

14/3 82622316

1000022316  
CMS650 ✓ 19/3/19

## Treasury Management Urgent Payment Request

TO: TREASURY MANAGEMENT TEAM  
(TREASURY.MANAGEMENT@BARNET.GOV.UK)

FROM:

SUBJECT: EMERGENCY / URGENT PAYMENT REQUEST

DATE: 14 March 2019

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 (02083597232) 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.

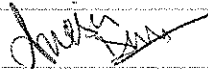
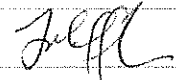
**Request**

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

Payee Details -	Saracens Copthall LLP	Integra ref -	Saracens 1 <sup>st</sup> drawdown
Amount -	£156,370.44		
Bank Name -	[REDACTED]	Sort code -	[REDACTED] ✓
Account No -	[REDACTED] ✓	Payment date -	14 March 2019
Integra Code (for payment) -			
Cost Centre-	[REDACTED]	General Ledger Code -	[REDACTED]
Integra Code (for £25 charge) -			
Cost Centre-	n/a - waived	General Ledger Code -	

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

Payment is loan advance with payment due on agreed date.

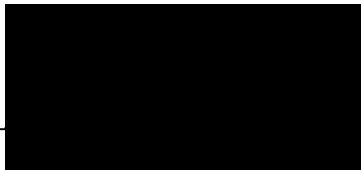
Approved by signatory	(1) 	(2) 
Name of signatory	ANISA DURR	JOHN NOONAN
Date	14/3/19	14/3/19

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.

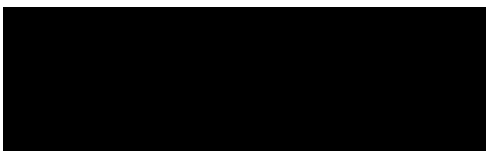
Please attach evidence of the liability e.g. invoice and payee bank account details if not stated on the invoice.

FIRST APPROVER (CHECKLIST MISSING)

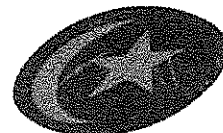


14/3/19

2nd APPROVER



14/3/19



**SARACENS**

## Drawdown Request

From: Saracens Copthall LLP

To: The Mayor and Burgesses of London Borough of Barnet

Dated: 8 March 2019

Dear Sirs,

We refer to the agreement (the "Loan Facility Agreement") dated 29 January 2019 and made between Saracens Copthall 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: £156,370.44

1.2 Advance Date: 8 March 2019

*Confirmed with supporting documentation*

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:

Bank Account:

Bank Account:

Sort Code:

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.

5. In accordance with clause 2.2.2 of the agreement, we confirm this drawdown request includes the costs associated with entering into the agreement and they do not exceed the agreed amount of £229,450 + VAT.

**Allianz Park**

Saracens limited registered office: Allianz Park, Greenlands Lane, Hendon, NW4 1RL. Company registration number: 3110065

**ALLIANZ PARK | GREENLANDS LANE | HENDON | NW4 1RL**

Tel 0203 675 7200 | [www.saracens.com](http://www.saracens.com)

@SARACENS SARACENSOFFICIAL @SARACENSOFFICIAL



**SARACENS**

6. In accordance with clause 2.3.1 of the agreement, we enclose a copy of the Lenders Confirmation to the Borrower that it is satisfied that the Conditions Precedent in relation to Phase 1 as per part 1, schedule 1 of the agreement have been fully discharged.

7. 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 of which a further copy is attached.

8. 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 PREMIER TEAM  
HOLDINGS LTD)

for and on behalf of

Saracens Cophall LLP

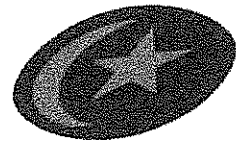
**Allianz  Park**

Saracens limited registered office: Allianz Park, Greenlands Lane,  
Hendon, NW4 1RL. Company registration number 3110665

**ALLIANZ PARK | GREENLANDS LANE | HENDON | NW4 1RL**  
Tel 0203 675 7200 | [www.saracens.com](http://www.saracens.com)

 @SARACENS  SARACENSOFFICIAL  @SARACENSOFFICIAL

3.



**SARACENS**  
**COPTHALL LLP**

**4 March 2019**

To whom it may concern,

This letter serves as confirmation of the below mentioned Saracens Coptall LLP bank account details. These bank account details are also reflected on the attached invoice for drawdown.

**Bank Details:**

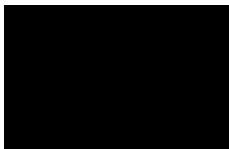
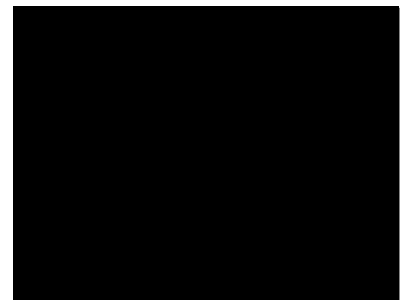
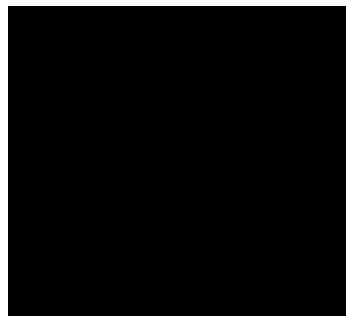
Bank Account Name:

Bank Account Numbers:

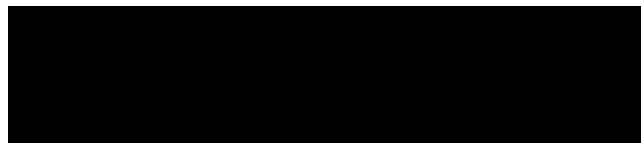
Sort Code:

Bank Name:

Bank Address:



Mitesh Velani  
Director  
Premier Team Holdings (Member)



Lucy Wray  
Director  
Premier Team Holdings (Member)

**Allianz  Park**

Saracens Coptall LLP registered office: Allianz Park, Greenlands Lane, Hendon, London, NW4 1RL  
Tel: 0203 675 7200 | www.saracens.com

**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

8 March 2019

To: Saracens Copthall LLP (the Borrower)

**Facility agreement dated 29 January 2019 and made between The Mayor and Burgesses of the London Borough of Barnet as lender and the Borrower as borrower (the Facility Agreement)**

We refer to the Facility Agreement.

We confirm that we have received (in form and substance satisfactory to us) all of the documents and other evidence listed in Part 1 of Schedule 1 (Phase One Conditions Precedent Documents) to the Facility Agreement.

This letter and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with its subject matter or formation shall be governed by and construed in accordance with the law of England and Wales.

Yours sincerely,

*Anthony Collins Solicitors LLP*

For and on behalf of The Mayor and Burgesses of the London Borough of Barnet

8 ca).



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

March 8, 2019

Description of Purchase	Number of Items	Unit Price	£ Total
Drawdown 1			
1% Fees related to the funding	1	90,970.44	90,970.44
Drawdown 1	1	65,400.00	65,400.00

For BACS: Please make payment to the following account

Account Name

Sort Code

Account Number

NET TOTAL	£156,370.44
20% VAT	£0.00
GROSS TOTAL	£156,370.44

8(c).



**Saracens RFC**  
**West Stand Redevelopment**

DRAWDOWN

1

Dated

5th March 2019

Capital Costs	Budget	Requested Drawdown	Invoice	Dated	Supplier	Net	Vat
Major Demolition Works	£0.2m						
Substructure	£1.3m						
Superstructure	£5.8m						
Internal Finishes	£0.9m						
Services	£3.6m						
Other	£0.1m						
External Works	£2.3m						
Prelims, OHP and Contingency	£3.3m						
Fixtures & Fittings (managed by Contractor)	£0.7m						
<b>Total Construction Costs</b>	<b>£18.2m</b>						
Fixtures & Fittings (managed by Saracens)	£1.6m						
Fees	£1.8m	54,500.00				54,500	10,900
			8123	03/12/2018	VG Projects Ltd		
			8128	08/01/2019	VG Projects Ltd		
			8131	04/02/2019	VG Projects Ltd		
			8132	26/02/2019	VG Projects Ltd		
			1210	26/02/2019	WMA Architects		
			00205	27/02/2019	Chase and Partners		
			114136	28/02/2019	Memory Crystal		
S105	£0.1m						
Saracen Transition Costs	£0.7m						
<b>Total Capital Costs</b>	<b>£22.4m</b>						
Loan transaction fees (1%) under clause 2.2.2	£229,450	75,808.70					
			00204	27/02/2019	Chase and Partners		
			101918200	25/02/2019	Taylor Wessing		
			SIN052397	11/02/2019	Robinson Low Francis		
			113751	12/02/2019	Memory Crystal		
<b>Total</b>	<b>£22.6m</b>	<b>130,308.70</b>				<b>130,308.70</b>	<b>26,061.74</b>
<b>Drawdown Total Amount (incl. VAT)</b>							<b>156,370.44</b>

**TOTAL AMOUNT TO BE UTILISED (Excl. VAT) £ 130,308.70**



**Allianz Park, Greenlands Ln, Hendon, London  
NW4 1RL**

<b>Interim Payment No.</b>	<b>1 (One)</b>
<b>Valuation date</b>	<b>05-March-19</b>
<b>Issue Date</b>	<b>05-March-19</b>
<b>Loan Facility</b>	<b>£22,400,000.00</b>

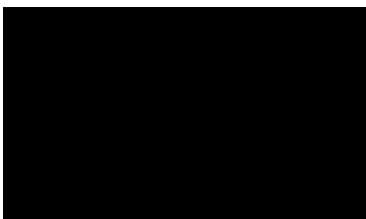
Works: West stand re-development at Allianz Park on behalf of Saracens RFC

	<b>£+</b>
Value of Works executed (excluding fees)	0
Value of Professional Fees	130,308.70
Sub-total	<b><u>130,308.70</u></b>
Less Amount previously released by	Val. No. 0
Net amount payable	<b><u>130,308.70</u></b>
VAT @ 20%	26,061.74
Gross amount payable	<b><u>156,370.44</u></b>

I/We hereby certify that the total net amount payable by the Bank to the Borrower on this Certificate is (in words):

**One Hundred and Thirty Thousand Three Hundred and Eight Pounds and Seventy Pence only**

I/We hereby certify that all the net costs contained and claimed within this certification are included in the budgeted costs or have otherwise been agreed in writing with the lender and that they have not been the subject of a previous certificate issued to the lender



05/03/2019



Close

## Integra Finance System LBB - LIVE



## Cost Centre Query

Cost Centre: 41962

Description: Saracens Loan

Active (Y/N) : N

Budget Manager (Purchasing  
Approver):

Management Accountant:

BDM Service Accountant:

BDM Budget Manager:

BDM Budget Holder:

Requisition Points:	Requisitioning Point	Default Delivery Location	Location Description	Address
	41962	010376	North London Business Park	London Borough of Barnet North London Business Park Oakleigh Road South Barnet N11 1NP

Purchasing Groups: REQALL  
Street Scene

Authorisation Routes:

GL Groups: REQALL  
Street Scene

GL Code Combinations:	G/L Account Code	Active Indicator	Description	Account Type (B/P)
	41962210000	N	Saracens Loan Building Repairs & Maintenance	P
	41962210991	N	Saracens Loan Capital Construction and Works	P
	41962213000	N	Saracens Loan Gas	P
	41962213010	N	Saracens Loan Electricity	P
	41962213020	N	Saracens Loan Other Energy	P
	41962214000	N	Saracens Loan Rents	P
	41962214010	N	Saracens Loan Service Charges	P
	41962216000	N	Saracens Loan Water Services	P
	41962217000	N	Saracens Loan Fixtures and fittings	P
	41962220000	N	Saracens Loan Grounds maintenance	P
	41962221000	N	Saracens Loan Insurance-Premises	P
	41962410000	N	Saracens Loan Equipment and Materials Purcha	P
	41962410010	N	Saracens Loan Furniture-Purchase-Repair	P
	41962411000	N	Saracens Loan Food Costs	P
	41962413010	N	Saracens Loan Printing-Contract	P
	41962413020	N	Saracens Loan Stationery	P
	41962413030	N	Saracens Loan General Office Expenses	P
	41962413035	N	Saracens Loan Venue Hire	P
	41962413040	N	Saracens Loan Publications	P
	41962420000	N	Saracens Loan Legal and Court Fees	P
	41962420005	N	Saracens Loan Legal Disbursements	P
	41962420020	N	Saracens Loan Consultants Fees	P
	41962420022	N	Saracens Loan Professional Services	P
	41962420070	N	Saracens Loan Advertising	P

