the meeting, the total value of arrears was around £3.9million for those on Council Tax support. The council sought to work proactively with those in arrears to agree a payment plan that is affordable to their circumstances. It was confirmed that the council did not use enforcement agents for those on Council Tax Support. The council also had a discretionary hardship fund that could be used in exceptional circumstances, for example when a resident in receipt had to move into emergency accommodation and would otherwise be liable for council tax on two properties.

3. 15th September 2022 meeting – Resident Support Scheme and other support

3.1 This meeting considered the key aspects of the council's wide-ranging resident support scheme and other schemes to support the financial resilience of residents.

3.2 The Community Wealth Building directorate's Economic Wellbeing offer empowers residents to build financial resilience, future proofed skills, and secure and retain good quality jobs. The offer is framed around six themes:

- Ensure a safety net to support residents in severe financial hardship
- Maximise income for vulnerable low-income households
- Support residents to tackle problem debt and manage household finances
- Reaching residents most in need of employment support
- Provide employment & skills support to find a good job
- Support those in work to find better or more secure jobs

The Committee noted that key aspects of delivering these themes as:

- Council Tax Support scheme – with a refreshed policy for 2022/23 to provide a higher level of subsidy to the lowest income households
- Resident Support Scheme - providing a safety net of financial support to those facing severe financial hardship
- Income Maximisation Team - supporting residents on low incomes to claim benefits and other financial support to maximise their household income
- Distribution of Government grants including the Household Support Fund and Council Tax Energy Rebate to those most in need

3.3 The Resident Support Scheme offers temporary financial support to those facing severe financial hardship. The scheme involves a partnership with Cripplegate Foundation to integrate their grant making resources and experience into the scheme, pooling hardship funding streams - administered by the Council, Cripplegate Foundation and St Sepulchre - into a single scheme. There is also a small amount, contributed by Cloudesley but sitting outside the main scheme, to support those residents with No Recourse to Public Funds. Access to the scheme is by referral only, however there are a number of access points through council services and partner organisations such as housing associations and Citizens Advice.

3.4 There are four types of award through the scheme:

- Crisis Provision: food and fuel vouchers to cover basic necessities
- Community Care: grants to purchase essential household items such as 'white goods'
- Discretionary Housing Payment (DHP): DWP funding to mitigate impact of welfare reforms for households impacted by the likes of the Bedroom Tax and Benefit Cap
- Council Tax Welfare Provision: Council Tax reduction in exceptional personal circumstances or exceptional hardship

- 3.5 The Scheme was also offering monthly £350 'thank you' payments to households hosting Ukrainian refugees.
- 3.6 In 2021/22 the scheme distributed 1,948 awards totalling £1.889m of support to Islington residents. A similar level of demand was expected in 2021/22. It was noted that the Department for Work and Pensions had significantly reduced the budget available to local authorities for Discretionary Housing Payments, the Islington budget has reduced from £1.107m in 2020/21 to £629k for 2022/23.
- 3.7 The Income Maximisation Team (IMAX) worked to ensure that residents were receiving all benefits they were entitled to, using Council Tax and Housing Benefit data to check if residents could also be eligible for Pension Credit, Attendance Allowance, Personal Independence Payment and Healthy School Vouchers. In 2021/22 IMAX secured £5.064m additional annual benefit income for residents through income maximisation work. A new Corporate Performance Indicator had been agreed so the value of additional income could be monitored on a regular basis.
- 3.8 The Department for Works & Pensions estimates that up to one million pensioners nationally, around a third of all those who are eligible, are missing out on unclaimed Pension Credit. In 2021/22, the IMAX team focused on promoting take up of Pension Credit to tackle poverty amongst older people. This resulted in resulting in 274 older people households being supported to claim a total of £1.245m of annual benefit entitlement. This is an average of £4,544 per household. Council data suggested that there were 404 further pensioner households that should be eligible for Pension Credit and the service was engaging with those households to support them to apply.
- 3.9 In 2022/23, in addition to the focus on Pension Credit, the IMAX Team was running a targeted campaign to increase the take up of disability benefits (Personal Independence Payments and Disability Living Allowance). In the first quarter of 2022/23, 96 disabled people were supported to claim disability benefits equating to £506,000.
- 3.10 The Committee also noted the council's work in distributing government support grants. The Test and Trace Support Payment scheme ran from 28 September 2020 to the 6 April 2022 It supported people on low incomes who were unable to work from home and would lose income if they are required to self-isolate because of COVID-19. Eligible individuals received a £500 payment. Islington made 2,389 payments during the Test and Trace Support Payment Scheme period, providing a total of £1,194,500.
- 3.11 The government's Household Support Fund provides support to vulnerable households in need of support due to the rising cost of living. Councils have broad discretion in how to spend the fund, but there are requirements around how much funding must be spent on pensioners, and households with children. The first round of the fund ran from October 2021 to March 2022. £2.218m was distributed to Islington residents to help with cost of living increases, particularly for food, utility

bills and other household essentials. Payments were also made to families with children to support them with the cost of food through school holidays, as children would ordinarily receive free school meals. Further funding rounds would be held throughout 2022 and 2023.

- 3.12 The IMAX Team also worked to distribute the Council Tax Energy Rebate, a scheme introduced to help households with rising energy bills in 2022-23. This awarded £150 for all households in Council Tax bands A to D. In addition, the council had access to additional discretionary funding, which was used to award top-up payments to households in receipt of council tax support, foster carers, care leavers, and those in the Shared Lives programme.
- 3.13 The government also announced a range of cost of living payments for households in receipt of certain benefits in 2022.

4. 5th December 2022 meeting – focus on energy support

- 4.1 This meeting focused on fuel poverty, how the council could help residents with rising household energy bills, and links to the climate crisis.

Fuel Poverty and the work of SHINE

- 4.2 The Committee received a presentation from the Energy Advice Manager on the role of the Seasonal Health Interventions Network (SHINE) and the support available to residents experiencing hardship due to increased energy costs.
- 4.3 The government definition of fuel poverty is a household living a property with a fuel poverty energy efficiency rating of band D or below, and after using the required energy to heat their home, they are left with a residual income below the official poverty line. Those in fuel poverty have less resilience to extreme heat and cold, have disproportionately higher energy bills than those in energy efficient homes, are more likely to experience issues like damp and mould, have increased chance of falling into debt, are at increased risk of hospitalisation and death from falls in the home, strokes and heart attacks, are at increased risk of poor mental health and suicide, and have higher demands on local services such as libraries, GP services, hospitals and council services. Since 2019/20, the percentage of households in fuel poverty rose from 17% to an estimated 48% at the height of the 2022 energy crisis.
- 4.4 SHINE provides free energy and bills advice to London residents. Its aims are to reduce fuel poverty and other seasonal health inequalities. Advice is targeted at those on low incomes, older people, those with long term health issues and families with children under 16. Those seeking advice can call the energy advice line for support on saving money and energy efficiency, and if needed a home visit can be arranged to offer further advice and install energy saving measures. SHINE also offers mediation with energy suppliers to help with issues such as arrears.
- 4.5 The number of households supported per year has increased by 33% since 2018/19 and officers advised that debt cases increased dramatically over the 2022 energy

crisis. Re-referrals, where a resident seeks advice twice within the same year, were at a five-year high.

- 4.6 The Committee expressed concern about the impact of rising energy costs, not only for residents, but also for public services. The increased cost of energy was having an impact on schools and leisure centres, and their ability to offer services in a financially sustainable way. Some leisure centres had reduced operating hours as a result, and this would have an impact on the health and wellbeing of residents.
- 4.7 It was asked if government cuts were hampering efforts to install energy efficiency measures in housing. In response, it was advised that the government had ceased the Green Homes Grant which primarily supported owner occupiers, and other schemes such as the Energy Company Obligation (ECO) had also been significantly reduced over recent years. In 2014 the council fully insulated the Holly Park Estate and primarily financed this through ECO funding. The council had been unable to finance energy efficiency improvements through this scheme since as the scheme had been significantly reduced.
- 4.8 Concern was expressed about residents on pre-payment meters in the current energy crisis, particularly as those residents had to be proactive in claiming government energy support measures, in comparison to those who received credit on Direct Debit payments. In relation to concerns about energy companies using debt collectors, officers advised that they were encouraging as many people as possible to join the priority services register, as those on the register could not legally be switched to a pre-payment meter.
- 4.9 There were reports in the press about government vouchers for pre-payment meters going unclaimed, and it was thought that a proportion of these had been lost or delayed. Officers advised that they were aware of cases where residents had not received these vouchers, and in some instances they had liaised with energy companies on behalf of residents to resolve the issue. It was also noted that pre-payment meters only accepted a maximum credit of £250, which was being used significantly faster due to the high cost of energy.
- 4.10 A member asked if officers were aware of any hurdles to residents accessing the services that SHINE refer to. In response, it was advised that due to significant demand there were some delays from the point of referral to residents receiving support. For example, it was known that there had been some recent delays to payments made from the GLA Warmer Homes scheme.
- 4.11 A member asked if the Energy Advice service liaised with community and faith groups about the support available and suggested that further engagement may be helpful to promote the schemes available. In response, it was advised that there were regular communications with such organisations, although there was always scope to do more. The service was also promoted through social media and newsletters. Members considered that the most vulnerable residents may not engage with these channels and may not be aware of the advice and support available, and a possible recommendation may relate to how the availability of

support is communicated.

- 4.12 A member noted the work being carried out to improve the energy efficiency of the council's housing stock included internal wall insulation, new window, loft and roof insulation and the installation of LED lights. It was queried why the specification did not also include improvements in ventilation. It was advised that this would be taken up with the relevant officers.

Energy efficiency of the council's housing stock

- 4.13 The Committee noted how the energy efficiency of Islington's housing stock compared to other organisations. All social landlords are expected to meet SAP band C for all properties by 2030. Although 73% of council homes already meet this standard, it was acknowledged that those that do not are tricky to treat.

SAP Band	Sap Score Range	Islington Council owned		All Islington homes		Benchmarked Organisations		London	
		Count	%	Count	%	Count	%	Count	%
A	92+	0		2	0.0	54	0.3	21	0.0
B	81-91	213	0.9	3,549	3.0	1,489	8.4	95,763	2.5
C	69-80	17,249	72.7	46,542	39.5	11,381	64.5	1,042,693	27.6
D	55-68	5,911	24.9	52,435	44.5	4,320	24.5	1,921,375	50.9
E	39-54	351	1.5	14,099	12.0	339	1.9	642,693	17.0
F	21-38	7	0.0	1,322	1.1	49	0.3	58,704	1.6
G	<21	0		232	0.2	9	0.1	11,749	0.3
Total		23,731		118,181		17,641		3,772,998	

- 4.14 Properties with a low energy efficiency rating had higher energy bills. Homes that meet Band C have on average 65% lower fuel bills than Band D rated properties. Those in homes with poor energy efficiency were more likely to experience fuel poverty.
- 4.15 Islington Council homes rated Band D and below tended to be solid brick properties with storage heaters. It was noted that these properties were dispersed throughout the borough, rather than being concentrated in particular estates.
- 4.16 The Committee noted the work underway to respond to the challenge to reaching Band C by 2030. This included installing internal wall insulation, new windows, loft insulation, and LED lighting. However, works were expensive, and a recent funding bid to bring 371 properties up to standard indicated that the cost would be over £7 million. Officers advised that funding from central government to local authorities and social landlords would be essential to meet the 2030 target.

Evidence from Cally Energy

- 4.17 The Committee was joined remotely by Elaine Trimble of Cally Energy, who presented on the work of the organisation in crowdsourcing funding for solar energy panels in the local area. Community energy schemes allowed residents to pool their resources to purchase solar panels and generate clean and affordable energy for local people. The organisation was currently engaging with GLL about the possibility of installing PV panels on Cally Pool.
- 4.18 The Committee asked how the council could help to support organisations like Cally Energy. In response, it was advised that there had been occasions where the council's response had been slow and this had resulted in delays to the organisation's work. It would also be helpful for the council to clearly detail what matters it would and would not accept in contracts in advance, as this would accelerate contractual negotiations. There was a suggestion that the council required the organisation to hold significant financial reserves for potential future maintenance and this affected the viability of small-scale community energy schemes. It was suggested that it would also be helpful if the council had an agreed position on ownership options for PV panels, as a variety of different models were possible.

Evidence on the resident experience of retrofitting

- 4.19 The Committee was joined remotely by a local resident who shared their experience of seeking to retrofit their property with energy saving measures. The resident had sought to install external insulation on their home, however had been advised against this by the council's planning department, who indicated that a planning application was unlikely to be successful. Overall, the installation of energy efficiency measures had been a costly and complex process.
- 4.20 In response, officers, advised that a new supplementary planning guidance document was currently being prepared that would provide a framework for residents, businesses and others to seek planning permission for such improvements.

5. 26th January 2023 – Council Tax Support proposals

- 5.1 Officers introduced the report setting out possible future options for the council tax support scheme. The report included different models for increasing the council tax discount to 100% for some groups, and summarised how this would impact on the scheme overall.
- 5.2 Officers set out five different models for a banded scheme alongside the financial implications, which ranged from a £470k per annum saving, to an increased cost of £1.15m per annum.

- 5.3 A discussion was had on which groups would benefit most from such a scheme, and which groups would receive less support as a result. Such considerations would need to be discussed by members ahead of the budget process for future years. It was noted that any change to the scheme would be subject to public consultation and could not be implemented until 2024/25.

6. 21st February 2023 – Evidence on Food Cooperatives

- 6.1 The Committee received evidence from Cooperation Town, a network of community food co-operatives. This highlighted the work of food co-operatives in providing low-cost and nutritious food to communities across North London.
- 6.2 Food cooperatives allowed people to combine their purchasing power and buy food in bulk, resulting in significant financial savings. This gave people more choice and autonomy over their food choices, in comparison to accessing food banks, for example. Food cooperatives increased purchasing power by five to eight times more in comparison to purchasing food in shops. The aim was to provide access to healthy food at an affordable price. Food cooperatives also provided an opportunity for people to meet their neighbours and strengthened communities.
- 6.3 There were four existing food co-ops in Islington and others across London. Cooperation Town provided a starter pack on how to run a food co-op and collaborated with local authorities on helping communities to self-organise.
- 6.4 One challenge for food cooperatives was the availability of suitable space and it was helpful if such organisations were able to access community facilities for storage. This would include space to unload pallets and fridges for fresh goods. The organisation wished to develop long term and meaningful collaboration with the council to promote and support food cooperatives in Islington. This would involve training and supporting organisers based in the local community. The most successful food cooperatives were supported by people already embedded in the community who had connections to different organisations and who understood local power dynamics.
- 6.5 A member strongly endorsed the work of the food cooperative on the Girdlestone Estate and noted that it had led to community vegetable growing initiatives and brought local people together.
- 6.6 Following a question, it was advised that the London Borough of Camden had allocated space to ten local food co-operatives and this allowed joint purchasing of some items and also saved on logistical costs.
- 6.7 A member asked a question on the dynamic between food banks and cooperative food hubs; these were very different models, with food banks based on charity, and food cooperatives based on solidarity. It was queried if food cooperatives were a suitable option for people in challenging personal circumstances. In response, it was advised that many people involved in food cooperatives had complex lives, however

unfortunately there would be a need for food banks while poverty persisted. Food cooperatives did however have other benefits; one food cooperative in Islington was run by Somali women who held regular informal mental health support sessions. Another cooperative in Camden led to the formation of a cooking club. Although there were administrative responsibilities associated with being a member of a food cooperative, there were also time savings associated with reduced time shopping for food.

7. Conclusion

- 7.1 The cost of living crisis has pushed many local households into financial hardship. The rising costs of bills, energy and food has made essentials increasingly unaffordable for many residents and is having a significant detrimental impact, particularly on the most vulnerable.
 - 7.2 The Committee welcomes the range of financial support and interventions available to help local people with the cost of living crisis and has made a number of recommendations on how this work could be developed further. There is scope for simplifying financial support schemes and it is recommended that these are reviewed to ensure they are targeted at the most vulnerable residents. Further collaboration with the voluntary sector and developing our communications strategy may help hard-to-reach groups access the financial support they need. Increased partnership work with food cooperatives and other food organisations could help to tackle food insecurity and help residents to access affordable and nutritious food. It is essential that residents are provided with clear advice on how to save energy and reduce their energy bills, and the council may be able to help with the cost of energy by providing new community laundry facilities. The Council should also provide support and advice services to those in the private rented sector, as this group tends to have lower awareness of the support available.
 - 7.3 The Committee would like to thank witnesses that gave evidence in relation to the scrutiny review. The Executive is asked to endorse the Committee's recommendations.
-

MEMBERSHIP OF THE POLICY AND PERFORMANCE SCRUTINY COMMITTEE 2022/23

Councillors:

Councillor Jenny Kay (Chair)
Councillor Gulcin Ozdemir (Vice-Chair)
Councillor Jilani Chowdhury
Councillor Jason Jackson
Councillor Tricia Clarke
Councillor Sheila Chapman
Councillor Gary Heather
Councillor Heather Staff
Councillor Hannah McHugh
Councillor Praful Nargund
Councillor Saiqa Pandor
Councillor Matt Nathan
Councillor Angelo Weekes
Councillor Bashir Ibrahim
Councillor Phil Graham
Councillor Caroline Russell

Substitute Members:

Councillor Janet Burgess MBE
Councillor Troy Gallagher
Councillor Dave Poyser
Councillor Benali Hamdache
Councillor Nick Wayne

Officer Support:

Jonathan Moore and Thomas French – Democratic Services
Stephen Biggs – Corporate Director, Community Wealth Building
Robbie Rainbird – Assistant Director, Community Financial Resilience

SCRUTINY INITIATION DOCUMENT (SID)
Title of review: Cost of Living Crisis
Scrutiny Committee: Policy and Performance Scrutiny Committee
Director leading the review: Cross-cutting
Lead officers: Cross-cutting
<p>Overall aim of the review:</p> <p>To identify the way in which residents are experiencing hardship in the current cost of living crisis. To examine how the Council can best support residents' security and resilience in the home and in work.</p>
<p>Objectives of the review:</p> <ul style="list-style-type: none"> • To review the Council's mechanisms for supporting residents experiencing hardship, and to assess if they are as effective and accessible as possible. • To review the Council's partnership work with the voluntary and community sector, and how this can be used to help support the financial resilience of Islington's communities • To examine the risks and impacts of food and energy insecurity and how the Council can best help residents with these issues • To assess how all council functions can contribute to supporting Islington's communities through local procurement • To review how early intervention and prevention approaches can be used to identify and best support residents before experiencing a financial crisis
<p>How does this review contribute to the Council's priorities?</p> <p>This review will contribute to the following priorities:</p> <ul style="list-style-type: none"> • We stand with our communities so they are safe, connected and inclusive • We make sure everyone has a place to call home, which is secure, decent and genuinely affordable
<p>Scope of the review and evidence to be received:</p> <p>The review will focus on...</p> <ol style="list-style-type: none"> 1. The Council's schemes for supporting local people experiencing hardship, for example the Council Tax Support Scheme and Resident Support Scheme. 2. The work of the Income Maximisation Team 3. Food and energy insecurity 4. The benefits of local procurement 5. Collaboration with the voluntary and community sector

6. The relationship between energy efficiency in housing and resilience of residents to withstand the cost of living crisis
7. The Resident voice to feature heavily throughout the review

The Committee will receive the following evidence:

1. Meeting 1 – 25th July 2022
 - Council Tax Support Scheme
2. Meeting 2 – 15th September 2022
 - The work of the Income Maximisation Team
 - Government interventions over recent years and possible future developments including cost of living payments
 - Resident Support Scheme- with evidence from Victor Momodu, Cripplegate Foundation
3. Meeting 3 – 5th December 2022
 - SHINE – Seasonal Health Intervention Network
Advice on saving energy, Support with bills and energy debt
 - Evidence from Cally Energy on community energy initiatives
Climate crisis links to the cost of living crisis
 - Evidence from residents on their experience of retrofitting
 - Energy efficiency levels in Islington (council) homes and the impact of poorly insulated homes on residents’ resilience to the cost of living crisis
4. Meeting 4 – 23rd January 2023
 - Review of Council Tax Support proposals
5. Meeting 5 – 21st February 2023
 - Evidence on food co-operatives

Review timetable (provisional dates)

1. SID to be agreed: 25 July 2022
2. Witness evidence to be received: 15 September 2022 - 21 February 2023
3. Draft report to be considered: 4 May 2023
4. Final report to be approved: June 2023
5. Report to be submitted to Executive: July 2023
6. Provisional date for Executive response: October 2023
7. Provisional date for 12 month update report back to the Committee: September 2024

Additional information:

In carrying out the review the committee will consider equalities implications and resident impacts identified by witnesses. The Executive is required to have due regard to these, and any other relevant implications, when responding to the review recommendations.

Environment and Climate Change
Islington Town Hall
Upper Street, N1 2UD

Report of: Executive Member for Environment, Air Quality and Transport

Meeting of: Executive

Date: 30th November 2023

Ward(s): All

Subject: Procurement Strategy for Renewal of the Main Parking Contract

1. Synopsis

- 1.1 This report seeks approval for the procurement of the parking services contract, which includes on street parking enforcement, CCTV enforcement, cashless parking services, CCTV clip review, and sundry business processing services including printing, scanning and posting, and the purchase of additional parking related services, for example, new CCTV cameras during the term of the contract.
- 1.2 The procurement of this contract will be completed in accordance with rule 2.8 of the Council's Procurement Rules (the "Rules").

2. Recommendations

- 2.1 To approve the procurement strategy for the procurement of parking services as outlined in this report.
- 2.2 To delegate authority to the Acting Corporate Director of Homes and Neighbourhoods in liaison with the Executive Member for Environment, Air Quality and Transport to award the contract for an initial period of four years with optional

contract extensions of an additional four years and an additional 2 years (total contract term 10 years).

3. Background

3.1 Nature of the service

3.1.1 The Council has a statutory requirement to manage on street parking. The current parking operations service contract covers on-street and CCTV parking enforcement, as well as a range of support services (including business processing services, payment services via cashless parking and permit issue). It is also important to remember the policy objectives behind our parking scheme including responding to climate change/net zero carbon objectives, cleaner air, reducing traffic and emissions and creating liveable neighbourhoods, keeping cycle and bus lanes free and ensuring emergency corridors are kept clear/ Key policy objectives set out in the Council's Vision 2030 Strategy and Transport Strategy 2020 - 2041 relevant to the parking scheme include:

- Reduce the volume and proportion of trips made by motor vehicles in Islington.
- Reduce carbon emissions by encouraging walking and cycling and transforming the borough's streets.
- Improve local air quality by reducing transport-related pollutants that are harmful to health and the environment.
- Reduce transport-related pollution including noise, light and vibration and associated negative health and environmental impacts particularly in sensitive locations.
- Ensure that new developments reduce the need to travel and are car-free.
- Encourage residents and businesses to switch to low emissions vehicles.

3.1.2 The current parking contract detailed in paragraph 3.1.1 above expires on 31 August 2024. The average annual cost of the existing contract is £7,900,000 per annum. The current service generated a net income of £30,506,000 for the Council in 2021/22. There are strict controls linked to this income to the Council meaning this money can only be spent on improving transport and environmental services.

3.1.3 A number of smaller contracts that support the current contract have been aligned to expire at the same time/shortly after the expected go live date of the new parking contract.

- 3.1.4 The Council intends to include in the new contract parking enforcement on-street and CCTV services along with cashless parking services, CCTV clip review and sundry services including printing, scanning, and posting. The proposal is to include the back-office IT systems to support the contracted service delivery as well as digital interfaces to allow the council to integrate parking service access for resident as part of the resident experience programme. Broader line of business applications related to parking, and the purchase of additional CCTV cameras during the term of the contract will also be included as an option, with no obligation on the Council to proceed with any or all of these options.
- 3.1.5 The reason for the alignment of parking services contracts is the benefit from increased economies of scale by going to the market to secure one contract that includes a wider range of service requirements.
- 3.1.6 The existing cashless parking contract expires on 31 March 2025 (inclusive of all potential extension periods). Following this date, it is proposed this service is delivered as part of the new parking contract. This allows time for the new contract to stabilise and minimise potential service disruption. The new parking contract supplier will be required to secure the most economically advantageous cashless parking supplier for the Council. This will be done in accordance with Council's requirements documented in the specification issued in the tender pack for the new parking contract.

3.2 Estimated value

- 3.2.1 The parking revenue account will continue to fund this service. It is estimated the value of the new parking contract could be up to £16.9m per annum as additional services may be included over its duration as set out in the above section of this report. The estimated total contract value should the contract run for the full 10 years is £132,560M. An estimated annual inflation rate of 6.4% has been used in this contract value estimation.
- 3.2.2 The contract term of four years plus a further optional four-year extension, with an additional optional two years extension at the end (total ten years) is recommended. Four-year periods are recommended as this is the depreciation period on the various equipment required for this contract (cars, mopeds, handheld computers etc). Therefore, this contract structure allows for a refresh of all equipment at contract commencement, and again at the first optional extension point (assuming the council is content with the performance of the supplier). This will ensure up to date equipment is used at all times. The soft market engagement carried out by the

Council has confirmed that minimum four-year periods are most attractive to suppliers in the market, shorter periods would not allow them time to achieve a return on their investment. The two-year final optional extension is only intended to be used if the Council needs additional time to re-procure this contract.

3.2.3 This will be a single source/single lot contract managing multiple suppliers.

Due to the length of this contract, it is recommended to include an annual indexation clause linked to the Consumer Prices Index (CPI) The Council is unlikely to attract bids from suppliers without provision for an inflationary uplift. The supplier will have to demonstrate their increased costs to the satisfaction of the Council before any increase is agreed above any increase needed to maintain the London Living Wage (LLW) for affected staff.

3.2.4 Soft market testing has assisted in the decision to procure a single supplier, via a single lot, (managing a supply chain) to deliver this service. This will provide the best value for money for the Council and potentially achieve year on year savings, via innovation and service efficiency. This is due to the economies of scale that we expect to achieve from a single provider operating all services. All suppliers in the market will have significant 'buying power' for the sundry services to be included as part of the new contract as they source these on a national/international level. There may also be internal savings in contract management and monitoring costs as the team responsible for this area would only have one supplier to deal with.

3.2.5 It is proposed to introduce an income share scheme to the new contract whereby any savings put forward by the supplier and successfully implemented will be split 75/25 (in favour of the Council), this will ensure that there is sufficient incentive for the supplier to introduce innovation and efficiency to the benefit of the Council and residents.

3.2.6 Due to the current economic inflationary issues, it is difficult to predict whether any savings can be achieved in the early years of this contract. It is likely that savings will be achieved over time, when the new contract has 'bedded in' and identified new working practices and innovation that can achieve efficiency savings. This could be in the form of new technology not currently available or changes to working practices such as Civil Enforcement Officers starting shifts from home (rather than travelling to a base) which would facilitate the closure of premises and release a capital asset for the Council. This would also reduce CO2 emissions. Continuous improvement of this contract will be monitored via monthly contract management meetings and quarterly senior level contract management meetings. These will track

performance to ensure key performance indicators are met and also any proposed savings.

3.3 Timetable

The estimated timetable for the completion of this procurement is:

- Approval to procure – 30 Nov 2023
- Invitation to tender –February 2024
- Evaluation of submissions –March 2024 - April 2024
- Contract award - May 2024
- Mobilisation period – June 2024 - September 2024
- Start of new contract – 1 Sept 2024

3.3.1 The current contract expires on 31 August 2024. A new contract must commence on 1 September 2024 to ensure statutory requirements are met.

3.3.2 Staff within the parking team and also suppliers within the industry have been consulted. There is no requirement to consult residents because this is a contract to ensure continuity of service, rather than introduce, for example, new restrictions. Weekly project team meetings have been held since September 2022 and project board meetings held monthly since April 2023. These are being attended by key stakeholders from within the parking service and other Council departments with an interest in the new contract.

3.3.3 A Prior Information Notice (PIN) was published on the Council e-tendering portal in January 2023 to alert all potential suppliers to the future opportunity of this contract and invite them to attend an informal soft market engagement event. The purpose of the event was to engage with the market and help the Council identify opportunities to secure increased value from the future contract and learn about latest industry innovation from suppliers. These events were very successful and attended by 13 suppliers. The results of these events have helped inform the direction the Council wishes to proceed with regards to the new contract.

3.4 Options appraisal

A number of potential procurement routes were considered as part of the development of this strategy. The options considered were:

3.4.1 Option 1 - Do nothing.

This is not a viable option as the Council has a statutory duty to undertake these services.

3.4.2 Option 2 - Take the service in-house.

The benefits of this option would be greater levels of control over the service. However, this option is not recommended as it would result in significant additional costs to the Council. Following an analysis carried out by the service this additional cost is estimated to be in the region of £2m - £2.5m per annum. See background paper for detailed in/out analysis costings. Bringing the service in-house would also negate the resilience associated with a contracted service, e.g. flexibility of the supplier being able to deal with peaks and troughs in workload. There can be reductions in productivity when a service such as this is operated in house because terms and conditions would align with the Council's and the staff would receive higher levels of annual leave and sickness pay, this would mean additional staff would be required to achieve the same level of enforcement hours. There would also be significant additional costs in operating some elements of the service, for example, the pound. The pound is currently operated by NSL and shared between 3 London boroughs, thus reducing costs. We would no longer have access to this and would need to operate our own pound, including premisses, at significant additional costs.

3.4.3 Option 3 - Procure multiple contracts via Lots.

This option was explored but is not considered to achieve economies of scale as Council buying power would be reduced. There would also be additional contract management costs managing multiple suppliers. Where other authorities have taken this approach, they have had little or no interest from the market in some of the smaller lots.

3.4.4 Option 4 - Use of an existing framework agreement

No framework agreements are available to procure the parking enforcement service which makes up the primary requirement of the new parking contract. Framework agreements are available which could be used to procure sundry and support elements of the service but for reasons set out in the report it is preferable to secure these through the new contract.

3.4.5 Option 5 (recommended option) - Competitive tender exercise using the Open Procedure

The preferred procurement route is a competitive tender process to select a single supplier. The reason for this is that this will provide the best value for money for the Council via economies of scale in the provision of services. This is a relatively small market consisting of very large suppliers with significant buying power. This option also ensures that all services are covered. There are considerable advantages to

using a single source supplier to manage sub-contractors as all sub-contractors used will be fully compatible and well-integrated. This option will allow innovation to be introduced easily across all elements of the service in a more co-ordinated way. There are also likely to be internal contract management efficiencies managing a single supplier, rather than multiple suppliers.

- 3.4.6 The option of collaboration with other boroughs on this contract has been considered. However, it is not considered a viable option as neighbouring boroughs have different requirements with regard to the parking services in their areas and the end dates of their existing parking related contracts do not align with the Islington contracts.

3.5 **Key Considerations**

- 3.5.1 As a contractual requirement all vehicles used to deliver the service (with the exception of the recovery vehicle) will be fully electric from day one of the contract. Issues with the cost and reliability of a fully electric recovery truck prevent this being considered from the start of the contract. However, it is envisaged that this will be a viable option within 18 – 24 months. The use of alternative forms of green transport such as bicycles will also be encouraged.
- 3.5.2 The new contract will contain a robust set of key performance indicators which will be related to financial payments depending upon the performance of the supplier.
- 3.5.3 There are significant opportunities for the Council to secure additional social value through this contract in partnership with the chosen supplier. The Council will obtain social value from this contract. We will be assisted with the deliverables by the Affordable Workspace Team who will assess and score bidders responses. In addition, the Affordable Workspace Team will contract manage the social value deliverables throughout the contract.

There are a number of social value deliverables that can be used within this contract including employment, green economy and net zero, and utilising local businesses. The list of possible social value outcomes will be included within the tender, and scores given on the best use of these deliverables that directly tie into the contract aims.

We will work with the Affordable Workspace Team and relevant Officers to ensure maximum social and economic benefits are achieved through this procurement opportunity.

Areas of social value which will be sought through this contract are:

- The existing parking service does already employ a large number of people from within the borough, particularly front line Civil Enforcement Officers. The new supplier will be required to work with the Council's iWork team to continue to advertise vacancies targeted on a 'local first' approach.
- The supplier's staff will be encouraged to participate in voluntary schemes.
- It is also intended that employees will be provided with good quality training and support services in relation to health and safety, lone working and trauma.
- The supplier will also be encouraged to further diversify the workforce, offering opportunities for disabled people and women.
- The contract will support the Council's 'Local First' approach to provide in borough employment and training opportunities for career progression, targeting local people via apprenticeships, encouraging those that are 'not in education, employment or training' (NEET's) back to work including ex-offenders and people that have left military service, schemes working with the homeless community to providing housing and employment, staff participation in voluntary schemes.
- Employees will be provided with good quality training and support services in relation to health and safety, lone working and trauma. The supplier will also be encouraged to provide accessible internal training and development schemes and opportunities to help their staff progress in their career within the parking service.
- The supplier will also be encouraged to further diversify the workforce, offering opportunities for disabled people and women.

3.5.4 London Living Wage will apply to all employees based in London. The contract will forbid zero hours contracts.

3.5.5 Best value and continuous improvements will be encouraged by the proposed income share scheme as explained earlier in the report.

3.5.6 The contract will be heavily focussed on environmental sustainability. The carbon footprint from the largest part of this contract, enforcement, is already low because Civil Enforcement Officers mostly travel by foot. However, this will be further reduced by a fully electric fleet from day one (except the recovery vehicle) and use of alternative working practices.

3.5.7 TUPE, pensions and staffing implications will apply to this contract. The anonymised details will be available to the bidders during the tender process.

3.6 Evaluation

3.6.1 The tender will be conducted in one stage, known as the Open Procedure, as the tender is 'open' to all organisations who express an interest. The Open Procedure includes minimum requirements which organisations must meet before the rest of their tender is evaluated.

3.6.2 Bidders will be required to have three case studies of similar service/operations provided in the UK or other countries. This has been decided (based on the soft market supplier days) as it will open opportunities to European and American suppliers, as opposed to just UK suppliers. This significantly opens up the market to companies considered to be competent and capable, with very large presences in other countries, and trying to further penetrate the UK. These companies could provide the Council with an improved level of service, funding technology and enabling the Council to be at the forefront of innovation and a leader in the UK parking market. The Council would be a flagship contract for any supplier (UK or non UK based) and therefore a high quality level of service can be expected. To mitigate any risk, any supplier not UK based would be required to comply with UK IT requirements and data storage would need to be UK or Europe based. Compliance with these requirements will be established during the first parts of the tender process and suppliers that do not meet these requirements will not have their tenders fully evaluated in the process.

3.6.3 Cost and quality award criteria will be weighted 60% quality/40% cost

The full evaluation criteria is below:

- 40% price
- 20% social and added value, including environmental credentials
- 25% quality of on street enforcement operation including CCTV clip review
- 10% quality and functionality of cashless parking
- 5% quality of business processes (printing, scanning and posting)

3.7 Business risks

3.7.1 There is a risk that the market will not tender for this contract. This risk will be mitigated by a fair and reasonable specification and contract that is beneficial to both parties. The Council has also undertaken extensive market engagement to prime suppliers to this opportunity.

- 3.7.2 There is a risk that contract costs will increase, mostly due to current economic forces. This risk will be mitigated by the 'economies of scale' size contract where the supplier can generate profit from a range of services. For example, the international /national companies have far better buying power than the Council alone.
- 3.7.3 There is a risk that the procurement may fail. The Council is attempting to reduce this risk by having a high level of governance via a senior project board and a robust procurement process.
- 3.7.4 There is a risk of disruption to service provision linked to the start of the new contract. This risk is mitigated by the Council have a robust project team structure overseeing this procurement and we have also set aside a sufficient contract mobilisation period prior to the contract starting. The Council also has the advantage that it owns premises the service operates from.
- 3.7.5 It is proposed that the contract is opened up to European and American providers that currently have a limited presence in the UK but are trying to further access the UK parking market. These new suppliers can provide technologically innovative working practices that produce service efficiencies. There is also the benefit that market competition is expanded from the current 3 large suppliers likely to be capable of a contract of this size, to 5 suppliers. In order to mitigate any IT risk associated with storage of data, it will be a contractual requirement that data is stored preferably within the UK, or alternatively in Europe.
- 3.7.6 The business opportunities associated with this procurement are achievement of economies of scale, improved 'seamless' service, ease of introduction of innovation leading to savings and improved resident experience and reductions in resource required for contract management and monitoring. There may also be the opportunity to down-scale premises in order to release important capital assets for the Council. These will be managed via the internal contract management team.
- 3.7.7 The Employment Relations Act 1999 (Blacklist) Regulations 2010 explicitly prohibit the compilation, use, sale or supply of blacklists containing details of trade union members and their activities. Following a motion to full Council on 26 March 2013, all tenderers will be required to complete an anti-blacklisting declaration. Where an organisation is unable to declare that they have never blacklisted, they will be required to evidence that they have 'self-cleansed'. The Council will not award a contract to organisations found guilty of blacklisting unless they have demonstrated 'self-cleansing' and taken adequate measures to remedy past actions and prevent

re-occurrences.

3.7.8 The following relevant information is required to be specifically approved in accordance with rule 2.8 of the Procurement Rules:

Relevant information	Information/section in report																						
1. Nature of the service	<p>Parking services including on street parking enforcement, CCTV enforcement, cashless parking services, CCTV clip review, and sundry services including printing, scanning and posting. Addition of business application services may be included at a later date.</p> <p>See paragraph [3.1]</p>																						
2. Estimated value	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="text-align: center;">Year 1- 2024/25</td> <td style="text-align: right;">£10,885,383.00</td> </tr> <tr> <td style="text-align: center;">Year 2- 2025/26</td> <td style="text-align: right;">£10,286,047.51</td> </tr> <tr> <td style="text-align: center;">Year3- 2026/27</td> <td style="text-align: right;">£10,944,354.55</td> </tr> <tr> <td style="text-align: center;">Year 4- 2027/28</td> <td style="text-align: right;">£13,144,793.24</td> </tr> <tr> <td style="text-align: center;">Year 5- 2028/29</td> <td style="text-align: right;">£12,390,060.01</td> </tr> <tr> <td style="text-align: center;">Year 6- 2029/30</td> <td style="text-align: right;">£13,183,023.85</td> </tr> <tr> <td style="text-align: center;">Year 7- 2030/31</td> <td style="text-align: right;">£14,026,737.37</td> </tr> <tr> <td style="text-align: center;">Year 8- 2031/32</td> <td style="text-align: right;">£14,924,448.56</td> </tr> <tr> <td style="text-align: center;">Year 9- 2032/33</td> <td style="text-align: right;">£15,879,613.27</td> </tr> <tr> <td style="text-align: center;">Year 10- 2033/34</td> <td style="text-align: right;">£16,895,908.52</td> </tr> <tr> <td style="text-align: center;">Accumulative Cost</td> <td style="text-align: right;">£132,560,369.87</td> </tr> </tbody> </table> <p>The proposed initial contract term is 4 years with an option for an extension of a further 4 years, and a final option to extend for a further 2 years. The maximum term of the contract is 10 years.</p> <p>See paragraph [3.2]</p>	Year 1- 2024/25	£10,885,383.00	Year 2- 2025/26	£10,286,047.51	Year3- 2026/27	£10,944,354.55	Year 4- 2027/28	£13,144,793.24	Year 5- 2028/29	£12,390,060.01	Year 6- 2029/30	£13,183,023.85	Year 7- 2030/31	£14,026,737.37	Year 8- 2031/32	£14,924,448.56	Year 9- 2032/33	£15,879,613.27	Year 10- 2033/34	£16,895,908.52	Accumulative Cost	£132,560,369.87
Year 1- 2024/25	£10,885,383.00																						
Year 2- 2025/26	£10,286,047.51																						
Year3- 2026/27	£10,944,354.55																						
Year 4- 2027/28	£13,144,793.24																						
Year 5- 2028/29	£12,390,060.01																						
Year 6- 2029/30	£13,183,023.85																						
Year 7- 2030/31	£14,026,737.37																						
Year 8- 2031/32	£14,924,448.56																						
Year 9- 2032/33	£15,879,613.27																						
Year 10- 2033/34	£16,895,908.52																						
Accumulative Cost	£132,560,369.87																						
3. Timetable	As set out in the report. See section [3.3]																						

<p>4. Options appraisal for tender procedure including consideration of collaboration opportunities</p>	<p>Following an options appraisal, the recommended procurement option is a tender using the Open Procedure in accordance with the Public Contract Regulations 2015.</p> <p>See paragraph [3.4]</p>
<p>5. Consideration of:</p> <ul style="list-style-type: none"> • Social benefit clauses; • London Living Wage; • Best value; • TUPE, pensions and other staffing implications 	<p>The service has clear opportunities to secure significant social value and these will be embedded in the quality element of the tender process, which will form 20% of the overall quality component. Social and added value will be provided annually over the course of the contract.</p> <p>The LLW will be a requirement of the successful supplier payable for staff based in London.</p> <p>Best value and continuous improvement will be provided annually over the course of the contract.</p> <p>There are no TUPE, pensions and staffing implications for the Council although there will be for the supplier.</p> <p>See paragraph [3.5]</p>
<p>6. Award criteria</p>	<p>60% quality / 40% price. The award criteria price/quality breakdown is described within the report.</p> <p>See paragraph [3.6]</p>
<p>7. Any business risks associated with entering the contract</p>	<p>The identified business risks and opportunities are detailed in the report.</p> <p>See paragraph [3.7]</p>
<p>8. Any other relevant financial, legal or other considerations.</p>	<p>See paragraph [4]</p>

4. Implications

4.1 Financial Implications

- 4.1.1 This report seeks approval to re-procure parking enforcement on-street and CCTV services as the contract expires on 31 August, 2024, along with cashless parking services, business processing, CCTV clip review and sundry services including printing, scanning, and posting (the rest of which expire about two years later). Please refer to the table in section 3.7.8 "Estimated Value". Whilst costs are projected to, on account of CPI, rise annually from £10.8m in 2024/25 to £16.9m in 2033/34, ten years later, when the proposed contract would expire (if renewed and extended). Incomes are expected to rise from £38m to about £45m for same period. The contract duration will be for an initial period of four years with the Council having the option to renew it for another term of four years, and may further extend it for two additional years (giving a maximum term of ten years).
- 4.1.2 Evaluation of bids will ensure a weighting factor of 40% on cost, 40% on various quality measures, and 20% on social and added-value, including environment credentials. It's expected that some additional savings may also be realised as the cost of providing CPI increases to cashless parking element of the contract may not be borne by the Council.

4.2 Legal Implications

- 4.2.1 The value of the proposed contract is above the threshold at which the Public Contracts Regulations 2015 (as amended) ("the Regulations") applies to the procurement of goods and services contracts (currently £213,477 Indicative value exc 20% VAT £177,897)As such, the Council is required to procure the contract fully in accordance with the Regulations. The contract is also subject to the Rules.
- 4.2.2 As detailed in sections above, the commissioning intention is to re-procure parking enforcement on-street and CCTV services as the existing contract expires on 31 August, 2024, along with cashless parking services, CCTV clip review and sundry services including printing, scanning, and posting (the rest of which expire about two years later). The proposal is to include the back-office IT system during the term of the contract and also, additional parking related services, for example, the purchase of CCTV cameras would be included as an option with no obligation on the Council. The Council will need to ensure that the contract states that the Council is under no obligation to include these services within the scope of the new contract but the Council may wish to do so during the term of the contract.
- 4.2.3 The intention is to use the Council's standard Terms and Conditions. The terms of this contract comply with the council's Rules relating to contract provisions. Following award, the contract and details of the award must be published on Find a Tender and Contracts Funder. All contracts with a value above £500,000 will need to be sealed.

- 4.2.4 As the proposed value of the contract exceeds £500,000 the decision as to the award of the contract lies with the Executive (Rule 18.1.4). However, as set out in Rule 16.2 of the Rules, the Executive may delegate its responsibilities to Corporate Directors. As such, it is possible to approve Recommendation 2.2.
- 4.2.5 The Local Government Act 1999 requires the Council to make arrangements to achieve Best Value in the exercise of its functions when considering service provision.
- 4.2.6 The Council has power to enter into the contract under section 111 of the Local Government Act 1972 and section 1 of the Local Government (Contracts) Act 1997 which enable the Council to carry out any activity that is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions, and to enter contracts accordingly.
- 4.2.7 The decision maker can approve the Recommendations contained in this report provided they are satisfied with the contents of the report, and they consider the award represents best value for the Council.

4.3 **Environmental Implications and contribution to achieving a net zero carbon Islington by 2030**

- 4.3.1 There have been no recommendations provided by the Energy Services team after reviewing the Environmental Impact Assessment, and approval was given on the 28 June 2023.

4.4 **Equalities Impact Assessment**

- 4.4.1 The Council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The Council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The Council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2 An Equalities Impact Assessment was completed on 16 June 2023. The main findings are that the impact across the board will be neutral, with no adverse impacts identified for any protected groups. The full Equalities Impact Assessment is appended.

5 Conclusion and reasons for recommendations

- 5.1 The Council has a legal duty to provide parking services. It is recommended that a new contract is procured and awarded to the successful supplier upon the completion of the procurement process to ensure this service continues following expiry of the existing contract in 2024.
- 5.2 The approach to this procurement outlined in the report is considered to be the best route to achieving best value and quality of service for the Council and its residents.

Appendices:

- Appendix A – Equality Impact Assessment

Background papers:

In/outsourcing analysis (available from the author on request)

Final report clearance:

Approved by:

Cllr Champion, Executive Member for Environment, Air Quality and Transport

Date: 21 November 2023

Report Author: Sara Bailey, Specialist Parking Project Manager

Tel: 07400 286662

Email: sara.bailey@islington.gov.uk

Financial Implications

Author: Jacob Ogundadegbe

Job title: Finance Manager – Parking Services

Tel:020 7527 6491

Email:jacob.ogundadegbe@islington.gov.uk

Legal Implications approved by Mark Ferguson, Senior Commercial Contracts & Procurement Lawyer.

Tel: 020 7527 3099

Email: mark.ferguson@islington.gov.uk

Equalities Impact Assessment: Full Assessment

Before completing this form you should have completed an Equalities Screening Tool and had sign off from your Head of Service and the Fairness and Equality Team.

This Equality Impact Assessment should be completed where the Screening Tool identifies a potentially negative impact on one or more specific groups but it can also be used to highlight positive impacts.

Summary of proposal

Name of proposal	Renewal of the Main Parking Contract
Reference number (if applicable)	
Service Area	Parking Services
Date assessment completed	16/6/23

Before completing the EQIA please read the guidance and FAQs. For further help and advice please contact equalities@islington.gov.uk.

1. Please provide a summary of the proposal.

Please provide:

- **Context on how the service currently operates (if relevant) and the scope of suggested changes**
- **The intended beneficiaries and outcomes of the proposal**
- **Reference to any savings or income generation**

The Council has a legal obligation to enforce parking and moving traffic contraventions under the Traffic Management Act 2004 (TMA) with the aim of reducing congestion and road danger.

There are a number of services in Parking including: On street & CCTV Enforcement, Cashless parking, Blue Badge team and the infrastructure team.

There are currently 3 bases in Islington in which Civil Enforcement Officers (CEOs) are deployed from, to enforce against parking contraventions via Penalty Charge Notices (PCNs).

One of the bases also has a CCTV team in which the team reviews CCTV clips of parking infringements and either accepts or rejects the clip as a PCN. 60% of Parking's income is generated by parking enforcement, this sector will make up for a majority of the new parking contract and the service will continue. However, the possible new supplier will apply innovation to improve the efficiency and effectiveness of the enforcement service. This innovation may include (but is not limited to) the use of ANPR cars and deployment from home.

Presently there are multiple suppliers providing a variety of services (mentioned above), this will change in the new parking contract as there will be a single source supplier. One benefit of a single source supplier is that the contract managing of all these subcontracts will reduce as the supplier manages on behalf of Islington Council. Any potential issues with the subcontractors will be resolved by the supplier. The services will continue as usual- BAU will not change however communication channels may differ.

The project will encourage the delivery of innovation which will achieve manpower savings over the course of the contract. The project is not optional, we must go to market. Projected savings may be affected by the current economic inflationary rates although it is still envisaged, we will achieve efficiencies over the contract duration.

Please provide:

- **Context on how the service currently operates (if relevant) and the scope of suggested changes**
- **The intended beneficiaries and outcomes of the proposal**
- **Reference to any savings or income generation**

2. What impact will this change have on different groups of people?

Please consider:

- **Whether the impact will predominantly be external or internal, or both?**
- **Who will be impacted – residents, service users, local communities, staff, or others?**
- **Broadly what will the impact be – reduced access to facilities or disruptions to journeys for example?**

Whether the impact will predominantly be external or internal, or both?

-The impact of this change will predominantly affect internal groups as there will be a single source supplier, this may result in a change of communication. Currently, staff interact directly with the supplier however this will change as the contractor will liaise with the sub-contractor (s) on Islington's behalf; resulting in smoother contract management. The KPIs and contract will be more robust, allowing Islington to financially default the contractor for poor performance, creating a more efficient service.

-As the renewal of the main parking contract is a continuous service there will be little impact to external groups as many services will remain as business as usual, with the objective of the service to be more user friendly. However, there may be a slight impact if the IT supplier (currently Taranto) changes as individuals applying for permits, paying PCNs and contacting about enforcement issues etc may find the system differs to how it previously operated. Similarly, this may occur if the cashless parking contract changes hand as customer may need to re-register to pay for parking sessions; this is a very simple and quick process.

Who will be impacted – residents, service users, local communities, staff, or others?

-With having a more robust contract, there is an expectation of increased road safety and increased air quality as due to better measures of enforcement, compliance should improve. This will have a positive effect on residents, service users and local communities.

-Due to the more streamline contract management, staff will also be impacted positively as the internal system will run more smoothly, efficiently and an increase in productivity.

-Management can focus on BAU and pay closer attention to operational needs whilst the single source supplier will contract manage.

-In addition, the contract is contributing to corporate adjectives including working towards the 2030 Net Zero Carbon aims.

Broadly what will the impact be – reduced access to facilities or disruptions to journeys for example?

-If we obtain a contract with a new IT supplier, the system must continue to be accessible for service users; this system should not discriminate. For example, all language must be simple, clear and concise for example FPR in the bailiff contract as Islington is a very diverse borough.

-The continuation of cashless parking will have a positive effect on residents as there is no need to carry money and is simple and easy to use. However, this may affect the elderly in a negative way as access to a mobile phone is required. Currently, paper vouchers can be utilised as an alternative. In addition, if there is a change of cashless parking supplier, this may cause a minor inconvenience for the user to re-register.

3. What impact will this change have on people with protected characteristics and/or from disadvantaged groups?

This section of the assessment looks in detail at the likely impacts of the proposed changes on different sections of our diverse community.

3A. What data have you used to assess impacts?

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible
- Brief interpretation of findings

Parking's main contract is for the enforcement of the borough of Islington. Any enforcement action needs to take into consideration claims of vulnerability, mitigating circumstances and the ability of the customer to pay once being investigated internally. Enforcement contraventions are incurred by all sections of the community, both locally and nationally, and effective internal recovery processes are also crucial and in place from an equality point of view.

With regards to safeguarding, all enforcement contraventions are registered in the name of adults – normally in line with keeper details supplied by the DVLA. As above, internal enforcement action and processes, by law, are expected to consider claims of vulnerability, and will consider basic Human Rights and Data Protection legislation. The Data Protection legislation ensures that enforcement contraventions will not be discussed with children or anyone other than the registered keeper, unless authorised in writing and a signed document by the registered keeper.

According to Travel London: understanding our diverse communities 2019, (TFL 2019)-' *Whilst private cars, taxis, and private hire vehicles can be an important*

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible
- Brief interpretation of findings

means of transport for disabled people, the main means of transport used by disabled Londoners at least once a week are walking (81%), bus (58%), car as passenger (42%) and car as driver (24%).'

The continuance of the blue badge is vital as the number of vehicle usage by disabled people in London accumulates to 66%.

There are no adverse impacts identified as the procurement of the contract will continue to manage the availability of parking space throughout the borough for all residents and businesses alike and impact all those who wish to park on the public highway in Islington. The continuity of service benefits all road users by encouraging safer parking, as well as ensuring traffic restrictions are adhered to, i.e. banned turns. This promotes safety on the highway and ensures, for example, areas for pedestrian crossings are kept clear, increasing accessibility for any vulnerable pedestrians, and especially those with disabilities.

A number of positive examples are shown below:

- discouraging pavement parking to give full access to pedestrians.
- helping buses keep to their timetable, benefitting pedestrians who do not have access to vehicles, including those with disabilities.
- assisting delivery vehicles.
- allowing pedestrians to feel safer crossing the road without illegally-parked cars causing obstruction.
- keeping parking places reserved for Blue Badge holders for those who need to use them.
- Enforcement of Dedicated Disabled Bay
- helping traffic to flow more freely.
- allowing residents, businesses and shoppers a better opportunity to park, including those with blue badge holders.

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible
- Brief interpretation of findings

The evidence suggests that is a low or if any negative equality impacts for any protected

characteristic or any human rights or safeguarding risks.

Breakdown of service user demographics

The continuation of the Main Parking contract is for the enforcement of the whole borough, it is more appropriate to compare the resident demographic of Islington against London-wide demographic data. The table below provides a demographic breakdown of Islington, compared to London as a whole.

There is a lower percentage of BME residents in Islington at 13.3%, compared to the London average of 13.5%.

20.4% of people living in Islington identify themselves as having a disability compared to the London average of 15.6%.

15.2% of Islington are under the age of 16, therefore it is important to reduce road danger and work towards multiple of Islington Together 2030 Plan: Child-friendly Islington: By 2030, Islington is a place where all children and young people are rooted in a community where they feel safe, can thrive and are able to be part of and lead change. Greener, healthier Islington: By 2030, communities in Islington can access and enjoy London's greenest, cleanest and healthiest neighbourhoods and are able to live healthy, fulfilling and independent lives. A safe place to call home: By 2030, everyone in Islington has a safe, decent and genuinely affordable place to call home.

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible
- Brief interpretation of findings

	London Total: 8,799,728	Islington Total: 216,589
Gender: Female	51.5%	52.3%
Gender: Male	48.5%	47.7%
Age: under 16	19.2%	15.2%
Age: 16-24	11.1%	12.6%
Age: 25-49	40.8%	47.3%
Age: 50-64	16.9%	15.5%
Age: 65+	11.9%	9.4%
Disabled	15.6%	20.4%
Ethnic Group: Asian, Asian British or Asian Welsh	20.7%	9.9%
Ethnic Group: Black, Black British, Black Welsh, Caribbean or African	13.5%	13.3%
Ethnic: Mixed or Multiple ethnic groups	5.7%	7.5%
Ethnic: White	53.8%	62.2%
Ethnic: Other	6.3%	7.1%

3B: Assess the impacts on people with protected characteristics and from disadvantaged groups in the table below.

Please first select whether the potential impact is positive, neutral, or negative and then provide details of the impacts and any mitigations or positive actions you will put in place.

Please use the following definitions as a guide:

Neutral – The proposal has no impact on people with the identified protected characteristics

Positive – The proposal has a beneficial and desirable impact on people with the identified protected characteristics

Negative – The proposal has a negative and undesirable impact on people with the identified protected characteristics

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Age	Neutral	Enforcement is a large part of the renewal of the Main Parking Contract, in a bid to improve driving compliance. The expectation of improved driving compliance will reduce road danger, encourage active transport and the impact from vehicle emissions and congestion on air quality will improve. These aspects have a positive effect on all age groups	The positive effects mentioned will be enhanced by schemes such as School Streets, cycle lanes, bike hangars and Low Traffic Neighbourhoods.

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Disability (include carers)	Neutral	This is a continuation of the service Parking provides, Blue Badges will still be provided.	

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Race or ethnicity	Neutral	There are no aspects that will advantage/disadvantage certain races or ethnicities.	
Religion or belief (include no faith)	Neutral	There are no aspects that will advantage/disadvantage certain races or ethnicities.	

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Gender and gender reassignment (male, female, or non-binary)	Neutral	There are no aspects that will advantage/disadvantage certain races or ethnicities.	
Maternity or pregnancy	Neutral	There are no aspects that will advantage/disadvantage maternity and pregnancy.	

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
	Neutral		

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Sex and sexual orientation	Neutral	There are no aspects that will advantage/disadvantage certain sexes or sexual orientation.	
Marriage or civil partnership	Neutral	There are no aspects that will advantage/disadvantage certain sexes or sexual orientation.	

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Other Age (e.g. elderly) (e.g. people living in poverty, looked after children, people who are homeless or refugees)	Neutral	There are no aspects that will advantage/disadvantage certain sexes or sexual orientation.	

4. How do you plan to mitigate negative impacts?

Please provide:

- An outline of actions and the expected outcomes
- Any governance and funding which will support these actions if relevant

Not applicable as the impacts of this contract are neutral

5. Please provide details of your consultation and/or engagement plans.

Please provide:

- Details of what steps you have taken or plan to take to consult or engage the whole community or specific groups affected by the proposal
- Who has been or will be consulted or engaged with
- Methods used or that will be used to engage or consult
- Key findings or feedback (if completed)

It is not necessary for the whole community to be consulted as the service provided by the Council will continue. However, internal workshops and regular meetings take place as staff will be most affected by the change and updates are important to ensure a smooth transition.

The workshops and specification review meetings provide valuable opportunities for staff to contribute their suggestions aimed at enhancing the service, as well as to raise any potential concerns they may have.

External groups do not have to be consulted on this Contract, therefore there will not be any consultation/engagement however we have undertaken industry consultation to ensure best fit for the Council.

Please provide:

- Details of what steps you have taken or plan to take to consult or engage the whole community or specific groups affected by the proposal
- Who has been or will be consulted or engaged with
- Methods used or that will be used to engage or consult
- Key findings or feedback (if completed)

6. Once the proposal has been implemented, how will impacts be monitored and reviewed?

Please provide details in the table below.

Action	Responsible team or officer	Deadline
There will be ongoing reviews and constant feedback to monitor any changes	All Parking teams and Contact Islington	There is no deadline as this is an ongoing process for the duration of the whole contract.

Action	Responsible team or officer	Deadline

Please send the completed EQIA to equalities@islington.gov.uk for quality checking by the Fairness and Equality Team. All Equality Impact Assessments must be attached with any report to a decision-making board and should be made publicly available on request.

This Equality Impact Assessment has been completed in accordance with the guidance and using appropriate evidence.

Member	Name	Signed	Date
Staff member completing this form	Charissa Darkwah	DocuSigned by:  F431D6AD39FE4A7...	09-11-23 15:34 GMT
	Millie Denney	DocuSigned by:  A173B0B834B6445...	09-11-23 15:32 GMT
Fairness and Equality Team	Monika Milewska	Monika Milewska	09.11.2023
Director or Head of Service	Rubena Hafizi	DocuSigned by:  565317E51768479...	10-11-23 12:28 GMT

This page is intentionally left blank

Resources Department
Town Hall, Upper Street
London, N1 2UD

Report of: Environment and Regeneration Scrutiny Committee

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Scrutiny Review of Net Zero Carbon 2030 - Circular Economy and Green Jobs

1. Synopsis

- 1.1. This report requests that the Executive receive the report of the Environment and Regeneration Scrutiny Committee following the completion of its review of the Circular Economy and Green Jobs. A response to the recommendations set out in the report will be considered at a future meeting of the Executive.

2. Recommendations

- 2.1. That the report of the Environment and Regeneration Scrutiny Committee be received.
- 2.2. That the Executive Member's response be reported to a future meeting of the Executive, including having due regard to any relevant implications of the Environment and Regeneration Scrutiny Committee's recommendations.

3. Background

- 3.1. The review was held between July 2022 and February 2023. The overall aim was to review how the Council is taking the lead on encouraging sustainable development, developing policies to encourage sustainable economic development, and working to identify ways to support a circular economy in our borough with residents and businesses, to help achieve this goal. The review looked at the five Rs, Refuse, Reduce, Reuse, Recycle and Repair.

- 3.2. The Committee also agreed to the following objectives:
- Understand the impact the Circular Economy Action Plan is having on the Net Zero Carbon 2030 goal.
 - To examine what members, residents and local businesses can do to support a Circular Economy in Islington, and to review how this can be best communicated.
 - To make suggestions to feed into the upcoming Circular Economy Action Plan
 - To assess the impact of the council's development and economic development policies to ensure they are championing sustainable approaches.
 - To consider how all council services can contribute to the circular economy.
- 3.3. In undertaking the review, the Committee met with external speakers, including Evidence from external speakers Dr Daniel Evans from the Urban Agriculture Project, Elaine Trimble from Cally Energy and Professor Linda Clarke from the University of Westminster, the North London Waste Authority as well as council officers and directors and members of the public to gain a balanced view. In addition, the Committee considered local and national data and a variety of documentary evidence.

4. Implications

4.1. Financial Implications

- 4.1.1. The proposals in the report need to be costed before a response is made by the Executive.

4.2. Legal Implications

- 4.2.1. Relevant legal implications will be considered as part of the response to the review.

4.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

- 4.3.1. Any environmental implications and contributions to achieving a net zero carbon Islington by 2030 will be identified as part of the Executive Member response.

4.4. Equalities Impact Assessment

- 4.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2. An Equalities Impact Assessment is not required in relation to this report. Any equality impacts will be identified as part of the Executive Member response.

5. Conclusion and reasons for recommendations

- 5.1. Eight main recommendations have been made in response to the evidence received. The Committee would like to thank all the witnesses that gave evidence in relation to the review. The Executive is asked to endorse the Committee's recommendations.

Appendices:

- Report of Scrutiny Review of Net Zero Carbon 2030 - Circular Economy and Green Jobs

Background papers:

- None

Report Author: Emma Taylor, Senior Democratic Services Officer
Tel: 020 7527 3486
Email: democracy@islington.gov.uk

This page is intentionally left blank

Scrutiny Review of Net Zero Carbon 2030 - Circular Economy and Green Jobs

REPORT OF THE ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE

London Borough of Islington

17 October 2023

FOREWORD

Islington Council declared a climate emergency on 27 June 2019, committing the council to working towards making Islington net zero carbon by 2030. Carbon emissions for Islington as a borough were 679,589 tonnes, representing a reduction of 42% since 2005 (BEIS – 2018). However, the council has direct control over only 4% of those carbon emissions, with indirect responsibility for another 5% as a landlord to c. 25,000 properties. A 10-year Net Zero Carbon Strategy, 'Vision 2030: Building a Net Zero Carbon Islington by 2030' was adopted by Executive in November 2020. Through this strategy, the council made a wide range of commitments focused on addressing the climate emergency.

However, the Council faces several challenges that present significant risks in responding to the climate emergency. According to climate risk modelling by Mayor of London and Bloomberg, Islington is amongst six boroughs at particularly high risk from the effects of climate change. Continued government austerity and limited funding, and a lack of supportive national policy, provides real challenges and threatens to undermine the progress made towards the Net Zero ambition.

The Government's main climate change policy document is the Net Zero Strategy (Build Back Greener) which was published on 19 October 2021 (updated April 2022). It set out policies and proposals for decarbonising all sectors of the UK economy to meet the Government's net zero target by 2050. While this presents opportunities for innovation, it is vital that local services transform in a way that is resident-focused and best meets the needs of Islington's diverse communities. Services must be delivered in a way which not only reduces the environmental impact of the council's activities, but reduces inequalities, is focused on early intervention and prevention, and committed to regenerating the borough in a way that will benefit residents.

The Committee wished to review how the Council was taking the lead on encouraging sustainable development, developing policies to encourage sustainable economic development, and working to identify ways to support a circular economy in our borough with residents and businesses, to help achieve this goal.

The review sought to look at the five Rs: Refuse, Reduce, Reuse, Recycle and Repair. In light of this, the Committee has agreed eight recommendations that seek to further develop the council's work in achieving the net zero carbon ambition.

Cllr Tricia Clarke
Chair of the Environment and Regeneration Scrutiny Committee

EXECUTIVE SUMMARY

Aim:

To review how the Council is taking the lead on encouraging sustainable development, developing policies to encourage sustainable economic development, and working to identify ways to support a circular economy in our borough with residents and businesses, to help achieve this goal. The review will look at the five Rs, Refuse, Reduce, Reuse, Recycle and Repair.

Evidence:

The Committee commenced the review in September 2022. The Council considered evidence from a number of witnesses, as follows:

- Evidence from Council Officers
 - Presentation on the Circular Economy Action Plan – Head of Net Zero Carbon Programme
 - Presentation on Green Economy and Planning – Director of Planning, and Director of Inclusive Economy and Jobs
 - Presentation on Council Housing and Buildings – Director of Housing Property Services
 - Presentation on the Natural Environment – Head of Greenspace and Leisure
 - Presentation on the Transport Workstream - Team Leader for Transport Planning
- Evidence from External speakers
 - Dr Daniel Evans – Urban Agriculture Project
 - Elaine Trimble – Cally Energy
 - Professor Linda Clarke – University of Westminster

Summary of Main Findings:

Over the course of the municipal year, the Committee heard evidence from a number of witnesses and council officers on the challenges facing the circular economy in Islington.

The Committee considered the Circular Economy Action Plan, scrutinising the plans to develop a local economy that eliminates waste and pollution, circulates products and materials, and regenerates nature. The Committee reviewed the emerging work to develop a local economy based around green jobs and considered how this would benefit the environment, local people, and local businesses by supporting new highly-skilled jobs. It would be crucial to engage with local partners, businesses and residents in achieving this aim.

The Committee reviewed the challenges associated with implementing a circular economy approach in the council's housing services, but noted opportunities to reuse and recycle materials and promote environmental practices through retrofitting, construction and building management. The Committee welcomed the work to maximise the borough's green spaces, supporting biodiversity and resident engagement with the natural environment. Local food growing projects have a number of environmental and social benefits and the Committee welcomed work to develop these further.

The Committee also considered the importance of active travel, and supported initiatives such as transforming Last Mile Deliveries through the use of cargo bikes, which would reduce vehicle

movements and carbon emissions in the borough. The Committee noted the importance of air quality and is mindful of the health and environmental risks associated with air pollution.

The Committee has made 8 recommendations focused on supporting the local circular economy, reducing waste and encouraging recycling, developing new green jobs, improving biodiversity and supporting local environmental initiatives such as retrofitting and community energy schemes. The Executive is asked to endorse the Committee's recommendations.

RECOMMENDATIONS:

1. Encourage the North London Waste Authority (NLWA) to support Islington Council in our reduce, reuse and recycle ambitions through their new Waste Strategy and:
 - (i) Maximise the opportunities for new Islington-based apprenticeships as a consequence of their future strategy and developments.
 - (ii) review and understand the performance of London Energy and other contractors.
 - (iii) continue to focus on waste reduction and recycling to maximise diversion of waste from incineration.
 - (iv) bring forward carbon capture at the Edmonton ERF.
 2. Work to support residents in making sustainable choices and reducing waste by:
 - (i) Exploring options for design improvements and resident information to drive behaviour change and support an increase in effective/compliant food and other recycling on estates.
 - (ii) maximising opportunities for local food growing and food supply, organic practices, prevention of food waste and effective food recycling.
 - (iii) Work with NLWA and other partners, for example, on campaigns to promote reusable rather than disposable products (e.g. reusable nappies and sanitary products), and the waste disposal of such products.
 3. Work with London Councils to lobby government for greater regulatory powers, particularly on waste and supermarkets and retail bodies to increase their recycling provision for customers.
 4. Focus on how the council can facilitate the development of local retrofitting skills. Explore how the council can build inhouse capacity for retrofitting, for example through developing and training its own accredited retrofit assessors and co-ordinators
 5. Investigate options to relaunch a resident-led 'pesticide free streets' scheme and continue to develop a plan to reduce the use of glyphosate in council operations
 6. Review best practice to help the council support and enable community energy schemes in the borough to support the overall buildings retrofit programme.
 7. Develop options for increasing last-mile deliveries by businesses using vehicles that minimise pollution by using cargo-bikes, etc. and that do not lead to nuisance to residents from delivery depots, micro-kitchens, etc.
 8. Investigate how we can use air quality monitoring and reporting as part of our performance reporting and promotion of net zero carbon ambitions.
-

1. Introduction

- 1.1 The Committee commenced the review on 6 September 2022, with the overall aim to review how the Council is taking the lead on encouraging sustainable development, developing policies to encourage sustainable economic development, and working to identify ways to support a circular economy in our borough with residents and businesses, to help achieve this goal. The review will look at the five Rs, Refuse, Reduce, Reuse, Recycle and Repair.
- 1.2 The Committee also agreed to the following objectives:
1. Understand the impact the Circular Economy Action Plan is having on the Net Zero Carbon 2030 goal.
 2. To examine what members, residents and local businesses can do to support a Circular Economy in Islington, and to review how this can be best communicated.
 3. To make suggestions to feed into the upcoming Circular Economy Action Plan
 4. To assess the impact of the council's development and economic development policies to ensure they are championing sustainable approaches.
 5. To consider how all council services can contribute to the circular economy.

2. Main Findings

- 2.1 This report summarises the Committee's review of Net Zero Carbon 2030 - Circular Economy.
- 2.2 In a series of meetings from July 2022 to February 2023, the committee deliberated on strategies to advance the circular economy and promote sustainability within the borough. Key highlights from these meetings include discussions on embedding green and circular economy principles into local strategies, fostering innovation, and encouraging social value. The council emphasised collaboration with construction industries, upskilling programs, and engagement with housing associations and residents to drive sustainable practices. Achievements and targets were outlined, along with the challenges of obtaining funding and addressing retrofitting needs in the council's housing stock.
- 2.3 Another focal point was the commitment to greening initiatives and biodiversity enhancement. The Council aimed to increase tree planting, promote food growing in communities, and create new green spaces. The Council highlighted its achievements in these areas, along with the need to upskill the workforce for green jobs. Moreover, the meetings discussed strategies to integrate circular economy principles into the transport sector, emphasising active and sustainable transport options, reducing emissions, and promoting green jobs. Lastly, the committee addressed the Urban Agriculture Project, which seeks to encourage sustainable, circular food supply chains in urban areas, fostering community engagement and biodiversity improvement.
- 2.4 In summary, these meetings reflected Islington's dedication to sustainability, circular economy practices, and green job creation. The council explored various avenues, including housing retrofitting, green transport, and urban agriculture, all aimed at reducing environmental impact while enhancing the well-being of its residents.

3. 22nd July 2022 meeting – Circular Economy

3.1 This meeting considered an introductory presentation from the Head of the Net Zero Carbon Programme and Corporate Director for Environment focused on the council's Circular Economy Action Plan. The Committee noted that a circular economy is an alternative to a linear 'take, make, dispose' economy and is based on three principles: eliminate waste and pollution, circulate products and materials, and regenerate nature. The Committee considered the circular economy model and examples of interventions at each point in the cycle:

1. Rethink and reduce e.g. Library of things
2. Redesign e.g. New homes design guide
3. Repair & remanufacture e.g. Repair cafes
4. Reuse e.g. Dress for success
5. Recycle e.g. Bulky item recycling
6. Recover e.g. Energy from waste (last resort)

3.2 The council's Circular Economy Action Plan was developed to explore possibilities for developing a circular economy in Islington, and sets out how the council will apply circular economy principles to its policies and strategies, alongside a number of actions. Actions detailed in the plan included the following:

We have	We will
Included circular economy requirements and KPIs focusing on refurbishment, flexibility of use, and recycling of waste material in the New Homes Guide.	Manage council assets based on longevity and flexible use, community benefit and sustainable refurbishment where required.
Retrofitted our first refuse collection vehicle, with a second on order	Retrofit 8 refuse collection vehicles over two years
Provide support for car clubs and cargo bikes	Reduce our overall fleet size, move to electric and retrofit where possible.
Reuse material in our road maintenance programme	Work with partners to raise awareness of the circular economy and share best practice
Delivered Bunhill 2 heat and power networks and are developing greenSCIES	Celebrate circular economy achievements at our islington sustainability awards
Delivered various reuse and waste minimisation initiatives	Investigate reusing more material more locally from our reuse and recycling centre
Managed digital infrastructure on circular economy principles (cloud services, leasing, reuse)	Investigate supporting more library of things, marketplaces and other sharing initiatives
Opened our first library of things	Support repair services directly and through communications and improving access and visibility
Required circular economy statements for large planning applications	Incorporate circular economy principles in a new food strategy
Launched a circular economy grant scheme for SMEs	Develop a progressive procurement policy to include specific circular economy requirements such as 'products as services'.
	The inclusive economy team will support SMEs aiming to be more 'circular'

3.3 Officers advised that next steps would include developing new initiatives, raising awareness of circular economy principles both internally and externally, and monitoring progress.

Performance indicators were in development. It was advised that a new and updated Circular Economy Action Plan would be published by April 2024.

- 3.4 Officers had carried out some benchmarking and advised that Islington's carbon footprint was not an outlier in comparison to other London Boroughs, and was smaller than many due to Islington being a relatively smaller borough in terms of size and population.
- 3.5 Members questioned officers on how circular economy principles could be developed further. It was advised that the Waste Team were looking to grow the 'Library of Things' project, with more items and more hubs across the borough, however the council would need to consider cost and affordability. It was also noted that work was underway to understand the feasibility of developing more heat networks, and officers were considering how to engage more with schools to support them in lowering their carbon footprint.

4. 6th September 2022 meeting – Green Jobs and Planning

- 4.1 This session was used to provide an overview of the green economy and planning and the future plans for how to embed the circular economy initiatives into council work.
- 4.2 The Director of Planning, Director of Inclusive Economy and Jobs, and Executive Member for Inclusive Economy and Jobs was present for discussion of this item and made a presentation to the Committee.
- 4.3 A green economy will reduce environmental risks and ecological scarcities. It aims for long term development that is environmentally friendly while also promoting health, wealth, and well-being for all people. In London, the number of green jobs is expected to grow rapidly in the coming years, to 335,000 by 2030 and 732,000 by 2050.
- 4.4 The Committee considered the emerging vision for Islington's Green Economy. Objectives would include maximizing the opportunities associated with a new green economy, ensuring the local labour market is appropriately skilled and resilient, and local people are able to access secure and well paid sustainable jobs. Early actions included partnering with the Mayoral Green Construction Skills Academy, working with Housing Repairs to develop a pipeline of local employment opportunities in retrofitting, considering opportunities to ensure green practices in demolition and construction through Section 106 agreements, and supporting a number of initiatives working with local businesses to around greening highstreets.
- 4.5 The following actions were highlighted in the discussion:
- The council will embed green/circular economy initiatives into our Local Economy Strategies across the borough, ensuring it is effectively promoted and local people and business can benefit at a local level.
 - The council will develop the specification for a 'net zero' and circular economy focused affordable workspace.
 - The council will develop Green Social Value guidance including circular economy asks for integration into council commissioning and procurement processes.
 - The council will encourage potential suppliers to work together with us on achieving best practice and innovation in the application of circular economy in achieving social value.

- The council will identify where procurement of targeted high spends and high embedded carbon items can be focused on circular economy principles, such as leasing rather than purchasing.
- The council will promote green practices as part of the implementation of the Chapel Market regeneration programme e.g. food waste; circular economy products; sustainable deliveries.
- The council will convene a meeting with CITB to hear directly from construction industry on challenges faced, and what council/s can do to help.
- The council will work with Corporate HR and trades unions to promote the benefits of upskilling and keeping abreast of new green skills.
- The council will develop business case to fund programme similar to ReLondon and circular economy to empower Islington residents and businesses to adopt circular economy practices, targeting under-represented entrepreneurs.
- The council will continue to work with Islington Sustainability Network (formerly ISEP) to raise awareness of the circular economy, to share best practice from around Islington and to increase membership amongst the Islington business community.
- The council will create a joint skills plan with local education and skills providers to outline the opportunities and gaps in green skills and jobs and identify the different needs of various sectors in the borough and recommend tailored approaches to strengthening green skills and jobs in these areas.

4.6 The Committee also received questions and comments from the public and members of the committee.

- On the anchor institutions the council are currently working with, organisations like Arsenal Football Club, Whittington Hospital and local colleges play a large role in the circular economy and have the biggest potential to make the biggest difference. A task and finish group of these institutions has been set up to look at Net Zero Carbon.
- On adult education, the council is offering many courses, via our partners in education, that are within the circular economy that can skill up adults looking to take on new vocations. Courses like bicycle repair and textiles are important, but also courses on English as a second language can be vital for community wealth building.
- On working with larger employers based within Islington, the council is doing a lot of work to educate residents on how to pass on the plastic waste back to the business. This has worked well with the local markets in Islington, where residents are using more paper bags or reusable items and these initiatives should be levelled up to larger businesses.
- On reusing building materials on brownfield sites, this will vary from site to site, based on what the is agreed for the materials for sites. But often, applications need to state what materials they are using, and the impact on the environment. Currently lots of sites are not just reusing materials, but reuse parts of the old structure, and incorporate it into the new design.
- On the Holloway Prison development, it is a council agreement to use residents and local supply chains for developments, but the Holloway Prison development has specific arrangements to ensure that local businesses are also involved in the events space on the site.

5. 3rd October 2022 meeting – Council Housing and Buildings

- 5.1 The Committee received a presentation from the Director of Housing and Property Services, outlining the scrutiny review of council buildings and homes and how these can provide green jobs and embed circular economy practices in the processes of providing council buildings and homes.
- 5.2 The Council was working to deliver a new build scheme to Passivhaus level performance and intended to incorporate this methodology and best practice into the new build programme. Officers would also work with housing associations, landlords, tenants and owner occupiers to increase awareness of the energy efficiency measures available. The council also planned to replace gas boilers in council buildings with low carbon energy heating sources or connections to heat networks, and improve energy efficiency through insulation, solar technology, and lighting replacements.
- 5.3 It was highlighted that it was difficult to embed circular economy principles into this workstream due to quality standards, however officers were reviewing opportunities for reuse and recycling through the new build scheme and capital works. The council would also seek to reduce carbon emissions in construction work and include circular economy principles in procurement.
- 5.4 The following key points were made in the discussion:
- There was a need to seek funding to support the delivery of green jobs. Three grants had been applied for to date and any opportunity that arises to apply for a grant or bid was taken.
 - There were schemes looking at heat networks across the board, including cross borough boundary heat networks. Officers advised there was a collaborative project currently with all North London boroughs to see if it was possible to connect heat networks using the NLWA. There had also been talks with the Department for Business, Energy, and Industrial Strategy and the GLA to support funding.
 - There were not currently plans to offer grants to landlords for retrofitting schemes but the council could signpost available government grants and launch an accredited supply list of local traders and builders.
 - All council properties were being considered for retrofitting and feasibility studies were being undertaken.

6. 10th November 2022 – Natural Environment workstream

- 6.1 The Committee received a presentation on the Natural Environment from the Head of Greenspace and Leisure Services and in particular how it fits into the Circular Economy and Green Jobs.
- 6.2 Key points raised in the presentation and discussion included:
- The Council aims to develop and deliver a programme to support greening initiatives across the borough, and this would include delivering in line with the Vision 2030 Strategy and Biodiversity Action Plan.
 - The Council has delivered the Islington Greener Together Programme with some first schemes evident on the ground and council is now aiming to deliver its tree planting programme. The Greener Together programme will also include

delivering projects with Housing and Highways and development of a pocket park framework.

- With regards to tree canopy cover, the Council will increase tree planting and there are plans to combat drought impact through adaptations.
- To support biodiversity and engagement with nature, the council aims to increase food growing in communities and promote the benefits of green spaces.
- Officers highlighted a number of Green Space targets which include a 26% canopy cover by 2025, and 27% by 2030 which is quite high comparable to neighbouring authorities considering the borough's size and dense nature of the borough. The council aims to replace every tree lost by delivering an overall net gain of at least 600 trees every year by 2026 and provide 1000sqm of new green space by 2026.
- The Committee welcomed achievements in this area, including 38 approved Greener Together projects, the receipt of external funding to accelerate urban greening, the planting of 701 trees in 2021/22, and grant funding for a Tree Officer post has been received to engage with residents on identifying locations for trees and therefore increasing the capacity of the team. A tree donation process would also be launched with Trees for Streets.
- The Council had exceeded its target of 250m squared additional habitat space for wildlife in parks and 13,000 volunteer hours in parks. It was commented that the volunteer sessions allowed young people to engage with nature. Other projects to support biodiversity included Islington in Bloom, the Islam Nature Walk, and the Big Cities Butterfly Workshop.
- Risks to the Greener Together programme included a lack of capacity for consistent engagement with communities and inability to build trust and lack of potential maintenance budget sources for new green infrastructure.
- Risks identified within the Park Services included the potential lack of support from the local community to leave areas of green space wild so as to improve biodiversity. It was also commented that there is a lack of maintenance capacity for new green infrastructure which needs to be addressed.
- Risks within the Tree Service include seeking funds to buy, plant and maintain the number of trees required for the canopy cover and tree number targets and also finding enough space to plant the additional trees on public land.
- The service is embedding circular economy principles by working with community partners and Friends Of groups to create more food growing opportunities in our parks, estates and in peoples own gardens.
- Although all green waste collected in the borough is recycled and used to create compost, the service is looking to develop more local compost facilities. The service has moved away from traditional bedding displays to a model of reusable plans. in addition, The Service has been able to decarbonise its fleet of vehicles for example by moving away from diesel machinery to electric controlled units. The Service also promotes urban cultivate project creating new clusters of space for urban agriculture using left over open space.
- In terms of green jobs and upskilled green workforce, the committee was advised of its apprenticeship scheme that created a pipeline for new staff. The service currently had 8 apprentices.
- The Council is also developing new green skill jobs such as solar panel installers, heat pump specialists and renewable energy engineers by working in partnership with the Parks for London Green Skills Hub to develop employment pathways and training programmes to meet the current and future needs of the industry.

- Officers commented that the upskilling of local residents and the workforce was vital. There was a shortage of the skills needed to perform new green jobs, and there needed to be clear pathways into the industry for young people.
- The service was considering using social value in procurement to deliver upskilling initiatives, including providing volunteering opportunities for local people where they will begin to learn new skills.
- The reduction in pesticide use across the borough was reiterated. In general, glyphosate was no longer used in Islington parks and open spaces and only used in limited places to treat invasive species such as Japanese Knotweed.
- On the issue of composting, the meeting was informed that presently this material is processed out of the borough. It was thought that composting locally would be preferential, however more would need to be done to support this in housing estates and gardens.
- A member reiterated the need for Council to promote its greening projects and opportunities to engage with the natural environment.
- It was suggested that there may be an inadequate number of green champions for the 38 projects in place. In response, it was stated that the ambition was to have more champions with future schemes.

7. 23rd January 2023 meeting –Transport Workstream

- 7.1 The Committee received a presentation from the Team Leader for Transport Planning, explaining how the service can embed the circular economy into their workstreams.
- 7.2 The following main points were noted in the discussion:
- In compact cities, the effective local transport of people, products and materials was central to a circular economy, enabling local goods and material flows. This in turn supported smaller scale transport options for goods and effective local public transport options, reducing energy and resource consumption and greenhouse gas emissions and improving local air quality.
 - Islington’s transport networks made a significant contribution to the borough’s CO2 emissions (116,000 tonnes in 2019) contributing towards climate change. The elimination of transport related emissions would support the achievement of the Council’s goal of tackling climate change by achieving net zero carbon emissions in Islington by 2030.
 - People targets and initiatives: to achieve 90% of all trips being taken by active and sustainable transport, a 4.6% reduction in private car ownership, a 9.2% increase in trips by public transport, and 93% of residents to live within 400m of the strategic cycle network.
 - Goods targets and initiatives: to achieve a 10% reduction in freight traffic in the morning peak-time.
 - Materials and procurement: Reuse of materials, adopt a progressive procurement approach for investment into the public transport system to support local supply chains and leverage maximum social value.
 - Last Mile Deliveries: Identify micro distribution hubs to provide space for local couriers for last mile deliveries; Promoting cargo bikes as a first choice alternative to vans for last mile deliveries; Increase Out of Home delivery options including parcel lockers.
 - The Council wanted to enable employment growth and increased economic activity within the borough. It was, however, recognised that an economic

development model built on perpetual growth presents significant challenges to the Council's Net Zero Carbon 2030 commitment and to the borough's transport system. The Council wanted to meet the twin challenges of building a fairer Islington and tackling climate change by building a green economy that will provide green, low carbon jobs, including the transport sector.

- Officers responded to concerns over e-bikes and cycle hire providers; explaining that the Council was trying to work with the providers to mitigate issues such as dumping of the bikes and irresponsible use. As well as looking at a pricing structure for these in which there would be an update in due course. The Executive Member also explained that these types of bikes were a very well used service, but the concerns raised were very valid.
- Questions arose over the use of parcel lockers, including not wanting these to be at the expense of pavement space or an unused service. Councillors suggested that these should be installed in places where there was business interest or public buildings such as libraries, which could produce an income stream. Officers explained that concerns were already raised over loss of highway space and accessibility issues surrounding parcel lockers, but these would be placed in areas they were needed and did not cause a nuisance.
- Officers reiterated that driving had a huge impact on the environment, and therefore, the promotion of active travel and creating a physical environment was important in making the use of motor vehicles less attractive. Officers further explained that they were developing an action plan on active travel to consider how unused parking spaces could be used.
- Councillors had concerns over the use of bike hangars. Officers explained there had been increased delivery of bike hangars which came with increased operational challenges. Software was being developed to aid this management to make it more seamless and if anyone saw an empty or unused bike hangar to contact them.
- Councillors explained their concerns over the last mile initiative and how this could cause increased noise pollution and only non-motorised vehicles should be used for this such as McDonalds use of only bikes for deliveries locally as moped users had increasingly become irresponsible. In response officers explained that in Hackney the Amazon micro distribution hub used the building they already had so this had not created further noise pollution but would investigate the impact of these on residents. They were also trying to tackle bad behaviour of mopeds and that McDonalds exclusively using push bikes for deliveries had been successful.
- The Executive Member for Environment, Air Quality and Transport explained that the Council was trying to encourage research into the use of cargo bikes, which could hold up to 100kg, all over London.

8. 23rd January 2023 meeting – Evidence from Dr Daniel Evans on the Urban Agriculture Project

- 8.1 This was an opportunity for committee members to receive an update from Dr Evans on urban agriculture and how this encourages residents to cultivate their own food/crops in urban areas to create a more sustainable and circular food supply chain.
- 8.2 The following points were raised in the presentation:

- The aim of the project was to integrate environmental, spatial, and social characteristics of a cluster of underutilized city spaces to determine how best to use these to support a local, circular, and sustainable food supply chain.
- In Islington the project focused on was Octopus Community Plant Nursery, Hollins and McCall Estate, Tufnell Park Road as this was an underutilised space.
- The project aimed to map clusters of under-utilized sites at the 'ward' scale; to collect environmental, spatial and social information from each site; to build a model whereby this data was used to optimize and assign different food supply chain functions to each site, from composting and germinating seedlings to cultivation and food exchange and to build a user-friendly dashboard so that anyone (e.g. urban land planners) can input information about a cluster of sites and see the most optimum uses for each one.
- This was a heavily community-based project so as well as computing what was technically possible (with regards to Environmental and/or Spatial variables) the Dashboard results could have been weighted to account for preferences of the community, for example not wanting to use sites for composting.
- Councillors asked for further explanation on community engagement and expansion. Dr Evans explained that while the project ended in March, they had been keen to remain in Islington and expand the methods used to be able to update with new areas that may open.
- He also explained that it was important to the project to engage with all stakeholders and those that live around the area. They also wanted to do a series of pop-up workshops, so the community had been engaged at all stages. They had also been looking to find further funding to continue the project beyond March. As part of the project, they aim to provide the community with useful and proper information such as how to compost properly to catalyse interest and conversation surrounding this.
- The project would also improve biodiversity in the area as taking underutilised areas for growing means a 100% increase in biodiversity and through food initiatives this will engage the community in other aspects such as net zero carbon.
- One important aspect of the project was that the team had created the dashboard so that anyone after can use it. It could be updated continuously and was easy to use.

9. 25th January 2023 – Working Group focussing on retrofitting and insulating council homes

9.1 The Committee held an informal working group and received presentations from Elaine Trimble from Cally Energy and Professor Linda Clarke from the University of Westminster. The working group focused on how to reduce energy costs in council buildings and how the Council the process of retrofitting more sustainable and circular to help Islington residents.

9.2 Cally Energy - *presentation by Elaine Trimble.*

The Aim of Cally Energy was to crowdsource funding for solar PV cells for two local sites: Cally Pool, with an estimated saving of 11 tonnes of CO2 per year, and Thornhill Primary, with an estimated saving of 9 tonnes of CO2 per year.

The following key points were raised in the discussion:

- Cally Energy was created by a group of residents that wanted to create positive energy change and engage residents in a not-for-profit venture. There were currently around 50 members.
- Challenges faced included developing relationships within the council, finding suitable sites, concerns over end ownership of PV cells, and how to make sure residents' benefit from their programmes. As energy payments are equalised across the borough in an effort to be fair, it means that residents who have an array on their building would not financially benefit in terms of a cost reduction. The win will be in the community energy neighbourhood fund, but that requires finding roofs of sufficient size.

9.3 **Retrofitting Presentation from Professor Linda Clarke**

The presentation highlighted the need for expertise in implementing retrofitting schemes. There was a skills shortage, a recruitment crisis, and a fractured market. It was thought that transformation of the labour process was required through better recognised training programmes, revised qualification profiles, and better opportunities for career progression. Local authorities had a role to play in promoting good practice through the maintenance of their social housing stock, their procurement activity and relationships with contractors, and their direct employment of staff.

Retrofitting was imperative for addressing climate change, would help with the energy and cost of living crises, and would help to tackle fuel poverty. It was suggested that establishing an Islington Retrofitting taskforce and DLO would be options for further developing local retrofitting activity.

Officers explained how the Council is supporting retrofitting in the borough and summarised the challenges, including the available budgets, an old and inefficient housing stock, the requirement to seek planning permission for changes, and the inability to make internal changes to leasehold properties. The council supported the training and development of staff and officers noted the significant investment needed to develop new training programmes.

10. **20th February 2023 – Scrutiny Review Concluding Discussion.**

9.1 The Committee were invited to discuss their thoughts and conclusions on the scrutiny review, with a view for the draft recommendations to be brought to the March Meeting.

9.2 The following key points were raised in the discussion:

- A campaign to national government on the climate emergency was needed urgently.
- Looking at best ways to deal with residual waste, through incineration or other means, it needed to be the most environmentally friendly option. There needed to be government intervention to reduce single use plastic usage which would drastically reduce waste produced that needed to be incinerated.
- An expansion on retrofitting and further training for officers in house, to help reduce costs and produce more green jobs.

- Working with community energy schemes with a view in the future to possibly buy council owned solar panels.
- Councillors were asked to send any further thoughts to the Chair.

11. Conclusion

- 11.1 In conclusion, Islington's ongoing commitment to sustainable practices and the circular economy demonstrates its proactive approach to addressing pressing environmental challenges. Through a series of well-informed meetings, the council has laid out a comprehensive roadmap for integrating green initiatives, fostering innovation, and encouraging social responsibility within the borough. These discussions reflect an earnest desire to create a more environmentally friendly and economically robust community.
- 11.2 Furthermore, the emphasis on upskilling the local workforce and promoting green jobs underscores the council's dedication to building a greener, more sustainable economy that benefits its residents and businesses alike. Islington's efforts in greening initiatives, biodiversity enhancement, and sustainable transport align with a broader vision of creating a healthier, more resilient urban environment.
- 11.3 As Islington continues to push for change and sustainability, it sets an example for other communities looking to address climate change and environmental risks while simultaneously building a thriving circular economy that benefits both present and future generations.
- 11.4 The Committee would like to thank witnesses that gave evidence in relation to the scrutiny review. The Executive is asked to endorse the Committee's recommendations.

MEMBERSHIP OF THE ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE 2022/23

Councillors:

Councillor Tricia Clarke (Chair)
Councillor Gary Heather (Vice-Chair)
Councillor Angelo Weekes
Councillor Claire Zammit
Councillor Clare Jeapes
Councillor Ernestas Jegorovas-Armstrong
Councillor Fin Craig
Councillor Mick Gilgunn
Councillor Ruth Hayes

Substitute Members:

Councillor Caroline Russell
Councillor Jason Jackson
Councillor Praful Nargund

Other Councillors:

Councillor Bell-Bradford
Councillor Champion
Councillor Khondoker

Officer Support:

Emma Taylor and Thomas French – Democratic Services
Andrew Bedford - Head of Greenspace and Leisure;
Caroline Wilson – Director of Inclusive Economy and Jobs
David Hardiman – Assistant Director Communications
Eshwyn Prabhu - Interim Head of Strategic Transport;
Hayley Sims – Strategic Lead for Policy and Equality
James Wilson – Energy Sustainability & Consulting Manager
Karen Sullivan – Director of Planning
Kaya Chatterji – Head of Local Economies
Keith Townsend – Corporate Director for Environment and Regeneration
Lynn Stratton – Communications
Martijn Cooijmans - Director of Climate Change and Transport;
Matthew Homer – Street Scene Strategy Manager
Matt West – Director of Housing and Property Services
Richard Gill – Energy Projects & Programmes Officer
Richard Martin – Net Zero Carbon Strategic Business Manager
Ronan Murray – Net Zero Carbon Officer
Sakiba Gurda – Head of Planning Policy
Sarah Hitchcock – Head of Net Zero Carbon
Will Umney – Team Leader Transport Planning

SCRUTINY INITIATION DOCUMENT (SID)
Title of review: Net Zero Carbon 2030- Circular Economy
Scrutiny Committee: Environment and Regeneration
Director leading the review: Keith Townsend, Corporate Director - Environment
Lead officers: Sarah Hitchcock, Head of Net Zero Carbon Programme
<p>Overall aim of the review:</p> <p>To review how the Council is taking the lead on encouraging sustainable development, developing policies to encourage sustainable economic development, and working to identify ways to support a circular economy in our borough with residents and businesses, to help achieve this goal. The review will look at the five Rs, Refuse, Reduce, Reuse, Recycle and Repair.</p>
<p>Objectives of the review:</p> <ul style="list-style-type: none"> • Understand the impact the Circular Economy Action Plan is having on the Net Zero Carbon 2030 goal. • To examine what members, residents and local businesses can do to support a Circular Economy in Islington, and to review how this can be best communicated • To make suggestions to feed into the upcoming Circular Economy Action Plan • To assess the impact of the council's development and economic development policies to ensure they are championing sustainable approaches • To consider how all council services can contribute to the circular economy
<p>How does this review contribute to the Council's priorities?</p> <p>This review will consider how a Circular Economy can help to achieve to the Council's Net Zero Carbon goal and therefore is linked to the priority 'We work together to create a cleaner, greener, healthier borough'.</p>
<p>Scope of the review and evidence to be received:</p> <p>The review will focus on...</p> <ol style="list-style-type: none"> 1. How the Local Plan, the way we build Council homes and the way we manage our own buildings can all support a circular economy. 2. How the effective local transport of people, products and materials is central to a circular economy, enabling local goods and material flows. 3. How a circular economy can bring a range of economic benefits, from improved resource security at a larger scale, through to new economic and employment opportunities at the local scale. <p>How circular economy approaches are promoted, and how to effectively work in partnership with residents and local businesses on this issue.</p>

The Committee will receive the following evidence:

1. Meeting 1 - 6 September 2022
 - Green Economy and Planning
 - Menstrual Waste- One off scrutiny report and Speaker
2. Meeting 2 – 3 October 2022
 - Council Buildings and Homes
3. Meeting 3 – 10 November 2022
 - Natural Environment
 - Urban Cultivate- External Speaker
4. Meeting 4 - 23 January 2023
 - Transport
 - The Last Mile- External Speaker

There will be three informal working group meetings covering the following topics:

1. Energy purchasing October 2022
2. Energy advice January 2023
3. Open topic on Renewable Power for London TBC March 2023

Review timetable (list specific meeting dates if possible)

1. SID to be agreed: 21/06/22
2. Witness evidence to be received: 06/09/22 – 23/01/23
3. Draft report to be considered: 20/02/23
4. Final report to be approved: 27/03/23
5. Report to be submitted to Executive: July 2023 (Date TBC)
6. Provisional date for Executive response: October 2023 (Date TBC)
7. Provisional date for 12 month update report back to the Committee: September 2024 (Date TBC)

Additional information:

In carrying out the review the committee will consider equalities implications and resident impacts identified by witnesses. The Executive is required to have due regard to these, and any other relevant implications, when responding to the review recommendations.

This page is intentionally left blank

Environment & Climate Change
Islington Town Hall
Upper Street, N1 2UD

Report of: Executive Member for Environment, Air Quality and Transport

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Procurement Strategy for Council Energy Contracts

1. Synopsis

- 1.1. The Council procures electricity and gas for its own buildings, landlord supplies in its housing portfolio and on behalf of clients including leisure centres and schools. The Council's current energy supply agreements end on 31 March 2025. New supply agreements need to be in place at least six months before the end of the current agreement to allow sufficient forward purchasing to be implemented.
- 1.2. It is proposed that the Council competitively procures a two-year contract with a Public Buying Organisation (PBO) with a possible extension of a further two years. This provides an opportunity to assess energy market stability in the medium-term future, at which point the Council can reassess which procurement method is most advantageous. The PBO will be chosen based on financial, operational and social value criteria. This will include a requirement to allow the council to purchase renewable electricity to meet the council's Vision 2030 commitment.

2. Recommendations

- 2.1. To approve this procurement strategy to appoint a Public Buying Organisation (PBO) under a competitive process to procure the Council's electricity and gas supply contracts for the period 1 April 2025 to 31 March 2027, with an option to extend these contracts by a further two years to 31 March 2029.
- 2.2. To delegate authority to the relevant Corporate Director, following consultation with the Corporate Director of Resources and the Executive Member for Environment, Air

Quality and Transport, to sign an access agreement and award energy contracts through a PBO chosen by the methodology set out in this strategy.

3. Background

3.1. Nature of the service

- 3.1.1. The Council is required to procure electricity and gas for its own portfolio, including Council buildings, streetlighting and landlord supplies for its housing. It also purchases electricity and gas for the Council's leisure centres managed by Greenwich Leisure Limited (GLL), as well as most primary schools and some academies.
- 3.1.2. The Council purchased energy in-house since the deregulation of energy markets in the 1990s until the end of 2022/23. The Council tendered for energy supply contracts for four-year periods, which were awarded based on the profit margin of suppliers. In 2019 the Council awarded four-year electricity and gas supply contracts.
- 3.1.3. These contracts were not for energy at a fixed price (such contracts are advised against by Government guidance due to the risk of being tied into high prices for a long period). Instead, Council officers made trades on the electricity and gas commodity markets through the selected suppliers to purchase the volume of electricity and gas required each year.
- 3.1.4. Typically each year's volume was purchased in a single trade. Officers monitored the energy markets with the aim of making trades during dips in prices. In the relatively stable energy market that has existed since deregulation, this strategy worked well. The Council was able to obtain prices lower than Public Buying Organisations (PBO) (who have larger portfolios that cannot be purchased in a single trade).
- 3.1.5. Significant increases in energy market volatility following the threat and subsequent invasion of Ukraine meant that the strategy of waiting for dips in the market price was not practical and increasingly risky. During August 2022, commodity prices reached well over ten times the level the Council traded at for 2021/22.
- 3.1.6. To mitigate the risk caused by exposure to the commodity market, the Council terminated its existing supply contracts by mutual consent and entered into a two-year agreement with the LASER PBO, primarily to access better prices for 2023/24.
- 3.1.7. The long-term impact on market prices from the Ukraine war and Russian gas supply changes remains uncertain. While energy prices have dropped since the peak in summer 2022, they have not returned to pre-crisis levels. A further escalation of the conflict, involving more countries, could see prices spike again to the levels seen in 2022. In addition, Russian gas supplies were replaced by Liquefied Natural Gas (LNG), which can be extremely price volatile, with cargoes going to the highest bidder and although European gas storage levels are currently high, the UK only has a small

gas storage capacity and is reliant on both LNG and gas from Norway and Europe via interconnectors.

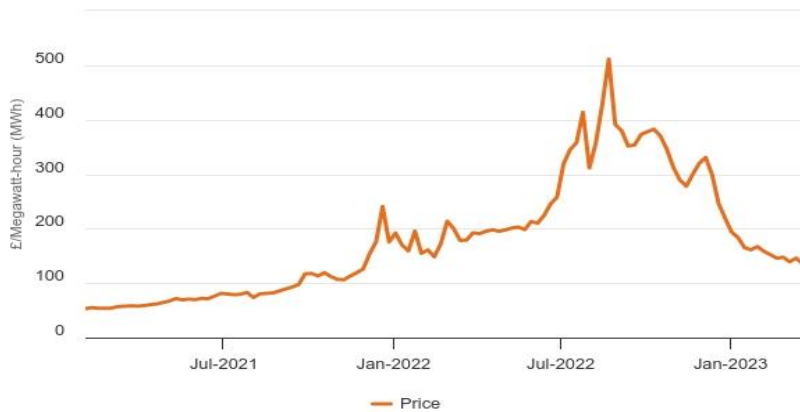
- 3.1.8. Any energy procurement strategy also needs to take into account the Council's Vision 2030 net zero ambition, which includes a commitment to procuring 100% renewable electricity. The Council is currently doing this by using a renewable tariff through its electricity supplier, which is backed by Renewable Energy Guarantees of Origin (REGO) certificates that certify the power has come from renewable sources. Another option is to purchase a proportion of the Council's electricity directly from the operator of a renewable generation facility through a Power Purchase Agreement (PPA).
- 3.1.9. REGOs are traded as a separate commodity and therefore have a price risk dependent on demand. At present, prices of REGOs are rising significantly. In the Council's previous electricity supply contract starting in 2020, the Council paid 0.08p/kWh for REGOs; in 2023/24 it is paying over 1p/kWh. However, the green credentials of REGOs have been questioned and there is a risk that they could lose their renewable status from a carbon reporting perspective at some point in the future.
- 3.1.10. Power Purchase Agreements are typically long-term (10-15 years) and it can take several years before electricity is delivered, especially if the renewable asset (solar farm or wind farm) is a new build rather than an existing one. They provide electricity at a set price (usually adjusted for inflation), eliminating the risks attached to the energy markets in terms of price volatility. However, determining what is the right price to set in the first instance is problematic, as setting the price too high means being tied into that price for a long period. PPAs also only cover part of the electricity needs of an organisation, as there would be periods of low or zero generation. As a result, the Council would still need a standard electricity supply contract (backed by REGOs) to cover its remaining electricity needs.
- 3.1.11. The Council is involved in the London-wide Renewable Power for London programme, which is looking at creating a collaborative PPA for London boroughs. Investing in a new build renewable asset is considered the greenest option but can take several years before any electricity is generated. There are also issues with planning and grid connectivity which can pose additional risks which could prevent or delay the plant being built.
- 3.1.12. A Section 20 Leaseholder Consultation exercise will need to be undertaken with relevant leaseholders once the route to procurement is agreed, as required by the applicable legislation. As the cost of energy is not fixed and cannot be "approved" by leaseholders, once the first stage of the consultation is done, the Council will need to apply for dispensation from the First Tier Tribunal in relation to the carrying out of the second-stage consultation. Dispensation has been granted by the First Tier Tribunal on each of the previous energy tenders.

3.2. **Estimated value**

3.2.1. The Council currently procures 41 gigawatt hours of electricity and 107 gigawatt hours of gas annually across the Council and external client portfolio. The table below shows the breakdown of electricity and gas consumption in 2022/23:

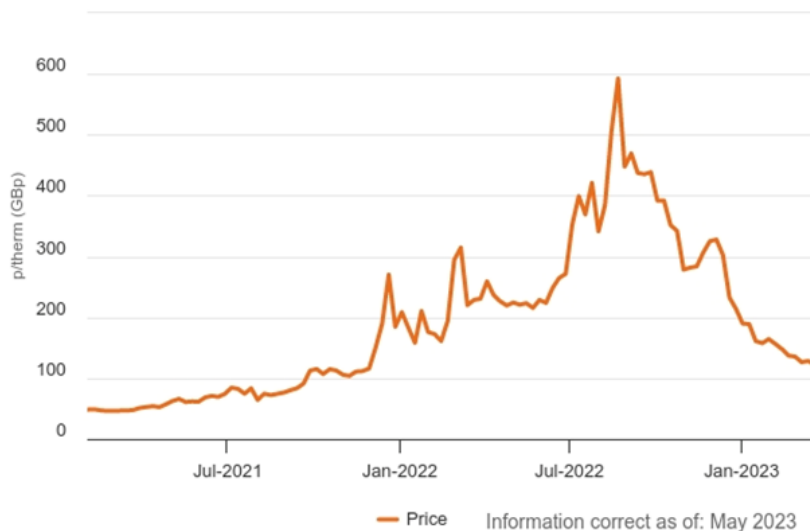
Energy consumption by portfolio		Electricity (GWh)	Gas (GWh)
Council	Housing	19.8	73.1
	Corporate buildings	7.8	11.4
	Streetlighting	3.1	N/A
	Total	30.7	84.5
External clients	Leisure centres	3.2	6.4
	Schools	4.8	11.7
	Academies/other	2.3	4
	Total	10.3	22.1
Total		41.0	106.6

Electricity Prices: Forward Delivery Contracts - Weekly Average (GB)



Information correct as of: May 2023

Gas Prices: Forward Delivery Contracts - Weekly Average (GB)



Information correct as of: May 2023

3.2.2. Estimating the potential value of the next set of energy supply contracts requires consideration of several factors, including:

- The extreme volatility of energy markets over the last 18 months
- Changing consumption with more electricity and less gas
- The impact of future regulatory changes, particularly the government's Review of Electricity Market Arrangements.
- Potential increases in non-commodity costs to pay for new infrastructure and replacing fossil fuel generation
- Changes in weather patterns, requiring more cooling in the summer months,
- Work programmes under the Net Zero Carbon strategy to reduce energy consumption
- Potential reduction in grid electricity needed if part of annual consumption is met by PPA

3.2.3. The Council's volume is expected to fluctuate with the changes in operations, particularly due to decarbonisation works (including fleet electrification and the electrification of heat) and changes in building portfolios (with new build housing blocks being added on a regular basis). The programmes of work to reduce energy consumption include increased insulation, more efficient controls and lighting products as well as a concerted campaign at all sites to reduce consumption through good housekeeping. The overall impact is likely to be an increase in electricity consumption and a decrease in gas consumption. Although electricity is more expensive than gas, most building decarbonisation projects are expected to result in a decrease in running costs to the sites due to the works reducing the total amount of energy consumed.

3.2.4. However, at present these impacts, particularly market volatility, are difficult to quantify. The removal of Russian gas from large parts of Europe has seen an increase in demand for LNG increasing its price volatility and decarbonisation programmes have increased the demand for electricity (to replace gas). Therefore a forecast of annual value of the contract is based on 2022/23 prices and volumes, as set out in the table below. It should be noted that these are not the prices originally traded - Central Government introduced the Energy Bill Relief Scheme which came into effect on 1 October 2022 which reduced the commodity cost element of gas and electricity to the support prices set by the scheme. This reduced the commodity element of the prices by around 30-40% from October 2022. With energy market prices now falling, current market intelligence indicates that actual prices obtained in the two-to-four-year period after 31 March 2024 will be lower.

Energy spend in 2022/23		Electricity cost	Gas cost	Total
Council	Housing	£6,977,000	£6,147,000	£13,124,000
	Corporate buildings	£2,770,000	£1,098,000	£3,868,000
	Streetlighting	£1,000,000	–	£1,000,000
	Total	£10,747,000	£7,245,000	£17,992,000
External clients	Leisure centres	£1,117,000	£569,000	£1,686,000
	Schools	£1,675,000	£1,134,000	£2,809,000
	Academies/other	£787,000	£355,000	£1,142,000
	Total	£3,579,000	£2,058,000	£5,637,000
Total	£14,326,000	£9,303,000	£23,629,000	

3.2.5. The table below shows the potential total cost for two and four year periods at 2022/23 prices. The maximum expected value of a two-year contract would be £47.3m and the maximum expected value over four years would be £94.5m.

Potential spend at 2022/23 prices		Cost for two years		Total two-year cost	Total four-year cost
		Electricity	Gas		
Council	Housing	£13,954,000	£12,294,000	£26,248,000	£52,496,000
	Corp. buildings	£5,540,000	£2,196,000	£7,736,000	£15,472,000
	Streetlighting	£2,000,000	–	£2,000,000	£4,000,000
	Total	£21,494,000	£14,490,000	£35,984,000	£71,968,000
External clients	Leisure centres	£2,234,000	£1,138,000	£3,372,000	£6,744,000
	Schools	£3,350,000	£2,268,000	£5,618,000	£11,236,000
	Other	£1,574,000	£710,000	£2,284,000	£4,568,000
	Total	£7,158,000	£4,116,000	£11,274,000	£22,548,000
Total	£28,652,000	£18,606,000	£47,258,000	£94,516,000	

3.2.6. For reference, market prices at the end of June 2023 would give the cost outturn shown below, with a two-year contract value of £29.3m and a four-year contract value of £56.3m. Market prices in June 2023 and Green Book forecasts suggest prices will be lower in years three and four than in years one and two.

Potential spend at 30 June 2023 prices		Total cost in years 1 and 2			Total cost in yrs 3 and 4		Four-year total
		Electricity	Gas	Total	Electricity	Gas	
Council	Housing	£9,120,000	£7,182,000	£16,302,000	£8,450,000	£6,715,000	£31,467,000
	Corp. buildings	£3,648,000	£1,268,000	£4,916,000	£3,380,000	£1,185,000	£9,481,000
	Streetlighting	£1,262,000	–	£1,262,000	£1,170,000	–	£2,432,000
	Total	£14,030,000	£8,450,000	£22,480,000	£13,000,000	£7,900,000	£43,380,000
External clients	Leisure centres	£1,426,000	£619,000	£2,045,000	£1,271,000	£560,000	£3,876,000
	Schools	£2,162,000	£1,216,000	£3,378,000	£1,927,000	£1,100,000	£6,405,000
	Other	£1,012,000	£375,000	£1,387,000	£902,000	£340,000	£2,629,000
	Total	£4,600,000	£2,210,000	£6,810,000	£4,100,000	£2,000,000	£12,910,000
Total	£18,630,000	£10,660,000	£29,290,000	£17,100,000	£9,900,000	£56,290,000	

- 3.2.7. The Council's commitment to purchasing renewable energy is also likely to have an impact on the value of the contract. If the Council chooses to sign up to a Power Purchase Agreement through Renewable Power for London, this will significantly reduce the volume of electricity purchased through the Council's main electricity supply contract, reducing its value proportionately. The PPA could be "sleeved" into future contracts by ensuring it is included in the Terms and Conditions.
- 3.2.8. The price of renewable energy tariffs backed by REGOs has increased significantly in recent years and for 2023/24 REGOs cost 1.04p/kWh. Switching all electricity portfolios to REGO-backed renewable tariffs will have an impact on the value of the electricity contract.
- 3.3. **Options appraisal**
- 3.3.1. Four options have been considered for this procurement. The two main options were purchasing through a PBO and in-house purchasing. Two alternative options, joining the London Energy Partnership or using a third-party intermediary have also been reviewed, but not recommended. All options considered would allow for signing up to a Power Purchase Agreement or purchasing 100% renewable electricity.
- 3.3.2. Option 1: Use a PBO appointed after a competitive process
- 3.3.2.1. Public Buying Organisations (PBOs) have established frameworks for energy contracts for the public sector. They have call-off contracts with pre-tendered energy suppliers, who have been appointed following a procurement process compliant with the Public Contracts Regulations 2015 or PCR.
- 3.3.2.2. Using a PBO involves signing an access agreement with the PBO and call-off contracts with the gas and electric suppliers proposed by the PBO (some have multiple suppliers). The PBO carries out all trades with no input from the client and charges a fee. The Council then manages the billing process.
- 3.3.2.3. While it would be possible to directly appoint a PBO that had already complied with the PCR, each PBO is a service provider in its own right, putting in place the Council's energy contracts and being paid for this service. Therefore it is also proposed to subject this element to competition. The Council would choose a PBO based on pre-defined criteria which would include the prices achieved in previous years, fees that are charged and the ability to insert PPAs and the costs involved. Further detail on the proposed criteria is set out in section 3.6 below.
- 3.3.2.4. PBOs also have a number of procurement options the Council can choose from. The main three are:
- Purchase in advance (PIA): Where all volumes are purchased ahead of delivery to ensure a constant price throughout the delivery year. This gives certainty of the costs at the start of the year, allowing for budget setting to take place.

However, it risks missing out on dips in prices during the year, particularly during post-crisis periods when price trends will be largely downwards for an extended periods.

- Locked baskets: Which specify a fixed period when trades will be made. This provides a level of price certainty at the points when the trades are fixed. However, the main risk is that market prices are high during those fixed periods.
- Variable option: Where the PBO buys throughout the year based on their risk strategy. This allows access to dips in the market. However, should prices rise steeply, PBOs will have price caps set which will determine at what maximum price they will buy electricity or gas.

3.3.2.5. There is no preferred option at this stage. As part of the procurement process, PBOs will be asked for historic prices for different baskets, which will determine the choice of basket.

3.3.2.6. Pros and cons of using a PBO include:

Pros	Cons
<ul style="list-style-type: none"> • Dedicated energy brokers with access to live pricing data • Public sector focus of PBOs - Use of governance panel and risk management strategy set by committee • Larger trading volumes (aggregated with other clients) offer more hedging opportunities • Shorter timetable for procurement • Alignment with energy purchasing strategy of other London boroughs 	<ul style="list-style-type: none"> • PBO fees (over £100,000) • Council has no control over trades or price • PBO has little performance incentive • Council has no control over supplier terms and conditions • Loss of rare in-house trading expertise if continue to outsource this function • Larger trading volumes reduces nimbleness to make most of dips in market • No multi-year buying ahead for most baskets • Non-negotiable Terms and Conditions may reduce Social Value options • Long timeline for adding new supplies (current SLA is 90 days) leaving sites on out-of-contract rates, which are usually significantly higher

3.3.3. Option 2: In-house purchasing:

3.3.3.1. As the PCR applies to energy purchas, reverting to in-house purchasing would mean the Council appoints electricity and gas suppliers via a full Find a Tender Service. The tender would be a two-stage process, with an initial Supplier Questionnaire (SQ) phase with pass/fail answers on mandatory requirements (such as being able to

supply green electricity), followed by an invitation-to-tender (ITT) stage with a full scoring process. In previous procurements suppliers were scored entirely on price (specifically, the profit margin element).

3.3.3.2. Once the supplier is appointed, the Energy Services team would be responsible for making trades to secure prices. In advance of the contracts with the energy suppliers commencing, a trading strategy would need to be developed, reviewed by an external specialist and then signed off by senior leadership. This would have clear setpoints for making trades for different periods and volumes.

3.3.3.3. Pros and cons of in-house purchasing include:

Pros	Cons
<ul style="list-style-type: none"> • No annual fees • Small volume means full year can be bought in single trade • SQ stage removes unsuitable suppliers • Can hedge for longer periods • Direct negotiation of terms and conditions with suppliers • Possibility of including social value in contract negotiations • In line with Council insourcing policy 	<ul style="list-style-type: none"> • Speed of response to market movements • Limited access to live energy data • Limited number of experienced traders with associated risk of delays in buying decisions • Council authorisation processes for purchasing decisions increases risk of delay in buying decisions • Longer tender process

3.3.4. Option 3: Join a PBO through the London Energy Partnership

3.3.4.1. There is a proposal to recreate the London Energy Partnership, under which a lead borough would sign up with a PBO with their own volumes of gas and electricity along with other participating boroughs (this was formerly undertaken by the London Energy Project until 2017/18 when it ceased).

3.3.4.2. This option was discounted as the proposal is not yet available with the added difficulty of coordinating timing across multiple boroughs whose existing contracts end at different times. The proposal also has little added value but would involve paying two lots of fees, to the lead borough and the selected PBO.

3.3.5. Option 4: Use a third-party intermediary

3.3.5.1. A third party intermediary (TPI) is a private sector version of a PBO. While a TPI may be able to offer more innovative trading options, they have less governance than PBOs and therefore are a higher risk option. As PBOs are aimed specifically at public sector organisations, TPIs are not considered an appropriate option.

3.3.6. Preferred option

3.3.6.1. Using a PBO is the preferred option at this point in time. This is primarily due to a desire to outsource the risk element of trading amid continuing (albeit reduced) volatility in the energy markets.

3.3.6.2. It is proposed that the PBO contract be for two years, with a possible two-year extension. This will enable the Council to reconsider its requirements in a rapidly changing energy environment, which includes changing consumption patterns due to decarbonisation works, potential regulatory changes indicated by central government, increasing non-commodity charges, the Council's Net Zero Carbon energy savings programme, the possibility of signing up to a PPA and the volatility of the energy markets.

3.3.6.3. A return to more stable energy markets would warrant reconsideration of returning to in-house purchasing with an agreed and adopted trading strategy, which has been proved to be the better option in stable market conditions. The performance of the appointed PBO will have a significant bearing on this consideration.

3.4. **Timetable**

3.4.1. The table below sets out the estimated timeline for this procurement:

Action	Dates
Executive approval of procurement strategy	30 November 2023
Section 20 leaseholder consultation and dispensation application	December 2023 to February 2024
Selection process for PBO	
Delegated decision	March 2024
Award of contracts to chosen PBO	
Trading window (for PBO)	Summer 2024 to March 2025

3.4.2. The above estimated timeline allows sufficient time to complete the procurement process for the PBO by the summer of 2024, which in turn allows the PBO a trading window of at least six months prior to the contracts starting in April 2025.

3.5. **Key considerations**

3.5.1. Social value will be a consideration of this contract. Two social value measures related to the ability to purchase renewable energy will be pass/fail criteria due to these being a requirement of the Council (due to the commitment made in Vision 2030). A set of questions on social value will be developed, which will ask PBOs what social value they can deliver in Islington. This could include providing funding for the SHINE fuel poverty service, contributing to fuel poverty and decarbonisation projects and/or providing employment, training or experience opportunities.

- 3.5.2. London Living Wage does not apply to this procurement. The Council's internal requirement for the applicability of London Living Wage is that the organisation being appointed "employ staff (other than an apprentice or intern) who provide a service for or on behalf of the Council involving two or more hours of work in any given day in a week, for eight or more consecutive weeks in a year on the Council's premises and/or property owned or occupied by the Council (including where the Council is a tenant and is provided building-related services through a lease); and/or land which the Council is responsible for maintaining or on which is it required to work". Employees of the PBO and electricity and gas suppliers to be appointed through this procurement will not be working on council premises or Council-owned or maintained land.
- 3.5.3. There are no TUPE, pensions or staffing implications from this procurement exercise.
- 3.5.4. As this procurement will involve purchasing electricity and gas for landlord supplies in the Council's housing portfolio, which has an impact on leaseholders, the Council must apply for Section 20 dispensation for the procurement process via the First Tier Tribunal as further explained in paragraph 3.1.12.
- 3.6. **Evaluation**
- 3.6.1. There are several PBOs that could be used to procure electricity and gas supply contracts, each of which have several "baskets" for energy supply contracts. These include:
- Crown Commercial Services (CCS)
 - Eastern Shires Purchasing Organisation (ESPO)
 - LASER – Incumbent provider
 - North East Purchasing Organisation (NEPO)
 - Yorkshire Purchasing Organisation (YPO)
- 3.6.2. CCS and LASER are based in the south-east region and serve the majority of London boroughs.
- 3.6.3. It is proposed that the PBO and the supplier/basket of that PBO be chosen based on scored responses to a questionnaire sent out to the potential providers. This would cover financial and quality (operational and social), with the following weighting:
- Financial – 60%
 - Quality – 20%
 - Social – 20%
- 3.6.4. The proposed questions PBOs will be asked are set out in the table below, including the proposed weighting. Some of the requirements are necessities and will be scored on a pass/fail basis. For example, the Council needs to have the ability to sign up to a Power Purchase Agreement to secure renewable electricity, purchase REGO-backed renewable electricity, we require consolidated invoices and we need access to a web portal for the bills.

Area	Question	Weighting
Financial	Trading performance of the PBO over last four years (average kWh commodity price achieved for electricity and gas each year for each supplier and basket)	40%
	Total annual fee based on Council's portfolio	20%
	Total	60%
Operational	Ability to do group consolidated billing for each supplier	Pass/fail
	Access to web portal for billing for each supplier	Pass/fail
	Billing methodology for each supplier	10%
	Time taken to add or remove sites from contract	10%
	Total	20%
Social	Ability to add PPA to contract for each supplier	Pass/fail
	Availability of REGOs	Pass/fail
	Social value offer	20%
	Total	20%
Total		100%

3.7. Business risks

- 3.7.1. Due to the extremely volatile energy markets over the past 18 months, all organisations have seen energy costs rise to unprecedented levels. The risks associated with future energy contracts are manifold. Using a PBO is designed to mitigate this risk as they have robust risk management strategies and dedicated brokers with access to up to the minute data.
- 3.7.2. However, using a PBO also has financial risks. The main one is that there are no incentives in PBO contracts for them to perform well and clients do not have any input into trading decisions. As PBOs purchase in large volumes, this can lead to trading taking place at whatever market rates are available to secure supplies rather than taking opportunities to beat the market by buying and selling on dips/spikes in prices.
- 3.7.3. Poor performance by a PBO carries additional financial risks to the Council and client organisations. Poor prices could lead to the Council's external clients seeking better deals elsewhere, which could result in them signing up to deals that are more attractive in the short-term but are more expensive in the longer term.
- 3.7.4. One of the Council's commitments in its Vision 2030 strategy is the procurement of 100% renewable electricity via REGOs' and potential PPA with a renewable generator. REGO's are a tradable commodity and as such are liable to prices fluctuations based on supply/demand fundamentals. There is also the risk that the PBO's appointed supplier cannot accommodate a PPA, which would prevent the Council joining a PPA to procure renewable energy.

- 3.7.5. The lack of control over the terms and conditions of suppliers has several operational risks. Due to the Council's huge portfolio (over 3,000 landlord electricity supplies), a supplier that cannot provide group billing and instead sends individual bills would create an overwhelming bill management workload. Billing methodology will be a scoring criteria.
- 3.7.6. Similarly, the time taken to add or remove sites from the contract is a financial risk. If it takes a long time to add a site, this means sites will remain on (much higher) out of contract rates for longer periods. This will also be a scoring criteria.

3.8. Other details

3.8.1. The Employment Relations Act 1999 (Blacklist) Regulations 2010 explicitly prohibit the compilation, use, sale or supply of blacklists containing details of trade union members and their activities. Following a motion to full Council on 26 March 2013, all tenderers will be required to complete an anti-blacklisting declaration. Where an organisation is unable to declare that they have never blacklisted, they will be required to evidence that they have 'self-cleansed'. The Council will not award a contract to organisations found guilty of blacklisting unless they have demonstrated 'self-cleansing' and taken adequate measures to remedy past actions and prevent re-occurrences.

3.8.2. The following relevant information is required to be specifically approved in accordance with rule 2.8 of the Procurement Rules:

Relevant information	Section in report
1. Nature of the service	See section 3.1
2. Estimated value	See section 3.2
3. Timetable	See section 3.4
4. Options appraisal for tender procedure including consideration of collaboration opportunities	See section 3.3
5. Consideration of: <ul style="list-style-type: none"> • Social benefit clauses; • London Living Wage; • Best value; • TUPE, pensions and other staffing implications 	See section 3.5
6. Award criteria	See section 3.6
7. Any business risks associated with entering the contract	See section 3.7
8. Any other relevant financial, legal or other considerations.	See section 4

4. Implications

4.1. Financial implications

4.1.1. It is the Council's responsibility to procure electricity and gas for its own portfolio, including Council buildings, streetlighting and landlord supplies for its housing. In addition, the Council also purchases electricity and gas for the Council's Leisure

Centres via Greenwich Leisure Limited (GLL) as well as most primary schools and some academies. To mitigate the risk caused by volatility in the energy market over the past 18 months, the Council terminated its previous supply contracts by mutual consent and entered into a two-year agreement with the LASER Public Buying Organisation (PBO), during financial year 2022/23. This report considers options to procure electricity and gas supply contracts for the period from 1 April 2025.

- 4.1.2. The electricity and gas for the Council's own non-domestic buildings and streetlighting is paid for directly by the general fund. Following the surge in energy prices during 2022/23, the general fund additional energy price impact has been covered from a supplementary corporate provision, now embedded in the medium-term financial strategy (MTFS) from 2023/24, based on and regularly reviewed against the latest energy estimates. This is over and above pre-existing directorate budgets.
- 4.1.3. The Housing landlord electricity and gas supplies are paid from the Housing Revenue Account. Electricity and gas bills for leisure centres, schools and academies are paid by the relevant services themselves with the Council procuring and managing the supply contracts on their behalf.
- 4.1.4. The rising energy prices over the period from 2022/23 are set out in this report, along with estimates of the potential total contract cost for two- and four-year periods (from 2025/26) at 2022/23 prices. The maximum estimated value of a two-year contract is stated in the report at £47.3m and the maximum expected value (at this very early stage) of a two-year contract extended for a further two years is stated at £94.5m.
- 4.1.5. Four options are presented in the paper namely (1) continuing with a PBO arrangement with sub-options, (2) reverting to an in-house process, (3) joining a PBO through the London Energy Partnership and (4) using a third-party intermediary (TPI), a private sector version of a PBO. Option 3 was discounted primarily as it is not yet available. In addition, financially, it would involve paying two lots of fees – to the lead borough and to the PBO - which would not represent good value for money on the face of it. Option 4 was discounted on the basis that it is more suited to private sector organisations and represents a higher risk from a governance and potentially value for money perspective.
- 4.1.6. Of the two viable options presented in the report, options (1) and (2), the PBO is in line with the procurement approach since 2022/23, with the argument that this is more appropriate given the continued volatility in the energy market, which remains albeit at a lower level of instability than 12-18 months ago. Financially, a PBO would appear to be the favourable option from a financial risk perspective as it outsources the trading risk and ensures that the Council gets prices that are largely no worse than other councils, many of which are also under PBO arrangements.

- 4.1.7. Within Option 1 there are three sub-options (purchase in advance, locked baskets and the variable option). The Council would request prices achieved by the relevant PBO from each basket for the last few years and this in turn would inform the decision of which supplier/basket to use. At that stage the financial consequence of each sub-option would need to be appraised with the impact built into future versions of the Council's MTFS, and the other services for which the Council procures energy. Other than the option and sub-option chosen, the financial impact will also depend on the movement in energy prices in the intervening period as well as projections around the level of usage/demand.
- 4.1.8. The chosen procurement method will need to consider the scenario of the Council potentially signing up to a physical Power Purchase Agreement (PPA) to purchase a proportion of the Council's electricity in future directly from the operator of a renewable generation facility. If this was to occur, then there would need to be a sleeving arrangement with our electricity supplier where they agree to take the electricity supplied from the renewable asset our PPA is for. They would add on 'sleeving' costs for facilitating this. This would need to be detailed in any PPA approval report and built into the MTFS going forward.
- 4.1.9. The final estimated and actual cost of the new procurement arrangement will need to be factored into the Council's budget and MTFS from 2025/26 with any necessary budget provided over and above the existing corporate energy provision or adjusted downwards as appropriate. The level of the Council's energy costs is reviewed on an ongoing basis as part of the quarterly budget monitoring process.
- 4.2. **Legal implications**
- 4.2.1. This report details the procurement strategy for the Council to purchase gas and electricity. The Council has power to enter into the proposed contracts under section 111 of the Local Government Act 1972 and section 1 of the Local Government (Contracts) Act 1997, which enable the Council to carry out any activity that is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions, and to enter contracts accordingly.
- 4.2.2. As required by paragraph 14 of the Council's Procurement Rules, the report is to be presented to the Council's Commissioning and Procurement Board, and will then be presented to the Executive as a Key Decision.
- 4.2.3. The Council's Procurement Rules require that the Executive take decisions on awarding contracts above the threshold for Chief Officers decision, which is £2m for revenue contracts; however this is recommended to be delegated, which is within the power of the Executive to decide.

- 4.2.4. The Public Contracts Regulations 2015 (“PCR”) apply to this procurement. The proposed procurement strategy is to run an open tender process, without a separate pre-qualification stage. This must be initiated by way of a contract notice. Provided that the procurement is then run in a way that is fair and transparent, and ensures equal treatment of all tenderers then this is compliant with the PCR.
- 4.2.5. As referred to in the report, section 20 of the Landlord and Tenant Act (as amended) and associated regulations require prescribed consultation to be carried out with leaseholders in relation to certain service charges. This legislation has a process for applying for a dispensation from the First-Tier Tribunal where this legislation cannot be complied with. It is important that this legislation is followed, because otherwise leaseholders cannot be required to pay the service charges.
- 4.2.6. Under the Public Services (Social Value) Act 2012, local authorities are required to consider, before tendering a services contract, how what is being procured might improve the the economic, social and environmental well-being of its area, and how, in conducting the procurement, it might act with a view to securing that improvement. The PCR then allow for such provisions relating to environmental, social or employment-related considerations to be included in the eventual contract, where they are linked to the subject-matter of the contract and were included in the procurement documents.
- 4.3. **Environmental implications and contribution to achieving a net zero carbon Islington by 2030**
- 4.3.1. The use of electricity and gas is the Council’s most significant environmental impact, generating thousands of tonnes of carbon dioxide. This can be mitigated by using renewable energy. The Council aims to have a fully renewable electricity supplies by using a renewable electricity tariff backed by REGOs and possibly purchasing renewable electricity directly from a generator via a PPA. A renewable gas tariff is not a realistic option due to the significant cost increase. However, the Council has an active decarbonisation process to replace gas boilers with electrical heating (such as heat pumps) and it is expected that gas consumption will decrease over the next few years.
- 4.3.2. The Council’s Net Zero Carbon programme includes an assessment of each building and the options to decarbonise each one whether through retrofit of insulation, more efficient controls, low energy lighting or larger measures such as solar panels and heat pumps. This is allied to the Council’s energy saving programme, including reduced heating hours, and energy efficiency campaigns.
- 4.4. **Equalities impact assessment**
- 4.4.1. The Council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of

opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The Council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The Council must have due regard to the need to tackle prejudice and promote understanding.

- 4.4.2. An Equalities Impact Assessment is not required in relation to this report, because no negative impacts were identified during the EQIA screening process.

5. Conclusion and reasons for recommendations

- 5.1. It is recommended that the Council procures its electricity and gas supply contracts through a PBO appointed following a competitive process for the period 1 April 2025 to 31 March 2027, with an optional extension of two years.
- 5.2. Using a PBO is the recommended option as it brings Islington in line with other local authorities energy purchasing, outsourcing the risk element of trading amid ongoing energy market volatility.
- 5.3. A two-year contract gives the Council the opportunity to review whether the market has restabilised in the next two years and reconsider its options. A shorter deal also allows the possibility of making significant amendments to the Council's energy purchasing arrangements in the nearer future to consider changes such as signing up to a PPA or significant changes in electricity and gas volumes due to the Council's corporate energy savings programme and decarbonisation works as part of its Vision 2030 strategy and Net Zero Carbon programme.

Final report clearance:

Approved by:

Cllr Champion, Executive Member for Environment, Air Quality and Transport

Date: 21 November 2023

Report Author: Jonathan Dean, Energy Management Officer
Email: jonathan.dean@islington.gov.uk

Financial Implications Author: Tony Watts, Strategic Finance Manager – MTFS
Email: anthony.watts@islington.gov.uk

Legal Implications Author: Jabeen Story, Chief Commercial Contracts and Procurement Solicitor
Email: jabeen.story@islington.gov.uk

This page is intentionally left blank

Resources Department
Town Hall, Upper Street
London, N1 2UD

Report of: Health and Care Scrutiny Committee

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Scrutiny Review of Transformation in Adult Social Care – Recommendations of the Health and Care Scrutiny Committee

1. Synopsis

- 1.1. This report requests that the Executive receive the report of the Health and Care Scrutiny Committee following the completion of its review of transformation in Adult Social Care. A response to the recommendations set out in the report will be considered at a future meeting of the Executive.

2. Recommendations

- 2.1. That the report of the Health and Care Scrutiny Committee be received.
- 2.2. That the Executive Member's response be reported to a future meeting of the Executive, including having due regard to any relevant implications of the Health and Care Scrutiny Committee's recommendations.

3. Background

- 3.1. The review was held between October 2022 and May 2023. The overall aim was to consider transformation of Adult Social Care services in the context of the Health and Social Care Act 2022, including challenges and opportunities associated with this, new developments in services, and the greater focus on preventative measures. The Committee also agreed to the following objectives:

- To investigate the impacts of the Health and Social Care Act 2022 and the wider legislative framework, and how our response to this will impact on services and service users.
- To review the vision for Adult Social Care in Islington, and to assess if the council's current and emerging plans for future development and reform are adequate, with a particular focus on improved outcomes for residents.
- To review the access to adult social care services in Islington, demographic pressures, and the most effective operating models to meet those requirements.
- Focus in on how we are designing our services in a way that will prevent increased need and enable residents to live their lives as independently as possible.

3.2. In undertaking the review, the Committee met with council officers from the Adult Social Care service, representatives of Whittington Health, reablement service users and staff, and representatives of voluntary sector groups including Age UK, Help on Your Doorstep, and Manor Gardens Welfare Trust. The Committee also considered evidence from Kent County Council, to consider comparative information on best practice in their services.

4. Implications

4.1. **Financial Implications**

4.1.1. The proposals in the report need to be costed before a response is made by the Executive.

4.2. **Legal Implications**

4.2.1. Relevant legal implications will be considered as part of the response to the review.

4.3. **Environmental Implications and contribution to achieving a net zero carbon Islington by 2030**

4.3.1. Any environmental implications and contributions to achieving a net zero carbon Islington by 2030 will be identified as part of the Executive Member response.

4.4. Equalities Impact Assessment

- 4.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2. An Equalities Impact Assessment is not required in relation to this report. Any equality impacts will be identified as part of the Executive Member response.

5. Conclusion and reasons for recommendations

- 5.1. The Committee has made 11 recommendations focused on modernisation of practice, collaboration and cultural change, and smarter travel. The Committee would like to thank all the witnesses that gave evidence in relation to the review. The Executive is asked to endorse the Committee's recommendations.

Appendices:

- Transformation in Adult Social Care – Report of the Health and Care Scrutiny Committee

Background papers:

- None

Report Authors: Boshra Begum, Senior Democratic Services Officer
Jonathan Moore, Deputy Head of Democratic Services and Governance
Tel: 020 7527 3308
Email: democracy@islington.gov.uk

This page is intentionally left blank

Scrutiny Review on Transformation in Adult Social Care

REPORT OF THE HEALTH AND CARE SCRUTINY COMMITTEE

London Borough of Islington

5 September 2023

FOREWORD

Islington Council provides essential Adult Social Care services to a wide range of adults with care and support needs; including older people, adults with disabilities, those with mobility problems, long-term conditions, and physical and mental illnesses. Social Care offers invaluable support to enhance the health and wellbeing of service users, building on their strengths, and supporting, enabling and empowering them to lead independent lives.

However, Adult Social Care faces several challenges that present significant risks. Rising demand and demographic pressures, combined with continued government austerity and limited funding, and the ongoing impact of Covid-19, Brexit and the Cost-of-Living Crisis provide real challenges in delivering essential services to the residents most in need of help.

The Health and Social Care Act 2022 sought to transform care services through greater integration with the NHS. While this presents opportunities for further collaboration and innovation, it is vital that local services transform in a way that is resident-focused and best meets the needs of Islington's diverse communities. Services must be delivered in a way which reduces inequalities, is focused on early intervention and prevention, and committed to co-production.

The Committee wished to review transformation in Adult Social Care in this context. The Committee has made 11 recommendations that consider modernisation of practice, collaboration and cultural change, and smarter travel. These recommendations seek to build on the great work already underway in Adult Social Care to transform our services.

Cllr Jilani Chowdhury
Chair of the Health and Care Scrutiny Committee

EXECUTIVE SUMMARY

Aim:

To consider transformation of Adult Social Care services in the context of the Health and Social Care Act 2022, including challenges and opportunities associated with this, new developments in services, and the greater focus on preventative measures.

Evidence:

The Committee commenced the review in October 2022. The Council considered evidence from a number of witnesses, as follows:

- Evidence from Council Officers
 - Summary of the legislative framework and key challenges facing the sector
 - Overview of the reablement service and development of a '7-day model'
- Evidence from Whittington Health on integration of health and care services
- Evidence from Reablement service users
- Evidence from Reablement service staff
- Evidence from Kent County Council
- Evidence from voluntary sector organisations
 - Age UK
 - Help on Your Doorstep
 - Manor Gardens Welfare Trust

Summary of Main Findings:

The Committee heard evidence from officers on the challenges facing Adult Social Care and opportunities for further development. Focusing on the reablement service as a case study, the Committee heard how new developments such as adopting a 7-day recovery model may offer more comprehensive support to those needing additional support following discharge from hospital. The Committee heard positive feedback from service users of the reablement service and considered how this work could be developed further through use of technology.

The Committee also highlighted the value in feedback mechanisms, to allow positive outcomes to be recorded, and for service users to make suggestions on service improvements where needed.

The Committee noted the opportunities for collaboration and integration with the NHS and the voluntary sector and, aside from offering more joined up services, considered how this could be used to overcome persistent issues such as recruitment, workforce development, and the council's work to challenge inequalities in our communities. It was thought that greater collaboration between Adult Social Care and the Access Team may help to facilitate referrals.

The Committee also considered how active travel options and adapting service footprints may help carers with their busy workload by making journeys as efficient as possible.

RECOMMENDATIONS:

Modernisation of Practice

1. To modernise the work of the reablement service, the Committee would support increased use of technology, for example carers being issued with tablets to record information during their visits. Reablement carers have tended to be digitally excluded, so would require appropriate technology and skills training.
2. To ensure that the voices of residents are heard and their views are considered in the developing our Adult Social Care services, the council should consider improving feedback mechanisms, both directly and via third parties.
3. The Committee welcomes the pilot of the new 'seven day recovery' model being used to support the reablement service. The Council should aspire to delivering this service in-house, to enable greater integration with the reablement service.

Collaboration and Cultural Change.

4. Islington Council and local partners should work to develop a shared ethos across integrated health and social care services. This would need to be agreed across partner agencies and would focus on developing a shared Early Intervention / Prevention approach and building upon Strength Based Practice approaches. This would involve developing a shared vision, consistent training and clear development plans for all staff.
5. To fill vacancies in the local health and care system, Islington Council and partner organisations should consider working together on recruitment campaigns that prioritise the employment of local people and champion good quality jobs and career pathways in the health and care sector. This could also involve considering how health and care jobs are advertised and promoted locally.
6. The Committee considered the importance of health and care services being joined up, to enable the most comprehensive service to residents. Adult Social Care should work to identify where further collaborative working might add value for residents using our health and care services. This may include work with Mental Health services, Housing, and the Voluntary/Community sector.
7. As this joined-up work develops, the council should work to collate information across agencies around inequality and use of services by communities we struggle to reach. This will involve support from Voluntary & Community Sector and community-based groups. This could also involve developing a shared 'insight' function to make best use of intelligence.

8. Islington Council should work to strengthen collaborative working between Adult Social Care, key voluntary sector organisations and others to further develop our prevention offer, including use of 'Provider Summits' to encourage partnership working.
9. Islington Council should explore opportunities for greater collaboration between ASC and the Central Point of Access to facilitate more referrals into the service.

Smarter Travel

10. Adult Social Care should consider if reablement carers could make use of electric bikes and other active travel options; this may help carers to avoid traffic, have a positive environmental impact, and potentially reduce costs.
 11. Adult Social Care should review the routing of reablement carers by ensuring that visits are grouped to take account of low traffic neighbourhoods. This will make journeys as efficient as possible, support carers arriving on time, and help to reduce the environmental impact of journeys.
-

1. Introduction

- 1.1 The Committee commenced the review on 4 October 2022, with the overall aim to evaluate to consider transformation of Adult Social Care services in the context of the Health and Social Care Act 2022, including challenges and opportunities associated with this, new developments in services, and the greater focus on preventative measures.
- 1.2 The Committee also agreed to the following objectives:
- a) To investigate the impacts of the Health and Social Care Act 2022 and the wider legislative framework, and how our response to this will impact on services and service users.
 - b) To review the vision for Adult Social Care in Islington, and to assess if the council's current and emerging plans for future development and reform are adequate, with a particular focus on improved outcomes for residents.
 - c) To review the access to adult social care services in Islington, demographic pressures, and the most effective operating models to meet those requirements.
 - d) Focus in on how we are designing our services in a way that will prevent increased need and enable residents to live their lives as independently as possible.

2. Main Findings

- 2.1 This report summarises the Committee's review of Islington's Adult Social Care services. It also includes information on changes to services within the council, witness evidence sessions from external organisations, recent and ongoing difficulties within the social care sector that has been impacted by legislative changes along with future plans following the pilot of the new 'seven day recovery' model for reablement services, and future aspirations for service delivery. There is also background information on the current adult social care services included in order to put the current status into context.
- 2.2 The Committee agreed the scope of the review through the Scrutiny Initiation Document, attached at Appendix A. The objective of the review was to put adult social care in context and to provide an overview following a number of changes to legislation, particularly in regard to the Health and Social Care Act 2022. The Committee was keen to understand those changes and the resulting impact, including changes to services within the council and with wider partners.
- 2.3 The Committee noted that the vision for adult social care included ensuring strong, inclusive, connected communities where regardless of background people had fair and equal access to adult social care and the support to enable them, where possible, to live healthy, fulfilling and independent lives. The Committee wanted to consider the way people accessed and progressed through services, as well as the Islington context and local demographics, how local services focus on early help and prevention, as well as issues related to service transformation, and working with partner organisations.

3. 15th November 2023 meeting – Adult Social Care Transformation and Integrated Working

- 3.1 This session was used to provide an overview of the legislative framework in which Adult Social Care works, and to describe the vision and ambition that we have for service delivery to Islington residents. This includes our co-produced priorities and our new Operating Model designed to focus more on preventing need rather than only responding to more acute need.
- 3.2 The session then heard evidence from both Whittington Health and Adult Social Care officers on the work that is being carried out to integrate services, to provide a more preventative response in a more joined up way. This included evidence on;
- The Integrated Urgent Response & Recovery Service, which is being developed to assist people to regain independence when coming out of hospital, and to prevent the need for hospital admission.
 - The Integrated Front Door that is being implemented between Whittington Health and Adult Social Care, and which will ultimately include colleagues from Camden & Islington Mental Health Trust and LBI Housing colleagues. This will enable a single health and social care front door to effectively triage and ensure that people receive a timely and co-ordinated response. This will be focussed on Strength Based Practice and identifying a preventative solution.
- 3.3 The Committee received a presentation on the Scrutiny Review of Adult Social Care Transformation. It was highlighted that the topic had been chosen within the context of a new legislative framework of risks and opportunities linked in particular to the Health and Care Act 2022, a new operating model based on prevention and early intervention and the changing needs of the population. The experience of service users and how to work with partners to optimise service delivery was also important.
- 3.4 The aim of the Care Act was to give people and their carers more choice and control, and the opportunity to live independent and fulfilled lives, keeping people at the heart of all assessments and support. The focus was on a strength-based approach, what mattered to people, ensuring people were connected to their communities and ensuring the different types of support available were taken into consideration.
- 3.5 Other key legislation included the Mental Capacity Act; Mental Health Act; Human Rights Act and the Equalities Act. There were imminent changes to the Mental Health Act and the Deprivation of Liberty Safeguards within the Mental Capacity Act expected.

- 3.6 Adult social care reform was focused on ensuring people were well looked after; the social care system would work better for people and carers; would meet the increasingly complex needs of an aging population and the needs of younger adults who needed support. The aim was for social care to be more joined up; for there to be a simpler and more consistent approach that linked national and local provision of care and support; a focus on prevention and early intervention; choice, control and support for people to live independent lives; good quality care and support specific to people's needs and circumstances; fair and easy to access adult social care and a limit on how much people should pay for care over their lifetime.
- 3.7 The Health and Care Act 2022 turned the above intentions into law and introduced Integrated Care Systems (ICS's); powers for the Secretary of State to intervene in the healthcare system and changes to public health. It also removed the delayed discharge regime and confirmed 'discharge to assess' and improved the oversight of quality and safety by the introduction of a new assurance/inspection programme.
- 3.8 It was highlighted that adult social care was operating in a challenging environment, with high levels of change, uncertainty, financial pressure, increasing and complex demand and workforce shortages. This made it necessary to reconsider social care services to meet needs differently, problem solve for people earlier, stop needs from escalating and help keep people in their homes for longer. Key to this was working collaboratively and sharing resources.
- 3.9 The Integrated Care Programme would include a single integrated front door to receive and screen urgent health and all social care referrals. There were a number of different referral forms being used that would be replaced by a single form, whilst recognising that there would be other entry points through partners that should remain accessible. An integrated urgent response triage team would be implemented to prevent hospital admissions and manage hospital discharge. The call handling team would be upskilled and there would be a multi-disciplinary team of healthcare professionals helping them make the right decision at the right time. Funding had also been awarded for a housing post within hospital discharge. A new reablement service would include community referrals. Officers explained the work underway and the next steps, including the launch of the revised reablement offer, details of which would be considered at a future meeting.
- 3.10 A member highlighted that Councillors should highlight the views of residents and this could help reshape the service, for example the amount of time social care could take to move an elderly resident between care homes, the lack of clarity around the charging policy and the need for a system to monitor the progress of individual cases.
- 3.11 A member asked whether there were any unintended benefits or learning that had come from recent service changes. Officers emphasized the importance of

building trust with staff when implementing transformation projects. Additionally, it was thought that hybrid working had allowed for more integrated partnership working.

- 3.12 A member asked whether there was a vision within health and social care for more self-service, e.g people getting information for themselves or viewing and tracking records online. Officers advised that this was being considered, particularly though health services.
- 3.13 A member asked whether there would be Key Performance Indicators (KPI's) relating to transformation work. The Committee were informed there would be different KPI's for different projects and they would change depending on the stage of the project.
- 3.14 The Committee considered the recruitment challenges facing the Adult Social Care sector. It was highlighted that there was a recruitment drive underway and twelve agency staff had been transferred to permanent contracts. Although it was a competitive market early indications showed there had been a positive response to this work.
- 3.15 The committee considered loneliness and isolation among older people and the importance of ensuring people remained part of the community. It was explained that adult social care reform sought to ensure people in the community were connected and there would be closer partnership working with the voluntary and health sector to support people to live fulfilling lives and remain in their own homes. Additionally, new Fairer Together and Family hubs would provide new opportunities to bring services together into a single point of access, based in the community.
- 3.16 A member raised the importance of homebuilding for an aging population, so older people could be part of a community. It was noted that this was something the Council was considering further and could be incorporated into new developments.

4. 13th December 2022 meeting – Reablement Service

- 4.1 The Committee received a presentation on the reablement service, outlining the impact that an effective programme of reablement can have, in addition to explaining the basis of a new programme of reablement that will enable delivery to a wider range of residents, provide increased support and establish closer working with the NHS. A key segment of improvement within reablement service is improving face to face contact time.
- 4.2 Work had taken place to rationalise the job descriptions of reablement workers and there had been significant success in recruiting to these posts. Recently, the appropriate number of senior enablers were appointed to – this was achieved both internally and externally through agencies – however, there were efforts to

increase the internal proportion.

- 4.3 The programme of reablement is primarily to assist those who have lost some form of capability to help regain life skills, things that a hospital stay or serious illness can reduce. Studies have shown that a six-week programme of reablement has a proven positive impact in restoring the recovery of a patient's life skills whereas more traditional care models are more centred on replacing those skills altogether.

5. 24 January 2023 – Workshop with Reablement Service Users and Staff

- 5.1 Committee members met with two residents who have used the Reablement Service and their carers, as well as officers working to deliver the reablement service. This was an opportunity for members to discuss the service and find out first-hand about their experiences. Key areas of discussion were:

- The residents interviewed really valued the reablement service. One was currently going through his second round of reablement, the other had finished reablement towards the end of last year.
- There was a perception that people in the wider community did not know this was a service Islington offered, and the council should raise the profile of the service.
- On what could be improved, the service users said it would be better to have more regularity in the carers that attended. One said that they were visited by several different people (up to 13 different carers) and more consistency would help them to feel more familiar with their carers.
- The partner of a service user commented on the lack of physiotherapy support; they recognised that social care is facing staffing and resource issues, but they had been advised that there was only one physio for the whole of the service.
- Service users had experiences of carers arriving late, but recognised that staff had high caseloads.
- One service user had since moved on to domiciliary care, however this was a short-term arrangement, as he did not have a good experience of the service. He commented that the carers were often late, and because of this he had chosen to discontinue the service.
- Another service user commented that they were currently going through the process of having their finances assessed to determine their eligibility for Adult Social Care services and commented that the forms were "unbelievably complicated."
- Members suggested that it may be helpful to check-in with those who recently ended reablement, perhaps a couple of weeks afterwards, to ask if they need any help navigating the care system, and signpost to support if needed.

6. 31st January 2023 meeting – Reablement and the '7-day recovery' service

- 6.1 The Committee received a presentation from Stephen Taylor, Interim Director of Adult Social Care Transformation, and Michel Murphy, Assistant Director of Adult Social Care. The presentation focused on reablement and the proposals to develop a '7-day recovery' or 'Take Home and Settle' service.
- 6.2 The following main points were noted in the discussion:
- In 2021 the council carried out a strategic review of the Reablement Service to ensure it continued to meet the needs of vulnerable residents and respond to the challenges presented by COVID 19.
 - In January 2022 the council undertook work to transform the service and develop an enhanced model of Reablement that supports more people in our community. This involved aligning the response with the integrated offer being developed with colleagues from Whittington Health.
 - The review looked to improve efficiency, value for money and increase the amount of direct support delivered without compromising quality.
 - Officers were looking at how best to support staff to have the skills, capacity & resources they need to do their jobs effectively.
 - In September 2022 the new model of Reablement was implemented, and officers were now exploring how to expand this further with a 7-recovery day model. This will allow better use of staff capacity, resources and more targeted decision making. The service is piloting this initially with independent providers with a view to potentially providing this service in house.
 - Effective reablement is about working intensively with people in a time of short-term crisis, to support them to regain the skills, confidence, and social networks to return to their previous levels of independence. The service is provided free for up to 6 weeks and is delivered by a range of skilled professionals and carers all working with the resident to maximise independence where they can.
 - In terms of the impact of effective reablement, the effective reablement reduces the need for long term homecare by an average of 22% after 1 year and 30% after 2 years. Also, effective reablement can reduce homecare expenditure by 40%.
 - Our Council's new reablement offer will deliver reablement to a wider group of residents, coordinate our responses with community and mental health services, improve efficiency, value for money and increase actual hours delivered, significant reduction in long-term homecare and the overall homecare spends. The offer will also utilise resources in a more flexible way and have better target support to increase people's potential to regain lost skills.
 - It was explained to the committee that the 7-day plan is to be viewed as running alongside the reablement offer, it is not replacing this.
 - The main challenges included the assessment of needs when residents are discharged as well as continuity of care.

- The committee noted suggestions to freeing up capacity in the workforce through possible consideration of reviewing staff rotas considering the low traffic neighbourhood schemes, and the introduction of e-bikes.
- The chair suggested that there should be a focus on rebranding care work to emphasise that this was skilled work. This may assist with attracting applicants to the role, as would improving the transport journeys for carers.
- The committee was informed that in cases where the 7-day recovery service is insufficient it still allows the service to develop capacity and tailor a bespoke approach within that time.
- The 7 Day Recovery Service will be delivered initially as a 6-month pilot and will aim to enable the person time to settle back into their home routine after time in hospital. The recovery service is different to Reablement as it aims to provide basic daily living support, providing up to 22.5hrs support over the 7 days. The 7 Day Recovery Service also allows the professionals time to complete a more detailed assessment of reablement potential in the persons own home rather than on a hospital ward. Other Local Authorities using this approach found that the model reduced the time it took to reach reablement goals from 25 to 18 days, helped managed the demand and flow from the hospital, delivered reductions to the long-term home care budget by targeting the right support at the right time and maximised the capacity and effectiveness of the Reablement Service.
- This service will be initially delivered as a pilot with our local care agencies to ensure this new way of working is effective. At the end of the pilot period, the council could potentially provide this service in house.
- Some councils had a mixture of both in-house and outsourced reablement provision, and this may be a model to look at in future. The Committee would be hearing from Kent and Camden Councils about their services at an evidence session scheduled for early March. The newly developed Reablement Service now has all staff in place and is fully operational and it has increased available capacity by 53% while maintaining high quality care. The service now forms part of an integrated pathway alongside services provided by Whittington Health Care. This ensures a joined up and coordinated experience for residents.
- The proposed 7 Day Recovery Service, if successful, will allow us to further increase this capacity to support more residents to live independently with a view, if successful, to assessing the longer-term viability for delivery, including the option to commission and work with external providers, to deliver an In-house service offer (alongside our new reablement service), or as a mixture of both.
- The Chair highlighted points raised in evidence from service users, including the timeliness of carers' arrival, making the charging policies easier to understand, and having a clear plan of care after the initial 7-day period, if required.

7. 27 March 2023 – Evidence from Central Point of Access organisations

7.1 This was an opportunity for committee members to meet with the three voluntary organisations involved in the Central Point of Access. These services are working with the council to provide residents with low level needs the key services and support required to keep them independent and connected. The three organisations are:

- Age UK
- Help on your Doorstep
- Manor Gardens

7.2 The three organisations described the services they provided and how the work was developing in partnership with Adult Social Care. There were several areas of discussion that emerged over the evening. These included;

- The possibility of more 'Provider Forums' between the voluntary sector and Adult Social Care organisations to support future developments;
- More involvement in the planning of services;
- It was thought that joint working between Adult Social Care and the voluntary/community sector has improved over recent years, but there were opportunities to strengthen links further;
- Members considered the need to strengthen capacity in the voluntary/community sector and the work underway to support this;
- Members commented that they would welcome more information about the role and involvement of the voluntary/community sector;
- Voluntary sector organisations were keen to work in partnership with Adult Social Care to increase the volume of referrals into the Central Point of Access. This could include VCS representation in the LBI Access Service and with Reablement triage.
- The voluntary sector organisation commented on the prevalence of mental health needs in the local community need for more capacity within Mental Health services to support people with high level needs.

8. 5 April 2023 – Evidence from Kent County Council

8.1 The Committee received evidence from Jacquelin West, Service Manager at Kent County Council, on their 'Take Home and Settle' service.

8.2 This is a highly regarded reablement service and members were keen to consider the strengths of their model and how best practice may be applied in Islington. Councillors were interested in finding out the practicalities behind developing tools which monitored the user journey, as this would help to indicate levels of satisfaction in resident experience. The Committee also considered the need for transparent information for residents on the next steps of their care or pathway. Councillors also considered how Kent County Council communicate directly with their service users.

- 8.3 The Committee considered how Kent's services worked and how they were able to monitor delivery and the overall effectiveness of the services. It was noted that Islington was seeking to develop a similar model.

9. Conclusions

- 9.1 The Committee has explored the current reablement services in place in Islington and the challenges to the wider transformation of Adult Social Care services, including changes implemented following the new Health and Social Care Act 2022.
- 9.2 The Committee's recommendations, if adopted by the Executive, should ensure a focus on developing the work of the reablement service and will also contribute to wider collaboration between Islington Council and local partners; including working to develop a shared ethos across integrated health and social care services and working together on issues of resources and staffing. In addition, the Committee felt the need to adopt smarter travelling for carers, and increase use of technology which would lead to increased efficiency.
- 9.3 The Committee would like to thank witnesses that gave evidence in relation to the scrutiny review. The Executive is asked to endorse the Committee's recommendations.

MEMBERSHIP OF THE HEALTH AND CARE SCRUTINY COMMITTEE 2022/23

Councillors:

Councillor Jilani Chowdhury (Chair)
Councillor Joseph Croft (Vice Chair)
Councillor Fin Craig
Councillor Mick Gilgunn
Councillor Clare Jeapes
Councillor Claire Zammit
Councillor Tricia Clarke
Councillor Caroline Russell

Substitutes:

Councillor Janet Burgess
Councillor Dave Poyser
Councillor Nick Wayne
Councillor Benali Hamdache

Acknowledgements:

The Committee would like to thank all the witnesses who gave evidence to the review.

Officer Support:

John Everson – Director of Adult Social Care
Stephen Taylor – Interim Director of Adult Social Care Transformation
Michael Murphy - Assistant Director of Adult Social Care
Affy Wajid – Adult Social Care Improvement Team
Boshra Begum & Samineh Richardson – Democratic Services

SCRUTINY INITIATION DOCUMENT (SID)
Title of review: Transformation in Adult Social Care
Scrutiny Committee: Health and Care Scrutiny Committee
Director leading the review: John Everson, Director of Adult Social Care
Lead officers: Various officers from Adult Social Care
<p>Overall aim of the review: To consider transformation of Adult Social Care services in the context of the Health and Social Care Act 2022, including challenges and opportunities associated with this, new developments in services, and the greater focus on preventative measures.</p>
<p>Objectives of the review:</p> <ul style="list-style-type: none"> • To investigate the impacts of the Health and Social Care Act 2022 and the wider legislative framework, and how our response to this will impact on services and service users. • To review the vision for Adult Social Care in Islington, and to assess if the council’s current and emerging plans for future development and reform are adequate, with a particular focus on improved outcomes for residents. • To review the access to adult social care services in Islington, demographic pressures, and the most effective operating models to meet those requirements. • Focus in on how we are designing our services in a way that will prevent increased need and enable residents to live their lives as independently as possible.
<p>How does this review contribute to the Council’s priorities?</p> <p>Adults Social Care’s Vision is to ensure Islington is a place made up of strong, inclusive and connected communities, where regardless of background, people have fair and equal access to adult social care support that enables residents to live healthy, fulfilling and independent lives. The focus in Adult Social Care is very much around early intervention and prevention, maximising people’s independence, and closer collaboration with our partners.</p> <p>This scrutiny review will enable the committee to explore issues related to the changing legislative framework, assess and scrutinise the council’s plans for responding to these changes, consider how those plans will impact on residents, and explore areas for further service improvements.</p>
<p>Scope of the review and evidence to be received:</p> <p>The review will focus on...</p> <ul style="list-style-type: none"> - The Legislative Framework in which we operate now and into the future, including the risks and opportunities within the 2022 Health & Care Act; - The context we work within and developments necessary to meet changing needs and expectations;

- An overview of core Adult Social Care services; our Vision, and Prevention and Early Intervention based Operating Model; use of preventative approaches to reduce inequality
- The experiences of service users, what they value in our services, and areas for improvement;
- How we are working with our partners to optimise service delivery.

Evidence was received as set out in the report.

Additional information:

In carrying out the review the committee will consider equalities implications and resident impacts identified by witnesses. The Executive is required to have due regard to these, and any other relevant implications, when responding to the review recommendations.

This page is intentionally left blank

Community Wealth Building
Islington Town Hall, London N1 2UD

Report of: Executive Member for Finance, Planning and Performance

Meeting of: Executive

Date: 30 November 2023

Ward(s): All

Subject: Procurement Strategy for Office Furniture

1. Synopsis

- 1.1. The report sets out the proposed Procurement Strategy for Office Furniture.

2. Recommendations

- 2.1. To approve the use of the new Hertfordshire County Council (HCC) framework agreement for the supply of office and commercial furniture (HCC2214198).
- 2.2. To designate the use of this framework agreement as a corporate contract which all staff are mandated to use for office furniture.

3. Background

3.1. Nature of the service

- 3.1.1. The council has an ongoing requirement to procure office furniture to meet the needs of its staff and other users across its public buildings. Orders are typically placed when existing furniture or equipment is broken or when new items are needed to meet changing requirements.
- 3.1.2. In addition, with the move to more flexible working patterns across the council there is an ongoing need for the provision of essential office furniture for council job roles designated as needing to work from home.

- 3.1.3. The council's FutureWork Programme also has a requirement to procure some outstanding requirements to complete the final stages of the project.
- 3.1.4. The existing office estate has not been invested in for over a decade and not designed for hybrid working. The existing estate was designed without any workable collaboration spaces, touchdown and a very ineffective meeting provision. Two FutureWork pilot offices were designed based upon feedback from over 2000 staff and 120 change agents across the organisation on the changes required to make the Council's hybrid working environment work, modernise the way we work and invest in our staff's working environment.
- 3.1.5. Most of the existing furniture in the estate is no longer fit for purpose with high levels of breakages and wear and tear and not in line with modern accessibility or Health and Safety requirements. The FutureWork programme will provide the modernisation of our estate which includes office furniture. This is required to enable the Council to have a sustainable hybrid working solution which directly correlates to the organisation being able to reduce its desk ratio and rationalise its office portfolio.
- 3.1.6. The FutureWork programme will deliver financial benefits related to reducing our office portfolio by 3 sites and will equate to total revenue savings of £2.5m per annum which cannot be achieved without modernising the furniture stock.
- 3.1.7. Significant additional social value has been delivered through the existing furniture contract. To date, 74.6% of the furniture purchased through the FutureWork programme has been bought from suppliers within the existing contractor's supply chain that are based in or local to the borough. We have also negotiated a donation of furniture items from the existing contractor to the value of £30k, to support our care-experienced young adults in setting up their first homes.

3.2. **Estimated value**

- 3.2.1. The council estimates it will have a maximum spend requirement of £3m over the duration of the agreement, which will expire 10 May 2027.
- 3.2.2. The estimated maximum spend is based on:
- the remaining requirements for the delivery of the FutureWork programme which is expected to be £2m.
 - day-to-day requirements for office furniture is estimated to be a maximum of £1m for the period above. This estimated figure is based on average annual spend of £250k per annum on office furniture prior to the COVID-19 pandemic. The costs of these day-to-day orders will be covered from existing departmental budgets. This includes an anticipated spend of £260k for the

launch of the new Customer Access Centre and Northern Access Islington Hub.

- 3.2.3. The FutureWork programme has an approved furniture budget of £3.913m, of which £1.9m was committed under a previous contract. The remaining £2m will be utilised under this new procurement strategy.
- 3.2.4. The purchase cost of office furniture through the framework agreement will be funded within existing revenue budgets.
- 3.2.5. All orders placed by council departments will be managed by the FutureWork Programme until the completion of the project. Oversight of the ordering process will move to a centralised managed model following completion of the FutureWork programme.
- 3.2.6. The FutureWork Programme Director will discuss with the Acting Corporate Director of Community Wealth Building procurement options for all individual orders over £250k to ensure maximum Social Value is secured through the contract.

3.3. **Timetable**

- 3.3.1. The estimated timetable for the approval of this procurement strategy is:
- Executive approval of strategy: 30 November 2023
 - Framework agreement can be accessed from: 7 December 2023

3.4. **Options appraisal**

- 3.4.1. The options appraisal for how to meet future office furniture and equipment requirements considered the following:
- To do nothing
 - In-house provision
 - Competitive tender exercise
 - Use of an external framework agreement
- 3.4.2. Do nothing: this is not a viable option as the council would be unable to meet the furniture related requirements for staff and users of its buildings and the needs of its staff who are working from home. The FutureWork programme would be significantly impacted.
- 3.4.3. In-house provision: As this is a supplies/goods contract it therefore cannot be provided in-house as the council has no experience or capacity to deliver these requirements.

- 3.4.4. Undertake a competitive tender exercise: the main benefit of this option is that it could enable a wider range of suppliers to participate in the procurement exercise. The main drawback is the additional time this exercise will take. The council needs to secure an arrangement for supply as quickly as possible. Undertaking our own tender exercise for these services does not guarantee that suppliers would bid for this contract. The council would also not benefit from lower costs that can be achieved through the collective buying power of an external framework agreement. For these reasons this option is not recommended.
- 3.4.5. Use of an external framework agreement: the benefits of this option are that it provides access to experienced office furniture suppliers who have undergone a stringent process to qualify to be on the framework agreement. In order to join a framework agreement, suppliers have competed against one another on quality and price to determine their ranked position on the framework agreement providing certainty to the council of value for money. HCC is also able to support the council should it experience any performance issues with a supplier delivering orders via the framework agreement. The main drawback is that some suitable suppliers may not be on the framework agreement, but the risk is reduced as the HCC reprocedured using an open competitive tender process.
- 3.4.6. The recommended option is to use the HCC framework agreement.
- 3.4.7. Day to day orders for individual items of furniture will be placed using the direct award process as set out in the terms of the framework agreement. Where bulk orders need to be placed which have a more significant monetary value, for example linked to any future reorganisation of an office area or council building, a mini-competition amongst suppliers on the framework agreement can be used.

3.5. **Key Considerations**

- 3.5.1. The suppliers on the framework agreement were asked a number of method statement questions linked to how their services would contribute to the environmental objectives of users of the framework agreement. Their responses were scored as part of the evaluation process to assess if they could join the framework agreement and to determine their ranked position within it. Compliance with current environmental legislation including the holding of the ISO 14001 environmental standard or are committed to achieving this by 2025 and checks on supplier environmental policies was a tender requirement.
- 3.5.2. Suppliers must comply with the following conditions within the framework agreement:
- When delivering orders, they must do so in ways which conserve energy, water, wood, paper and other resources to reduce waste and phase out the use of ozone depleting substances and minimise the release of greenhouse

gases volatile organic compounds and other substances damaging to health and the environment.

- All packaging to be kept to a minimum. Cardboard and paper are to be used as much as possible to try to reduce the use of plastic. All packaging to be removed and taken away on delivery for recycling or reuse if possible.
- All reasonable precautions shall be taken by the supplier to protect the health of human beings, creatures and plants, to avoid the pollution of water, land and air and safeguard the environment.

3.5.3. The framework agreement also stipulates the following requirements linked to the supply chain used by suppliers:

- Full traceability is required across the supply chain for all products and services supplied. Suppliers are required to have clear lines of communication in place across the supply chain, along with systems and procedures that allow monitoring of the supply chain.
- The supply chain will be continually reviewed throughout the life of the framework agreement to ensure it is suitably robust, sustainable and has regard for environmental factors.
- Reasonable efforts should be made to engage with the local supply chain where possible.

3.5.4. Where the mini-competition process is used suppliers will be encouraged to provide innovative proposals that meet the council's Social Value priorities. The following shall be considered as a minimum social value quality criteria:

- Maximising the items sourced from local suppliers within Islington or its neighbouring boroughs.
- Significant donations of furniture for local residents and community groups including, for example, care experienced young people, people recovering from homeless etc.
- Actions being taken to minimise carbon emissions.
- Contribution to the circular economy (repair, reuse and recycling).
- Provision of good labour standards and practices within their current supply chain.

3.5.5. There is an expectation council representatives and suppliers will work together to reduce waste by identifying existing items of furniture being replaced that can instead be repaired and reused.

3.5.6. London Living Wage will be a contract condition.

3.5.7. There are no TUPE or staffing implications.

3.6. Evaluation

- 3.6.1. The HCC framework agreement was procured using the evaluation criteria of 60% cost and 40% quality.
- 3.6.2. The council has a formal access agreement to the HCC framework which enables individual call-off orders to be placed by the council in line with the processes of direct award or mini-competition as set out in the framework agreement.
- 3.6.3. When a mini-competition is used by the council to select a supplier the following award criteria and weighting will be applied:

Cost 50%

Quality 50% (which will be broken down as per below):

- 20% - Social Value, including support for the local supply chain
- 10% - Quality Assurance
- 10% - Customer service
- 10% - Delivery and aftercare

3.7. Business risks

- 3.7.1. The primary risk associated with this service is to maintain control on spending decisions in this area as orders are placed routinely across all council departments. This risk will be mitigated by the council having a structured process to oversee and approve orders being placed through the framework to ensure it is achieving the best value for money.
- 3.8. The Employment Relations Act 1999 (Blacklist) Regulations 2010 explicitly prohibit the compilation, use, sale or supply of blacklists containing details of trade union members and their activities. Following a motion to full Council on 26 March 2013, all tenderers will be required to complete an anti-blacklisting declaration. Where an organisation is unable to declare that they have never blacklisted, they will be required to evidence that they have 'self-cleansed'. The Council will not award a contract to organisations found guilty of blacklisting unless they have demonstrated 'self-cleansing' and taken adequate measures to remedy past actions and prevent re-occurrences.
- 3.9. The following relevant information is required to be specifically approved in accordance with rule 2.8 of the Procurement Rules:

Relevant information	Information/section in report
1. Nature of the service	The provision of office furniture. See paragraph 3.1
2. Estimated value	£3m over the full term of the agreement. This is based on:

	<ul style="list-style-type: none"> • £2m for FutureWork programme • £250k per annum including the one off £260k for the launch of the new Customer Access Centre and Northern Access Islington Hub. Access to the agreement will expire 10 May 2027. See paragraph 3.2
3. Timetable	As outlined within the report See paragraph 3.3
4. Options appraisal for tender procedure including consideration of collaboration opportunities	As outlined within the report See paragraph 3.4
5. Key considerations	As outlined within the report See paragraph 3.5
6. Award criteria	Cost 50% and Quality 50% (broken down as): 20% - Social Value, including support for the local supply chain 10% - Quality Assurance 10% - Customer service 10% - Delivery and aftercare See paragraph 3.6
7. Any business risks associated with entering the contract	As outlined within the report See paragraph 3.7
8. Any other relevant financial, legal or other considerations.	See section 4

4. Implications

4.1. Financial Implications

4.1.1. Paragraph 3.2.1 states that the contract's estimated spend is £3m, with about £2m earmarked for the FutureWork project. This project has an approved furniture budget of £3.913m, of which £1.9m was committed under the previous contract. The remaining £2m will be utilised under this new contract. The leftover £1m in the contract will be allocated for ad-hoc furniture purchases as required, funded by individual departmental budgets.

4.2. Legal Implications

4.2.1. This Report of the Joint Acting Corporate Director of Community Wealth Building is to approve the procurement strategy and contract award for Office Furniture.

4.2.2. The council has the power to procure and enter into this contract pursuant to Section 111 of the Local Government Act 1972, Section 1 of the Local Government (Contracts) Act 1997 and Section 1 of the Localism Act 2011.

- 4.2.3. The proposed procurement strategy is to use the new compliant external framework agreement with Hertfordshire County Council (HCC) - HCC2214198 to place orders for office furniture. (Framework awarded 6th June 2023; expires 10th May 2027). The framework includes six lots which will be accessed using call off orders as appropriate. The council will need to ensure the correct framework procedures are used for any mini-competition or direct award.
- 4.2.4. The proposed route to market is compliant with the Public Contracts Regulations 2015. Under Clause 2.2 of the Procurement Rules – Constitution Part 6 this proposed contract is above the current threshold of £213,477 including VAT for supplies / services so the Public Contract Regulations 2015 apply.
- 4.2.5. The proposed procurement route is compliant with council Procurement Rules as the services are being procured through HCC which is an approved provider and has been used previously.
- 4.2.6. This is an Executive Key Decision as the estimated revenue spend is over £2million the Key Decision must be taken by the Executive in compliance with Clause 16.1.1 of the Procurement Rules.

4.3. **Environmental Implications and contribution to achieving a net zero carbon Islington by 2030**

- 4.3.1. An Environmental Impact Assessment was completed on the 26 July 2023 and reviewed by Energy services. The feedback noted the importance of reducing waste, recommending continuous identifying of items which can be repaired and reused.

4.4. **Equalities Impact Assessment**

- 4.4.1. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
- 4.4.2. An Equalities Impact Assessment was completed on 28 July 2023. The main findings are that the strategy will have a neutral impact on all equality strands and a positive impact on people with a disability as furniture and related equipment designed to meet their needs can be sourced from the suppliers on the framework agreement. The full Equalities Impact Assessment is appended.

5. Conclusion and reasons for recommendations

5.1. The report sets out the ongoing requirement for office furniture. The recommended route is to procure using the HCC Framework Agreement for the Supply of Office and Commercial Furniture.

Appendices:

- Equalities Impact Assessment

Background papers:

- None

Final report clearance:

Signed by: Executive Member for Finance, Planning and Performance

Date: 24 October 2023

Report Author: Trevor Campbell, Category Manager
Email: trevor.campbell@islington.gov.uk

Financial Implications: Abdulrazak Kassim, Assistant Director of Finance
Email: abdulrazak.kassim@islington.gov.uk

Legal Implications: Helene Plant, Lawyer
Email: helene.plant@islington.gov.uk

This page is intentionally left blank

Equalities Impact Assessment: Full Assessment

Before completing this form you should have completed an Equalities Screening Tool and had sign off from your Head of Service and the Fairness and Equality Team.

This Equality Impact Assessment should be completed where the Screening Tool identifies a potentially negative impact on one or more specific groups but it can also be used to highlight positive impacts.

Summary of proposal

Name of proposal	Procurement Strategy: Office Furniture
Reference number (if applicable)	2324-0161
Service Area	Strategic Procurement and Supply Assurance
Date assessment completed	28/07/2023

Before completing the EQIA please read the guidance and FAQs. For further help and advice please contact equalities@islington.gov.uk.

1. Please provide a summary of the proposal.

Please provide:

- Context on how the service currently operates (if relevant) and the scope of suggested changes
- The intended beneficiaries and outcomes of the proposal
- Reference to any savings or income generation

The council intends to maintain its current access to the Hertfordshire County Council framework agreement for the supply of office and commercial furniture until May 2027. Access to the agreement already helps the council secure suitably experienced suppliers with practical knowledge and resources to deliver furniture supply services. This could range from the supply of individual furniture items to complete project solutions for major office refurbishments. Furniture supplied will include for example office chairs, desking, and collaborative furniture.

The beneficiaries of the orders placed through the agreement are site users, visitors and council staff working in council owned buildings and also staff working remotely that need to access suitable office furniture to carry out the work safely and effectively.

This arrangement will support the delivery of the council's FutureWork programme and provide access to general day to day orders. The FutureWork programme is set to deliver significant financial savings to the council through the rationalisation of existing council builds which is set to deliver an estimated saving of £2.5m per annum. It will also deliver a more modern and efficient work environment for council staff and welcoming spaces for residents and other visitors to council buildings and the provision of replacement and whenever possible repaired existing furniture will be a key element of this objective.

Improved furniture and floor space layouts will enable staff to work across the borough in different sites, maximising benefits for residents, customers, accessibility and safety and welfare of staff.

The office furniture will facilitate office work zones such as:

- Focus zone with a mixture of standard and height adjustable desks and ergonomic chairs, with acoustic booths to make and receive calls – including video calls
- Collaboration zone enabling staff to meet and collaborate
- Meeting zone covering formal and informal settings to meet

2. What impact will this change have on different groups of people?

Please consider:

- Whether the impact will predominantly be external or internal, or both?
- Who will be impacted – residents, service users, local communities, staff, or others?
- Broadly what will the impact be – reduced access to facilities or disruptions to journeys for example?

- Staff:

The impact on staff will be positive with improved office layouts and better furniture designs facilitating more flexible working opportunities in a more modern, comfortable and safer working environment. Enabling flexibility of where staff can work in the borough supports more effective and efficient visits to residents and other customers in their own homes, businesses and offices within a remote working structure.

- Residents:

Residents will experience an improved environment when they visit council buildings through modernised reception areas and meeting rooms. Improved furniture will have a significant contribution to this change.

- Other site visitors/users:

As with residents, other visitors to council buildings and sites will also experience an improved environment when they visit council buildings through modernised reception areas and meeting rooms. Improved furniture will have a significant contribution to this change.

3. What impact will this change have on people with protected characteristics and/or from disadvantaged groups?

This section of the assessment looks in detail at the likely impacts of the proposed changes on different sections of our diverse community.

3A. What data have you used to assess impacts?

Please provide:

- Details of the evidence used to assess impacts on people with protected characteristics and from disadvantaged groups (see guidance for help)
- A breakdown of service user demographics where possible
- Brief interpretation of findings

The primary user of the framework agreement for the order of furniture will be the project team delivering the council's FutureWork programme. The FutureWork business case noted its impact on different equality groups, citing the difference impacts from sites which are open to the public and sites which are not public facing. They noted specific feedback from the Disabled Staff Forum (DSF) which was integral to the conceptual plans. The feedback received noted a requirement for the following proposals around furniture:

- More generous circulation spaces in line with the accessibility audit recommendations
- Different locker sizes and design options to ensure easy accessibility for everyone
- Investment in many accessible individual and one-to-one meeting spaces
- Larger and more spacious meeting rooms for easy access
- Moving away from zoning design to landscaping design concept so that different settings are closer to team neighbourhoods, reducing the need to travel around the office.
- Contrasting colours, adjustable lighting, and accessible power throughout the floors

This feedback has formed the basis for types of furniture being ordered through the agreement and this will continue throughout the remainder of the programme. On completion of the FutureWork programme oversight of office furniture orders placed will be maintained and types of furniture that can be ordered will continue to meet these requirements.

3B: Assess the impacts on people with protected characteristics and from disadvantaged groups in the table below.

Please first select whether the potential impact is positive, neutral, or negative and then provide details of the impacts and any mitigations or positive actions you will put in place.

Please use the following definitions as a guide:

Neutral – The proposal has no impact on people with the identified protected characteristics

Positive – The proposal has a beneficial and desirable impact on people with the identified protected characteristics

Negative – The proposal has a negative and undesirable impact on people with the identified protected characteristics

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Age	Positive	The redesign of customer facing areas and the furniture they will contain supports the multi-generational community and workforce making spaces more accessible to people of different age groups	Pilot schemes have taken place with the council to assess the impact of new furniture schemes. Consultation has taken place with staff and users. This is led to changes in design to better meet needs.

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Disability (include carers)	Positive	New furniture is to align with ongoing accessibility works being carried out by the council. The new furniture will provide meeting rooms and areas with a quiet and welcoming atmosphere. The new areas will enable confidential discussions more easily for people with hearing impairments. There will be furniture with colours specifically chosen to assist people with visual impairments.	Choices of new furniture has been broadly consulted with stakeholders representing the needs of disabled staff and residents.

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Race or ethnicity	Neutral		The area of furniture has a neutral impact on Race or ethnicity

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Religion or belief (include no faith)	Neutral		The area of furniture has a neutral impact on Religion or belief
Gender and gender reassignment (male, female, or non-binary)	Neutral		The area of furniture has a neutral impact on Gender or gender reassignment

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Maternity or pregnancy	Neutral		The area of furniture has a neutral impact on Maternity and pregnancy
	Choose an item.		

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
Sex and sexual orientation	Neutral		The area of furniture has a neutral impact on Sex and sexual orientation
Marriage or civil partnership	Neutral		The area of furniture has a neutral impact on Marriage or civil partnerships.

Characteristic or group	Positive/Neutral/Negative	What are the positive and/or negative impacts?	How will potential benefits be enhanced or negative impacts be eliminated or reduced?
<p>Other: (e.g. people living in poverty, looked after children, people who are homeless or refugees)</p>	<p>Neutral</p>		<p>The area of furniture has a neutral impact on people living in poverty and looked after</p>

4. How do you plan to mitigate negative impacts?

Please provide:

- An outline of actions and the expected outcomes
- Any governance and funding which will support these actions if relevant

No negative impacts were identified.

5. Please provide details of your consultation and/or engagement plans.

Please provide:

- Details of what steps you have taken or plan to take to consult or engage the whole community or specific groups affected by the proposal
- Who has been or will be consulted or engaged with
- Methods used or that will be used to engage or consult
- Key findings or feedback (if completed)

The FutureWork programme carried out two redesigned office space pilots in existing council buildings. They worked with staff groups, a network of 120 FutureWork change agents and specialist design organisations to deliver and assess the impact of these pilots. Prior to and following completion of the pilots the programme team ran a number of consultation and engagement exercises including:

- Detailed survey of staff working in the pilot spaces
- Focus Groups
- Occupancy studies
- Reviews with external office design specialists
- Independent Accessibility Audit of the pilot offices

The feedback received identified furniture selected for the pilot that was functional and popular. It also noted items which were under-utilised and unpopular. As a result of the evaluation, items which worked well have been included in the rollout as part of the programme.

Office design specialists reviewed designs of the office spaces in line the feedback from the surveys, focus groups and the Accessibility Audit. This supported how the furniture would align with aims for greater collaboration and more flexible meeting zones.


6. Once the proposal has been implemented, how will impacts be monitored and reviewed?

Please provide details in the table below.

Action	Responsible team or officer	Deadline
Consider the impact of the furniture provided	FutureWork Programme Team	Following period of use of new furniture

Please send the completed EQIA to equalities@islington.gov.uk for quality checking by the Fairness and Equality Team. All Equality Impact Assessments must be attached with any report to a decision-making board and should be made publicly available on request.

This Equality Impact Assessment has been completed in accordance with the guidance and using appropriate evidence.

Member	Name	Signed	Date
Staff member completing this form	Trevor Campbell		28/07/2023

Member	Name	Signed	Date
Fairness and Equality Team	Hezi Yaacov-Hai	<i>Hezi Yaacov-Hai</i>	09/08/2023
Head of Service	Glenn McCorkindale	<i>G McCorkindale</i>	10/08/23

This page is intentionally left blank