

Payments AC

7232
Payments sheet ✓

Cashflow ✓

Treasury Management Urgent Payment Request ^{input} [redacted] ✓

TO: TREASURY MANAGEMENT TEAM TREASURY.MANAGEMENT@BARNET.GOV.UK)
FROM:
SUBJECT: EMERGENCY / URGENT PAYMENT REQUEST
DATE:

All council payments should be processed via Accounts Payable. If a payment is urgent please contact Accounts Payable to discuss the BACS payment timetable. The availability of same day payment via Treasury (**described herein as a Treasury Payment**) is not a substitute for Accounts Payable. Most requests for Treasury Payment will be rejected unless the payment could not have been foreseen and absolutely must be paid today. All payments must be authorised by the budget holder and be within their approval limits as recorded in Integra. Please contact Treasury [redacted] before completing this form as in most cases the payment will not meet the conditions for a Treasury payment.

There will be a Recharge of £25 for Treasury payments.

All the fields below should be completed when requesting a payment. Please return the completed template to the Treasury Team by 10am on the day on which funds need to be cleared. Any late forms accepted will be processed on the next working day.

Treasury payments can only be made if all the details below are completed.

Request

Please arrange for a (CHAPS/Faster Payment) from the LBB Payments Account:

Payee Details -	Saracens Cophall LLP	Integra ref -	Saracens 4 th Drawdown
Amount -	£81673.03		
Bank Name -	[redacted]	Sort code -	[redacted]
Account No -	[redacted]	Payment date -	24 th June 2019
Integra Code (for payment) -	[redacted]	[redacted]	[redacted]
Cost Centre-	[redacted]	General Ledger Code -	[redacted]
Integra Code (for £25 charge) -	[redacted]	[redacted]	[redacted]
Cost Centre-	N/A	General Ledger Code -	N/A

The reason why the payment is not being made via Accounts Payable and could not have been foreseen –

Payment is loan in advance with payment due on agreed date

Approved by signatory	[REDACTED]	(2) [REDACTED]
Name of signatory	DAWN WAKELING	ANISA DARR
Date	20.6.19	20/6/19.

At least one of the signatories must be the budget holder as recorded on Integra and the value of the payment must be within their approved authorisation limit as per the Scheme of Financial Delegation / Authorisation. Chief Officers may approve payments on any cost centre provided the value is within their approved authorisation limit,

This form together with supporting documents, including payee bank details, must be provided to the Treasury team in original form.

Please attach evidence of the liability e.g. invoice and payee bank account details if not stated on the invoice.

5.3 LB Barnet – Treasury Payment Checklist

The checklist below will be used for all payments with the exception of:

- Treasury investment dealing tickets
- Inter-account transfers
- Capita payroll deductions

Section 1 – to be completed by the dealer / person setting up the payment in Bankline

Proposed payment

Value (£)	81,673.03
Payee	Saracens Copthall LLP
Date	24.6.2019
Initiated by (1)	Chris Smith
Authorised by (2)	Dawn Wakeling & Arisa Darr

Section 2 – to be completed by the person authorising the payment

Checks	Completed – initials (authoriser)
Form signed by two authorised signatories	[REDACTED]
The reason for urgency has been completed, is supported by evidence and is reasonable.	
Original documentation in respect of recipient details and bank details	
Treasury call recipient to confirm expectation of payment and bank details (not required for overseas payments and levy payments where the bank details are held on Integra (London Councils, North London Waste Authority, MHCLG, Greater London Authority, Lee Valley Regional Park Authority.)	
Property transactions (i.e. CPO and / or compensation for CPO) need to be confirmed by legal dept i.e. HB Public Law.	
Person authorising payment is shown on Integra as authorised to approve expenditure for that cost centre or is a chief officer.	
The payment has been added to the treasury payment spreadsheet.	

Completed by:

Name	[REDACTED]
Signature	[REDACTED]

5.5 Bankline Release Checklist

LB Barnet – Bankline Checklist for Payment Approval

To be completed by Treasury

Proposed payment

Value (£)	£ 81,673.03
Payee	Saracens Copthall LLP
Date	24.6.2019
Initiated by (1)	Chris Smith
Authorised by (2)	Dawn Wakeling & Anisa Darr

To be completed by each Releaser

Each releaser must initial all the boxes below.

Checks	Releaser 1	Releaser 2
All details have been checked on Bankline and agree with the payment request form.	[REDACTED]	[REDACTED]
The Treasury checklist has been completed and signed as required.		
Two authorised signatories on payment request form.		
Evidence is provided that the persons authorising the payment have authority.		
Original documentation in respect of recipient bank details or on separate approved listing.		

Completed by:

Name	Paul Clarke	Name	[REDACTED]
Signature	[REDACTED]	Signature	[REDACTED]
Date	24/6/2019	Date	24/06/2019



Drawdown Request

From: Saracens Cophall LLP

To: The Mayor and Burgesses of London Borough of Barnet

Dated: 13 June 2019

Dear Sirs,

We refer to the agreement (the "Loan Facility Agreement") dated 29 January 2019 and made between Saracens Cophall LLP as Borrower and The London Borough of Barnet as Lender. Terms defined in the Facility Agreement shall have the same meaning in this notice.

1. We hereby give you notice that, pursuant to the Facility Agreement, we wish the Lender to make an Advance as follows:

1.1 Amount: £81,673.03

1.2 Advance Date: 13 June 2019

2. We confirm that, at the date hereof, the representations set out in Clause 10 (Representations and Warranties) of the Facility Agreement are true and no Event of Default or Potential Event of Default has occurred or might occur.

3. The proceeds of this Advance should be credited to:

Bank Name: [REDACTED]

Bank Account Name: Saracens Cophall LLP

Bank Account Numbers: [REDACTED]

Sort Code: [REDACTED]




4. The purpose of this Advance is to apply the amounts claimed towards the costs and expenses referred to in the budgeted costs which include the costs of carrying out the development in accordance with the development plan and clause 2.2.1 of the agreement.

Allianz  Park

Saracens Limited registered office: Allianz Park, Greenlands Lane, Hendon, London, W4 1RL
Company registration number: 2110665

ALLIANZ PARK | GREENLANDS LANE | HENDON | NW4 1RL

Tel: 0203 675 7200 | www.saracens.com

 @SARACENS  SARACENSOFFICIAL  @SARACENSOFFICIAL



Saracens Copthall LLP
Allianz Park
Greenlands Lane
Hendon, London
NW4 1RL

VAT Reg. No. GB 110 2486 62

London Borough of Barnet
North London Business Park
Oakleigh Road South
N11 1NP

SALES INVOICE
June 13, 2019

Description of Purchase	Number of Items	Unit Price	£ Total
Drawdown 4			
Drawdown 4	1	81,673.03	81,673.03

For BACS: Please make payment to the following account
Account Name: Saracens Copthall LLP



For Cheques: Please make your cheque payable to Saracens Copthall LLP

NET TOTAL	£81,673.03
20% VAT	£0.00
GROSS TOTAL	£81,673.03



SARACENS

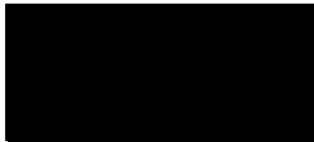
5. In accordance with clause 3.2.1 of the agreement, we confirm:

1. This drawdown relates to Phase 1 of the works
2. That there have been no changes to the development plan.

6. In accordance with clause 3.2.2 of the agreement, we enclose:

- (a) An invoice from Saracens Cophall LLP requesting the advance amount.
- (b) Copies of the invoices from all parties, forming the drawdown request.
- (c) A certificate from the employer's agent confirming that the cost or expenses to be financed or refinanced by the loan is included in the budgeted costs or otherwise agreed in writing with the Lender and has not been the subject of a previous certificate submitted under this agreement.

Yours faithfully






for and on behalf of
Saracens Cophall LLP

Allianz  Park

Saracens Limited registered office: Allianz Park, Greenlands Lane,
Hendon, M4A 1BL. Company registered number 3110063

ALLIANZ PARK | GREENLANDS LANE | HENDON | NW4 1RL

Tel: 0203 675 7200 | www.saracens.com

 @SARACENS  SARACENSOFFICIAL  @SARACENSOFFICIAL

[REDACTED]

From: Bruce, George
Sent: 20 June 2019 09:02
To: Smith, Chris
Cc: [REDACTED] McDonald, Stephen; [REDACTED] Darr, Anisa;
[REDACTED]
Subject: RE: Saracens Cophall LLP - Drawdown 4 June 2019

Thanks Chris,

We have scheduled to pay on Monday. [REDACTED] has the chaps payment request and will seek out a couple of signatories.

Kind regards

George

George Bruce
lead of Treasury
London Borough of Barnet - Finance

2 Bristol Avenue, Colindale, NW9 4EW

Tel: 0208 359 [REDACTED]

Email:

Barnet Online: www.barnet.gov.uk

From: Smith, Chris
Sent: 17 June 2019 11:38
To: Bruce, George <George.Bruce@Barnet.gov.uk>
Cc: [REDACTED] McDonald, Stephen
<Stephen.McDonald@Barnet.gov.uk>; [REDACTED]@Barnet.gov.uk; Darr, Anisa
<Anisa.Darr@barnet.gov.uk>
Subject: RE: Saracens Cophall LLP - Drawdown 4 June 2019

Hi George,


I've checked through this and I'm happy to approve release of this drawdown (£81,673.03).

Chris Smith
Assistant Director - Estates
2 Bristol Avenue, London, NW9 4EW

Tel: [REDACTED]

Mob: [REDACTED]

Barnet Online: www.barnet.gov.uk

 please consider the environment - do you really need to print this email?

From: [REDACTED]@saracens.net>
Sent: 14 June 2019 09:35
To: Smith, Chris <Chris.Smith@Barnet.gov.uk>; Bruce, George <George.Bruce@Barnet.gov.uk>
Cc: [REDACTED]@saracens.net>
Subject: Saracens Cophall LLP - Drawdown 4 June 2019

Good morning Chris,

Please see find attached information relating to Draw Down 4.

Many thanks

[REDACTED]
Head of Finance

Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.

T [REDACTED] | M [REDACTED]
E [REDACTED] | W www.saracens.com



From: [REDACTED]

Sent: 15 May 2019 16:21

To: Smith, Chris <Chris.Smith@Barnet.gov.uk>

Cc: Bruce, George <George.Bruce@Barnet.gov.uk>; [REDACTED] <[REDACTED]@saracens.net>; McDonald,

Stephen (Capita) <Stephen.McDonald@capita.co.uk>

Subject: Saracens Cophall LLP - Drawdown 3

Dear Chris,

Please find attached funding pack for the third drawdown from the Barnet loan facility.

Kind regards,

[REDACTED]
Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.

T +44 [REDACTED] | M +44 [REDACTED]
E [REDACTED] | W www.saracens.com



[REDACTED]

From: Bruce, George
Sent: 14 June 2019 13:43
To: [REDACTED]
Subject: FW: Saracens Copthall LLP - Drawdown 4 June 2019
Attachments: Drawdown 4 - 13 June 2019.pdf; Saracens Treasury Payment Request 14 June 2019).docx

Hello [REDACTED]

Can you pencil this in for payment on Monday 24th June.

Thanks

George

George Bruce
Head of Treasury
London Borough of Barnet - Finance

2 Bristol Avenue, Colindale, NW9 4EW

Tel: [REDACTED]
Email:
Barnet Online: www.barnet.gov.uk

From: [REDACTED]@saracens.net]
Sent: 14 June 2019 09:35
To: Smith, Chris <Chris.Smith@Barnet.gov.uk>; Bruce, George <George.Bruce@Barnet.gov.uk>
Cc: [REDACTED]@saracens.net>
Subject: Saracens Copthall LLP - Drawdown 4 June 2019

Good morning Chris,

Please see find attached information relating to Draw Down 4.

Many thanks

[REDACTED]

Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.
T +44 [REDACTED] | M +44 [REDACTED]
E [REDACTED]@saracens.net | W www.saracens.com



From: [REDACTED]

Sent: 15 May 2019 16:21

To: Smith, Chris <Chris.Smith@Barnet.gov.uk>

Cc: Bruce, George <George.Bruce@Barnet.gov.uk>; [REDACTED]@saracens.net; McDonald, Stephen (Capita) <Stephen.McDonald@capita.co.uk>

Subject: Saracens Cophall LLP - Drawdown 3

Dear Chris,

Please find attached funding pack for the third drawdown from the Barnet loan facility.

Kind regards,

[REDACTED]
Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.

[REDACTED] | www.saracens.com



[REDACTED]

From: [REDACTED]@saracens.net>
Sent: 14 June 2019 13:50
To: Bruce, George
Cc: [REDACTED]
Subject: RE: Saracens Cophall LLP - Drawdown 4 June 2019

Thanks George.

Have a good weekend.

[REDACTED]

Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.
T [REDACTED] | M +44 [REDACTED]
E [REDACTED]@saracens.net | W www.saracens.com



From: Bruce, George <George.Bruce@Barnet.gov.uk>
Sent: 14 June 2019 13:44
To: [REDACTED]@saracens.net>
Cc: [REDACTED]@barnet.gov.uk>
Subject: RE: Saracens Cophall LLP - Drawdown 4 June 2019

Hello [REDACTED]

I have pencilled payment for Monday 24th June, assuming Chris has completed his review.

Kind regards

George

From: [REDACTED]@saracens.net]
Sent: 14 June 2019 09:35
To: Smith, Chris <Chris.Smith@Barnet.gov.uk>; Bruce, George <George.Bruce@Barnet.gov.uk>
Cc: [REDACTED]@saracens.net>
Subject: Saracens Cophall LLP - Drawdown 4 June 2019

Good morning Chris,

Please see find attached information relating to Draw Down 4.

Many thanks

[REDACTED]
Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.

T [REDACTED] | M [REDACTED]
E [REDACTED]@saracens.net | W www.saracens.com



From: [REDACTED]

Sent: 15 May 2019 16:21

To: Smith, Chris <Chris.Smith@Barnet.gov.uk>

Cc: Bruce, George <George.Bruce@Barnet.gov.uk>; [REDACTED]@saracens.net; McDonald, Stephen (Capita) <Stephen.McDonald@capita.co.uk>

Subject: Saracens Cophall LLP - Drawdown 3

Dear Chris,

Please find attached funding pack for the third drawdown from the Barnet loan facility.

Kind regards,

[REDACTED]
Saracens Ltd, Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL.

[REDACTED] | M +44 [REDACTED]
[REDACTED] | W www.saracens.com



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Saracens RFC
West Stand Redevelopment

DRAWDOWN

4



Dated 12th June 2019

Capital Costs	SUMMARY					DRAWDOWN SUMMARY				
	Budget	Requested Drawdown	Previous Payment	Net	Remainder	Invoice	Dated	Supplier	Net	Vat
Major Demolition Works	0.2m				0.2m					
Substructure	1.3m				1.3m					
Superstructure	5.0m				5.0m					
Internal Finishes	0.8m				0.9m					
Services	1.6m				1.6m					
Other	0.1m				0.1m					
External Works	2.3m				2.2m					
Provis, O&P and Contingency	3.3m				3.3m					
Fixtures & Fittings (managed by Contractor)	0.7m				0.7m					
Total capital costs	16.2m				16.2m					
Fixtures & Fittings (managed by Saracens)	1.6m				1.6m					
Fees	1.8m	548,503.13	484,672.27	63,630.86	1.3m				63,630.86	12,642.17
						1539	20/05/2019			
						8130	22/05/2019			
						38823	28/05/2019			
						19114	22/05/2019			
						SIN053437	26/05/2019			
						00300390	20/05/2019			
						00220	30/05/2019			
						00220	30/05/2019			
						1501	29/05/2019			
SI05	0.1m									
Saracen Transitions Costs	0.7m				0.1m					
					0.7m					
Total Capital and saracens costs	12.4m	548,503.13	484,672.27	63,630.86	21.9m					
Loan transaction fees (1% under clause 2.2.2)	0.2m	143,833.70	139,333.70	4,500.00	0.09m	SAR28,U4	11/06/2019	Taylor Wessing		
Total	22.6m	697,336.83	624,105.97	68,130.86	21.94m				68,130.86	13,542.17
Drawdown Total Amount (Incl. VAT)									61,673.03	

TOTAL AMOUNT TO BE UTILISED (Excl. VAT) 68,130.86

Bankline

CHAPS payment - reference

Payment details are as follows.

Payment Information

Status: Accepted as at 24/06/2019 at 15:17

Last Updated By: SYSTEM

Last Updated: 24/06/2019 at 15:17

Bank Reference:

Authoriser User Id:

Authorised: 24/06/2019 at 15:16

Template Reference: SARACENS LTD

Import File Reference:

Imported:

Payment Details

Debit Account:

Your Reference: DRAWDOWN NO:4

Payment Date: 24/06/2019

Payment Amount: GBP 81,673.03

Debit Date: 24/06/2019

Debit Amount: GBP 81,673.03

Payment Method: Urgent Domestic Chaps

Beneficiary Details

Beneficiary Name:

SARACENS COPTHALL LLP

Beneficiary Account:

Note: This information does not represent an advice of payment; it simply shows the current state of the payment instruction.

Printed on 24/06/2019 at 15:30 by user

Bankline

CHAPS payment - reference [REDACTED] (continued)

Payment details are as follows.
Beneficiary Details (continued)

Beneficiary Address:	Allianz Park	Credit Value Date:	24/06/2019
	Greenlands Lane	Credit Amount:	GBP 81,673.03
	Hendon NW4 1RL	Send Currency:	GBP
		SWIFT BIC:	[REDACTED]
Information for Beneficiary:	LOAN FACILITY AGREEMENT	Account Holding	[REDACTED]
	4TH DRAWDOWN	Branch:	[REDACTED]

Note: This information does not represent an advice of payment; it simply shows the current state of the payment instruction.

Printed on 24/06/2019 at 15:30 by user: [REDACTED]