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PLANNING COMMITTEE

Tuesday, 18th June, 2024 at 7.00 pm
Conference Room, Civic Centre, Silver
Street, Enfield, EN1 3XA

Contact: Harry Blake-Herbert
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Council website: www.enfield.gov.uk

MEMBERS

Councillors: Sinan Boztas (Chair), Mahym Bedekova (Vice-Chair), Josh Abey, Kate Anolue, Lee Chamberlain, Peter Fallart, Thomas Fawns, Nelly Gyosheva, Ahmet Hasan, Bektas Ozer, Michael Rye OBE and Jim Steven

N.B. Involved parties may request to make a deputation to the Committee by contacting Democracy@enfield.gov.uk before 10am on the meeting date latest

SUPPLEMENTARY AGENDA – UPDATE TO MEMBERS

3. REPORT OF THE HEAD OF PLANNING AND BUILDING CONTROL (Pages 1 - 4)

To receive and note the covering report of the Head of Planning and Building Control.

4. 24/01102/RE4 - JOHN WILKES HOUSE, 79 HIGH STREET, ENFIELD, EN3 4EN (Pages 5 - 16)

RECOMMENDATION:

- 1) That in accordance with Regulation 3 of the Town and Country Planning General Regulations 1992 the Planning Decisions Manager be authorised to **GRANT** consent subject to conditions.
- 2) That the Planning Decisions Manager be authorised to make any alterations, additions or deletions to the recommended conditions as set out in this report.

Ward: Ponders End

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PLANNING COMMITTEE

18 June 2024

REPORT OF:**Subject:****Planning Committee – 18 June 2024****Update for Members**

Head of Planning and Building Control – Karen Page

Contact officer:

David Maguire – Principal Planning Officer and Case Officer

Email: David.maguire@enfield.gov.uk

Tel: 0204 534 1766

Sharon Davidson – Planning Decisions Manager

Email: Sharon.davidson@enfield.gov.uk

Tel: 020 8132 2714

Update to Planning Committee

Ahead of Tuesday's Planning Committee meeting, please note the following clarifications and updates to the Committee report which hopefully, will be of assistance to Members in your assessment of the proposals.

Agenda Item:

24/01102/RE4 – Temporary change of use of the existing John Wilkes House class E(g)(i) office building to a hostel for residential accommodation for 36 single homeless men (sui generis), including reinstatement of 1no window and minor modifications to 6no windows.

This addendum is to clarify and update elements of the report since its publication.

	Updates
1)	To correct the front page of the report, the site is located in Ponders End ward.

2)	<p>Since the officer report was written an additional comment from a member of the public has been received. In their correspondence they state that they support the conversion of this building to the proposed use, but they also raise concerns regarding the proposed design, expressing the view that room sizes are too small. Furthermore, they state their view that the London Plan Guidance for large-scale purpose-built shared living and HMO Standards for bedsit and shared house accommodation are useful in understanding design requirements for schemes similar to this the proposal.</p> <p>Large-scale purpose-built shared living developments are a form of market housing, generally of at least 50 units, which provide an alternative to traditional flat shares and often include additional services such as an on-site gym and concierge service.</p> <p>Given this, the case officer notes that this proposal for 36 rooms is neither a large-scale purpose-built shared living development or a proposal for a privately rented HMO, and that the standards that are applicable to such developments are not applicable in this case.</p> <p>The proposed accommodation at John Wilkes House is a form of supported temporary accommodation that homeless persons are to be referred into, following a robust risk assessment process. The accommodation is described as a 'Rapid Assessment and Resettlement Hub'. It is not a house or a home as such, rather it is somewhere safe for homeless persons to stay, for about 31 days on average, whilst they are supported in finding more settled, alternative, accommodation.</p> <p>As noted in the officer report, the bedrooms in the hub all exceed minimum floorspace standards for single rooms. That is, each bedroom has floorspace of at least 7.5 sqm. In fact, the smallest bedroom or pod in the hub has floorspace of 10.5 sqm, with the largest bedroom or pod at 20.7 sqm.</p>
3)	<p>A 'Rapid Assessment and Resettlement Hub operating model' document has been provided by the applicant in liaison with the Rapid Assessment and Resettlement Team Manager. This is attached for Members' information, as an appendix to the officer report and submitted plans.</p>
4)	<p>An on-site meeting recently took place between the applicant and the Metropolitan Police Designing Out Crime Officer to discuss safety and security requirements for the proposed facility. This meeting was also attended by the case officer.</p> <p>Following this meeting, some annotations to the submitted ground and first floor plans have been prepared by the applicant to highlight some of the initially identified safety and security measures that they will be seeking to implement, in their pursuit of the required Secure By Design accreditation. This accreditation will be required by condition were planning permission to be granted at committee. The annotated plans are illustrative and are attached for Member's information, as an appendix to the officer report and submitted plans.</p>
5)	<p>On 13th June the Metropolitan Police Designing Out Crime Officer issued a letter to the applicant, which is also attached for Member's information as an appendix to the officer report and submitted plans.</p>

Agenda Item:

24/01437/FUL - Enfield District Heat Network Between Southbury Road EN1 Hertford Road And St Martins Road N9.

This addendum is to clarify and update elements of the report since its publication.

1)	One objection from a member of the public has been received. The objection concerns the highway disturbance caused by the proposal during the period of construction. The issue has been discussed in the 'Transportation and Highways' section of the report in paragraphs 9.13 and 9.14.
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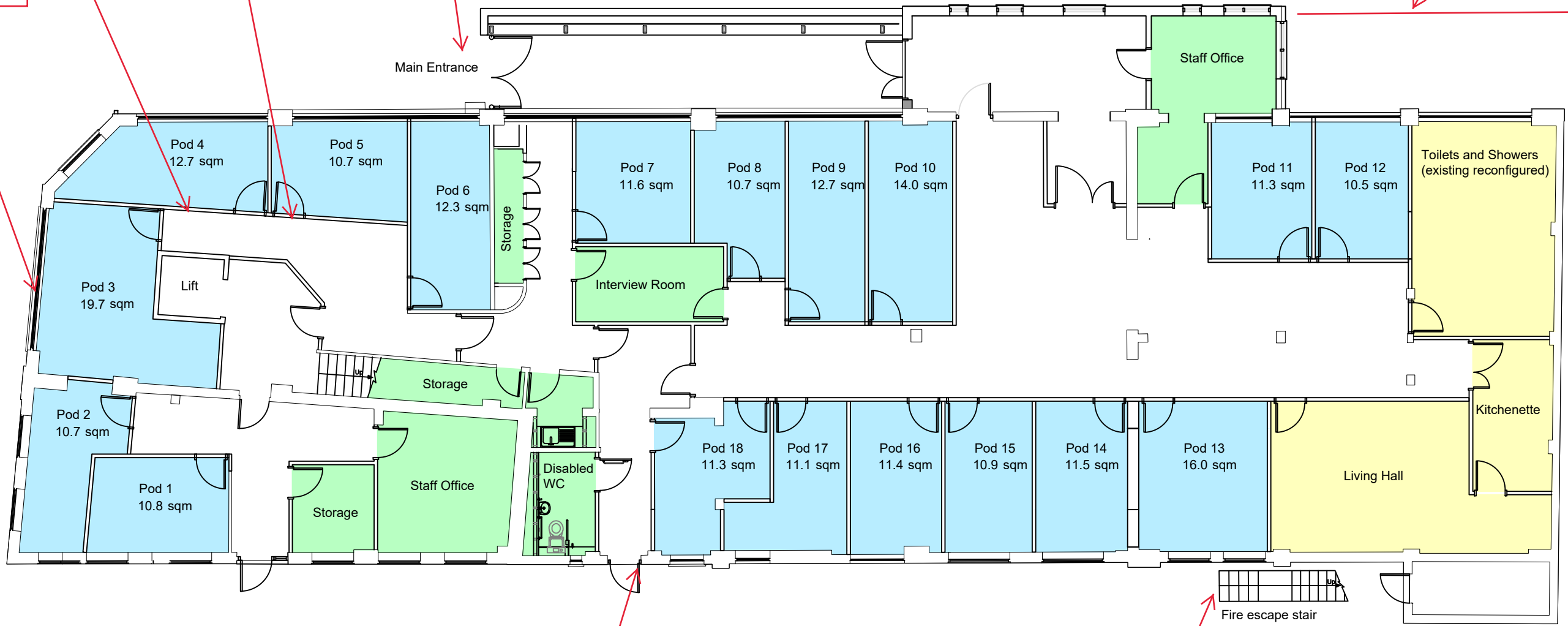
All new partition systems to be SbD accredited - DOCO to share British Gypsum system

Doors to pods to meet DOCO requirements, DOCO to confirm requirements

Photocell controlled outdoor lighting by main entrance

Area for bins to be fenced off

1.8m high obscure film to be provided to all windows to non-staff spaces

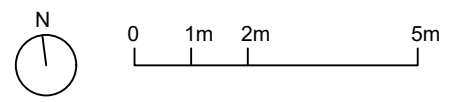


Sloped coping stone to be installed to top of planter to prevent use as a seat

Existing card based access control on communal doors

Gate required to stair to prevent access. (Escape bar required for use as escape stair)

John Wilkes House
 Drawing No A200
 Proposed Ground Floor
 Scale 1:150 @ A3
 Revision A
 Issued 25.03.2024
 Issued for Planning
 Drawn by Enfield Council Architecture Team

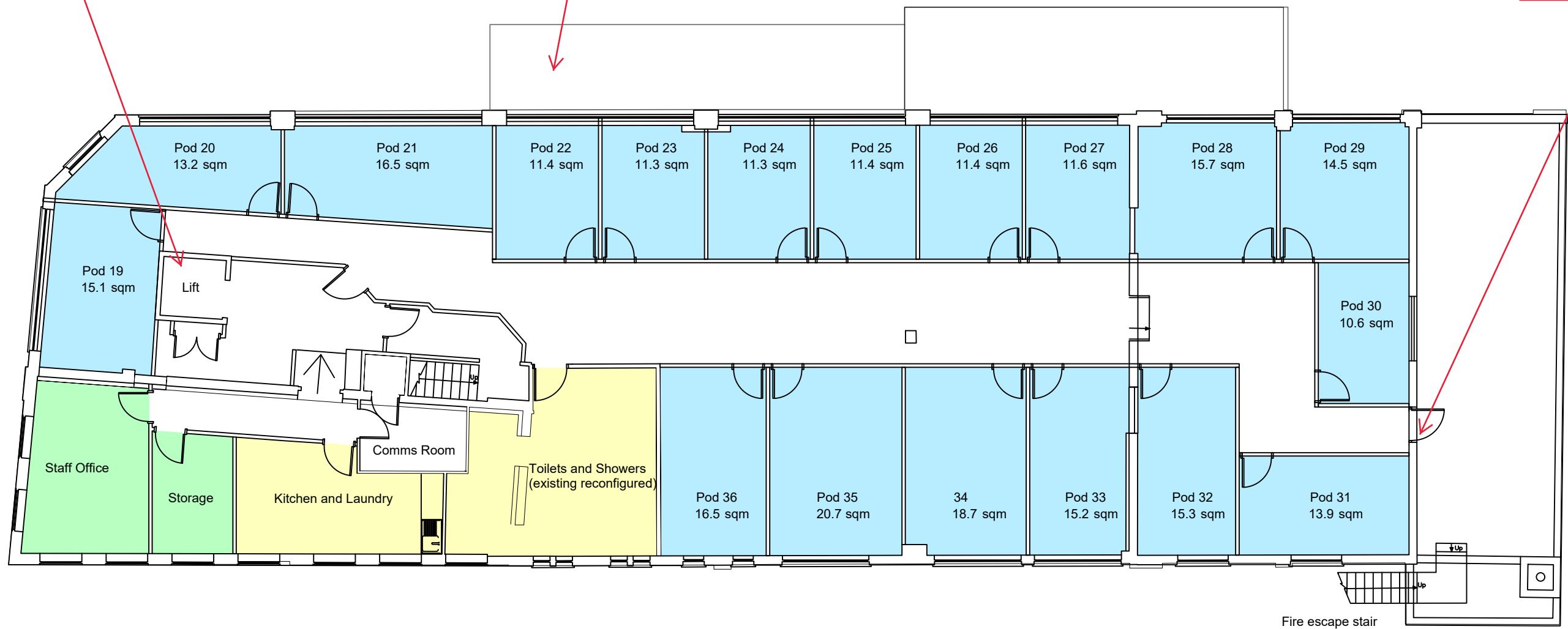


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CCTV required in lift

Polycarbonate roof panels to be removed so area is not used in inclement weather

door alarmed and access restricted to escape during fire only



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Rapid Assessment and Resettlement Hub – operating model

Overview

The Rapid Assessment and Resettlement Hub is proposed at John Wilkes House, 79 High Street Enfield EN3 4EN. The model will enable the Council to meet its statutory duties. Mirroring the successful model of the Somewhere Safe to Stay Hub, for single homeless men with low support needs, the Hub will have a 24-hour staffing presence which will provide additional surveillance in the local area. Working in collaboration with various services such as Adult Social Care, DWP, community safety and voluntary sector organisations, we will ensure a fast, adaptable approach to housing individuals in need whilst ensuring no adverse impact on the local community.

Intended Occupants

We will accommodate the following:

- Homeless single males and those at risk of Homelessness.
- Those with a local connection to Enfield.
- Those who are eligible under the Homeless Law.
- Those willing to engage.
- Those who pose low risk to the Council building, staff, other residents, and the local community.

Residents will have a variety of reasons for becoming homeless such as landlords selling properties, family/friend ejections, end of private tenancies, relationship breakdowns, unaffordable rental increases resulting in arrears etc.

The model will not be a walk-in service. The Hub will only accept suitable referrals from the housing specialist team. The Hub will not accept self-referrals.

Once a referral has been received a robust risk assessment will be carried out by hub staff ensuring the resident is low risk and committed to engage.

New arrivals will be required to sign a resident service agreement that outlines the standards of behaviour expected and the terms and conditions they must adhere to during their short stay.

The Hub will offer short-term accommodation, our support staff will assist residents to access employment advice, benefits advice, and make referrals to partner specialist support agencies for the residents to secure settled accommodation including the private rented sector.

Residents with alcohol/substance abuse issues or prison leavers will be carefully assessed and linked in with appropriate support/recovery services and are unlikely to be accommodated in the Hub. Referrals who are determined to be medium or high risk will be directed to alternative accommodation such as Housing First and Rough Sleepers Accommodation Pathway programs.

Risk Assessments and Resident Service Agreements

The risk assessment for those referred into the Hub will be carried out in five stages:

1. A specialist housing Co- Ordinator will conduct an assessment at either Edmonton Green Library or via the telephone following a homeless application. Knowing the criteria of the Hub they will send over a referral form to Hub staff via email only.
2. Hub staff will contact the client to conduct a pre assessment over the telephone.
3. Hub staff will then use all gathered information to carry out an intense history and background check using all relevant systems and partners to make enquiries.

Rapid Assessment and Resettlement Hub – operating model

4. Subject to these checks, Hub staff will invite in the resident for a full assessment including a thorough entrance assessment and risk questionnaire.
5. Hub staff will discuss referral as a team with management input and reach a decision of entry.

At any point during these stages Hub staff may identify that the Hub is not suitable accommodation and will refuse entry.

The safety of the Council building, staff, other residents, and the local community is the forefront of this process.

Resident Service Agreements

Once a referral has passed the risk assessment process as above residents will be required to sign a Resident Service Agreement before a Support assessment is carried out and a move on pathway is developed.

The resident service agreement outlines the standards of behaviour expected and the terms and conditions they must adhere to during their short stay.

It also outlines the responsibility of the resident to engage with Hub staff and follow the rules and regulations of the building and surrounding areas of the building.

Residents will be aware that the Hub is a temporary placement while they work with staff to reintegrate into mainstream society, they will have structured plans in place for their daily activities. These plans typically involve daily support sessions with support workers, activities such as seeking employment opportunities and attending scheduled appointments/viewings.

Within the signed resident service agreement, it is also explained that the proposed outcome of failing to adhere to any of the document points will result in termination of placement.

We have a firm approach towards anti-social behaviour, and customers engaged in ASB will not be accommodated in the Hub.

Since the opening of the current SSTS Hub in January 2020 to date we have had zero complaints from the local community.

Staffing

1 x Service Manager

1 x Rapid Assessment and Resettlement Team Manger

1 x Rapid Assessment and Resettlement Senior Practitioner

1 x Specialist Housing Coordinator

10 x Rapid Assessment and Resettlement Practitioners

1 x Security

The building will be staffed 24 hours a day 7 days a week including holidays, a security guard will also be on site at night and all day of a weekend. Strong relationships with the police have been developed to support the service and this will continue at JWH.

The level of staff presence and natural surveillance of the building and surrounding area is likely to improve the spotting and tackling of wider ASB issues. It will also improve the building presentation reducing loitering and reducing the risk to surrounding areas from littering/fly-tipping.

Rapid Assessment and Resettlement Hub – operating model

Day to Day Operations

Shift Planner – The Hub will maintain a shift planner and feedback system ensuring the team are aware of the previous shift's resident engagement. Including any up-and-coming appointments, health and safety checks and repairs of the building.

Building – Hub staff will ensure health and safety checks of internal and external areas are carried out daily and the relevant teams and services are updated for any repairs or improvements are to be attended to.

Breakfast – Hub Staff will provide tea, coffee and breakfast between 10am and 11:30am for residents.

Documentation – Hub staff will assist residents with documentation to ensure the correct ID, bank accounts, benefits/earnings etc are in place for employment, move on etc.

Health and Wellbeing – Hub staff and partnerships such as the NHS will assist with medical appointments.

Rooms checks – Room checks will be carried out by Hub staff to ensure no unapproved items are being stored in rooms and that health and safety measures are carried out.

Laundry - Our residents will be supported to maintain hygiene and use of laundry facilities.

Cooking – Hub staff will support residents to develop food preparation skills.

Support Sessions – Hub staff will regularly review residents supports needs and link them in with services to meet those needs.

Job Centre drop-in sessions – Hub staff will attend Job Centre sessions with residents to ensure correct benefits are in payment.

Courses – Hub staff will support residents to join free courses online in order to upskill and become employment ready if not already working.

Moving on – We will support local homeless males to find a settled home and move on from the Hub. Hub staff will engage with accommodation providers and refer residents to appropriate move on properties. Most residents are moved on into a settled home outside of the borough.

Property Viewings - Hub staff will support residents attend property viewings.

Building refurbishment

Works – will be carried out by approved contractors and will take around 5 to 6 weeks to complete. The scope of works has input from the MET Police and will have a Secure by design accreditation when works are carried out with the recommendations made by the police are implemented to meet their requirements. The works will have site visits in stages including the police to ensure the project is on target and to standard.

Rooms – Ground Floor

18 x Sleep pods

1 x Communal area

1 x Kitchen

First Floor

18 x Sleep pods

1 x Kitchen/laundry room

1 x Toilet/shower area

Rapid Assessment and Resettlement Hub – operating model

1 x Interview room

1 x Staff office

1 x Toilet/shower area

1 x Management office

2 x Staff offices

1 x Staff room

Building Maintenance Management – Staff on site will report any repairs or faults to be serviced by Facilities Management (FM) and the Housing Repairs Team to ensure its functionality and upkeep and safety precaution.

Entrance – Entry to the building will be controlled. Only residents and permitted staff will be allowed to enter the building. Residents will not be permitted to have visitors.

Communal doors - Will have access control for staff and residents.

Partition walls – Constructed from British standard and approved MET/SEC metal and boarded with double fire rated plaster board.

Rooms/pods - Will have an FD60 solid core door blank with BS3681/8621 dead locking and will also be 30-minute fire rated, fitted and approved by BM trade tradesman.

CCTV – Surrounding areas of the building, internal circulation routes, all corridors, entrance and exit points will be covered by CCTV cameras with staff able to view real time footage on a monitor within the staff room. CCTV will also have a play back function monitored by management.

Door/Window Specifications – Several windows to be replaced with new double glazed FENSA approved windows.

Cleaning – The Hub will be cleaned regularly.

Postal Strategy- Postal deliveries will be taken in by staff on the main 24/7 manned reception.

Boundary Treatments – Boundary treatments such as railings, walling and gate access on site will be secured with the assistance and input of the MET Police.

Emergency Services Egress – Both entrances and exits of the building have accessible emergency service adaptations.

Waste bin storage – Waste will be disposed of by staff daily in the provided waste containers within the Enfield Council waste contract, these will be located in a secure waste covering in the designated area of the building on the Orchard Roadside.

Cycle Storage – Cycle storage units will be restored for use of those cycling.

Car Parking – The adjacent car parks will be used for vehicles of staff and if any residents that have access to a vehicle. Residents will not be permitted to use these areas for anything other than authorised parking.

Roof make up – Flat roof covering 2 stories, parapet wall access with gated and locked access.

Rapid Assessment and Resettlement Hub – operating model

Safety/Security plan – The Design team and Planning department are working closely with the MET Police on reaching a Secure by design plan accreditation, implementing recommendations on the security of the building internally and externally.

Lighting – All lights internal and external will be upgraded to new LED AND Luxplan when works are carried out which will then be signed off by a certified lighting scheme.

Signage/Advertisement – The building will have no signage or advertisement of its use ensuring the model will not be a walk-in service.

Fire Safety – The building to have a full fire audit ensuing correct lay out, materials, exit points, signage and fire fighting equipment is of standard. Staff will be certified as fire marshals and a sign in/out book and access footprints will be used to ensure all those are evacuated in the event of a fire.

Smoking – The building will be non-smoking, residents will be advised to smoke away from the building and surrounding areas.

Visitors - Residents will not be permitted to have visitors at the property therefore the building will contain of only residents, staff and other relevant professionals.

Community

Respecting the community local to the Hub will be reinforced from the early assessment and entrance to the service and will be a requirement in the resident services agreement. Based on our experience of running the Stay Safe Hub, in the unlikely event a resident causes problem within the local community, we will take immediate action. This will include liaison with local police, depending on the issues warnings to residents and/or eviction from the Hub which we are able to execute given the licence agreement that will be in place.

We are committed to fostering positive relationships with the local community and are proactive in addressing any concerns that may impact our neighbours.

Should any residents have queries or wish to address concerns, our management team is readily accessible to assist and address any issues that may arise. The manager is Jodie Rudgley jodie.rudgley@enfield.gov.uk - 07790 584 682.

Staff and residents located in the building will use local shops and restaurants increasing revenue for local business.

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c/o Jodie Rudgley

Designing Out Crime Office
Bow Road Police Station
111-117 Bow Road
Tower Hamlets
E3 2AN

Email: Leslie.gipps@met.police.uk

Dated: 13th June 2024

Re: - John Wilkes House 79 High St, Ponders End, Enfield EN3 4EN

Secured by Design Consultation -

Dear Jodie,

Following up on our site meeting on Monday 13th June 2024 where you introduced the above LB Enfield Housing project to myself which also included a meeting at the existing venue in Edmonton.

I have received, annotated and returned the associated drawings with the Secured by Design (SbD) requirements and can confirm that the scheme can achieve a Homes 2024 Bronze award if all the requirements are followed.

To ensure the practices and principles including primary & secondary layers of physical security, access control, lighting and CCTV and a SbD application are completed on this bespoke application I will be requesting an associated planning condition be attached to any future planning applications which all parties agreed to.

We discussed the SbD requirements on site with the various associated LB Enfield leads including Tony Medall (Operations Manager) and agreed all the requirements are indeed possible to achieve in a timely and cost effective manner.

I look forward to further information and please feel free to contact me for any further explanation noting the SbD process is free of charge from point of contact to completion, if there is a BREEAM requirement for HEA06 then I can assist you with this at no cost so long as the SbD award is achieved.

Yours sincerely

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Leslie Gipps 2093CO

Designing out Crime NE Unit

Leslie Gipps

Designing out Crime Officer NA-CU
London Safety Centre (LSC)

Bow Police Station
London E3 2AN

Leslie.gipps@met.police.uk | [REDACTED]



**METROPOLITAN
POLICE**



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Protective Marking: **OFFICIAL** and may be subject to handling instructions and/or an additional caveat



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This report gives recommendations. Please note that Crime Prevention Advice and the information in this report does not constitute legal or other professional advice; it is given free and without the intention of creating a contract or without the intention of accepting any legal responsibility. It is based on the information supplied and current crime trends in the area. All other applicable health, safety and fire regulations should be adhered to.