

Public Document Pack



OVERVIEW & SCRUTINY COMMITTEE

Wednesday, 6 September 2017 at 7.30 pm
Conference Room, Civic Centre, Silver
Street, Enfield, EN1 3XA

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Councillors : Derek Levy (Chair), Abdul Abdullahi, Guney Dogan, Nneka Keazor,
Michael Rye OBE and Edward Smith

Education Statutory Co-optees: 1 vacancy (Church of England diocese representative), Simon Goulden (other faiths/denominations representative), Tony Murphy (Catholic diocese representative), Alicia Meniru & 1 vacancy (Parent Governor Representative).

Enfield Youth Parliament Co-optees (2)
Support Officer – Andy Ellis (Governance & Scrutiny Officer)
Elaine Huckell (Committee Secretary)

AGENDA – PART 1

1. WELCOME AND APOLOGIES

2. DECLARATIONS OF INTEREST

Members of the Council are invited to identify any disclosable pecuniary, other pecuniary or non-pecuniary interests relevant to items on the agenda.

3. HOUSING ALLOCATION SCHEME UPDATE ON CONSULTATION (Pages 1 - 62)

To receive a report from Laura Martins (Acting Strategy & Policy Hub Manager)

4. FOSTERING & ADOPTION SERVICES IN ENFIELD (Pages 63 - 78)

To receive a report from Debbie Michael, Adoption Manager.

5. ENFIELD SAFEGUARDING CHILDRENS BOARD (ESCB) ANNUAL REPORT (Pages 79 - 110)

To receive a report from Grant Landon (Service Manager, Practice & Partnerships).

6. ENFIELD ANNUAL INDEPENDENT REVIEWING OFFICERS (IRO'S) REPORT 2016/17 (Pages 111 - 134)

To receive a report from Maria Anastasi, Service Manager for Safeguarding & Quality Service.

7. ENFIELD ANNUAL LOCAL AUTHORITY DESIGNATED OFFICER (LADO) REPORT 2016/17 (Pages 135 - 148)

To receive a report from Maria Anastasi, Service Manager for Safeguarding & Quality Service.

8. WORK PROGRAMME 2017/18 (Pages 149 - 160)

To review and agree the Overview and Scrutiny Work Programme for 2017/18.

9. MINUTES OF THE LAST MEETING (Pages 161 - 172)

To agree the minutes of the Overview and Scrutiny Committees held on 25 July 2017 and 14 August 2017.

10. DATE OF NEXT MEETING

14 September 2017 – Provisional Call-in Date

12 October 2017 – Business meeting

11. EXCLUSION OF PRESS AND PUBLIC

To consider, if necessary, passing a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for the item of business listed in Part 2 of the agenda on the grounds that it will involve the likely disclosure of exempt information as defined in those paragraphs of Part 1 Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006), as are listed on the agenda (Members are asked to refer to the Part 2 agenda).

REPORT TO: OSC (Pre-decision item)**DATE: Wednesday 6th September 2017****REPORT TITLE: Housing Allocation Scheme – update on consultation****REPORT AUTHOR/S:****Laura Martins**Laura.martins@enfield.gov.uk

PURPOSE OF REPORT: This report is regarding the Housing Allocations Scheme consultation and is being brought to the committee in its capacity to examine items in a 'pre-decision' capacity. Primarily for information and update on a local issue that will involve policy change upon its conclusion. It also allows for further feedback from OSC members as part of the overall consultation process.

SUMMARY: The report outlines the background to and consultation process engaged thus far and provides some headline information regarding how the consultation is engaging local people ahead of the closure of the window on Friday 8th September 2017. It also sets out the broad timetable of activity leading to sign-off in 2018.

1. BACKGROUND

As part of the local authorities ambition to deliver its strategic aims and to ensure we remain forward focused and robust in service delivery the council's Strategy and Policy Hub Team, with support and guidance from senior departmental officers has engaged in a review and refresh of the Council's Housing Allocations Scheme. This process has now reached the stage where it is out to formal consultation.

We are reviewing our Housing Allocations Scheme in order to continue to prioritise applicants fairly, continue to meet all our legal duties, develop how we prevent homelessness, continue to effectively manage estate regeneration and temporary housing pressures, make the way we allocate socially rented homes clearer for everyone to understand and finally to act on the commitment we made in 2012 to review the Scheme.

We are aiming to simplify the scheme, so that members of the public understand as clearly as possible the realistic options available to them and to reduce the risk of litigation which an overly complex scheme can create.

We are changing how we structure the document, how we explain processes, and how we group applicants based on their types of needs. We are making some changes on how we assess applicants' eligibility for joining the housing

register; how applicants are prioritised based on their needs; and how we work with applicants who do not make bids.

We are also aiming to reduce the size of the register to realistic levels in order to realign expectation and reality more closely and reduce the administrative burden. This includes introducing a threshold of points an applicant will need in order to be able to bid.

2. ISSUES AND CHALLENGES

The work delivered so far by officers has been characterised by the complexity of the subject area. The Housing Allocations Scheme review commenced in October 2015 however in response to wider changes in policy and legal challenges presenting elsewhere in the country it was not until June 2017 that the document was put out to formal consultation.

As stated the aim of the refresh of the HAS was to endeavour to make it easier to understand, more clearly defined and equitable. There was an acknowledgement from the outset that this would not 'solve' the housing challenge for Enfield but would simplify the 'rationing' process of available resource.

The second main challenge facing the local authority has been to try and ensure that those most likely to be affected by the policy have the opportunity to participate in the consultation process. To this end the Strategy and Policy Hub Manager, working with fellow managers in Consultation and Resident Engagement Services (CREST), Housing Services and Third Sector Development Teams with the assistance of local community sector organisations have engaged in an innovative consultation approach (over 10 of these 'community sessions' have been held at the time of writing this report). This approach has included officers carrying out fieldwork in local community buildings to engage directly with communities from across a broad range of interest groups. This has augmented the on-line consultation process which itself has been supported through a publicity campaign involving libraries, community buildings, Facebook and other (social) media channels.

We have also proactively engaged with a range of other strategically important forums including the Housing Board, registered social housing providers (8th September 2017), Health and Well-being Board, the Enfield Voluntary Sector Strategy Group, Enfield Racial Equalities Council, Enfield Youth Parliament, Enfield Parent Engagement Panel and KRATOS (Children in Care Council). We have used banner advertisements on the council website, utilised Enfield Connected and secured page space in 'Our Enfield' magazine and coverage in the local press. We believe the approach to be comprehensive and proportionate to the task.

The most recent update report from CREST indicates that we have had a positive response to our efforts. On the 19th August 2017, the Council had received 487 responses from the public to the consultation. This is despite

the complexity of the consultation 'ask' which by its very nature has demanded much of responders'. The Hub Team were able to mitigate some of this by providing easy-read versions, limited language support (inc. BSL) and by officers locating themselves in community settings.

It is encouraging to note that there is evidence we have reached many of our target audience (so far) with 33% of respondents claiming either Council Tax Support or Housing Benefit; 23% of respondents have a disability of long term health problem and 36% of respondents are from a BME community.

Preliminary oversight of responses received thus far would appear to indicate a largely favourable response to the proposed changes.

There remains 20 days left on the consultation and we hope that the flow of respondents will continue following a final series of publicity messaging initiated in late August 2017.

3. RECOMMENDATIONS

The Overview and Scrutiny Committee is asked to note/receive the report for information/discussion as part of their pre-decision scrutiny function.

4. NEXT STEPS

The consultation will close on Friday 8th September 2017 and the responses will be analysed and evaluated by the corporate hub team. The subsequent report of the consultation response will be shared and discussed with the Executive Management Team at the Council and with the Cabinet Member by late September/early October 2017.

A final version of the Housing Allocations Scheme document will then be produced with an anticipated presentation to Cabinet for approval in February 2018.

The Strategy and Policy Hub Team are already in discussion with those in an operational capacity who will be charged with ensuring that the organisation is ready to implement the new scheme when it goes live in 2018 and a handover schedule is being finalised.

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Housing Allocation Scheme

Letting affordable and social rented homes in Enfield

Draft Scheme for public consultation June to September 2017

Scope	The allocation scheme sets out who can apply for affordable and social rented housing in Enfield, how applications are assessed and how we set the priorities for who is housed. It also sets out other housing options, including private rented sector, intermediate rent and shared ownership.
Approved by	<i>Draft copy for consultation – Final version due to be taken to Cabinet winter 2017</i>
Approval date	<i>TBC</i>
Document Author	Strategy, Partnership, Engagement and Consultation Hub
Document owner – Corporate	Director of Health, Housing and Adult Social Care; and Director of Regeneration and Environment
Document owner – Portfolio Holder	Portfolio Holder Housing and Housing Regeneration

CONTENTS

1. INTRODUCTION.....	4
1.1 Strategic context and legal framework.....	4
1.3 Equality.....	5
1.4 How we developed our draft allocation scheme.....	6
2. HOUSING CHOICES	7
2.1 Private rented homes	7
2.2 Social and affordable rented homes	7
2.3 Intermediate or other low cost rental options	9
2.4 Low cost home ownership	9
2.5 Support with moving out of the area	10
2.6 Supported housing	10
2.7 Sheltered housing	10
3 ELIGIBILITY AND QUALIFICATION FOR THE SOCIAL HOUSING REGISTER.....	11
3.1 People subject to immigration control.....	11
3.2 Behaviour.....	11
3.3 Household income, assets and savings.....	12
3.4 A local connection to Enfield	13
3.5 Young people.....	14
4 APPLYING TO JOIN THE SOCIAL HOUSING REGISTER.....	14
4.1 Registering online	14
4.2 Providing full and accurate information.....	15
4.3 Who applicants can include on their application	16
4.4 What are the options for people who cannot be included on the applicant's application?	18
4.5 Keeping information up to date.....	18
5. HOW WE ASSESS THE NEEDS OF THE HOUSEHOLD	19
5.1 Points.....	19
5.2 How we assess the size of property a household needs	19
5.3 How we assess health and wellbeing needs	22
5.4 Assessing levels of overcrowding.....	24
5.5 Enfield's Definition of employment/ working households	24
5.6 Dealing with exceptional cases	25
5.7 Reducing an applicant's level of housing priority	25

5.8	Removing applicants from the housing register	26
6.	HOW APPLICANTS ARE PRIORITISED	26
6.1	Group 1: Existing Enfield Council and housing association tenants, homeless applicants and private rented sector tenants in insanitary, unsuitable or overcrowded accommodation	27
6.2	Group 2: Enfield Council’s estate regeneration applicants with decant status	31
6.3	Group 3: Applicants in particular circumstances	32
6.4	Group 4: Applicants who require a wheelchair adapted property	35
6.5	Group 5: Applicants seeking a home for older people	36
7.	THE BIDDING PROCESS	42
7.1	How to bid for a property	42
7.2	What is an eligible bid?	42
7.3	Help with bidding.....	42
7.4	Bidding for the right home	42
7.5	Applicants who are not bidding.....	43
7.6	Short listing, verifying applications and making an offer	44
8	DIRECT OFFERS	45
8.1	Reciprocal arrangements with housing associations on direct offers	46
9	APPLICANTS WHO DO NOT ACCEPT AN OFFER OF A HOME.....	46
10	MANAGING SUPPLY	48
10.1	Assigning an expected quota of homes to each demand group: the lettings plan.....	48
10.2	Assigning available homes to a demand group based on the lettings forecast	49
10.3	Local lettings plans for new homes.....	49
11	APPLICANTS’ RIGHTS	50
11.1	Data protection	50
11.2	Applicant’s right to request information or a review	51
11.3	Complaints.....	52

1. INTRODUCTION

Our Housing Allocation Scheme explains who social and affordable rented council and housing association homes in Enfield are for. It sets out the eligibility and qualification criteria for joining our housing register and explains how we prioritise applicants.

There is a severe shortage of social and affordable rented homes in Enfield. This means that many of the single people and families on our housing register are unlikely to receive a social and affordable rented home in the foreseeable future.

We need to ensure that social and affordable rented housing goes to those who need it most. We will ensure efficient practice in how the small number of social and affordable rented homes in Enfield are allocated and managed. We will allocate social housing that becomes available in Enfield so that people in housing need are treated fairly, given choice and so that we can build strong communities and deliver growth and sustainability.

We allocate accommodation when we:

- select a person to be a secure, flexible or introductory tenant of accommodation held by us, as a provider of Council housing;
- nominate a person to be a secure, flexible or introductory tenant of accommodation held by another housing authority;
- nominate a person to be an assured, flexible or introductory tenant of accommodation held by a Registered Provider.

Households who became homeless after November 2012 will be made a reasonable offer of private rented sector accommodation, due to the shortage of council and housing association homes in the borough.

We aim to prevent homeless and support Enfield residents to find settled homes in the private rented sector and in intermediate affordable housing (such intermediate rent housing, which is typically let at 20% below the market rate; or shared ownership).

1.1 Strategic context and legal framework

We are committed to delivering high quality housing and services to our local residents now and in the future. Our [housing, homelessness and tenancy strategies](#) explain how we will prevent homelessness; increase the supply of well-managed, good quality and affordable homes; promote housing choices and build strong neighbourhoods. We have taken into account the assessment of the needs of gypsies and travellers, in accordance with the Housing Act 2004

Our tenancy strategy and policy explains the types of tenancy we grant to tenants of Enfield Council and the issues registered providers in Enfield should have regard to when formulating their tenancy policies.

Enfield Council's allocation scheme operates within a legal framework which includes the Housing Act 1996 (as amended by the Homelessness Act 2002 and the Localism Act 2011) and regulations issued by government relating to allocations.

We are required by law in part 6 of the Housing Act 1996 to have a housing allocation scheme, which shows how we prioritise the allocation of social housing and the procedures that we will follow. This legislation and guidance from the Government requires that certain groups are given 'reasonable preference' within the scheme so they can be given priority when they apply for Council and Housing Association homes.

The statutory reasonable preference groups include those who:

- live in unsatisfactory housing which is, for example, overcrowded or lacking facilities
- need to move due to a medical condition or disability, those who need to move for health related or welfare reasons, including care leavers and people with high level support needs
- are homeless or at risk of homelessness
- need to move to a particular locality within the local authority area where it would cause hardship if they were unable to do so.

We can also give additional preference to households in one of the reasonable preference groups listed above. By law we must give additional priority to applicants who are current or previous members of the armed forces and who are in housing need. We also give additional preference to Enfield Council and Housing Association tenants who are severely overcrowded.

We give preference to some other applicants who are not included in any of the above groups. These include our Council tenants who need to move to a smaller home due to changes in welfare benefit entitlement and where they can no longer afford to occupy their current homes, or they need to move because their home is part of an estate regeneration scheme.

Under the Localism Act 2011, local authorities can identify groups who will not qualify for an allocation of social housing, by taking into account:

- a household's ability to meet their own housing costs
- any behaviour that affects a person's ability to be a suitable tenant
- local connection between the household and the local authority.

Under the Localism Act 2011, we can also discharge our duty by an offer of suitable accommodation into the private rented sector to any household who became homeless after November 2012.

1.3 Equality

Enfield is changing and growing rapidly. We value our diverse community and will seek to ensure all applicants have fair access to homes in Enfield and to the services we provide. We want to reduce inequality and help people, communities, businesses and the Council itself to make the best use of the resources available.

Applicants who need any information on how we allocate homes translated into another language or format, or need assistance with any forms or documents regarding the allocation of homes, should contact us on 020 8379 1000.

1.4 How we developed our draft allocation scheme

This is a draft of our reviewed Housing Allocation Scheme. We are carrying out a public consultation on this draft from June to September 2017.

We are completing an Equality Impact Assessment of the new Scheme which considers the impact of the proposed policy changes on groups protected by the Equality Act 2010. We will further assess the equality impact of the new scheme using the results of the consultation on the new draft scheme.

Enfield's Lead Member for Housing and Housing Regeneration first reviewed the proposed policy changes in July 2016 and subsequently the draft document is being further considered by the Lead Member with the support of Labour Group Members.

The final draft of the scheme is scheduled to be presented for approval by Cabinet in winter 2017.

There will be an on-going operational review of Enfield's Allocations Scheme during the first year of its operation following Cabinet approval. Minor amendments will be agreed by the Cabinet Member for Housing and Housing Regeneration to address practical issues revealed by the on-going review or made necessary due to further legislation or case law.

The scheme will have a full review periodically and the new Scheme following this full review will be taken to Cabinet for approval.

2. HOUSING CHOICES

There is a limited supply of social and affordable housing available for letting each year in Enfield. Applicants are strongly advised to consider all options, as even applicants awarded a high priority under this allocation scheme may find their needs met more quickly through alternative options. For others, they will not be eligible for the register for social and affordable rented homes, and will need to consider other options available to them to meet their housing need.

2.1 Private rented homes

Applicants may be able to find good quality private rented accommodation which is available to move into straight away. Applicants are advised to contact local lettings agencies, respond to adverts in local papers and look online to find a home for rent.

For most households, the private rented sector will be their only option, because they are not eligible for points on the register or will not be awarded sufficient points in order to successfully bid for a social or affordable rented home.

Most homeless applicants living in accommodation provided by Enfield Council owed a full homelessness duty under homelessness legislation, who became homeless after November 2012, will be made an offer of a private rented home to discharge the Council's duty.

The Fresh Start Rent Deposit Scheme can help Enfield Council tenants and households in Enfield's Temporary Accommodation to find a private rented home with the help of a rent deposit.

We will advise single people about their options, which will vary depending on their age and circumstance. For people under age 35, we will give advice and support with locating an affordable room in a shared house in the private rented sector. For people over 35, who are entitled to a higher rate of Local Housing Allowance (LHA), we will give advice and support with finding an affordable self-contained home in the private rented sector. We will also give advice and support to all people presenting as homeless on finding work or claiming benefits to help pay for the rent. People with support needs can apply for floating support services to help with keeping the tenancy going and budgeting advice.

We aim to make improvements in the quality of private rented accommodation, in order to support people to stay in their existing home. Our Private Sector Housing Enforcement Team supports tenants who may be having problems with their landlord, or where their property is in a poor state of repair. We will also support older people or people with disabilities to make adaptations to their existing home, whether it is a privately rented home or a home that they own.

2.2 Social and affordable rented homes

Applicants who are successful in applying to be on our social and affordable housing register and who are awarded a sufficient level of points, can choose which available

property they would like to live in by bidding for available properties which are advertised on the Council's Choice Based Lettings system. Eligible applicants can register their interest in up to three properties per week.

As well as being advertised on the Council's Choice Based Lettings website, vacant properties may also be posted weekly to housing applicants who have requested a paper copy of the adverts.

Each advert for an available home will identify:

- key features of the property
- how big it is
- whether it is suitable for people needing accessible housing (eg level access)
- who the landlord is – whether the council or a registered provider/ housing association
- what type of tenancy is being offered - tenancies will be either lifetime secure or assured, or increasingly will be flexible or fixed term secure or assured tenancies, which offer security of tenure for a fixed time period. Depending on the landlord, an introductory or starter tenancy may be offered. These are 'probationary tenancies' which provide reduced security of tenure during their first year. If the tenancy is conducted to the landlord's satisfaction, it will automatically convert to a secure tenancy or assured tenancy after 12 months have elapsed.
- what the rent and any service charges are – homes will either be social rented, or affordable rented. Rent levels for social rented housing are determined through a national rent regime. Affordable rented housing is subject to different rent controls that require a rent of no more than 80 per cent of the local market rent (including service charges, where applicable). Affordable rented housing tends to be let at higher rents than affordable rented housing.

In exceptional circumstances the Council may have to withdraw a home from the Choice Based Lettings system after it has been advertised and bids received. This will happen if the property is needed for a household in an emergency; or if it has been incorrectly advertised. If a home has been incorrectly advertised it may be withdrawn at any point prior to an applicant signing the tenancy agreement.

In some circumstances, applicants are made a direct offer of a home rather than waiting to find a home through choice based lettings. We take applicant's preferences into account as far as possible when making a direct offer of a home.

Information is published regularly on the Council and the Choice Based Lettings websites on how vacant social and affordable rented homes in the borough have been let; including where homes were located, the type of homes let, which categories of applicants were housed, how many were let by choice based lettings and how many were let by direct offer. This information will enable applicants to compare their own circumstances with those housed and understand better their own chances of being housed.

It is not always possible to meet all the preferences of applicants. There is a severe shortage of Council and housing association homes in Enfield and most social and affordable rented homes are concentrated in the east of the borough. For this reason, although an applicant may want to live in a particular area of the borough, they may need to choose to bid for homes in an area where the type of property they would like is available. We expect applicants to be flexible, consider compromising and decide what is most important when making decisions about their preferences for a social or affordable rented home: this will involve applicants balancing different considerations, including the geographical area, type of housing and the preferred landlord.

The consequences for refusing offers are clearly set out in this Scheme. For example, applicants who think they may be able to hold out for a house rather than a flat in their area of their choice may find their housing application is cancelled if they refuse offers of accommodation the Council believes are reasonable and meet the needs of the applicant's household.

It is particularly unlikely that we will be able to fulfil every aspect of applicants' preferences:

- where an existing Council or housing association tenant needs to be moved urgently
- where the applicant needs accommodation which rarely becomes available, for example, wheelchair-adapted accommodation or homes with 4 or more bedrooms
- where an applicant has not engaged with the choice based lettings system and the Council has decided to make them a direct offer.

All applicants should consider other options available to them, including options in the private rented sector, where a home which meets their needs may become available much more quickly than waiting for a social or affordable rented home.

2.3 Intermediate or other low cost rental options

In addition to Council and housing association homes which are let at significantly lower than market rents, the Council's Choice Based Lettings system also advertises some housing association and Enfield Council Housing properties with higher rents up to 80 per cent of local market rents. These homes will be clearly marked as 'Affordable Housing' when advertised online. Affordable housing rents usually include service charges that tenants will need to pay for the home.

All applicants with enough priority can bid for homes advertised as Affordable Rent homes in exactly the same way as for other advertised properties. If an applicant is successful the housing association may want to check they have enough income to pay the higher rent, whether working or on benefits.

2.4 Low cost home ownership

Shared Ownership offers people the chance to buy a share of their home (between 25% and 75% of the home's value) and pay rent on the remaining share. Later on,

residents can buy bigger shares when they can afford to. Detail of available properties across London can be found on the First Steps website at shareto-buy.com

2.5 Support with moving out of the area

There are a range of options available to people who would like to move out of the Enfield area or who cannot afford to live in Enfield. We will advise applicants on the various options available to them if they are interested in moving to another area, including options of renting privately in another part of the country if this presents the best option.

Existing Council or housing association tenants looking to move to another part of London can find more information on housingmoves.org.uk, London's pan-London mobility scheme, which advertises lettings available to tenants transferring from other boroughs. Existing tenants of Enfield Council and Enfield housing association tenants can make transfer applications through housingmoves to be considered for vacancies in other London local authority areas.

We will also provide information on the process for tenants to swap homes, with their landlord's consent, available through homeswapper.co.uk. Tenants aged 60 and over who are interested in moving out of London, will be given information on the seaside and country homes scheme homeconnections.org.uk.

2.6 Supported housing

The Council is committed to working with partner agencies to promote housing options for single young people, and other single people with specific needs. There are a number of supported housing schemes that may be suitable for applicants funded throughout the borough's Supported People initiative. We will advise applicants of their options, depending on their needs.

Extra care housing is specialist assisted living designed for people aged over 65. These schemes have a dedicated care and support team available 24 hours a day for help with personal care and housing support. To qualify, in addition to the qualification criteria set out in this Scheme generally, applicants must be aged 65 or over; have substantial or critical community care needs; and be assessed by adult social care as needing of the extra care services provided by the scheme. We will advise applicants of this option, depending on their needs.

2.7 Sheltered housing

Sheltered housing provides a supportive environment which promotes independent living for older people in purpose-built properties with the services of a sheltered housing manager/ officer and linked to a 24-hour community alarm service. Residents must meet certain criteria to be eligible for this type of housing, as set out in section 6.6 of this scheme.

3 ELIGIBILITY AND QUALIFICATION FOR THE SOCIAL HOUSING REGISTER

There are restrictions on who can be on our housing register. Restrictions are based on an applicant's income, savings and assets, unacceptable behaviour, whether they have a local connection to the borough and whether they can legally hold a tenancy. For applicants who do not qualify to join our housing register, we will notify them in writing of our decision and the grounds for that decision. We will offer advice on alternative housing options.

3.1 People subject to immigration control

Applicants will not be eligible to join the housing register if they are not entitled to access to public funds due to their immigration status. This includes households who, by law:

- are subject to immigration control
- only have a right to reside in the UK because they (or a member of their household) are a jobseeker
- are not habitually resident in the UK
- are not eligible if they are subject to immigration **control** or they are a person from abroad which the Secretary of State has prescribed is ineligible.

These include people from abroad who are subject to immigration control under the Asylum and Immigration Act 1996, and people prescribed as ineligible for an allocation in any regulations made by the Secretary of State unless they are:

- already a secure or introductory tenant of the Council or an assured tenant of housing allocated to them by a Council; or
- in a class prescribed by regulations made by the Secretary of State.

3.2 Behaviour

Applicants will not qualify for the register for a prescribed period of time if they, or any member of their household, have been involved in unacceptable behaviour serious enough to make them an unsuitable tenant of the Council or other housing provider. This includes:

- applicants who have supplied false or misleading information on their housing application
- applicants who have paid money to obtain a tenancy with either the Council or a housing association operating within the Borough
- applicants whose partner or other member of their household have been convicted of, or had legal action taken against them for violence, racial harassment, threatening behaviour, any physical or verbal abuse towards staff and residents in the applicant's neighbourhood. Legal action here includes unspent convictions, serving of injunctions, notice of intention to seek possession, court order, or revocation of licence to occupy. Applicants who suffer from a mental illness who have either been convicted or had legal action taken against them as defined above shall not be ineligible if the conduct in question was directly attributable to their mental illness. In these

circumstances the Council will usually require medical evidence to help determine the applicant's eligibility.

Applications from people excluded due to the above behaviours will need to demonstrate a change in their behaviour and their applications will be usually reconsidered

- after 12 months if they supplied false or misleading information on their housing application
- after five years in the other circumstances, provided there has been no repeat occurrence during this time period;
- or once a conviction becomes spent.

Earlier reviews may be considered on a case by case basis.

3.3 Household income, assets and savings

Applicants will not qualify for the housing register if their income is considered high enough for them to be able to afford alternative housing in the private sector. The threshold is £x (to be determined following outcome of public consultation) for a household without children; and £x (to be determined following outcome of public consultation) for a household with children. A household's income is assessed by taking into account the income of the two highest earners in the household.

Similarly, anyone with assets or savings over £x (to be determined following outcome of public consultation) will not be able to join the register. Assets include property or an interest in a property in the UK or elsewhere. If an applicant recently owned a home, they will be asked for evidence of the sale and details of any capital gained from the sale to help decide whether they qualify to be placed on the housing register

The following people will be exempt from the income, assets and savings threshold criteria all together. These people include:

- households lawfully in receipt of housing benefit, universal tax credit, tax credits, and disability living allowance
- Care leavers
- Service and ex-service personnel who fall within the statutory reasonable preference categories. This includes people serving in the regular forces and suffering from a serious injury, illness or disability which is attributable (wholly or partly) to the person's service; people formerly serving in the regular forces; people who have recently ceased, or will cease to be entitled, to reside in accommodation provided by the Ministry of Defence following the death of that person's spouse or civil partner who has served in the regular forces and whose death was attributable (wholly or partly) to that service; or people serving or who have served in the reserve forces and are suffering from a serious injury, illness or disability which is attributable (wholly or partly) to the person's service.

The following people will also be exempt, because it is in the interests of the Council to ensure these households are moved to other accommodation regardless of whether they have an income or assets over the income threshold.

- Applicants assessed and recommended for housing by Enfield's Fostering or Adoption Panels as an approved Foster Parent, an approved family or friend's foster carer or an approved adoptive parent
- under occupiers (people living in social housing with more bedrooms than they need, who we are working with to support them to move to a smaller property)
- households who are on the register because they need to move because the Council home they are currently living in is affected by estate regeneration work.

3.4 A local connection to Enfield

Applicants will need to demonstrate they have a local connection in order to be eligible to be included on the register. They will need to do this by proving that they:

- Have lived in Enfield for the previous 3 years; or
- Have been in permanent employment (16 hours or more per week) in Enfield for the previous 3 years; or
- Have a close family member (normally mother, father, brother, sister, son or daughter) who has lived in Enfield for the previous 3 years; or
- Need to move to Enfield to give care or support to someone who has lived in Enfield for the previous 3 years; or to receive care or support from someone who has lived in Enfield for the previous 3 years.

The following people will be exempt from the local connection criteria:

- Care leavers (who may have been placed in care outside the borough)
- People who are resident in a women's refuge outside of Enfield and had been living in Enfield continuously for at least 3 years immediately prior to moving into the refuge
- People receiving care who have been referred by the borough into a hospital or residential care home outside of Enfield
- People who have been placed in supported housing by Enfield Council or the Health Authority, are continuing to receive services from the Council and/or the Health Authority and who have been assessed as ready to move on to independent housing
- People with an exceptional reason for needing to live in Enfield, because they need medical treatment which is vital to the long-term health of the applicant and this is only available in Enfield (as determined by the Council's Medical Assessment Officer as part of a health and wellbeing assessment)

- People serving in the regular forces and suffering from a serious injury, illness or disability which is attributable (wholly or partly) to the person's service; people formerly serving in the regular forces; people who have recently ceased, or will cease to be entitled, to reside in accommodation provided by the Ministry of Defence following the death of that person's spouse or civil partner who has served in the regular forces and whose death was attributable (wholly or partly) to that service; or people serving or who have served in the reserve forces and are suffering from a serious injury, illness or disability which is attributable (wholly or partly) to the person's service
- People needing to move from a different locality into Enfield in order to give or receive care, to access specialised medical treatment, or to take up a particular employment, education or training opportunity
- Applicants assessed and recommended for housing by Enfield's Fostering or Adoption Panels as an approved Foster Parent, an approved family or friend's foster carer or an approved adoptive parent
- Under occupiers (existing tenants in Enfield Council housing with more bedrooms than they need, who we are working with the Council to move to a smaller property)
- Existing Council tenants needing to move because the home they are currently living in is affected by estate regeneration work.

3.5 Young people

The minimum age required to hold a social tenancy is 18 years, except in exceptional circumstances. Applicants in exceptional circumstances aged 16 and 17 will require a rent guarantor before being allowed to sign for the tenancy of a property.

4 APPLYING TO JOIN THE SOCIAL HOUSING REGISTER

4.1 Registering online

Applicants who have completed a homelessness application with Enfield Council and for whom we have accepted a duty to house because they are homeless are automatically placed on the housing register. These households provide information on their circumstances through their homelessness application, and so do not need to also complete a separate application for housing register.

All other applicants need to complete an application online. This means they can apply for housing at a time that suits them, can receive a faster assessment of their application, and be provided with information and advice online on the full range of housing options available. We provide quick guides which show applicants how to bid online, over the phone or via text message.

We know that not everyone has access to a computer and the internet. There are a number of places across the borough that people can go to in order to access the internet for free or at a low cost. All libraries offer training introductory sessions on how to access the internet. Internet access and computer hire in Enfield's libraries is

available on the Council website on the pages explaining library services: [Internet access and computer hire Enfield Council](#)

Our website has been built to be accessible to those who are hard of hearing or visually impaired. It is compatible with popular screen readers and can be navigated easily using a series of keyboard shortcuts. For those who have difficulty reading, have limited vision or for those for whom English is not a first language, Enfield's website has text-to speech technology, a function for translating into one of 65 languages; and a function for changing colour schemes to make pages easier to view.

4.2 Providing full and accurate information

Every application for housing is considered and decided in accordance with this Allocations Scheme. We are not able to register any applicants who have not completed their application form: this includes forms which are only part completed. We expect applicants to be honest about their circumstances so that we can fairly assess their housing need and ensure they receive the right housing advice to suit them.

We will keep applicants informed of the progress of their application and will explain any decisions we make, including how we made them. In some cases, an applicant may seem to be eligible for the Scheme, but there may be a delay in activating their application so that they can start bidding for a home. This may happen if:

- we require further information to assess their application, for example medical reports; or
- their case is under investigation for any other reason.

Applicants must provide us with full and accurate information when they apply to qualify for the register. They are expected to provide all information requested that is, or may be, relevant to their application for rehousing. Applicants are also expected to inform us of any changes in circumstances. This includes, but is not restricted to:

- any changes to their address or changes of tenure
- the removal of someone from their application
- the addition of someone to their application, including following the birth of a child
- changes in their income, assets or savings.

In applying for housing, the applicant gives the Council permission to share information with third parties and make further enquiries to verify the information they have supplied us with. If we discover that an applicant or someone acting on their behalf has wilfully supplied false information or have failed to provide us with information that is relevant to their application in order to gain a social or affordable rented home we will immediately cancel their application.

To verify the information provided, we will contact individuals or organisations whose details have been provided on the application, as well as any other relevant parties whose details come to light during our enquiries.

This may include:

- cross checking the information given by the applicant against the full Register of Electors of the London Borough of Enfield or any other Council;
- cross checking the information given by the applicant with teams within the Council, including teams dealing with Housing Benefit, Council Tax or other Council or benefits agencies;
- contacting current and previous landlords;
- sharing information with partner housing associations (registered providers)
- cross checking with data matching companies, such as Experian or other credit reference agencies, who will record details of any search made whether or not the application proceeds;
- any other third parties considered relevant to the application.

Applicants may also be asked to provide further evidence in order to verify the information given to us. This includes but is not restricted to;

- photographic proof of ID (passport or driving licence);
- proof of any welfare benefits claimed;
- birth certificates for each household member included on the application;
- National Insurance Numbers;
- proof of current and/or previous addresses (utility bill, bank statement, Council Tax payment book)
- proof of income, including pay slips for four weeks if paid weekly or last two months if paid monthly), a letter from the applicant's employer confirming their annual salary, and tax returns / business accounts to evidence income if self-employed
- passport size photo
- immigration documents
- information regarding property ownership.

If the applicant has obtained a social or affordable rented home through the housing register and it is discovered that they or someone acting on their behalf has supplied false information or failed to provide us with information that would have been relevant to the applicant's ability to secure that social or affordable rented home we will work with their landlord to end the tenancy. It is an offence to obtain, or attempt to obtain, a tenancy by deception.

S.171 of the Housing Act 1996 makes it an offence to knowingly or recklessly provide or withhold information when applying for housing and subsequently if circumstances change. Anyone suspected of giving false information or withholding relevant information is liable to be prosecuted and fined up to £5000.

4.3 Who applicants can include on their application

We will only consider applications to house the applicant, their partner, their immediate family, and anyone else with an exceptional need to live with them who are considered to be the 'eligible household' for purpose of this scheme. We have a severe shortage of larger properties, and therefore we advise families to consider

whether other people living in their household could move into smaller properties of their own.

Anyone included on the application must not have a legal interest in any other property. The applicant or any member of their household cannot be included on more than one live housing register application at any one time.

Partner means someone who lives with the applicant as a partner, or who would live with them if they were able to. This includes mixed-gender and same-sex couples, whether or not they are married or in a civil partnership.

If the applicant and partner are **separating**, they must provide us with evidence of who is legally allowed to remain in the property, such as a court property order detailing to whom the property is assigned.

Immediate family means the applicant's children or their partner's children, who live (or would live) with the applicant all of the time, or for four or more nights every week. Anyone who is part of the immediate family can be included in the application, even if they do not currently live with the applicant. If members of the immediate family live abroad, they can be included on the application, but the Council will not award priority for them until the family have the right to reside in the UK. If members of the immediate family currently live elsewhere in the UK, they can be included on the application, but we encourage families to consider applying to be rehoused where they live, especially if the demand for housing is lower there.

Accommodation for children will be allowed for only one parent, on whom the children are dependent. Children of a shared residence order can only be included on one application, with the parent who is the main care provider. This means that the children live with the applicant for more than half the week (four nights or more). We will require evidence of this, such as a court order. Any consideration of a larger home in the context of a shared residence order will also take account of affordability. Where the applicant claims welfare benefits, welfare benefit regulations enable only one of the parents, the designated 'main carer', to receive additional benefit for the extra bedrooms required.

If the applicant has priority for housing and is assessed as requiring a one bedroom or studio home and have children who visit on a regular basis, they will be assessed as requiring a one-bedroom property rather than a studio.

Immediate family does **not** include the applicant's (or their partner's) parents, grandparents, brothers, sisters, aunts, uncles, grandchildren, nieces, nephews, cousins, friends or lodgers– unless they can demonstrate an exceptional need to live with the applicant as part of the household in order **to give or receive care and support**. Someone not in the immediate family may be accepted on the applicant in one of the following circumstances:

- An eligible member of the household needs permanent and substantial full-time care, no one in their immediate family is able to provide this, and another person has been identified as their carer. This could include assistance with personal activities of daily living, such as bathing, washing, toileting, dressing, feeding, or transfer from bed/chairs/sofas/baths if the applicant is wheelchair or bed bound, or palliative care from a medical professional. The applicant will need to provide relevant social care and/or medical reports, including an occupational therapy report, nursing and community care reports, or a child's

Continuing Health Care assessment as applicable, to support this request for an additional bedroom; or

- An eligible member of the household is the recognised carer of someone who is not in their immediate family. The person receiving the care needs permanent and substantial fulltime care; is no longer able to live independently; and alternative supported or sheltered accommodation is not considered to be appropriate. The applicant will need to provide relevant social care and/or medical reports to support the request for an additional bedroom, as above.

If the person coming to live with the applicant is moving from abroad, we will require evidence that they have recourse to public funds or a sufficient sponsorship undertaking in place.

Where a household qualifies for our housing register because they are **homeless**, the application can include anyone who we accepted as part of the original homelessness application. For families with children aged 22 or older, we will encourage them to seek alternative independent housing if possible, in order for the household to be able to bid for a smaller properties, and so increase the chance of the applicant being rehoused in a reasonable timeframe.

4.4 What are the options for people who cannot be included on the applicant's application?

We base our assessment of what size property the household needs based on the number of eligible people on the application. The applicant may decide that the additional person will live with them anyway, despite making their home overcrowded. However, the Council will not take the additional person into account when assessing whether or not they are overcrowded. Tenants who make themselves overcrowded in this way may be in breach of their tenancy conditions.

If an applicant moves in with a council or housing association tenant and the property becomes overcrowded, the applicant can apply for the housing register in their own right. In such cases overcrowding priority may not be awarded and alternative housing options should be considered.

If we agree to house a council or housing association tenant and we agree to rehouse immediate family but not everyone else who is currently living in the property, the tenant is responsible for ensuring none of the remaining occupants continue to live in the property after they have moved out.

Council and housing association applicants who live with family or friends who are not part of their immediate family may be rehoused separately from them – for example, if the applicant and their partner or children live with the applicant's parents in their home.

4.5 Keeping information up to date

Applicants must keep the information on their housing application up to date. This includes informing us of changes in household composition, a change of address, or a change of income. This applies whether the applicant completes the application themselves or someone else does this for them.

5. HOW WE ASSESS THE NEEDS OF THE HOUSEHOLD

5.1 Points

We have a points based allocation scheme which gives applicants points according to their household's housing circumstances and any additional support needs. When applicants apply for housing, their needs are assessed, they are placed in one of five demand group and given points which reflect the level of priority they have for being housed. Section 6 sets out the five groups and the points awarded in different circumstances.

5.2 How we assess the size of property a household needs

We work out the size of home suitable for the applicant and eligible members of their household. This is regardless of how the applicant uses their current home.

We have a bedroom standard for our Council-owned homes. Housing associations (registered providers) may operate their own bedroom standard which will be clearly stated on the advert when a home is advertised for letting.

A notional number of bedrooms will be allocated based on the age, sex, marital status and relationships between family members, as follows:

- A married or cohabiting couple or single parent will be entitled to one bedroom.
- Pairs of adolescents from their 10th birthday and above of the same sex will be expected to share a bedroom.
- Pairs of children of either sex aged up to their 10th birthday will be expected to share a bedroom.
- Where we have accepted that nieces, nephews, step children or grandchildren have an exceptional reason for living with the main applicant, they will be expected to share a bedroom with the applicant's children as per the age criteria set out above (unless there are safeguarding issues)
- Children of the main applicant who are aged over 21 will be expected to share a bedroom with a same sex sibling who is younger, including where that younger sibling is under the age of 10 (unless there are safeguarding issues).
- Where Enfield has accepted that an older relative, such as a grandparent, aunt or uncle aged over 60, has an exceptional reason for living with the main applicant, they will be entitled to a bedroom of their own.

The table below shows how we will calculate the size of home needed by different sized households, which is in accordance with the statutory definition of overcrowding set out in the Housing Act 1985.

It should be noted that lettings of social or affordable rented homes with 4 or more bedrooms are very rare. Based on previous years, less the 2% of lettings had 4 or more bedrooms.

Household Composition	Eligible No. of Bedrooms	Indicative size of home in terms of number of bedrooms (B) and number of persons (P)
Single person	1	Studio or 1B/1P
Couple without children	1	Studio or 1B/2P
Single parent or couple with children: Household includes		
1 girl or boy - any age	2	2B/3P
2 girls or boys - any age	2	2B/4P
1 girl and 1 boy - if both under 10	2	2B/4P
1 girl under 10 and 1 boy over 10	3	3B/4P 3B/5P
1 boy under 10 and 1 girl over 10	3	3B/4P 3B/5P
1 girl and 1 boy - if both over 10	3	3B/5P
3 children	3	3B/5P 3B/6P
2 girls and 2 boys	3	3B/5P 3B/6P
3 boys, 1 girl	4	4B/6P 4B/7P
3 girls, 1 boy	4	4B/6P 4B/7P
5 children	4	4B/7P 4B/8P
4 boys , 2 girls	4	4B/7P 4B/8P
4 girls 2 boys	4	4B/7P 4B/8P
5 boys 1 girl	5	5B/9P
5 girls,1 boy	5	5B/10P
7 children	5	5B/10P
6 boys, 2 girls	5	5B/10P
6 girls, 2 boys	5	5B/10P
4 boys, 4 girls	5	5B/10P
7 boys, 1 girl	6	6B/11P
7 girls, 1 boy	6	6B/11P
5 boys, 3 girls	6	6B/11P
5 girls, 3 boys	6	6B/11P
Additional members of a household		
In exceptional circumstances an additional bedroom may be allowed (see below)		
A relative who is not in the immediate family, who has an exceptional reason for living with the main applicant (see section 4.3)	Where applicable, add 1 bedroom to relevant household composition	
A full-time carer who is not part of the immediate family (see section 4.3)		
An extra bedroom for a member of the household who cannot be expected to share a		

Household Composition	Eligible No. of Bedrooms	Indicative size of home in terms of number of bedrooms (B) and number of persons (P)
room, but would usually be expected to share (see below).	outlined above	
Significant medical equipment is required (see below)		

An extra bedroom may be considered in the following circumstances:

- The applicant has been approved as a foster parent, or family or friend's foster carer and needs an extra room for their caring requirements.
- The applicant, or a member of their household, need major medical equipment for the long term, such as home dialysis, oxygen cylinders, long term large assistive equipment or bulky medical supplies which cannot be stored elsewhere.
- The applicant, or a member of their household, is unable to share a room because they have a severe or profound learning difficulty, with a presentation of behavioural or emotional difficulties, or they have a severe behavioural disorder. They exhibit inappropriate behaviour of a serious nature and have a limited understanding of the impact of this on others. This will need to be certified by a consultant psychiatrist for people aged 18 and over, or by a teacher, social worker or other health professional who is well known to the child and family for children aged 17 or under.
- The applicant, or a member of their household, is unable to share a room because they need substantial psychological support due to a major psychiatric illness certified by a consultant psychiatrist (for example, progressive dementia, schizophrenia, bi-polar disorder, severe learning difficulties, severe and longstanding neurosis which is poorly controlled by medical treatments). They are assessed as being incapable of living independently in the community by a medical professional, and alternative housing options are not suitable.

Council and housing association tenants under-occupying their home, who would normally qualify for one bedroom and are giving up a 3, 4 or 5 bedroom house or a 4 or 5 bedroom flat, may be offered a 2 bedroom home suitable for 3 people but not a two bedroom home suitable for 4 people.

Applicants awarded an additional room for reasons outlined above must be able to demonstrate to the Council they can afford the rent from earned income and/or benefits.

Applicants who request homes with one bedroom less than the household needs

The Council will agree to making an offer of a social or affordable rented home which is one bedroom smaller than their household needs, if this is requested by the applicant. The Council will not make offers of homes where the household would be severely overcrowded (that is, two or more bedrooms short).

An applicant who chooses to move into a home with one bedroom less than they need will not be awarded points for being overcrowded in order to get a transfer at a later date, except in exceptional circumstances.

5.3 How we assess health and wellbeing needs

Health and wellbeing priority will be considered where the applicant, or a qualifying member of their household, has a long-term health and wellbeing issue which is being negatively impacted by the applicant's current housing condition. Health and wellbeing priority will **not** be considered where the applicant, or a member of their household, has a temporary health and wellbeing issue, such as pregnancy; a common cold; flu; cough; or a broken leg.

Applicants wishing to be assessed for health and wellbeing points are required to complete a health and wellbeing self-assessment. We will review the information in the self-assessment. This will be done by either the Council's Medical Assessment Officer, or we will arrange for an approved medical professional to review the information. We may request supporting evidence from the applicant's GP, hospital consultant, occupational therapist, physiotherapist, social worker or other relevant professional identified by the applicant. Applicants should not ask their GP or anyone else to write to us. We will use the information provided by relevant professionals as part of our holistic assessment. The Medical Officer will make the final recommendation on the applicant's health and wellbeing priority for housing allocation and the final decision will be made by the Allocation and Assessment Manager, or another manager within the Assessment and Allocations Service at the same grade.

We will reassess health and wellbeing needs if the applicant's circumstances have changed significantly since they were last assessed, for example if the applicant has been diagnosed with a new health problem, or their independence has reduced.

5.3.1 Detail considered as part of a health and wellbeing assessment

During the assessment, the Medical Assessment Officer will consider:

- how and to what extent the applicant's current living conditions affect their illness, disability or wellbeing;
- the applicant's housing need;
- how the health or wellbeing issue affects the applicant or member of the household;
- the severity of the health or wellbeing issue and how long it has lasted;
- the cumulative effect on the whole household where there is more than one person in the applicant's household with a severe illness or disability;

- past health issues and the extent to which the applicant's symptoms have been controlled or improved by treatment;
- the availability of 'in-situ' solutions such as aids and adaptations to enable the applicant to continue living in their present home;
- how long the condition is likely to last, and the longer term outcome. The applicant may need to wait for the outcome of a medical condition if it is unclear how they will be affected in the long term, before we reach a decision as to whether they are to be given health and wellbeing priority;
- the applicant's financial and other resources, including whether they are entitled to disability benefits. This is just one of the points of consideration, and applicants will not receive an automatic award of health and wellbeing priority if they are receiving disability benefits.

The Medical Assessment Officer may recommend a particular type of home that is suitable for the applicant based on the assessment.

We will inform the applicant of the outcome of their health and wellbeing assessment in writing. If no health and wellbeing points are awarded, we will inform the applicant of other housing options available to them.

5.3.2 Poor quality homes and disrepair

Where possible, we encourage tenants and occupiers to stay in their existing home. Where there is disrepair and the applicant states that the health and wellbeing issue is related to the poor state of repair of the property then we will expect the property owner, landlord or Agent to remedy the disrepair.

We are committed to improving poor quality housing, whatever the tenure. Our Private Sector Housing Team can arrange property inspections, and can offer advice and support to owners and landlords on how to make homes safer. Where necessary, we will take enforcement action. This may include issuing a statutory notice ordering the landlord to undertake the work to repair the home. Where the landlord does not carry out the repairs, we may carry out the works in default or take action to prosecute the landlord.

5.3.3 Applicants who move into unsuitable housing and request housing assistance from Enfield Council

Applicants with a pre-existing medical condition who move from suitable housing into accommodation that does not meet their needs will be expected to find their own longer term housing solution, including in the private rented sector. The provision in this Allocations Scheme is designed to prevent applicants from deliberately worsening their housing conditions to take advantage of the health and wellbeing criteria to enhance their housing priority. In these cases, no health and wellbeing priority will be awarded. We will provide advice and assistance to help the applicant find somewhere else to live.

5.3.4 Level of health and wellbeing priority

Where we assess that the applicant does have a health and wellbeing need, we will award either high, medium or low health and wellbeing priority, depending on their circumstances.

Priority Level	Definition
High	<p>This is where the applicant has an urgent need to move, because current living conditions:</p> <ul style="list-style-type: none"> • put the applicant's life at risk if they do not move, or • cause the applicant to be completely housebound and they would regain substantial independence if an alternative property were made available, including needing a wheelchair-adapted home because the applicant is a wheelchair user. <p>In some circumstances, applicants will also be awarded a high level of points if medical treatment vital to the long-term or life-long health of the applicant is only available in Enfield.</p>
Medium	<p>An applicant's need to move is less urgent and not life threatening but their living conditions are unsuitable and if left unresolved, their quality of life will deteriorate</p>
Low	<p>The applicant's living conditions cause them difficulty in carrying out their daily activities but this is neither life threatening nor would greater harm or progression of the illness be caused if they did not move.</p>
No health and wellbeing priority awarded	<ul style="list-style-type: none"> • The applicant's current housing situation has no adverse impact on the health issues presented, or • a move would offer no improvement; or a solution other than moving into a social or affordable rented home is available, such as the adaptation of their current home, or a move to an appropriate private rented home.

5.4 Assessing levels of overcrowding

We will assess the number of bedrooms a household needs (see section 5.2) and we will compare this with the number of rooms that are currently available for the sole use of the household and which could be used as bedrooms in their existing accommodation. We will count any rooms other than bathrooms, toilets, kitchens and utility rooms as a bedroom. For Council tenants, this will exclude one living room per property. This means any additional rooms such as a dining room or living room in the private rented sector, or second living room/ dining room in Council accommodation, will be counted as a bedroom. We use this information to determine whether the household is overcrowded, and the level of overcrowding. The Council reserves the right to decide how households can make best use of the rooms available to them and to change their application accordingly.

5.5 Enfield's Definition of employment/ working households

We want to raise levels of aspiration and ambition in the borough and to encourage people to work where they are able to do so. In some circumstances, applicants will be awarded a higher level of points if they, or their partner, is in employment. For the purposes of this Allocations Scheme, employment is described as having a permanent contract, working as a temporary member of staff or being self-employed. Applicants will only qualify if the worker has been employed for 6 out of the last 12

months, for a minimum of 16 hours per week. We will verify an applicant's employment status by reviewing:

- payslips (pay slips for the last four weeks if paid weekly or the last two months if paid monthly or a letter from their employer confirming their annual salary);
- the most recent P60
- the last 3 months of bank statements
- Most recent tax returns and business accounts to evidence self-employed work, if this applies

5.6 Dealing with exceptional cases

Exceptions and Special Applications Housing Panel (ESAHP)

There may be exceptional circumstances giving rise to a housing need not described or anticipated by this scheme. The Exceptions and Special Applications Housing Panel (ESAHP) will consider these cases. The panel is chaired by a senior officer in the Council's Assessment Hub graded PO2 or above. The Assistant Director for Gateway and Council Assessment Services will hear appeals against Panel decisions.

Council Transfers for Exceptional and Emergency Reasons

Council tenants may be considered for an Exceptional or Emergency Transfer (known internally as 'Management Transfers') in the following circumstances:

- Child abuse from within the family or within the neighbourhood
- Threat of violence or actual violence
- Rape or assault within the home or immediate locality
- Unnatural death (suicide or murder within the home)
- Irretrievable breakdown in the relationship with neighbours
- Threat of or actual gang violence where this is confirmed after a full investigation with police reports and all available legal remedies have been exhausted.

Urgent moves in these circumstances will be considered and agreed the Housing Options Transfer Panel, chaired by the Head of Housing Operations in Enfield Council Homes. The decision will be based on an investigation undertaken by housing management staff to gather evidence of the reason for needing to move urgently and any health and well-being assessment available.

We will only make one offer of a similar type of home to that currently occupied to applicants approved for a transfer for an exceptional or emergency reason. For example, a tenant who is living in a high rise flat will be offered an alternative high rise flat. The senior officer agreeing the move may use their discretion to alleviate severe overcrowding at the same time.

5.7 Reducing an applicant's level of housing priority

Applicants on the housing register may have their priority for housing reduced to zero points if they have rent arrears and owe more than eight times the weekly accommodation charge; or they have not maintained a repayment agreement for 6

months. Their application will become inactive until the arrears are cleared or an agreement to repay them has been maintained for 6 months.

Exceptions to this will be considered on a case by case basis, for example where the case for housing is urgent or it is in the Council's interest for the applicant to move from their current home (for example, households whose Council home they are currently living in is affected by estate regeneration work or household under-occupying their existing Enfield Council home who are moving to a smaller property) or where an applicant has suffered unavoidable debt, such as having to pay for funeral costs. This decision will be taken by the Exceptions and Special Applications Housing Panel (ESAP)

5.8 Removing applicants from the housing register

We will remove an applicant from the housing register if:

- the applicant has been housed in a council or housing association property since making their application;
- the applicant had been a homeless applicant who became homeless after November 2012 and has been made an offer of a private rented home;
- the applicant's circumstances have changed and a new application needs to be completed;
- the applicant no longer wants to be housed;
- the applicant has died;
- the applicant has had a change in their immigration status and is no longer eligible to be on the housing register;
- the applicant has been involved in proven antisocial behaviour or evicted for anti-social behaviour after they apply to the housing register;
- the applicant's income, assets or savings have increased since making their application and they are no longer eligible;
- the applicant is not eligible because they are a person prescribed by the Secretary of State in regulations as ineligible, as set out in section 2.2.

6. HOW APPLICANTS ARE PRIORITISED

We use a points system for assessing applications for council and housing association homes. Applicants who qualify for our housing register will be placed into one of five demand groups and awarded points to measure their housing priority by their circumstance:

- Group 1: Existing Enfield Council or housing association tenants, homeless households and private rented sector tenants in insanitary, unsuitable or overcrowded accommodation
- Group 2: Enfield Council's estate regeneration applicants with decant status
- Group 3: Applicants in particular circumstances with assessed needs
- Group 4: Applicants requiring wheelchair adapted homes
- Group 5: Sheltered housing applicants.

Given the acute shortage of social and affordable rented homes becoming available in comparison to high levels of demand, applicants will need a minimum number of points to be able to bid for a home. This is so that we can better manage the limited supply of social and affordable rented homes and better manage the expectations of applicants. The level of the threshold will be agreed by the Lead Member for Housing and Housing Regeneration and this will be published on the Council's website. The level set will be based on an assessment of levels of supply of social and affordable rented homes and of demand for those homes. An equality impact assessment will be undertaken as part of this assessment. The level will be reviewed periodically as local circumstances change.

6.1 Group 1: Existing Enfield Council and housing association tenants, homeless applicants and private rented sector tenants in insanitary, unsuitable or overcrowded accommodation

These applicants are existing tenants of Enfield Council or of a housing association/ registered provider in Enfield who need to move; applicants who are legally homeless; or applicants living in unsuitable accommodation in the private rented sector. When determining whether a private rented sector accommodation is unsuitable, we will use the Housing Health and Safety Rating System (HHSRS) and Part X Housing Act 1985 when assessing eligibility for this priority. We will consider whether the private rented sector property could be made suitable through repairs or adaptations, and whether or not the household could afford alternative suitable accommodation in the private rented sector.

The Localism Act 2011 introduced changes to the way councils can provide accommodation for homeless people. This means we can discharge our duty by an offer of suitable accommodation into the private rented sector to any household who became homeless after November 2012.

Households who became homeless prior to November 2012 can also accept a private rented accommodation property in order to find settled accommodation more quickly, but we cannot discharge our duty to these households if they refuse such an offer. For this reason, households who became homeless prior to November 2012 are awarded a higher level of points.

An additional 50 points will be awarded to any applicant in Group 1 who is either:

- a former member of the regular armed forces;
- a member of the regular or reserve forces who is suffering from a serious injury, illness or disability related to their service; or
- a bereaved spouse or civil partner who has to leave forces accommodation following their partner's death in service.

Points for Group 1: Existing Enfield Council and housing association tenants; homeless applicants; and private rented sector tenants in insanitary, unsuitable or overcrowded accommodation	
Tie breaker mechanism (where two or more bidders with the same level of points bid for the same property): The applicant who has been on the housing register for the longest period.	
Circumstance of applicant	Points
Applicant has a high health and well-being need to move	1000
Council tenant has an exceptional or emergency reason for needing to move (management transfers) These applicants are given a direct offer of accommodation.	1000
Applicant's current home is too big for them: <ul style="list-style-type: none"> • 3+ bedrooms too big • 2 bedrooms too big • 1 bedroom too big Additional points awarded if they have: <ul style="list-style-type: none"> • Medium health and wellbeing need • Low health and wellbeing need. 	800 700 550 150 50
Applicant has a legal right to succeed to an Enfield-owned social or affordable rented home which is larger than required; or has no legal right but we would owe them a full homelessness duty if they were evicted. We require the applicant to move to smaller accommodation <ul style="list-style-type: none"> • Applicant is releasing a home with 3 or more bedrooms • Applicant is releasing a 2 bedroom home • applicant is living in a home with 1 bedroom more than they require. Additional points if also assessed as having <ul style="list-style-type: none"> • Medium Health and Well-being 	800 700 550 150

<p>Need</p> <ul style="list-style-type: none"> • Low Health and Wellbeing need 	50
<p>Homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty who:</p> <ul style="list-style-type: none"> • became homeless prior to November 2012; and • is in employment; and • has been assessed as having an income from work which is not enough to make rent payments. 	700
<p>Homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty who:</p> <ul style="list-style-type: none"> • became homeless prior to November 2012; and • is not working; and • has had their welfare benefits reduced by Government; and • has been assessed as having an income which is not enough to make rent payments; and • has been assessed by the Assessment and Allocations Manager as not in a position to find work. <p>Applicants will only be awarded these points in exceptional circumstances.</p>	650
<p>Applicant is an existing Council or housing association tenant and their current home is too small for them</p> <ul style="list-style-type: none"> • 3+ bedrooms lacking • 2 bedrooms lacking • 1 bedroom lacking <p>Additional points awarded if they have:</p> <ul style="list-style-type: none"> • Medium health and wellbeing need • Low health and wellbeing need. 	<p>600</p> <p>550</p> <p>200</p> <p>150</p> <p>50</p>
<p>Homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty under homelessness legislation, who became homeless prior to November</p>	300

2012.	
<p>Applicant is living in the private rented sector or with family or friends</p> <ul style="list-style-type: none"> • Lacking 3+ bedrooms • Lacking 2 bedrooms • Lacking 1 bedroom <p>Additional points awarded if:</p> <ul style="list-style-type: none"> • Assessed as having a medium health and wellbeing need • Assessed as having a low health and wellbeing need • Applicant is in employment • Exceptional reason for needing to live in Enfield 	<p>250</p> <p>150</p> <p>50</p> <p>150</p> <p>50</p> <p>50</p> <p>50</p>
Homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty under homelessness legislation, who became homeless after November 2012 and is living in temporary accommodation, pending being made an offer of a private rented home to discharge the Council's duty.	200
<p>Applicant has a:</p> <ul style="list-style-type: none"> • medium health and well-being priority; or • low health and well-being priority <p>Additional points awarded if applicant is living in the private rented sector or with family and friends and is overcrowded by lacking one bedroom.</p>	<p>100</p> <p>50</p> <p>50</p>
<p>Applicant who was threatened with unintentional homelessness, has priority need for accommodation and has become homeless despite the Council taking reasonable steps to try to prevent the homelessness.</p> <p>Additional points awarded if applicant fully cooperated with the Council while trying to prevent their homelessness. Cooperation may include attending interviews with the council and/or mediation with the landlord, disclosure of</p>	<p>100</p> <p>100</p>

documents, agreeing re-payment plans, dealing fully with HB claims, or reaching agreements with landlords to stop anti-social behaviour.	
Applicant is intentionally homeless but in priority need and the Council is providing temporary accommodation for a set period to give the applicant a reasonable opportunity of securing alternative accommodation. Applicant is removed from the register at the end of that time period.	50
Non-priority homeless applicants	50
Homeless applicants who are owed a homelessness duty by another borough but who have been placed in temporary accommodation in Enfield.	50

6.2 Group 2: Enfield Council's estate regeneration applicants with decant status

These are existing tenants of Enfield Council whose existing home is affected by building development work on their estate. Priority will be given in line with the Council's requirements to deliver vacant possession as required by the Council's development programme.

Applicants will need to have been given 'decant status' to qualify for inclusion in this group. The terms of any moves, including priorities for moving, will be set out in a separate offer to affected tenants. Tenants required to move will be supported to find alternative accommodation and where necessary direct offers will be made. Further information is available on the decant process in Enfield Council's Decant Framework.

The Council has plans for regenerating Council housing estates in the borough and enough social rented homes will be set aside each year to be made available to all tenants who need to be moved as a result of this.

Tenants of Enfield Council who live in a home that is due to be redeveloped in the future as part of a regeneration programme, but have not yet been awarded decant status, will have their application assessed under the Group 1 criteria.

An additional 50 points will be awarded to any applicant in Group 2 who is either:

- a former member of the regular armed forces;
- a member of the regular or reserve forces who is suffering from a serious injury, illness or disability related to their service; or
- a bereaved spouse or civil partner who has to leave forces accommodation following their partner's death in service.

Points for Group 2 : Enfield's Estate Regeneration Applicants with Decant Status	
Tie breaker mechanism (where two or more bidders with the same level of points bid for the same property): The applicant who has lived concurrently for the longest period of time in the estate designated for regeneration.	
Circumstance of applicant	Points
Applicants who are tenants of Enfield Council whose homes are part of an agreed estate regeneration scheme who have been awarded a high priority health and wellbeing need	1000
Applicants who are tenants of Enfield Council whose homes are part of an agreed estate regeneration scheme who are severely overcrowded: <ul style="list-style-type: none"> • 3 bedrooms lacking • 2 bedrooms lacking 	600 550
Applicants who are tenants of Enfield Council whose homes are part of an agreed estate regeneration scheme who are under occupying and financially disadvantaged	500
Applicants who are tenants of Enfield Council whose homes are part of an agreed estate regeneration scheme who are overcrowded because they are 1 bedroom lacking	450
Applicants who are tenants of Enfield Council whose homes are part of an agreed estate regeneration scheme who have been awarded Decant Status, but no other circumstances apply.	400

6.3 Group 3: Applicants in particular circumstances

This group includes applicants in various circumstances who have a particular and identified housing need.

An additional 50 points will be awarded to any applicant in Group 3 who is either:

- a former member of the regular armed forces;
- a member of the regular or reserve forces who is suffering from a serious injury, illness or disability related to their service; or
- a bereaved spouse or civil partner who has to leave forces accommodation following their partner's death in service.

Points for Group 3: Applicants in particular circumstances with assessed needs	
Tie breaker mechanism (where two or more bidders with the same level of points bid for the same property): The applicant who has been on the housing register for the longest period.	
Circumstance of applicant	Points
Applicant has an emergency and exceptional priority and requires an urgent move. This could include households under the National Witness Mobility Scheme; Enfield child protection cases; or households fleeing domestic violence who have been referred by Enfield MARRAC as being at the highest levels of risk, who are assessed as having an exceptional reason for requiring a social or affordable rented home and no other housing solutions are available.	1000
Applicant is a single person under 25 leaving Enfield Council's care	800
Applicant is approved by Enfield's Fostering and Adoption Panel to be a foster parent, family or friend's foster carer or adoptive parent (for a home of 3 or more bedrooms)	800
Applicant has been diagnosed with either a mental health illness; learning disability; physical disability, sensory impairment or long term condition. The applicant: <ul style="list-style-type: none"> • will receive support from adult social care services; or • could be in need of adult social care services in the absence of settled accommodation; and • has a significant need for a social tenancy because their current housing circumstances are having a severe negative impact on their health condition and wellbeing. <p>These are applicants for one bed or studio accommodation.</p>	750 700
Enfield Council employee whose social or affordable rented home goes with their job and the Council has agreed to move them to an alternative social or affordable rented home because of ill health or retirement	

Points for Group 3: Applicants in particular circumstances with assessed needs	
Tie breaker mechanism (where two or more bidders with the same level of points bid for the same property): The applicant who has been on the housing register for the longest period.	
Circumstance of applicant	Points
<ul style="list-style-type: none"> • if releasing a 3 bedroom home or home occupied is needed for another employee • otherwise 	750 650
<p>Additional points if also assessed as having</p> <ul style="list-style-type: none"> • Medium Health and Well-being Need • Low Health and Wellbeing need 	150 50
Residents with support needs currently living in supported accommodation who have been assessed as needing an independent home.	650
Applicants referred through Enfield's established Multi Agency Public Protection Arrangements (MAPPA)	650
<p>New Generation Scheme applicants for studio or one bedroom homes: Single people and couples without children living with their parents in an Enfield Council home meeting the following criteria:</p> <ul style="list-style-type: none"> • aged between 25 and 60 • have lived with parent(s) continuously for at least 3 years and • the parent(s) has lived in a council property owned by Enfield for at least 3 years • the applicant is in employment • the accommodation in which the applicant is living is overcrowded. 	450
<p>Additional points if also assessed as having</p> <ul style="list-style-type: none"> • Medium Health and Well-being Need • Low Health and Wellbeing need 	150 50

6.4 Group 4: Applicants who require a wheelchair adapted property

This group is for applicants who have been assessed as requiring a wheelchair adapted home and have been awarded a high health and wellbeing need to move.

The homes we reserve for this group are specifically those which have been adapted to cater for a tenant who requires a wheelchair.

Applicants in this group include:

- existing social or affordable rented tenants (including those with decant status) who need to transfer to an adapted home because they, or a member of their eligible household, are a wheelchair-user and their current home is not suitable
- tenants in the private rented sector who need to move to an adapted home because they, or a member of their eligible household, are a wheelchair-user, their current home is not suitable and the health and wellbeing assessment has concluded that a social or affordable rented home is the best option for the household
- Applicants in accommodation provided by Enfield Council owed a full housing duty under the homelessness law and who are a wheelchair-user or another member of their eligible household is a wheelchair user.

We will carry out a health and wellbeing assessment, which includes an assessment by an Occupational Therapist, to confirm the need for a wheelchair adapted home.

Post 2012 homeless households in this group can have their needs met through a suitable offer of accommodation in the private rented sector, and the Council can discharge our duty through a reasonable private rented sector offer. We will support these households into appropriate private rented sector homes, as this is often the quickest way into appropriate settled accommodation. An adapted home in the private rented sector may also be the best option for existing private rented sector tenants who require a wheelchair adapted home and whose current home is not suitable.

All homes to people in this group are allocated by making a direct offer. When an adapted property becomes available, we will consider whether it is appropriate for applicants in the following order of preference:

1. Former Armed Services or Reserved Services personnel who have a serious injury, medical condition or disability sustained as a result of their service and need a home which is wheelchair adapted
2. Existing social or affordable rented tenants who need a transfer or need to be housed because they are currently living on an estate which is to be rebuilt/regenerated and who are a wheelchair-user
3. All other applicants assessed as having a health and wellbeing need to move and requiring a wheelchair –adapted home.

Within each of these three categories, the applicant with the earliest health and wellbeing assessment which concluded a wheelchair-adapted home was needed will be given highest priority and first considered for the direct offer. The applicant with the highest level of priority will not always be the applicant offered the property that

has become available, as an adapted property will only be offered to an applicant for whom the property meets their particular requirements.

6.5 Group 5: Applicants seeking a home for older people

This group is for people aged 60 years and over who require sheltered housing. The process of assessing applications and prioritising homes for these applicants includes an assessment of both their housing need and also their need for housing-related support. The latter includes an assessment of health and well-being needs.

All homes to people in this group are allocated by making a direct offer.

Measuring housing needs

To measure Housing need, an applicant for sheltered housing should be able to say 'Yes' to one or more of the following types of circumstances.

Depending on which circumstance applies, the applicant will be classified as having a high, medium or low housing need.

Assessing housing need for Group 5 applicants	
Circumstances	Classification of these circumstances
<p>The applicant has an urgent need to move. This is where the applicant's current living conditions:</p> <ul style="list-style-type: none"> • put the applicant's life at risk if they do not move, or • cause the applicant to be completely housebound and they would regain substantial independence if an alternative property were made available. 	High
The applicant's current Council or housing association home is too big for them	High
Due to age, frailty or infirmity the applicant is unable to mobilise with ease and manage stairs in their current home and would benefit from a supported housing environment to promote independence and well-being and there are no other suitable options for meeting their needs.	High
The applicant has urgent and exceptional circumstances agreed by the Exceptions and Special Applications	High

Assessing housing need for Group 5 applicants	
Circumstances	Classification of these circumstances
Housing Panel	
The applicant satisfies the local connection hardship criteria	High
An applicant's living conditions are unsuitable but their need to move is less urgent and not life threatening but if left unresolved, their quality of life will deteriorate	Medium
The applicant is working with the council to prevent becoming homeless	Medium
The applicant is a homeless applicant in temporary accommodation provided by Enfield Council	Medium
An applicant's living conditions cause them difficulty in carrying out their daily activities but this is neither life threatening nor would greater harm or progression of the illness be caused if they did not move. An applicant's daily activities would be made easier if an alternative property was offered.	Medium

Where an applicant's housing circumstances are reflected in more than one of categories shown above, the one with the highest classification will be used to determine whether the applicant receive high or medium classification.

Measuring housing-related support needs

An applicant's housing support needs for sheltered housing is assessed against five types of housing support needs in sheltered housing. There will also be an assessment of health and well-being needs.

The table below shows the five types of housing support needs in sheltered housing and the type of activity that would address them. An applicant will be assessed against each of the five types of housing support need and will be awarded a corresponding level of points.

Assessing housing-related support needs for Group 5 applicants	
Groups of Housing Support needs in Sheltered Housing and activities that would address them	Score if applicant would benefit from any activity in each group
<p>Support Need 1: Being financially better off</p> <p>The applicant needs</p> <ul style="list-style-type: none"> • support with maximising their income including help to apply and obtain the right benefits • help with budgeting to reduce their debts • help with obtaining paid work or keeping their job going. 	<p>Yes = 1 No = 0</p>
<p>Support Need 2: Enjoy and get more out of life</p> <p>The applicant will</p> <ul style="list-style-type: none"> • keep or improve their quality of life • feel less isolated • get involved in the leisure/cultural/faith/informal learning activities you enjoy • achieve meaningful personal goals • Establish contact with external services/family/friends 	<p>Yes = 1 No = 0</p>
<p>Support Need 3: Be healthy</p> <p>The applicant will be able to better manage</p> <ul style="list-style-type: none"> • their physical health • their mental health issues • their substance misuse • Being able to live independently with the right help, aids and adaptations 	<p>Yes = 1 No = 0</p>
<p>Support Need 4: Staying safe</p> <p>The applicant will</p> <ul style="list-style-type: none"> • Be safe from fearing or being a victim of assault, burglary or anti-social behaviour • Feel safe to leave their home • Know how to protect themselves and deal with the risk of harm 	<p>Yes = 1 No = 0</p>
<p>Support Need 5: Making a positive contribution</p> <ul style="list-style-type: none"> • Greater choice and/or involvement and/or control at service level and within the wider community • Service users will acquire skills and confidence to manage their own affairs 	<p>Yes = 1 No = 0</p>

A health and wellbeing assessment is also completed. There are four possible health and wellbeing priorities and each one is worth the points shown in the table below.

Priority Level	Definition
A	<p>Urgent need to move</p> <p>This is where the applicant's current living conditions:</p> <ul style="list-style-type: none"> • put the applicant's life at risk if they do not move, or • are so unsuitable that the applicant cannot be discharged from hospital, or • cause the applicant to be completely housebound and they would regain substantial independence if an alternative property were made available.
B	An applicant's living conditions are unsuitable but their need to move is less urgent and not life threatening but if left unresolved, their quality of life will deteriorate.
C	The applicant's living conditions cause them difficulty in carrying out their daily activities but this is neither life threatening nor would greater harm or progression of the illness be caused if they did not move. An applicant's daily activities would be made easier if an alternative property was offered.
Zero	<p>One of the following applies:</p> <ul style="list-style-type: none"> • Applicants current housing situation has no adverse impact on the health issues presented • A move would offer no improvement; <u>or</u> a solution other than moving into a social or affordable rented home is available e.g. adaptation of the current home, a move to a private rented home.

Health and Well-being Priority Level	Score
A	4
B	3
C	2
Zero	1

Calculating whether an applicant has low, medium or high housing related support needs comes from multiplying the score from the Housing-related Needs for Sheltered Housing with the score for the health and wellbeing assessment

That is:

Housing-related Needs Score x Health and Well-being Assessment Score = Housing-related Support Score

Housing Related Support Score	Level of Housing Related Support Needs
15-20	High
6-14	Medium
1-5	Low

Bringing Housing Need and Housing Related Support scores together for Group 6 applicants

The matrix below summarises how applicants' housing need and housing-related support scores will be prioritised.

		Housing-related Support Needs		
		H	M	L
Housing Needs	H			
	M			
	L			

Scoring an H for Housing Needs plus an H for Housing-related Support Needs means an applicant would have high priority for sheltered housing. Conversely, scoring an L for Housing Needs plus an L for Housing-related Support means an applicant would have low priority for sheltered housing.

The colour red indicates high need; amber indicates medium need and green indicates low need. Another way of illustrating this is in the following table:

Housing Need	Housing Related Support	Coded as
High	High	HH
High	Medium	HM
High	Low	HL
Medium	High	MH
Medium	Medium	MM
Medium	Low	ML
Low	High	LH
Low	Medium	LM
Low	Low	LL

Prioritising between Group 5 applicants – final step

A sheltered housing applicant assessed as having a housing need will be prioritised by:

- Housing will be allocated based on the applicant's level of their housing related support need (high, medium or low) which is supportable at the time by a sheltered scheme, and where these are equal by date of application, and where these are equal, by length of residence in Enfield.

- The local lettings plan for the sheltered scheme and the level of housing-related support currently being catered for. For example, if there are already tenants in a sheltered scheme with high levels of housing-related need, adding an additional person may stretch resources too far. If that would be the case, then applicants with lower housing-related support needs would be looked at.

Some worked examples on working out sheltered housing application scores

Ms X

On Housing Support needs for sheltered housing Ms X would benefit from 4 out of the 5 types of housing-related support needs shown. Her score for this is therefore 4.

On Health and Well-being, Ms X has been awarded priority level C. Her score for this is therefore 2.

Multiplying these two scores together: $4 \times 2 = 8$

A score of 8 equates with a Medium level of support needs

Ms X's Housing-related Support level is Medium (M).

Ms X's Housing Need is scored as High (H)

Her overall prioritisation for sheltered housing would be MH.

Mr Y

On Housing-related Support needs for Sheltered Housing Mr Y would benefit from 5 out of the 5 outcomes shown. His score for this is therefore 5.

On health and well-being, Mr Y has been awarded priority level B. His score for this is therefore 3.

Multiplying these two scores together: $5 \times 3 = 15$

Mr Y's Housing-related Support level is High (H).

Mr Y's Housing Need is scored as H.

His overall prioritisation for sheltered housing would be HH

Matching both the above cases against the matrix above, both applicants have a high priority for sheltered housing.

If a home became available for which they were both suitable, they would be prioritised by first looking at existing housing-related support needs in the sheltered scheme(s) they had expressed a preference for and a decision made on whether their housing-related support needs could be catered for. If they could, then in the example of prioritising these two applicants for a sheltered home, Mr Y's circumstances would be given priority because his housing supported needs are higher than Mr X's.

7. THE BIDDING PROCESS

7.1 How to bid for a property

Bidding means applying for a property, by expressing an interest in a home that is advertised on our Choice Based Lettings website.

Once an applicant has successfully completed their online application for registering on the housing register, they will be given their own unique ID and password. Applicants must keep their User ID and password safe and are not allowed to share their own User ID or password with anyone else or use anyone else's User ID or password to make a bid for a home that is advertised on the Council's Choice Based Lettings website. Using this user ID and password, applicants can bid for a home using the Council's Choice Based Lettings website or by phone.

The Choice Based Lettings website can be accessed through Enfield council's website at www.enfield.gov.uk/, then entering 'choice based lettings' in the Search box and clicking on the link provided. Bids can also be placed by phone on 0845 402 7882 and then by following the instructions.

The Choice Based Lettings System is not a first come, first served service. Applicants can bid between Wednesday and Sunday each week. The advert for each home will show a closing date for bids.

7.2 What is an eligible bid?

Applicants will only be considered for homes they have bid on for which they are eligible. Applicants are eligible to bid for an advertised home if:

- their eligible household is the right size for the home (see section 2.3.4 for more information on how we determine eligible household)
- they meet any additional criteria set out in the advert for the home.

If an applicant bids for a property and their circumstances do not meet the criteria for the advertised home, their bid will not be accepted.

7.3 Help with bidding

Applicants can get help with bidding from any of the following:

- Friends and family
- Their Social Worker
- Their housing advice worker
- Their Key Worker if living in supported housing
- A local library can provide training on how to access the internet.

7.4 Bidding for the right home

Applicants may bid for a maximum of 3 properties each week. If an applicant places more than 3 bids, only the first 3 bids made will be considered.

By placing a bid, an applicant is saying to the Council that they would like to receive a formal offer of the home if their bid is successful. All applicants must only bid for a social or affordable rented home they have considered they can reasonably afford and are prepared to move into. If an applicant bids for a home and receives a formal written offer for the property, the consequences of refusing the offer of the chosen home can be serious. The consequences of refusing an offer are set out in Section 9.

When bidding for a home, applicants are advised to consider:

- any medical and/or disability needs of the applicant or someone in their household and the recommendations made by the Council following a Health and wellbeing assessment;
- ease of access to school for any children in the household;
- ease of access to any care or support needed by the applicant or someone in their household;
- ease of access to work;
- access to local transport including buses and trains; and
- the applicant's ability to afford the rent using their earned income and/or benefits. Enfield Council reserves the right to refuse a bid for an available social or affordable rented home from a housing applicant whom we believe will not be able to afford the rent.

Applicants wishing to place a bid on a property are strongly advised to visit the area where the vacant social or affordable rented home is situated to help decide if it is suitable for their needs. We also encourage applicants to speak to their family, friends or other professionals supporting them about the home they are thinking of bidding for.

7.5 Applicants who are not bidding

We expect all households on our housing register who have been given priority to bid, are making bids for a home where suitable homes become available. We will contact applicants who have not placed any bids within prescribed time limits to find out why then have not been bidding. We will contact applicants after 3 months if they are eligible for 1 or 2 bed homes but are not bidding, and after 6 months if they're eligible for homes with 3 or more bedrooms but are not bidding. These time limits reflect the availability of homes for let in Enfield; homes with 3 bedrooms or more are available for letting less often than smaller properties.

Applicants who are not bidding will be offered help and support by the Council's Assessment Hub which includes:

- help with finding out whether a home being advertised is suitable for their needs
- help with placing a bid
- understanding their expectations about the kind of council or housing association home they are looking for and the availability of these homes
- advice on alternative housing options

Following this, we will remove any applicant from the register and cancel their application if they do not make any appropriate bids on properties they are eligible for

over a 12 month period, with the exception of households owed a homeless duty (they will be placed on an auto-bidding system instead after 3 months of not bidding, as explained below) or emergency and exceptional priority cases such as National Witness Mobility Scheme or households where there are safeguarding concerns regarding a child in the house. In advance of the 12 month period ending, applicants will be sent two letters and contacted by phone to inform them that this action will be taken if they do not bid. This action will be documented by staff.

For homeless applicants living in temporary accommodation, we are proposing to take action sooner if they do not bid. This is because we need to minimise the amount of time households spend in temporary accommodation and minimise the cost of temporary accommodation to the Council. Where these applicants are in a position to make a successful bid for a home through the choice based lettings system but they have not made any bids over a three month period, the applicant will be placed on an 'auto-bid system', or in exceptional circumstances, will be made a direct offer of accommodation by the Council. Auto-bidding is a tool on our choice based lettings online system which will generate suitable offers for applicants. We will decide whether to place an applicant on the auto-bid system on a case by case basis to ensure there is no extenuating circumstance which explains why the applicant has not been bidding for themselves.

If we cancel an application because an applicant has not been bidding, they will be unable to apply again for a set time period (to be determined following outcome of consultation).

7.6 Short listing, verifying applications and making an offer

The Housing Allocations Team will start short listing successful bidders after the deadline for bidding has closed. The deadline for bidding is usually midnight on Sunday.

We will contact the bidder for each property who has the highest level of points in the preferred Group the property was advertised for, to invite them to view the vacant property. Where two or more applicants bid who have the same level of points, the tie breaker mechanism which applies to their Group will be used to determine the winning bidder.

The viewing must take place within the timescale given. Applicants who are not able to do so or need help to view a property must let the Allocations Team know. An applicant who does not follow this procedure will be treated as having refused the property.

If an applicant accepts the property they will be given advice on moving in and their application on the housing register will be closed. If the property is refused it will be offered to the next bidder with the highest priority.

At the point at which an applicant is made an offer of accommodation, this offer will be conditional on the applicant providing further information or supporting evidence in order that we can then verify the points they were awarded. Applicants are advised to gather in advance all documents required for verification of their application in order to avoid losing an offer of a home.

We will confirm:

- the property meets the applicant's needs in terms of size and assessed need
- the applicant is eligible to be made an offer
- the applicant's priority for housing.

In order to do this, we may contact individuals or organisations whose details have been provided on the application, as well as any other relevant parties whose details come to light during our enquiries.

Failure to provide information within the timeframes requested may result in the offer of a social or affordable rented home being withdrawn and the application being cancelled. Applicants would then need to submit a new application if they wanted to reapply to join the housing register.

Where appropriate, any information provided by the applicant may be shared with partner housing associations (registered housing providers or registered social landlords).

An offer will be withdrawn if fraudulent information is uncovered.

8 DIRECT OFFERS

A direct offer is where we match an applicant to a suitable available home and make the applicant the offer without anyone bidding for that property. Direct Offers are designed to help an applicant to find a home if they need to do so urgently or have been unable to find a home themselves. The Council is only able to make a direct offer if a suitable home which meets the applicant's need becomes available.

All allocations of homes for applicants in Groups 4 and 5 will be made as a direct offer.

The following applicants may be made a direct offer in order to support them to move more quickly:

- Council tenants needing to move home for exceptional and emergency reasons. In most cases, the direct offer made will be similar to the applicant's existing accommodation. Discretion will be used to alleviate severe overcrowding at the same time.
- Applicants with a high health and wellbeing need to move.
- Applicant has been diagnosed with a mental health illness; a learning disability; or a physical disability and has been assessed by the relevant Enfield housing panel as requiring a social or affordable rented tenancy.

Homeless households who are not bidding may be made a direct offer in certain circumstances, as an alternative to being placed on an auto-bidding system. Further information on this is set out in section 6.4.4.

Homeless applicants who have been placed in temporary accommodation because they are owed a full housing duty by Enfield Council under the homelessness law may be made a direct offer if exceptional circumstances apply. This will be decided by the Exceptions and Special Applications Housing Panel. Exceptional reasons include:

- the lease of the home currently occupied is about to come to an end and no other housing options are available
- the household has assessed disability needs requiring an urgent move
- financial hardship.

When making a direct offer, we will take into account any recommendations made in a health and wellbeing assessment and occupational therapy assessment, and the area and type of home the applicant has expressed a preference to live in. However, offers will be made based on the housing that becomes available, and it is not always possible to meet all the preferences an applicant has made. Refusing a direct offer of a home on the grounds that it is not in the applicant's area of preference will not be accepted as a reason.

8.1 Reciprocal arrangements with housing associations on direct offers

In exceptional circumstances the Council may agree to assist housing association tenants on a reciprocal basis by making the housing association tenant **one** direct offer of suitable alternative accommodation. If the direct offer is unreasonably refused the reciprocal arrangement concerned will be cancelled.

Enfield Council expects housing associations to respond to the exceptional and emergency needs of their tenants by using their own housing stock. All reciprocal arrangements are agreed on a discretionary basis and the Council retains the right to decline a request.

Reciprocal arrangements are only agreed when there is no material loss to the Council in terms of available housing stock. A reciprocal offer in most cases means that the Council will expect back a property of equal or larger size than the home offered. The home must also be comparable in terms of quality and type.

In exceptional circumstances, the Council may agree to accept two smaller homes in exchange for a larger home of the same number of bedrooms. This will only be considered where there is no other re-housing option available to the applicant and where there is a strong welfare reason to support the request.

The Council expects to receive back the replacement home within twelve months of the housing association tenant's start date for their new tenancy.

The housing association concerned will be required to provide a written commitment to the terms of the reciprocal, as agreed by Enfield Council.

9 APPLICANTS WHO DO NOT ACCEPT AN OFFER OF A HOME

In most circumstances, we will cancel an applicant's application and will not make any further offers of accommodation if they refuse, or are deemed to refuse, two offers of a home allocated through either the choice based lettings system (including an offer made via auto-bidding to homeless households) or through a direct offer.

In most circumstances, this action will be taken after two offers are refused. However, in some circumstances, the action will be taken after one offer of accommodation is made and refused. This includes the following circumstances:

- Where we have agreed a transfer of an existing social or affordable rented tenant for Exceptional and Emergency reasons (Group 1)
- Enfield New Generation Scheme applicants (Group 3)
- Applicant has been awarded a high or medium health and wellbeing priority (and no other housing circumstances apply) (Group 1)
- Where Enfield has agreed a transfer of an existing social or affordable rent tenant who is severely overcrowded (lacks two bedrooms) (applicant in Group 1) and the applicant has refused two offers of a suitable alternative home (whether these were chosen by the applicant through the CBL system or made by direct offer), the applicant will be unable to access the choice based lettings system or receive a direct offer of a social or affordable rented home for a period of 12 months
- Applicant is living in the private rented sector or with family or friends lacking 3+ bedrooms or lacking 2 bedrooms
- Homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty under homelessness legislation, who became homeless after November 2012 and have been placed in temporary accommodation, pending being made an offer of a private rented home to discharge the Council's duty.
- Applicant who was threatened with unintentional homelessness, has priority need for accommodation and has become homeless despite the Council taking reasonable steps to try to prevent the homelessness.
- Applicant is intentionally homeless and is being given reasonable preference for a set time period
- Non-priority homeless applicants
- Homeless applicants who are owed a homelessness duty by another borough but who have been placed in temporary accommodation in Enfield.

For applicants in Group 2, if an applicant refuses two offers of a social or affordable rented home, if those 2 offers were made through bidding, we will make a direct offer of accommodation as a third and final offer. Following the final offer of accommodation, applicants will be given the option of moving into one of the new properties on their existing estate once the regeneration work is complete. As a last resort, a Possession Order will be sought to protect the Council's and other tenants' interests in ensuring the estate regeneration programme is not held up.

For applicants in Group 4, the Council will try to meet all needs possible through assisting with adaptations to suitable homes. However, we may require applicants to make compromises. For example, a suitable home may not always be in the area of the borough which the applicant would prefer to live in. The Council will not cancel applications after two refusals, provided that the applicant is demonstrating flexibility on the area of the borough in which they will live. If the applicant does not

compromise on the area of choice, then the application will be cancelled after 2 offers have been made.

For any application that is cancelled, the applicant will have to make their own arrangements to find a suitable home. If we cancel an application after the applicant has refused an offer of a home, they will be unable to apply again for a set time period (to be determined following outcome of consultation).

10 MANAGING SUPPLY

10.1 Assigning an expected quota of homes to each demand group: the lettings plan

We estimate the number of general needs council and housing association homes in Enfield likely to become available each year and use this to estimate the number of available homes we will make available to groups 1 to 4. Any sheltered accommodation which becomes available to let is allocated to group 5.

We estimate how many homes and the size and type of homes that might become available for letting to applicants in groups 1 to 5 by:

- taking as a guide the number and size of existing homes which become available to be re-let over a twelve month period
- taking account of any new homes expected to be built and completed in the coming months from our Development Programme – this includes Council properties and also properties built by Registered Providers/ Housing Associations.

Using the expected number of vacant properties, we then allocate a number of those homes to each of the five demand groups.

We consider how many of the predicted number of available homes are likely to be wheelchair accessible homes for Group 4 applicants. Of the remaining number of homes likely to become available, we then assign a quota to Group 2 based on the needs of existing Group 2 applicants who need to move under the Council's estate regeneration plans; and a quota to Group 3 based on the needs of existing Group 3 applicants and on what we know of the future demand from these categories of applicants.

Lastly, we ensure a quota of re-lets are made available for existing social housing tenants moving from other boroughs through Housing Moves¹, the Mayor of London's Pan-London Mobility Scheme. The quota made is in line with the Mayor of London's Scheme.

The remaining estimated number of properties is assigned to Group 1.

The quotas assigned to each Group are set out in a lettings plan which is approved by the Lead Member for Housing and Housing Regeneration.

¹ <http://www.housingmoves.org/>

We review our lettings plan periodically to ensure it is based on the latest available information on housing supply. We publish the current version on our website.

10.2 Assigning available homes to a demand group based on the lettings forecast

The Housing Allocations Manager decides which Group to assign each available property to, in accordance with the lettings plan.

When a property becomes available for letting, we first consider whether it is suitable for a direct offer, including whether it is suitable for an offer to applicants in Group 4. If the property is not suitable for a direct offer, it will be allocated to either Group 1, 2, or 3 on a rotation, with the aim of meeting the target number of properties for each Group as set out in our lettings forecast.

We monitor lettings throughout the year to check whether applicants have an opportunity to bid on an appropriate share of available social or affordable rented homes. If too many homes have been set aside for Group 2 compared to the actual number of Group 2 applicants needing to move during the year, then the additional homes will be re-allocated to Group 1 applicants.

10.3 Local lettings plans for new homes

We use local lettings plans to respond to specific local circumstances in a defined area, usually a new-build estate. We will consider using a local lettings plan to address a wide range of issues, including particular housing management and wider public policy concerns. We will ensure that any lettings plan has a clear aim, and will not undermine this Allocations Scheme. They will always operate for a set period of time – for example, during the period in which newly built homes are let for the first time.

They may be used in order to create balanced and mixed communities, protect existing stable communities, and help with community stability and cohesion. This may be done by:

- ensuring that a high enough proportion of new tenants have demonstrated experience of being able to successfully maintain a tenancy
- ensuring that the number of vulnerable households in need of support are such that their support needs can be adequately met within the Council's available resources
- ensuring an appropriate proportion of households with children, so that their needs can be adequately met through available resources
- putting in place specific actions to how high or low demand homes will be let.

The types of outcomes we aim to achieve through a local lettings plan include a reduction in void rates or tenancy turnover, reduction in incidents of anti-social behaviour, and successfully achieving positive outcomes for the individual households living in the area (for example increasing levels of employment, education and training).

Where we have a local lettings plan in place, we will ensure that an equality impact assessment is completed, that the local plan is clearly communicated to housing

association partners and other relevant stakeholders including tenants and residents, and that is reviewed at regular intervals to ensure it remains relevant.

If a Local Lettings plan is in operation then this will be stated on the advert for a property and the property will be advertised for applicants who meet the criteria.

The Assistant Director for Council Housing will decide whether to put a lettings plan in place for a designated area, and will determine the content of that plan. This will be agreed by the Lead Member for Housing and Housing Regeneration.

11 APPLICANTS' RIGHTS

We will ensure that all applicants:

- are treated politely, fairly, with respect and without prejudice;
- are provided with information to enable them to assess how their application is likely to be treated, including whether they are likely to be regarded within the reasonable and local preference categories; and whether a home appropriate to their needs is likely to be made available to them and, if so, how long they can expect to wait to secure a successful move;
- are notified in writing of any decision made regarding their application for rehousing and the grounds on which that decision was reached;
- are given the opportunity of review against decisions made in respect of their application.

We ask that applicants treat our staff politely and with respect too, and verbal or physical abuse will not be tolerated. Anyone using abusive, racist or derogatory language will be politely asked to stop. Failure to do so will result in a written warning. Should this behaviour continue we will either only communicate with the applicant in writing or may instead reduce their priority or cancel their application, depending on the severity of their actions.

11.1 Data protection

Applicants have the right to ask for details of any information about them that is held by the Council. The right applies to all personal information regardless of the date that information was recorded. All applicants are entitled to information about how their application for a social or affordable rented home was assessed and also about their prospects of being housed. An applicant will be entitled to receive in writing the Council's decision not to consider them for housing because of unacceptable behaviour by them and reasons for the decision. Further information is set out on the Council's website, www.enfield.gov.uk, in our policies and procedures regarding data protection.

We will treat all information provided by applicants in accordance with the Council's confidentiality procedures and with any inter-agency protocols that apply to particularly sensitive information known to the council.

11.2 Applicant's right to request information or a review

The Housing Act 1996² gives housing applicants the right to know the facts of their case which have been or are likely to be taken into account by Enfield Council when considering their application to join the housing register or to make them an offer of a social or affordable rented home.

Applicants are entitled to receive this information in writing together with information that explains how and by when they can request an internal review of a decision made that they do not agree with. Homeless applicants have an additional right of review under Section 202 of the Housing Act 1996 about the suitability of any offer of a social or affordable rented home.

We will advise applicants of these rights at the point of application.

Applicants can request a review if:

- they have been advised that they have been excluded from our housing register;
- they have been suspended from our housing register for unreasonable refusal of an offer of accommodation; or
- any decision has been made about the facts of their case which is likely to be or has been taken into account in considering whether to allocate accommodation to the applicant.

We will inform applicants in writing (by post or email) when we make a decision regarding their case. The letter will inform the applicant of who to contact if they would like to request a review, and who within the Council will deal with any review.

When an applicant receives notice of our decision in writing, they can request a review of it within 15 working days.

At the same time as requesting a review, the applicant, or whoever they would like to represent them, should also provide any additional details or information they would like us to take into account.

When we receive a request for a review, we will write to the housing applicant within five working days:

- acknowledging receipt of their request for a review
- explaining the review procedure
- explaining that the housing applicant will know the outcome of the review within 20 working days, unless a longer time is agreed with the applicant.

When we receive the housing applicant's written representation, we will review our original decision, taking into account any additional information and any other relevant facts. A more senior officer than the one who made the original decision will carry out the review. We will let the applicant know the outcome of a review in writing. Where we confirm our original decision, we will explain why.

² Section 166(A) Housing Act 1996 as amended by Localism Act 2011, S147 (2)(a)

Where an applicant may have difficulty understanding the implications of a decision on eligibility or disqualification we will make arrangements for an additional verbal explanation.

11.3 Complaints

We aim to provide a high quality housing assessment and allocation service. However, we recognise that sometimes, our service may not be of the standard we want it to be.

We are always looking to improve our services and we use complaints, along with other feedback, to help us to do this.

A complaint may be about delay, lack of response, discourtesy, failure to consult or about the standard of service an applicant has received. We encourage applicants to tell us if they feel we have not treated them fairly or politely, have not done something we should have done, or have done something badly. Making a complaint will not put any applicant at a disadvantage now or in the future.

Applicants can make a complaint to Enfield Council using any of the following methods:

By telephone

- Enfield Council's Customer Services on 020 8379 1000 (Calls may be recorded)
- Textphone - 020 8379 4419

In writing

- using the complaints form on Enfield Council's website or at a local library or the Enfield's Civic Centre
- e-mailing us at complaints@enfield.gov.uk
- By letter to Enfield Council Housing, Civic Centre, Silver Street, Enfield, EN1 3BG

Appendix A

Who makes decisions?

Type of decision and / or assessment	Who makes the decision
Determining eligibility and qualification for a Council or housing association home	Enfield's Housing Assessment and Allocations Service: Officer level
Deciding that an application should be cancelled	Enfield's Housing Assessment and Allocations Service: Officer level
Assessing and prioritising housing applications	Enfield's Housing Assessment and Allocations Service: Officer level
Assessing the size of home needed by an applicant	Enfield's Housing Assessment and Allocations Service: Officer level
Agreeing an extra bedroom for an applicant based on their assessed need.	Enfield's Housing Assessment and Allocations Service: Assessment and Allocation Manager or another manager within the Service at the same grade
Deciding to accept someone not in the immediate family on an application	Enfield's Housing Assessment and Allocations Service: Assessment and Allocation Manager or another manager within the Service at the same grade
Recommending health and wellbeing priority based on assessed need	Enfield's Housing Assessment and Allocations Service: Medical Assessment Officer
Deciding health and wellbeing priority based on the recommendation of the Medical Assessment Officer	Enfield's Housing Assessment and Allocations Service: Assessment and Allocation Manager or another manager within the Service at the same grade
Deciding that a homeless applicant living in accommodation provided by Enfield Council owed a full homelessness duty is not in a position to find work.	Enfield's Housing Assessment and Allocations Service: Assessment and Allocation Manager or another manager within the Service at the same grade
Decision that an applicant has an emergency and exceptional priority and requires an urgent move (excluding management transfers for existing Council tenants)	Enfield's Housing Assessment and Allocations Service: Assessment and Allocation Manager or another manager within the Service at the same grade
Decision that an applicant has an emergency and exceptional priority and	Enfield Council Housing: Housing Options Transfer Panel

Type of decision and / or assessment	Who makes the decision
requires an urgent move - management transfers for existing Council tenants	
Assessing housing and support needs – people with mental health problems	Mental Health Housing Assessment Panel and Mental Health Housing Panel
Assessing housing and support needs – people with learning difficulties	Learning Difficulties Housing and Resources Panel
Assessing housing and support needs – people with physical disabilities, visual impairments and hearing impairments	Housing Options Panel
Deciding which Council and housing association homes are to be let by direct offer or through the choice-based lettings scheme	Enfield's Housing Assessment and Allocations Service: Assessment and Allocations Manager
Deciding which demand group a vacant Council or housing association home will be prioritised for	Enfield's Housing Assessment and Allocations Service: Assessment and Allocations Manager or Team Leader
Shortlisting applicants who have bid for vacant Council or housing association homes via the choice based letting system	Enfield's Housing Assessment and Allocations Service: Officer level
Conducting a review of a decision we have made on an applicant's case	Enfield's Housing Assessment and Allocations Service: Review Officer
Deciding where and when local lettings plans will be put in place and agreeing the content of letting plans	Assistant Director Council Housing, with approval of the Lead Member for Housing and Housing Regeneration
Determining the points threshold for applicants to be able to bid on homes	Lead Member for Housing and Housing Regeneration
Determining the lettings forecast and quotas	Lead Member for Housing and Housing Regeneration

Appendix B

Enfield's Housing Panels which consider applicant need and priority

The Council has Housing Panels for assessing an applicant's housing and support needs. Senior Officers with delegated authority by the Council make decisions about housing as appropriate to each case. Each panel considers an applicant's priority for social or affordable rented housing and the support they will need to live independent lives.

Mental Health Assessment Panel

Applicants are referred to the Mental Health Assessment Panel where there is a need for more in depth discussions and sharing of information about their mental health issues.

The Mental Health Assessment Panel assesses:

- The vulnerability of applicants on the grounds of mental health where they request assistance from Enfield Council because they are homeless
- Whether to award a mental health priority to an applicant applying through the housing register for a Council or housing association home

The Panel is chaired by the Medical Assessment Officer and comprises a Senior Community Mental Health worker and Team manager from the Council's Housing Options and Advice Service. This panel may refer applicants to the full Mental Health Panel if necessary. The Panel reviews on average 120 cases each year. Of this number about 40 cases will involve a review of an applicant's housing and support needs.

The Mental Health Panel

This consider applicants who have severe and enduring diagnosis who have recently been hospitalized or who are being assessed for independent living having been in residential supported accommodation commissioned by the Mental Health Team.

The Head of Housing Options and Advice or other delegated officer chairs the meeting. Applicants may attend. The Panel includes a Senior Officer from the Community Mental Health Team or Community Psychiatric Nurse to enable the panel to decide on the suitability of independent accommodation and award an appropriate priority. The Mental Health Panel reviews on average 40 cases each year.

Care Leavers Housing Panel

Enfield's Care Leavers Housing Panel reviews the cases of young people who are due to leave the care of the local authority because they are owed a duty by Enfield Council under the Children (Leaving Care) Act 2000.

The aim of the panel is to:

- ensure a young person is fully prepared for move-on into independent living

- identify their support needs with, for example, the Choice Based Lettings bidding process
- maximise the young person's ability to sustain their tenancy through early interaction between the young person, their support workers and Enfield Homes Rehousing, Tenancy Estate Management and Income Management teams.

The Panel is chaired by the Head of Service, Looked after Children (LAC), and includes staff from:

- Enfield Council (LAC Head of Service, LAC Deputy Team Manager, Fostering Manager, Asylum Team Support Service Manager, Panel Administrator)
- Enfield Council Homes (Rehousing Team plus Income Management Team/ASB Team rep as and when required).
- Housing Association partner (Floating Support Service)

Around 120 young people are reviewed by the Care Leavers Housing Panel annually and on average 40 cases are approved for independent living into council or housing association.

Reciprocal arrangements for young people leaving care

Young people leaving care who have been placed in Enfield by another local authority under the Leaving Care Act 2000 may be considered at the discretion of the local authority under the terms of a reciprocal agreement (one for one) if the young person was placed in the borough prior to their 16th birthday and has lived in the borough continuously for a period of 5 years

Learning Difficulties Panel (Resources)

Applicants who have learning difficulties are referred to the joint Social Services/Housing Learning Difficulties Panel. A Learning Difficulties Manager chairs the meeting which is comprised of a Senior Officer from the Housing Options and Advice Service, Social Workers, Support / Care providers. Cases are presented by Social Workers to enable the Panel to decide on the suitability of independent accommodation. This Panel reviews on average 60 cases each year.

Housing Options Panel for People with physical disabilities or visual impairment or hearing impairment

The Housing Options Panel will consider applications from people who have physical disabilities. The Panel is chaired by a Manager from the Disabilities Team and comprises a Senior Occupational Therapist, Senior Officer from the Private Sector Housing Team and a Senior Manager from Enfield Homes. A Senior Housing Options and Advice Officer may attend. The Housing Options Panel will decide whether an applicant can remain in their home with appropriate and cost effective adaptations or recommend a move to more suitable housing. The Panel reviews on average 80 cases per year.

Joint Assessment Panel (Older Persons)

The Joint Assessment Panel (Older Persons) will consider applications from older people needing to live in a housing scheme that provides extra care. This panel is chaired by Sheltered Housing Services Manager, and includes an In House Home Care Manager, the Team Manager - Older People, a Housing Occupational Therapist. Around 30 cases are considered each year.

Housing Options Transfer Panel

This panel considers urgent moves for Enfield Council Housing tenants. The Panel is chaired by the Head of Housing Operations, Enfield Council Homes. The panel's decision on whether to agree for a transfer will be based on an investigation undertaken by housing management staff to gather evidence of the reason for needing to move urgently and any health and well-being assessment available.

Exceptions and Special Applications Housing Panel (ESAHP)

Enfield's Housing Allocations Scheme cannot cover every eventuality. Discretionary powers may be used to deal with special cases that may need to be treated in an exceptional way.

A senior manager graded PO2 and above from within the Council's People Assessment Hub Services will chair the ESAHP. The Assistant Director of Assessment and Gateway will hear appeals against Panel decisions.

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MUNICIPAL YEAR 2017/2018 REPORT**MEETING TITLE AND DATE:**

Overview and Scrutiny Committee
6th September 2017

REPORT OF:

Executive Director of Children's Services

Contact officer and telephone number:

Debbie Michael 020 8379 8480

E-mail: Debbie.Michael@enfield.gov.uk

Agenda - Part:	Item: Update Report
Subject: Fostering & Adoption Services in Enfield	
Wards: All	
Cabinet Member consulted: Cllr Orhan	

1. EXECUTIVE SUMMARY

This report updates the Overview and Scrutiny Committee on the work of the Fostering & Adoption Services between April 2016 and March 2017. It is a requirement of the National Minimum Standards that Members receive regular reports on the work of the Fostering & Adoption Services. In Summary:

- Fostering recruitment is robust with the likely numbers for 2017/18 to increase still further. In 2016-17, we assessed and approved 12 foster families. This current year we are anticipating 22-25 approvals.
- The adoption service is increasing the number of adopters recruited this year as we have now used those approved adopters we had in reserve who had been waiting for some time to be matched with a child.
- There has been an increase in the number of SGOs granted over the last 2-3 years. In 2015-16, 11 SGOs were granted on children previously looked after. In 2016/17, 32 SGOs were granted on children previously looked after and 10 SGOs on non-LAC children making a total of 42 SGOs. This year to date, 12 SGOs have been granted with more expected by the end of the financial year. We already have 20 special guardianship assessments being completed at present with numbers continuing to rise.
- In 2016-17, 10 Adoption Orders were granted. This year to date, 10 Adoption Orders have already been granted with 8 more anticipated making a total of 18 Adoption Orders by the end of this financial year
- Currently, 12 children are waiting to be placed with adoptive families. Out of these 12 children, 10 are in the process of being matched with adopters, have already been matched or are in the early stages of having families considered. For the remaining 2 children, robust family finding is taking place. (See appendix for fuller information).

2. RECOMMENDATIONS

That the Overview and Scrutiny Committee note the findings of this report.

3. PLEASE SEE APPENDIX (FULL REPORT) ATTACHED.

4. ALTERNATIVE OPTIONS CONSIDERED

This report is for information.

5. REASONS FOR RECOMMENDATIONS

To report to Members on the work and performance of Enfield's Fostering and Adoption Services.

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

6.1 Financial Implications

The adoption allowances that have been paid has remained relatively stable over the past few years with a slight reduction since the last OCS report in October 2016. However, the amount paid out in SGO allowances have continued to grow showing a significant increase over the last few years which is expected to rise. The fostering allowances are comparable with other local authorities although we are currently reviewing the second child rate element in the allowance, as this appears to be lower than that of other local authorities, which may be impacting on our recruitment of foster carers.

6.2 Legal Implications

The work of the adoption service is undertaken in accordance with the Adoption Regulations and the National Minimum Standards. Section 3 of the Adoption and Children Act 2002 requires all local authorities to maintain a service to meet the needs of all people affected by adoption.

The requirements for a fostering service are set out in the Fostering Services (England) Regulations 2011 and the matters set out in this report comply with these requirements.

6.3 Property Implications

There are no property implications.

7. KEY RISKS

Any operational risks are minimised by attention to good practice in recruiting and preparing foster carers and adopters, good preparation for children, attention to detail during the introduction and transition process, and continuing support post placement.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

The fostering and adoption services provide homes for vulnerable children, keeps them safe from harm and allows them to benefit from a family life.

8.2 Growth and Sustainability

The work of the North London Adoption and Fostering consortium delivers cost effective partnership working initiatives.

8.3 Strong Communities

Foster carers and adopters are members of the community who provide a valuable service on behalf of vulnerable children in Enfield.

9. EQUALITIES IMPACT IMPLICATIONS

Targeted recruitment strategies ensure we have a range of adopters and foster carers that can meet the needs of the complex and diverse range of children in our community.

Enfield Council has been assessed against the requirements of the Equality Framework and was accredited at the excellent level. This award has inspired the Council to continue to tackle inequality in the Borough and continue to build on the strengths of our diverse group of Councillors and staff groups that reflect the wider community to promote positive dialogue with our residents and service users. The Council is committed to being an exemplar of best practice in all equalities work.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

The Fostering and Adoption Services are governed by the National Minimum Standards. Compliance is scrutinised by the Fostering and Adoption Panels and any performance related issues arising are managed by the Service.

11. HEALTH AND SAFETY IMPLICATIONS

The Council Health and Safety Unit comprises of four teams who provide a wide range of advice, guidance and assistance on matters of Asbestos Management, Fire Safety and Occupational Health, Safety and Welfare across the Council. The Looked After Children Service has an individual Health and Safety Procedure in place which all staff members have been sent. It is the responsibility of the Management Group to ensure that staff members adhere to the procedure as and when issues relating to health and safety arise.

12. HR IMPLICATIONS

Enfield Council is committed to applying equalities when recruiting and is proud of a staff group that is represented of its community and the customer they serve. The Council has Policies in place so that all staff members are aware of their rights and the expectations required of them in carrying out their duties. Any misconduct and performance issues are dealt with robustly and all Council employees are required to work within the remits of the Dignity at Work Principles and the Employee Code of Conduct.

13. PUBLIC HEALTH IMPLICATIONS

The increase in the recruitment of local foster carers in Enfield will ensure that children are placed in the locality to which they are familiar with. This will help in the building of stronger communities and social cohesion. Children will be better able to access the excellent range of services provided within the Borough.

Adoption provides a permanent home for children who cannot live within their own families. Adopters are supported to access both universal and specialist health services.

Background Papers

Enfield Adoption and Fostering Annual Report 2016 - 2017



Enfield Annual Fostering and Adoption Report 2016/2017

Author	Debbie Michael	Classification	OFFICIAL - PUBLIC	Date of First Issue	July 2017
Owner	Tony Theodoulou Executive Director Children's Services	Issue Status		Date of Latest Re- Issue	
Version	0.1	Page	1 - 12	Date of next review	June 2018

Enfield Annual Fostering and Adoption Report (2016/2017)

1. BACKGROUND

1.1 The North London Adoption & Fostering Consortium

The consortium involves 6 boroughs, Enfield, Barnet, Camden, Hackney, Haringey and Islington who work together sharing training, recruitment activities and fostering and adoptive placements for children. The consortium continues to benefit children/YP and their families. The consortium meets regularly at both a strategic Heads of Service level as well as at operational level. It develops an annual action plan which is presented to the annual AGM attended by professionals across all the 6 boroughs.

2. FOSTERING

2.1 Foster Carers

In 2016/17 Enfield recruited 12 mainstream foster carers, the second highest number in the consortium with Hackney being the highest.

Barnet	Camden	Enfield	Hackney	Haringey	Islington
7	9	12	18	6	11

In 2017/18, Enfield has approved 8 carers to date and has another 10 in assessment who are booked into future fostering panels in this financial year. The next Skills to Foster training course is scheduled for September 2017 with 4-6 potential applicants on the list to attend so far.

2.2 Recruitment

While our recruitment strategies are delivering positive results, these are offset by the number of carers resigning each year. In 2016/17, 29 foster carers left the service. Although this appears to be an unusually high number, for many of them, the reasons for their deregistration related to positive outcomes, for example, 6 carers resigned from fostering as they adopted the children placed with them, 6 were due to retirement, 1 carer went on to offer permanency to the child via an SGO and 3 were family and friends carers where the children they had been caring for had reached adulthood.

For the remaining 13 foster carers who were deregistered, this was for a variety of reasons: 2 related to allegations and standard of care issues resulting in the department's need to deregister them, 2 were deregistered due to their lack of commitment, bearing in mind they had not accepted a placement for over a year, 2 carers moved out of London and resigned as it was not practical for them to continue to foster for Enfield, 2 decided to return to work full-time and they felt this was not conducive to fostering, 1 carer was concerned at the impact that fostering was having on her own child, 1 carer met a new partner and did not want to be reassessed with her partner, 2 carers resigned as fostering 'did not meet their expectations' and 1 couple resigned as due to their relationship breakdown and subsequent separation.

Where appropriate, foster carers are offered exit interviews and offers of support are made to encourage them to remain with the service where possible.

The aim is to increase our pool of foster carers to meet the demand of the children in need of fostering and the team's Recruitment and Marketing Officer is continuously looking at ways in which we can recruit carers for Enfield. Raising the profile of fostering for Enfield is crucial and efforts to do this have included the following:

- Regular 'myth buster' messages are sent to the foster carer prospective group on file (this group consists of around 330 households), via the online e-mail generator portal.
- A good number of information events have been created across various locations in Enfield and the Hertfordshire border. These include the larger supermarket stores, Enfield theatres, libraries, North Middlesex hospital and the Civic Centre. Popular venues are being visited again and new ones explored such as the NHS floors at the Civic Centre. We also have the Enfield Town Show coming up on 23rd and 24th September 2017. These have been generating up to 10 quality leads each time. However festival and family fun type events such as the Carers Fun Day at Enfield Town library were not so productive so we are not looking to repeat those.
- A number of marketing items have been redesigned. This included the standard newspaper advert, to make prominent the key benefits of Fostering with Enfield Council e.g. generous allowance, and the A5 leaflet used to hand out at outreach events to detail the comprehensive support on offer to Enfield foster carers.

Some further feedback indicated interest in visuals that appeal to older individuals and people who own pets.

- A good range of existing foster carers are available to support with events. There could be more from BME backgrounds who are currently underrepresented in this group and so the team will be working to address this.

2.3 Maximising Technology

This has also improved since our Recruitment and Marketing Officer has been in post:

- The Fostering (and Adoption) pages on the Council website are better organised and the friendly URL www.enfield.gov.uk/fostering has been resurrected. We are in the process of improving our visual elements to the website (in line with our Consortium partners) and are currently exploring a fostering and adoption microsite for this purpose.
- Foster Bytes, the e-newsletter for foster carers, is being produced quarterly. Regular features include management news, updates from Enfield Fostering Association training and support groups and the reward for introducing a family member or friend to fostering with Enfield Council. In 2016-17, 2 foster carers were assessed and approved as a result of recommendations to them from existing carers. In this financial year to date, 1 potential carer is currently in assessment as a result of a recommendation to her from an existing carer.

2.4 Fostering Enquiries

In 2016-17, Enfield Council received 241 enquiries. This year, we have received 100 enquiries/expressions of interest to date, the highest at this stage in comparison to previous years. Looking at where these enquires have been generated, the top three sources have been outreach events, followed by the Council website and then print advertising. The recruitment team, including the team's Recruitment and Marketing Officer, is continuously monitoring success and periods when enquiries and expressions of interest fall so that we can look at ways in which to improve our figures and increase the prospect of recruiting potential carers.

2.5 Placements

We currently have 129 Enfield fostering households (this included family and friends foster carers) and 8 children placed in consortium foster placements. We have 108 mainstream fostering households, currently providing homes for 142 of our looked after children. Vacancies in 18 of these fostering households are currently 'unavailable' for a variety of reasons. These include the carer/s being on holiday, subject to Standards of Care investigations, ill or about to retire. A number of single vacancies are blocked in households approved for 2 children because the 1 child in placement is very challenging or unable to live with other children.

We have an additional 12 sets of approved family and friends' foster carers and 9 temporary family and friends foster carers, under a specific regulation which allows children to be placed while a further assessment is underway. Fostering is a very highly regulated service area and all 129 sets of carers must have an allocated qualified social worker to support them, provide regular supervision and prepare a comprehensive annual review.

2.6 Support and Development

All foster carers have a named supervising social worker who provides regular supervision and supports the carer's professional development. A very comprehensive training and development programme is available for all carers and this has been designed to offer the flexibility to meet the needs of the foster carer workforce. In addition to day time taught courses, learning opportunities are also available on weekends and evenings as well as on line.

Placements which are vulnerable to the risk of breakdown are closely monitored by supervising social workers and managers.

Placement stability meetings take place to agree the additional support required to prevent children experiencing unnecessary moves. 'Instep' is a CAMHS led placement support service that provides speedy and responsive solutions to fragile placements. A programme of small focus groups for foster carers has been developed and these are facilitated by a CAMHS child psychotherapist. The aim of these groups is to reduce placement breakdowns by helping carers to consider the likely challenges in caring for more complex children and to develop strategies for managing these successfully.

Another support mechanism in place for our foster carers is via the foster carer co-ordinator who is a long-standing carer for the department. She acts as a link between carers and the fostering team/social services and as an experienced carer herself is available to offer support to other carers, in particular newly approved carers. The foster carer co-ordinator also facilitates the foster carers' support groups and is the Chair for the Enfield Fostering Association.

2.7 Fostering Service Planned Actions 2017-18

- To ensure that at least 15 unconnected foster carers are approved during the financial year 2017/2018.
- To launch a digital adoption campaign via CAN to target prospective adopters across the consortium boroughs, who are able to consider older children, sibling groups and children with complex needs.
- To participate in a working group to produce a fostering (and adoption) recruitment strategy targeting the common need amongst the consortium boroughs.
- To work with the adoption and fostering teams to identify marketing and communication needs and provide the necessary tools to achieve goals and outcomes (e.g. updating and improving literature, promotional items for use at events).
- To work with the Council's web team to update the fostering (and adoption) web pages to improve its visual and navigation appeal.
- To increase social media presence by producing new posts to the pages, using Face Book boosting for targeted campaigns and messages, and using Twitter promotions for targeted campaigns.
- To increase the pool of foster carers that help at events, targeting carers from backgrounds that reflect the needs of children requiring placements.

3. ADOPTION

3.1 Children

During 2016-17:

Enfield obtained 10 Adoption Orders, the third highest number in the North London Consortium. However, during this year, Enfield obtained the highest number of SGOs noting a significant increase in comparison to the consortium borough in which all experienced a slight reduction in SGOs to the previous year.

Borough	Barnet	Camden	Enfield	Hackney	Haringey	Islington
Adoption Orders	8	8	10	19	11	14
SGOs	30	17	42	14	10	15

Across the consortium, there was a 15% reduction in adoptions from the previous year. This reflects the ongoing judicial practice which has led to a significant reduction in the number of Placement Orders made by the courts, in favour of Special Guardianship Orders which keep the child in their family of origin.

In 2017/18 to date, Enfield has secured 7 adoption orders with another 8 anticipated before the end of the financial year (barring parental appeals). Special Guardianship Orders continue to rise with 10 SGOs having been granted already.

Currently, there are 12 children subject to family finding processes. Out of these 12 children, 5 have had families identified for them and the matches are due to be presented to the adoption panel within the next 1-3 months, 2 siblings have been matched at panel already but there has been some delay in placing the children due to father's appeal, potential families are in the early stages of being considered for 3 children (including 2 siblings) and 2 children are still subject to family finding processes. Regarding one of the children where a family has yet to be identified, it is going to prove very difficult to find a family as this child is showing signs of autism and is awaiting an appointment with the child development team.

Monthly monitoring of performance against indicators continues to take place and the DfE continue to use the adoption scorecard process to benchmark performance via the indicators as follows:

- **LAC51 Average time (12 months) between a child entering care and moving in with its adoptive family, for children who have been adopted.**
- **LAC52 Average time (12 months) between a local authority receiving court authority (Placement Order) to place a child and the local authority deciding on a match to an adoptive family.**

10 children were adopted in 2016-17 (including 2 siblings). These children will impact on Enfield's adoption scorecard for LAC51 (child entering care to being placed) as these children were out of timescale for this performance indicator. However, for LAC52 (from placement order to being matched with a family), 90% of these children were placed in a timely manner (within 5-8 months).

Contributing factors for the poor LAC51 performance indicator (child entering care to being placed) varied, for example, appeals by family members, requests by the court for assessments of (unsuitable) family members and dispute with a child's guardian regarding a child with a disability. Delays were caused as a result.

Quite significantly, the adoption scorecards that were the poorest related to two children adopted by their foster carers when in fact, the outcomes for these children are better than for the children where the scorecards are the most impressive. The reason for this is that the child is often placed from being received into care with a plan of long-term fostering then the foster carer expresses an interest in adopting the child many years later. For LAC51 this appears extremely poor, even though it is an excellent outcome.

There is growing recognition within the DfE that the scorecard indicators are not sufficiently sensitive to reflect the range of complex circumstances of the children and families involved.

A detailed quarterly report on children waiting to be matched with adopters is provided to senior managers to reassure them that robust family finding is under way for every child.

In our efforts to avoid delay as much as possible, we recently agreed a new procedure whereby all our prospective adopters are assessed and approved for both mainstream adoption and foster to adopt, as a default system this will be of greater benefit to Enfield's children where adoption is the plan. While foster to adopt is not right for all families, there are families that can manage such placement via these routes with support from the department.

3.2 Adoptive Families

During 2016-17:

Enfield approved 4 sets of adopters, which is the same as two of the consortium boroughs. Although this figure is poor in comparison to the previous year when 8 sets of adopters were approved, this is balanced with the massive increase of children placed with Special Guardians, thus a lesser need for adoptive families. In 2017-18 to date, 2 sets of adopters have been approved with 5 families currently in assessment and due to be presented to the adoption panel by the end of the financial year.

3.3 Support to Families and Adopted Adults

The consortium has developed excellent support services for both adopters and special guardians, including thematic support groups, therapeutic interventions and bespoke training opportunities. Each borough provides a case worker service for adoptive/special guardianship families in crisis. Joint commissioning across six boroughs has secured excellent value for money in contracted services. The consortium has given formal, affiliated membership to a number of voluntary adoption agencies including After Adoption, the Post Adoption Centre, We Are Family, the Inter Country Adoption Centre and the Body & Soul Adoption Support Programmes. These partnerships are delivering preferential services to the boroughs in the consortium, and feedback to a Scrutiny Panel Workstream evidenced how highly these are valued by our service users.

To date:

- 20 adopted adults are currently receiving an access to records service.
- 19 adopted adults and birth relatives received support and guidance with regards to searching for extended birth family members separated by adoption with 16 currently still receiving this service.

- 52 families are currently in receipt of adoption support packages.
- To date, there are 71 adoption allowances and 154 Special Guardianship Allowances being paid. There has been a reduction in the number of adoption allowances being paid but an increase of in the number of SG allowances being paid which is expected to rise as indicated by the projected planned SGOs that we are anticipating.

3.4 The Adoption Support Fund

- The Adoption Support Fund continues to benefit adoptive families in need of therapeutic input. This fund has recently been extended to Special Guardians also, as a result of post-placement difficulties that were being experienced by SG carers. The ASF has continued to alleviate financial demands placed on local authorities to provide costly therapeutic services. In 2016-17, 26 families benefitted from this fund (more than double in comparison to the previous year when 12 families benefitted from this fund).

3.5 Adoption Service Planned Actions 2017-18

- The consortium Marketing, Communications and Recruitment Team is planning to launch a digital adoption campaign via CAN to target prospective adopters, who are able to consider older children, sibling groups and children with complex needs.
- A collaborative approach to producing a best practice model on transitions from fostering into adoption to be led by John Simmonds OBE, Head of Policy and Research at CoramBAAF, with social work staff from adoption and fostering teams in the consortium.
- A steering group to develop an action plan for Hackney's therapeutic Clinic Hub service expansion which will provide a range of therapeutic services for all consortium agencies to access under the ASF terms.
- A highly rated course – "Going Back to Go Forwards" run by Louis Sydney, a psychotherapist with lengthy experience of working in adoption, to be set up for the consortium boroughs under the ASF as a rolling arrangement.

- Body & Soul Support Programme leaders to look at how families can continue to access the programmes with limited funding available since the cap on the ASF.

3.6 Staffing and Accommodation

The Fostering and Adoption Services are based at Triangle House. Both teams are staffed with experienced practitioners and managers. The proximity to the Looked After Children's Teams continues to be helpful in promoting good planning for children in care.

On 2/8/17 the adoption team situated on the first floor joined the fostering team on the second floor. The move went well and all staff members appear to be settled. The advantage of having the two teams near each other is that it will provide more scope for joint working as often there is a lot of cross over between fostering and adoption such as moving children on from fostering to adoptive placements.

Currently there is a vacancy in the adoption team due to early retirement of one of the adoption team members, and two vacancies in the fostering team as a result of a social worker's move to take up a secondment opportunity in the Looked After Children's Service and the other social worker leaving to take up a position nearer to where she is living. We are currently recruiting to these vacant posts.

3.7 Staff Training

Staff training and development needs are met both through the Consortium and Enfield's Training and Development Service which offers a comprehensive programme. Team members are expected to attend training to ensure their ongoing development needs are met, as well as maintaining their social work HCPC registrations.

On 25th November 2016, social work professionals throughout the Childrens Services attended a social work conference where a number of impressive guest speakers attended and gave presentations. The conference included a play called 'Chelsea's Choice' which raises awareness of child sexual exploitation, currently a very concerning and high profile issue nationally. A Development Day attended by education, health and social work professionals, and foster carers was held on 7th February 2017 with a focus on "Making & Maintaining Emotionally Supported Placements".

3.8 Fostering and Adoption Panels

The Fostering and Adoption Panels continue to play an important role in providing quality assurance and consider recommendations on the suitability of applicants wishing to foster or adopt. The Agency Decision Maker, the Assistant Director for Children's Services, will make the final decision based on the information provided to her and the recommendations made. A joint training day was held for panel members and fostering team members on 7/7/17 on the Health Needs of Looked After Children. A further joint training day has been scheduled for 1/12/17 on Managing Allegations Against Foster Carers.

3.9 User Feedback

There is a range of mechanisms in place to allow the Fostering and Adoption Services to monitor customer satisfaction:

- Evaluation feedback forms from applicants following fostering and adoption preparation training groups.
- Feedback forms for applicants and professionals to complete post-panel attendance.
- Feedback from consortium families that have attended Enfield's fostering and adoption training groups.
- Letters and cards from families giving positive feedback on the services they have received from staff members.
- The adopters forum (which is adopter led) giving families the opportunity to voice their views and suggest ways in which to improve services where there are gaps.
- The We Are Family organisation representing families across the consortium and London as a whole.

MUNICIPAL YEAR 2017/2018 REPORT**MEETING TITLE AND DATE:**

Overview and Scrutiny Committee
6th September 2017

REPORT OF:

Executive Director of Children's Services

Contact officer and telephone number:

Grant Landon 020 8379 8337

E-mail: grant.landon@enfield.gov.uk

Agenda - Part:	Item: Update Report
Subject: ESCB Annual Report	
Wards: All	
Cabinet Member consulted: Cllr Orhan	

1. EXECUTIVE SUMMARY

2016-2017 has been another very busy year for the Safeguarding Children Board. It has, to some extent, been a year of uncertainty following the publication of the Alan Wood review of local safeguarding children boards in May 2016. The review recommended significant changes to the way safeguarding arrangements were structured across the country.

Overall it has been a very positive year for the board despite changes and challenges. Importantly there remains a very strong commitment to the board and its activity from all its member agencies and organisations. This is evidenced both from the strong collaborative ethos and commitment to working together as well as by the single agency safeguarding activity undertaken by all members which is detailed in the Statements from ESCB partner agencies section in the report.

Effective responses to specific safeguarding concerns**Child Sexual Exploitation / Missing / Trafficking**

There has again been much activity and positive progress in this important area in 2016/17. The ESCB has established a new subcommittee; the Vulnerable Young People (VYP) subcommittee which met for the first time toward the end of the year. The VYP replaces the Trafficking, Sexual Exploitation and Missing (TSEM) group which had been in place since 2012.

Domestic Abuse / Violence Against Women & Girls (VAWG)

The board has continued to monitor and support activity related to VAWG throughout 2016/17. Iterations of the new Domestic Abuse strategy have been presented to the board on three occasions and board members have offered advice, direction and guidance. In early 2016 the new Joint Targeted Area Inspection (JTAI) framework was introduced. The purpose of this framework is to understand how effectively agencies in a local area are able to respond to specific issues. From September 2016 to March 2017 the theme was children living with Domestic Abuse. Whilst Enfield was not inspected there was much activity across the partnership to map, understand and enhance our response to Domestic Abuse in Enfield. There is more details about work undertaken in this area in the Quality Assurance of the report

Radicalisation and Prevent

The board has continued to work closely with the Prevent service in the Community Safety Unit to ensure there is a high level of understanding of issues relating to Radicalisation and the response to it in Enfield. A key move has been incorporating a focus on Radicalisation as part of the new Vulnerable Young People subcommittee,

recognising that this is one of many potential challenges and issues that young people in Enfield face.

Early Help

The board has closely monitored the development of the Enfield Family Resilience Strategy which is the basis for the local response to Early Help. Board members have offered scrutiny, challenge and direction as the strategy has developed. The ethos of the strategy is that we want all our children to be safe, confident and happy, with opportunities to achieve through learning and reach their full potential as they become adults.

Effective safeguarding structures & systems

As referenced above there have been some changes to the way the ESCB is structured both in response to national changes (the Wood Report and Children & Social Work Act) and a local shift in the way we are trying to address the challenges and issues experienced by young people in a consistent and joined up way (Vulnerable Young People subcommittee.)

Our Quality Assurance subcommittee continues to monitor data relating to safeguarding across the partnership and to oversee audits on a range of relevant topics. The group has pushed forward our Section 11 / Section 175 structure and programme this year to ensure we have the widest possible understanding of safeguarding activity across all agencies including in our schools. We have conducted a range of 'challenge interviews' all of which have concluded with feedback and action plans where required. There is more about activity in the area and view some of the data considered by the QA group in the Quality Assurance section of the report.

The board itself has effectively offered challenge to partner agencies throughout the year and sought assurances that action was taken to ensure children and young people are safeguarded.

Communication & Learning

The Board has continued to lead on and steer the direction of the Signs of Safety across the borough. We began our Signs of Safety implementation journey in the autumn of 2015 and since then a tremendous amount of progress has been made towards fully embedding the model within children's services and among partner agencies in Enfield. Over 800 professionals across the borough have not attend a Signs of Safety training or briefing session and there have many structural and process changes which have helped ensure the model and its principles are a core part of the way we work with children and families across Enfield. There is more about Signs of Safety in the Enfield Children's Social Care section of the report

This year the board has taken the innovative step of merging its Learning and Development subcommittee with that of the Safeguarding Adult Board ensuring consistency, reducing duplication and improving quality. There have been a number of joint ventures including joint Domestic abuse sessions and a joint conference on Modern Slavery. There has once again been an extensive programme of Safeguarding Training across the partnership, ensuring that all staff have access to good quality training, which helps support sustained improvements across all safeguarding services. Across the year, we once again delivered training and learning sessions to well over 1000 people professionals. There is more on training in the learning and the development section

Conclusion

The annual report clearly demonstrates that safeguarding activity is being maintained across the partnership in challenging times and the that the ESCB continues to have clear agreement and focus on the strategic priorities and ongoing challenges. Reports from our partners demonstrate that statutory and non-statutory members are consistently working towards the same goals as part of the multi-agency partnership and within their individual agencies.

The Board remains committed to a programme of scrutiny, monitoring and, quality assuring the quality of safeguarding activity across Enfield, and this programme of robust analysis and challenge will continue to ensure that children and young people are kept safe. The Board is proud of its successes but of course there is no room for complacency, the economic situation and organisational change affecting public services in Enfield and across the country continues to be a challenge for the Board. 2017/18 will inevitably bring more change; we are likely to see statutory changes to the way Serious Case Reviews and child death processes and managed. We will ensure we stay abreast of developments and will seek and utilise 'best practice' examples both in these areas and as new safeguarding structures emerge across the country.

2. RECOMMENDATIONS

OSC to note the progress being made to safeguard children and young people and specifically note this report and the Draft Enfield Safeguarding Children Board Annual Report which is attached as a background paper to this document.

3. PLEASE SEE APPENDIX (FULL REPORT) ATTACHED.

4. ALTERNATIVE OPTIONS CONSIDERED

This report is for information.

5. REASONS FOR RECOMMENDATIONS

Enfield Safeguarding Children Board will require the commitment and support from multiple partners and from colleagues across the Council in order to continue to focus on improvements with the clear aim of reducing harm.

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

6.1 Financial Implications

The ESCB is funded by its partner agencies with the London Borough of Enfield being significantly the biggest contributor. In 2016/17 the contribution of Enfield CCG was reduced due to financial challenges experienced by the that organisation

The ESCB managed to spend within budget during the year primarily because there was just one Serious Care Reviews in 2016/17 which is regularly a high area of expenditure for Safeguarding Boards. A majority of the overall budget was spent on staffing costs including the independent chair and the remainder was spent on Serious Case Reviews and Learning & Development.

6.2 Legal Implications

Section 13 of the Children Act 2004 ('the Act') places a duty on every Local Authority to establish a Local Safeguarding Children Board (LSCB). Section 14 of the Children Act sets out the objective of a LSCB. Section 14A of the Act requires a LSCB to 'prepare and publish a report about safeguarding and promoting the welfare of children in its local area' at least once in every 12-month period. The Local Safeguarding Children Boards Regulations 2006 govern the running of an LSCB. The Government's Statutory Guidance, Working Together to Safeguard Children (2015), gives guidance on the operation of LSCBs.

6.3 Property Implications

There are no property implications.

7. KEY RISKS

The Enfield Safeguarding Children Board is reliant upon a strong commitment from partners and is financed through contributions from partner agencies. There are risks that that the austere climate may impact upon the financial contributions and reduce the ability to deliver on the key priorities within the business plan. Failure to deliver the business plan would have a detrimental impact upon the Council's reputation.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All, Growth and Sustainability and Strong Communities

The work of the ESCB meets all 3 of the council's key aims and the objectives within the Children and Young People's Plan. With particular emphasis and more weighting upon improving services to those children, young people and families that require prevention and intervention from safeguarding services across a broad spectrum from early help to statutory interventions.

9. EQUALITIES IMPACT IMPLICATIONS

Corporate advice has been sought in regard to equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of the Annual report. Safeguarding forms part of the Council's programme of retrospective equalities impact assessments (EQIA) and this was completed in July 2015. The retrospective EQIA collates equalities monitoring of service users, and consider how the service impacts on disadvantaged, vulnerable and protected characteristic groups in the community. A programme of actions to address adverse impacts are devised and implemented where appropriate throughout the delivery of the project.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

This ESCB has a robust data set and annual audit programme supporting the continuous drive for improvement by the Council and its partners in relation to outcomes for children.

11. HEALTH AND SAFETY IMPLICATIONS

N/A

12. HR IMPLICATIONS

There are no specific HR implications relating to this report. The ESCB support staff are Council employees and HR policies and principles are followed accordingly as appropriate.

13. PUBLIC HEALTH IMPLICATIONS

The ESCB has strong links with the Health and Wellbeing Board and the Director of Public Health is a standing member of the Safeguarding Children Board. The ESCB has promoted and supported a number of public health issues and the Female Genital Mutilation task group, which is chaired by a Consultant in Public Health, has become an established sub-committee of the Health and wellbeing Board.

The ESCB is working closely with the Adult Safeguarding Children Board to further strengthen the partnership working with specific emphasis upon the health areas that are key priorities for both Boards such as Domestic Abuse and Female Genital Mutilation.

The ESCB coordinates local programmes to protect and promote the welfare of children and young people in Enfield and to monitor the effectiveness of those arrangements. Improved outcomes in early life and childhood lead to healthier, successful adults and improve the health of the population. For example: protecting children and young people results in improved population health outcomes by reducing mental health issues, sexually transmitted diseases and other issues e.g. obstetric complications in FGM victims.

The work of the Child Death Overview Committee contributes to reducing infant mortality in the borough by recognising risk factors and acting to prevent such deaths where possible. This increases life expectancy in the borough population.

Background Papers

1. Draft Enfield Safeguarding Board Annual Report 2016- 2017

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Enfield Safeguarding Children Board

Annual
report

2016 – 2017

Enfield
Safeguarding
Children Board
...because safeguarding children
is everybody's business

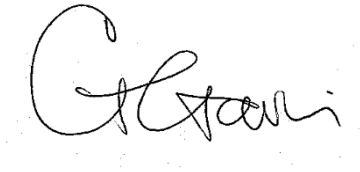
Contents

Introduction from the chair	3
Enfield – a snapshot	4
ESCB in context	5
Executive Summary	6
Role of the Board	11
Governance, Structure and Accountability	12
The subcommittees and related activities	13
ESCB Finance and Resources	19
Statements from ESCB Partner Agencies	19

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Introduction from the chair

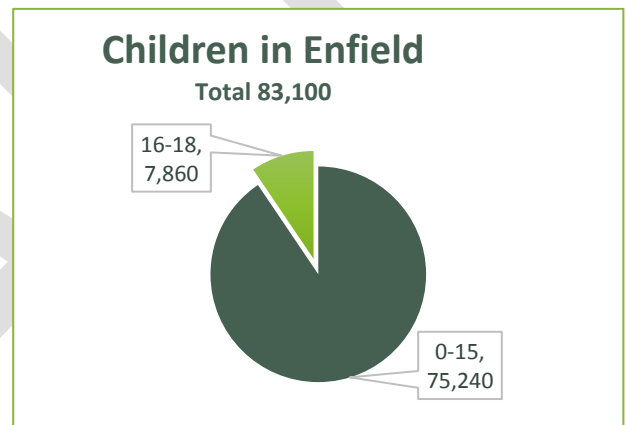
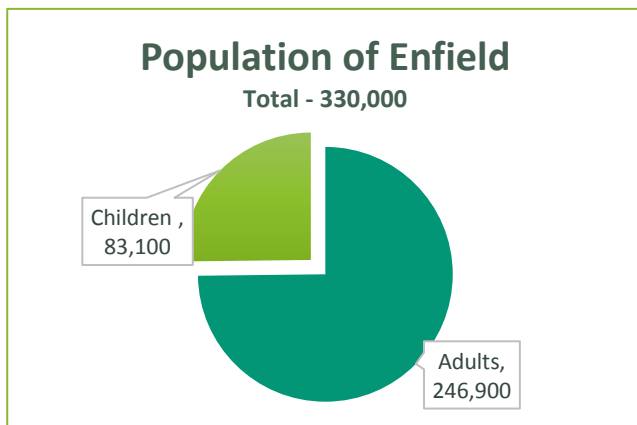


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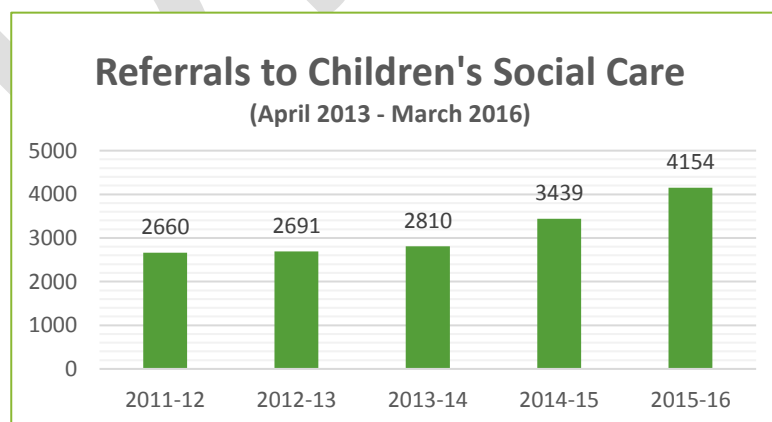
Enfield – a snapshot

The London Borough of Enfield is London's most northerly and fourth most populous borough. The overall population is currently approximately 333,000 and this is predicted to rise to around 350,000 by 2020. There are currently approximately **83,100 children** (aged under 18) living in Enfield, making up **26% of the borough's population**. Enfield has a relatively young population with the number of children and young people aged 0-15 representing approximately 23% of the total population (compared to a London average of 14%).¹ Data from The Income Deprivation Affecting Children Index (IDACI) measures the proportion of all children aged 0 to 15 living in income deprived families. Their data concludes that Enfield is the 13th most deprived borough nationally and the 5th most deprived in London. The London Boroughs with greater levels of deprivation than Enfield have smaller baseline populations, meaning that Enfield has the largest number of children affected in poverty of any London borough.²

Enfield continues to experience significant changes to its overall population which includes an increase in overall numbers and a continued increase in the number of children in Enfield who affected by poverty. There is a high level of migration into Enfield both from other parts of the United Kingdom and from other countries, particularly from Eastern Europe.



Predictably, the numbers of 'contacts' and referrals that come into Enfield's Single Point of Entry (SPOE) have continued to rise. In 2015/16 there were 4154 referrals for children in Enfield which is almost 1500 more than five years ago, in 2011/12



¹ GLA London Datastore <https://data.london.gov.uk/demography/>

² English indices of deprivation 2015 <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2015>

This has continued to bring increased pressure on services across Enfield in a climate of reduced resources in all areas and has led to an increase in the numbers of children who become subject to Child Protection Plans and who are 'looked after' by Enfield. You can read more about data relating to safeguarding and what the local response has been in the **ESCB Dataset section below**.

In Education, there is a mixed picture of grant maintained schools and academies and across the borough 97% of schools are judged by Ofsted to be 'Good' or 'Outstanding'.

ESCB in context

2016-2017 has been another very busy year for the Safeguarding Children Board. It has, to some extent, been a year of uncertainty following the publication of the Alan [Wood review of local safeguarding children boards](#) in May. The review recommended significant changes to the way safeguarding arrangements were structured across the country. The reason Alan Wood was asked to conduct the review was the perception by the Department for Education that Local Safeguarding Children's Boards were ineffective in delivering their key objectives. This was based on the fact that Ofsted, in their reviews of LSCBs under the Single Inspection Framework (SIF) had judged a large number of boards to 'require improvement' or to be 'inadequate'. The Enfield board was inspected as part of the SIF that took place here in March 2015 and was judged, along with Children's Social Care to be 'Good'. The Wood report made several recommendations including suggested changes to the way Serious Case Reviews (SCRs) are managed and the way the Child Death Overview Panel (CDOP) functions. These recommendations are referenced in those sections of this report but the most fundamental and significant recommendation made by Wood was that the government should make provision to abolish LSCBs and replace them with alternative local structures which would be less prescribed than LSCBs and would be the responsibility of three key agencies; the local authority, the Police and Health, to establish and manage. These recommendations became law with the publication of the [Children and Social Work Act 2017](#) which received royal assent in April 2017.

Wood Report

Review of the role and functions of Local Safeguarding Children Boards

March 2016



Children and Social Work Act 2017

CHAPTER 16

Explanatory Notes have been produced to assist in the understanding of this Act and are available separately

Enfield Response

The ESCB has considered the report and subsequent Act on numerous occasions to plan a way forward which will both satisfy statutory requirements and continue to ensure that children and young people continue to be safeguarded effectively. There have been some specific changes to the structure of the board, which are discussed in more detail below but broadly our response has been to ensure that business is conducted as usual; that partners continue to come together regularly to discuss local challenges and how best to respond to them and that Training and Learning, including the dissemination of key points from local and national Serious Case Reviews, continues to be prioritised and undertaken effectively.

Executive Summary

As in previous annual reports the purpose of this executive summary is to give an overview of activity and progress made against the priority areas identified in our [Strategic Business Plan](#). The current plan has been compiled with input from all partner agencies of the Board. The priorities have been identified from case reviews, statutory duties, local issues, and national as well as London-wide areas of concern. The work is carried out via the sub-groups of the Board and progress will be reviewed regularly. The overall objective of the ESCB is, as always, the coordination of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children in the area, and to ensure the effectiveness of what is done by each such person or body for these purposes (Section 14 Children Act 2004)

There are many tasks and activities which are part of the Core Business of the ESCB which are addressed over the course of the year in a variety of ways and outcomes and effectiveness are monitored through the subcommittees and the Board itself. There are also specific safeguarding themes which have been identified from local and national issues and drivers including Serious Case Reviews and the activity of the ESCB subcommittees which have been included among the priorities

Overall this has been a very positive year for the board despite significant changes and challenges. Importantly there remains a very strong commitment to the board and its activity from all its member agencies and organisations. This is evidenced both from the strong collaborative ethos and commitment to working together as well as by the single agency safeguarding activity undertaken by all members which is detailed in the [Statements from ESCB partner agencies](#) section below.

The Business Plan is divided into four sections with each section focusing on a priority area for development and activity. The priority areas are listed below along with some of the key achievements made this year. Many of the achievements contain hyperlinks which lead to the relevant page(s) of the [Enfield Safeguarding Children Board's website](#).

Effective responses to specific safeguarding concerns

Child Sexual Exploitation / Missing / Trafficking

There has again been much activity and positive progress in this important area in 2016/17. An important development for the ESCB has been the establishment of a new subcommittee; the [Vulnerable Young People \(VYP\) subcommittee](#) which met for the first time toward the end of the year. The VYP replaces the Trafficking, Sexual Exploitation and Missing (TSEM) group which had been in place since 2012.

Given the progress made on tackling CSE and Missing in Enfield and the growing understanding nationally and locally of the complex, often intertwined issues that young people face and how they can impact on young person's life it was proposed and agreed in early 2017 that the good work is built upon and expanded as part of a new **Vulnerable Young People** group. The new group was established in March 2017 and includes a focus on additional areas. These include:

- Gang activity in relation to young people

- A sharpened focus on Trafficking and Modern Slavery
- Radicalisation and the Prevent agenda
- Children & Young People involved in or at risk of Harmful Practices (including Female Genital Mutilation, Forced Marriage and Honour Based Abuse)
- Young people who are at risk of or experiencing Domestic Abuse.

The group oversees and closely supports the work of the Multi-Agency Sexual Exploitation (MASE) group which this year, has changed its focus to become more strategic looking predominantly at locations, themes, trends and cross border issues with discussion about individual cases covering only essential actions. This year the MASE has been involved in initiatives including;

- A Police 'Test purchase' operation with local hotels to check local responses to potential CSE issues. The responses were largely positive and the operation was followed by a training workshop for hotel staff.
- Targeted Police, Community Safety and youth worker activity around a local park where significant Gang and drug activity had been identified as well as CSE. This has led to a number of arrests and increased intelligence about the local picture

In July 2015, the *Missing Children Risk Management Group (MCRMG)* was established. Whilst not an ESCB subcommittee the work of this multi-agency group is linked closely to the VYP and MASE. The group is made up of representatives from all relevant agencies to enable and promote an enhanced service to ensure children and young people, who are or have a history of going missing from home, local authority care or education, are identified, safeguarded and supported. Initially the group primarily discussed young people who were missing from education but increasingly in the last year as the work of the group has become more widely understood, it has focused on high risk young people many of who go missing regularly. The active involvement of the Police has been key to the group's success.

You can read more about work undertaken in this area, including data and statistics in the [Vulnerable Young People \(VYP\) subcommittee](#) section below.

Domestic Abuse / Violence Against Women & Girls (VAWG): The board has continued to monitor and support activity related to VAWG throughout 2016/17. Iterations of the new Domestic Abuse strategy have been presented to the board on three occasions and board members have offered advice, direction and guidance. In early 2016 the new [Joint Targeted Area Inspection \(JTAI\) framework](#) was introduced. The purpose of this framework is to understand how effectively agencies in a local area are able to respond to specific issues. From September 2016 to March 2017 the theme was children living with Domestic Abuse. Whilst Enfield was not inspected there was much activity across the partnership to map, understand and enhance our response to Domestic Abuse in Enfield. You can read more about work undertaken in this area in the [Quality Assurance](#) section below.

Radicalisation and Prevent

The board has continued to work closely with the Prevent service in the Community Safety Unit to ensure there is a high level of understanding of issues relating to Radicalisation and the response to it in Enfield. A key move has been incorporating a focus on Radicalisation as part of the new Vulnerable Young People subcommittee, recognising that this is one of many potential challenges and issues that young people in Enfield face.

Early Help

The board has closely monitored the development of the [Enfield Family Resilience Strategy](#) which is the basis for the local response to Early Help. Board members have offered scrutiny, challenge and direction as the strategy has developed. The ethos of the strategy is that we want all our children to be safe, confident and happy, with opportunities to achieve through learning and reach their full potential as they become adults.

Effective safeguarding structures & systems

As referenced above there have been some changes to the way the ESCB is structured both in response to national changes (the Wood Report and Children & Social Work Act) and a local shift in the way we are trying to address the challenges and issues experienced by young people in a consistent and joined up way ([Vulnerable Young People subcommittee.](#))

In the Spring of 2016 the Emergency Department at NNUH became so busy that patients were asked to leave unless their conditions were extremely serious. The issue made headline news both locally and nationally. Senior Paediatric staff were asked to assure the ESCB that safeguarding children issues were not being missed because of these pressures

In December 2016, the board had a presentation on an extensive audit that looked at every case where a child had left without being seen in the month of March.

The Board was assured that child protection issues are routinely picked up at triage stage and young children with head injuries are always treated as a priority.

The Board heard that there had been many changes at NNUH including an increase in number of doctors; improved teaching programme for trainee doctors; and improved supervision. In summary, most patients who left without being seen could have been seen at a GP surgery

The Board was reassured by the very thorough audit, that there was no evidence that safeguarding issues were being missed despite the very significant pressures the Emergency Department has been experiencing.

MET POLICE HMIC INSPECTION – SEPTEMBER 2016

HMIC undertook a Safeguarding inspection across the Met in September 2016. The outcome was poor and identified concerns in relation to the Met's approach to protecting vulnerable young people. ESCB members from Enfield Police provided an update on activity being taken to address the problems and advised the board of activity taking place across the force. The new [Police and Crime Plan for London 2017-2020](#) has three priorities:

- Tackling violence against women and girls;
- Keeping children and young people safe; and
- Standing up to extremism, hatred and violence.

Borough policing will move to a new model and pilots are currently running in other boroughs. Enfield is expected to merge with Haringey. The board was given assurance that safeguarding is at the forefront of all police work. A programme of safeguarding training for all officers across London has commenced. An action plan has been developed. The ESCB will continue to monitor progress both locally and across the Met.

Our [Quality Assurance subcommittee](#) continues to monitor data relating to safeguarding across the partnership and to oversee audits on a range of relevant topics. The group has pushed forward our Section 11 / Section 175 structure and programme this year to ensure we have the widest possible understanding of safeguarding activity across all agencies including in our schools. We have conducted a range of 'challenge interviews' all of which have concluded with feedback and action plans where required. You can read more about activity in the area and view some of the data considered by the QA group in the [Quality Assurance](#) section below.

The board itself has effectively offered challenge to partner agencies throughout the year and sought assurances that action was taken to ensure children and young people are safeguarded. You can read more about some of these in the sidebars.

Communication & Learning

The Board has continued to lead on and steer the direction of the [Signs of Safety](#) across the borough. We began our Signs of Safety implementation journey in the autumn of 2015 and since then a tremendous amount of progress has been made towards fully embedding the model within children's services and among partner agencies in Enfield. Over 800 professionals across the borough have not attend a Signs of Safety training or briefing session and there have been many structural and process changes which have helped ensure the model and its principles are a core part of the way we work with children and families across Enfield. You can read more about Signs of Safety in the [Enfield Children's Social Care](#) section

This year the board has taken the innovative step of merging the Learning and Development subcommittee with that of the Safeguarding Adult Board ensuring consistency, reducing duplication and improving quality. There have been a number of joint ventures including joint Domestic abuse sessions and a joint conference on Modern Slavery. There has once again been an extensive programme of [Safeguarding Training](#) across the partnership, ensuring that all staff have access to good quality training, which helps support sustained improvements across all safeguarding services. Across the year, we once again delivered training and learning sessions to well over 1000 people professionals. Read more about training in the [learning and the development](#) section.

We continued to raise the **profile** of ESCB by developing and maintaining the [ESCB website](#), getting articles into the local press, and developing our social media presence of both [Twitter](#) and [Facebook](#) where we now have over 800 followers.

Conclusion and Challenges for 2016/17

2016/17 has again been another busy year for Enfield Safeguarding Children Board. It was a year that brought considerable uncertainty but we have made sure we have remained focused on our priorities and goals and have maintained an unrelenting focus on supporting our partner agencies and driving improvement and quality.

This report clearly demonstrates that safeguarding activity is being maintained across the partnership in challenging times and that the ESCB continues to have clear agreement and focus on the strategic priorities and ongoing challenges. Reports from our partners demonstrate that statutory and non-statutory members are consistently working towards the same goals as part of the multi-agency partnership and within their individual agencies.

The Board remains committed to a programme of scrutiny, monitoring and, quality assuring the quality of safeguarding activity across Enfield, and this programme of robust analysis and challenge will continue to ensure that children and young people are kept safe. The Board is proud of its successes but of course there is no room for complacency, the economic situation and organisational change affecting public services in Enfield and across the country continues to be a challenge for the Board.

2017/18 will inevitably bring more change; we are likely to see statutory changes to the way Serious Case Reviews and child death processes are managed. We will ensure we stay abreast of developments and will seek and utilise 'best practice' examples both in these areas and as new safeguarding structures emerge across the country.

We will of course continue our focus on vulnerability and on issues that affect young people including; Child Sexual Exploitation, Missing, Trafficking and gang activity and will continue to explore ways of effectively bringing these issues together in a meaningful way to improve our response to them. We will maintain our focus on Domestic Abuse both on the ways parental domestic abuse can impact on children and on abusive relationships between young people.

We remain keen to enhance our engagement with young people and will renew our commitment to ensuring Enfield young people's voice are heard at the board and explore new and innovative ways of achieving this. We will refresh our Strategic Business Plan and publish a new version if it, outlining our priorities and planned activity in the autumn of 2017

We hope that you find this report interesting and helpful. You will note that there are many hyperlinks throughout the report which lead to relevant pages of our website. We continue to work hard to ensure our website is as relevant and useful, both for professionals and members of the public and we are also striving to maximise our use of social media to promote our work and engage with others. If you are a [Twitter](#) or [Facebook](#) user please follow us by clicking on the links.

Your feedback and thoughts are always important to us. You can get in touch wither through our social media channels or through the website www.enfieldlscb.org.uk/contact

Enfield's Lead Member for Children Services, Cllr Ayfer Orhan attends every board meeting and continues to challenge the work of the ESCB through discussion, asking questions and seeking clarity. This provides a consistent and continued scrutiny and challenge function to the Board whilst at the same time ensures the work of the board is fully understood and supported by the Council.

There are currently five Subcommittees operating within ESCB, in which a significant amount of the board's work is progressed. As with the full Board, membership is comprised of relevant representatives from all partner agencies.

Role of the Board

Enfield Safeguarding Children Board is made up of statutory and voluntary partners. These include representatives from Health, Education, Children's Services, Police, Probation, Children and Family Court Advisory and Support Service (CAFCASS), Youth Offending, the Community & Voluntary Sector as well as two very active Lay Members.

Our main role is to coordinate what is done locally to protect and promote the welfare of children and young people in Enfield and to monitor the effectiveness of those arrangements to ensure better outcomes for children and young people. The effectiveness of ESCB relies upon its ability to champion the safeguarding agenda through exercising an independent voice.

Safeguarding children is everybody's responsibility. Our purpose is to make sure that all children and young people in the borough are protected from abuse and neglect. Children can only be safeguarded from harm if agencies work well together, follow procedures and guidance based on best practice and are well informed and trained.

A key element of the ESCB's work is the provision of information to and from the public, potential and actual service users, staff working in partner agencies and others interested in children's welfare. We work hard to ensure our website www.enfieldlscb.org is as helpful and up to date as possible.

Barnet, Enfield and Haringey 
Mental Health NHS Trust


Clinical Commissioning Group



ENFIELD
Council 



North Middlesex 
University Hospital
NHS Trust

London 
Community Rehabilitation Company

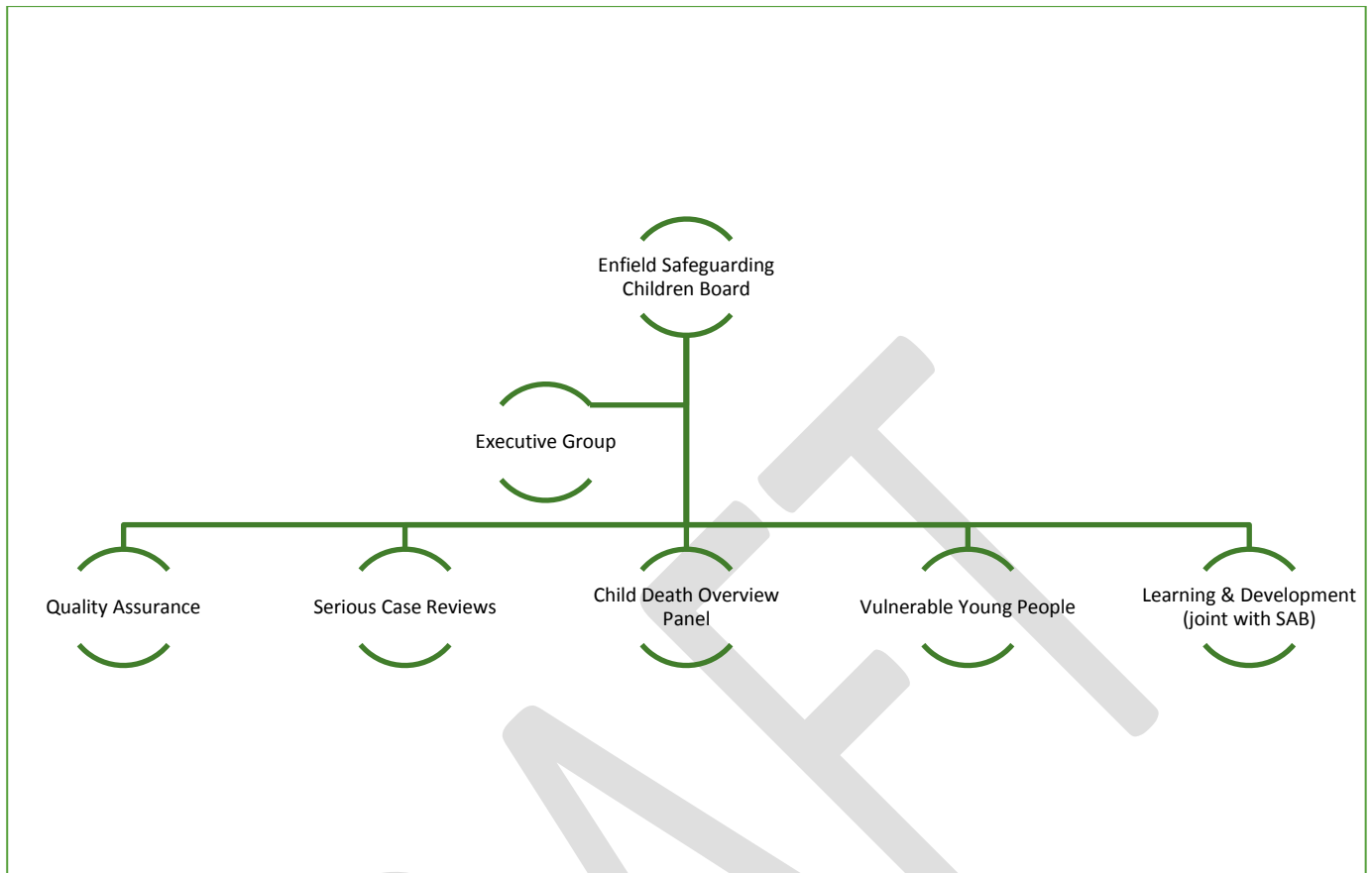
Royal Free London 
NHS Foundation Trust

National 
Probation Service

Governance, Structure and Accountability

The [Children Act 2004](#) places a duty on every local authority to establish a Local Safeguarding Children Board (LSCB). Although, as mentioned above, the Children and Social Work Act 2017 makes provision to abolish LSCBs and establish alternative arrangements. Given the fact that the Enfield board has continued to operate effectively and efficiently with positive and proactive engagement of partners there are no immediate plans to make significant changes to the governance and structure of the board. This year we have reduced the number of times the full board meets. In 2016/17 it met on five occasions, and in 2017/18 it will meet four times. This decision was taken in consultation with partners, many of who are part of other LSCBs and all of whom are engaged with the ESCB in range of ways. We have established an **Executive Group** made up of the chairs of the ESCB's subcommittees which meets four times a year. The core functions of the Executive group are to; agree the priorities for the board and ensure that agreed actions are clear and completed. There have also been some changes to the way our subcommittees are structured including the creation of a **Vulnerable Young People** subcommittee and the amalgamation of the Learning & Development subcommittee with the equivalent committee of the adult board. You can read more about the activity of the subcommittees in the [ESCB subcommittees section](#) of this report

It is important to remember that the ESCB does not commission or deliver direct frontline services. Whilst the board does have not have the power to direct other organisations it does have a clear role in identifying where improvement is needed and steering agencies accordingly. Each Board partner retains their own existing line of accountability for safeguarding. You can read about some examples of where the board has identified potential safeguarding issues and sought assurance from partner agencies in the [Executive Summary](#) of this report.



Key Relationships

Health and Wellbeing Board (HWB)

The HWB assumed its full statutory powers in April 2013 and Geraldine, our chair is a participant observer, increasing the influence of the Board by strengthening the relationship with this key strategic group. Clearer lines of accountability are in place and ESCB report regularly to the HWB and continue to make sure key safeguarding issues are addressed.

Safeguarding Adults Board (SAB)

The ESCB Chair is a participant observer on the Safeguarding Adult Board and meets regularly with that board's new Chair, Christabel Shawcross to ensure there is dialogue and mutual understanding of priorities and initiatives. This year the Learning & Development subcommittees of the two boards have merged to improve and enhance the training programmes of both boards and to co-commission and co-deliver training where relevant. You can read more about the work of the [Joint Learning and Development subcommittee](#) below.

The subcommittees and related activities

This section provides some detail about the work and achievements of the five ESCB subcommittees. It includes some commentary and analysis of some activity that may be beyond the specific remit of the

committees but is directly connected to their areas of focus. For example, the Vulnerable Young People subcommittee section highlights the very wide range of work undertaken across the borough to tackle Child Sexual Exploitation (CSE) and related issues.

Quality Assurance (QA)

The Quality Assurance subcommittee meets every six weeks and is chaired by the Designated Nurse from Enfield CCG. Its primary functions are a) to implement, monitor and scrutinise a robust programme of audit and analyse the dataset to ensure safeguarding activity across the partnership is effective and b) to assure itself that safeguarding work undertaken by its partner agencies is of a consistently high standard.

Themed Case File Audits

Each year a range of themed case file audits are undertaken through the ESCB focusing on key areas of safeguarding activity. Some audits are undertaken by managers from within children's social care and our agency partners whilst others are completed by external, independent auditors. Audits undertaken in 2016/17 include;

- Missing Children
- Domestic Abuse
- Child Sexual Exploitation (CSE)
- Child in Need Plans and Decision Making
- Child & Family Assessments
- Signs of Safety
- Child Protection Plans for young people of 15 and over

Section 11 / Section 175

ESCB conducts annual Safeguarding audits under **Section 11 of the children Act (2004)** which deals with the duty to make arrangements to safeguard and promote the welfare of children in the local area by seeking assurance that agencies have effective and robust arrangements in place.

This year we have continued to build on and expand this activity with a specific focus on our schools. Section 175 of the Education Act (2002) requires local education authorities and governing bodies of maintained schools and further education institutions to make arrangements to ensure that their functions are carried out with a view to safeguarding and promoting the welfare of children. In addition, those bodies must have regard to any guidance issued by the Secretary of State in considering what arrangements they need to make for that purpose of the section. The ESCB developed a **Schools Safeguarding Checklist** to assist schools to assure themselves, and the Safeguarding Children Board, that they are compliant with Safeguarding requirements. It was sent directly to all schools and to governing bodies. The response from schools has been excellent with over 90% of our schools returning the checklist.

Phase Two of the process has been to offer support visits to schools to help them review and strengthen their safeguarding arrangements with a particular focus on current challenges such as CSE and Radicalisation. So far six schools have either been visited or have arranged visits and the feedback has been extremely positive. We will continue to expand this approach in 2017 and will start to target those schools where concerns about safeguarding have been identified or raised.

Serious Case Reviews (SCR)

The subcommittee's primary function is to undertake Serious Case Reviews for cases that meet the criteria as defined in Working Together to Safeguard Children 2015

A serious case is one where:

- (a) abuse or neglect of a child is known or suspected; and
- (b) either — (i) the child has died; or (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child.

The group also considers and discusses a range of other cases where concerns have been identified and follows up on actions previous Serious Case and Independent Management Reviews, both within and beyond Enfield to ensure that any lessons learned are implemented.

In January 2016 Enfield Safeguarding Children Board published a Serious Case Review for '**AX**' a 17-year-old male who was killed following an altercation with three other young men at the end of 2013. There were a number of learning points from this SCR relating the work undertaken with him by Youth Offending Units in both Enfield and a neighbouring borough and by the Police. Learning points and recommendations related to; lack information sharing, agencies not seeing or having the 'full picture', the significance of transitions and the importance of ensuring cases are transferred in an effective and timely way.

Learning and actions from this SCR along with key messages from an SCR published in 2015 were incorporated into a bespoke Training session on Enfield SCRs which was a core part of the ESCB Training programme for 2016/17. In addition to the delivery of four bespoke sessions during the year briefings on the learning from both SCRs was included in workshops delivered to the Youth and Family Support Service and providers of semi-independent accommodation. Reference to Enfield and other SCRs is a core part of the Designated Teacher Training programmes.

There have been three Serious Incident Notifications (SIN) submitted to Ofsted this year and one Serious Case Review has been undertaken. This involves the sad case of an Unaccompanied Asylum Seeking Child (UASC) who sadly took his own life very soon after arriving in this country. The review has been completed and the recommendations, which related to the board assuring itself that robust processes are in place for the effective communication between agencies of risks to young people, has already been actioned. Publication of the review however, has been delayed as a consequence of a coroner's inquest into the death.

A number of other high-profile or otherwise noteworthy Serious Case Reviews from across the UK have been discussed at the subcommittee for each of these briefing papers have been produced and disseminated to multi-agency partners. These include; a Serious Case Review in Cumbria which involved the sexual abuse of a young girl, two serious case reviews relating to Special Guardianship orders in Birmingham and Oxfordshire and a review undertaken in Hackney concerning children abused by their Foster Carers. This SCR was considered to be of particular relevance for Foster Carers and for Social Workers who work directly with them. As such the Head of Looked After Children produced an action plan

detailing a number of activities to ensure that a) Foster Carers and social workers were aware of the SCRs findings and b) that any relevant identified recommendations were also implemented locally.

In July 2016 Haringey Safeguarding Children Board published an SCR concerning a baby who was found to have been killed by his father. The SCR made a number of findings and recommendations in relation to the functioning of the Haringey Emergency Duty Team (EDT). As a consequence, a review of EDT arrangements in Enfield was undertaken and a restructure is currently in progress.

Child Death Overview Panel (CDOP)

The Enfield Safeguarding Children's Board carries out Child Death Reviews as set out in the guidance 'Working Together to Safeguard Children 2015'. This process is performed by multi-disciplinary Child Death Overview Panel (CDOP) which is chaired by a Consultant in Public Health.

CDOP reviews each death of a child normally resident in the borough up to the age of 18, excluding babies who are stillborn and planned terminations of pregnancy performed within the law. Relevant information is collected and collated and each child's case is discussed to determine if the death could have been prevented. The intention is not to assign blame, but to determine if there were any modifiable factors that may have contributed to the death and decide if any actions could be taken to prevent future such deaths. If it is determined that there are such actions, recommendations are made to the ESCB or other relevant body so that action can be taken accordingly.

The panel also has a role in identifying patterns or trends in local data and reporting these to the LSCB. The lessons and trends arising from reviews are compiled and reported to the main Board and information or health promotion campaigns are carried out as appropriate – this has included in the past information events on Sudden Infant Death Syndrome which were held in conjunction with other Boroughs and learning events to inform professionals of the work of the safeguarding board and CDOP.

Vulnerable Young People (VYP)

The Trafficking, Sexual Exploitation and Missing (TSEM) subcommittee of the LSCB was established in early 2012. Its key function was overseeing Enfield's operational and strategic response to Missing and Child Sexual Exploitation (CSE). Meetings provided a forum for agencies to share operational issues with each other and also to provide transparent information on issues within their own agencies and to develop a strategy and protocols where required to deal more effectively with the issues and highlight any specific areas of risk. It has representation from all agencies working with children and young people in Enfield.

The subcommittee oversaw and steered the development of a number of key pieces of work in 2016/17 including the [CSE](#) and [Missing](#) operating protocols, the CSE strategy and Action Plan, the CSE Champions group, the Cross Borough Vulnerable Young Person's project, a comprehensive and expanding CSE [Training programme](#) and a number of awareness raising projects and campaigns including ongoing commitment to [Operation Makesafe](#).

The subcommittee has played an important role in the development of Enfield's Multi-Agency Sexual Exploitation (MASE) meetings that have been in operation since 2013 and has provided support and

direction to Enfield's multi-agency Child Sexual Exploitation Prevention (CSEP) Team which was established in July 2015. TSEM has had strong link with the Missing Children Risk Management Group (MCRMG) which was established in Jul 2015.

Given the progress made on tackling CSE and Missing in Enfield and given the growing understanding nationally and locally of the complex, often intertwined issues that young people face and how they can impact on young person's life it was proposed that the good work is built upon and expanded to include a focus on a number of additional areas. These include:

- Gang activity in relation to young people
- A sharpened focus on Trafficking and Modern Slavery
- Radicalisation and the Prevent agenda
- Children & Young People involved in or at risk of Harmful Practices (including Female Genital Mutilation, Forced Marriage and Honour Based Abuse)
- Young people who are at risk of or experiencing Domestic Abuse.

There is already significant work to address these issues being undertaken in the borough. Much of this work is led by the Community Safety Unit (CSU). The Gangs Partnership Group (GPG) meets fortnightly and focuses on young gang nominals in the borough and helps to coordinate the work that to provide support and intervention. The Channel Panel meets regularly to consider referrals for young people for whom there are concerns related to radicalisation. Channel considers risk and coordinates plans and interventions for vulnerable young people. The Domestic Violence Strategic Group (DVSG) oversees the boroughs Domestic Abuse strategy and action plan and coordinates activity in relation to Domestic Abuse and Violence Against Women & Girls (VAWG)

The new Vulnerable Young People (VYP) subcommittee will not attempt to replace or replicate the work of these groups but instead to link closely with them and ensure that there is robust communication, closely allied work programmes and effective representation at the new subcommittee from the CSU groups.

Learning and Development (L&D)

ESCB has a responsibility to develop policies and procedures in relation to the 'training of persons who work with children or in services affecting the safety and welfare of children...to monitor and evaluate the effectiveness of training, including multi-agency training, to safeguard and promote the welfare of children' (*Working Together, 2013*).

With oversight from the Joint Adults and Children's Learning & Development Subcommittee, a Training Strategy and a comprehensive multi-agency training programme is developed and delivered by the ESCB and this continued in 2015/2016. Issues from national Serious Case Reviews (SCRs) and other case reviews were considered, considered and incorporated to ensure that the content of the training programme related to emerging issues of concern, as well as to core safeguarding learning, that all practitioners working with children and their families need to understand. The decision was taken at the start of the year to merge the adults and children's sub-committees. This has allowed us to identity areas of crossover

and ensure that where relevant, such as for training on Domestic Abuse, professionals who work with adults and children are brought together to maximise effectiveness.

It has been a very active year for Training. Key drivers and priorities for the Training Programme have included;

- The implementation of the **Signs of Safety** model
- The development of the **Child Sexual Exploitation (CSE)** Strategy and activity to identify and tackle CSE in Enfield.
- Awareness raising around the issue of **Female Genital Mutilation (FGM)**
- Increasing awareness of understanding of gang related issues and links with other issues, such as CSE.
- The development of the **Multi-Agency Safeguarding Hub (MASH)** and the **Single Point of Entry (SPOE)** service
- **Domestic Abuse** and **Violence Against Women and Girls**

A total of **1118** places have been filled at ESCB learning events this year compared with **553** last year.

Attendees have been from the following sectors:

Total Attendees		%
Education	228	20.4
CAMHS / EPS	49	4.4
Children's Social Care	261	23.3
YFSS	129	11.5
Health	118	10.6
Independent and Voluntary	178	15.9
Other LBE	80	7.2
Probation	6	0.5
Police	17	1.5
Foster Carers	10	0.9
Out of Borough	31	2.8
Other	11	1.0
Total	1118	100

Comments

1. Enfield has a very active Independent/Voluntary sector which, as in previous years, has been well represented and attends multi-agency training events
2. Attendance from Health and Education settings is significantly higher than last year,
3. Attendance from Police colleagues remains low but is significantly higher than previous years

Evaluation and Impact

Attendees at all learning events are asked to complete paper evaluation immediately after the event. Completion rates have been very good. In addition to answering questions about their overall perception of the course attendees are asked whether they think the course will be effective in improving their practice.

This data provides extremely helpful information both about the relevance and quality of the course itself and about the skills and knowledge of trainers we commission. Follow up evaluations for selected courses are sent after 6 weeks to develop understanding of how learning events impact on work with children and families and thereby improve outcomes for children. Completion rates have been lower but there have been some returns which offer important insights into how training can improve practice.

The effectiveness of ESCB training is also monitored through the quality assurance and audit programme. Findings are incorporated into ongoing Training Needs Analysis and are used to inform ongoing training and development.

All courses delivered this year have been evaluated positively.

For 2016/17 we are introducing an online evaluation tool which will considerably enhance our ability to understand and measure the impact of our training.

ESCB Finance and Resources

The ESCB is funded through annual contributions from partners.

Statements from ESCB Partner Agencies

The ESCB is very much a partner organisation. Whilst much of this report focuses on what has been undertaken at a partnership level it is important too to ensure that each member agency is undertaking effective safeguarding work individually. This section focuses on what each partner had achieved in 2016/17 and what impact it has had on the lives of children and young people. Each agency is asked four questions;

Enfield Clinical Commissioning Group

What did we do?

- Organised a Child Sexual Exploitation event with the ex LSCB chair from Rotherham
- Expanded the Identification, Referral to Improve Safety (IRIS) project for Domestic Violence to Community Pharmacists, Dental surgeries and Optometrists
- Co-ordinated and delivered 4 level 3 safeguarding children updates for GPs
- Facilitated quarterly safeguarding lead GP forums
- Continued to hold quarterly strategic safeguarding committees for Named leads from each health organisation, including independent health organisations
- Organised a 2-day safeguarding supervision skills course for Named leads in health organisations
- Ensured regular partnership meetings with social care to improve collaboration and representation of health views in child safeguarding cases
- Undertook a primary care safeguarding audit

How well did we do it?

- Child sexual exploitation training event positively evaluated by delegates including GPs, health visitors, school nurses and CAMHS staff
- Increase in the number of IRIS trained GP practices from 25 to 37

- 205 additional staff trained in the identification and management of Domestic Violence and abuse across GP practices, community pharmacists, and optometrists
- 95 GPs trained to Level 3 with quarterly updates on safeguarding children, adults at risk and Prevent
- 18 named safeguarding leads in children and adults at risk trained in safeguarding supervision across health organisations
- All GP practices participated in the audit of safeguarding

How did we make a difference?

- Improved knowledge through CSE event on the complexity of the recognition and management of child sexual exploitation
- Increased understanding of practitioners on the recognition of Domestic Violence and abuse and the referral pathways for victims/survivors
- Ensured named leads for each organisation, including the GP safeguarding leads had opportunity to meet regularly to share practice issues and receive updates on developments in local and national guidance
- Ensured named leads for safeguarding were equipped with the necessary skills to deliver effective safeguarding supervision of staff in their organisations
- CP medical pathway developed following discussion at partnership meetings
- Developed action plans for GP practices where gaps were identified within the audit process

What are we going to do next year?

- Organise a safeguarding conference for the health economy covering safeguarding children, adults and Prevent
- Continue to work with the IRIS project lead on increasing the numbers of referrals for services and the GP practices trained
- Embed the changes planned to review the deaths of children with a learning disability
- Raise awareness around Prevent and its links with children
- Increase representation and views of health professional in safeguarding assessments
- Increase capacity for input into child protection medical assessments
- Implement and monitor the action plans for individual GP practices following their audit

North Middlesex University Hospital

What did we do?

- Gangs – 2 gangs youth workers in post to cover Enfield and Haringey; additional support provided by the Tottenham Foundation youth workers; additional youth worker to work additional evening within A&E; audit undertaken on review of service which was positive from service users
- Early adopter site for CP –IS which is now embedded within paediatric A&E
- Established the FGM clinic supported by specialist Midwife for FGM
- Established the substance misuse clinic for pregnant women supported by COMPASS
- Development of a vulnerable woman clinic for high risk pregnant women
- Dr Hann gave a presentation to the December 2016 Enfield LSCB Board meeting on children who leave the A&E Department before treatment to give assurances around safeguarding responsibilities
- The NMUH Child Protection Policy was reviewed by the Named Doctor and ratified in April 2016. The Policy has hyperlinks to the LSCB website

- Dr Hann undertook a re audit on skeletal survey's since changing the skeletal survey policy. Comparing 2014/15 to 2015/2016 more skeletal surveys have been performed but more fractures have been picked up on skeletal survey and therefore there is justification for continuing the new policy and expanding our findings to other hospitals.
- Adult mental health services undertook an audit in relation to asking if the client had children to highlight the impact mental ill health will have on children in the family. Findings highlighted that very few were asked about children in the family. A tool has been developed that the question is asked as a mandatory question at assessment. This will support the 'Think Family' model and improve number and quality of referrals for children whose parents present with mental ill health
- An audit was undertaken to find out what adolescents think of the new adolescent grab bags with information on a range of local services such as sexual health clinics and mental health services that are currently being handed out from paediatric A&E -some of the hardest to reach young people who present to the ED. Many young people found the information provided useful and said would use /also share information with friends.
- The team participated in Enfield LA Stay Safe Week with presentations / stalls in the atrium daily - domestic violence; honour base violence; FGM; trafficking adults and children
- The team participated in JTAI preparation work and themed audits with both Boroughs
- The team were nominated and finalists in the Trust annual awards for their support to delivering training across the organisation on child protection
- Supervision with key staff developed and embedded
- Dr Hann has sourced funding for a new multidisciplinary child sexual abuse and sexual exploitation course sponsored by the royal school of medicine which allows trainees to role play with actors how they would go about helping victims to disclose abuse, as Operation Yewtree and abuse in Rotherham, Barnsley and the north showed there was a lack of training in this area. The course has been run 4 times and forensic examiners, youth workers, paediatric doctors and police have attended. Presenting at the International association of medical education August 2017.

How well did we do it?

- The team has seen an increase in the complexity of cases both in paediatrics and maternity. The team has therefore needed to ensure we continue to engage with our partner agencies across Boroughs to ensure voice of the child / unborn baby is paramount. The Named Doctor has formally escalated on individual cases where concerns / disagreements in decision making have arisen.
- Continue to engage with partner agencies with cross Borough initiatives – CSE and Gangs
- The CQC Report following the visit in September 2016 and published December 2016 reported that female genital mutilation (FGM) projects had been well managed and that staff they spoke with were fully aware of these safeguarding issues
- The CQC Report following the visit in September 2016 and published December 2016 reported that that gang-related violence projects had been well managed and that staff they spoke with were fully aware of these safeguarding issues
- Maternity services have seen an increase in the number of complex cases. Maternity services through the work of the Named Midwife and the Safeguarding Midwifery advisor were highlighted as good practice within the Haringey Serious Case review report findings of Child R. "The midwifery staff are to be commended for their persistence in trying to ascertain information about the circumstances for mother"

How did we make a difference?

- Raised awareness in local community and nationally regarding Gangs work

- Improved Staff knowledge and awareness with improved compliance levels
- An example of improved outcomes for a service user was for a parent who attended A&E following what was later deemed to be a domestic incident. Concern was raised by the fracture clinic nurse to the safeguarding advisor as the injury and history were felt not to be consistent. A referral to social care was made which identified that there were previous concerns around honour based violence towards this mother but also concerns following referral raised that this maybe significant domestic violence from the partner and social care therefore were able to undertake further assessment of the family in regards to the risk to the children.
- An example of improved outcome for a young person with a long-term condition who had been admitted with significant self-harm and following referral to the gangs youth worker was themselves associated with gangs although not a member. On-going multi-disciplinary working with all partner agencies by the specialist team managing their care and the safeguarding team has ensure that appropriate support / referrals have been made to support the young person but also the family including the sibling who is at high risk of harm due to gang involvement.
- An example of improved outcomes for a young person affected by gangs was the admission of a 15-year-old male with 6 stab wounds admitted to the ward. Contact was made with the youth worker who was able to see in the A&E department and then the following day on the ward. They were also able to support him with contact / involvement with the Trident police team who were able to work directly with the young person on the ward resulting in a later conviction in Court for the perpetrators. Social care was also able to work with the family and support them upon discharge with the family being re housed into another area for their own safety by police and social care.

What are we going to do next year?

- Domestic violence – the Trust has identified the need for IDVA's to be working in A&E and maternity services and is sourcing funding from CCG / partner agencies
- Continued working with partner agencies around CSE and Gangs
- Development of CSE champions within the organisation
- Development of DV champions within the organisation as part of the Trust DV action plan for children and adult services
- Continued development and expansion of the FGM Iris clinic to support non- pregnant women
- To support the introduction of CP-IS in the maternity service
- To support the introduction of CP-IS in adult A&E for 16 – 18 year olds
- Continue working with partner agencies on the development of perinatal mental health service for pregnant mothers.

Barnet, Enfield and Haringey Mental Health NHS Trust

What did we do?

- We have been successful in securing funding from NHS England to pilot a domestic abuse project which aims to demonstrate the need for Independent Domestic Violence Advisors in mental health settings.
- Domestic Abuse training is given to all staff at Corporate Induction and our referrals to domestic abuse agencies continue to rise
- We have improved oversight of data relating to safeguarding children activity across the Trust for the past 12 months.

- We have worked closely with the patient safety team and patient experience to ensure a triangulated approach to safeguarding.
- We have raised the profile of PREVENT cross the organisation and Healthwrap3 training is included for all staff at Corporate Induction
- The aims and objectives of our safeguarding work plan for 2016-17 (year 1) have been largely achieved.
- We have reviewed our safeguarding children training requirement and expanded the number of staff who are required to complete level 3 training ensuring a competent workforce.
- Level 1 and 2 safeguarding children training has consistently remained at a compliance rate of 85% or above.
- Effective partnership working across the three boroughs of Barnet, Enfield and Haringey has continued.
- We have ensured that appropriate staff undertake specialist Child Sexual Exploitation (CSE) champions training.
- We are compliant with the reporting requirements in regard to FGM.
- We have actively contributed to Serious Case Review learning events and provided training in complex issues such as self-harm

How well did we do it?

- We are leading on a domestic abuse project to ensure a better response to domestic violence and abuse in mental health settings
- We have a much-improved data set to allow us to interpret and analyse our safeguarding activity.
- We have raised the profile of PREVENT cross the organisation and Healthwrap3 training is included for all staff at Corporate Induction; and we have worked closely with the local Channel Panels to ensure information regarding concerns relating to potential radicalisation of young people is shared effectively.

A high proportion of our staff are trained at the appropriate level of safeguarding children training

How did we make a difference?

- We have ensured effective partnership working
- We have raised profile of safeguarding children across the trust
- We have strengthened safeguarding arrangements
- We have consistent safeguarding team members in post to support staff
- We have ensured more staff received level 3 training so that they have a better understanding of their safeguarding responsibilities.

What are we going to do next year?

- We will develop our safeguarding intranet site and maximise the communication mechanisms currently in place
- We will continue to raise the profile of the safeguarding champions across the organisation
- We will develop a safeguarding children pocket sized booklet for staff reference
- We will review the function of our safeguarding surgeries as a learning forum.

- We will organise a Trust wide safeguarding conference
- We will continue to ensure that adult mental health workers routinely consider the impact of parental mental health on the wellbeing of children by re- launching a “Think Family” approach
- We will review our safeguarding Children Policy to ensure chaperone requirements are clear in view of Miles Bradbury case & Jay enquiry/Verita check list.
- We will develop a Trust wide FGM policy to ensure staff are aware of requirements

Royal Free London NHS Foundation Trust

Add here

London Community Rehabilitation Company (Probation)

Add here

Enfield National Probation Service (Probation)

Add here

Enfield Children and Young People’s Service (ECYPS)

What have we done?

In the past year we have:

- Carried out approximately 444 disclosure and barring checks.
- Offered 43 training programmes
- Had 655 people attend training
- Trained staff from 73 organisations.

Training programmes offered included:

- Basic Child Protection
 - Child Protection and Diversity
 - FGM
 - The Impact of Parental Mental Health on Children and Young People
 - Child Protection Refresher
 - Mindfulness
 - Suicide Prevention
 - Mindful and Emotional Communication
-
- We have participated in 7 community events – disseminating safeguarding literature
 - We have run 7 subject specific forums which all included safeguarding information.
 - We have supported 11 organisations with the development of their policies.
 - We have attended weekly SPOE meetings.
 - We have become board members of Children England, to increase the ability of the sector to raise issues of concern with government, with the first all-day meeting being held with Jonathan Slater of DfE in the summer of 2017.

- Together with Dazu and Scribeasy, we have developed a mental wellbeing programme linked into a literacy programme for use across primary schools. This is now being modified and developed for commercial use.

How well did we do it?

All training courses are evaluated and there were no negative evaluations of any programmes – but suggestions for future training programmes resulting from evaluations have been actioned and future programmes organised accordingly.

Forum meetings also provide attendees with extensive information packs as well as the opportunity to engage with external speakers.

How did we make a difference?

- The range of training programmes allow staff to upskill and refresh. Training programmes are offered during the day, evenings and at weekends to ensure that we reach the widest possible audience at times that are convenient.
- Staff feel more confident in dealing with families and making appropriate referrals.

What are we going to next year?

- With funding from CCG, we are expanding our mental health training throughout the autumn to include self-harm, bereavement, resilience and mental health first aid, to enhance the current programme.
- We are planning the roll out of our Scribeasy mental wellbeing programme across local schools, prior to the product being available nationally and internationally.
- Our standard safeguarding training offer will remain unchanged with the addition of a new standalone training programme on domestic abuse.

MET Police Child Abuse Investigation Team (CAIT)

What did we do?

- The CAIT team based at Barnet Police Station covers Barnet and Enfield Boroughs.
- The team investigated over 1500 crimes against children in the reporting period - 750 of these cases had a venue in Enfield Borough. The number includes numerous allegations of rape and sexual assault. The majority of the sexual assault cases were non-recent which bring complications and lack of investigative opportunities. Every case involving children has a strategy discussion prior to a S47 decision and deployment. Numerous referrals were made and Police Conference Liaison Officers attended multi agency meetings to share information and decide action plans on all children on child protection plans. Daily liaison was made with CSC health and education partners

How well did we do it?

- CAIT officers have all received bespoke training and attend multi agency meetings demonstrating an acute understanding of safeguarding and legislation available to partners to protect children.
- High risk cases are monitored on a daily basis at the Daily Management Meeting held at 10am every day. Actions are handed out at DCI / DI level to ensure effective progress in cases. Cases likely to receive media attention are discussed at Chief officer level at “Met Grip and Pace” meetings held at 11am, 4pm and 9pm daily. DI’s attend bi monthly performance meetings where performance in many areas is scrutinised seeking to achieve annual targets set by MOPAC/ MPS.

How did we make a difference?

- The protection and safeguarding of children is difficult to quantify in figures. The MPS have directed CAITs to concentrate on safeguarding rather than focus on sanction detection rates or convictions. However, in order to protect children across Enfield police have used their powers daily. Children are regularly taken into police protection, powers of arrest and prosecution used in conjunction with partners in the CPS.
- As above all investigations are joint with CSC to ensure the best outcomes for children and families.

What are we going to do next year?

- During the course of 2017/ 2018 the investigation of Child Abuse for the children of Enfield is likely to be transferred from the CAIT teams to new multi Borough Protecting Vulnerable People (PVP) hubs. Following a report by Her Majesty’s Inspectorate of Constabularies (HMIC) which noted that there was no specific officer with the lead responsibility for the safeguarding of children across London it is likely that a PVP lead will be appointed.
- This transitional period could be difficult to manage depending on timings as the CAIT teams are finding recruitment and retention of staff challenging due to the uncertain future.

MET Police Enfield

Add here

MUNICIPAL YEAR 2017/2018 REPORT**MEETING TITLE AND DATE:**

Overview and Scrutiny Committee
6th September 2017

REPORT OF:

Executive Director of Children's Services

Contact officer and telephone number:

Maria Anastasi 020 8379 2746

E-mail: maria.anastasi@enfield.gov.uk

Agenda - Part:	Item: Update Report
Subject: Enfield Annual IRO Report 2016/17	
Wards: All	
Cabinet Member consulted: Cllr Orhan	

1. EXECUTIVE SUMMARY

This report updates the Overview and Scrutiny Panel on the annual IRO report April 2017 to March 2017. In Summary:

- Independent Reviewing Officers (IROs) were introduced nationally to represent the interests of looked after children. Their role was strengthened through the introduction of statutory guidance in April 2011. In Enfield, the IROs are also responsible for chairing Child Protection conferences, Disruption Meetings and final reviews of Supervision Orders. It is an expectation that an annual report outlining the key activities of the IRO's is published every year.
- 2016/17 saw a decline in the number of children subject to a child protection plan of approximately 10%. There are several reasons for this including: adopting the signs of safety model which puts clear concise safety plans into place and uses straightforward danger statements which are easily understood by parents and professionals. This has led to several families being supported to keep children safe with strong children in need plans as opposed to child protection plans.
- 2016/17 also saw a reduction in the number of looked after children through applying consistency in decision making. All cases on the edge of care are brought to a weekly placement panel. The panel is chaired by the Assistant Director of Social Care plans are reviewed regularly ensuring we have the right children in care at the right time.

- There were 16 remand placements to the secure estate, 3 remands into local authority care and 3 secure welfare placements, children in these setting are looked after and supported by an IRO.
- The number of children who became looked after over the age of 12 has grown significantly as it has in all London Local Authorities. The number of unaccompanied asylum seeking children (UASC) remains constant as young people are transferred to other local authorities in line with the National Transfer Mechanism as the Enfield benchmark has been agreed to be 64. This figure has remained consistent and monitored on a weekly basis.
- IRO's continue to be robust in their planning and this is evidenced by good performance data. One of the biggest challenges the service faces is supporting the high number of Looked After Children over the age of 12 with multiple complex issues encouraging them to participate in their care planning.
- It has been a busy challenging year for the service with a focus upon maintaining and improving practice including working closely with KRATOS (Children in Care Council) to design and produce the child friendly child protection plan. This is an additional tool for direct work, ensuring children are aware of the worries professionals have and support them in contributing to their safety plans and participating in conferences.

2. RECOMMENDATIONS

That the scrutiny Panel notes the findings of this report.

3. PLEASE SEE APPENDIX (FULL REPORT) ATTACHED.

4. ALTERNATIVE OPTIONS CONSIDERED

This report is for information.

5. REASONS FOR RECOMMENDATIONS

To report to Members on the work and performance of the IRO's within the Safeguarding and Quality Service.

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

6.1 Financial Implications

N/A

6.2 Legal Implications

Independent Reviewing Officers (IROs) were introduced nationally to represent the interests of looked after children. Their role was strengthened through the introduction of statutory guidance in April 2011. The Independent Review Officers (IRO) service standards are set within the framework of the updated IRO Handbook, Department for Children, Schools and Families (2010) and linked to revised Care Planning Regulations and Guidance which were introduced in April 2011.

6.3 Property Implications

There are no property implications.

7. KEY RISKS

Any operational risks are minimised by attention to good practice in strong recruitment processes in place.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All, Growth and Sustainability, Strong Communities

The work of the SQS service meets all 3 of the council's key aims and the objectives and the priorities within the Children and Young People's Plan. The SQS service protects vulnerable children, keeps them safe from harm and allows them to benefit from a family life where possible.

9. EQUALITIES IMPACT IMPLICATIONS

Enfield Council has been assessed against the requirements of the Equality Framework and was accredited at the excellent level. This award has inspired the Council to continue to tackle inequality in the Borough and continue to build on the strengths of our diverse group of Councillors and staff groups that reflect the wider

community to promote positive dialogue with our residents and service users. The Council is committed to being an exemplar of best practice in all equalities work. Corporate advice has been sought regarding equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of the Annual report. Safeguarding forms part of the Councils programme of retrospective equalities impact assessments (EQIA).

10. PERFORMANCE MANAGEMENT IMPLICATIONS

Children's Social Care has a robust data set and annual audit programme supporting the continuous drive for improvement by the Council and its partners in relation to outcomes for children.

11. HEALTH AND SAFETY IMPLICATIONS

N/A

12. HR IMPLICATIONS

There are no HR implications relating to this report. The Safeguarding Service adheres to Council Policies and Procedures all staff members are aware of their rights and the expectations required of them in carrying out their duties. Any misconduct and performance issues are dealt with robustly and all Council employees are required to work within the remits of the Dignity at Work Principles and the Employee Code of Conduct.

13. PUBLIC HEALTH IMPLICATIONS

The service promotes the ethos that children should be placed wherever possible in the locality to which they are familiar with. This will help in the building of stronger communities and social cohesion. Children will be better able to access the excellent range of services provided within the Borough.

The IRO's continuously review and promote health issues and ensure that care plans address access issues to both universal and specialist health services.

Background Papers

Draft Annual IRO Report 2016 - 2107

Safeguarding and Quality Assurance Service

IRO Annual Report 2016/2017

Author	Maria Anastasi Service Manager	Classification	OFFICIAL - PUBLIC	Date of First Issue	July 2017
Owner	Tony Theodoulou Executive Director Children's Services	Issue Status	DRAFT	Date of Latest Re-Issue	
Version	0.1	Page	1 - 19	Date of next review	June 2018

Contents	Pages
1 Purpose of service and legal context	3
2 Role and function of the Service	3
3 Professional Profile of the IRO Service	4
4 Activity and Key Performance Indicators	5-13
5 LADO	13-14
6 Management Oversight, Quality and Dispute Resolution Process	14-15
7 Achievements in 2016-17	15
8 Review of the 2016/17 annual action plan and planned developments and key priorities 2017/18	16-18
9 Appendices – case examples and Child Friendly Child Protection Plan	19

1. Purpose of Service and Legal Context

- 1.1 The Annual Independent Reviewing Officer (IRO) report is produced by the Children's Safeguarding and Quality Service which sits within the Children's Services division of Enfield Council and has been approved for publication by the Executive Director of Children's Services management team (DMT). The report provides quantitative and qualitative evidence relating to the IRO Service within the Local Authority as required by statutory guidance. This report should be read in conjunction with the Enfield Local Authority Designated Officer (LADO) annual report.
- 1.2 Independent Reviewing Officers (IROs) were introduced nationally to represent the interests of looked after children. Their role was strengthened through the introduction of statutory guidance in April 2011. The Independent Review Officers (IRO) service standards are set within the framework of the updated IRO Handbook, Department for Children, Schools and Families (2010) and linked to revised Care Planning Regulations and Guidance which were introduced in April 2011.
- 1.3 This report identifies good practice as well as highlighting areas for development in relation to the IRO function. The responsibility of the IRO is to offer overview, scrutiny and challenge about case management and regularly monitoring and following up between reviews as appropriate. The IRO has a key role in relation to the improvement of Care Planning for Looked After Children (LAC) with emphasis upon challenging drift and delay.
- 1.4 In Enfield, the IROs are also responsible for chairing Child Protection conferences, Disruption Meetings and final reviews of Supervision Orders. The Service Manager is also the LADO and the service provides a duty service to primarily support the LADO function.
- 1.5 This report includes some historical analysis and information from 2016-2017.

2. Role and Function of the Service

- 2.1 The Service promotes continuous improvement in safeguarding performance and service delivery and is committed to achieving the best outcomes for all children and young people in Enfield, particularly the most vulnerable, such as those children who are looked after and those subject to Child Protection Plans.
- 2.2 The Service has an independent role to ensure that all children, whatever their background, receive the same care and safeguards about abuse and neglect.
- 2.3 The Safeguarding Service is responsible for the following statutory functions:
 - Convening and chairing of child protection conferences
 - Convening and chairing of reviews for looked after children
 - Convening and chairing of reviews for children placed for adoption
 - Convening and chairing of complex abuse meetings
 - Convening and chairing the final review for Supervision Orders
 - Carrying out the LADO (Local Authority Designated Officer) functions in respect to allegations against staff and volunteers
 - Chairing disruption meetings

2.4 In addition to the above the Service has responsibility for participation of children and young people including promoting MOMO (Mind of My Own) app which is a modern, tech-savvy way to engage with young people. It makes it easier for them to express their views and have a say in decisions about them.

The Service has representation in the following meetings:

- MAPPA (multi-agency public protection arrangements)
- Placement Panel
- CDOP (child death overview panel)
- Risk Management Panel
- Corporate Parenting Panel
- Strategic and Operational Signs of Safety Steering groups
- Signs of Safety Practice Leads Group
- London IRO group
- London LADO Network
- London IRO Managers Forum
- London Child Protection Managers Group

2.5 The statutory Independent Reviewing function of the Service is core business, meeting the Government's requirements and performance indicators, but the scope of the service is far wider than this. The IROs chair child protection conferences which strengthen continuity of care planning and promote sustained professional relationships for children and young people. The child protection conference chair becomes the LAC reviewing officer should a young person need to come into the care system.

3. Professional Profile of the IRO Service

3.1 Responsibility for the activity and development of the Service lies with the Service Manager of Safeguarding, Quality who reports directly to the Assistant Director of Children's Services.

3.3 The current staffing structure includes:

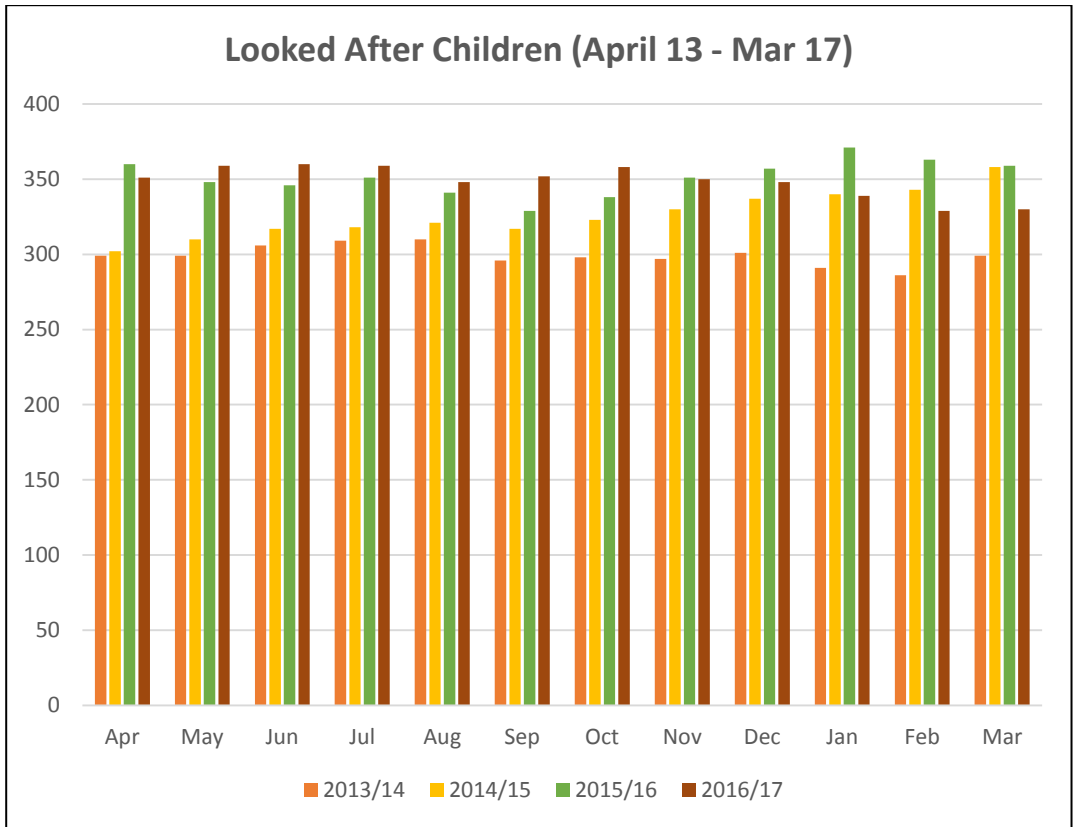
- Service Manager and LADO
- 7.5 Independent Reviewing Officers (6 full time and 3 part-time)

3.4 The IRO guidance makes it clear that an effective IRO service requires IROs who have the right skills and experience, working within a supportive context. The Enfield IROs have many years of relevant social work and management experience, and professional expertise.

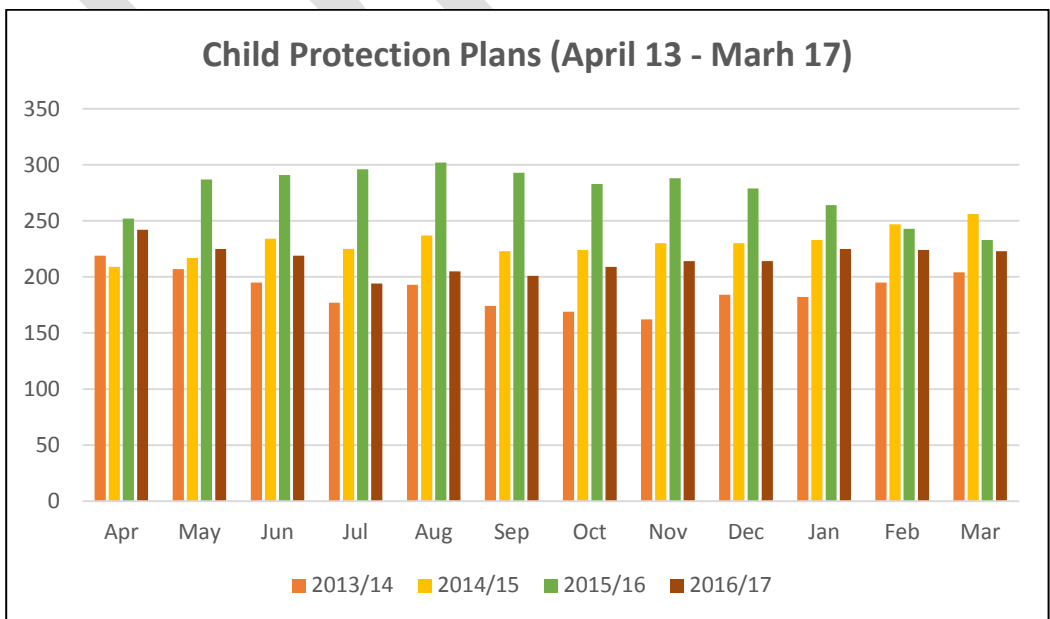
The IROs are all at an equivalent level to Children's Social Care Team Managers in Enfield. The service is appropriately diverse.

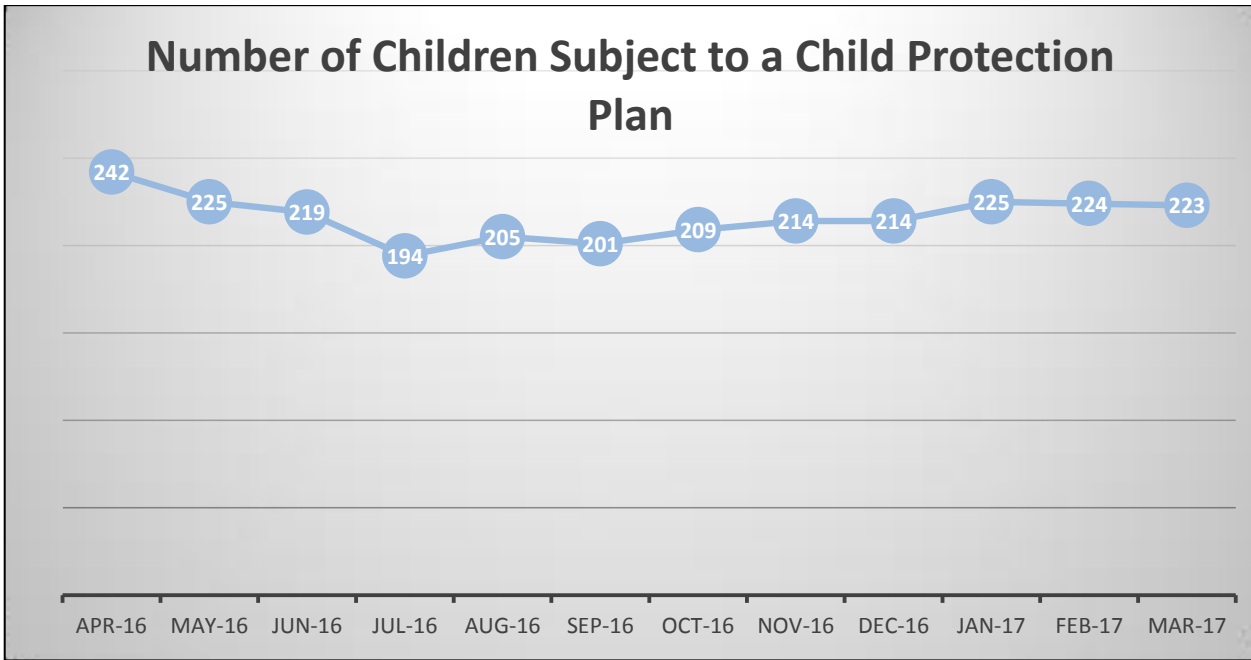
4. Activity and Key Performance Indicators

4.1 Looked After Children (April 13 - March 17)



4.2 Child Protection Plans (April 13 - March 17)

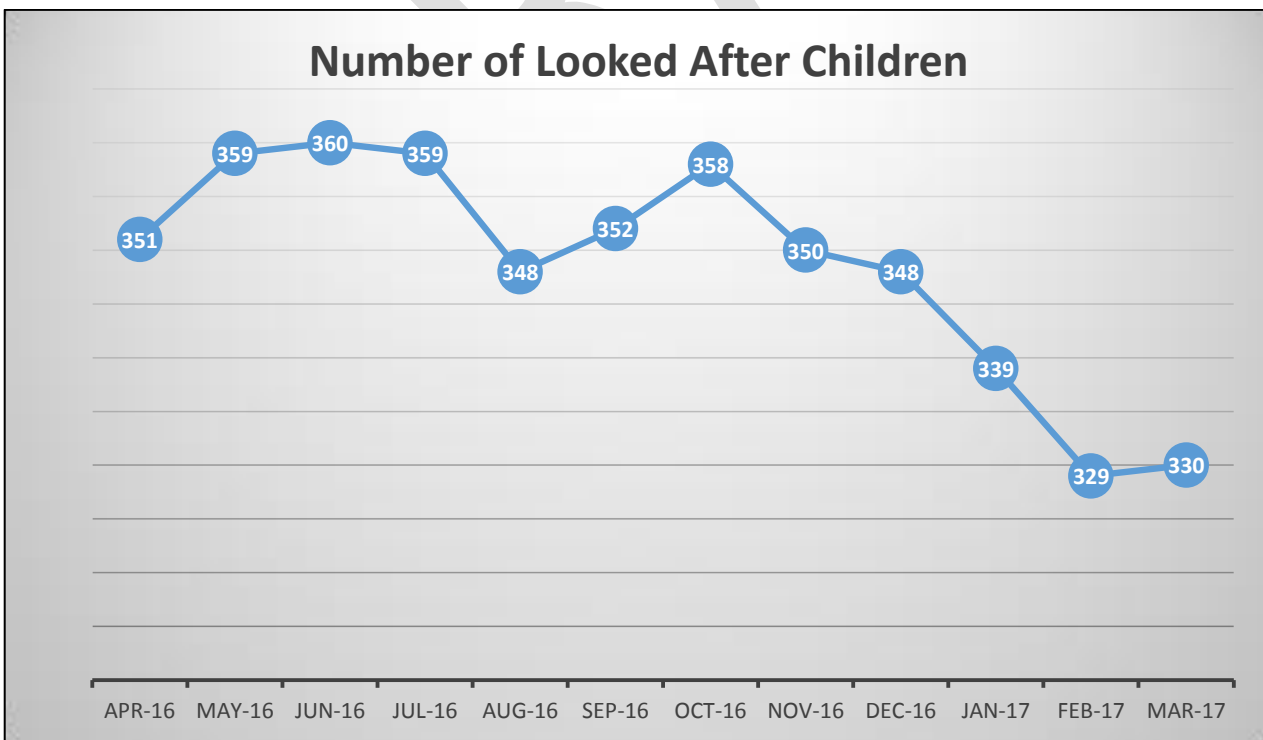




4.3 The charts above provide the numbers of children subject to a Child Protection Plan (CPP) and Looked After (LAC) at the end of each month since April 2013.

2016/17 saw a steady decrease from April 2016 of approximately 10% from 242 children subject to plans in April 2016 to 223 at the end of March 2017.

The number of LAC has had a small rise and fall during 16/17, peaking at 360 at the end of June 2016, followed by a steady decrease to 330 at the end March 2017.



4.1.2 There were 16 remand placements to the secure estate, 3 remands into local authority care and 3 secure welfare placements

4.1.3 There were 192 children who became Looked After during 2016/17
35 were aged 0-4
41 were aged 5-22
116 were aged 12-18

The number of children who became looked after over the age of 12 is significantly higher than the younger age groups. In 2017/18 the Department is planning an audit of these cases to consider if other strategies/support can be explored to avoid accommodation without compromising the welfare of children and enable them to remain with their families.

4.1.3 The number of unaccompanied asylum seeking children (UASC) looked after at the 31st March 2017 was **70**. 5 were transferred to other local authorities in line with the National Transfer Mechanism as the Enfield benchmark has been agreed to be 64. This figure has remained consistent and monitored on a weekly basis.

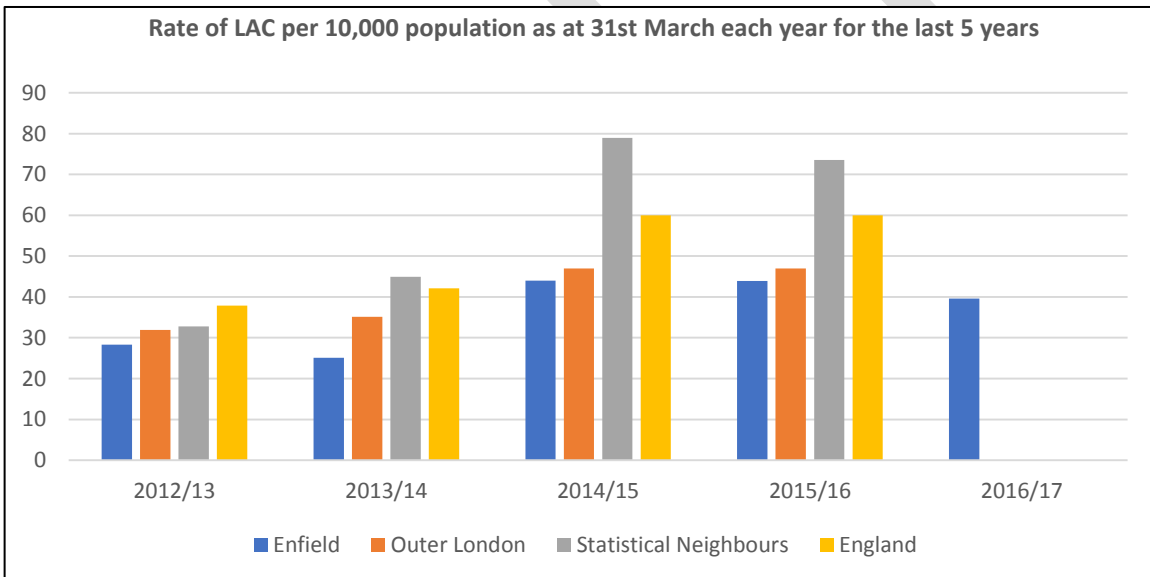
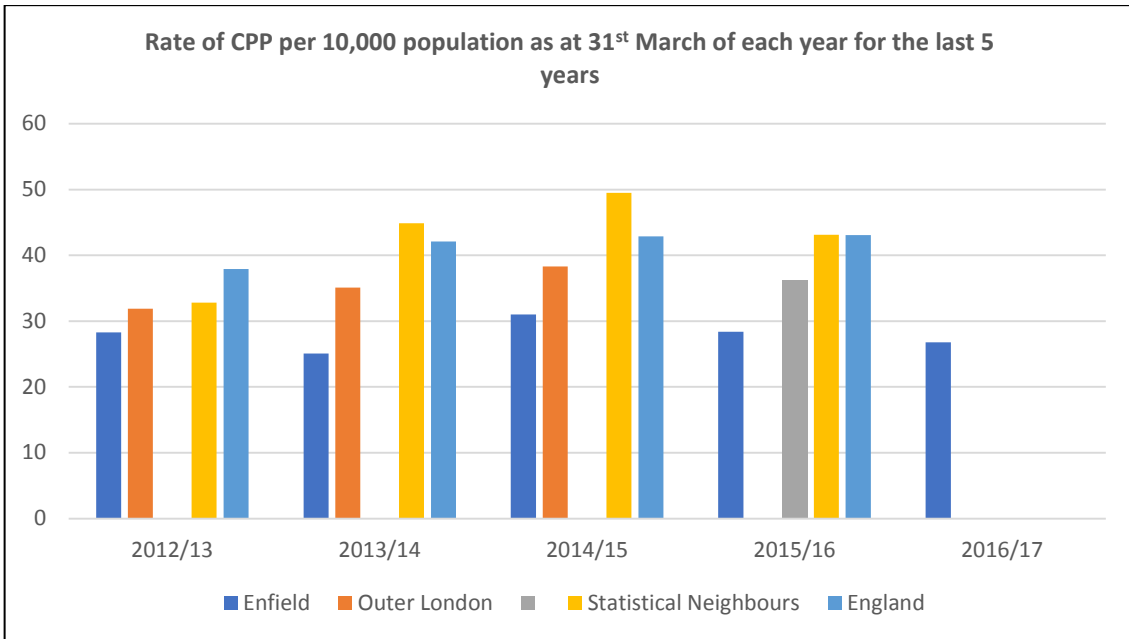
4.1.4 There are 30 children with disabilities who are looked after. Seven of these children are placed in residential schools.

4.1.5 There were small numbers of children adopted in 16/17 (10) compared to Special Guardianship Orders (32) in relation to children who had been looked after. It is expected that SGOs will continue to rise as more children are placed permanently with their family or friends. There is also a growth in the number of children placed with long term foster carers. More information about these trends can be found in the annual fostering and adoption report.

4.1.6 It is good to see that the stability of placements for children looked after has remained consistent (slight decrease from 15/16, at 69.7%) at 67.8% at end of March 17. The slight increase could be attributed to the changing characteristics we are seeing in the LAC population with more young people presenting with complex and challenging behaviour. The IROs contribute to this by ensuring robust plans are in place and intervening early when placements are showing fragility

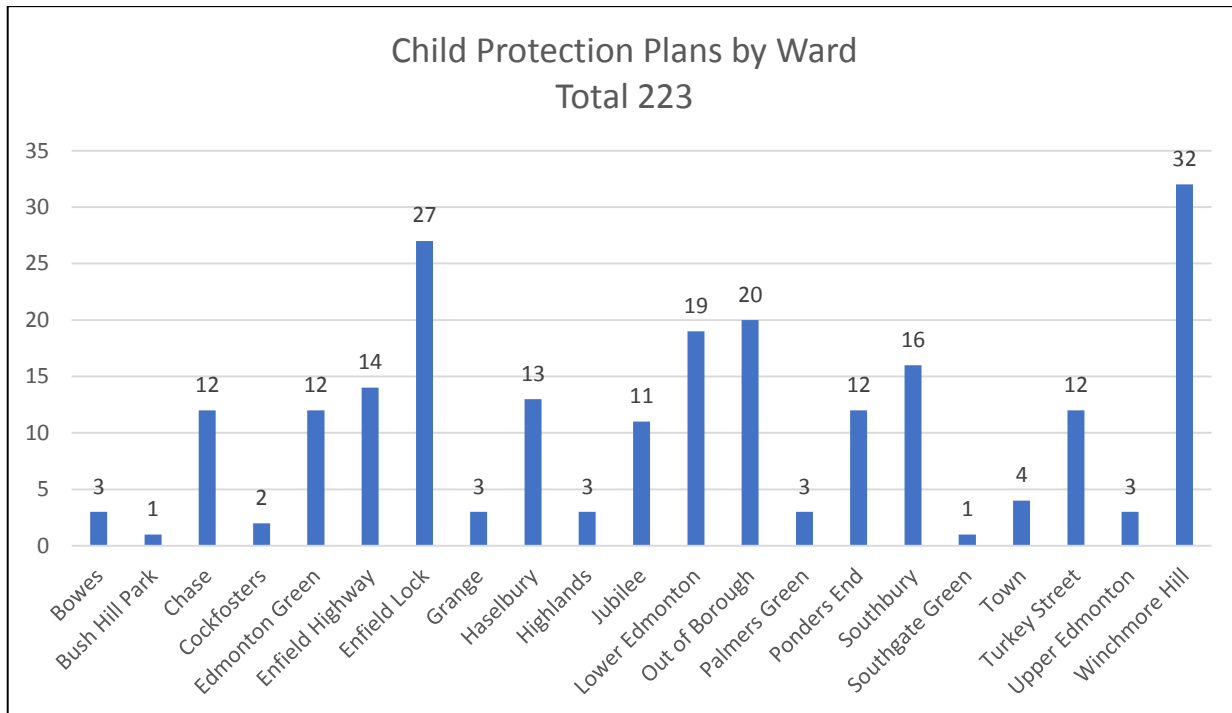
4.2 Child Protection and Looked After rates per 10,000

4.2.1 Rates per 10,000 are used as a method of benchmarking local authorities CPP LAC numbers against each other, using a more comparable method than simply comparing actual numbers. Figures are expressed as a ratio and are calculated by dividing the local authorities' actual numbers by its total 0-17 child population estimate sourced from the Office of National Statistics (ONS). The 2 charts which follow benchmark Enfield's rates per 10,000 of Children subject to a CPP and rates per 100,000 of LAC against average rates for its 3 comparator groups of Outer London, Statistical Neighbours and England. The data was not available for 16/17 at the time of writing this report.



4.2.2 The charts above show Enfield has historically had lower than average rates (and therefore numbers) of children subject to Child Protection Plans (CPP) and LAC compared to various local authority comparator groups, and continues to do so.

4.2.3 At the end of March 2017 mapping has shown that the 223 children subject to a Child Protection Plan lived in the following wards

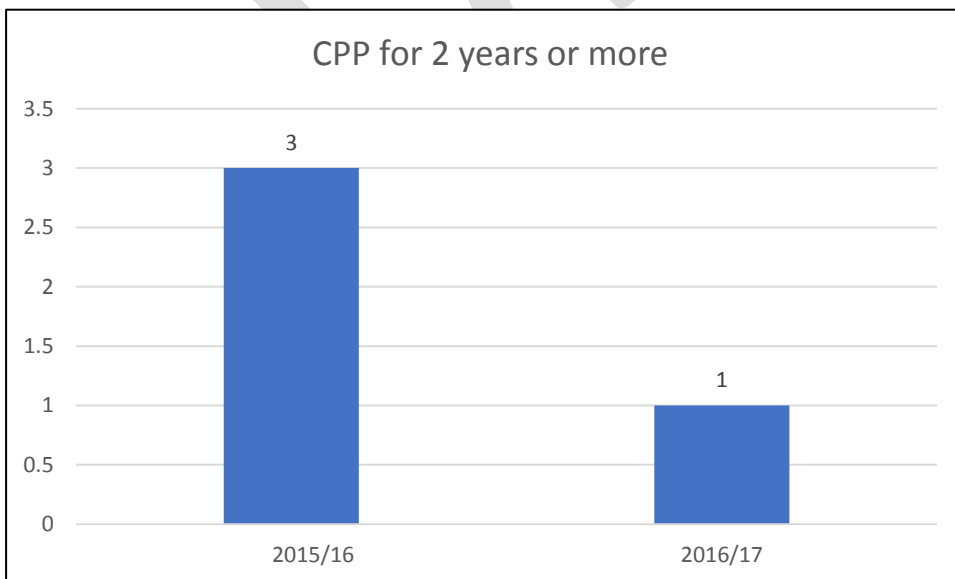
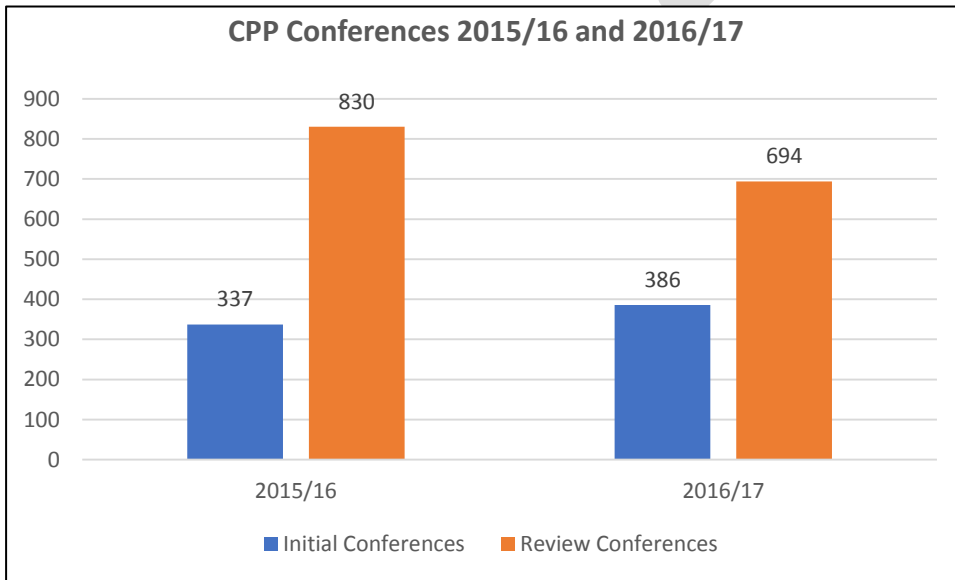
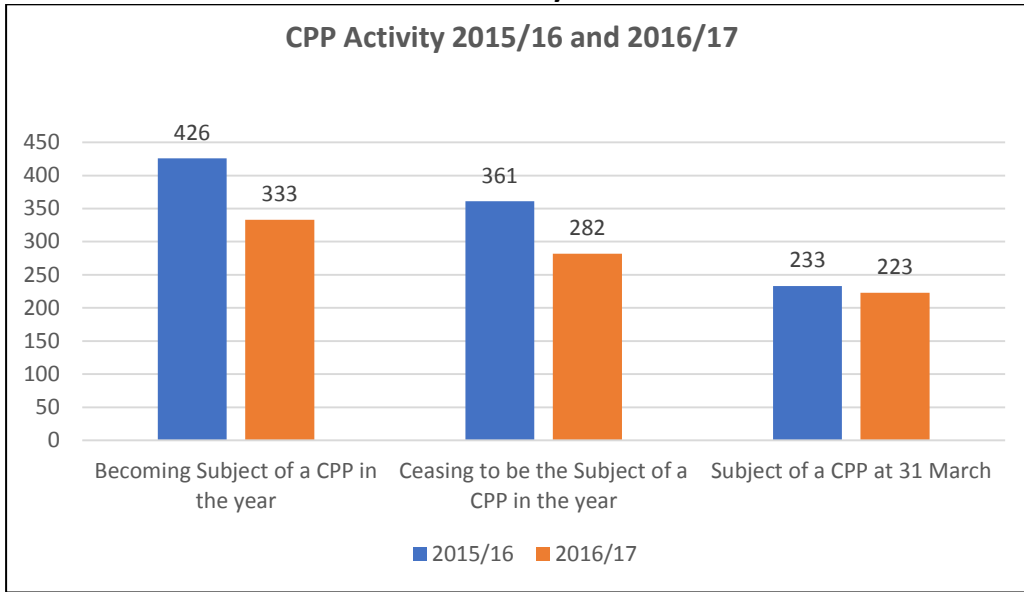


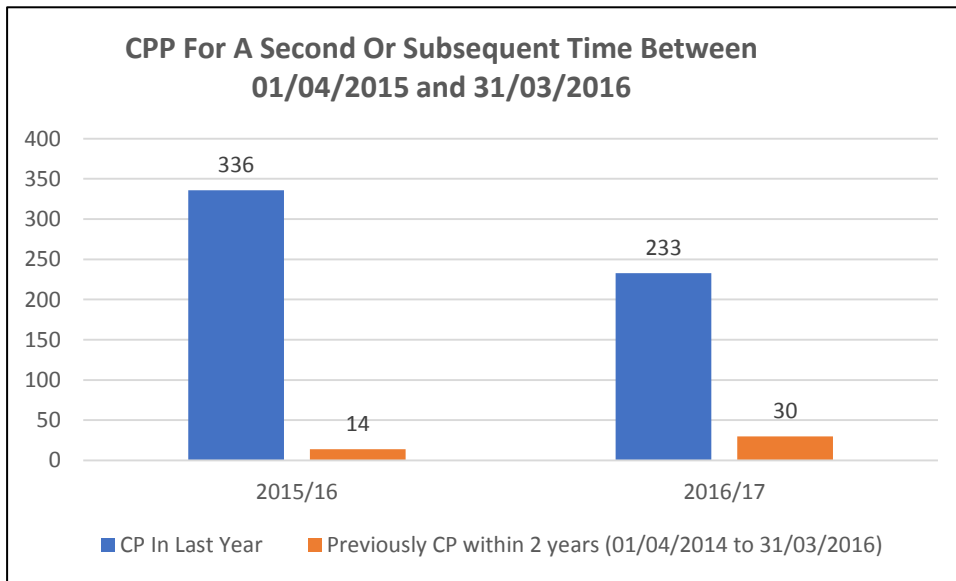
4.2.4 At the end March 2017, of the 223 children subject to CPP:

- 110 were female 110 were male 1 unborn
- 48.43% had a category of Neglect
- 39.91% had a category of Emotional Abuse
- 5.38% had a category of Physical Abuse
- 4.04% had a category of Sexual Abuse
- 1.35% had categories Physical Abuse and Emotional Abuse
- 0.90% had categories Neglect and Emotional Abuse

9 children were recorded as being a Child with one or more Disability (physical, emotional, behavioural or learning).

4.3 Child Protection Conferences and Key Performance Indicators





- 4.3.1 Performance for the indicator CPP 2 years or more has been consistently good over the last few years, good performance is typified by a lower number. Performance at the end of March 2016 was 0.9%. At the end of March 2017 this was decreased to 0.4%. This is an excellent performance indicator and would indicate that we continue to be robust in our planning and that the Public Law Outline process which is usually triggered at the second CP conference review is a contributory factor in avoiding drift in cases.
- 4.3.2 Performance for the indicator CPP for a second or subsequent time is now 9.1%, a significant increase from last year's figures (4.2%). This needs further analysis to consider the contributing factors which led to ceasing the plan and what led to subsequent decision to make children subject to child protection plans.
- 4.3.3 There were 49 additional initial conferences in 2016/17 compared to 2015/16, but 136 less review conferences. This would suggest that either cases were progressed to initial child protection conferences prematurely, or the conference developed a robust child in need plan. Another contributory factor is that in some cases, care proceedings were initiated soon after the initial conference. ESCB procedures are now in place to allow the Child Protection plan to cease quickly, without the need to have a review conference.

4.4 Looked After Reviews and Timescales

LAC reviews within timescales

	2014/15	2015/16	2016/17
Reviews within the year	910	953	806
Reviews in timescale	890	948	787
Percentage	98%	99%	97.6%

The percentage of Looked After Children reviews completed within timescale continues to be high, as shown in the table above. IROs completed some reviews in a series of meetings to ensure the relevant people were involved and the meeting remained child focused and friendly. There has been a slight decrease in the number of reviews held within timescales in 2016/17 due to administrative errors and late notifications.

4.5 Signs of Safety (SoS)

The Service has been at the forefront, embracing and embedding the Signs of Safety model in social work practice. The model is now embedded in child protection processes and all conferences are now chaired applying the key principles. The Service has representatives on the operational and strategic SoS steering groups and two IROs attend the Practice Leads Group.

All the IROs have attended two day and five day SoS training. IROs have worked closely with Enfield the Signs of Safety' Practice Coordinator/Programme Manager delivering training and supporting good practice.

Changes have been made to the case conference format: Microsoft hubs have recently been purchased by the local authority and are being used by IRO's in all conferences. This new technology enables chairs to visually display words and pictures during the conference including capturing the decisions and record of conference.

4.6 IRO case loads

4.6.1 The IRO Handbook recommends that caseloads for IROs should be between 50 and 70 Looked After Children cases. The size of caseload alone does not indicate the overall workload for each individual IRO as individual roles and responsibilities vary within the team. The IRO guidance puts an emphasis on ensuring that the size of the case load enables IROs to have sufficient time to provide a quality service, monitoring drift, undertaking follow up work after the review, consulting with the social worker following a significant change and meeting with the child before the review. At the end of March 2017, 223 children were subject to Child Protection Plans and 330 children were looked. The average case load was approximately 45 LAC cases per IRO. In addition, IROs in Enfield chair child protection conferences.

4.7 Participation (including MOMO)

4.7.1 A key role of the Service is to seek regular feedback from children, young people, families and carers about their experience in care and the difference the IRO has made to the lives of the children with whom they work. This information is collated and used to drive improvement.

- 4.7.2 Ensuring LAC can participate as fully as possible in planning and reviews remains a key priority for the Service. This has included more children being supported to attend their reviews, and more ways children can participate. There is still room for improvement especially in relation to children and young people with additional communication skills.
- 4.7.3 Participation figures for Looked After Children in their reviews has been consistently high over a long period, however there has been a decrease this year of 10%. This could be related to the change in demographics linked to the rise in the number of adolescents coming into care some refuse to participate in their reviews.
- 4.7.4 Enfield Children's Services procured MOMO app (Mind of My Own) in 2016 to help children and young people create a statement of their views, wishes and feelings. The app can be accessed on mobile phones or computers. The app gives 8-17 year olds and care leavers the ability to express their needs and views and it is aimed to compliment other tools used by social workers and other staff undertaking direct work with children and young people. The MOMO has provided an additional option to facilitate participation for children in reviews and conferences
- 4.7.5 The MOMO implementation plan was led by the Participation Steering group and fully supported by the Director of Children's Services and the respective senior managers who have all attended a MOMO workshop and had an opportunity to test the app. The MOMO app was initially introduced in May 2016 with children in care and care leavers. It has now been rolled out widely to children subject to Child Protection and Child In Need plans.
- 4.7.6 The IROs and KRATOS have had a key role in promoting and encouraging the use of MOMO in LAC Reviews. Awareness sessions have taken place with foster carers, residential units and semi-independent providers to encourage young people to use it.
- 4.7.7 This year Enfield have been one of the best authorities in London at receiving documents from children in care. Enfield have recently commissioned Action for Children to deliver advocacy for children looked after and children subject to child protection plans.

5 [Local Authority Designed Officer \(LADO\)](#)

- 5.1 The Enfield LADO is the Service Manager of the Safeguarding and Quality Service. The role of the LADO is to provide management and overview of cases where there are allegations against staff and volunteers who work with children from all agencies.

The LADO ensures that advice and information is given to Senior Managers within organisations and monitors the progress and timescales of these cases. The LADO ensures that there is a consistent approach to the application of policy and procedures, when managing allegations, and maintains a secure information database for all allegations.

All referrals are considered in line with Pan London Child Protection procedures and follow the local Enfield protocol, which was updated in September 2015.

- 5.2 The total number of allegations between 1.04.2016 and 31.03.2017 which met the threshold for LADO involvement was 50. 10 allegations (20%) were substantiated.

5.3 In addition to the above 50 allegations, there have been approximately 80 consultations with the LADO, where the threshold for LADO intervention had not been met, and advice was offered on managing low level concerns. A system has now been put in place to record this activity and report. A significant number of the consultations relate to incidents when school staff need to use positive handling (under section 93 of the Education and Inspection Act 2006). The other significant factor is around conduct and professional boundaries. In these circumstances, the LADO will evaluate the information in consultation with the Head and the police and investigate in circumstances when restraint has not been appropriate.

5.4 A LADO annual report (2016-17) has been completed which provides more detailed information about the work of the LADO and a work plan which can be found on the ESCB website.

6 Management Oversight, Quality Assurance and Dispute Resolution Process

6.1 All children looked after and children subject to child protection plans are allocated a designated IRO from the moment they enter the system with the key aim that the allocated IRO will remain consistent, until the child is no longer looked after or subject to a Child Protection Plan.

6.2 The quality and effectiveness of the IRO service is closely monitored through supervision, case file audits, together with performance reporting which highlights good practice as well as any areas of concern, therefore enabling prompt action to rectify any poor IRO performance.

6.3 The statutory guidance states that operational social work managers must consider the decisions from the review before they are finalised. This is due in part to the need to ensure any resource implications have been addressed. Managers have five days to raise any queries or objections. This rarely happens which would indicate that managers are generally satisfied with the decisions made at the review

6.4 One of the key functions of the IRO is to resolve problems arising out of the care planning process. IROs within Enfield continue to have positive working relationships with social workers and team managers of the children for whom they are responsible. Where problems are identified in relation to a child's case for example in relation to care planning, resources or poor practice, the IRO will, in the first instance, seek to resolve the issue informally with the social worker or the social worker's manager. If the matter is not resolved in a timescale that is appropriate to the child's needs, the IRO will escalate the matter accordingly following the local dispute resolution process.

6.5 Staff together with IROs recognise that any problems or concerns regarding care plans need to be addressed initially through negotiation before instigating the escalation resolution process.








6.6 The escalation process gives weight and strength to the role of the IRO and emphasises the need for the IRO to be accountable for the recommendations that are made at reviews. IROs will refer to the process when actions or recommendations have not been followed up on behalf of a child/young person or where care plans have been delayed and whilst in the main the majority are dealt with at Social Worker/Team Manager level, there are some examples of where there has been escalation to Heads of Service. There has not been the need to escalate to the Assistant Director, Director or externally to CAFCASS as issues have been resolved at an earlier stage.

- 6.7 As part of the monitoring function IROs have a duty to monitor the performance of the local authority's function as a corporate parent and identify any areas of poor practice. This includes identifying patterns of concern emerging not just around individual children but also more generally in relation to the collective experience of looked after children and the services they receive. Equally important, the IROs recognise and report on good practice.
- 6.8 See case examples of IRO intervention and the impact of their role by reading the case studies in Appendix 1
- 6.9 The Service undertook a thematic audit in February/March 2017 in relation to young people, over the age of 15, who had been made subject to Child Protection Plans. The purpose of the audit was to consider whether threshold for intervention is appropriate and the decision to make young people who are over the age of 15, is proportionate to risk. In 76% of cases the threshold for intervention was appropriate and proportionate to the risks identified, and necessary changes were made to reduce the risk of harm. 24% of these young people could have been supported to reach positive outcomes with a clear safety Child in Need plan in place thus avoiding child protection processes.

7 Achievements in 2016-17

- 7.1 The last 12 months have been challenging as always but the Service has continued to make significant steps in implementing and maintaining improvements in practice.
- 7.2 This year the service had two long-standing and experienced members of staff retire, the service continues to maintain very high standards and performing consistently well. Members of the service are very experienced and highly skilled and deliver an excellent service to children subject to child protection plans and children who are looked after.
- 7.7 The Service continues to attend MAPPA and CDOP meetings and members of the service are involved in the Participation Steering Group and have links with KRATOS.
- 7.8 Members of KRATOS and IROs collaborated and developed the Child Friendly Child Protection Plan. (see Appendix B). This is an additional tool for social workers to use when completing direct work with children subject to child protection plans, ensure children are aware of the worries professionals have and support them in contributing to their safety plans.
- 7.9 As highlighted in previous sections, the Service has been at the forefront of promoting MOMO and implementing Signs of Safety across the Department.

Review of the 2016/17 annual action plan and planned developments and key priorities for 2017/18

ACTION PLAN 2016/17					
Area for development	Action	Lead officer	Timescale	RAG Status	Outstanding actions for 16/17
Pilot and implement the Signs of Safety Model in child protection conferences	All IROs to attend the 2 and 5-day training	Maria Anastasi	February 2017		
	Review all documentation for CP conferences to make them compliant with SoS model	Grant Landon/Sam Seddon/Maria Anastasi	March 2017		
	Introduce new technology for conferences	Grant Landon/Maria Anastasi/IT Service	April 2017		
Maintaining the high levels of participation in LAC reviews and improving where possible the numbers of children and young people that participate in Child Protection conferences.	Promote the use of MOMO in LAC reviews	Maria Anastasi	Ongoing		
	Promote participation of young people in conferences via advocacy service	Maria Anastasi			
	Increase the number of young people supported to chair their own LAC reviews				
Embracing the Enfield 2017 transformation agenda while fulfilling the statutory requirements of the service.	Identify key areas for IRO's that will require specific specialist support and ensure all statutory functions are met whilst implementing new ways of working	Anne Stoker Assistant Director Maria Anastasi Simon Gardner Head of Operational Support	Ongoing		

IROs to attend social work knowledge and skills workshops over the forthcoming year in order to identify learning and development needs specific to the role.	Collaborate with Organisational Development to develop a programme for Area for development IROs	Corporate learning and development team Maria Anastasi	2017/18		Programme has now been developed and will be delivered September 17-March 18
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8.1 The key priorities and areas of development for 2017/18

Areas for development	Action	Lead Officer	Timescale	RAG status
Continue to apply SoS principles in Child Protection conferences	Training in use of Microsoft Hub for all IROs	Maria Anastasi Grant Landon Corporate IT Sam Seddon	September 17	
	Continuous focus upon improvement and quality of SW reports and Safety Plans		Ongoing	
	Representation in Operational, Steering and Practice Lead Groups		Ongoing	
Increase participation in LAC reviews and improving where possible the numbers of children and young people that participate in Child Protection conferences	Continue to promote the use of MOMO in LAC reviews and CP conferences Improve quality of direct work with children by increasing the use of Child Friendly Conference Plan	Maria Anastasi	Ongoing	
Contribute to the OFSTED Improvement Plan	As agreed in Social Care Operational Management Group (OMG)	Anne Stoker OMG	Ongoing	
Implement LADO process on ICS to improve management information process and systems and to improve LADO recording, monitoring and tracking of cases	Testing and full implementation of LADO Workspace	Corporate IT Maria Anastasi	September 2017	
Contribute to plans to reach the savings targets	SQS to have a representative in	ART/LAC/SQS	March 18	

	working group			
Quality Assurance	<p>Audit cases of children who have been subject to CP plans for a second or subsequent time in the past 2 years</p> <p>Audit cases where children over the age of 12 have become Looked After in 2016/17</p>	Maria Anastasi/OMG	<p>October 17</p> <p>December 2017</p>	

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APPENDIX 1 – Case Examples

All case studies below are provided in very broad, slightly changed terms to preserve anonymity.

CASE 1

Following the first LAC review the IRO made representations about the young person's bursary. This had been stopped as the young person had been leaving school within the hours of 9-3.30 but was outside of class time to attend therapy. The IRO wrote to appeal this, setting out issues and was successful. She received full bursary which was backdated.

CASE 2

The independent reviewing officer was involved with three teenage children who had previously been subject to child protection plans and the public law outline. Parents had alcohol and drug addictions. The children were not attending school, the oldest became pregnant by a young person involved in criminality and drugs, and another becoming involved in gang-related activities. The independent reviewing officer, who felt that the children could do well in the care of the local authority supported the social worker to gather evidence to instigate care proceedings. The local authority subsequently gained a Care Orders. The oldest is now over 18 and the two younger ones are doing extremely well in their respective placements, benefiting from consistent and nurturing care whilst being able to enjoy positive contact with their parents and other siblings.

CASE 3

An initial child protection conference was convened in relation to a 14-year-old girl. The worries presented to the conference were that there was little parental supervision and she was often left on her own. There were no routines in place, her school attendance was poor, her mother was not reporting her as missing to the police and there were worries she was at risk of child sexual exploitation. She was known to youth offending subject to a Referral Order but had no attended youth offending appointments.

The conference established that when the mother was at work, her adult daughter was at home, that there had only been one occasion when this young person had not been reported as missing, as mother believed her daughter was with a friend.

The professional network agreed that the threshold for child protection processes was not met, and the outcome was that the young person was made subject to a Child In Need plan. The rationale was that the mother was in fact trying to put a safety plan in place, but was not fully aware of what she needed to do and how to access support from other agencies.

APPENDIX 2 Child Friendly Child Protection Plan



LBE Child Friendly
Child Protection Plan

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MUNICIPAL YEAR 2017/2018 REPORT**MEETING TITLE AND DATE:**

Overview and Scrutiny Committee
6th September 2017

REPORT OF:

Executive Director Children's Services

Contact officer and telephone number:

Maria Anastasi 020 8379 2746

E-mail: maria.anastasi@enfield.gov.uk

Agenda - Part:	Item: Update Report
Subject: Enfield Annual LADO Report 2016/17	
Wards: All	
Cabinet Member consulted: Cllr Orhan	

1. EXECUTIVE SUMMARY

This report updates the Overview and Scrutiny Committee on the annual LADO (Local Authority Designated Officer) report April 2016 to March 2017 which is attached as an appendix. In Summary:

- The role of the LADO is undertaken by the Service Manager of Safeguarding and Quality Service (SQS), who has responsibility for overseeing investigations, alerting senior council officers to allegations of a serious nature, and making referrals to the Disclosure and Barring Service. Child Protection Conference Chairs/Independent Reviewing Officers in the Safeguarding and Quality service will lead on investigations in the absence of the LADO.
- In addition to leading on investigations, the service offer advice and guidance when there may be concerns about a person's conduct and when the threshold for a formal investigation has not been met. This has often ensured that advice and guidance has been given to staff when there are low level concerns
- The total number of allegations between 1.04.2016 and 31.03.2017 which met the threshold for formal LADO involvement was 50. 10 allegations (20%) were substantiated.

- This year there have been approximately 80 consultations with the LADO, where the threshold for LADO intervention had not been met.
- The number of allegations has remained consistent in the last 3 years. This year some of the allegations have been complex and have required several review strategy meetings until the conclusion of the investigation. In one case, the DfE and OFSTED had also been involved.
- In addition to the above activity, (investigations and consultations) the LADO has liaised with the Standards and Curriculum Service when there have been referrals from OFSTED to co-ordinate responses in a timely fashion
- Training is an integral part of staff development and several workshops and training sessions have been delivered.

2. RECOMMENDATIONS

That Overview and Scrutiny Committee notes the findings of this report.

3. PLEASE SEE APPENDIX (FULL REPORT) ATTACHED.

4. ALTERNATIVE OPTIONS CONSIDERED

This report is for information.

5. REASONS FOR RECOMMENDATIONS

To report to Members on the work and performance of the LADO.

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

6.1 Financial Implications

N/A

6.2 Legal Implications

The role of the LADO was introduced in 2007 and is set out in the “Working Together to Safeguard Children 2015”.

6.3 Property Implications

There are no property implications.

7. KEY RISKS

Any operational risks are minimised by attention to good practice and adherence to clear procedures. When appropriate, the LADO will liaise with the Communications Team if there is a possibility of media interest.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All, Growth and Sustainability, Strong Communities

The work of the LADO meets all 3 of the council’s key aims and the objectives and the priorities within the Children and Young People’s Plan primarily keeping children safe from further abuse or future abuse.

9. EQUALITIES IMPACT IMPLICATIONS

The Council is committed to being an exemplar of best practice in all equalities work. Corporate advice has been sought regarding equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of the Annual report. Safeguarding forms part of the Councils programme of retrospective equalities impact assessments (EQIA).

10. PERFORMANCE MANAGEMENT IMPLICATIONS

Children’s Social Care has a robust data set and annual audit programme supporting the continuous drive for improvement by the Council and its

partners in relation to outcomes for children. The development of the bespoke LADO workspace on ICS will assist in collating data and evidencing impact.

11. HEALTH AND SAFETY IMPLICATIONS

N/A

12. HR IMPLICATIONS

The LADO works in close collaboration with HR when there are safeguarding allegations against council staff to ensure procedures are adhered and that staff receive appropriate support during an investigation.

13. PUBLIC HEALTH IMPLICATIONS

The work of the LADO is critical in reducing child abuse that occurs within the workplace or in a voluntary capacity. The cost to the public purse of supporting children with emotional and mental health issues relating to past harm is considerable. By preventing further abuse to children there is increased chances of positive health outcomes and less financial pressures upon health.

Background Papers

Draft Annual LADO report 2016-2017



Safeguarding and Quality Service
LADO Local Authority Designated Officer
Annual Report 2016 - 2017

Author	Maria Anastasi Service Manager and LADO	Classification	OFFICIAL - PUBLIC	Date of First Issue	July 2017
Owner	Tony Theodoulou Executive Director Children's Services	Issue Status	DRAFT	Date of Latest Re-Issue	
Version	0.1	Page	1 of 10	Date of next review	June 2018

CONTENTS

1. INTRODUCTION..... 3

2. BREAKDOWN OF ALLEGATIONS 4

3. OTHER LADO RELATED ACTIVITIES..... 7

4. TRAINING..... 7

5. REVIEW OF WORK PLAN 2016-2017 AND WORK PLAN FOR 2017-18 .. 8

6. APPENDIX A 9

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1. INTRODUCTION

1.1 The role of the LADO is set out in the Working Together to Safeguard Children (2015). The new guidance requires local authorities to have an officer or a team of officers to manage and oversee allegations against people who work with children and that this officer or team of officers are sufficiently qualified and experienced to fulfil this role effectively. It also requires newly appointed officers to be qualified social workers.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf

1.2 In Enfield, the role of the LADO is undertaken by the Service Manager of Safeguarding and Quality Service (SQS), who has responsibility for overseeing investigations, alerting senior council officers to allegations of a serious nature, and making referrals to the Disclosure and Barring Service. Child Protection Conference Chairs/Independent Reviewing Officers in the Safeguarding and Quality service will lead on investigations in the absence of the LADO. The LADO and the Child Protection Conference Chairs/Independent Reviewing Officers are all qualified social workers

1.3 In addition to leading on investigations, the service, offer advice and guidance when there may be concerns about a person's conduct and when the threshold for a formal investigation has not been met. This has often ensured that advice and guidance has been given to staff when there are low level concerns.

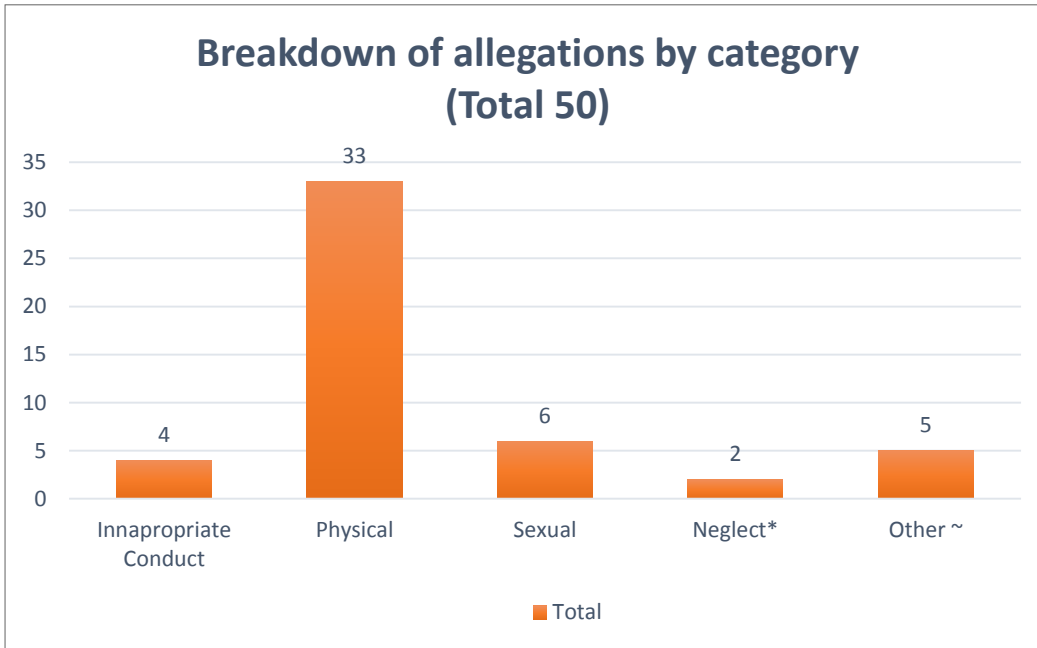
1.4 The revised Working Together makes it clear that if an organisation removes an individual (paid worker or unpaid volunteer) from work such as looking after children (or would have, had the person not left first) because the person poses a risk of harm to children, the organisation must make a referral to the Disclosure and Barring Service. It is an offence to fail to make a referral without good reason. To ensure there is compliance with this, referral to DBS is recommended, if appropriate after the investigation and the LADO is involved in coordinating referrals to DBS.

1.5 The approach we have adopted in Enfield has been effective and robust. The LADO and the CP Chairs/IROs have developed their knowledge and expertise and effective working relationships with partner agencies. An allegation may relate to a person who works with children who has: behaved in a way that has harmed a child, or may have harmed a child; possibly committed a criminal offence against or related to a child; or behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

1.6 The LADO role applies to paid, unpaid, volunteer, casual, agency and self-employed workers. They capture concerns, allegations or offences emanating from outside of work, as well as within a person's paid or unpaid role working with children.

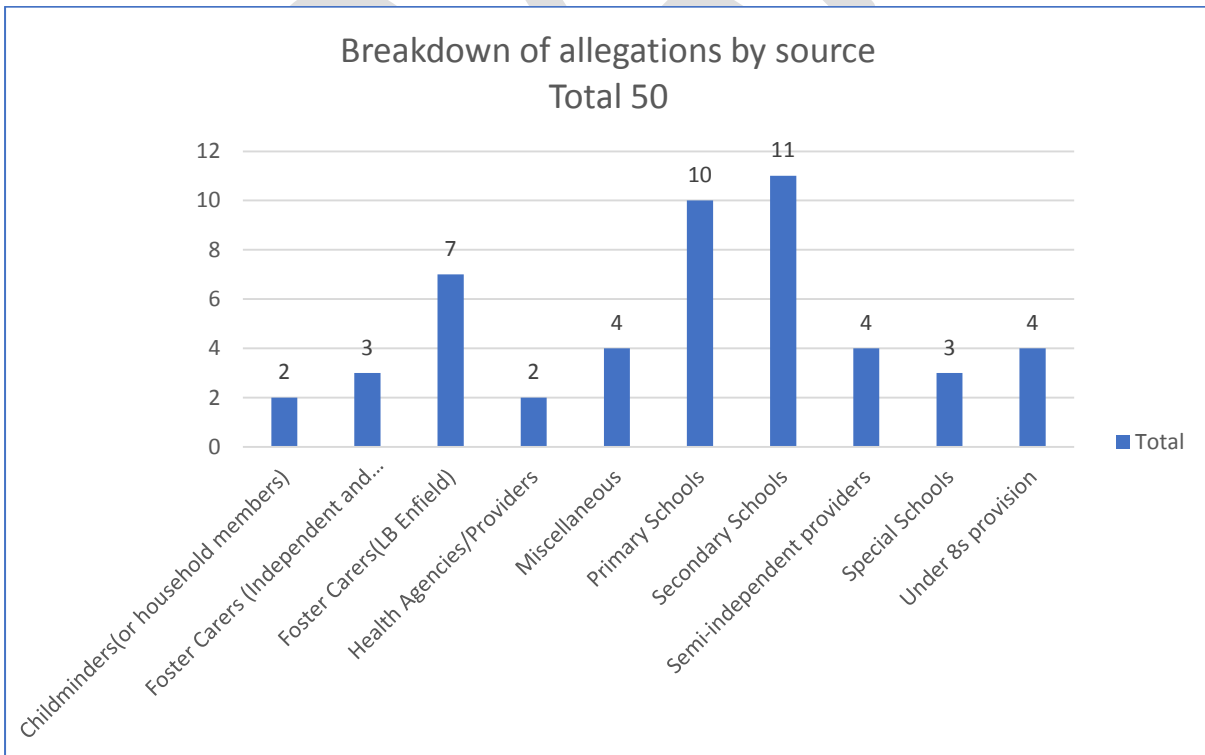
1.7 The bespoke LADO referral form is now embedded and agencies are now using the form more consistently. The revised form has enabled referring agencies to provide more detailed information about the alleged incident and the staff involved, in advance of the strategy meeting. This has had an impact on the quality of referrals and has reduced the time previously spent by the LADO gathering information from different sources.

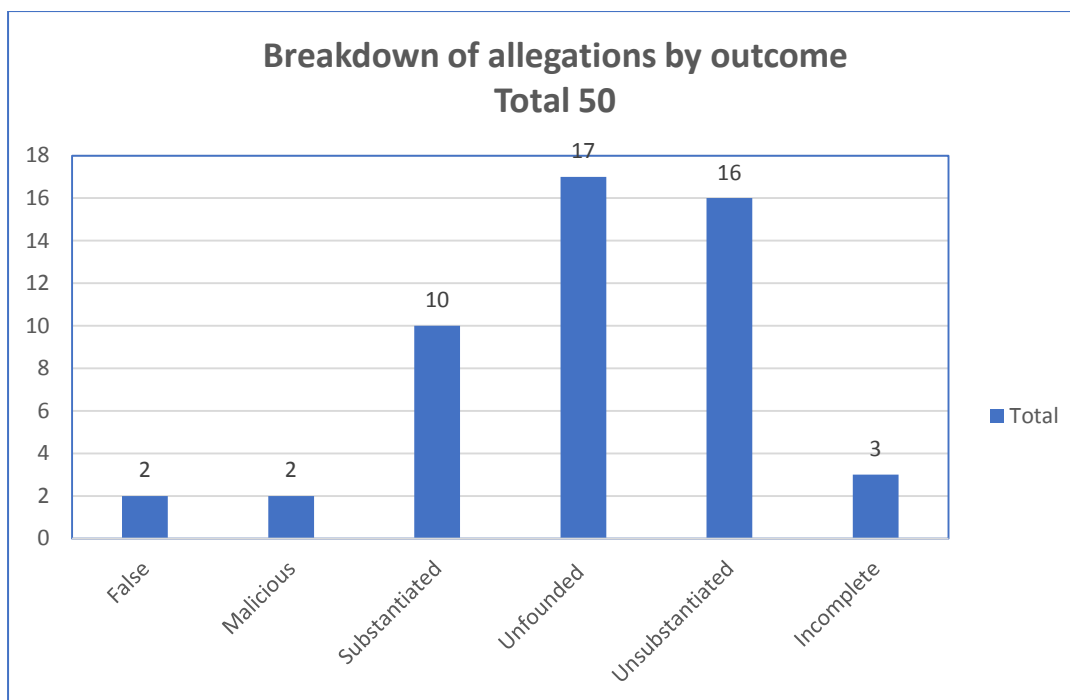
2. BREAKDOWN OF ALLEGATIONS



* One was also emotional and the other one was also physical

~Other –referrals were made to the LADO when there were concerns about a professional or volunteer outside work but raised concerns about their suitability to work with children.





2.1 The total number of allegations between 1.04.2016 and 31.03.2017 which met the threshold for formal LADO involvement was 50. The outcomes are as follows:

- 16 allegations were unsubstantiated (32%)
- 10 allegations were substantiated (20%)
- 17 allegations were unfounded (34%)
- 2 false allegations (4%)
- 2 malicious allegations (4%)
- Three investigations are still being investigated by the police (one case is of a historical sexual abuse allegation and in the other one the person has already been dismissed)
- The 10 substantiated cases related to physical abuse (4), sexual abuse (2), neglect (1), inappropriate conduct (2) and a professional's personal circumstances (1). The source of the allegations were secondary schools (3), primary schools (2), childminders (2), foster carer (1) and miscellaneous (2).

2.2 Definitions of outcomes

Substantiated- there is sufficient identifiable evidence to prove the allegation

Unfounded- there is no evidence or proper basis which supports the allegation being made. It might also indicate that the person making the allegation misinterpreted the incident or was mistaken about what they saw. Alternatively, they might not have been aware of all the circumstances.

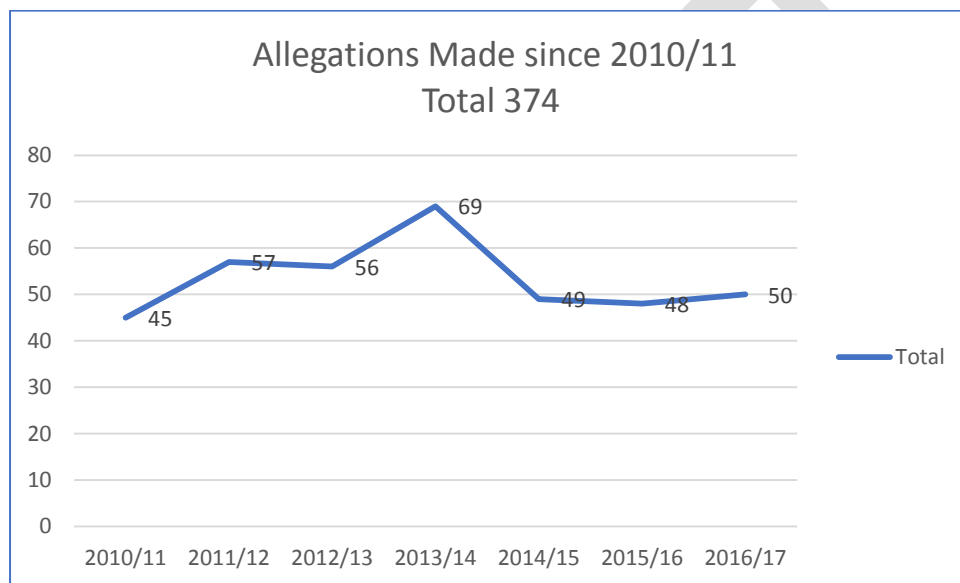
Unsubstantiated – there is insufficient evidence to prove or disprove the allegation

Malicious –there is sufficient evidence to prove there has been a deliberate act to deceive and the allegation is entirely false.

2.3 In addition to the above 50 allegations, there have been approximately 80 consultations with the LADO, where the threshold for LADO intervention had not been met. Advice was offered on managing low level concerns and a system has been put in place to record this activity and report. A significant number of the consultations relate to incidents when school staff need to use positive handling (under section 93 of the Education and Inspection Act 2006), conduct and professional boundaries. In these circumstances, the LADO will evaluate the information in consultation with the Head teacher and the police and investigate in circumstances when restraint has not been appropriate.

2.4 There have been four referrals to DBS.

2.5 COMPARISON TO PREVIOUS YEARS



2.6 Sources of referrals include direct contact from young people and parents, police, children's social care schools, the SPOE, partner agencies, OFSTED and other local authorities.

2.7 The reduction in referrals in 14/15 coincided with the launch of the revised LADO procedures, increased training to partners and increased uptake of consultation. The number of allegations has remained consistent in the last 3 years. This year some of the allegations have been complex and have required several review strategy meetings until the conclusion of the investigation. In one case, the DfE and OFSTED had also been involved.

2.8 A historical abuse allegation which had been investigated from the previous year was recently concluded and the perpetrator received a custodial sentence.

2.9 There is currently no comparative data with other London local authorities. Work within the Pan London LADO network is being currently undertaken around thresholds and benchmarking.

3. OTHER LADO RELATED ACTIVITIES

- 3.1 The LADO is responsible for coordinating referrals to DBS and responding to DBS and relevant Freedom of Information Requests.
- 3.2 In addition to the above activity, (investigations and consultations) the LADO has liaised with the Standards and Curriculum Service when there have been referrals from OFSTED to co-ordinate responses in a timely fashion. A robust system has been developed between the two services and the Director's office to ensure all referrals from OFSTED are considered and a response is provided. Records are kept by the Director's office.
- 3.3 The LADO was a member of the interviewing panel for tender interviews for semi-independent provision (October 2016)
- 3.4 The LADO supported OFSTED in an unannounced inspection of a setting under section 97 of the Education and Skills Act 2008, which OFSTED believed was an unregistered school setting. (May 2016)
- 3.5 The LADO and the Head of Standards and Curriculum undertook a Safeguarding Review of an educational setting following an OFSTED inspection and developed an audit tool for this purpose.
- 3.6 The LADO has collaborated with IT services to develop a bespoke LADO workspace within ICS. This needs further testing and it is anticipated that it will be ready for implementation in September 2017.

4. TRAINING

- 4.1 Training is an integral part of staff development and an awareness raising and feedback from these training sessions has been consistently positive. The LADO has delivered the following training/workshops during 2016/2017:
 - In house foster carers
 - Providers' Day (semi-independent and residential provision)
 - Contributed to designated teachers' training with specific reference to LADO issues and processes
 - Managing allegations training for LSCB agencies.

5. REVIEW OF WORK PLAN 2016-2017 AND WORK PLAN FOR 2017-18








Action complete



Action taken but as yet not complete



Action requiring urgent attention/implementation

ENFIELD LADO WORKPLAN 2016 – 2017			
Action	Responsibility	Timescale	RAG Status
Implement LADO process on ICS to improve management information process and systems and to improve LADO recording, monitoring and tracking of cases	Corporate IT and Maria Anastasi	2016/2017	 *
Design leaflets for parents and professionals	Maria Anastasi	September 2016	 **
Continue with developing and delivering awareness raising sessions within the statutory and voluntary sector and identify and give specific attention to agencies where there are few or no referrals	Maria Anastasi	Ongoing	
Collaborate with Adult Safeguarding to ensure that there are consistencies in practice in situations where there may be overlaps (particularly when dealing with young people who may be in settings which also cater for adults)	Maria Anastasi	Ongoing	
Interviews of semi-independent providers as part of the tendering process	Access to Resource/Maria Anastasi	September 2016	

*The development of the bespoke LADO workspace has taken slightly longer than originally anticipated. Final testing is currently taking place and it will go live in September 2017.

** Funding has been secured and leaflets are in design stage. These will be finalised by end of September 2017.

ENFIELD LADO WORKPLAN 2017 – 2018			
Action	Responsibility	Timescale	RAG Status
Implement LADO process on ICS to improve management information process and systems and to improve LADO recording, monitoring and tracking of cases	Corporate IT and Maria Anastasi	September 17	
Design leaflets for parents and professionals	Maria Anastasi	September 2017	
Continue with developing and delivering awareness raising sessions within the statutory and voluntary sector and identify and give specific attention to agencies where there are few or no referrals	Maria Anastasi and SQS	Ongoing	
Revise and update the procedure on “Managing Allegations”	Maria Anastasi	December 17	

6. APPENDIX A

Key contacts for Enfield

Local Authority Designated Officer (LADO)	0208 379 2746/2850
Police Child Abuse Investigation Team (CAIT)	0208 733 5139
Single Point of Entry (SPOE)	0208 379 5555
Emergency Duty Out of Hours Social Worker	0208 379 1000
Local Safeguarding Children Board	0208 379 2767

Key publications

“Working Together to Safeguard Children” (March 2015)

“Keeping Children Safe in Education” (July 2015)

“London Child Protection Procedures”

“Protocol for the Management of Allegations of Abuse Against an Adult working with Children” (ESCB 2015)

MUNICIPAL YEAR 2017/2018 REPORT NO.**MEETING TITLE AND DATE:**

OSC – 6th September 2017
 EMT -15 August 2017
 Cabinet -13 September 2017
 Council -19 September 2017

Agenda - Part: 1**Item:****Subject:**

SCRUTINY WORK PROGRAMME 2017/18

WARDS: None Specific

Cabinet Member consulted: Cllr Georgiou

REPORT OF:

Overview & Scrutiny Committee

Contact officer and telephone number:

Claire Johnson Governance & Scrutiny Manager Tel: 020 8379 4239

e-mail: Claire.johnson@enfield.gov.uk**1. EXECUTIVE SUMMARY**

- 1.1 This report and Appendix 1 & 2 sets out the Scrutiny work programmes and workstreams for 2017/18 for the Council's Overview & Scrutiny Committee (OSC), Health Standing Panel and Crime Standing Panel.
- 1.2 The Council's Constitution requires that the work programme proposed by OSC is adopted by Council on the recommendation of the Overview & Scrutiny Committee, following consultation with the Cabinet and the Executive Management Team (EMT).

2. RECOMMENDATIONS

- 2.1 Cabinet is being invited to comment on the Overview & Scrutiny Committee proposed work programme and workstreams for 2017/18, prior to approval by Council.

3. BACKGROUND

- 3.1 The Overview and Scrutiny Committee sets its own work programme for the year, taking into consideration wider consultation with Cabinet, EMT, and stakeholders.

3.2 OSC consists of one overarching Overview & Scrutiny Committee, 2 Standing Panels on Health and Crime, with an OSC Chair and 5 members, 4 majority and 2 opposition. Each member of the committee will lead on a workstream, or Standing Panel, therefore there will be up to 4 workstreams operating at any one time, with the option of an additional workstream if the Chair decides to lead on an area.

3.3 Workstreams, being task and finish groups, vary in their duration with some being more condensed than others. Therefore, to enable a wider span of effective coverage in each municipal year, subject to support resource capacity, OSC has an ongoing 'waiting list' of pre-agreed additional topics or themes ready to replace workstreams once they have been fully concluded. This provides continuity and ensures that a forward plan is in place from the start of and for the whole of the forthcoming year.

4.0 Overview & Scrutiny Committee

4.1 OSC met on the 25 May 2017 and agreed the work programme and workstreams for 2017/18. The OSC work programme and the Crime and Health standing panel workstreams are shown in Appendix 1. The agreed workstreams are shown in Appendix 2.

4.2 Membership of the workstreams will be agreed with the OSC leads and party whips, allocating non-executive councillors to the workstreams who have expressed an interest in undertaking scrutiny in those areas. Membership of the workstreams is cross party and will reflect political proportionality. However membership numbers can be flexible on the workstreams, and once the workstream has finished, the membership is disbanded.

5.0 Engagement

5.1 The Protocol to engage and involve Directors, Chairs of Boards, statutory bodies and other key stakeholders was previously agreed by EMT. Therefore EMT is consulted, and the Scrutiny work programme will be an item for information on the agenda for the Health & Wellbeing board and the Safer and Stronger Communities Board. In addition, the work programmes will be sent to key stakeholders such as Health, the Police, CCG, and EVA.

5.2 Cabinet is asked to note that before beginning its work, each workstream will agree a scope for the review including:

- Terms of reference
- Desired outcomes
- Key stakeholders
- Training/information required for members to prepare for the review
- Timescale for the review
- Resources required (member and officer)
- Co-optees

6. COMMENTS FROM EMT

- 6.1 EMT noted the Scrutiny work programme and agreed that in addition to the items that were listed, there should be an item on fire safety following the Grenfell Tower fire. It was agreed that major reports should go through Scrutiny and a process for this would be considered.

7. REASONS FOR RECOMMENDATIONS

To comply with the requirements of the Council's Constitution, as the workprogramme has to be formally adopted by Council. In addition, scrutiny is essential to good governance, and enables the voice and concerns of residents and communities to be heard, and provides positive challenge and accountability.

8. ALTERNATIVE OPTIONS CONSIDERED

No other options have been considered as the Overview & Scrutiny Committee is required, under the Council's Constitution, to present an annual scrutiny work programme to Council for adoption.

9. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

9.1 Financial Implications

There are no financial implications associated with the recommendations in this report however, should any costs be incurred in undertaking the Scrutiny work programme this is expected to be contained within existing budgeted resources.

9.2 Legal Implications

The recommendations within this report for adoption of the annual Scrutiny Workstream Programme are lawful and will help support the Council in meeting its statutory obligations for effective overview and scrutiny.

The Council has statutory duties within an existing legal framework to make arrangements for scrutiny of its decisions and service delivery and the areas of crime and health, which are covered within these recommendations.

The setting of the annual Scrutiny Workstream Programme is a matter for the Council, following consultation with directors, members and key stakeholders within an agreed protocol. These requirements are set out in the Council's Constitution.

The Council should consider its ongoing duties under the Equality Act to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; and advance equality of opportunity between people who share

a protected characteristic and those who do not and consider how its decisions will contribute towards meeting these duties.

9.3 Key Risks

There are no key risks associated with this report. Any risks relating to individual scrutiny workstreams will be identified and assessed through the scoping process.

10 IMPACT ON COUNCIL PRIORITIES

10.1 Fairness for All

OSC will monitor the scrutiny work programme to ensure that it addresses issues affecting a wide range of Enfield residents and that services provided are fair and equitable.

10.2 Growth & Sustainability

As part of the approach towards scrutiny, reviews will consider issues relating to sustainability.

10.3 Strong Communities

OSC will ensure that the work programme continues to include active participation from residents and that reviews contribute to building strong communities.

11. EQUALITIES IMPACT IMPLICATIONS

Equalities impact assessments relating to individual scrutiny workstreams and their recommendations will be assessed through the scrutiny process.

12. PERFORMANCE MANAGEMENT IMPLICATIONS

OSC will monitor the work programme and ensure that review recommendations are acted on and implemented by departments.

13 PUBLIC HEALTH IMPLICATIONS

There are no direct public health implications of this report, but rather what happens as a result of scrutiny.

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OSC WORK PROGRAMME 2017/18

WORK	Lead Officer	25 May - planning session	11 July- joint with Crime	25 July	6 Sept	*12th Oct	8 Nov- joint with Health	18 Jan	22 Feb	*13 March	11 April
Date papers to be with Scrutiny Team		-	30th June	14th July	28th August	2nd Oct	30th Oct	8th Jan	12th Feb		30th March
Specific Topics											
Meridian Water	Peter George					Report					
Knife Crime (Joint meeting with Crime Scrutiny)	Andrea Clemons/ Paul Sutton		Report							Update from Crime Panel	
Delayed Transfer of Care (Joint meeting with Health Panel)							Report				
Retail in Town Centres						Report					
Planning Enforcement									Report		
Chief Executive and Leader – LBE Strategic Overview										Report	
Air Quality							Report				
Contract Compliance										Report	
Pre-decision Scrutiny					Housing Allocations Policy						
Standing Items											

WORK	Lead Officer	25 May - planning session	11 July-joint with Crime	25 July	6 Sept	*12 th Oct	8 Nov-joint with Health	18 Jan	22 Feb	*13 March	11 April
Date papers to be with Scrutiny Team		-	30 th June	14 th July	28 th August	2 nd Oct	30 th Oct	8 th Jan	12 th Feb		30 th March
Children's and Young People's Issues	Tony Theodoulou			Adoption Regionalisation	Monitoring items: Fostering/Adoption/IRO/LADO reports Annual LSCB Report			Adoption Reg. Business Case	School Places Education Attainment SEND	Troubled Families	Homeless 16/17 yr olds
Monitoring/update											
Budget Meeting	James Rolfe							Budget meeting			
Equalities & Diversity	Ilhan Basharan								Report		
Annual Corporate Complaints									Report		
CE Task Group	Grant Landon			Update							
Quarterly Performance	Joanne Stacey										
Safe Guarding Annual report-Adult Services	Marion Harrington & Sharon Burgess										Report
Work Programme											
Setting the Overview &	Claire Johnson			Agree Work							

WORK	Lead Officer	25 May - planning session	11 July- joint with Crime	25 July	6 Sept	*12 th Oct	8 Nov- joint with Health	18 Jan	22 Feb	*13 March	11 April
Date papers to be with Scrutiny Team		-	30 th June	14 th July	28 th August	2 nd Oct	30 th Oct	8 th Jan	12 th Feb		30 th March
Scrutiny Annual Work Programme 2017/18				Programme							
Selection of New Workstreams for 2017/18 and 2018/19	Claire Johnson	Review and Approve Workstreams 17/18									Consider New workstreams 18/19
Workstreams Update (standing and time-limited)	Claire Johnson										
Scrutiny Workstream Reports											
Agenda Planning	Andy Ellis										

Note: Provisional call-in dates:- 20th June, 10th August, 14th September, 9th November, 7th December, 21st December, 8th February, 13th and 29th March, 5th and 19th April.*12th October, and 13th March were originally provisional call-in dates but will now be used for business meetings. Any call-ins received will take precedence at these meetings.

CRIME STANDING WORKSTREAM: WORK PROGRAMME 2017/2018

WORK Programme	Lead Officer	Tuesday 4 July (Work Planning)	Monday, 30 Oct	Thursday, 11 Jan	Thursday, 22 Mar
Deadline for sending papers to Scrutiny Team		N/A	19th October	2nd January	13 March
Panel Work Programme 2017/18 – To consider the Panel work programme	Sue O’Connell	Agree work programme			
Standing Items					
SSCB Partnership Plan & Strategic Priorities – To review the development of the Plan and strategic priorities for 2018 – 19.	Andrea Clemons/ Sue O’Connell		Verbal update		Progress Update –
SSCB Performance Management – provide a monitoring overview on performance of SSCB	Andrea Clemons/ Sue O’Connell		Monitoring Update	Monitoring Update	Monitoring Update
Update on Police numbers	Supt Tony Kelly / Sue O’Connell		Update	Update	Update
Briefings, Monitoring & Updates:					
Changes to the policing model for London	Supt Tony Kelly/ Sue O’Connell		Report		
Knife Crime	Andrea Clemons/ sue O’Connell				Report
Prevent- looking at radicalisation	Andrea Clemons/ Sue O’Connell			Report	
ASB- kerb crawling	Andrea Clemons/ Sue O’Connell			Report	
Cannabis- open smoking on streets	Andrea Clemons/ Sue O’Connell				Report

CAPE's- looking at operation across the borough	Supt Tony Kelly/ Sue O'Connell		Report		
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HEALTH STANDING SCRUTINY WORKSTREAM: WORK PROGRAMME 2017/2018

Work Programme	Lead Officer	Wednesday 18th October 2017	Thursday 16 th January 2018	Wednesday 15th March 2018
Deadline for sending papers to Scrutiny Team		6th October	5th January	5th March
Annual Items				
Agree Annual Work Programme 2017/18	Andy Ellis	To agree		
NHS Trust Quality Accounts B&CF(RF), NMUH, BEHMHT, (in liaison with NCL JHOSC)	Trust Reps			
Monitoring Items				
Adherence to Evidence Based Medicine – results of consultation	Graham McDougall CCG			
Paediatric assessment Unit – performance update	Graham McDougall CCG			
Commissioning Intentions 18/19 - CCG and Public Health	Graham McDougall -CCG/ Tessa Lindfield – Director of Public Health			
Integrated Models of Care	Graham McDougall CCG			
Public Health Prevention Strategies/ Inequalities	Tessa Lindfield – Director of Public Health			
Chase Farm Redevelopment –progress report	Andrew Panniker- Royal Free			

Work Programme	Lead Officer	Wednesday 18th October 2017	Thursday 16 th January 2018	Wednesday 15th March 2018
Deadline for sending papers to Scrutiny Team		6th October	5th January	5th March
Acute Adult Mental Health Pathway – The Crisis Cafe	Graham McDougall CCG			
Substance Misuse and DAAT Performance	Tessa Lindfield – Director of Public Health			
GP Access in Enfield	NHS England			

Appendix 2

Workstreams agreed for 2017/18

- **Human Trafficking/ Modern Slavery**
 - Lead Member: Mike Rye. Membership: Chris Bond, Pat Ekechi, Elaine Hayward, Jansev Jemal and Mary Maguire. Support Officer: Andy Ellis
- **Transport Connectivity**
 - Lead Member: Nneka Keazor. Membership: Chris Bond, Mary Maguire, Erin Celebi, Peter Fallart and one more member- tbc. Support Officer: Susan O'Connell
- **Primary School Exclusions**
 - Lead Member: Guney Dogan. Membership: Dinah Barry, Mary Maguire and 3 more members tbc. Support Officer: Susan O'Connell

OVERVIEW & SCRUTINY COMMITTEE - 25.7.2017

**MINUTES OF THE MEETING OF THE OVERVIEW & SCRUTINY COMMITTEE
HELD ON TUESDAY, 25 JULY 2017**

COUNCILLORS: Derek Levy (Chair), Abdul Abdullahi, Guney Dogan, Nneka Keazor, Alessandro Georgiou, Ertan Hurer.

STATUTORY CO-OPTES: 1 vacancy (*Church of England diocese representative*), Mr Simon Goulden (*other faiths/denominations representative*), Mr Tony Murphy (Catholic diocese representative), Alicia Meniru & 1 vacancy (*Parent Governor representative*) – *Italics Denotes absence*

OFFICERS: Tony Theodoulou (Executive Director Schools and Children's Services), Anne Stoker (AD Children's Social Care and Principal Social Worker), Grant Landon (Service Manager Practice & Partnerships), Andy Ellis (Scrutiny Officer), Elaine Huckell (Scrutiny Secretary)

103**WELCOME AND INTRODUCTIONS**

The Chair welcomed attendees to the meeting. Apologies for absence had been received from Tony Murphy, Alicia Meniru and Simon Goulden. It was noted that Councillor Ertan Hurer was substituting for Councillor Edward Smith and Councillor Alessandro Georgiou was substituting for Councillor Michael Rye at the meeting.

104**DECLARATIONS OF INTEREST**

There were no declarations of interest.

105**ADOPTION REGIONALISATION**

Anne Stoker (AD Children's Social Care and Principal Social Worker) and Tony Theodoulou (Executive Director Schools and Children's Services), presented an update on proposals for the local authority to join a regional adoption agency.

Anne Stoker highlighted the following:

OVERVIEW & SCRUTINY COMMITTEE - 25.7.2017

- Cabinet had agreed in principle to join a regional adoption agency six months ago, subject to detailed financial analysis and business case.
- Funding has now been secured from the Department for Education (DfE) to proceed to develop the business case for a London Regional Adoption Agency (LRAA) to meet the needs of London Boroughs.
- There are currently 20 local authorities who have expressed an interest in joining the LRAA, however there may be more by the time the full business case has been presented.
- Workshops are being held to look at issues such as practice standards, systems and information, workforce and finances. It had been hoped that there may be some financial savings as a result of the proposed changes. However Enfield already provides a financially efficient service and it is thought unlikely that changes would bring forward additional savings.
- Completion of the business case is expected January 2018 with stakeholder engagement and management in place by October 2018. From November 2018 to July 2019 there would be a phased implementation to cover practice, procurement, legal, finance, IT, estates HR and staff transfer.

It was noted that an update would be provided to this meeting in January 2018 on completion of the Business case.

The following issues/ questions were raised

- It was confirmed that all of the local authorities who had expressed an interest in joining the LRAA regional agency were from London. However some London local authorities had not yet expressed their intention to join. Some local authorities were looking to outsource their own regional agencies
- The funding secured from the DfE would be sufficient to put the business case forward for the LRAA. The business case would set out the financial plans for the future.
- Councillor Georgiou referred to the good adoption service provided by Enfield and expressed his concerns that new arrangements should continue to be of high quality.
- Tony Theodoulou confirmed that he would not have advocated a change from existing arrangements towards the new LRAA service, if this had not been a DfE requirement. The service provided by Enfield is considered to be of a high standard with highly skilled workers. The new proposals would bring uncertainty to their roles. He thought that project management costs would be likely to negate any possible savings.
- When asked how it is intended to protect the current service, an answer was given that we would not compromise on this.
- Although savings of approximately £50K had originally been estimated, it was now thought that there would be higher cost pressures as allowances given would probably be higher to keep in line with the practice of other local authorities.

OVERVIEW & SCRUTINY COMMITTEE - 25.7.2017

- It was asked if it would be possible for Enfield to consider a link with other local authorities, rather than the LRAA. It was stated that this would be possible however the requirements for a regional group would prevent Enfield continuing its previous arrangements with North London boroughs as it would not be of adequate size/scope.
- There will be a governing body to hold the new organization to account.
- It was asked if the new regional agency would allow for any improvements in the adoption rates, for example for our BME community. Tony thought that hopefully this would improve as there would be a larger area involved, which should enable there to be more adopters to fit the different 'cohorts' required.
- The business case which is being developed may be better described as a 'strategic analysis'.

AGREED that an update would be provided to Overview & Scrutiny meeting January 2018 on completion of the business case for the London Regional Adoption Agency (LRAA). **Action:** Anne Stoker

The Chair thanked Anne Stoker and Tony Theodoulou for their update and he thanked members for their questions.

106

CHILD SEXUAL EXPLOITATION AND ASSOCIATED RISK TO CHILDREN AND YOUNG PEOPLE TASK GROUP

Grant Landon (Service Manager Practice & Partnerships) gave a verbal update on the work of the Child Sexual Exploitation and Associated Risk to Children and Young People (CSE) Task Group.

He highlighted the following:

- The CSE Task Group had met eight times, the next meeting will be held on 14 September 2017.
- Discussions have taken place about CSE and links with issues such as drug misuse, mental health, and its impact regarding young 'runaways'.
- A CSE awareness campaign has taken place linked with the Police. Posters had been used and a short play 'Chelsea's Choice' was commissioned which focused on four young actors and was shown at secondary schools, to good reviews, for students in years 7,8 and 9. The production was based on a true story.
- Events have taken place on modern slavery and also on 'county lines' operations, which links with young people being trafficked and criminal activity.

It was noted that there would be an Overview and Scrutiny Workstream this year on human trafficking/ modern slavery which would be led by Councillor Michael Rye.

The following issues were then raised:

OVERVIEW & SCRUTINY COMMITTEE - 25.7.2017

- It was confirmed that cross borough working had taken place with Haringey, the safeguarding boards had created a pack for young people who go to North Middlesex hospital. Mapping work is continuing for identifying victims. Funding is available from the Mayor of London's office for vulnerable people and currently bids are being prepared in association with Haringey and Waltham Forest boroughs.
- There is a holistic approach taken as this area of work links with a number of services including the Youth Offending Service, Police and Children's services. Grant Landon said our analysing of data is improving
- Grant confirmed that there was an increase in reporting which he thinks is due to a better understanding of this issue
- The play 'Chelsea's Choice' is not available on 'You' tube as it was thought better for it to be shown in an interactive environment
- The posters had used Metropolitan Police images but included Enfield local contact details.
- It was asked if there were any particular 'groups' represented in the data analysed. Grant Landon said there was not a particular group over represented, the situation in Rochdale was not the case here. Although many young girls are involved it is thought there is also an increase in young boys.

Grant Landon was thanked for his update.

107

WORK PROGRAMME 2017/18

An updated copy of the Overview and Scrutiny (OSC) Work Programme for the year was circulated.

The Chair said it was apparent that there were more cross cutting issues for consideration by Overview and Scrutiny and he was of the opinion that it would be useful for some of the provisional call-in dates set aside on the Council calendar to be used for additional business meetings. This matter would be discussed with members of OSC who were not able to attend this meeting.

Councillor Levy thought that in the future, it may be beneficial for there to be a separate standing Workstream for Children and Young People's issues rather than having a Crime Standing Workstream. He was also mindful of the fact that the work programme needed to be flexible to enable OSC to examine subjects that may be raised later in the year.

The following amendments to the work programme were suggested:

- On the 8th November it was proposed to have a joint meeting with the Health Standing Workstream with colleagues from the Clinical Commissioning Group (CCG). Items to be discussed would be - Delayed Transfer of Care and Air Quality.

OVERVIEW & SCRUTINY COMMITTEE - 25.7.2017

- A meeting on 12 October would look exclusively at Meridian Water.
- The new Chief Executive to be invited to a meeting to give an LBE Strategic Overview.
- That monitoring items on Children's and Young People's issues would be brought to the 6 September meeting. To include the annual reports on Fostering, Adoption, the reports of the Independent Reviewing Officer (IRO) and Local Authority Designated Officer (LADO), together with the London Safeguarding Children's Board (LSCB) report.
- Two of the Children's and Young People's issues reports on School Places and Early Years to be looked at later in the year. The School Places, Educational Attainment and Special Educational Needs & Disability (SEND) reports should be discussed at the same meeting.
- An item on Retail in Town Centres to be included and this may tie in with the Enfield Master Plan
- The Business Case for the London Regional Adoption Agency (LRAA) to go to 18 January 2018 meeting. The January meeting usually looks at the Budget and it might also be useful to look at the item on Contract Compliance at this same meeting as relevant officers would be present.
- Selection of time limited Workstreams for 2017/18 would include Primary School Exclusions (Cllr Dogan leading), Transport Connectivity (Cllr Keazor leading), Human Trafficking/ Modern Slavery (Cllr Rye leading). Councillor Levy also referred to potential future time limited Workstreams on Flytipping, the Changing Relationship with the Voluntary Sector and Loneliness and Social Isolation.
- A Pre-decision scrutiny item on Housing Allocations Policy will go to the September meeting of OSC.

Andy Ellis would update the OSC Work Programme

**108
MINUTES OF THE LAST MEETING**

AGREED the minutes of the meetings held on 25 May 2017 and 31 May 2017.

**109
DATE OF NEXT MEETING**

- 7. DATES OF FUTURE MEETINGS**
10 August 2017 – Provisional Call-in Date

6 September 2017 – Business Meeting.

Councillor Levy thanked everyone for attending the meeting

110

EXCLUSION OF PRESS AND PUBLIC

OVERVIEW & SCRUTINY COMMITTEE - 14.8.2017

**MINUTES OF THE MEETING OF THE OVERVIEW & SCRUTINY COMMITTEE
HELD ON MONDAY, 14 AUGUST 2017**

COUNCILLORS

PRESENT Derek Levy (Chair), Nneka Keazor, Chris Bond, Elaine Hayward, Robert Hayward and Mary Maguire

ABSENT Abdul Abdullahi, Guney Dogan and Michael Rye OBE

**STATUTORY
CO-OPTEEES:** *1 vacancy (Church of England diocese representative), Mr Simon Goulden (other faiths/denominations representative), Mr Tony Murphy (Catholic diocese representative), Alicia Meniru & 1 vacancy (Parent Governor representative) - Italics Denotes absence*

OFFICERS: Susan O'Connell (Governance and Scrutiny), John Baker (Project Consultant - Meridian Water), Gary Barnes (Acting Executive Director Regeneration and Environment), Paul Gardner (Regeneration and Environment) and Peter George (Assistant Director, Regeneration and Planning) Penelope Williams (Secretary)

Also Attending: Councillor Edward Smith, Councillor Alan Sitkin (Cabinet Member for Economic Regeneration and Business Development) and Councillor Daniel Anderson (Cabinet Member for Environment)

**119
WELCOME & APOLOGIES**

The Chair welcomed everyone to the meeting. Apologies for absence were received from Councillors Abdul Abdullahi, Guney Dogan, and Michael Rye and from co-optees Alicia Meniru, Tony Murphy and Simon Goulden.

**120
SUBSTITUTES**

Councillors Robert Hayward and Elaine Hayward were acting as substitutes in place of Councillors Edward Smith and Michael Rye and Councillors Chris Bond and Mary Maguire were acting as substitutes for Councillors Abdul Abdullahi and Guney Dogan.

**121
DECLARATIONS OF INTEREST**

There were no declarations of interest.

OVERVIEW & SCRUTINY COMMITTEE - 14.8.2017

122

CALL-IN OF REPORT: MERIDIAN WATER: STATION UPDATE AND BUDGET

The Committee received a report from the Chief Executive outlining details of a call in received on the Cabinet decision taken on the Meridian Water Station Update and Budget (Report No:46)

NOTED that this report was considered in conjunction with the information in the part 2 agenda.

All the discussion on this item took part in the part 2 section of the meeting.

123

EXCLUSION OF PRESS & PUBLIC

Resolved in accordance with the principles of Section 100A (4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of the Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006.

124

CALL-IN MERIDIAN WATER: STATION UPDATE AND BUDGET

The Committee received the information provided on the Meridian Water Station Update and Budget which had been included in the part 2 section of the agenda.

NOTED

1. The information was considered in conjunction with the report No: 46 on the part 1 agenda.
2. Councillor Edward Smith began by expressing his concern that the papers setting out the response to the reasons for call in had only been provided on the Friday before the meeting. He felt that this did not allow enough time for members to consider the information properly and was not a good way to conduct the business of the meeting.
3. Councillor Smith set out the reasons for calling in the decision:
 - Concern that there was not enough explanation in the Cabinet report as to reasons behind the increase in the cost to the Council of the proposals for the enhanced station at Meridian Water, when compared to the originally proposed base station.
 - Whilst acknowledging the need for providing connections across the railway and joining up the separate parts of the Meridian

OVERVIEW & SCRUTINY COMMITTEE - 14.8.2017

Water development, concern that the report did not provide enough context for connectivity issues across the whole area.

- Questions about the need for the Council to contribute to the costs of a Cross Rail 2 ready station which would probably not be needed for at least 20 years.
- Concern about what he felt was the confusing way the costs were presented in the report.
- Concern that the maintenance costs involved in keeping the new station bridge open 24 hours a day would fall to the Council. The view that the decision to finalise these costs should not be delegated to officers but referred back to Cabinet.
- The apparent lack of clarity about the finances of the proposals and about which grants/loans could be spent on what aspects of the scheme.
- Concern that the GLA would not re-designate areas for residential development that were currently designated for strategic industrial uses, which might mean that the Council could be at risk of losing money.

4. The response of Councillor Sitkin, Cabinet Member for Economic Regeneration and Business Development. He highlighted the following:

- The base station, as originally proposed, would not have been able to support the needs of the current Meridian Water residential proposals.
- Much of the land would remain for industrial uses and estimated land prices in the report had taken all factors into account.
- Network Rail was unable to pay for the enhanced station which was an essential part of the Meridian Water project. The station would include a bridge which would always have been needed as part of the overall scheme. The reasons were set out in detail in page 6 of the part 2 report.
- Making the station Cross Rail 2 compliant was an investment in the long term future.
- Analysis has been carried out to back up all the proposals in the report and to estimate land values following the building of the station.

5. Other issues highlighted by officers in support of the decision, included:

- That the station was part of a much wider scheme being run by Network Rail to improve the railway infrastructure in the Lee Valley corridor and to unlock growth in the area.
- Costs had increased because the current proposal was very different from what was originally proposed by Network Rail. However, the increased costs would enhance land values and create additional money for the Council, thereby providing a strong business case for the proposals.

OVERVIEW & SCRUTINY COMMITTEE - 14.8.2017

- This was the only way to achieve 4 trains through the station an hour, which was a key objective. The Council had also submitted a bid to the Government Housing Infrastructure Fund to provide additional funds for the fourth track.
- On maintenance costs, the Council were negotiating a capped one off fee to cover these and to enable the bridge to be open 24 hours a day.
- In the unlikely event that a deal with the current development partner did fall through, the Council would seek to negotiate an alternative.
- Negotiations with the GLA on the changes to the designation of industrial land were progressing well.
- The report included, as was proper, the worst case scenario but this was unlikely to occur.
- The strategic industrial land sites were Stonehill, Hastingwood, Vosa and Phoenix Wharf.
- The work already carried out on site had already enhanced the value of the sites. Land values had been independently verified.
- The role of Network Rail was not primarily to invest in new railway infrastructure but to operate and maintain the current network. Any enhancements to the railway network, not programmed by the Department for Transport, were usually bought forward through separate third party agreements as in this case. The initial Network Rail plan had been for a very basic station which would not have met the needs of the Meridian Water development and would have been to Enfield's detriment.

6. Questions and comments addressed from members of the Overview and Scrutiny Committee:

- The third railway track was being developed through a complex web of negotiations and contributions from the GLA, Transport for London, the Department of Transport, the London boroughs of Waltham Forest, Haringey and Enfield.
- The Council was under a financial obligation to deliver the enhanced station to fulfil the requirements of the current phase one agreement.
- Councillor Smith felt that more information should have been provided on different methods of improving connectivity across the developments and why this proposal was the preferred.
- Network Rail was a publically accountable and therefore cautious organisation and the agreement included a large contingency to cover risks. The emerging cost contract would be monitored monthly by the Cabinet.
- It was felt to be more beneficial for the Council to agree an emerging contract rather than a fixed cost contract: they were more transparent and enabled the Council to have a greater input: 95% of Network Rail contracts were emerging cost.

OVERVIEW & SCRUTINY COMMITTEE - 14.8.2017

- The presentation slides from a briefing meeting held with Network Rail would be made available to committee members.
 - The two year delay had occurred due to a change in the way Network Rail operated.
 - A small amount of retail development inside the station was envisaged.
 - The Council would be providing most of the funding up front which would be paid back in part by the development partner over 10 years.
 - If BREXIT led to the withdrawal of airlines from Stansted and a decrease in the need for increased capacity on the Stansted line, this would release more capacity for the local stations.
 - The need for the 4th track was demanded by the needs of the proposed development alone. The ambition for the project had increased the need to review the capacity of the station.
 - Councillor Smith had not attended the Cabinet meeting where the decision had been taken.
 - Cabinet had received several informal briefings and had themselves discussed issues raised at this meeting, before taking their decision.
 - The station was due to be completed and open by May 2019 and the first houses built by the summer of 2019, a few months after the station.
 - The benefits of the station and the Meridian Water development would also be felt by those already living in Edmonton.
 - Any delay in signing the Implementation Agreement would result in the Council incurring considerable extra costs.
 - The GLA contribution to the station was conditional upon the delivery of the new homes.
7. The summing up by Councillor Edward Smith: that a useful discussion had been held and some useful information put forward, however he was still not persuaded that this was the correct decision. He felt that that there was no evidence of a strategic overview, the risks were large, difficult to resolve and could have knock on effects on the whole Council. He recommended that the decision should be referred back to Cabinet to enable them to look again at some of the issues raised.

Following the discussion, the Committee took a vote on whether the decision should be referred back to Cabinet, with the following result:

In favour of referring the decision back to Cabinet: 0

That the decision should stand: 3

Abstentions: 2

AGREED to confirm the decisions in the Cabinet report.

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