

# **Council (Council Tax)**

## **SUMMONS AND AGENDA**

**DATE:** Thursday 27 February 2020

**TIME:** 7.30 pm

**VENUE:** Council Chamber, Harrow Civic Centre,  
Station Road, Harrow, HA1 2XY

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

A handwritten signature in black ink, appearing to be "HP" or "H. Peart", written in a cursive style.

Hugh Peart  
Director of Legal and Governance Services

**Despatch Date:** [Wednesday 19 February 2020]

## **Useful Information**

### **Meeting details:**

This meeting is open to the press and public.

Directions to the Civic Centre can be found at:

[www.harrow.gov.uk/contact](http://www.harrow.gov.uk/contact)

### **Filming / recording of meetings**

The Council will audio record Public and Councillor Questions. The audio recording will be placed on the Council's website.

Please note that proceedings at this meeting may be photographed, recorded or filmed. If you choose to attend, you will be deemed to have consented to being photographed, recorded and/or filmed.

When present in the meeting room, silent mode should be enabled for all mobile devices.

### **Meeting access / special requirements.**

The Civic Centre is accessible to people with special needs. There are accessible toilets and lifts to meeting rooms. If you have special requirements, please contact the officer listed on the front page of this agenda.

An induction loop system for people with hearing difficulties is available. Please ask at the Security Desk on the Middlesex Floor.

**Summons publication date: Wednesday 19 February 2020**

## **PRAYERS**

His Holiness Shri Rajrajeshwar Guruji, Founder and Spiritual Leader of the International Siddhashram Shakti Centre, will open the meeting with Prayers.

### **1. COUNCIL MINUTES (Pages 7 - 14)**

That the minutes of the meeting held on 16 January 2020 be taken as read and signed as a correct record.

### **2. DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from all Members of the Council.

### **3. PROCEDURAL MOTIONS (Pages 15 - 18)**

To receive and consider any procedural motions by Members of the Council in relation to the conduct of this Meeting. Notice of such procedural motions, received after the issuing of this Summons, will be tabled.

### **4. PETITIONS**

To receive any petitions to be presented:

- (i) by a representative of the petitioners;
- (ii) by a Councillor, on behalf of petitioners;
- (iii) by the Mayor, on behalf of petitioners.

### **5. PUBLIC QUESTIONS \***

A period of up to 15 minutes is allowed for members of the public to ask questions of members of the Executive, Portfolio Holders and Chairs of Committees, of which notice has been received no later than 3.00 pm two clear working days prior to the day of this Meeting. Any such questions received will be tabled.

### **6. LEADER AND PORTFOLIO HOLDERS' ANNOUNCEMENTS**

To receive a presentation from the Leader of the Council and Portfolio Holders on business since the last ordinary meeting, followed by a question and answer session. The item is allotted 20 minutes.

### **7. BOROUGH PLAN 2020-2030 INCLUDING THE CORPORATE PLAN (Pages 19 - 52)**

Recommendation V: Cabinet  
(13 February 2020)

**8. REVENUE BUDGET 2020/21 - 2022/23 AND MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2020/21 - 2022/23 (Pages 53 - 58)**

Recommendation II: Cabinet  
(13 February 2020)

**9. ANNUAL TREASURY MANAGEMENT STRATEGY STATEMENT INCLUDING PRUDENTIAL INDICATORS, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STRATEGY FOR 2020/21 AND CAPITAL STRATEGY FOR 2020/21 (Pages 59 - 62)**

Recommendation IV: Cabinet  
(13 February 2020)

**10. CAPITAL PROGRAMME 2020/21 TO 2022/23 (Pages 63 - 66)**

Recommendation I: Cabinet  
(13 February 2020)

**11. HOUSING REVENUE ACCOUNT (HRA) BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY 2021 TO 2022/23 (Pages 67 - 70)**

Recommendation III: Cabinet  
(13 February 2020)

**12. NON-EXECUTIVE FEES AND CHARGES 2020/21 (Pages 71 - 92)**

Report of the Chief Executive

**13. QUESTIONS WITH NOTICE \***

A period of up to 15 minutes is allowed for asking written questions by Members of Council of a member of the Executive or the Chair of any Committee:-

- (i) of which notice has been received at least two clear working days prior to the day of this Meeting; or
- (ii) which relate to urgent matters, and the consent of the Executive Member or Committee Chair to whom the question is to be put has been obtained and the content has been advised to the Director of Legal and Governance Services by 12 noon on the day of the Council Meeting.

Any such questions received will be tabled.

**14. MOTIONS**

The following Motions have been notified in accordance with the requirements of Council Procedure Rule 15, to be moved and seconded by the Members indicated:

**(1) Organ Donation Motion**

To be moved by Councillor Ameet Jogia and seconded by Councillor Sachin Shah:

“Harrow Borough Council supports the change in law on organ donation to an opt out system in England from spring 2020. We believe that this will help save lives by increasing organ donation; particularly among BAME communities who, on average, have to wait longer to get a transplant. We request the Chief Executive to put together a plan to provide appropriate information about the change in law to all Harrow residents by working closely with the National BAME Transplant Alliance (NBTA) and NHS Blood and Transplant (NHSBT).”

**\* Data Protection Act Notice**

The Council will audio record items 5 and 13 (Questions with Notice) and will place the audio recording on the Council's website, which will be accessible to all.

**[Note:** The questions and answers will not be reproduced in the minutes.]

This page is intentionally left blank

# **COUNCIL 27 FEBRUARY 2020**

## **MINUTES**

This page is intentionally left blank



# COUNCIL MINUTES

## 16 JANUARY 2020

**Present:**

- \* Councillor Nitin Parekh (The Worshipful the Mayor)
- \* Councillor Ghazanfar Ali (The Deputy Mayor)

**Councillors:**

* Richard Almond	* Ajay Maru
* Dan Anderson	* Jerry Miles
* Jeff Anderson	* Vina Mithani
* Sue Anderson	† Amir Moshenson
* Marilyn Ashton	* Chris Mote
* Peymana Assad	* Janet Mote
† Camilla Bath	* Angella Murphy-Strachan
* Christopher Baxter	* Phillip O'Dell
* Philip Benjamin	* Paul Osborn
* Michael Borio	* Mina Parmar
* Simon Brown	* Varsha Parmar
* Sarah Butterworth	* Anjana Patel
* Kam Chana	* Primesh Patel
* Ramji Chauhan	* Pritesh Patel
* Niraj Dattani	* David Perry
* Keith Ferry	* Natasha Proctor
† Pamela Fitzpatrick	* Kanti Rabadia
* Dean Gilligan	* Kiran Ramchandani
* Stephen Greek	* Christine Robson
* Chetna Halai	* Lynda Seymour
* Susan Hall	* Mrs Rekha Shah
* Graham Henson	* Sachin Shah
* Maxine Henson	* Chloe Smith
* John Hinkley	† Norman Stevenson
* Nitesh Hirani	* Krishna Suresh
* Honey Jamie	* Sasi Suresh
* Ameet Jogia	* Adam Swersky
* Jean Lammiman	* Bharat Thakker
* James Lee	* Antonio Weiss
* Dr Lesline Lewinson	* Stephen Wright
* Kairul Kareema Marikar	

\* Denotes Member present  
† Denotes apologies received

## **PRAYERS**

The meeting opened with Prayers offered by His Holiness Shri Rajrajeshwar Guruji, Founder and Spiritual Leader of the International Siddhashram Shakti Centre

### **107. MINUTE SILENCE**

Members of Council stood and observed a minute silence for former Mayor and Councillor, Ann Groves, who passed away in August and former Deputy Mayor and Councillor, Mary John, who passed away in December.

### **108. COUNCIL MINUTES**

**RESOLVED:** That the minutes of the meeting held on 18 July 2019 be taken as read and signed as a correct record.

### **109. DECLARATIONS OF INTEREST**

During the course of the meeting, Councillor Susan Hall declared an interest in that she was a Greater London Assembly (GLA) Member and that the Mayor of London had been mentioned in the Leader's Announcements.

### **110. PROCEDURAL MOTIONS**

The Mayor drew Council's attention to the tabled amendment to the Motion (Supporting Residents Impacted by Universal Credit).

The Leader of the Opposition stated his Group's objection to the Mayor ruling a Motion in relation to the General Election invalid in that, in his view, the Motion affected the London Borough of Harrow. This was noted.

### **111. PETITIONS**

In accordance with Rule 10, the following petitions were presented:

- (i) Petition submitted by Mr Gandecha, the Case is Altered Public House, containing 1,685 signatures concerning the Harrow View Point Car Park.

[The petition stood referred to the Portfolio Holder for Environment].

- (ii) Petition submitted by Councillor Kam Chana containing 60 signatures of the residents of Westbury Lodge Close in relation to planning policy in relation to the conversion of garages.

[The petition stood referred to the Portfolio Holder for Regeneration, Planning and Employment].

### **112. PUBLIC QUESTIONS**

To note that no public questions had been received.

### **113. LEADER AND PORTFOLIO HOLDERS' ANNOUNCEMENTS**

- (i) The Leader of the Council, Councillor Graham Henson, introduced the item highlighting the achievements, challenges and proposals since the last ordinary meeting.
- (ii) Other Members spoke and/or asked questions of the Leader of the Council which were duly responded to.

### **114. LONG SERVICE AWARDS**

Council had previously agreed, by Resolution 192 on 18 July 1985, that Members who completed 25 years' service with the Council be presented with framed, illuminated copy resolutions of appreciation. Councillors Jean Lammiman, Christopher Mote and Phillip O'Dell had each completed 25 years' service as a Member of the Authority in May 2019, and the resolutions of appreciation had been adopted by Council on 16 May 2019.

The Mayor, Councillor Nitin Parekh, on behalf of the Council, now formally congratulated Councillors Lammiman, Christopher Mote and Phillip O'Dell and presented each Member with a framed, illuminated copy resolution to mark their long service achievement. Councillors Ghazanfar Ali, Richard Almond, Jeff Anderson, Sue Anderson, Marilyn Ashton, Kam Chana, Susan Hall, Graham Henson, John Hinkley, Dr Lesline Lewinson, Vina Mithani, Janet Mote, Paul Osborn, Anjana Patel, David Perry, Natasha Proctor, Kiran Ramchandani, Christine Robson, Lynda Seymour, Rekha Shah, Sachin Shah and Adam Swersky spoke in appreciation of Councillors Jean Lammiman, Christopher Mote and Phillip O'Dell's service.

Councillors Lammiman, Mote and O'Dell returned thanks for their presentation.

### **115. GOVERNANCE, AUDIT, RISK MANAGEMENT AND STANDARDS COMMITTEE ANNUAL REPORT**

**RESOLVED:** That the Annual Report of the Governance, Audit and Risk Management Committee be noted.

### **116. PENSION BOARD ANNUAL REPORT 2018/19**

**RESOLVED:** That the Pension Board Annual Report 2018/19 be approved.

### **117. STRATEGIC PERFORMANCE REPORT**

**RESOLVED:** That the suggested adjustments in wording for the purpose of reporting against the Harrow Ambition Plan be agreed.

### **118. CORPORATE PARENTING STRATEGY**

**RESOLVED:** That the Corporate Parenting Strategy be approved.

**119. CHANGES TO THE COUNCIL TAX SUPPORT SCHEME (CTS) FOR 2020-21**

**RESOLVED:** That

- (1) the proposed income banded scheme for Council Tax Support claimants in receipt of Universal Credit for the financial year 2020/21 and beyond, subject to annual review, be approved;**
- (2) the existing Council Tax Support Scheme be retained for all other claimants not in receipt of UC until the rollout of Universal Credit in Harrow had been completed;**
- (3) the proposed income banded scheme should also benefit from £400k of extra investment.**

**120. MEMBERSHIPS OF NEW COMMITTEES**

**RESOLVED:** That the following Members be appointed to the Appeals Committee:

**Councillor Pamela Fitzpatrick  
Councillor Pritesh Patel  
Councillor David Perry  
Councillor Kanti Rabadia  
Councillor Adam Swersky**

**121. HEALTH AND WELLBEING BOARD CHANGES TO TERMS OF REFERENCE**

**RESOLVED:** That the amended terms of reference of the Health and Wellbeing Board be adopted.

**122. INFORMATION REPORT: DECISIONS TAKEN UNDER THE URGENT ACTION PROCEDURE - COUNCIL**

**RESOLVED:** That the report be noted.

**123. INFORMATION REPORT - DECISIONS TAKEN UNDER URGENCY PROCEDURE - EXECUTIVE**

**RESOLVED:** That the report be noted.

**124. QUESTIONS WITH NOTICE**

To note that no Councillor Questions had been received.

**125. MOTIONS**

- (i) Motion in the names of Councillor Adam Swersky and Councillor Dan Anderson:**

## **“Supporting Residents Impacted by Universal Credit Motion**

Harrow Council notes that:

- The roll-out of Universal Credit (UC) represents the largest overhaul of the welfare system for working age people in a generation.
- If and when it is fully implemented, there will be in the region of 15,000 families in Harrow claiming the benefit, including nearly 28,000 children.
- The roll-out of UC has been riddled with issues that have impoverished families, driven our residents to use food banks, and made families homeless
- The National Audit Office says UC is “not value for money now and... it’s future value for money unproven”. Child Poverty Action Group believes it simply “isn’t working for working people”.
- In Harrow, UC has already pushed many tenants into rent arrears. For example 26% of Council tenants who claim Housing Benefit are in arrears compared to 73% of those claiming UC.
- The UC application process is digital by design. Claimants are expected to have an email address and a bank account to complete an application. Yet there are 1.5 million unbanked adults in the UK and 38% of people on low incomes have limited access to the internet.

Harrow Council launched a cross-Party Commission on the Implementation of Universal Credit in Harrow in late 2018 to identify a set of practical actions the Council could take to support our residents.

Harrow Council resolves:

- To adopt the final report of the Commission, including its action plan. This includes supporting residents to access digital services, improving links between Council officers and Jobcentre Plus staff, and making provision within the Council Tax Support scheme to help people migrating onto Universal Credit.
- To continue to develop new ways of supporting people impacted by the roll-out of Universal Credit.
- To incorporate the findings of the Commission into the development of the Borough Plan as part of the Council's drive to tackle poverty and inequality.”

A tabled amendment was received. Upon being put to the vote it was lost.

**RESOLVED: That the Motion set out at (i) above be adopted.**

**126. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That the press and public be excluded from the meeting for the following item of business in that it involves the likely disclosure of confidential information in breach of an obligation of confidence, or of exempt information defined in Part I of Schedule 12A to the Local Government Act 1972:

<b>Agenda Item No</b>	<b>Title</b>	<b>Description of Exempt Information</b>
20.	Information Report – Severance Packages of £100,000 or Greater	Information under paragraph 1 (contains information relating to any individuals).

[The Conservative Group wished to be recorded as having voted against the above Resolution].

**127. INFORMATION REPORT - SEVERANCE PACKAGES OF £100,000 OR GREATER**

**RESOLVED:** That the report be noted.

**(CLOSE OF MEETING:** All business having been completed, the Mayor declared the meeting closed at 9.55 pm).

# **COUNCIL 27 FEBRUARY 2020**

## **PROCEDURAL MOTION**

This page is intentionally left blank



**ITEMS 7 - 11 - Borough Plan 2020-2030 including the Corporate Plan**

**Revenue Budget 2020/21 and Medium Term Financial Strategy  
2020/21 to 2022/23**

**Annual Treasury Management Strategy Statement Including  
Prudential Indicators, Minimum Revenue Provision Policy  
Statement and Annual Investment Strategy for 2020/21 and Capital  
Strategy for 2020/21**

**Capital Programme 2020/21 to 2022/23**

**Housing Revenue Account (HRA) Budget 2020/21 and Medium Term  
Financial Strategy 2021-22 to 2022-23**

This note reflects a consensus between the Political Groups on the procedures that will apply for the determination of the Council's Budget, Council Tax, Corporate Plan, Treasury Management Strategy Statement, Capital Programme and Housing Revenue Account Budget and Medium Term Financial Strategy.

<b>OPENING</b>	The Leader will move the Cabinet Recommendations and the Mayor will then request any amendments.
<b>AMENDMENTS</b>	Any amendments must be moved and seconded.
<b>JOINT DEBATE</b>	It is desirable that the Council should hold one comprehensive debate on its budget and Items 7 - 11, so <b><u>all</u></b> amendments will be considered to have been moved together.
<b>ADJOURNMENT</b>	Should significant amendments be received, the Mayor may propose an adjournment of up to thirty minutes to allow Members to read and assimilate them.
<b>EXTENDED SPEECHES</b>	Up to three identified Members of each Group will be allowed a total of <b>20 minutes</b> to talk to the recommendation and respond to any amendments. The order will be as follows:  <ul style="list-style-type: none"><li>(1) Labour (20 minutes)</li><li>(2) Conservative (20 minutes)</li></ul>
<b>DEBATING RULES</b>	All other speakers will be restricted to the usual <b>3 minutes</b> . To conclude the debate the Groups will be allocated <b>1 winding-up speech of 5 minutes</b> , in the following order:  <ul style="list-style-type: none"><li>(1) Conservative</li><li>(2) Labour</li></ul>
<b>VOTING ON AMENDMENTS</b>	Following the final winding-up speech, the Council will immediately move to voting on the amendments. <b><u>NO</u></b> further debate will take place between the voting on the amendments.

The amendments will be voted on in the following order:

- (1) Conservative
- (2) Labour

One separate vote will be taken on each amendment. If any amendment is carried it becomes the substantive proposal.

Following votes on each amendment, the Council Meeting will have either:

- if an amendment has been carried, a new substantive proposal on the Budget , Council Tax , Corporate Plan, Treasury Management Strategy Statement, Capital Programme, Housing Revenue Account Budget and Medium Term Financial Strategy; or
- if no amendment has been carried, the original Recommendations.

**DETERMINATION  
OF ITEMS 7 – 11**

A new substantive Budget/Council Tax proposal (if an amendment has been carried) or the Cabinet Recommendation (if not amended) will be put to a formal vote of the Council for adoption, without further debate. A record of all Members voting on the Budget will be taken.

**SUSPENSION OF  
COUNCIL RULES**

The procedures set out above vary the rules regarding the moving of a recommendation from the Executive and the rules of debate. Council will be assumed to have endorsed, under Rule 26.1, the partial suspension of the relevant rules for the limited purposes of items 7 – 11 on the Summons, to enable them to be taken as a single item.

# **COUNCIL 27 FEBRUARY 2020**

## **CABINET RECOMMENDATION (13 FEBRUARY 2020)**

**RECOMMENDATION V**

**BOROUGH PLAN 2020-2030  
INCLUDING CORPORATE PLAN**

This page is intentionally left blank

# **CABINET**

## **13 FEBRUARY 2020**

Record of decisions taken at the meeting held on Thursday 13 February 2020.

### **Present:**

**Chair:** \* Councillor Graham Henson

**Councillors:**

* Sue Anderson	* Varsha Parmar
* Simon Brown	* Christine Robson
* Keith Ferry	* Krishna Suresh
† Phillip O'Dell	* Adam Swersky

**Non-Executive  
Cabinet Member:** \* Antonio Weiss

**Non-Executive  
Voluntary Sector  
Representative:** \* John Higgins

**In attendance:** Richard Almond                      Minute 287  
Marilyn Ashton  
Paul Osborn  
Anjana Patel

\* Denotes Member present

† Denotes apologies received

### **RECOMMENDED ITEMS**

**294. Draft Borough Plan 2020-2030 including the Draft Corporate Plan**

**Resolved to RECOMMEND:** (to Council)

That

- (1) the draft Borough Plan 2020-2030 be approved for consultation;
- (2) the draft priorities for the Council for the 2020/21 year be adopted and that all service planning activity be driven by the new set of Corporate Priorities;
- (3) responsibility be delegated back to Cabinet for approving the Corporate Plan Delivery Plan by June 2020, which would set out the Council's shorter term contribution and performance measures for delivery of the Corporate Plan (Borough Plan).

*[Call-in does not apply as the decision is reserved to full Council.]*

**RESOLVED:** That

- (4) the Director of Strategy and Partnerships, following consultation with the Leader of the Council, be authorised to make any minor amendments to the Plan as necessary prior to the matter going to Council;
- (5) following consultation, the final Borough Plan 2020-2030 be submitted to Council for approval in February 2021; and
- (6) the Overview and Scrutiny Committee be requested to comment on the Draft Borough Plan and consider how they want Scrutiny to be involved in the further development of the Borough Plan.

**Reason for Recommendation:** To update the Council's Policy Framework and set out the Council's longer term direction of travel for the borough, establishing a vision which is owned by partners and jointly delivered, following a year of consultation.

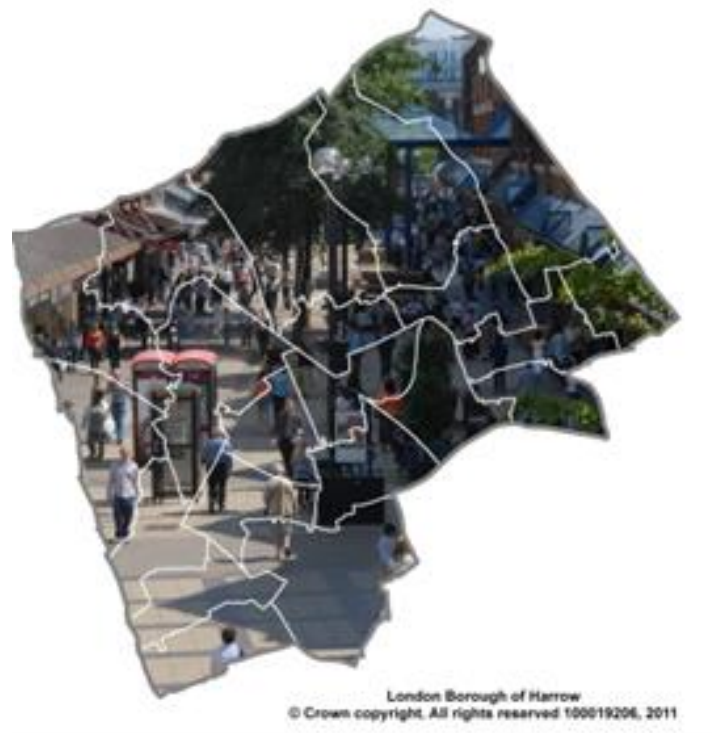
**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

# Draft Harrow Borough Plan 2030

---

*Harrow – the borough we are proud to call our home*



The Borough Plan is a partnership plan for Harrow. Through further engagement we intend to engage more partners, businesses and residents in supporting and delivering the plan. Current partners supporting this plan are:

**Harrow Council**

**Metropolitan Police**

**London Fire Brigade**

**London North West  
University Healthcare  
NHS Trust**

**Central & North West  
London Mental Health  
Trust**

**Central London  
Community Healthcare  
NHS Trust**

**Harrow Health CIC**

**Harrow College**

**Home Group**

**Harrow Clinical  
Commissioning Group**

**Harrow Voluntary &  
Community Sector  
Forum**

**Young Harrow  
Foundation**

**Harrow Community  
Action**

**Voluntary Action  
Harrow  
Harrow Schools**

**University of  
Westminster**

## Leaders Introduction

We are proud of Harrow and what it has to offer as a great place for families to thrive. Through developing our Borough Plan 2030 we want to set out our aspirations for the borough we are happy to call home: with a focus on tackling inequality and disadvantage.

We need to look beyond the short term, recognise our strengths and face up to the challenges, demonstrating a commitment to delivering on these as a borough. To do this we will work in partnership and lobby others to play their role for our communities. In this draft Borough Plan, we set out these challenges and intend to spend 2020 as a year of engagement to obtain genuine input from our residents, businesses and partners to focus these priorities. We will then publish our finalised Borough Plan in February 2021.

While setting bold aspirations for the future, we have faced ten years of funding cuts as part of the Government's austerity programme, which has had a real effect on our residents and our frontline services. It is important to recognise though, that austerity remains with us across the public sector and we will face very serious funding challenges. However, we are focussed on ensuring that we get the basics right, across the borough: addressing the impact of these cuts where we can and levelling up our communities to address inequality. We will work tirelessly to ensure that our neighbourhoods are well-maintained and great places to live, that we address the challenges of fly-tipping, increased numbers of illegal Houses of Multiple Occupation (HMOs) adding to waste on our streets and that more people are able to feel safe as they live or work in any of our neighbourhoods. To achieve this, much of our focus will be geographically based.

We want to ensure that what makes Harrow a great place to live is recognised and protected as we build more housing to meet growing demands. We are going to face up to our challenges such as tackling poverty to ensure that we are able to reduce inequality and end child poverty within the borough by 2030. We will address the climate emergency, taking the borough on a journey to becoming net-zero carbon during the life of this plan: to do this we will need the support of residents and businesses to identify opportunities and a collective approach, which will be a key focus for our engagement in the next year.

As well as addressing these challenges, we want to build on strong foundations for the future, recognising the success of our schools and education systems as well as celebrating our diverse and cohesive communities. The cultural diversity of our borough is one of our great strengths and we want to ensure that this is enhanced following our departure from the European Union.

Over the next year we will be consulting with and engaging our residents, businesses and partners to help inform the actions that we collectively need to take to turn this plan into reality. We want to ensure that this is a wide reaching and inclusive engagement process, informing our Borough Plan and many of our key strategies which will be important in delivering the improvements.

We are already working with a number of partners to develop our plan and look to extend this partnership with public, private, voluntary and community sector partners as well as



ensuring that our residents and communities are key partners in delivering these ambitions.

I am proud on behalf of the partnership to present this draft Borough Plan. We hope that everyone will take the opportunity to respond to our consultation and help inform our priorities and actions.

Graham Henson  
Leader of the Council

## Contents

Leaders Introduction.....	2
Introduction .....	6
Tackling Inequality and Disadvantage.....	7
Our Vision and Priorities .....	7
Vision .....	8
Priorities .....	8
Our Borough: Our Community .....	9
Our Local Context.....	10
Priorities and Outcomes .....	13
Improving the Environment and Addressing Climate Change.....	13
Our data tells us .....	13
Our proposed objectives.....	14
The 'Big Idea' .....	14
How we will deliver our objectives.....	14
Tackling Poverty and Inequality.....	15
Our data tells us .....	15
Our proposed objectives.....	16
The 'Big Idea' .....	16
How we will deliver our objectives.....	16
Building Homes and Infrastructure.....	17
Our data tells us .....	17
Our proposed objectives.....	18
The 'Big Idea' .....	18
How we will deliver our objectives.....	19
Addressing Health and Social Care Inequality.....	20
Our data tells us .....	20
Our proposed objectives.....	21
The 'Big Idea' .....	21
How we will deliver our objectives.....	21
Thriving Economy .....	22
Our data tells us .....	22
Our proposed objectives.....	23
The 'Big Idea' .....	23
How we will deliver our objectives.....	23

Sustaining Quality Education and Training.....	24
Our data tells us .....	24
Our proposed objectives.....	24
The ‘Big Idea’ .....	24
How we will deliver our objectives.....	24
Celebrating Communities and Cohesion.....	25
Our data tells us .....	25
Our proposed objectives.....	26
The ‘Big Idea’ .....	26
How we will deliver our objectives.....	26
Maintaining Low Crime Levels and Improving Community Safety.....	27
Our data tells us .....	27
Our proposed objectives.....	27
The ‘Big Idea’ .....	27
How we will deliver our objectives.....	28
Next Steps.....	29
Short term delivery plan .....	29

## Introduction

This is our draft Borough Plan 2020-2030 for consultation and engagement over the course of 2020. It has been developed in partnership with some of the key public sector providers in the borough and representatives from the voluntary and community sector. The Plan sets out aspirations for the borough over the next decade, recognising that there will be significant change over that period, some of which can be predicted: much of which cannot.

We have a clear vision of our borough and are building a strong partnership to deliver this to make significant improvements for the borough over the next decade. We want to focus on:

- Improving our towns for living, shopping and entertainment
- Narrowing the gap in healthy life expectancy
- Reducing inequality in earnings, attainment and opportunity
- Achieving net-zero carbon emissions across the borough
- Building 3,000 more affordable homes

We want you, as residents, businesses, communities and other interested parties, to join us in developing this vision and turning it into reality.

While focussing on the long term aspirations, we are also addressing the short term challenges in building communities which people are proud to call home. To achieve this, over the next year the council is investing £1m into some of these areas including: street sweeping; enforcement of fly tipping and Houses of Multiple Occupation; district centre projects; ward priorities; community cohesion; school improvement; and the Council Tax Support Scheme. This will strengthen the foundations upon which our bold aspirations for the borough are built.

For the longer term, within this draft plan we set out our priorities along with a series of objectives we want to achieve during the life of the Plan: these will be reviewed frequently during the next ten year implementation period. Much of what we seek to do relies upon others to deliver, or support delivery, meaning that we will need to work with and influence others to enable achievement of our ambitions for Harrow – this will include influencing and lobbying government at a regional and national level. There is also a strong role for individuals and communities in delivering this plan: we need a collaborative model and your help in caring for your own welfare and your areas. We will all have a role in *caring for our people and caring for our place*.

Although this plan is for the borough as a whole, many of the actions will be targeted to focus work on those areas most in need: tackling inequality and disadvantage for the benefit of everyone. There are significant challenges within the east of the borough, particularly around Edgware where many environmental and quality of life improvements are required. Wealdstone is the focus for concerted action with regeneration and house building on large sites, whilst there have been improvements and large numbers of new homes Harrow town centre. Further regeneration and development of the borough is an

underpinning feature of our plans as we ensure the provision of affordable homes and meet our new housing targets.

To deliver our plan, we want to ensure that we collectively take care of our people and we take care of our place – creating a community and an environment we can be proud of. This plan is about encouraging and enabling individuals and communities to do more for themselves: reducing demand on public services and our environment rather than public services continuing to respond to an increased demand. Where possible, we will adopt a preventative focus as opposed to spending more to tackle issues that have arisen. By taking this approach, we can support the creation of a sustainable borough where families may thrive, now and in the future.

## **Tackling Inequality and Disadvantage**

The Council and our key partners propose that the main issue we tackle over the next decade is inequality. This will become a recurring theme throughout the Borough Plan and across our partnership. Through engagement over the next year we want to ensure that our approach to tackling inequality and the key objectives and success measures we propose resonate with our community. This is our chance to understand resident's views on this as an overarching priority as well as refine the measures we are currently considering.

Through a relentless focus on inequality and disadvantage we intend to continue to make Harrow a better place for all of our residents and businesses. Working with partners and listening to feedback we will fully develop our key measures to monitor progress in addressing inequality. Key measures we are considering focus on:

- Ending child poverty
- Reducing health inequality
- Raising English language skills
- Narrowing the educational attainment gap
- Reducing numbers in low paid employment
- Lowering unsecured debt levels
- Reducing the proportion of income spent on priority expenditure

Addressing these issues will help to ensure that local businesses have better skilled people to recruit from, that there is less crime and fewer people causing anti-social behaviour as they are able to work in more fulfilling roles, better support their families and contribute to society.

## **Our Vision and Priorities**

Within Harrow, we are serious about making the borough a great place we are all proud of and in which families flourish. We are therefore committed to ensuring that our plan is relevant to children, young people, adults and older people. To do this, we recognise that there are many challenges to face. We acknowledge that there is a rapidly growing older population and respect that children and young people are the future adults of our borough: we will make sure that their voices are heard and influences our proposals.

Without them seeing and helping set the vision, it is less likely that they will remain in the borough, or return after university. We are setting out a bold Borough Plan through to 2030 which will deliver strong and positive outcomes for our residents, businesses and our environment for future generations to enjoy.

This plan cannot be based on today's norms, but must be radical and challenging if we are to rise to the needs and aspirations of the local community: residents and businesses. Whilst being bold, we cannot deliver this on our own and require the support and commitment from a range of stakeholders. We will pool our resources and effort to deliver, influence and enable others to meet our shared vision for the borough.

## Vision

Whilst Harrow is a great place to live and work, many people feel that it lacks an identity. We propose to work over the next year to create a vision which demonstrates why we are proud of Harrow and set out aspirations for the partnership across the borough, encapsulating our sense of community, including:

- Everyone looks after each other
- Neighbourliness and cohesiveness
- Sense of belonging
- Caring for people and the area
- Resilience

This will set a focus for how we want to work within Harrow to be a diverse and high-achieving place where everyone can feel at home: caring for each other and our environment. We seek to retain our many strengths, but also collectively tackle the challenges we face as a borough.

In delivering our vision for Harrow, we want to ensure equality of opportunity for all of our communities and minority groups who contribute significantly to the diversity and culture within the borough. We want to ensure that Harrow is accessible to all.

## Priorities

We have worked with partners to develop collective priorities for the Borough, based on feedback received from the people of Harrow in our annual resident's survey. These priorities are set out below.



There are three areas, which form the foundations for addressing our main priorities, where we seek to maintain the standard of current provision:

- Sustaining quality education and training
- Celebrating communities and cohesion
- Maintaining low crime levels and improving community safety

We have five priorities where there are significant challenges to deliver the desired outcomes:

- Improving the environment and addressing climate change
- Tackling poverty and inequality
- Building homes and infrastructure
- Addressing health and social care inequality
- Thriving economy

This is really important to us in ensuring that everyone is able to live healthy lives, achieving to the best of their ability whilst we protect and restore the environment: preserving the planet for future generations.

Having set the context and laid out our priorities, we will delve into these in a bit more detail, giving an indication of the reasons these have been selected, some of the key outcomes we want to achieve and what we are seeking to address in doing so.

## Our Borough: Our Community

Harrow is an outer London Borough in North West London, approximately 10 miles from central London. Covering 50 square kilometres (20 square miles) and it is the 12<sup>th</sup> largest borough in Greater London in terms of size and 20<sup>th</sup> in terms of population. There are nine district centres, plus Harrow Town Centre which is one of London's twelve metropolitan centres. Much of the population growth is within our main towns of



Harrow, Wealdstone and Edgware, with a less densely populated area to the north of the borough which is home to smaller towns and villages. The borough benefits from fast links into central London, served by over ground trains and three tube lines.

Harrow is a great place: we are the safest Borough in London; one of the most diverse places in the country; a suburb with bountiful green space with just over a quarter of the area (over 1,300 hectares) consisting of open space, yet incredibly well-connected to a global airport hub and the centre of the world's greatest city.

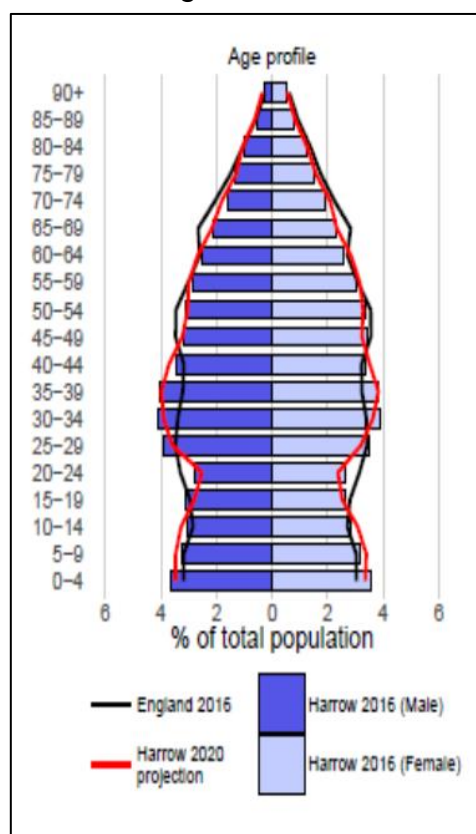
The borough has three electoral constituencies: West Harrow; East Harrow; and Ruislip, Pinner & Northwood served by a Labour and two Conservative MPs, respectively. The borough is divided into 21 wards, each served by three directly-elected members, though this will change at the next local government election following the boundary review with the introduction of 2 and 3 councillor wards. We currently have a Labour administration with 35 elected members and the opposition comprises 28 Conservative members. Of the total of 63 members, 26 are women.

## Our Local Context

**Population Growth:** 7.1% of the population are aged 0-4; 13.4% aged 5-15; 64.7% are aged 16-64 and 14.8% are aged 65 plus. As with most areas in the country, the borough has an ageing population and it is expected that the number of residents aged 65 plus will increase by 38% and those aged 85 plus could increase by 60% by 2030<sup>1</sup>.

**Growing diversity:** 42.6% of the population identify as Asian, which ranks 2<sup>nd</sup> nationally. Since 2001 there has been a 59.4% increase in the number of residents who are Asian. Harrow has a higher proportion of residents whose main language is not English and who cannot speak English or cannot speak English well, compared to the national and London averages.

**Housing:** Of the total amount of occupied dwellings in the area, 10% of Harrow's households live in social rented housing. Harrow has the second lowest proportion of social housing of any of the London boroughs and 22% of households live in private rented accommodation. Around 2,000 households in housing need approached the Council for assistance in 2018/19, and the number of homeless families has increased over the past 5 years, with homelessness continuing to be a significant issue. There are also over 200 households living in bed and breakfast accommodation at any time. We will continue to work to help families remain in their accommodation whenever possible and find new housing solutions for families who need to move.

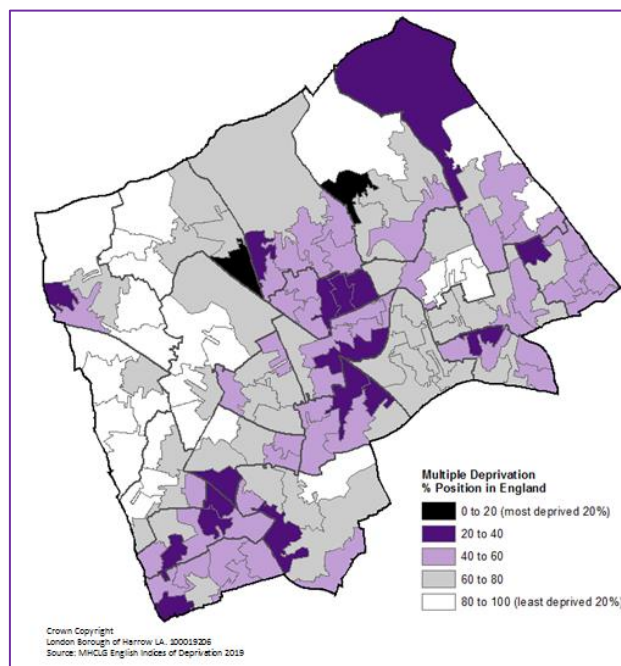


<sup>1</sup> Source POPPI Population projections 2019



**Housing Supply:** There is insufficient provision of housing in Harrow to meet the growing needs of the borough. Current draft-proposed GLA targets require development of a further 802 homes per year over 10 years with affordable rent homes targeted towards existing residents to meet their needs (it is likely that this target may be increased). Key challenges are around low levels of genuinely affordable housing.

**Deprivation:** Within the borough, there are significant differences in our local communities with some areas amongst the most deprived in the country, while neighbouring streets can be amongst the most affluent. Whilst deprivation overall is improving, these contrasts in deprivation are increasing with 12.3%<sup>2</sup> of children now living in deprivation across the borough.



**Health:** Within the borough, health is generally good, however, 14.6% of residents in Harrow have a limiting long-term illness or disability. This is an increase of 13.2% (+4,000) since 2001. Harrow's rate is now higher than the average for London (14.2%). There is a widening gap of healthy life expectancy within the borough between men and women and the more and less deprived areas.

Healthy weight provides a challenge, with 22.5% of all 4-5 year olds are classified as over-weight and 9% of 4-5 year olds are considered obese. For 10-11 year olds, 34.5% are classified as over-weight, with 20% of 10-11 year olds classified as obese. This is higher than the national average, with the trend getting worse as children age.

**Education:** There are 62 schools in the borough, of which 92% are judged as good or outstanding by Ofsted. Despite population growth every Harrow child has been offered a school place at a Harrow school, achieved through our successfully delivered school expansion programme.

**Crime:** Over the past year crime levels have increased by 5%. The most common crime in the borough was anti-social behaviour although, relative to London, rates are low. The borough has a crime rate of 53 offences per 1,000 which is one of the best rates in London, making Harrow one of the safest boroughs in London: there is, however, a steady increase in crime levels and a disproportionately high fear of crime.

**Environment:** 40% of household waste was recycled in 2018/19, placing Harrow as 7<sup>th</sup> best London Borough, but there are high levels of fly-tipping which is partly linked to the rapid growth in numbers of Houses of Multiple Occupation (HMOs) and the capacity for them to effectively dispose of the amounts of waste created. An over-reliance on cars within the borough means that Harrow's overall environmental performance is not good.

**Employment and Skills:** Unemployment to June 2019 was 4.1%: this is 0.5% below the London average. There are more than twice the number of residents with higher level

<sup>2</sup> Income Deprivation Affecting Children (IDACI) Data, Ministry of Housing, Communities & Local Government, 2019

qualifications in Harrow (37%), compared to those with no qualifications (17%). The borough also has one of the lowest levels of NEETs (not in education, employment or training) in both London and nationally.

**Business:** The borough used to be home to a number of large businesses, which have moved or closed over recent years, leaving sites vacant for re-development (contributing significantly to the increased housing provision required). There has been a decrease of 9,000 office spaces in the borough over the past year. Harrow is one of the boroughs in London with the highest concentration of microbusinesses which have contributed to a net rise in jobs. Start-up businesses benefit from a comparatively high success rate and move-on sites to support the development of new, local and sustainable business, with a growing need for further managed workspaces. The main employers in the borough are public sector, through the council, education and health providers.

## Priorities and Outcomes

There are three foundations for maintenance / incremental improvement and five priorities presenting a significant challenge / requiring step-change improvement. Our challenges are set out over the following pages along with some of the evidence as to why they have been identified as a priority and the outcomes as a borough that we seek to change by 2030.

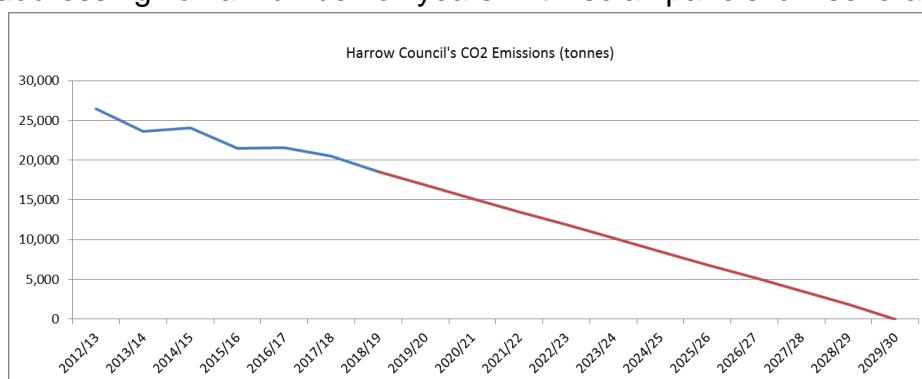
## Improving the Environment and Addressing Climate Change

The challenges our global society and economy presents to the environment have been heavily publicised over the past year: it is important that in Harrow we contribute towards addressing these challenges by living in a more caring and sustainable manner. We need to change the way that we behave, reducing consumption of goods and minimising the impact of our lifestyles on our environment. This includes taking care to preserve and enhance our 'natural capital' (the soil, air, water and the vital but threatened ecosystems) upon which we depend. Everyone needs to contribute towards this challenge, which will mean some tough decisions over coming years, whilst maximising opportunities of new technology to live more sustainably, restoring nature and protecting our many parks and open spaces.

### Our data tells us

With the increase in household costs for energy, it is important to ensure that those on low income are able benefit from energy-saving and cost reduction opportunities: contributing towards the climate emergency.

Reducing carbon emissions poses a significant challenge which the council, as an organisation, has been addressing for a number of years with solar panels on several schools, saving 16 tonnes on average of CO<sub>2</sub> per year on a primary school. Many quick wins have been achieved, but an increased focus is required on the way we view our planet and how we reduce overall consumption of finite resources.



During 2018/19, 40% of the boroughs' waste was recycled: to address the climate emergency, we need to focus on reducing the overall amount of waste produced, much of which has a high carbon footprint, as well as significantly increasing recycling rates across the borough.

Travel within the borough is predominantly by car: in 2018, there were 286 million miles driven by car within Harrow<sup>3</sup>: this equates to more than 3,000 miles per household driven within the borough. With an over reliance on driving in the borough these savings in other

<sup>3</sup> Department for Transport – road traffic statistics

CO2 emissions make a small impact on the overall carbon footprint of Harrow, with in-borough car usage accounting for around 2 million tonnes per year. Travel to school has shown an increase in rates of pupils walking, at 45% for 2018/19, shifting from those using public buses which has halved over the past 4 years. During the same period there has been no decline in the use of cars, standing at 27%.

### **Our proposed objectives**

The key objectives we have identified for this priority are below, along with the issue we intend to address.

An attractive and healthy environment with improved streets, enhanced parks and accessible open spaces, providing relaxing recreation, supporting sport and active travel opportunities for all

- Addressing sustainable transport and promoting a family friendly outer London borough
- Improving our access to clean air and water, and the other ecosystem services that are essential for us to all live healthy lives
- Reducing residual waste and increasing recycling

Created modal shift in favour of sustainable transport – walking and cycling

- Addressing over reliance on cars, reducing pollution and improving health

A net zero carbon borough by 2030

- Addressing climate change and building a more sustainable borough

High quality parks and open spaces that are accessible to all

- Green spaces enabling exercise and reducing carbon

High quality, energy efficient housing

- Addressing fuel poverty, carbon emissions and heat loss causing global warming

### **The ‘Big Idea’**

We will be one of the earlier London Boroughs to deliver on becoming net zero-carbon, achieving our target by 2030, ensuring that we tackle inequality through building more sustainable and resilient low carbon communities, making energy-saving measures available to those most in need: reducing fuel poverty.

We are also going to work to reduce significantly reduce waste at source and increase recycling levels across the borough so that Harrow is a more sustainable borough, minimising its overall impact on the planet.

### **How we will deliver our objectives**

The Climate Change Strategy will be one of the key strategies with the Local Plan setting out requirements and expectations for all new buildings within the borough. The Sustainable Transport Strategy will be key in driving sustainable transport across the borough and setting out expectations from transport providers including Transport for London (TfL). These will be supported by the Infrastructure Strategy, providing a framework for much of the sustainable regeneration and development of our towns over the coming years.

## Tackling Poverty and Inequality

We are a diverse borough with many areas of affluence and significant pockets of deprivation. We seek to make Harrow a more equitable borough, raising opportunities for those who are struggling and enabling everyone to live a full and rewarding life within their community.

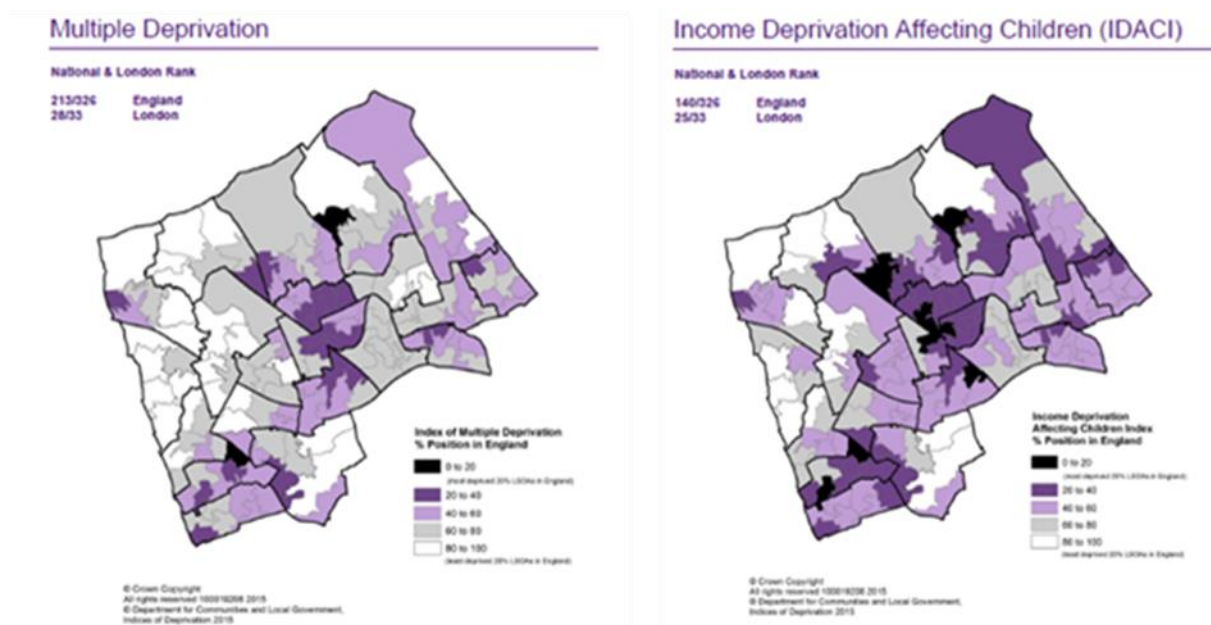
We want to ensure that, as part of this growth, our communities are inclusive and opportunities are grasped to level up our more deprived neighbourhoods and groups.

### Our data tells us

Debt levels in Harrow are significantly above London average and among the worst in the region, with those accessing support having individual unsecured debt levels at £16,389 per person compared to a London average of £11,616 per person. Alongside this, 61% of household income in Harrow goes on priority expenditure (compared to 57% within London).

The average household is paying 40% more for gas and electricity than they were five years ago<sup>4</sup>, with overall household bills having grown by £2,707 a year over the period. This impacts on lower income households most of all and significantly increases the burden placed on poorer families or older people, with a significant increase in the proportion of their finances being spent on household running costs.

Harrow is a diverse borough with several areas in the most and least deprived areas. This means that the overall affluence of the borough masks a number of challenges within our specific local areas.



<sup>4</sup> Comparethemarket.com December 2019

### Our proposed objectives

The key objectives we have identified for this priority are below, along with the issue we intend to address.

All children are able to live homes where the family has the opportunity of earning a good household wage

- Addressing child poverty

Everyone has a home suitable for their needs

- Addressing homelessness and overcrowding

All people wanting to work have a job that pays above London Living Wage and are employed on a contract that meets their requirements

- Addressing low pay rates and zero-hour contracts / gig economy and supporting financial stability

Households live free of unsustainable debt

- Addressing high debt levels and the stress this causes

### The 'Big Idea'

We will tackle inequality by eradicating child poverty within the borough.

We are also going to work towards addressing low pay rates within the borough, enabling individuals and families to live a more rewarding life into retirement and enjoy the opportunities of living in a prosperous capital city.

### How we will deliver our objectives

The Adult Learning Strategy will be fundamental in raising the skill levels of the local community and the current Regeneration Strategy will support attraction and growth of better paid jobs in the local economy. Over the coming year, we will develop an Inclusive Growth Strategy, replacing the Regeneration Strategy, detailing how we will deliver these objectives. These will be supported by our Infrastructure Strategy setting out the changes to the built environment over the next several years.



## Building Homes and Infrastructure

There is a clear need for more housing, particularly social housing and affordable housing, across the country and London in particular. It is important for Harrow to contribute towards this increased housing provision, meeting our own needs and creating capacity for our growing population. We will put safety at the forefront of our thoughts, designing out crime: making our living and shopping areas safer and accessible to all.

To build communities it is essential that the investment in infrastructure such as medical provision, GP practices, police, employment / workspaces, sporting / cultural facilities and the improvement of parks and open spaces takes place at least in pace with any house building in order to enhance the quality of life of our residents. As communities grow and new housing is built, we will ensure that these are designed effectively to enable people to access town centres, jobs and other facilities using sustainable travel solutions: building in access to parks and new paths / cycling routes.

### Our data tells us

There is a need for significant development of homes within the borough to meet the needs of individuals and families, with a projected population growth of around 50,000 over the next decade, taking Harrow's population to around 300,000. At March 2019 there were 4,762 council properties and 4,327 housing association properties. Harrow is ranked 287<sup>th</sup> out of 326 local authority areas where rank 1 has the highest percentage of social housing: this evidences a lack of social housing and there is also little affordable housing within the borough (particularly for families). The diagram below shows the number and size of new affordable dwellings required in the borough to meet demand.

Affordability of London Living Rent and Affordable Rent (Source: ORS Housing Model. Note: figures may not sum due to rounding and figures marked "—" are less than 10 dwellings)

Dwellings	Low Cost Rent	Intermediate		TOTAL
	Can't afford London Living rent	Able to afford London Living Rent but unable to afford affordable rent	Able to afford "Affordable rents" but unable to afford market rent	
Harrow				
1 bedroom	640	10	170	800
2 bedrooms	2,250	210	560	3,000
3 bedrooms	3,160	470	590	4,200
4 bedrooms	890	170	120	1,200
5+ bedrooms	250	50	60	400
<b>Total</b>	<b>7,200</b>	<b>900</b>	<b>1,500</b>	<b>9,600</b>

As with all London boroughs, there is a significant homelessness issue, in part due to a severe shortage of genuinely affordable housing.

The mayor has set a provisional target of 802 homes per year over the next decade (this is reduced from his original target of 1,392 homes, primarily as a result of work commissioned by Harrow on behalf of West London Authorities), which will help to provide much needed housing within the borough. Of these 8,020 new homes, almost half (3,750) should come from small sites, with a large number of the remaining homes to be

constructed on sites that have already been identified. Around half of these are one-bedroom properties, which is out of line with the borough's affordable housing requirements, where the average household occupancy of properties within the borough was last reported at 2.8 people<sup>5</sup> and since that time, population has grown at a faster rate than housing provision (this was the second highest occupancy rate in the country).

There are estimated to be over 900 Houses of Multiple Occupation (HMOs), both registered and un-registered, largely within the east of the borough, many of which provide vital housing for people on lower incomes unable to rent a property of their own. There has been a 99% increase in HMO applications and 456% increase in suspected HMOs in the last 5 years: many un-registered HMOs are over-crowded, providing unacceptable living environments for their occupants.

Whilst data is held on the condition and energy ratings of social housing, there is little known about the actual condition of much of the private rented sector housing within the borough: this aspect contributes significantly to Harrow's overall rental market. It is therefore likely that there will be a significant challenge in working with, and encouraging, this sector to improve the quality of homes to increase the energy efficiency and reduce heating costs, whilst also providing a better property for tenants to live in.

### **Our proposed objectives**

The key objectives we have identified for this priority are below, along with the issue we intend to address.

All people able to live in the right size / tenure of home to meet their needs and expectations

- Addressing overcrowding, lack of social housing and affordability challenges

Everyone has a quality, energy efficient and digitally-enabled home in a thriving community

- Using regeneration to improve the quality as well as number of homes available

Neighbourhoods are integrated and well connected to thriving district centres

- Addressing inequality and providing opportunities

Strong transport links and connections from housing areas that enable people to travel to their destination sustainably and safely

- Addressing high car reliance, busy streets and pollution caused by travel
- Enabling safe and healthy travel to schools, college or work

### **The 'Big Idea'**

Digital infrastructure delivered in line with house building across the borough will support tackling inequality by ensuring that communities are connected and businesses are able to benefit from SMART Cities technology.

We will also ensure through our planning proposals that our town and district centres are recognised as vibrant and multi-purpose places, supporting the local people in each of our communities.

---

<sup>5</sup> ONS Analysis of 2011 Census



### How we will deliver our objectives

The Borough Wide Infrastructure Strategy, Local Plan and the Housing Strategy will be three of the key strategies supporting delivery of our new homes for the borough and the related infrastructure improvements that are required to provide safe, friendly and connected areas for people to live and flourish. We consulted on our Housing Strategy during 2019 and we will be consulting on the Local Plan during 2020 to ensure that it is able to deliver the expectations set out for the borough through the local planning framework.

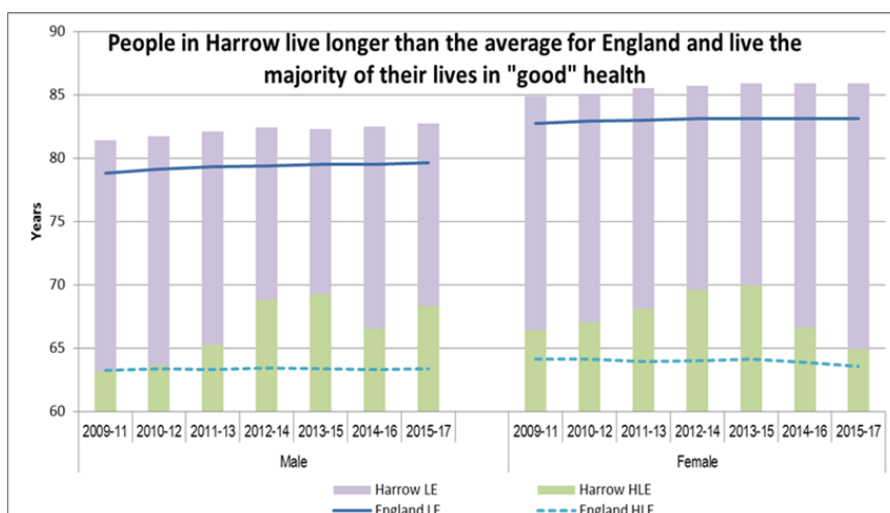
We cannot deliver this priority alone and need to work with private sector landlords to encourage them to improve the overall standard of private rented accommodation within the borough: for many people this will be the only realistic way of securing the housing they need.

## Addressing Health and Social Care Inequality

We understand the challenges faced by those living in loneliness and isolation and the impact that this can have on overall health and wellbeing. Harrow is in a great position to improve the health of our residents, with great access to a number of parks and open spaces providing opportunities for healthier lifestyles and recreational opportunities which are free for everyone.

### Our data tells us

The government, within the Queen's Speech, set a challenging target of increasing healthy life expectancy by 5 years by 2035: we will ensure that the government is held to account for this target and invests money in local services to enable this to be delivered. Our data shows that those with the longest unhealthy life expectancy are women and that healthy life expectancy is also lower in many of our more deprived areas.



Nationally, the numbers of people with dementia is projected to increase by 30% over the next decade: within Harrow our rate is also increasing, and is set to continue increasing at a pace over the coming years. Harrow has the seventh highest prevalence of dementia in London boroughs.

Diabetes is of particular importance in Harrow: there are currently 20,296 people registered as having diabetes (Type 1 or Type 2) with numbers expected to rise by 45% over the next 20 years.



The latest primary care data shows nearly 10% of the adult population of Harrow to have diabetes, the highest rate in London. One of the main causes of type 2 diabetes is lack of exercise.

The Young Harrow Foundation / Council Needs Analysis in 2018 showed that physical activity significantly reduced as children hit their teen years. A high proportion of Harrow's adult population are physically inactive (30% in 2017-18) which is the fifth highest inactivity rate in London.

### Our proposed objectives

The key objectives we have identified for this priority are below, along with the issue we intend to address.

Increased healthy life expectancy for all, particularly those in disadvantage

- Addressing the large gap in health inequalities between our residents from the least to the most deprived wards

Improved physical activity of all, irrespective of age, gender or ethnicity

- Addressing poor levels of physical activity from an early age

All children experience a healthy start to life with good diet and appropriate exercise

- Addressing obesity, low exercise and poor health / oral health

Families are strong and able to access early support where required, enabling them to be more self-sufficient and rely less on public services

- Addressing reliance on social care and intervention to safeguard children

Increased numbers of older people able to continue to live at home

- Addressing demand for high cost social care

### The 'Big Idea'

We will tackle inequality through reducing obesity: supporting improved levels of physical activity, enabling people to live longer and healthier lives whilst reducing the prevalence of diabetes within the borough.

We will also ensure that we become a dementia friendly borough to support the growing number of people affected by dementia, ensuring that they have a safe and engaging borough within which to continue their lives as independently as possible.

### How we will deliver our objectives

The Health & Wellbeing Strategy will be one of the key strategies supporting delivery of our health improvements across the borough. This is supported by the Clinical Commissioning Group (CCG) and the Sustainability and Transformation Partnership (STP), setting out the role of the NHS and GPs in delivering against this agenda. Integration of health and social care will be a key enabler of these objectives, whilst improving the lived experience for our residents in the borough.

The Healthy Weight Strategy will support improvements in obesity and physical activity, contributing towards an overall improvement in health and life expectancy; while the Mental Health Strategy will be important in addressing this overall challenge: both are proposed to be developed during 2020.

We will encourage greater participation in cultural and leisure opportunities, as well as better use of our parks and open spaces, as a gateway to increasing physical activities and participation in sports to improve health and mental wellbeing.

## Thriving Economy

A strong economy underpins a thriving borough, providing the business, employment and retail opportunities expected and required by our communities. The key challenge is addressing under-employment rather than unemployment – creating more and better paid jobs. We need to ensure that people are able to live, work, shop and participate in leisure activities within the borough: providing greater opportunities for everyone.

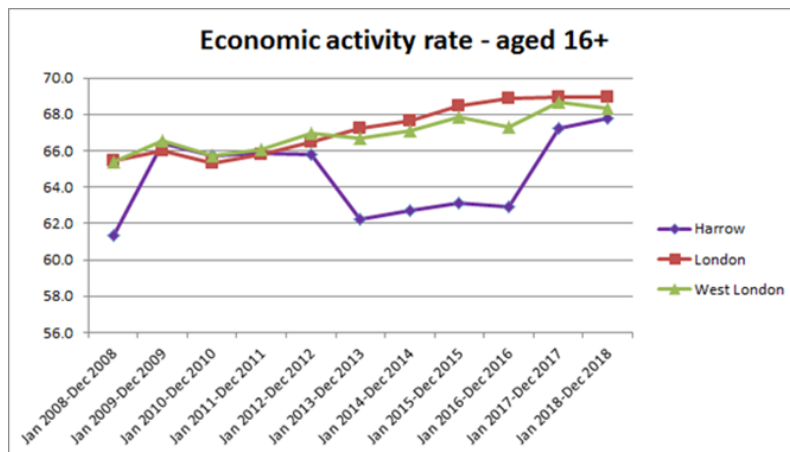
### Our data tells us

In Harrow, there are 80,000 jobs with a consistent growth over the past decade in people who are self-employed (now over 20,000): the business base is primarily small and microbusinesses, which tend to be less productive and pay less.

The economic activity rate for people in Harrow has been significantly below London for a number of years, but the gap has closed since 2017. Part time work has grown by 8% over the past 3 years, with a corresponding reduction of 6.25% in full time employment.

There is a large gap in earnings between men and women, and those working outside of the borough earning more than those employed within the borough. This shows that men earn almost £15 per week less than in London whilst women earn over £44 per week less. An aspect of the gap in earnings between those in and out of borough is due to the nature of the self-employed and SME economy locally, with all remaining larger employers within the borough being public sector.

Over the past year, there have been 9,000 office spaces lost within the borough.



Annual Survey of Hours and Earnings 2018 (2017 in brackets)			
	Harrow	London	Great Britain
	£	£	£
<b>Gross weekly pay</b>			
Full-time workers	671.7 (655.3)	670.8 (654.6)	571.1 (552.7)
Male full-time workers	705.1 (714.8)	719.7 (701.4)	612.2 (594.2)
Female f/time workers	584.2 (571.2)	628.7 (602.1)	510.0 (494.4)
<b>Hourly pay - excluding overtime</b>			
Full-time workers	17.00 (16.65)	17.55 (17.04)	14.36 (14.00)
Male full-time workers	18.25 (18.33)	18.30 (17.80)	14.89 (14.56)
Female f/time workers	16.26 (14.90)	16.86 (16.29)	13.56 (13.18)

Source: ONS annual survey of hours and earnings - resident analysis  
Notes: Median earnings in pounds for employees living in the area.

### Our proposed objectives

The key objectives we have identified for this priority are below, along with the issue we intend to address.

High earning jobs within the borough

- Addressing low paid employment in borough

Micro, Small and Medium sized enterprises grow sustainably within the borough

- Addressing employment and encouraging entrepreneurialism

Employment opportunities to match skills available within the borough

- Addressing need to travel for suitable employment

Local learning / skills opportunities match business needs / sectors

- Addressing lower earnings and the need to travel for suitable employment

Vibrant town and district centres

- Addressing high street decline and loss of local spend

### The 'Big Idea'

Harrow will tackle inequality through improved transport links such as Crossrail 3, orbital links and new bus routes, supporting access to and between our town centres and employment sites to support our economy and attracting more commercial and office space.

We will also work with partners to sustain our high rates of business survival and support business growth within the borough to raise local earning levels and provide local jobs for our residents.

### How we will deliver our objectives

The new Inclusive Growth Strategy will be one of the key strategies supporting delivery of our thriving economy whilst the Adult Learning Strategy will support delivery of the need to raise the skill levels of many adults within the borough to enable them to meet their earnings and employment aspirations.

The Business Forum will play an active role in supporting identification and delivery of priorities as well as prioritising improvements and harnessing the support of local businesses to meet our shared objectives.

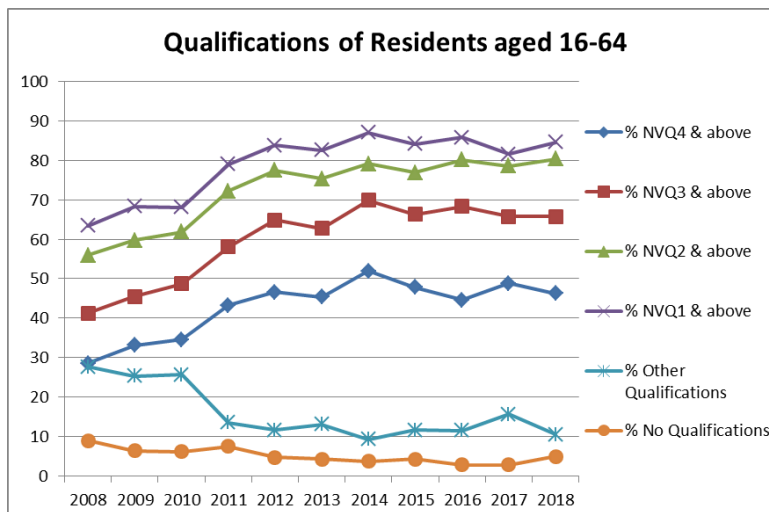
## Sustaining Quality Education and Training

Currently our schools are highly rated and perform well overall, but we want to ensure that everyone benefits from the education system to achieve the best they can.

### Our data tells us

Overall our pupils perform well, but some groups do not attain the same standard as their peers. These groups include: looked after children; Unaccompanied Asylum Seeking Children (UASC); black boys; and white boys from more deprived areas.

Comparing attainment data over time is difficult due to changed exam systems, but our provisional 2019 average Attainment 8 score of 50.8 is better than pupils in London (50.2) and nationally (46.7), but behind statistical neighbour's score of 52.8, which demonstrates the scale of improvement required for our lower attaining cohorts of pupils.



Employment, Education and Training (EET) rates are amongst the very best in England and are sustained at around 99% for local young people aged 16-18.

### Our proposed objectives

The key objectives we have identified for this priority are below, along with the issue we intend to address.

All schools, colleges and other educational settings are rated as good or outstanding

- Addressing inconsistent educational opportunities

All underachieving groups achieve in line with or better than their peers

- Addressing the attainment gap

All people have the level of qualifications required to meet their employment aspirations

- Addressing low pay employment and poverty

Everyone is able to benefit from lifelong learning, training and enrichment opportunities

- Addressing poverty and improved mental health

### The 'Big Idea'

We will tackle inequality by addressing the attainment gap: ensuring that underachieving groups all perform in line with, or better than, their peers.

We also want to attract a university for Harrow and strengthen relationships with the colleges to ensure a coherent post-school offer in the borough for everyone.

### How we will deliver our objectives

Schools within the borough will be key to delivering on these objectives and the Adult Learning Strategy will be one of the key strategies supporting the delivery of a high quality education system that works for everyone.

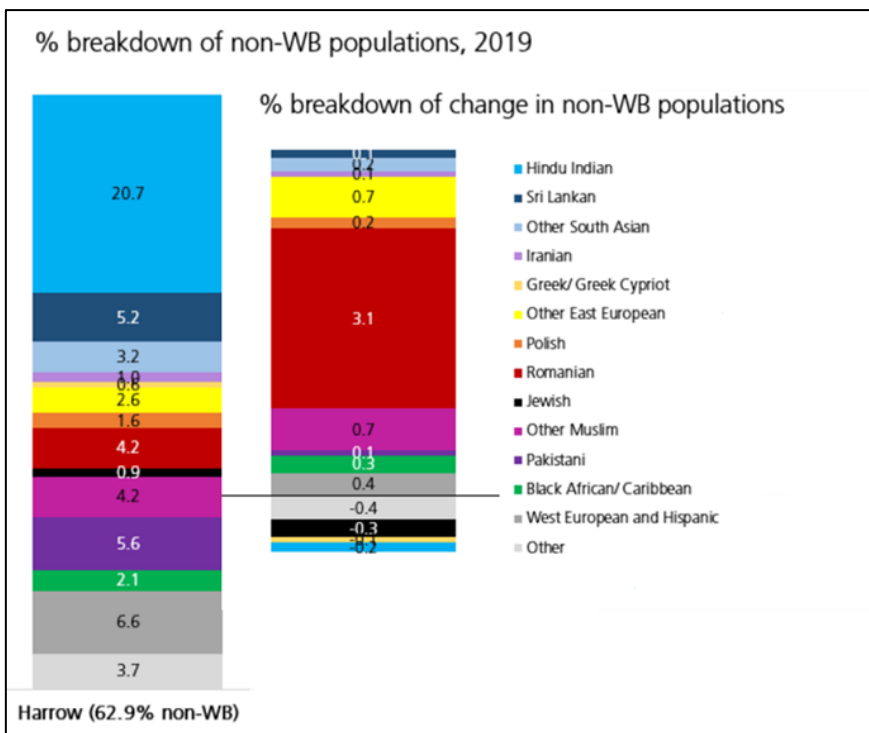


## Celebrating Communities and Cohesion

The nature of our borough and the communities it comprises of has changed over the past decades, and will continue to change into the future. We are determined to work with our communities to ensure that they are able to benefit the most from living here and contributing towards the improvement and diversity of our area.

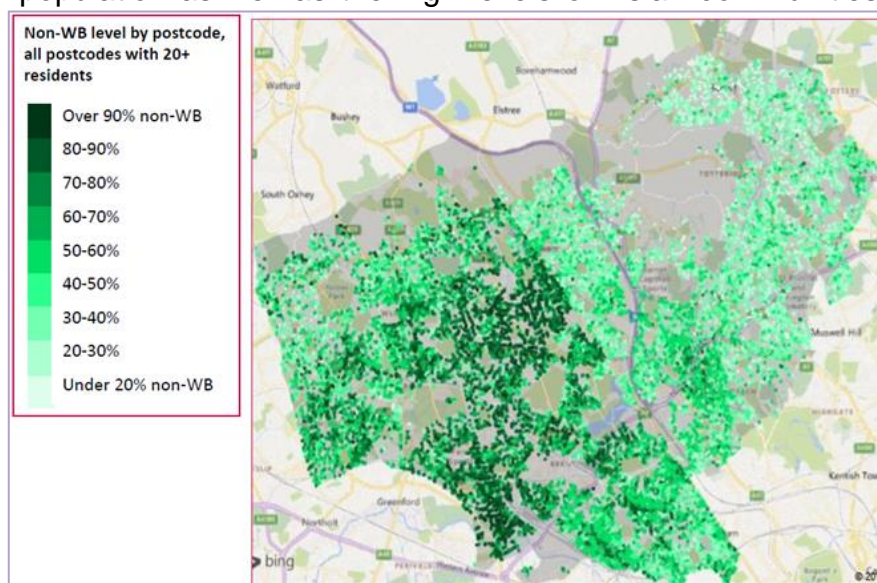
### Our data tells us

Harrow is a diverse borough, with a growing non-white British population and has the fastest growing Romanian population in the country. The Hindu Indian population has traditionally been the largest non-White British community in the borough, however, now the European community accounts for a similar proportion of the population at around 20%. The Eastern European population now accounts for two thirds of the overall European population and Romanians represent two thirds of the Eastern European community.



Many new or evolving populations will focus their growth on particular areas of the borough, potentially causing tension with the established population who perceive their community to be changing. We value the growing diversity of our communities and the increased Eastern European population as well as the high levels of Asian communities which have been well-established within the borough.

While many areas have seen reduced levels of public engagement and lower election turnout, people in Harrow have tended to vote, with turnout at recent council elections being 41%.



### **Our proposed objectives**

The key objectives we have identified for this priority are below, along with the issue we intend to address.

A thriving, multicultural borough where events support our communities continued integration and values

- Addressing community cohesion

Everyone takes an individual and collective responsibility for building good relationships within their community

- Addressing tensions between communities leading to isolation

Our annual resident's survey demonstrates a continued increase in people feeling that communities get on well together

- Addressing intolerance and supporting cohesion

Maintaining high levels of civic engagement

- Ensuring we retain high election turnout among all our communities
- Growing the numbers of people active in public life and community roles

### **The 'Big Idea'**

We will tackle inequality through improving the environment and living standards within our more deprived communities: affording them a better quality of life.

We will continue to work with our communities, culturally and geographically, to help them inform and support development of their locality to deliver their aspirations. We will also look to recognise our diverse and cohesive communities through becoming a Borough of Culture.

### **How we will deliver our objectives**

The Wealdstone Action Group (WAG) and Community Action South Harrow (CASH) will be fundamental in supporting plans in these areas. During the life of this plan we will also be undertaking specific and targeted work within Edgware and the east of the borough in response to demand.



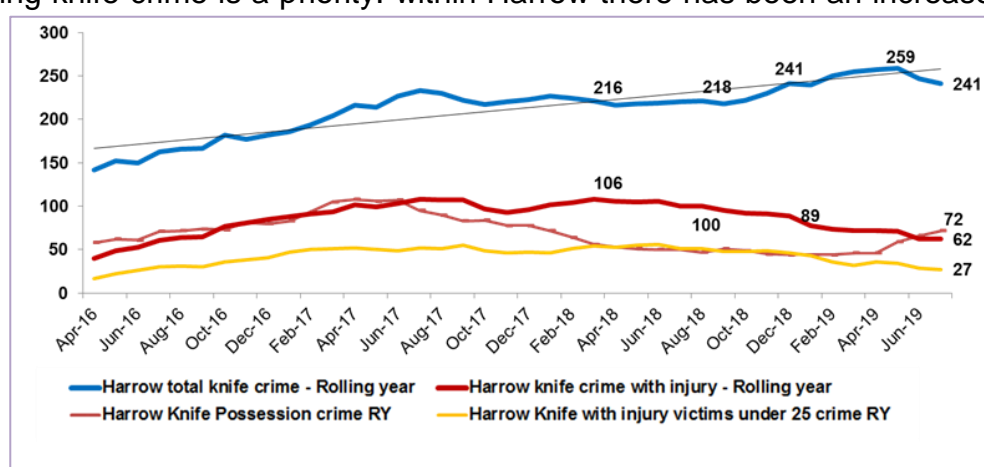
## Maintaining Low Crime Levels and Improving Community Safety

Whilst there are low levels of crime compared to neighbouring and other London boroughs, we are not complacent and want to see crime levels fall, recognising the impact that any crime has on victims. In some types of violent crime we have seen a rising trend, in line with London and national trends: we are eager to reverse this. We are also committed to improving community safety and the perception of crime to ensure that everyone feels safe and able to live a full and rewarding life in the borough without fear of crime.

### Our data tells us

In the year to July 2019 there has been a 16% increase in total crime offence levels within Harrow, although the overall rates remain lower than most other London boroughs.

Across London tackling knife crime is a priority: within Harrow there has been an increase in knife crime, although at a slower rate than London. Over the past two years, there has also been a reduction in injury caused by knives, but these levels remain too high.



### Our proposed objectives

The key objectives we have identified for this priority are below, along with the issue we intend to address.

Low levels of crime within the borough

- Addressing community safety and crime levels

Everyone feels safe within the borough and our town centres throughout the day and at night

- Addressing fear of crime and making greatest use of our town / district centres

Children and young people are able to grow up safely and without fear of abuse or exploitation

- Addressing County Lines and child sexual exploitation

### The 'Big Idea'

We will tackle inequality through working to protect our children and young people from County Lines, raising awareness of the threats and engaging children at a younger age to enable them to make informed choices.

We are going to create vibrant and multi-purpose town centres that are welcoming and make people feel safe.

### How we will deliver our objectives

The Violence, Vulnerability and Exploitation (VVE) Strategy will be one of the key strategies supporting delivery of community safety across the borough. This strategy is being refreshed early in 2020 and will contain shorter term targets for tackling our immediate crime challenges in line with the London Mayor's priorities, but will also have a large focus on addressing fear of crime across the borough.

## Next Steps

During 2020 we are committed to engaging with more people in informing the Borough Plan. This will allow us to hear feedback about the priorities, gain information to support developing the actions to deliver our priorities and engage others to take lead roles in delivering these changes within the borough. We are determined that this engagement will be an ongoing rather than a one-off process and as such, we are eager to understand: where resident priorities lie; what may be “quick wins”; how we are able to collectively deliver against our more challenging ambitions; and how we gauge progress in improving the borough we care for.

To ensure that we do this, we will be developing a partner engagement plan and a resident engagement plan, providing opportunities for more people to contribute towards the focussing and delivery of our shared aspirations for Harrow.

Much of what we seek to achieve requires us to work in partnership: a few things we can deliver for ourselves whilst most will require collaborative working and us to collectively influence others to support our changes... As such, our final plan will be led and signed up to not just by the council, but our key partners in health, police, fire, education and the voluntary and community sectors: together, we can turn our plan into our future.

## Short term delivery plan

To ensure that work continues throughout our year of engagement, we are creating a short term delivery plan for the council’s contributions, focussed on delivery of the priorities and objectives we are consulting on.

This provides an opportunity to focus on some of the short-term challenges that have been raised and through delivering some of these, enabling us to be in a better position to deliver against the longer term ambitions.

This page is intentionally left blank

# **COUNCIL 27 FEBRUARY 2020**

## **CABINET RECOMMENDATION (13 FEBRUARY 2020)**

### **RECOMMENDATION II**

### **REVENUE BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2020/21 – 2022/23**

This page is intentionally left blank

# **CABINET**

## **13 FEBRUARY 2020**

Record of decisions taken at the meeting held on Thursday 13 February 2020.

### **Present:**

**Chair:** \* Councillor Graham Henson

**Councillors:**

* Sue Anderson	* Varsha Parmar
* Simon Brown	* Christine Robson
* Keith Ferry	* Krishna Suresh
† Phillip O'Dell	* Adam Swersky

**Non-Executive Cabinet Member:** \* Antonio Weiss

**Non-Executive Voluntary Sector Representative:** \* John Higgins

**In attendance:**

Richard Almond	Minute 287
Marilyn Ashton	
Paul Osborn	
Anjana Patel	

\* Denotes Member present

† Denotes apologies received

### **RECOMMENDED ITEMS**

**291. Final Revenue Budget 2020/21 and Medium Term Financial Strategy 2020-21 - 2022-23**

**Resolved to RECOMMEND:** (to Council)

That

- (1) the 2020/21 budget be approved, being mindful of the results of the various consultations and equality impact assessments, to enable the Council Tax for 2020/21 to be set (Appendix 2 of the report refers);
- (2) the Model Council Tax Resolution 2020/21 be approved, as set out at Appendix 11 to the report;
- (3) in accordance with Section 38(2) of the Local Government Finance Act 1992, the Chief Executive be instructed to place a notice in the local press of the amounts set under recommendation 2 above within a period of 21 days following the Council's decision;
- (4) the Medium Term Financial Strategy (MTFS) be approved (Appendix 2);
- (5) the balanced budget position for 2020/21 and the budget gaps of £11.414m and £11.178m for 2021/22 and 2022/23 respectively (table 6 refers) be noted;
- (6) the intention to increase Council Tax by 1.99% in 2020/21 (paragraph 1.23 refers) be noted;
- (7) the proposal to increase Council Tax by a further 2.0% in 2020/21 in respect of the Adult Social Care Precept (paragraph 1.23), be noted;
- (8) the changes to schools funding for 2020/21 as set out in paragraphs 1.51 to 1.55 and Appendix 6 of the report be noted;
- (9) the assumed funding for the protection of social care in 2020/21 through the BCF as set out in paragraphs 1.59 to 1.62 of the report, be noted;
- (10) the draft Public Health budget for 2020/21 (Appendix 7) be approved;
- (11) the 2020/21 Members' Allowance Scheme be approved (Appendix 12);
- (12) the 2020/21 Annual Pay Policy Statement be approved (Appendix 13);
- (13) the Capital Receipts Flexibility Strategy be approved (Appendix 14).

*[Call-in does not apply to the decision above as it was reserved to full Council.]*

**RESOLVED:** That with regard to the informal London Business Rates Pooling agree resolutions 14 and 15 below:

- (14) participation in the informal London Business Rates Pool be approved with effect from 1 April 2020 (to 31 March 2021) and authority be delegated to the Director of Finance, following consultation with the



Portfolio Holder for Finance and Resources, and the Monitoring Officer, to finalise the details for the informal pool;

- (15) the Director of Finance be authorised, following consultation with the Leader of the Council, Portfolio Holder for Finance and Resources and the Monitoring Officer to consider such consultative reports as the Lead Authority might circulate and to respond on behalf of the authority with regard to any recommendations.

**Reason for Recommendations:** To ensure that the Council sets a balanced budget for 2020/21.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

This page is intentionally left blank

# **COUNCIL 27 FEBRUARY 2020**

## **CABINET RECOMMENDATION (13 FEBRUARY 2020)**

### **RECOMMENDATION IV**

**ANNUAL TREASURY MANAGEMENT  
STRATEGY STATEMENT INCLUDING  
PRUDENTIAL INDICATORS,  
MINIMUM REVENUE PROVISION  
POLICY STATEMENT AND ANNUAL  
INVESTMENT STRATEGY FOR  
2020/21 AND CAPITAL STRATEGY  
FOR 2020/21**

This page is intentionally left blank

# **CABINET**

## **13 FEBRUARY 2020**

Record of decisions taken at the meeting held on Thursday 13 February 2020.

### **Present:**

**Chair:** \* Councillor Graham Henson

**Councillors:**

* Sue Anderson	* Varsha Parmar
* Simon Brown	* Christine Robson
* Keith Ferry	* Krishna Suresh
† Phillip O'Dell	* Adam Swersky

**Non-Executive Cabinet Member:** \* Antonio Weiss

**Non-Executive Voluntary Sector Representative:** \* John Higgins

**In attendance:**

Richard Almond	Minute 287
Marilyn Ashton	
Paul Osborn	
Anjana Patel	

\* Denotes Member present

† Denotes apologies received

### **RECOMMENDED ITEMS**

293. **Annual Treasury Management Strategy Statement including Prudential Indicators, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2020/21 and Capital Strategy for 2020/21**

**Resolved to RECOMMEND:** (to Council)

That

- (1) the Treasury Management Strategy Statement for 2020/21 be approved including:
  - Prudential Indicators for 2020/21
  - Minimum Revenue Provision Policy Statement for 2020/21
  - Annual Investment Strategy for 2020/21
- (2) the draft Capital Strategy 2020/21, set out in Appendix H to the report, be approved.

**Reason for Recommendation:** To promote effective financial management and comply with the Local Authorities (Capital Finance and Accounting) Regulations 2003 and other relevant guidance.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

*[Call-in does not apply as the decision is reserved to full Council.]*

**COUNCIL**  
**27 FEBRUARY 2020**

**CABINET**  
**RECOMMENDATION**  
**(13 FEBRUARY 2020)**

**RECOMMENDATION I**

**CAPITAL PROGRAMME 2020/21 TO  
2022/23**

This page is intentionally left blank



# CABINET

## 13 FEBRUARY 2020

Record of decisions taken at the meeting held on Thursday 13 February 2020.

### Present:

**Chair:** \* Councillor Graham Henson

**Councillors:**

* Sue Anderson	* Varsha Parmar
* Simon Brown	* Christine Robson
* Keith Ferry	* Krishna Suresh
† Phillip O'Dell	* Adam Swersky

**Non-Executive Cabinet Member:** \* Antonio Weiss

**Non-Executive Voluntary Sector Representative:** \* John Higgins

**In attendance:**

Richard Almond	Minute 287
Marilyn Ashton	
Paul Osborn	
Anjana Patel	

\* Denotes Member present

† Denotes apologies received

### RECOMMENDED ITEMS

#### 290. Final Capital Programme 2020/21 to 2022/23

**Resolved to RECOMMEND:** (to Council)

That the capital programme, as detailed within Appendix 1 to the report, be approved.

**RESOLVED:** That the top slicing 10% of all existing Neighbourhood Community Infrastructure Levy (NCIL) balances and future receipts across the borough for the management and delivery of projects funded by NCIL (paragraphs 22 to 24 of the report), be approved.

**Reason for Recommendation:** To enable the Council to have an approved Capital Programme for 2020/21 to 2022/23.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

*[Call-in does not apply to the decision above as it was reserved to full Council.]*

# **COUNCIL 27 FEBRUARY 2020**

## **CABINET RECOMMENDATION (13 FEBRUARY 2020)**

### **RECOMMENDATION III**

### **HOUSING REVENUE ACCOUNT (HRA) BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY 2020/21-21 TO 2022-23**

This page is intentionally left blank

# **CABINET**

## **13 FEBRUARY 2020**

Record of decisions taken at the meeting held on Thursday 13 February 2020.

### **Present:**

**Chair:** \* Councillor Graham Henson

**Councillors:**

* Sue Anderson	* Varsha Parmar
* Simon Brown	* Christine Robson
* Keith Ferry	* Krishna Suresh
† Phillip O'Dell	* Adam Swersky

**Non-Executive Cabinet Member:** \* Antonio Weiss

**Non-Executive Voluntary Sector Representative:** \* John Higgins

**In attendance:** Richard Almond                      Minute 287  
Marilyn Ashton  
Paul Osborn  
Anjana Patel

\* Denotes Member present

† Denotes apologies received

### **RECOMMENDED ITEMS**

**292. Housing Revenue Account (HRA) Budget 2020-21 and Medium Term Financial Strategy (MTFS) 2021-22 to 2022-23**

**Resolved to RECOMMEND:** (to Council)

That

- (1) the Housing Revenue Account Budget for 2020-21 be approved;
- (2) the Housing Revenue Account Capital Programme, as set out at Appendix 7 to the report, be approved.

*[Call-in does not apply to the decision above as it was reserved to full Council.]*

**RESOLVED:** That

- (3) the proposed average weekly rent for non-sheltered and sheltered accommodation of £116.24 and £96.71 for 2020-21 respectively as set out in paragraph 30, be approved;
- (4) proposed average weekly tenant service charge of £3.30 per week as set out in paragraph 37, be approved;
- (5) proposed average weekly rents for affordable rented and shared ownership accommodation of £202.21 and £210.45 for 2020-21 respectively as set out in paragraph 31 to 32, be approved;
- (6) an increase in the overall HRA Capital programme of £103,377,380 made up £19,400,000 planned investment and £83,977,380 Building Council Homes for Londoners (BCHfL) as set out in paragraphs 52 to 62, be approved;
- (7) proposed increases in Facilities and Community Halls charges of 5% and 4% respectively, and those for Garages and Water to remain unchanged as set out in appendices 3 to 6, be approved;
- (8) the following be noted:
  - reconfigured planned investment programme which was designed to reflect the revised focus and priorities as well as supporting increased flexibility in its delivery;
  - assumptions made in construction of the budget;
  - Risk Management Implications which required prudent financial reserves, volatility around borrowing costs and ongoing probability of reforms in the housing sector.

**Reason for Decision:** To recommend the HRA budget and capital programme for 2020-21 and the MTFS for 2021-22 to 2022-23.

**Alternative Options Considered and Rejected:** As set out in the report.

**Conflict of Interest relating to the matter declared by Cabinet Member/Dispensation Granted:** None.

**COUNCIL**  
**27 FEBRUARY 2020**

**NON-EXECUTIVE FEES AND CHARGES FOR**  
**2020-21**

This page is intentionally left blank



---

**REPORT FOR: Council**

---

<b>Date of Meeting:</b>	27 <sup>th</sup> February 2020
<b>Subject:</b>	Non-Executive fees and charges for 2020-21
<b>Responsible Officer:</b>	Sean Harriss – Chief Executive
<b>Exempt:</b>	No
<b>Wards affected:</b>	All Wards
<b>Enclosures:</b>	Appendix 1 - Fees and Charges 2020-21

## **Section 1 – Summary and Recommendations**

This report sets out the proposed fees and charges for licences/applications for those matters listed in this report, and as set out in appendix 1.

### **Recommendations:**

Council is requested to:

1. Approve and set the fees and charges listed in Appendix 1 for the financial year 2020-21.
2. Delegate authority to the Director of Finance, to amend fees and charges in year and agree new fees and charges, following consultation with relevant Corporate Directors and Portfolio Holders.

## **Section 2 – Report**

### **2.1 Background & Current Situation**

The following fees & charges (amongst others) are covered in this report:

- Fees for applications for Special Treatment Licensing under the London Local Authorities Act 1991
- Fees for licence applications for Houses in Multiple Occupation and Selective Licensing under the Housing Act 2004
- Charges for notifications for Skip Licenses, Materials on Highway, Hoarding and scaffolding licences under the Highways Act 1980
- Fees for applications for Pet Shops, Animal Boarding/Breeding, Performing Animals and Horse Riding Establishments
- Fees for applications for Hypnotism, Sex Shops, Sexual Entertainment Venues, Poisons and Scrap Metal & Motor Salvage Operators licences.
- Street Trading Fees and charges
- Other non-executive fees covered by the Environment and Culture Division

The fees and charges in Appendix 1 were historically considered by the Licensing & General Purposes Committee, as the above relate to non-executive functions. As the Licensing & General Purposes Committee no longer has regular meetings, and usually only meets once annually to agree sub-committees, approval of these fees and charges rests with full Council.

### 2.1.1 Statutory Fees

The requirement or ability to levy a fee/charge for those items listed in Appendix 1 are provided for in statute, either being set down as a fixed amount (*statutory prescribed*) that the Council cannot vary/set, or by providing the authority with the power to set a fee/charge in accordance with the requirement of the legislation (eg. up to a maximum amount, or cost recovery only, or reasonable cost etc) (*statutory discretionary*). Fees noted in Appendix 1 as 'statutory prescribed' are for noting only.

The majority of Licensing Act 2003 regime fees were originally set via the Licensing Act 2003 (Fees) Regulations 2005 and are prescribed. In a number of cases these fees do not reflect the actual cost of administering the regime but the Council cannot change these.

The Gambling Act 2005 sets out maximum fees for gambling premises licenses and fees for permits, notifications and lotteries, and were set in 2007 when the Act came into effect. The authority can set its fees in accordance with these up to the maximum permitted level.

Section 32 of the London Local Authorities Act 1990 permits the council to charge fees and charges in respect of street trading licenses on a cost recovery basis. In respect of some offences relating to street trading, fixed penalty notices can be issued, and the penalty levels are agreed through London Councils.

### 2.1.2 European Services Directive

The European Union Services Directive (2006/123/EC), brought into effect in the UK by the Provision of Services Regulations 2009, requires that fees & charges set under an authorisation scheme have to be reasonable and proportionate to the cost of the procedures and formalities of it and should not exceed these costs.

Following a ruling by the European Court of Justice in the case of Hemming v Westminster City Council, it is now clear that fees charged in accordance with a scheme that falls under the provisions of the Services Directive cannot at the outset cover more than just the cost of administering and processing the application (to grant a license for example). Whilst the cost of enforcing the regime can be recovered, this cannot be wrapped up into one fee at the outset. Therefore such fees and charges are split into:

- a. The costs of the application process; and
- b. On the application being successful, a further fee to cover the costs of the management and enforcement of the licensing regime.

It is no longer permitted to seek one fee incorporating both application and enforcement costs, and the fees need to be split and the second charge only due for applications which are successful (i.e. granted).

Therefore, a number of the fees and charges within Appendix 1 are now split into two parts - the administration fee, and the management and enforcement fee. This is not applicable to all, whereby this aspect is left blank on the schedule.

The fees are reflective of the costs for each aspect and it can be noted that the greater part of the overall fee is the cost of the administration of the application (Part 1 of the fee), which includes initial inspections in a lot of licensing regimes.

### **2.1.3 Discretionary Fees**

It is recognised that discretionary fees are set at a level that ensures cost recovery, but must also not distract from the Councils goal to be more business friendly.

Benchmarking has taken place which has led to a number of fees being adjusted to reflect consistency with neighbouring Boroughs.

With statutory discretionary fees, these would always remain within the fee range or requirements set out under legislation.

## **2.2 Main Options**

### **Approve the recommended fees and charges**

The fees and charges set out for approval have been reviewed and varied, where appropriate, to reflect the cost in administering the process. Their approval will therefore ensure recovery of costs.

### **Do not approve the recommended fees and charges**

The Council needs to set its fees and charges for the forthcoming financial year and the proposed amounts stated in the Appendix are to ensure cost recovery as far as possible. This option is therefore not recommended.

## **2.3 Legal Implications**

As noted earlier, a number of fees and charges are prescribed by statute (eg. Licensing Act 2003 (Fees) Regulations 2005), as a set amount (in which case it is noted as '*statutory prescribed*' in the appendix). For other fees and charges the relevant legislation may provide that a charge can be made for providing the service but the amount of the charge is discretionary, within the remit of the legislation, often limited to cost recovery only, or a reasonable amount, or within a range/maximum amount. The authority therefore sets the amount of the charge accordingly. These are noted as '*statutory discretionary*' in the appendix.

Some of the regimes in the appendix are covered by the European Services Directive and the Provision of Services Regulations 2009, which implements the Directive. As noted earlier this requires that fees charged in relation to authorisations must be reasonable and proportionate to the cost of the process, and the European Court of Justice ruling in the Hemming v Westminster City Council case which confirmed that a fee covering the administration costs of processing an application should be charged separately from the charge (to successful applicants) for enforcing the regime. It is not possible to charge one fee at the outset and then refund unsuccessful applicants the enforcement part of the fee. The two must be charged separately.

The Local Authorities (Functions & Responsibilities) Regulations 2000 sets out what fees and charges cannot be set by the Executive (i.e. Cabinet) as the functions to which they relate are non-Executive functions. The fees and charges in Appendix 1 are those that Council should set, with the exception of those which are prescribed, and therefore for information only.

## **2.4 Financial Implications**

The fees and charges for approval are set to recover total cost of administering the licensing functions as per legislation and guidance. Many of the charges are being increased by 4% (rounded up or down as appropriate). This takes account of the current level of inflation as measured by the Retail Price Index, which as at September 2019 is 2.4% and also provides for an element of movement towards full cost recovery.

## **2.5 Risk Management**

Fees/charges need to be set correctly so as to comply with the requirements of the Provision of Services Regulations 2009, based on the EU Services Directive. Failure to do this could result in the Authority levying a fee that is subsequently considered to have been set unlawfully.

Reference to recent case law around fees and charges under the Provision of Services Regulations 2009 is covered above and has been taken into account in the splitting of the fees and charges to ensure compliance.

## **2.6 Equalities Implications**

Section 149 of the Equality Act 2010 created the public sector equality duty.

Section 149 states:-

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

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

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age, race, disability, gender reassignment, pregnancy and maternity, religion or belief, sex and sexual orientation.

An initial Equalities Impact Assessment (screening) has been conducted and has found no adverse impacts on any of the protected groups.

Fees and charges are kept under regular review to ensure that they are justifiable, fair and comparable with neighbouring Councils.

## 2.7 Risk Management

While a lot of the fees are mandatory and are therefore applicable regardless of a Council decision, by failing to approve the other fees & charges, the Council will remain with previously set discretionary fees that do not take into account inflation and widens the gap in terms of cost recovery.

## 2.8 Procurement Implications

There are no procurement implications

## Council Priorities

The Council's vision:

### Working Together to Make a Difference for Harrow.

The approval of fees and charges in Appendix 1 will ensure that the services can carry out the functions as set, ensuring a safe environment to those conducting, subject to or affected by a regime

## Section 3 - Statutory Officer Clearance

Name: Jessie Man	<input checked="checked" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 6 <sup>th</sup> February 2020		
Name: Krupali Patel	<input checked="checked" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 6 <sup>th</sup> February 2020		

Name: Paul Walker

☒

Corporate Director

Date: 17<sup>th</sup> February 2020

**Ward Councillors notified:**

**NO**

## **Section 4 - Contact Details and Background Papers**

**Contact: Richard Le-Brun, Head of Service, (Community and Public Protection) Ext 6267**

If appropriate, does the report include the following considerations?

1.	Consultation	No
2.	Priorities	Yes

This page is intentionally left blank



	Agreed charges 2019/20					Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total						
	£	£	£	£	£	£	20% £	£						
18. Licences for Projections over the Highway Section 177 Highways											Richard LeBrun			
The Council issues licences for canopies and any other projection over the highway, and incurs ongoing administration/inspection costs for which an initial lump sum of £500 is normally charged.											Richard LeBrun			
Application for Licence for a building to oversail the highway	262.50				262.50	273.00		273.00			Richard LeBrun	4%	Section 177 Highways Act 1980	Statutory Discretionary
Application for permission to oversail the highway with construction equipment (not cranes - covered elsewhere)	262.50				262.50	273.00		273.00			Richard LeBrun	4%	Section 177 Highways Act 1980	Statutory Discretionary
Application to change a structure projecting over or under the highway (additional charges per hours)	57.75				57.75	60.06		60.06			Richard LeBrun	4%	Section 177 Highways Act 1980	Statutory Discretionary
21. Tables & Chairs on the Highway licence (please note planning permission is likely to be needed)											Richard LeBrun			
Issue of licence (subject to successful application)	785.00		591	194	785.00	816.40		816.40	614.64	201.76	Richard LeBrun	4%	S 32, London Local Authorities Act 1990	Statutory Discretionary
Annual renewal of licence (subject to successful application)	785.00		591	194	785.00	816.40		816.40	614.64	201.76	Richard LeBrun	4%	S 32, London Local Authorities Act 1990	Statutory Discretionary
22. Adding or changing a name of an existing property or											Richard LeBrun			
A charge to make amendments to the National Land and Property Gazetteer											Richard LeBrun			
Minimum charge (up to one hour of officer time)	60.90				60.90	63.34		63.34			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
Any period of time in excess of one hour to the nearest half an hour (hourly rate shown)	102.90				102.90	107.02		107.02			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
41. Condemnation Certificate for Food Considered Unfit for Human Consumption (outside scope of VAT)											Richard LeBrun			
The fee is per half hour. The fee reflects the cost of undertaking the service with two officer visits.	143.85				143.85	149.60		149.60			Richard LeBrun	4%	s45 Food Safety Act 1990	Statutory Discretionary
42. Amendments to Registers (outside scope of VAT)											Richard LeBrun			
Where a fee can be charged, the fee reflects the cost of undertaking the service	64.05				64.05	66.61		66.61			Richard LeBrun	4%	s45 Food Safety Act 1990	Statutory Discretionary
45. Copies of entries on Public Register											Richard LeBrun			
Data Extraction	13.65				13.65	14.20		14.20			Richard LeBrun	4%	Data Protection (Charges and Infomration) Regulations 2018	Discretionary
Copy charge per A4 page	0.13	##			0.13	0.11	0.02	0.13			Richard LeBrun	4%		Discretionary
46. Copies of entries on Food Premises Register (exempt VAT)											Richard LeBrun			
a) Single entry (up to 100 entries)	13.13				13.13	13.65		13.65			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
b) Part Register (100 entries)	371.70				371.70	386.57		386.57			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
c) Part Register (200 entries)	745.50				745.50	775.32		775.32			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
d) Part/Whole Register	1239.00				1,239.00	1,288.56		1,288.56			Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
47. Environmental Information (regulations)											Richard LeBrun			
** Note: Access to this information is in most circumstances free of charge. However reasonable charges can be made for supplying additional information. Charges, where levied, will be chiefly for the copying of documents, officer time to provide more detailed work including, for example the review or preparation of reports, letter, opinions, etc. The Council also receives periodic requests for information, which do not fall under the remit of the above regulations. The same fee is applied to reflect the cost of provision of this service. The charging structure includes the waiver of fees for provision of information to individuals and organisations of a registered charity. In this way the charging structure is not intended to deter such persons or bodies with a genuine interest in the local environment.											Richard LeBrun		Reg 8, Environmental Information Regulations 2004	Statutory Discretionary
Minimum charge:											Richard LeBrun			
Allowing one hour of officer time	64.00				64.00	25		25.00			Richard LeBrun	-61%	Reg 8, Environmental Information Regulations 2004	Statutory Discretionary
Every hour or part hour thereafter	64.00				64.00	25		25.00			Richard LeBrun	-61%	Reg 8, Environmental Information Regulations 2004	Statutory Discretionary
Fees for copies:											Richard LeBrun			
A4 photocopy (where copying has to be put out to a commercial company, fees are the commercial copy costs plus any costs to the council.)	0.10	##			0.12	0.10	0.02	0.12			Richard LeBrun	4%	Reg 8, Environmental Information Regulations 2004	Statutory Discretionary
48. Health, Safety and Environmental Information per hour or part											Richard LeBrun			

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total					
		##			2019/20		20%	2020/21					
Provision of a statement of fact or provision of information with regard to civil/statutory investigations undertaken by the Council. The Health & Safety at work act permits a fee to be charged for the provision of this information	91.35				91.35	95.00		95.00		Richard LeBrun	4%	S 57, Health & Safety at Work Act 1974	Statutory Discretionary
49. Immigration Employment Requests										Richard LeBrun			
** Note: The service (principally food team) receives an increasing number of requests from business that are seeking immigration clearance for employees entering the UK for employment purposes. The request requires official notification that the business is registered and or licensed with the council and is trading within its area.										Richard LeBrun		Immigration, Asylum and Nationality Act 2006	
Standard Fee	95.55				95.55	99.37		99.37		Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
Every hour or part hour thereafter if visits required	95.55				95.55	99.37		99.37		Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
50. Health Certificates										Richard LeBrun			
Companies requests for health certificates for foods being exported outside the EC (outside scope of VAT).	123.90				123.90	128.86		128.86		Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
51. Service of Hazard Awareness Notice										Richard LeBrun			
Charge per hour of work involved	88.00				88.00	92		91.52		Richard LeBrun	4%	S 49, Housing Act 2004	Statutory Discretionary
52. Prohibition/Emergency Prohibition Orders										Richard LeBrun			
Charge per hour of work involved	88.00				88.00	92		91.52		Richard LeBrun	4%	S 49, Housing Act 2004	Statutory Discretionary
55. Local Authority Pollution Control										Richard LeBrun			
55a. Application Fee										Richard LeBrun			
Standard Process													
	1579.00				1,579.00	1,579		1,579		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Additional fee for operating without a permit	1137.00				1,137.00	1,137		1,137		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
PVRI, SWOBs and Dry Cleaners Reduced Fee Activities	148.00				148.00	148		148		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
PVR I & II combined	246.00				246.00	246		246		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Other Reduced Fee Activities	346.00				346.00	346		346		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced fee activities: Additional fee for operating without a permit	68.00				68.00	68		68		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant for the 1 <sup>st</sup> & 2 <sup>nd</sup> applications	1579.00				1,579.00	1,579		1,579		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
For the 3 <sup>rd</sup> to 7 <sup>th</sup> applications	943.00				943.00	943		943		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
For the 8 <sup>th</sup> and subsequent applications	477.00				477.00	477		477		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts										Richard LeBrun			
55b Annual Subsistence Charge										Richard LeBrun			
Standard process Low	739.00				739.00	739		739		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Additional amounts charged where a permit is for a combined Part B and waste installation	99.00				99.00	99		99		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard process Medium	1111.00				1,111.00	1,111		1,111		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Additional amounts charged where a permit is for a combined Part B and waste installation	149.00				149.00	149		149		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard process High	1672.00				1,672.00	1,672		1,672		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT						
	##				2019/20		20%						
Additional amounts charged where a permit is for a combined Part B and waste installation	198.00				198.00	198				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced fee activities Low	76.00				76.00	76				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced fee activities Med	151.00				151.00	151				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced fee activities High	227.00				227.00	227				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
PVR I & II combined Low	108.00				108.00	108				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
PVR I & II combined Medium	216.00				216.00	216				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
PVR I & II combined High	326.00				326.00	326				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Other Reduced Fee Activities Low	218.00				218.00	218				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Other Reduced Fee Activities Medium	349.00				349.00	349				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Other Reduced Fee Activities High	524.00				524.00	524				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 1st & 2nd permits Low	618.00				618.00	618				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 1st & 2nd permits Medium	989.00				989.00	989				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 1st & 2nd permits High	1484.00				1,484.00	1,484				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 3rd to 7th permits Low	368.00				368.00	368				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 3rd to 7th permits Medium	590.00				590.00	590				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 3rd to 7th permits High	884.00				884.00	884				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 8th and subsequent permits Low	189.00				189.00	189				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 8th and subsequent permits Medium	302.00				302.00	302				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard Mobile Plant 8th and subsequent permits High	453.00				453.00	453				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Late payment Fee	50.00				50.00	50				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Where a Part B installation is subject to reporting under the E-PRTR										Richard LeBrun		Environmental Permitting (England and Wales) Regulations	
55c Transfer and Surrender										Richard LeBrun			
Standard process transfer	162.00				162.00	162				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard process partial transfer	476.00				476.00	476				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
New operator at low risk reduced fee activity (extra one-off subsistence charge)	75.00				75.00	75				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced fee activities: partial transfer	45.00				45.00	45				Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT						
		##			2019/20		20%	2020/21					
55d Temporary Transfer for mobiles										Richard LeBrun		Environmental Permitting (England and Wales) Regulations 2010(a) and Enviromental Permitting (England and Wales) Regulations 2016	
First transfer	51.00				51.00	51		51		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Repeat following enforcement or warning	51.00				51.00	51		51		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
55e Substantial Changes s10 & s11										Richard LeBrun		Environmental Permitting (England and Wales) Regulations 2010(a) and Enviromental Permitting (England and Wales) Regulations 2016	
Standard Process	1005.00				1,005.00	1,005		1,005		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Standard process where the substantial change results in a new PPC activity	1579.00				1,579.00	1,579		1,579		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Reduced Fee Activities	98.00				98.00	98		98		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
55f LA-IPPC Fees & Charge (Local Authority Integrated Pollution, prevention and control.)										Richard LeBrun			
Application	3218.00				3,218.00	3,218		3,218		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Additional fee for operating without a permit	1137.00				1,137.00	1,137		1,137		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Annual Subsistence Low Risk	1384.00				1,384.00	1,384		1,384		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Annual Subsistence Medium Risk	1541.00				1,541.00	1,541		1,541		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Annual Subsistence High Risk	2233.00				2,233.00	2,233		2,233		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Substantial Variation	1309.00				1,309.00	1,309		1,309		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Transfer	225.00				225.00	225		225		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Partial Transfer	668.00				668.00	668		668		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
Surrender	668.00				668.00	668		668		Richard LeBrun	0%	Environmental Permitting (England and Wales) Regulations 2010(a) and Regulation 66, Enviromental Permitting (England and Wales) Regulations 2016	Statutory Discretionary
56. Application for a new premises or club premises licence or to vary a premises or a club premises licence										Richard LeBrun			
Non domestic Rateable Value Band										Richard LeBrun			
£0 to £4,300	100.00				100.00	100		100		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
£4,301 to £33,000	190.00				190.00	190		190		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
£33,001 to £87,000	315.00				315.00	315		315		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
£87,001 to £125,000	450.00				450.00	450		450		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
£125,001 and above	635.00				635.00	635		635		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
57. Application fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises										Richard LeBrun			
Band D	900.00				900.00	900		900		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band E	1905.00				1,905.00	1905		1905		Richard LeBrun	0%	Regulation 4 & Schedule 2, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
58. Annual renewal fee for premises or club premises licence										Richard LeBrun			

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT						
		##			2019/20		20%	2020/21					
Band A	70.00				70.00	70		70		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band B	180.00				180.00	180		180		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band C	295.00				295.00	295		295		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band D	320.00				320.00	320		320		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band E	350.00				350.00	350		350		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
58A. Annual renewal fee for Premises exclusively or primarily in the business of selling alcohol for consumption on the premises										Richard LeBrun			
Band D	640.00				640.00	640		640		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Band E	1050.00				1,050.00	1050		1050		Richard LeBrun	0%	Regulation 5 and Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
59. Exceptionally large events										Richard LeBrun			
Number in attendance at any one time										Richard LeBrun			
5,000 to 9,999	1000.00				1,000.00	1,000		1,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
10,000 to 14,999	2000.00				2,000.00	2,000		2,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
15,000 to 19,999	4000.00				4,000.00	4,000		4,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
20,000 to 29,999	8000.00				5,000.00	8,000		5,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
30,000 to 39,999	16000.00				16,000.00	16,000		16,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
40,000 to 49,999	24000.00				24,000.00	24,000		24,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
50,000 to 59,999	32000.00				32,000.00	32,000		32,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
60,000 to 69,999	40000.00				40,000.00	40,000		40,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
70,000 to 79,999	48000.00				48,000.00	48,000		48,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
80,000 to 89,999	56000.00				56,000.00	56,000		56,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
90,000 and over	64000.00				64,000.00	64,000		64,000		Richard LeBrun	0%	Regulation 4 & Schedule 3, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
60. Personal Licences, Temporary Events & Other Fees										Richard LeBrun			
Application for a grant or renewal of personal licence	37.00				37.00	37		37		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Theft, loss etc. of premises licence or summary	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Application for a provisional statement where premises being built etc	315.00				315.00	315		315		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Notification of change of name or address	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Application to vary licence to specify individual as premises supervisor	23.00				23.00	23		23		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Application for transfer of premises licence	23.00				23.00	23		23		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Interim authority notice following death etc of licence holder	23.00				23.00	23		23		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Theft, loss etc of certificate or summary	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Notification of change of name or alteration of rules of club	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Change of relevant registered address of club	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Temporary Event Notice	21.00				21.00	21		21		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Theft, loss etc of temporary event notice	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Theft, loss etc of personal licence	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Duty to notify change of name or address	10.50				10.50	10.5		10.5		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed



	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	VAT	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total					
		##			2019/20		20%	2020/21					
Right of freeholder etc to be notified of licensing matters	21.00				21.00	21		21		Richard LeBrun	0%	Regulation 8 & Schedule 6, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
61. Gambling Act 2005										Richard LeBrun		Gambling Act (Premises Licence Fees) (Eng & Wales) Regs 2007	
Betting Premises (Other) Licence Application										Richard LeBrun			
- New	3,000				3,000	3,000		3,000		Richard LeBrun	0%	Regulation 5 & Schedule 1	Statutory Prescribed
- Annual fee	600				600	600		600		Richard LeBrun	0%	Regulation 8 & Schedule 1	Statutory Prescribed
- Variation	1,500				1,500	1,500		1,500		Richard LeBrun	0%	Regulation 11 & Schedule 1	Statutory Prescribed
- Transfer	1,200				1,200	1,200		1,200		Richard LeBrun	0%	Regulation 12 & Schedule 1	Statutory Prescribed
62. Bingo Premises Licence										Richard LeBrun		Gambling (Premises Licence Fees) (Eng & Wales) Regs 2007	
- New	3500.00				3,500.00	3,500		3,500		Richard LeBrun	0%	Regulation 5 & Schedule 1	Statutory Prescribed
- Annual fee	1000.00				1,000.00	1,000		1,000		Richard LeBrun	0%	Regulation 8 & Schedule 1	Statutory Prescribed
- Variation	1750.00				1,750.00	1,750		1,750		Richard LeBrun	0%	Regulation 11 & Schedule 1	Statutory Prescribed
- Transfer	1200.00				1,200.00	1,200		1,200		Richard LeBrun	0%	Regulation 12 & Schedule 1	Statutory Prescribed
62A. Adult Gaming Centres										Richard LeBrun		The Gambling (Premises Licence Fees) (England & Wales) Regulations 2007	
- New	2000.00				2,000.00	2,000		2,000		Richard LeBrun	0%	Regulation 5 & Schedule 1	Statutory Prescribed
- Annual fee	1000.00				1,000.00	1,000		1,000		Richard LeBrun	0%	Regulation 8 & Schedule 1	Statutory Prescribed
- Variation	1000.00				1,000.00	1,000		1,000		Richard LeBrun	0%	Regulation 11 & Schedule 1	Statutory Prescribed
- Transfer	1200.00				1,200.00	1,200		1,200		Richard LeBrun	0%	Regulation 12 & Schedule 1	Statutory Prescribed
62B. Gaming Machines & Lotteries										Richard LeBrun			
Small Society Lotteries application for a new licence	40.00				40.00	40		40		Richard LeBrun	0%	Regulation 3 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory Prescribed
Small Society Lotteries annual fee	20.00				20.00	20		20		Richard LeBrun	0%	Regulation 5 Small Society Lotteries (Registration of Non-Commercial Societies) Regulations 2007	Statutory Prescribed
Notification of gaming machines in alcohol licensed premises	50.00				50.00	50		50		Richard LeBrun	0%	Regulation 3 Gaming Machines in Alcohol Licensed Premises (Notification Fee) (England and Wales) Regulations 2007	Statutory Prescribed
Notification of more than two machines	100.00				100.00	100		100		Richard LeBrun	0%	Regulation 3 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory Prescribed
Annual fee	50.00				50.00	50		50		Richard LeBrun	0%	Regulation 5 Gambling Act 2005 (Licensed Premises Gaming Machine Permits) (England and Wales) Regulations 2007	Statutory Prescribed
Club Gaming Permits	200.00				200.00	200		200		Richard LeBrun	0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed
Annual Fee	50.00				50.00	50		50		Richard LeBrun	0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed
Club Machine Permits	100.00				100.00	100		100		Richard LeBrun	0%	Regulation 8 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed
Annual fee	50.00				50.00	50		50		Richard LeBrun	0%	Regulation 12 Gambling Act 2005 (Club Gaming and Club Machine Permits) Regulations 2007	Statutory Prescribed
67 Annual renewal fees for large events										Richard LeBrun			
76a LA 2003 Premises/Clubs										Richard LeBrun			
Additional annual fees for capacities 5000 - 9999	500.00				500.00	500		500		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 10000 - 14999	1000.00				1,000.00	1,000		1,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 15000 - 19999	2000.00				2,000.00	2,000		2,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 20000 - 29999	4000.00				4,000.00	4,000		4,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 30000 - 39999	8000.00				8,000.00	8,000		8,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 40000 - 49999	12000.00				12,000.00	12,000		12,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 50000 - 59999	16000.00				16,000.00	16,000		16,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 60000 - 69999	20000.00				20,000.00	20,000		20,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 70000 - 79999	24000.00				24,000.00	24,000		24,000		Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT						
	##				2019/20	20%	2020/21						
Additional annual fees for capacities 80000 - 89999	28000.00				28,000.00	28,000	28,000			Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
Additional annual fees for capacities 90000 and over	32000.00				32,000.00	32,000	32,000			Richard LeBrun	0%	Regulation 5(4) & Schedule 5, Licensing Act 2003 (Fees) Regulations 2005	Statutory Prescribed
68. Special Treatments										Richard LeBrun			
Grant of a new licence										Richard LeBrun		s.7(6) London Local Authorities Act 1991	
Band A : Ear piercing only	225.00		133	92	225.00	225	225	133	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band B - Aromatherapy, body massage, Champissage (Indian Head massage), Fairbane therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	441.00		349	92	441.00	441	441	349	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band B (Domestic)- Aromatherapy, body massage, Champissage (Indian Head massage), Fairbane therapy/Tangent therapy, facials (basic only), Thermo auricular therapy (Hopi ear candles), holistic/remedial/therapeutic massage, Infra red, manicure (NOT NAIL EXTENSION), Marma therapy, Metamorphic Technique, pedicure, Polarity therapy, Qi Gong, Reiki, Reflexology, Shiatsu, Sports massage, Thai massage and all treatments in Band A.	200.00		108	92	200.00	200	200	108	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band C - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyratory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Roling, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	677.00		585	92	677.00	677	677	585	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band C (Domestic) - Acupressure, Acupuncture, Bowen Technique, Colour therapy, Electrolysis, Advance electrolysis, Endermologie, Faradism, Foot Detox, Galvanism, Gyratory Massage – G5, High Frequency, Korean Hand Therapy, Manual lymphatic drainage, Micro current therapy (non surgical face lifts), Micropigmentation (Semi Permanent Makeup), Moxabustion, Nail extensions, NAET, Roling, Sclerotherapy, Stone therapy, Trichology, Tui – na, Ultra sonic and all treatments in Band A and B.	305.00		212	92	304.00	304	304	212	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band D - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassatherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	893.00		801	92	892.00	892	892	801	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band D (Domestic) - Body piercing, beading, Bio Skin Jetting, Tattooing, Tattoo removal, Steam & Sauna Baths, Spa, Jacuzzi, Floatation tank, Hydrotherapy, Thalassatherapy & Ultra violet Tanning (Sun beds) and all treatments in Band A, B & C	404.00		312	92	404.00	404	404	312	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band E - Laser and intense pulse light treatments	767.00		675	92	767.00	767	767	675	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Band E (Domestic) - Laser and intense pulse light treatments	767.00		675	92	767.00	767	767	675	92	Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
Variation of licence	101.00		101		101.00	101	101	101		Richard LeBrun	0%	s.7(6) London Local Authorities Act 1991	Statutory Discretionary
69. Pet Shops										Richard LeBrun			
Initial registration	287.00		195	92	287.00	287	287			Richard LeBrun	0%	s.1(2) Pet Animals Act 1951	Statutory Discretionary
Renewal	197.00		105	92	197.00	197	197			Richard LeBrun	0%	s.1(2) Pet Animals Act 1951	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection, fee structure aligned to Department of Business Innovation & Skills Guidance										Richard LeBrun			
70. Sex Entertainment Venue										Richard LeBrun			
Annual Licence New Grant	4326.00		1856	2470	4,326.00	4,499	4,499	1,930	2,569	Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Renewal	3570.00		1100	2470	3,570.00	3,713	3,713	1,144	2,569	Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Variation (in combination with renewal)	1166.00		1166		1,166.00	1,213	1,213	1,213		Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Variation (mid term)	2216.00		2216		2,216.00	2,305	2,305	2,305		Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Transfer	767.00		767		767.00	798	798	798		Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary

	Agreed charges 2019/20					Proposed charges 2020/21			Adminstration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total						
	##				2019/20		20%	2020/21						
71. Sex Shops											Richard LeBrun			
Initial application	2510.00		1155	1355	2,510.00	2,610		2,610	1,201	1,409	Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Renewal	1255.00		525	730	1,255.00	1,305		1,305	546	759	Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
Application to transfer a sex shop licence	630.00		630		630.00	655		655	655	0	Richard LeBrun	4%	Local Government Miscellaneous Provisions Act 1982, Part II, Sched 3, Para 19.	Statutory Discretionary
72. Breeding Establishments for Dogs											Richard LeBrun			
(a) Initial Registration	435.00		346.5	88.2	435.00	452		452	360	92	Richard LeBrun	4%	s3A Breeding of Dogs Act 1973	Statutory Discretionary
(b) Renewal	237.00		149.1	88.2	237.00	246		246	155	92	Richard LeBrun	4%	s3A Breeding of Dogs Act 1973	Statutory Discretionary
(c) Change to registration	60.00		59.85	0	60.00	62		62	62	0	Richard LeBrun	4%	s3A Breeding of Dogs Act 1973	Statutory Discretionary
Note: Plus fee for approved veterinary or other specialist inspection														
74. Immigration Inspections (outside scope of VAT)														
** Note: The Council responding to requests, provides a letter to the British High Commission in respect of accommodation being fit for purpose.														
Inspection of property and provision of report for immigration purposes (within 10 working days).	165.00		165		165.00	171.60		172	172	0	Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
Inspection of property and provision of report for immigration purposes (within 3 working days).	237.00		237		237.00	246.48		246	246	0	Richard LeBrun	4%	S93 - Local Government Act / Localism Act 2011	Discretionary
75. Scrap Metal and Salvage (outside scope of VAT)														
Scrap Metal dealers site licence/renewal	567.00		475	92	567.00	590		590	494	96	Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Scrap Metal dealers collectors licence/renewal	315.00		223	92	315.00	328		328	232	96	Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Variation of site licence	494.00		494		494.00	514		514	514		Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Variation of site licence (minor variation)	97.00		97		97.00	101		101	101		Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Variation of collectors licence	254.00		254		254.00	264		264	264		Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
Variation of collectors licence (minor variation)	97.00		97		97.00	101		101	101		Richard LeBrun	4%	Schedule 1, para 6 Scrap Metal Dealers Act 2013	Statutory Discretionary
76. Highways Enforcement (outside scope of VAT)														
Where a non-licensed skip is found, a retrospective application fee of twice the standard is applied														
Skip (per month)	57.00		57		57.00	59		59	59	0	Richard LeBrun	4%	Skip licences - Highways Act 1980 s139 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Statutory Discretionary
Skip Renewal (per month)	57.00		57		57.00	59		59	59	0	Richard LeBrun	4%	Skip licences - Highways Act 1980 s139 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Statutory Discretionary
** Note: The deposit required from builders, developers, etc for the positioning of materials on the highway is £200. This deposit is fully or partially refunded, depending on any necessary repairs or reinstatement works. The change reflects increases in costs of works by contractors and protects the council if costs exceed the current amount of the deposit.														
													As above	
77. Building Materials on the Highway (outside scope of VAT)														
** Note: Where building material is identified that does not have a permit the council may issue a permit whether or not prosecution is deemed appropriate. The fee for such a 'retrospective' application is twice the initial fee. The fee for a 'retrospective' renewal application is twice the renewal fee. Officers will exercise discretion to make the standard charge where there is evidence that the company genuinely endeavoured to apply for the permit in advance or is a genuine emergency.														
Deposit (subject to highway damage)	525.00		525		525.00	546		546	546	0	Richard LeBrun	4%	Skip licences - Highways Act 1980 s171 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Statutory Discretionary
First month	104.00		104		104.00	108		108	108	0	Richard LeBrun	4%	Skip licences - Highways Act 1980 s171 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Statutory Discretionary
Renewal (per month)	94.00		94		94.00	98		98	98	0	Richard LeBrun	4%	Skip licences - Highways Act 1980 s171 and Local Authorities (Transport Charges) Regulations 1998/948 Article 3, 4 and Schedule 1	Statutory Discretionary
78. Housing of Multiple Occupation														
HMO Application	1310.00		880	430	1,310.00	1362		1,362	915	447	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary
HMO Renewal	930.00		673	257	930.00	967		967	700	267	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary
HMO Renewal with material change	1310.00		880	430	1,310.00	1362		1,362	915	447	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary
New Application (self contained) (per unit)	270.00		182	88	270.00	281		281	189	92	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary



	Agreed charges 2019/20				Proposed charges 2020/21									
	Basic	V A T ##	Administration Fee	Management and Enforcement Fee	Total 2019/20	Basic	VAT 20%	Total 2020/21	Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
Renewal Application (self contained)	193.00		105	88	193.00	201		201	109	92	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary
Renewal Application (self contained) with material change (per unit)	270.00		182	88	270.00	281		281	189	92	Richard LeBrun	4%	s63(3) and (7) Housing Act 2004	Statutory Discretionary
(a) Selective Licensing														
Selective Licensing Application	580.00		528	52	580.00	580		580	549	54	Richard LeBrun	0%	s87(3) & (7) Housing Act 2004	Statutory Discretionary
79. Hypnotism events											Richard LeBrun			
Capacity (maximum permitted) number of persons											Richard LeBrun			
up to 2000	319.00		227	92	319.00	331.76		332	236	96	Richard LeBrun	4%	s2A Hypnotism Act 1952	Statutory Discretionary
Note: Additional charges for extension of hours beyond 11pm, 10% of scale fee plus 1% for each day of extension. Prices for larger capacities on application														
80. Animal Boarding Establishment											Richard LeBrun			Statutory Discretionary
Animal Boarding Establishment (Kennel/Cattery)														
New Licence application Inspection - combined (dogs & cats)	312.00					£312.00		£312.00	312		Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1963	Statutory Discretionary
Renewal Licence application Inspection - combined (dogs & cats)	250.00					£250.00		£250.00	250		Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1963	Statutory Discretionary
New Licence Inspection - single species (dogs or cats)	237.00					£237.00		£237.00	237		Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1964	Statutory Discretionary
Renewal Licence Inspection - single species (dogs or cats)	175.00					£175.00		£175.00	175		Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1965	Statutory Discretionary
Unannounced mid licence visit	115.00					£115.00		£115.00		115	Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1966	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00		115	Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1967	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1968	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		s.1(2) Animal Boarding Establishments Act 1969	Statutory Discretionary
Home Boarder														
Renewal Licence Inspection	115.00					£115.00		£115.00	115		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
New Licence application	145.00					£145.00		£145.00	145		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Franchisee arrangers Licence														
Renewal application and Assessment of Home boarder Franchisee	115.00					£115		£115	115		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
New application and Assessment of Home boarder Franchisee	145.00					£145		£145	145		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Assessment of a hobby host as part of a franchisee licence	75.00					£75		£75	75		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Dog Day Care														
Renewal Licence Inspection	175.00					£175.00		£175.00	175		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
New Licence application	218.00					£218.00		£218.00	218		Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00		115	Richard LeBrun		Animal Activities Licensing Regulations 2018	Statutory Discretionary
Dog Breeding Establishment														
New applicant vet inspection with kennel units	320.00					£320.00		£320.00	320		Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
Renewal applicant inspection with kennel units	250.00					£250.00		£250.00	250		Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
New applicant vet inspection domestic dwelling	245.00					£245.00		£245.00	245		Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
Renewal applicant inspection breeding in a domestic dwelling	175.00					£175.00		£175.00	175		Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
Unannounced mid licence visit	115.00					£115.00		£115.00		115	Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00		115	Richard LeBrun		Breeding and Sale of Dogs (Welfare) Act 1999	Statutory Discretionary
81. Dangerous wild animals														
Dangerous Wild Animals														
New applicant vet inspection commercial / outside premises	320.00					£320.00		£320.00	320		Richard LeBrun	0%	s.1(2)(e) Dangerous Wild Animals Act 1976	Statutory Discretionary
Renewal applicant vet inspection commercial / outside premises	259.00					£259.00		£259.00	259		Richard LeBrun	0%	s.1(2)(e) Dangerous Wild Animals Act 1976	Statutory Discretionary
New applicant vet inspection domestic dwelling	245.00					£245.00		£245.00	245		Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1977	Statutory Discretionary
Renewal applicant vet inspection domestic dwelling	175.00					£175.00		£175.00	175		Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1978	Statutory Discretionary
DWA on Location - 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1979	Statutory Discretionary
DWA on location visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1980	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1981	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun	New	s.1(2)(e) Dangerous Wild Animals Act 1982	Statutory Discretionary
82. Performing Animals														
Circus / Animal for Exhibition														
DWA on Location - 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
DWA on location visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
New Licence application Inspection -	312.00					£312.00		£312.00	312		Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
Renewal Licence application Inspection -	250.00					£250.00		£250.00	250		Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00		115	Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00		50	Richard LeBrun		s.1(2) Performing Animals (Regulation) Act 1925	Statutory Discretionary
Show - Exhibitions - AGO - Markets														
Inspection (Full day per officer)	350.00					£350.00		£350.00		350	Richard LeBrun			

THESE FEES AND CHARGES HAVE BEEN  
SPLIT UP TO BE IN LINE WITH CITY OF  
LONDON WHO CONDUCTED INSPECTIONS  
OF THESE PREMISES ON BEHALF OF THE  
COUNCIL

	Agreed charges 2019/20				Proposed charges 2020/21			Adminstration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total					
	##				2019/20		20%	2020/21					
Inspection (Half day per officer)	175.00					£175.00		£175.00		175	Richard LeBrun		
83. Riding Establishments													
Riding Establishment													
Base licence inspection veterinary fee + fee per horse	216.00					£216.00		£216.00	216		Richard LeBrun	s.1(2) Riding Establishments Act 1964	Statutory Discretionary
New licence applicant 50% to total												s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Base mid licence inspection veterinary fee + fee per horse	104.00					£104.00		£104.00	104	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Fee per horse for the first 10 horses	15.00					£15.00		£15.00	15	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Fee per horse for next 11-50 horses	10.00					£10.00		£10.00	10	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Fee per horse 51 horses & over	8.00					£8.00		£8.00	8	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00	115	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00	50	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00	115	Richard LeBrun		s.1(2) Riding Establishments Act 1964	Statutory Discretionary
Application to change licence	63.00					-		0	66	Richard LeBrun	#DIV/0!		
Pet Vending / Sale of Pets													
New Licence application Inspection -	312.00					£312.00		£312.00	312		Richard LeBrun	Pet Animals Act 1951	Statutory Discretionary
Renewal Licence application Inspection -	250.00					£250.00		£250.00	250		Richard LeBrun	Pet Animals Act 1951	Statutory Discretionary
Unannounced mid licence visit	115.00					£115.00		£115.00	115	Richard LeBrun		Pet Animals Act 1951	Statutory Discretionary
reassessment of star rating visit	115.00					£115.00		£115.00	115	Richard LeBrun		Pet Animals Act 1951	Statutory Discretionary
Complaint Visit 1st hour including travel and report writing	115.00					£115.00		£115.00	115	Richard LeBrun		Pet Animals Act 1951	Statutory Discretionary
Complaint visit additional charge per hour	50.00					£50.00		£50.00	50	Richard LeBrun		Pet Animals Act 1951	Statutory Discretionary
84. Scaffolding Licence													
** Note: The fee for scaffolding found without a licence requiring a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee.													
Residential													
Up to 10 metres (first month)	167.00		123	44	167.00	174		174	128	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
10-15 metres (first month)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (first month)	238.00		194	44	238.00	248		248	202	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Up to 10 metres (subsequent months)	133.00		89	44	133.00	138		138	93	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
10-15 metres (subsequent months)	152.00		108	44	152.00	158		158	112	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (subsequent months)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Commercial													
Up to 15 metres (first month)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (first month)	238.00		194	44	238.00	248		248	202	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Up to 15 metres (subsequent months)	152.00		108	44	152.00	158		158	112	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (subsequent months)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Refundable deposit based on the area covered / enclosed by the structure - less than 15 metres squared	525.00		525		525.00	546		546	546		Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Refundable deposit based on the area covered / enclosed by the structure - more than 15 metres	1050.00		1,050		1,050.00	1,092		1,092	1,092		Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Additional charges per hour eg for attending site meeeting	92.00		92		92.00	96		96	96		Ian Slaney	s.169 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
85. Hoarding Licence										Ian Slaney			

	Agreed charges 2019/20				Proposed charges 2020/21									
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total	Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
		##			2019/20		20%	2020/21						
** Note: Where hoarding is identified that does not have a licence the council may issue a licence whether or not prosecution is deemed appropriate. The fee for such a 'retrospective' application is twice the initial first month fee. The fee for a 'retrospective' extension to the application is twice the subsequent month fee. Officers will exercise discretion to make the standard charge where there is evidence that the company genuinely endeavoured to apply for the licence in advance or there was a genuine emergency.											Ian Slaney			
Up to 15 metres (first month)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (first month)	238.00		194	44	238.00	248		248	202	46	Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Up to 15 metres (subsequent months)	152.00		108	44	152.00	158		158	112	46	Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
More than 15 metres (subsequent months)	192.00		148	44	192.00	200		200	154	46	Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Refundable deposit based on the area covered / enclosed by the structure - less than 15 metres	525.00		525		525.00	546		546	546		Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Refundable deposit based on the area covered / enclosed by the structure - more than 15 metres	1050.00		1,050		1,050.00	1,092		1,092	1,092		Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Additional charges per hour eg for attending site meeeting	92.00		92		92.00	96		96	96		Ian Slaney	4%	s.172-3 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
86. Crane (Lifting Equipment) Licence											Ian Slaney			
Where a non-licensed crane is found, a retrospective application fee of twice the standard is applied														
											Ian Slaney			
Licence Administration Fee	238.00		194	44	238.00	248		248	202	46	Ian Slaney	4%	s.169/s.179 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
Deposit	525.00				525.00	546		546			Ian Slaney	4%	s.169/s.179 Highways Act 1980 and Local Authorities (Transport Charges) Regulations 1998/948 Reg 3, 4 and Schedule 1	Statutory Discretionary
											Ian Slaney			
											Ian Slaney			
87. Advertising Board Licence											Ian Slaney			
Permission for a A1 (637 (width) x 1100 (height) x 800 (depth) mm) size advertising board on the public highway. No other sizes permitted											Ian Slaney			
Permit per year	145.00		100	45	145.00	151		151	104	47	Ian Slaney	4%	s.115F(1) Highways Act 1980	Statutory Discretionary
Penaltyfor non compliance under Highways Act 1980 and Planning legislation to recover all costs associated with the removal	cost recovery				cost recovery	cost recovery		cost recovery			Ian Slaney		s.115K(3) Highways Act 1980	Statutory Discretionary
90. Street Naming and Numbering	0.00				0.00	-		-			Ian Slaney			
Adding alias/name	196.35				196.35	204.20		204.20			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement	Statutory Discretionary
Application for numbering property per property	196.35				196.35	204.20		204.20			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Application for naming a road (applicant choice of name adhering to SNN policy with LFB approval)	£228.9 plus £32.55 per property				£228.9 plus £32.55 per property	£228.9 plus £32.55 per property		£228.9 plus £32.55 per property			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Naming or renaming of house or block of flats (applicants choice of name adhering to SNN Policy and approval of LFB)	196.35				196.35	204.20		204.20			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Naming or renaming of commercial premises (applicants choice of name adhering to SNN Policy and approval of LFB)	196.35				196.35	204.20		204.20			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Numbering: 1 plot	113.40				113.40	117.94		117.94			Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Numbering: 2-20 plots	£57.75 per unit				£57.75 per unit	£57.75 per unit		£57.75 per unit			Ian Slaney		s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary

	Agreed charges 2019/20				Proposed charges 2020/21			Admistration Fee	Management & Enforcement Fee	Budget Manager	% change	Legislation giving power to charge	Basis for charging
	Basic	V A T	Administration Fee	Management and Enforcement Fee	Total	Basic	VAT	Total					
		##			2019/20		20%	2020/21					
Numbering: 21-50 plors	£1,144.5 + £22.89 per unit				£1,144.5 + £22.89 per unit	£1,144.5 + £22.89 per unit		£1,144.5 + £22.89 per unit		Ian Slaney		s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Numbering: over 50 plots	£1,837.5 + £17.22 per unit				£1,837.5 + £17.22 per unit	£1,837.5 + £17.22 per unit		£1,837.5 + £17.22 per unit		Ian Slaney		s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
Certificate of naming/numbering/historic documents	97.65				97.65	101.56		101.56		Ian Slaney	4%	s93 Local Government Act 2003 - s64/65 Town Improvement Clauses Act 1847	Statutory Discretionary
93. Hourly rates for Environmental Health Officers						-				Richard LeBrun			
Relating to enforcement, works in default after serving of statutory notice:						-				Richard LeBrun		S8 , Environmental Protection Act 1990	Statutory Discretionary
a) Divisional Director per hour or part thereof	246.75				246.75	256.62		256.62		Richard LeBrun	4%	S8 , Environmental Protection Act 1990	Statutory Discretionary
b) Service Manager per hour or part thereof	184.80				184.80	192.19		192.19		Richard LeBrun	4%	S8 , Environmental Protection Act 1990	Statutory Discretionary
c) Team Leader per hour or part thereof	123.90				123.90	128.86		128.86		Richard LeBrun	4%	S8 , Environmental Protection Act 1990	Statutory Discretionary
d) Enforcement Officers	92.40				92.40	96.10		96.10		Richard LeBrun	4%	S8 , Environmental Protection Act 1990	Statutory Discretionary
109. Street Trading										Richard LeBrun			
Licence Adminstration fee ( Applicable to all Licensing types, including variations and cancellations)	48.00		47.775		48.00	49.92		49.92	50	0 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
Standalone street trading unit licence (e.g. stall)			0	0				0.00	0	0 Richard LeBrun			
Up to 7 days (per trader)	20.00			19.95	20.00	20.80		20.80	0	21 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
Up to 2 months (per trader)	198.00		106.05	92.4	198.00	205.92		205.92	110	96 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
2 to 6 months (per trader)	441.00		256.2	184.8	441.00	458.64		458.64	266	192 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
7 to 12 months (per trader)	609.00		331.8	277.2	609.00	633.36		633.36	345	288 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
Market on the footway only	1433.00		1050	383.25	1,433.00	1491		1491.00	1,092	399 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
Front of Shop Displays (connected with business)- based on a standard single shop front			0	0					0	0 Richard LeBrun		S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
6 Month Licence	462.00		369.6	92.4	462.00	480.00		480.00	384	96 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary
1 Year Licence (15% discount)	785.00		591	194	785.00	816.00		816.00	615	202 Richard LeBrun	4%	S 32, London Local Authority Act (1990) as amended	Statutory Discretionary