

London Councils' TEC Executive Sub-Committee

Draft Revenue Budget and Borough Charges 2020/21 Item no: 9

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Summary

This report details the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2020/21.

The Executive Sub-Committee is asked to comment on these outline proposals, in order that any comments can be consolidated in the further report for the main TEC meeting in December, where the detailed budget proposals and levels of subscriptions and charges for 2020/21 will be presented for approval.

Recommendations

The Executive-Sub Committee is asked to recommend that the main Committee approve at their meeting on 5 December:

- The proposed individual levies and charges for 2020/21 as follows:
 - The Parking Core Administration Charge of £1,500 per borough and for TfL (2019/20 - £1,500; paragraph 38);
 - The Parking Enforcement Service Charge of £0.3708 per PCN which will be distributed to boroughs and TfL in accordance with PCNs issued in 2018/19 (2019/20 - £0.3760 per PCN; paragraphs 36-37);
 - No charge to boroughs in respect of the Freedom Pass Administration Charge, which is covered by replacement Freedom Pass income (2019/20 – nil charge; paragraph 15);
 - The Taxicard Administration Charge to boroughs of £338,182 in total (2019/20 - £338,182; paragraphs 17-18).
 - No charge to boroughs in respect of the Lorry Control Administration Charge, which is fully covered by estimated PCN income (2020/21 – nil charge; paragraphs 19-20);

- Environment and Traffic Adjudicators (ETA) - charge of £27.35 per appeal or £23.63 per appeal where electronic evidence is provided by the enforcing authority (2019/20 - £28.75/£25.08 per appeal). For hearing Statutory Declarations, a charge of £21.78 for hard copy submissions and £21.04 for electronic submissions (2019/20 - £23.23/£22.50 per SD) (paragraphs 26-27);
- Road User Charging Adjudicators (RUCA) – to be recovered on a full cost recovery basis under the contract arrangements with the GLA (paragraph 28);
- A unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2019/20 - £12; paragraph 10);
- The TRACE (Electronic) Charge of £7.53 per transaction (2019/20 - £7.53; paragraphs 29-35);
- The TRACE (Fax/Email) Charge of £7.70 per transaction, which is levied in addition to the electronic charge of £7.53 per transaction, making a total of £15.23 (2019/20 - £15.23; paragraphs 29-35);
- The TEC¹ Charge of £0.175 per transaction (2019/20 - £0.175; paragraphs 29-35).
- The provisional gross revenue expenditure of £367.434 million for 2020/21, as detailed in Appendix A;
- On the basis of the agreement of all the above proposed charges as outlined in this report, the provisional gross revenue income budget of £366.855 million for 2020/21, with a recommended transfer of £579,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B; and
- To consider the current position on reserves, as set out in paragraphs 52-56 and Table 8 of this report.

The Executive-Sub Committee is also asked to note:

- the indicative total charges to individual boroughs for 2020/21, dependent upon volumes generated through the various parking systems, as set out in Appendix C.1.

¹ The system that allows boroughs to register any unpaid parking tickets with the Traffic Enforcement Centre and apply for bailiff's warrants.

Introduction

1. This report details the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2020/21. The report seeks comments from the Executive Sub-Committee in order that recommendations can be made to the main Committee meeting in December, who will formally set the budget and the associated level of subscriptions and charges for 2020/21.
2. The report will, therefore, examine the key features of the proposed budget for 2020/21 and make proposals as to the level of charges for the Committee's consideration.

Budgetary pressures

3. There are several significant budgetary pressures that will impact on the revenue budget for 2020/21. These are:
 - An estimated 2% officer pay award has been built in to the budget from April 2020 which adds approximately £42,000 to the overall salaries bill for TEC;
 - Incremental drift relating to staff salary progression amounts to an additional £18,000 in 2020/21 for the Committee;
 - Additional central recharges of £429k arising from a review and correction of the recharge model and some increase relating to the depreciation of the capital costs of the refurbishment work at Southwark Street;
 - The Chancery Exchange offices, where the London Tribunals hearing centre is based, will be subject to a rent review in March 2020, which will result in additional costs within the TEC committee estimated to be in the region of £100,000; and
 - CPI in the year to August 2017 is now running at 1.7%, meaning that there will be increased pressure on overall contract prices.

Proposed Revenue Budget 2020/21 – Provisional Overview

4. As well as having to accommodate the effect of the budgetary pressures outlined in paragraph 3, the budget proposals in this report incorporate the following assumptions, leading to the following levels of subscriptions, charges and specific budget totals being recommended to the Executive Sub-Committee for consideration:
 - A provisional reduction in the TfL element of the Freedom Pass settlement for 2020/21 of £2.149 million, or 0.67%. (paragraph 6);
 - A provisional increase in the Rail Delivery Group element of the freedom pass settlement of £1.933 million, which equates to 9.7%. However, officers are still in negotiation with the RDG and will update TEC accordingly in December (paragraph 7);
 - Maintaining the budget for payments to other bus operators for local journeys originating in London at current year's level of £1.3 million, following projections for 2020/21, based on current claim trends being lodged by operators (paragraph 8).

- No change in the annual Freedom Pass survey and reissue costs budget to remain at the current year's level of £1.518 million, which will include the cost of the annual pass eligibility review that yields significant cost savings for boroughs (paragraph 9);
- No change in the unit cost of a replacement Freedom Pass of £12 or income budget of £750,000 (paragraph 10);
- A continued nil charge to boroughs in respect of the Freedom Pass administration fee, which remains fully funded by income receipts from replacing Freedom Passes that are lost or damaged (paragraph 15);
- No change in the TfL and borough contributions to the taxicard scheme budget of £9.360 million and £2.116 million respectively, which will be subject to confirmation by all parties in early 2020. The indicative budgetary provision for the taxicard trips contract with CityFleet Networks Limited, will, therefore, be an amalgam of the TFL and borough funding, currently equating to £11.476 million for 2020/21, which is no change on the revised budget for the current year (paragraph 16);
- The total Taxicard administration charge of £338,182 being held at the current year's level, requiring a subsidy from TEC reserves of £101,146, which will be apportioned to boroughs in accordance with the total active scheme membership as at 30 September 2019 and equates to a 6.7% increase per scheme member (paragraphs 17-18);
- A continued nil charge to boroughs in respect of the London Lorry Control scheme, which remains fully financed from PCN income receipts. The income budget for such receipts is proposed to increase by £100,000 to £1 million for 2020/21, based on actual and forecast outturn receipts over recent financial years. A sum of £50,000 will remain in the budget to fund further work on the development of the Lorry Control scheme during 2020/21, in order to continue to implement the outcome of the scheme review (paragraphs 19-20);
- The indicative hard copy unit ETA appeal cost for 2020/21 is £27.35, a reduction of £1.40 or 4.86% on the charge of £28.75 for 2019/20. For appeals where electronic evidence is provided by an enforcing authority, the unit cost will reduce by £1.45 to £23.63. Users will continue to pay a differential charge for the processing of ETA statutory declarations. For hard copy statutory declarations, the proposed unit charge will be £21.78 compared to the charge of £23.23 for the current year, which represents a reduction of £1.45, or 6.24%. For electronic statutory declarations, the proposed unit charge will be £21.04, a reduction of £1.46, or 6.50% on the electronic appeal unit charge for the current year of £22.50 (paragraphs 26-27);
- A continuation of the current agreement for TfL/GLA to reimburse London Councils on an actual cost-recovery basis for the variable cost of RUCA appeals, rather than on a unit cost basis. Continuation of this agreement will ensure that a breakeven position continues in respect of these transactions. This arrangement has been extended to cover the introduction of the Ultra-Low Emission Zone (ULEZ), which came into effect on 8 April 2019. (paragraph 28);

- A nil increase in the charges to boroughs for TEC and TRACE electronic transactions and the continued phasing out of TRACE fax and email transactions for purposes other than disaster recovery². (paragraphs 29-35)
 - A reduction in the Parking Enforcement service charge of £0.0052 per PCN, or 1.4%, which will be apportioned to boroughs and TfL in accordance with the total number of PCNs issued by enforcing authorities in 2018/19 (paragraphs 36-37);
 - The Parking Core administration charge being held at the 2019/20 level of £1,500 (paragraph 38);
 - An increase of £392,000 from £187,000 to £579,000 in the recommended transfer from uncommitted reserves in order to deliver a balanced budget for 2020/21 (paragraph 50);
 - An estimated 2% cost of living increase on all officer salary costs to reflect the potential pay award, plus a 2% increase in respect of adjudicators' fees to reflect the potential outcome of a Ministry of Justice (MoJ) review. A provision of 3% (3% for 2019/20) is also required to cover the employers' pension contributions for adjudicators who have been automatically enrolled into a pension scheme and have elected to remain within the scheme. The overall staffing budget continues to include a £30,000 provision for maternity cover and the vacancy level remains at 2%; and
 - An estimated 1.7% inflationary increase on contracts, but all other running cost budgets for 2020/21 to be held at the 2019/20 level.
5. The following paragraphs detail the main proposed budget headings for 2020/21 and highlight any significant changes over 2019/20. The proposed level of expenditure for 2020/21 amounts to £367.434 million. A sum of £353.426 million relates to direct expenditure on the transport operators providing the Freedom Pass and the Taxicard schemes, leaving £14.008 million relating to expenditure on parking and traffic related traded service and other operating expenditure. This compares to a sum of £12.778 million for the current year, an increase of £1.23 million, or 9.6%, much of which is matched by additional income.

Freedom Pass

6. The provisional main settlement with TfL for concessionary travel on its service is estimated to be £318.764 million, which represents a provisional cash reduction of £2.149 million, or 0.67%, on the figure of £320.913 million for 2019/20. This reflects an overall fall of 2.2% in like-for-like journeys on TfL modes over the last year. However, these are offset by the real fares effect of the TfL price freeze i.e. the models assume that because TfL has frozen its prices, this would have generated additional journeys in the absence of the if the scheme.

² London Councils will continue to accept TRACE email and fax during the 2020/21 financial year, but notices sent in this way will continue to be charged the fax / email rate in addition to the electronic rate, as this method causes significant additional effort for London Councils and its contractor.

7. The Rail Delivery Group (RDG) settlement is still being negotiated. This year, the RDG has proposed moving to a model that uses Oyster card data (as opposed to the previous survey-based models). As reported to committee previously, this will increase the RDG element of the settlement. Early estimates are for additional costs of £1.933 Million, increasing this part to £21.886 million compared to the budget of £19.953 million for the current year. However, officers are continuing to negotiate regarding the price per journey to be paid and will update TEC accordingly in December.
8. The budget for payments to other bus operators for local journeys originating in London has been retained at the current year's level of £1.3 million, based on previous years' outturn.
9. The budget for pass issue and support services remains at £1.518 million, which will include the cost of an annual pass eligibility review that yields significant cost savings to boroughs and had previously been undertaken during the mid-term point of the five-year life of passes.
10. For income in respect of replacement Freedom Passes, current trends indicate that significant income continues to accrue, and in fact, increase. However due to the bulk renewal process, which is due to take place in 2020, it is anticipated that fewer replacement cards will be issued. The 2020/21 income budget is being held at £750,000 and there is no change to the unit cost of £12 for a replacement pass. As stated in paragraph 4 and detailed in paragraph 15 below, it is proposed that the in-house cost of administering the Freedom Pass scheme will be fully funded by this income stream in 2020/21.
11. As agreed by this Committee in December 2014, any annual surplus arising from both the freedom pass issuing costs budget of £1.518 million (paragraph 9 above) and replacement Freedom Passes income budget of £750,000 (paragraph 10 above) will be transferred to a specific reserves to accumulate funds to offset the cost of future major pass reissue exercises. The current projected balance on this element of the specific reserve is £3.995 million, as highlighted in paragraph 52.
12. Final negotiations on the actual amounts payable to transport operators will be completed in time for the meeting of the main Committee on 5 December and any late variations to these provisional figures will be tabled at this meeting.
13. A summary of the provisional freedom pass costs for 2020/21, compared to the actual costs for the current year, are summarised in Table 1 below:

Table 1 – Comparative cost of Freedom Pass 2020/21 and 2019/20

Estimated Cost of Freedom Pass	2020/21(£000)	2019/20(£000)
TfL Settlement	318,764	320,913
ATOC Settlement	21,886	19,953
Non TfL Bus Operators Settlement	1,300	1,300
Support services and issue costs	1,518	1,518
Total Cost	343,468	343,684

14. The total cost of the scheme is fully funded by boroughs and the estimated provisional cost payable by boroughs in 2020/21 is £343.468 million, compared to £343.684 million payable for 2019/20. This represents a reduction of £216,000 or 0.06%. The majority of costs payable by boroughs will be apportioned in line with

usage data, in accordance with the agreed recommendations of the arbitrator in 2008.

15. The administration of the freedom pass covers London Councils in-house costs in negotiating the annual settlements and managing the relationships with transport operators and contractors. For 2020/21, the total cost is estimated to be £505,006 compared to £497,916 in 2019/20. This equates to £15,303 per borough. However, it is proposed to continue to use income accruing from the replacement of lost and damaged Freedom Passes (refer paragraph 10) to continue to levy a nil charge in 2020/21, which members are asked to recommend to the main Committee. This position will be reviewed annually to ensure forecast income streams continue to cover the in-house costs of administering the scheme.

Taxicard Scheme

16. As stated in paragraph 4, it is assumed that TfL will provide an estimated fixed contribution of £9.360 million, no change in the figure for 2019/20. The total borough contribution towards the Taxicard scheme in 2020/21 is estimated to be £2.116 million, the same as for the current year, although the decision on boroughs' contributions is a matter for boroughs to take individually and will be confirmed in February 2020. The indicative budgetary provision for the taxicard trips contract with CityFleet Networks Limited, will, therefore, be an amalgam of the TfL and borough funding, currently equating to £11.476 million for 2020/21, the same figure as for the current year. However, several factors such as usage of the scheme could influence the final outturn position for 2020/21.
17. The gross cost of administration of the Taxicard Scheme is estimated to be £581,328 in 2020/21 compared to £569,893 in 2019/20. After excluding an estimated separate contribution from TfL towards these administrative costs of £124,000 and anticipated income of £18,000 from charging for replacement taxi cards, the net cost chargeable to boroughs in 2020/21 is £439,328. However, it is proposed to continue to use uncommitted general reserves held by the Committee of £101,146 to hold the total charge to boroughs at the 2020/21 level of £338,182.
18. The active Taxicard total membership as at 30 September 2019 is 64,552, compared to 68,860 as at 30 September 2018, a decrease of 4,308, or 6.2% this is a result of officers carrying out a review of members to establish if they are still active. The decrease in the spreading base and the recommended use of reserves of £101,146 has increased the underlying subsidised unit cost of a scheme member from £4.91 to £5.24 per member, a 6.7% increase.

London Lorry Control Scheme

19. The total charge is calculated in the same manner as the Freedom Pass and taxicard administration charge, although it is apportioned to boroughs in accordance with the ONS mid-year population figures for, in the case of 2020/21, June 2018. The total cost of administering the scheme is estimated to be £754,773 in 2020/21, compared to £742,951 in 2019/20. This figure includes a sum of £50,000 that has been retained in anticipation of further development of the scheme in 2020/21.
20. After analysing receipts from PCNs issued in relation to the scheme over the past three financial years, it is proposed to increase the income forecast to £1 million

for 2020/21, meaning that there will be a continuation of the nil charge to the 29 participating boroughs plus TfL towards the scheme in 2020/21. Again, this position will be reviewed annually to ensure forecast income streams continue to cover the costs of administering the scheme.

Environment and Traffic Adjudicators (ETA) Fees

21. The budget for adjudicators' fees and training will be increased for 2020/21, which is consistent with the estimated officers pay award. Any actual pay award will be dependent on a recommendation of the Senior Salaries Review Board, which is still to be agreed. This mechanism, which was agreed by TEC in November 2001, keeps the Adjudicators' pay at 80% of that for Group 7 full-time judicial appointments outside London. As discussed above a 2% pay award has been included, which increases the hourly rate by £1.26 from £63.06 to £64.32, inclusive of employers' National Insurance Contributions. In addition, all adjudicators have been entitled to be provided with a workplace pension scheme from August 2017. The employers' contribution to the scheme offered to the adjudicators will be 3% in 2020/21 which is no change to 2019/20. Current analysis indicates that 80% of ETA adjudicators are eligible to remain in the scheme under current earnings eligibility rules. This will add a further 2.4% onto the payroll cost in 2020/21, giving an average hourly rate of £65.86 (£64.57 2019/20 +£1.29 or 2.05%).
22. The estimated volume of ETA appeals and statutory declarations for 2020/21, based on volumes generated in the first half of 2019/20 is 44,722, an increase of 3,028 from the 41,694 budgeted level for the current year. The actual number of appeals represented by corresponding financial transactions posted in the accounts for 2018/19 was 42,721, including Statutory Declarations, Moving Traffic Contraventions and Lorry Control Appeals, indicating that the current number of ETA appeals has steadily increased.
23. The estimated average throughput of appeals for the first half of the current year is 3.78 appeals heard per hour (compared to 3.41 appeals per hour when the current year's budget was set in December 2018). This average figure takes account of all adjudicator time spent on postal and personal appeal hearing and non-appeal 'duty adjudicator' activities. The increase in throughput is attributable to continued system and service improvements that feed through into the processing figures. The ETA adjudicator fees base budget of £790,355 has, therefore, been reduced by £11,050 to £779,305 for 2020/21 to reflect the improved throughput rate.

Road User Charging Adjudicators (RUCA) Fees

24. The estimated volume of RUCA appeals for 2020/21, based on current volumes to August 2019 is 20,784, compared to 9,158 for the current year. The original estimate for 2019/20 did not consider the new Ultra Low Emission Zone (ULEZ) scheme which came in to force in April 2019 therefore is not comparable to the 2020/21 estimate. The actual number of RUCA Appeals represented by corresponding financial transactions posted in the accounts for 2018/19 was 9,644, including Statutory Declarations. Again, this excludes ULEZ appeals which hadn't come in to force at this stage.
25. As a result of this significant increase in caseload due to the introduction of the ULEZ scheme, the budget for RUCA adjudicators' fees has been increased by

£255,000 from £264,000 to £519,000 for 2020/21. The Committee will be fully reimbursed at cost by the GLA/TfL for the hearing of RUCA/ULEZ appeals under the current contract arrangements, which have been amended to include the ULEZ scheme.

Appeals Unit Charges 2020/21

26. The estimated overall cost for hearing appeals for 2020/21 is laid out in Table 2 below:

Table 2 – Proposed Unit Cost for Appeals 2020/21

	ETA	RUCA	Total
Estimated Appeal Nos.	44,722 (68%)	20,784 (32%)	65,506 (100%)
Average Case per hour	3.78	2.63	3.10
Adjudicator Hours	11,833	7,888	19,721
Expenditure			
Adjudicators Fees	779,305	519,497	1,298,802
Northgate Variable Cost	205,800	179,909	385,709
Total	1,085,106	699,406	1,684,511
Income			
Hearing Fees	1,085,106	699,406	1,684,511
Average Indicative Unit Cost of Appeal	24.26	33.65	25.72

27. For ETA appeals, based on an estimated 44,722 appeals and a projected throughput rate of 3.78 cases being heard per hour during 2020/21, it is proposed that the indicative hard copy unit ETA appeal cost for 2020/21 is £27.35, a reduction of £1.40 or 4.86% on the charge of £28.75 for 2019/20. For appeals where electronic evidence is provided by an enforcing authority, it is proposed that the unit cost will reduce by £1.45 to £23.63. The lower charge to boroughs recognises the reduced charge from London Councils contractor for processing electronic appeals, demonstrating that there remains a clear financial incentive for boroughs to move towards submitting electronic evidence under the current contract arrangements. Boroughs will pay a differential charge for the processing of ETA statutory declarations. For hard copy statutory declarations, the proposed unit charge will be £21.78 compared to the charge of £23.23 for the current year, which represents a reduction of £1.45, or 6.24%. For electronic statutory declarations, the proposed unit charge will be £21.04, a reduction of £1.46, or 6.5% on the electronic appeal unit charge for the current year. The Executive Sub-Committee is asked, therefore, to recommend that the main Committee approve these appeal charges to users for 2020/21.
28. London Councils is contracted to provide the RUCA appeals service up until January 2022 under the current contract arrangements effective from 1 January 2017. There is a continuation of the previous agreement for TfL/GLA to reimburse London Councils on an actual cost-recovery basis for the variable cost of these transactions, rather than on a unit cost basis. Continuation of this agreement will ensure that a breakeven position continues in respect of these transactions, so the estimated cost of £556,132 for hearing an estimated 20,784 RUCA/ULEZ appeals will be fully recovered. The fixed cost element of the contract is forecast to be £843,418 in 2020/21, an increase of £268,052 from 2019/20, due to a forecast increase from 18% to 32% in the proportion of RUCA appeals in relation

to the overall number of appeals and additional system costs of £133,000 both as a result of the ULEZ scheme.

Parking Managed Services – Other Variable Charges to Users

29. These variable charges form part of the parking managed service contract provided by Northgate, the volumes of which the Committee has no control. The individual boroughs are responsible for using such facilities and the volumes should not, therefore, be viewed as service growth. The volumes are based on those currently being processed by the contractor and are recharged to the boroughs and TfL as part of the unit cost charge. Current trends emerging during the first half of 2019/20 suggest that the TRACE electronic transactions are projected to marginally decrease by 3% and that TRACE Fax transactions will reduce by nearly 53% on the current year budget figures set in December 2018. Comparable figures indicate that use of the TEC system by boroughs will increase by over 6% compared to the current year budget figure. The estimated effect on expenditure trends are illustrated in Table 3 below:

Table 3 – Estimated expenditure on variable parking services 2020/21 and 2019/20

2020/21	Estimated Volumes (Nos)	Contractor Charge (£)	Expenditure Budget (£)
TRACE (Electronic)	45,452	1.811/1.842	83,335
TRACE (Fax Transaction)	2,389	3.987/4.055	9,653
TEC	1,149,655	0.096/0.0976	111,769
Total			204,757
2019/20	Estimated Volumes (Nos)	Contractor Charge (£)	Expenditure Budget (£)
TRACE (Electronic)	46,891	1.777/1.825	85,044
TRACE (Fax Transaction)	5,153	3.913/4.02	20,545
TEC	1,079,338	0.094/0.0965	103,458
Total			209,047

30. The estimated reduction in expenditure between 2019/20 and 2020/21 based on the current projected transaction volumes for 2019/20 and estimated movement in contract prices is £4,290
31. The corresponding estimated effect on income trends are illustrated in Table 4 below:

Table 4 – Estimated income accruing from variable parking services 2020/21 and 2019/20

2020/21	Estimated Volumes (Nos)	Proposed Unit Charge (£)	Income Budget (£)
TRACE (Electronic)	45,452	7.53	342,257

TRACE (Fax Transaction)	2,389	7.70	18,398
TEC	1,149,655	0.175	201,190
Total			561,842
2019/20	Estimated Volumes (Nos)	Actual Unit Charge (£)	Income Budget (£)
TRACE (Electronic)	46,891	7.53	353,085
TRACE (Fax Transaction)	5,153	7.70	39,678
TEC	1,079,338	0.175	188,884
Total			581,648

32. The estimated effect on income, between 2019/20 and 2020/21, based on the current projected transaction volumes for 2019/20 and a zero increase in charges to users, is a decrease of £19,806, leading to a net overall decrease in budgeted income of £15,516. The charging structure historically approved by TEC for the provision of the variable parking services (excluding appeals) includes a profit element in each of the charges made to boroughs and other users for these services. However, given the 3% increase in 2018/19 and the current volumes, it is proposed that there should be no increase in the three charges to boroughs for 2020/21.
33. Members will recall that the measures were approved by TEC from 2018/19 to begin the phasing out of TRACE fax and email service as a default means for enforcement authorities to notify the service of vehicles that have been moved.
34. In order to encourage enforcement authorities to use the electronic notification systems by default and thereby reduce processing time, all TRACE fax and email notifications were, therefore, charged at the electronic rate (£7.53) plus the fax/email rate (£7.70) making a total of £15.23 per transaction from 1 April 2018. The projected 53% reduction in the use of the TRACE fax and email service over the past 12 months indicates that this measure is proving successful and the dual charging mechanism is recommended for continuation for 2020/21.
35. The Executive Sub-Committee is asked, therefore, to recommend that the main Committee approve the following non-appeal charges to users for 2020/21:
- The TRACE (Electronic) charge of £7.53 per transaction, no change on the current year;
 - The TRACE (Fax/email) Charge of £7.70 per transaction, in addition to the electronic charge of £7.53 per transaction, making a total of £15.23, no change on the current year;
 - The TEC charge of £0.175 per transaction, no change on the current year.

Parking Enforcement Service Charge

36. The majority of this charge is made up of the fixed cost element of the parking managed service contract provided by Northgate and the provision of accommodation and administrative support to the appeals hearing centre. The total fixed cost is allocated to users in accordance with the number of PCNs

issued, which for 2019/20 will be the 5,958,048 PCNs issued by enforcing authorities during 2018/19, which is detailed in Appendix D. For 2020/21, expenditure of £3.084 million needs to be recouped, compared to £2.687 million for 2019/20, which is detailed in Table 5 below:

Table 5 – Breakdown of Parking Enforcement Charge 2020/21

	2020/21 (£000)	2019/20 (£000)
Fixed Contract Costs	1,285	1,135
Hearing Centre Premises Costs	728	620
Direct Staffing Costs	572	489
General Office Expenditure	46	46
Central Recharges	453	397
Total	3,084	2,687

37. After top-slicing this amount for the revised fixed contract sum of £875,418 attributable to congestion charging, ULEZ and LEZ contraventions rechargeable to the GLA - 32% of the estimated cost of the Tribunal (refer paragraph 28), a total of £2.209 million, compared to £2.111 million in 2019/20, remains to be apportioned through the 5.958 million PCNs issued by boroughs and TfL in 2018/19 in respect of parking, bus lane, moving traffic and London Lorry Control Scheme enforcement, compared to 5.616 million issued in 2017/18. The increase in the number of PCNs issued over the two comparative years increases the spreading base, which leads to a reduction in the proposed unit charge to boroughs and TfL of £0.0052, or 1.4%, from £0.3760 to £0.3708 per PCN for 2020/21, which members are asked to recommend to the main Committee. In addition, under the terms of the contract with Northgate, there is a separate fixed cost identified in respect of the use of the TRACE and TEC systems. For 2019/20, this sum was £94,000 and is estimated to increase to £95,000 in 2020/21. This sum will be apportioned to boroughs in accordance with volumes of transaction generated on each system.

Parking Core Administration Charge

38. The core subscription covers a proportion of the cost of the central management and policy work of the Committee and its related staff, accommodation, contract monitoring and other general expenses. It is charged to boroughs and TfL at a uniform rate, which for 2019/20 was £1,500 per borough. As there is limited scope for additional savings or efficiencies to be identified from within the £51,000 this levy raises for the Committee, it is recommended that this charge be held at the current level of £1,500 per borough and TfL for 2020/21.

Registration of Debt at the Traffic Enforcement Centre (TEC) - Northampton County Court

39. Expenditure in respect of the registration of debt related to parking penalties is directly recouped from the registering borough, so the transactions have a neutral effect on the financial position of the Committee. The Court Service last increased the £7 unit fee to £8 in July 2016, although no further increases are envisaged during 2020/21. Volumes generated by users registered parking debt is expected

to be maintained at £4 million for the current year, so it is, therefore, proposed keep both the income and expenditure budgets for 2020/21 at £4 million.

Estimated individual borough costs for 2020/21, covering the proposed charges highlighted in paragraphs 15-39 above, are detailed in Appendix C.1 and can be compared against the estimated charges for the current year at Appendix C.2, forecast at the budget setting stage for the current year 12 months ago.

Contractual Commitments

40. **Staffing Costs** -The proposed staffing budget for TEC for 2020/21 is illustrated in Table 6 below:

Table 6– TEC Indicative Staffing Budget 2020/21	£000
2019/20 Revised Budget	2,114
Addition officers in relation to the ULEZ scheme	64
2% pay award 2020/21	42
Incremental salary drift/other adjustments	41
2020/21 Base Budget	2,261
Split between:	
Services - Parking and Traffic	105
Services - ETA	357
Services - RUCA	215
Services - Transport and Mobility	795
PAPA - Policy	409
PAPA - Communications	247
Chief Executive - Committee Servicing	61
Chief Executive - DP/FOI work	72
2020/21 Base Budget	2,261

41. In line with other London Councils funding streams, the vacancy level for 2020/21 remains at 2%. The salary figures include an estimated 2% cost of living increase on all costs for 2020/21. In addition, there is an increase to cover incremental salary drift and other adjustment such as additional Communication and Policy staff time being charged to TEC following a detailed review by officers. In addition to the salaries figure of £2.271 million shown in Table 6, the £19,000 budgetary provision for member's allowances has been maintained at the 2019/20 level, as has the provision for maternity cover of £30,000.
42. **Accommodation Costs – Chancery Exchange** – The appeals hearing centre at Chancery Exchange, EC4 has been operational since July 2015. The budget for 2020/21 of £597,335 includes the full year cost of the leasehold agreement plus other premises running costs. The Committee is asked to note that a rent review is due at the five-year point of the lease on 30 March 2020 therefore an estimated increase of £100,000 has been included in the 2020/21 budget to account for movement in property rental rates over the past five years. In addition, a budget for depreciation in respect of the refurbishment costs of Chancery Exchange of £103,166 is required, along with the continuation of a provision for potential redecoration, dilapidation and reinstatement costs payable at the end of the Chancery Exchange lease of £27,400 per annum. These premises costs are fully recovered as part of the Parking Enforcement service charge (refer paragraphs 36-37).

43. **Accommodation Costs - Southwark Street** – These are included as part of central recharges cost. These costs are spread based on number of FTE's directly chargeable to the TEC funding stream. A detailed review of how London Councils apportions its central costs, which include accommodation costs, between the three committees has identified an anomaly within the model. Some overheads, which are attributed to members of staff working on TEC related activities, were not being fully passed on to TEC. As a result of this the Southwark Street premises cost recharge has increased by £195,215 to £451,518 for 2020/21 (2019/20: £256,303). The recharges in respect of the Southwark Street accommodation forms part of the administration charge for the direct services– for the freedom pass, taxicard, health emergency badge and the London lorry control scheme, as detailed in paragraphs 6-20 of this report.

Discretionary Expenditure

44. **Research Budget** – It is recommended that the budget for 2020/21 is maintained at the current year's level of £40,000.
45. **General/Office Costs** - The budgetary provision of £483,000 for 2020/21 is broken down in Table 7 below:

Table 7 – TEC General/Office costs budget 2020/21	£000
2019/20 Revised Budget	474
General/office costs inflation	11
2020/21 Base Budget	485
Split between:	
System Developments	100
General/Office costs – postage, telephones, copiers, etc.	167
Appeals related legal costs	26
External audit fees*	27
City of London finance, legal, HR and IT SLA*	165
2020/21 Base Budget	485

*forms part of central recharge costs

46. The increase primarily relates to a slight increase in general office running costs.
47. Inflation of 1.7% has been allowed for 2020/21 on general running costs, except where there are contractual commitments. This factor has been applied to all London Councils budgets.

Central Recharges

48. Southwark Street accommodation costs (paragraph 44), the Parking Enforcement Charge (paragraph 36) and general office costs (paragraph 46) all contain significant element of central recharge costs, which are apportioned to all London Councils functions in accordance with a financial model that is subject to annual review by London Councils external auditors. The premises costs of the hearing centre are split between the ETA and RUCA functions, as detailed in paragraphs 36-37. Of the total central costs apportioned to TEC in 2020/21 (excluding LEPT) of £1,434,402, a sum of £948,320 feeds into the recharges for the direct services administration charges based at Southwark Street and for the ETA and RUCA services at the appeals hearing centre. The residual £486,082 relates the TEC policy, communication and administrative functions based at Southwark Street. In

addition, as detailed in paragraph 36, a further sum of £728,000 relates the premises costs at Chancery Exchange.

Transfer from Reserves

49. As detailed in paragraph 52 below, it is proposed that this Committee recommend that the main Committee approve the transfer of a sum of £579,000 from uncommitted general reserves to smooth the effect of the underlying increase to direct service costs and to cover the additional central recharge costs. This is a increase of £392,000 on the £187,000 approved transfer for the current year. Specifically, the recommended use of a sum of £101,146 will increase the underlying subsidised unit cost of a Taxicard Scheme member from £4.91 to £5.24 per member. The boroughs will pay no more in 2020/21 than the £338,000 paid towards administering the Taxicard Scheme in the current year, as detailed in paragraphs 17-18 above.

Other Income

50. Miscellaneous Income – It is estimated that income of £73,000 will continue to accrue from two main sources in 2020/21. Firstly, £42,000 is expected to accrue for the administration of the Health Emergency badge (HEB) in the form of registration fees and charges for badges to medical professionals. This will enable this service to be provided at no cost to boroughs. Secondly, £31,000 is expected to accrue from TfL for secretarial services provided by the Committee during the Freedom Pass negotiations.

Committee Reserves

51. Table 8 below updates the Committee on the revised projected level of reserves as at 1 April 2020, if all current known liabilities and commitments are considered:

Table 8– Analysis of Estimated Uncommitted Reserves as at 1 April 2020

	General Reserve	Specific Reserve	Total
	£000	£000	£000
Audited reserves at 1 April 2019	3,936	3,553	7,489
Amount carried forward from 2018/19	(133)	-	(133)
Approved use in setting 2019/20 budget	(187)	-	(187)
Projected Budget Surplus 2019/20 @ M6	153	442	595
Projected uncommitted reserves as at 31 March 2020	3,769	3,995	7,764
Proposed use in setting 2020/21 budget	(579)	-	(579)
Estimated uncommitted reserves as at 1 April 2020	3,190	3,995	7,185
Freedom Pass 2020 Renewal	-	(1,176)	(1,176)
TEC priority projects	-	(750)	(750)
Estimated uncommitted reserves following potential 2020/21 commitments	3,190	2,069	5,259

52. The projected level of uncommitted general reserves as at 1 April 2020 assumes that the draft proposals as laid out in this report is agreed are by this Committee and approved by the main TEC meeting in December. It is proposed that a sum of £579,000 be transferred from general reserves to continue to smooth the effect

of the underlying increase in direct service charges, cover additional central recharges as a result of a correction to the recharges model.

53. In addition, the overall reserves position also reflects the projected amount expected to be held in the specific reserve as at 1 April 2020 of £3.995 million. The 2020 Freedom Pass bulk reissue exercise is about to commence and will consist of reviewing approximately 800,000 passes. The exercise will be funded from the specific reserve at an estimated cost of £1.176 million, a reduction from the £2.6 million spent on the 2015 reissue largely due to a new approach being taken. As there is no directly comparable data available to analyse baseline costs, the final cost of the exercise may vary from the current budget estimate.
54. After considering the forecast surplus of £595,000 for the current year, which is subject to a separate report on this agenda, uncommitted general reserves are forecast to be £3.190 million as at 1 April 2020. This equates to 22.7% of proposed operating and trading expenditure of £14.008 million for 2020/21. This figure, therefore, significantly exceeds the Committee's formal policy on reserves, agreed in December 2015 that reserves should equate to between 10-15% of annual operating and trading expenditure.
55. The holding of reserves of 7.7% above the 15% upper benchmark level equates to £1.089 million. In considering options for the use of this resource, the Executive Sub-Committee is asked to consider the following factors:
- The likelihood of unforeseen events arising in the remainder of the current financial year, given that the projected surplus for the current year of £153,000 feeds directly into uncommitted general reserves;
 - Emerging additional ICT system development pressures across several service areas, which are yet to be fully quantified but include:
 - modernisation of the Health Emergency Badge service following the outcome of the current service review;
 - updates to the Freedom Pass records management system;
 - user-identified enhancements to the London Tribunals systems for the public, enforcement authorities and adjudicators; and
 - cross service website enhancements to meet new statutory accessibility requirements.
 - A rent review is due at Chancery Exchange, the London Tribunals hearing centre, with effect from March 2020; any increase above which has already been budgeted for will impact on the fixed costs of the contract with the GLA for RUCA and ULEZ as well as parking services provided to boroughs;
 - As detailed in paragraph 49 above, it is proposed a sum of £579,000 is transferred from uncommitted general reserves in order to present a balanced budget for 2020/21. Clearly this is not sustainable in the medium to long term so measures will need to be considered by members to bring total income and total expenditure more in to balance. In the short term the excess reserves could be used, as proposed, until a balanced budget is achieved; and

- Existing specific reserves will be called upon to provide policy support to deliver the proposed EV and car club coordination function, which is subject to a separate report on this agenda. It is likely that further research and policy work will be required in the future, for example to deliver the Committee's proposed actions on the Safer Speeds agenda. The Executive Sub-Committee may therefore consider that a transfer of further sums to the specific reserve, to fund bespoke future TEC projects, may be required to maintain the specific project reserve at £750K.
56. The Executive Sub-Committee is asked to consider a short-term strategy for the treatment of uncommitted reserves held in excess of the 15% upper benchmark, for recommendation to the main Committee meeting in December. Options, which are not mutually exclusive, include:
- No action recommended pending clarification of issues outlined in paragraph 55;
 - Further reduce charges to boroughs and TfL as part of the 2020/21 budget proposals; and
 - Return a one-off cash sum to all boroughs and TfL.

Summary

57. This report details the outline revenue budget proposals and the proposed indicative borough subscription and charges for 2020/21. The Executive Sub-Committee is asked to comment on these outline proposals in order that any comments can be consolidated in the further report for the full TEC meeting in December, where the detailed budget proposals and levels of subscriptions and charges for 2020/21 will be presented for final approval. The proposed level of expenditure for 2020/21 amounts to £367.434 million. A sum of £353.43 million relates to direct expenditure on the transport operators providing the Freedom Pass and the Taxicard schemes, leaving £14.008 million relating to expenditure on parking and traffic related traded service and other operating expenditure. This compares to a comparable sum of £12.778 million for the current year, an increase of £1,230,000, or 9.6%, much of which relate to the introduction of the ULEZ scheme and an increase in central recharges.

Recommendations

58. The Executive-Sub Committee recommends that the main Committee approve at their meeting on 5 December:
- The proposed individual levies and charges for 2020/21 as follows:
 - The Parking Core Administration Charge of £1,500 per borough and for TfL (2019/20 - £1,500; paragraph 38);
 - The Parking Enforcement Service Charge of £0.3708 per PCN which will be distributed to boroughs and TfL in accordance with PCNs issued in 2018/19 (2019/20 - £0.3760 per PCN; paragraphs 36-37);
 - No charge to boroughs in respect of the Freedom Pass Administration Charge, which is covered by replacement Freedom Pass income (2019/20 – nil charge; paragraph 15);

- The Taxicard Administration Charge to boroughs of £338,182 in total (2019/20 - £338,182; paragraphs 17-18).
 - No charge to boroughs in respect of the Lorry Control Administration Charge, which is fully covered by estimated PCN income (2019/20 – nil charge; paragraphs 19-20);
 - Environment and Traffic Adjudicators (ETA) - charge of £27.35 per appeal or £23.63 per appeal where electronic evidence is provided by the enforcing authority (2019/20 - £28.75/£25.08 per appeal). For hearing Statutory Declarations, a charge of £21.78 for hard copy submissions and £21.04 for electronic submissions (2019/20 - £23.23/£22.50 per SD) (paragraphs 26-27);
 - Road User Charging Adjudicators (RUCA) including ULEZ – to be recovered on a full cost recovery basis under the current contract arrangements with the GLA (paragraph 28);
 - A unit charge of £12 for the replacement of a lost or damaged Freedom Pass (2019/20 - £12; paragraph 10);
 - The TRACE (Electronic) Charge of £7.53 per transaction (2019/20 - £7.53; paragraphs 29-35);
 - The TRACE (Fax/Email) Charge of £7.70 per transaction, which is levied in addition to the electronic charge of £7.53 per transaction, making a total of £15.23 (2019/20 - £15.23; paragraphs 29-35);
 - The TEC³ Charge of £0.175 per transaction (2019/20 - £0.175; paragraphs 29-35).
- The provisional gross revenue expenditure of £367.434 million for 2020/21, as detailed in Appendix A;
 - On the basis of the agreement of the above proposed charges, the provisional gross revenue income budget of £366.855 million for 2020/21, with a recommended transfer of £579,000 from uncommitted Committee reserves to produce a balanced budget, as shown in Appendix B; and
 - To consider the current position on reserves, as set out in paragraphs 52-56 and Table 8 of this report.

59. The Executive-Sub Committee is also asked to note:

- the estimated total charges to individual boroughs for 2020/21, as set out in Appendix C.1.

Financial Implications for London Councils

None, other than those detailed in the report

³ The system that allows boroughs to register any unpaid parking tickets with the Traffic Enforcement Centre and apply for bailiff's warrants.

Legal Implications for London Councils

None

Equalities Implications for London Councils

None

Appendices

Appendix A – Proposed revenue expenditure budget 2020/21;

Appendix B – Proposed revenue income budget 2020/21;

Appendix C.1 – Indicative charges to boroughs 2020/21;

Appendix C.2 – Indicative charges to boroughs 2019/20; and

Appendix D – Parking Enforcement statistics 2018/19.

Background Papers

TEC Budget Working Papers 2019/20 and 2020/21;

TEC Final Accounts Working Papers 2018/19;

TEC Revenue Budget Forecast Working Papers 2019/20; and

London Councils Consolidated Budget Working Papers 2019/20 and 2020/21.

Item 9 - Appendix A - TEC Expenditure Base Budget 2020/21

	Revised 2019/20 £000	Develop- ments £000	Base 2020/21 £000	Inflation £000	Original 2020/21 £000
Payments in respect of Concessionary Fares					
TfL	320,913	-2,149	318,764	0	318,764
RDG	19,953	1,933	21,886	0	21,886
Other Bus Operators	1,300	0	1,300	0	1,300
Freedom Pass issue costs	1,518	0	1,518	0	1,518
Freedom Pass Administration	498	0	498	7	505
City Fleet Taxicard contract	11,476	0	11,476	0	11,476
Taxicard Administration	570	0	570	11	581
	356,228	-216	356,012	18	356,030
TEC Trading Account Expenditure					
Payments to Adjudicators- ETA	790	-11	779	0	779
Payments to Adjudicators - RUCA	264	255	519	0	519
Northgate variable contract costs - ETA	293	7	300	5	305
Northgate variable contract costs - RUCA	80	97	177	3	180
Northgate variable contract costs - Other	209	0	209	-4	205
Payments to Northampton County Court	4,000	0	4,000	0	4,000
Lorry Control Administration	743	0	743	11	754
ETA/RUCA Administration	2,687	344	3,031	53	3,084
HEB Administration	40	0	40	1	41
	9,106	692	9,798	0	9,868
Sub-Total	365,334	476	365,810	18	365,898
Operating Expenditure					
Contractual Commitments					
Northgate Fixed Costs	94	0	94	1	95
	94	0	94	1	95
Salary Commitments					
Non-operational staffing costs	666	28	694	14	708
Members	19	0	19	0	19
Maternity/Paternity Provision	30	0	30	0	30
	715	28	743	14	757
Discretionary Expenditure					
Staff training/recruitment advertising	0	0	0	0	0
Staff travel	0	0	0	0	0
Other premises costs	0	0	0	0	0
SS ICT support	0	0	0	0	0
Supplies and services	160	-1	159	0	159
Research	40	0	40	0	40
Contribution to health related work	0	0	0	0	0
One off payment to boroughs	0	0	0	0	0
Other 3rd party payments	0	0	0	0	0
Premises recharge	0	0	0	0	0
	200	-1	199	0	199
Total Operating Expenditure	1,009	27	1,036	14	1,050
Central Recharges	77	409	486	0	486
Total Expenditure	366,420	912	367,332	32	367,434

Item 9 - Appendix B - TEC Income Base Budget 2020/21

	Revised 2019/20 £000	Develop- ments £000	Base 2020/21 £000	Inflation £000	Original 2020/21 £000
Borough contributions to TfL	320,913	-2,149	318,764	0	318,764
Borough contributions to RDG	19,953	1,933	21,886	0	21,886
Borough contributions to other bus operators	1,300	0	1,300	0	1,300
Borough contributions to surveys/reissue costs	1,518	0	1,518	0	1,518
Borough contributions to freedom pass administration	0	0	0	0	0
Income from replacing lost/faulty freedom passes	750	0	750	0	750
Income from replacing lost/faulty taxicards	18	0	18	0	18
Borough contributions to Taxicard scheme	2,116	0	2,116	0	2,116
TfL contribution to Taxicard scheme	9,360	0	9,360	0	9,360
Borough contributions to taxicard administration	324	0	324	0	324
TfL Contribution to taxicard administration	124	0	124	0	124
	356,376	-216	356,160	0	356,160
TEC trading account income					
Borough contributions to Lorry ban administration	0	0	0	0	0
Lorry control PCNs	900	0	900	100	1,000
Borough ETA appeal charges	901	0	901	66	967
TfL ETA appeal charges	182	0	182	-64	118
RUCA appeals income	343	356	699	0	699
Borough fixed parking costs	1,990	79	2,069	0	2,069
TfL fixed parking costs	216	19	235	0	235
RUCA fixed parking costs	575	300	875	0	875
Borough other parking services	582	0	582	-20	562
Northampton County Court Recharges	4,000	0	4,000	0	4,000
	9,689	754	10,443	82	10,525
Sub-Total	366,065	538	366,603	82	366,685
Core borough subscriptions					
Joint Committee	46	0	46	0	46
TEC (inc TfL)	51	0	51	0	51
	97	0	97	0	97
TfL secretariat recharge	31	0	31	0	31
Sales of Health Emergency badges	42	0	42	0	42
Miscellaneous income	0	0	0	0	0
	73	0	73	0	73
Transfer from Reserves	187	0	187	392	579
Central Recharges	0	0	0	0	0
Total Income Base Budget	366,422	538	366,960	474	367,434

Indicative Charges to Boroughs 2020/2021

Appendix C.1

BOROUGH	Core Parking (£)	Fixed Parking (£)	Con.Fares Admin. (£)	Taxicard Admin. (£)	Lorry Ban Admin. (£)	Parking Appeals (£)	TRACE Electronic (£)	TRACE FAX (£)	TEC (£)	Total Estimate 2020/21 (£)	Total Estimate 2019/20 (£)	Estimated Movement (£)
Barking & Dagenham	1,500	41,600	0	6,241	0	30,761	54	53	0	80,208	84,703	-4,495
Barnet	1,500	90,727	0	11,077	0	31,510	0	0	13,152	147,967	189,740	-41,773
Bexley	1,500	21,321	0	5,444	0	6,143	0	0	0	34,409	36,218	-1,810
Brent	1,500	71,264	0	12,854	0	22,543	18,099	964	0	127,223	141,659	-14,437
Bromley	1,500	27,486	0	6,492	0	4,473	0	0	0	39,951	46,113	-6,162
Camden	1,500	87,871	0	15,788	0	43,460	21,603	806	10,050	181,079	179,604	1,475
Croydon	1,500	67,094	0	12,560	0	51,474	1,528	0	12,747	146,902	98,999	47,903
Ealing	1,500	81,109	0	13,021	0	23,646	629	210	10,519	130,635	123,303	7,332
Enfield	1,500	42,363	0	5,654	0	11,888	8,375	140	3,564	73,484	72,508	977
Greenwich	1,500	15,720	0	10,920	0	8,108	324	315	2,328	39,215	38,524	691
Hackney	1,500	60,478	0	15,170	0	26,576	7,782	1,279	14,533	127,318	127,348	-30
Hammersmith & Fulham	1,500	85,664	0	9,139	0	20,752	24,407	123	5,128	146,712	180,778	-34,067
Haringey	1,500	75,425	0	11,869	0	24,585	21,765	1,612	13,262	150,017	143,626	6,391
Harrow	1,500	68,457	0	12,896	0	36,743	0	0	8,710	128,306	115,264	13,042
Havering	1,500	45,150	0	12,744	0	30,933	0	0	0	90,327	87,454	2,873
Hillingdon	1,500	31,666	0	5,518	0	9,494	1,797	1,261	4,220	55,456	56,307	-851
Hounslow	1,500	53,892	0	9,914	0	24,087	6,902	123	3,583	100,000	90,358	9,642
Islington	1,500	96,524	0	15,049	0	41,050	25,809	245	9,387	189,564	179,976	9,588
Kensington & Chelsea	1,500	74,154	0	9,647	0	16,431	42,218	1,331	12,034	157,316	153,534	3,782
Kingston	1,500	49,325	0	8,913	0	10,089	18	18	0	69,863	76,334	-6,471
Lambeth	1,500	78,107	0	10,601	0	65,897	8,807	683	16,262	181,857	168,838	13,018
Lewisham	1,500	30,223	0	9,930	0	14,917	0	0	4,808	61,377	58,205	3,172
Merton	1,500	56,605	0	10,150	0	22,994	0	0	0	91,248	95,456	-4,208
Newham	1,500	86,774	0	11,926	0	46,128	62,042	4,958	13,422	226,750	244,416	-17,666
Redbridge	1,500	64,987	0	13,786	0	38,610	0	0	11,370	130,254	145,509	-15,255
Richmond	1,500	35,780	0	9,940	0	9,073	503	491	1,836	59,124	55,314	3,809
Southwark	1,500	44,037	0	14,929	0	15,861	13,228	543	6,005	96,102	99,338	-3,236
Sutton	1,500	13,727	0	7,498	0	5,042	0	0	1,690	29,457	25,173	4,285
Tower Hamlets	1,500	43,663	0	9,830	0	25,525	19,141	0	0	99,659	103,842	-4,183
Waltham Forest	1,500	75,499	0	8,201	0	31,727	29,799	1,367	0	148,092	130,101	17,992
Wandsworth	1,500	60,246	0	8,950	0	18,074	15,672	88	8,242	112,772	114,542	-1,770
City of Westminster	1,500	114,457	0	11,077	0	19,749	9,759	1,664	14,339	172,546	189,115	-16,568
City of London	1,500	75,395	0	524	0	17,285	126	123	0	94,953	108,621	-13,668
	49,500	1,966,789	0	338,252	0	805,630	340,387	18,395	201,190	3,720,144	3,760,821	-40,677
Transport for London - Street Management	1,500	240,078	0	0	0	276,737	0	0	0	518,315	399,631	118,684
Transport for London - Congestion Charging	0	875,418	0	0	0	699,406	0	0	0	1,574,824	918,861	655,963
Lorry Control	0	2,152	0	0	0	2,739	1,869	0	0	6,760	5,417	1,343
TEC/TRACE fixed costs	0	0	0	0	0	0	0	0	0	95,000	94,000	1,000
Registration of Debt	0	0	0	0	0	0	0	0	0	4,000,000	4,000,000	0
Transfer from Reserves	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	51,000	3,084,437	0	338,252	0	1,784,511	342,257	18,395	201,190	9,915,043	9,178,730	736,312

Indicative Charges to Boroughs 2019/2020

Appendix C.2

BOROUGH	Core Parking (£)	Fixed Parking (£)	Con.Fares Admin. (£)	Taxicard Admin. (£)	Lorry Ban Admin. (£)	Parking Appeals (£)	TRACE Electronic (£)	TRACE FAX (£)	TEC (£)	Total Estimate 2019/20 (£)
Barking & Dagenham	1,500	39,630	0	6,417	0	37,122	15	19	0	84,703
Barnet	1,500	90,748	0	11,730	0	74,148	0	0	11,615	189,740
Bexley	1,500	21,193	0	5,126	0	8,400	0	0	0	36,218
Brent	1,500	71,717	0	13,070	0	27,062	24,255	4,056	0	141,659
Bromley	1,500	30,266	0	6,128	0	8,186	15	19	0	46,113
Camden	1,500	89,226	0	16,223	0	40,992	20,728	710	10,226	179,604
Croydon	1,500	44,838	0	12,039	0	30,544	1,868	37	8,173	98,999
Ealing	1,500	73,342	0	13,296	0	28,603	224	280	6,058	123,303
Enfield	1,500	41,414	0	5,470	0	11,822	8,040	93	4,168	72,508
Greenwich	1,500	14,417	0	11,249	0	8,271	120	150	2,819	38,524
Hackney	1,500	41,194	0	15,339	0	44,937	14,003	56	10,320	127,348
Hammersmith & Fulham	1,500	89,648	0	9,329	0	40,984	26,362	93	12,862	180,778
Haringey	1,500	76,245	0	11,632	0	19,572	17,530	1,626	15,521	143,626
Harrow	1,500	63,198	0	12,476	0	31,510	0	0	6,579	115,264
Havering	1,500	45,388	0	13,404	0	27,127	15	19	0	87,454
Hillingdon	1,500	29,453	0	5,484	0	15,351	15	2,243	2,261	56,307
Hounslow	1,500	44,253	0	9,943	0	18,138	8,115	3,794	4,615	90,358
Islington	1,500	94,767	0	14,337	0	29,501	20,817	1,103	17,950	179,976
Kensington & Chelsea	1,500	73,849	0	9,550	0	21,532	41,037	1,570	4,496	153,534
Kingston	1,500	57,290	0	8,902	0	8,441	90	112	0	76,334
Lambeth	1,500	70,788	0	10,463	0	57,493	8,787	7,252	12,555	168,838
Lewisham	1,500	28,377	0	8,838	0	15,995	15	19	3,461	58,205
Merton	1,500	59,557	0	10,183	0	23,610	269	336	0	95,456
Newham	1,500	83,219	0	12,457	0	59,751	61,406	12,858	13,224	244,416
Redbridge	1,500	61,711	0	14,175	0	54,155	15	19	13,934	145,509
Richmond	1,500	33,374	0	9,894	0	7,625	254	318	2,349	55,314
Southwark	1,500	44,672	0	15,363	0	17,635	13,031	168	6,968	99,338
Sutton	1,500	11,071	0	7,164	0	4,029	0	0	1,408	25,173
Tower Hamlets	1,500	44,786	0	9,363	0	27,793	20,399	0	0	103,842
Waltham Forest	1,500	61,432	0	8,666	0	32,529	25,600	374	0	130,101
Wandsworth	1,500	51,433	0	9,393	0	19,387	30,920	1,719	190	114,542
City of Westminster	1,500	121,706	0	10,448	0	29,119	8,892	318	17,131	189,115
City of London	1,500	89,935	0	550	0	16,097	239	299	0	108,621
	49,500	1,894,138	0	338,103	0	897,463	353,074	39,659	188,884	3,760,821
Transport for London - Street Management	1,500	215,735	0	0	0	182,396	0	0	0	399,631
Transport for London - Congestion Charging	0	575,366	0	0	0	343,495	0	0	0	918,861
Lorry Control	0	1,894	0	0	0	3,489	15	19	0	5,417
TEC/TRACE fixed costs	0	0	0	0	0	0	0	0	0	94,000
Registration of Debt	0	0	0	0	0	0	0	0	0	4,000,000
Transfer from Reserves	0	0	0	0	0	0	0	0	0	0
Grand Total	51,000	2,687,133	0	338,103	0	1,426,843	353,089	39,678	188,884	9,178,730

Parking Enforcement Fixed Costs 2020/21
(based on PCNs issued for 2018/19)

Item 9 Appendix D

Enforcing Authority	Total PCNs	Parking Fixed Costs
		0.3708
Barking & Dagenham	112,200	41,599.52
Barnet	244,704	90,727.00
Bexley	57,506	21,321.05
Brent	192,210	71,264.21
Bromley	74,133	27,485.72
Camden	237,000	87,870.65
City of London	203,351	75,394.87
Croydon	180,963	67,094.25
Ealing	218,764	81,109.43
Enfield	114,258	42,362.55
Greenwich	42,400	15,720.32
Hackney	163,118	60,477.99
Hammersmith & Fulham	231,048	85,663.87
Haringey	203,431	75,424.53
Harrow	184,639	68,457.17
Havering	121,777	45,150.31
Hillingdon	85,407	31,665.69
Hounslow	145,355	53,892.15
Islington	260,340	96,524.24
Kensington & Chelsea	200,004	74,153.93
Kingston	133,038	49,325.47
Lambeth	210,665	78,106.63
Lewisham	81,516	30,223.05
Merton	152,671	56,604.64
Newham	234,041	86,773.56
Redbridge	175,280	64,987.20
Richmond	96,505	35,780.41
Southwark	118,773	44,036.54
Sutton	37,023	13,726.73
Tower Hamlets	117,765	43,662.81
Waltham Forest	203,632	75,499.06
Wandsworth	162,493	60,246.27
Westminster	308,707	114,456.90
Transport for London Street Management	647,526	240,078.19
London Councils London Lorry Control Scheme	5,805	2,152.27
Total	5,958,048	2,209,019