



Contact: Jacqui Hurst
Cabinet Secretary
Direct: 020 8379 4096
or Ext:4096

e-mail: jacqui.hurst@enfield.gov.uk

THE CABINET

Wednesday, 23rd January, 2019 at 7.15 pm in the Conference Room, Civic Centre, Silver Street, Enfield, EN1 3XA

Membership:

Councillors : Nesil Caliskan (Leader of the Council), Daniel Anderson (Deputy Leader of the Council), Yasemin Brett (Cabinet Member Public Health), Alev Cazimoglu (Cabinet Member for Health & Social Care), Guney Dogan (Cabinet Member for Environment), Achilleas Georgiou (Cabinet Member for Children's Services), Nneka Keazor (Cabinet Member for Community Safety & Cohesion), Dino Lemonides (Cabinet Member for Housing), Mary Maguire (Cabinet Member for Finance & Procurement) and Ahmet Oykenner (Cabinet Member for Property and Assets)

Associate Cabinet Members

Note: The Associate Cabinet Member posts are non-executive, with no voting rights at Cabinet. Associate Cabinet Members are accountable to Cabinet and are invited to attend Cabinet meetings.

Dinah Barry (Associate Cabinet Member – Non Voting), George Savva MBE (Associate Cabinet Member – Non Voting) and Ahmet Hasan (Associate Cabinet Member – Non Voting)

NOTE: CONDUCT AT MEETINGS OF THE CABINET

Members of the public and representatives of the press are entitled to attend meetings of the Cabinet and to remain and hear discussions on matters within Part 1 of the agenda which is the public part of the meeting. They are not however, entitled to participate in any discussions.

AGENDA – PART 1

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS

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

3. DEPUTATIONS

To note, that no requests for deputations have been received for presentation to this Cabinet meeting.

4. CAPITAL PROGRAMME MONITOR MONTH 8 (NOVEMBER) 2018 (Pages 1 - 14)

A report from the Director of Finance is attached. **(Key decision – reference number 4788)**

(Report No.130)

(7.20 – 7.30 pm)

5. COUNCIL TAX SUPPORT AND COLLECTION FUND (Pages 15 - 42)

A report from the Director of Finance is attached. (Note: Appendix E – Business Rate Base 2019-20 will be circulated “to follow”) **(Key decision – reference number 4762)**

(Report No.131)

(7.30 – 7.40 pm)

6. ALBANY PARK RIVER RESTORATION AND FLOOD ALLEVIATION SCHEME (Pages 43 - 52)

A report from the Executive Director – Place is attached. **(Key decision – reference number 4807)**

(Report No.132)

(7.40 – 7.50 pm)

7. STRATEGIC PROPERTY - CORPORATE PROPERTY INVESTMENT PROGRAMME (Pages 53 - 74)

A report from the Executive Director – Place is attached. (Report No.137, agenda part two also refers) **(Key decision – reference number 4792)**

(Report No.133)

(7.50 – 8.00 pm)

8. UPDATED SCHOOL CONDITION AND FIRE SAFETY PROGRAMME 2018/19 TO 2020/21 (SCHOOLS CAPITAL PROGRAMME) (Pages 75 - 82)

A report from the Executive Director – People is attached. (Appendix A to the report containing exempt information, is attached to the part two agenda for Members' consideration) **(Key decision – reference number 4755)**

(Report No.134)
(8.00 – 8.10 pm)

9. SMALL SITES HOUSING DEVELOPMENT UPDATE 2019 (Pages 83 - 90)

A report from the Executive Director – Place is attached. (Report No.139, agenda part two also refers) **(Key decision – reference number 4789)**

(Report No.135)
(8.10 – 8.20 pm)

10. CABINET AGENDA PLANNING - FUTURE ITEMS (Pages 91 - 96)

Attached for information is a provisional list of items scheduled for future Cabinet meetings.

11. MINUTES (Pages 97 - 108)

To confirm the minutes of the previous meeting of the Cabinet held on 12 December 2018.

12. DATE OF NEXT MEETING

To note that the next Cabinet meeting is scheduled to take place on Wednesday 13 February 2019 at 7.15pm.

13. EXCLUSION OF THE PRESS AND PUBLIC

To consider passing a resolution under Section 100(A) of the Local Government Act 1972 excluding the press and public from the meeting for the items of business listed on part 2 of the agenda on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

(Members are asked to refer to the part 2 agenda)

This page is intentionally left blank

MUNICIPAL YEAR 2018/19 REPORT NO. 130**MEETING TITLE AND DATE:**

Cabinet: 23 January 2019

Agenda – Part: 1**Item: 4****Subject:** Capital Programme Monitor

Month 8 (November) 2018

Wards: All**Key Decision No:** 4788**REPORT OF:****Director of Finance****Cabinet Member consulted:** Cllr Maguire

Contact officer and telephone number:

Olu Ayodele - Tel: 0208 379 6133; Olu.Ayodele@enfield.gov.ukRichard Kyei - Tel: 0208 379 3138; Richard.Kyei@enfield.gov.uk**1. EXECUTIVE SUMMARY**

The purpose of this report is to set out the Council's Capital Programme (2018/19-2021/22) as at November 2018, this report includes the latest information for all capital schemes including the funding arrangements.

The overall expenditure for the approved programme, at year end is projected to be £189m. This consists of General Fund £108m, HRA £76m and Enfield Companies £5m, for 2018/19.

The report:

- 1.1 Sets out the estimated capital spending plans for 2018/19 to 2021/22 including the proposed arrangements for funding;
- 1.2 Confirms that the revenue capital financing costs for the approved 2018/19-2021/22 programme are provided for in the budget.

2. RECOMMENDATIONS

It is recommended that Cabinet notes:

- 2.1 the revised four-year approved programme totalling £533m as set out in Appendix A.
- 2.2 the addition of £44.9m to the capital programme, as itemised in Table 3, of which £1.4m is grant

3. BACKGROUND

- 3.1 The Council's Capital Programme is continually reviewed, and monitoring reports are submitted to Cabinet on a quarterly basis. The Council continually strives to maximise external grants and contributions, attracting new income streams to fund projects wherever possible and minimising the need to borrow.
- 3.2 This is the third report on the 2018/19 Capital budget and four-year Capital Programme 2018/19-2021/22 as approved by Council on the 21st February 2018. This report is forecasting the year end position at the end of the November.

4. CAPITAL UPDATES

- 4.1 There have been two announcements recently which will impact on future capital programme:
 - On 23 October the Mayor set out the grant allocations for housing across London, Enfield has been allocated £18m to deliver 571 homes.
 - The recent announcement by the Prime Minister that the Housing Revenue Account borrowing cap will be lifted to enable councils to build more homes subject to the affordability for the HRA to meet the revenue costs of the borrowing.
- 4.2 Locally, the Council has set up a new Capital Review board, comprising of, the Director Finance, Director of Law and Governance and the Head of Capital and Projects as well as Directors representing all key areas of capital expenditure. The board is responsible for reviewing the Capital Strategy, considering the capital budget monitor and financing and reviewing additional capital requests.
- 4.3 The review process will enable the overall impact on affordability and risk to the financial sustainability of the Council to be identified and understood and will strengthen the link between investment decisions and commitments in the Medium Term Financial Plan.

5. 2018/19 CAPITAL PROGRAMME BUDGET

- 5.1 The four-year Capital programme is contained in Appendix A with budgets shown inclusive of carry forwards from 2017/18, where applicable.
- 5.2 The approved Capital budget for the current financial year 2018/19 is summarised in Table 1 below and provides the latest position reflecting updated project expenditure profiles as advised by project and programme managers.

TABLE 1 – Current Year Capital Programme	2018-19 Budget at Q2	Budget Reprofiling	Growth	Proposed Reductions	Proposed Programme 2018-19	Actuals as at end of Nov	Percentage of Spend to Proposed Budget (NOV)
	£'000	£'000	£'000	£'000	£'000	£'000	%
Resources	13,282	(685)	0	0	12,597	5,814	46%
People	26,443	(25,886)	17,378	0	17,935	10,264	57%
Place	36,144	(30,075)	27,545	(69)	33,546	18,313	55%
Place - Meridian Water	45,528	(1,500)	0	0	44,028	8,537	19%
Place - HRA	86,331	(10,315)	0	0	76,016	50,884	67%
Total	207,729	(68,461)	44,923	(69)	184,122	93,812	51%
Energetik	4,900	(1,221)	0	0	3,679	2,750	75%
Housing Gateway Ltd	20,000	(18,250)	0	0	1,750	0	0%
Total Companies	24,901	(19,471)	0	0	5,430	2,750	51%
Total Capital Programme	232,629	(87,932)	44,923	(69)	189,551	96,562	51%

6. KEY FORECAST OUTCOMES TO YEAR-END

This section of the report highlights forecast project deliverables to the year end, by Directorate, focusing on key projects, where actual spend, based on a pro-rata basis to the year-end appears low. Where available the value of work carried out to date, but not invoiced has been highlighted.

6.1 Resources

ICT

Key deliverables include the continuation of new laptops and tablets rollout, procuring infrastructure required to migrate various systems from external contractors back in-house. Work is also ongoing on the building of a new data centre as well as upgrades to telephony systems.

6.2 People

Education

Key projects in the school's 2018/19 programme forecast to complete by year end include the Major refurbishment and remodelling of Minchenden School which will be part of Durants School once completed. The scheme is forecast to complete in February 2019. The current works to be completed by year end include electrical layout and door arrangement works. The forecast for these works and other final payments to the contractor is £1.8M.

Major boiler replacement works at Broomfield school are anticipated to complete this financial year. Forecast to year end is £600K, to cover the final payment on account to contractors, retention and professional fees.

Other capital works commencing in the final quarter across the school's programme, scheduled to complete by the year end include, the refurbishment of Garfield KS2 building and caretaker's house, boiler replacement works at Galliard, George Spicer and Oaktree, roofing works at Firs Farm school and expansion work to De Bohun school.

6.3 Place

Environment and operations

The Highways programme is progressing as forecast. The 2018/19 reprofiled Highways planned capital programme, includes the maintenance of carriageways, footways and bridges and is anticipated to be fully completed by year end. The main risk to the delivery of the full programme is extended periods of snow in the next 3 months.

The TFL funded works are also on target to deliver cycle tracks/lanes on roads including the A1010 and A105 as well as work relating to road safety measures. Unspent grant funds are not lost but used to fund future years projects.

Property and Economy

The Building Improvement Programme (BIP) key projects to be completed by year end include works on Beech Barn farm, Pymmes park, Forty Hall, Trent Park and various improvements to the Civic Centre.

Demolition works on Unecol House and 2 Pergamoid Road which form part of Montagu Industrial Estate project are on target to complete this financial year, as well as the completion of the land acquisition at 190-196 Ponders End High Street.

6.4 Place - HRA

Major and Minor Works

Work is ongoing on a number of schemes including Lytchet Way and New Southgate as well as a number of fire safety projects.

Estate Renewals

It is anticipated that seven properties will be purchased using Right to buy receipts by the year end at a cost of approximately £2.1m. With a further £2m payable to 2 Registered providers - Westway and North London Muslim Housing Association which will provide 23 affordable units within the Borough.

Work is continuing Alma, New Avenue and the small sites projects. In addition to project costs, it is estimated a further 12 buybacks at a forecast cost of £3m will be completed for Alma and one on New Avenue, by the end of the financial year.

6.5 Place - Meridian Water

The main element of the Meridian Water project deliverable by the end of the financial year is the completion of the train station. The total construction cost is £46.6m, with the Council funding £40.5m and the GLA, the balance. The value of work completed, but not invoiced as at the end of November 2018 is £38.5m. This equates to 87% of the 2018/19 proposed budget detailed in Table 1. The remaining work, estimated to cost £8.1m is forecast to be completed by the 31st March 2019. The public realm works outside the station are expected to be completed by June 2019, the Meridian Water team are currently procuring contractors for these works. It is estimated £2m of public realm works will be completed by the end of the financial year, with the remaining £1.5m of works taking place in 2019/20 between April and June 2019.

Strategic infrastructure works across the Meridian Water site, including planning and design for roads, pathways and flood alleviation will continue until the end of the financial year and are estimated to cost a further £2.5M.

Willoughby lane continues to be remediated in preparation for the station opening and Phase 1 development. The current ground and water remediation works will be completed by the end of the financial year and are estimated to cost a further £2.2M. Further remediation works will take place next financial year following the relocation of the Pressure reduction system (PRS) or the IP main. These works will be funded from the new budget request, currently being finalised.

The Council is currently drawing up a grant agreement with Building Bloqs as part of Meridian Works Phase 1, to support them in expanding and developing their creative work spaces, as part of the Meridian Water placemaking strategy. The agreement is expected to be signed and agreed by all parties before the end of the financial year, at which point the Council will make the 1st payment of £397k. Design work, related to the VOSA building, is also ongoing.

The Meridian Water team are in the process of procuring a contractor to clear the phoenix wharf waste mound. Its anticipated an appointment will be made in Feb. 2019 and works to the value of approximately £1.1M, will be completed by 31st March 2019.

6.6 Companies

Housing Gateway Limited

The total available loan facility available to HGL is currently £50.1m. The company will drawdown these funds as required to purchase properties which meet their investment criteria. As such the budget profile by financial years is purely indicative, with the company's annual requirement to drawdown loan amounts driven by the availability of properties they wish to purchase.

The bulk of the 2018/19 budget has been reprofiled to future years, with £1.75m left in 2018/19. This represents the forecast loan drawdown to fund 5 street properties, which is based on the fact that, the company currently has 4 properties in the pipeline. An actual drawdown by HGL is however dependent on identifying properties which meet the required yield. Should additional properties meeting the required yield be identified, funds currently reprofiled into future years will be utilised.

7. BUDGET REPROFILING

These are changes regarding the forecast timing of expenditure from the approved programme between financial years with no reported increase or decrease in budget requirement. Unless otherwise reported below these movements have minimal impact on the overall delivery of the project.

Table 2 summarises the Budget reprofiling since the second quarter, with explanations below the table for reprofiling over £250k.

	TABLE 2 – Budget Reprofileing	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Funding Source
i	IT Investment	(519)	519	0	0	<i>Borrowing</i>
	Libraries	(166)	166	0	0	<i>Borrowing</i>
	RESOURCES	(685)	685	0	0	
ii	Education	(8,108)	8,108	0	0	<i>Grants</i>
iii	Mental Health and Wellbeing Centre	(500)	500	0	0	<i>Grants</i>
iv	Extra Care Housing: Reardon Court	(17,278)	17,278	0	0	<i>*Borrowing/Grants</i>
	PEOPLE	(25,886)	25,886	0	0	
	Bury Street West Depot	27	(27)	0	0	<i>Borrowing</i>
	Edmonton Cemetery Chapel Conversion	(155)	155	0	0	<i>Capital Receipts</i>
v	Electric Quarter & Ponders End	(3,792)	2,222	1,569	0	<i>Borrowing</i>
	Flood Alleviation	(60)	60	0	0	<i>Grants</i>
vi	Genotin Road (Metaswitch)	(25,000)	12,500	12,500	0	<i>Borrowing</i>
vii	Highways & Street Scene	(343)	343	0	0	<i>Borrowing</i>
viii	Meridian Water	(1,500)	1,500	0	0	<i>Borrowing</i>
ix	Montagu Industrial Estate	1,000	(1,000)	0	0	<i>Borrowing</i>
x	Tennis Courts Works at Firs Farm	(270)	270	0	0	<i>Borrowing</i>
xi	TFL: Cycle Enfield	(900)	900	0	0	<i>Grants</i>
xii	Vehicle Replacement Programme	531	(531)	0	0	<i>Earmarked Resources</i>
xiii	Southgate Cemetery	(1,113)	1,113	0	0	<i>Borrowing</i>
	PLACE	(31,575)	17,506	14,069	0	
xiv	Major Works	(11,562)	9,661	1,901	0	<i>Various</i>
xiv	Minor Works	1,215	(615)	(600)	0	<i>Various</i>
	Estate Renewals	32	(32)	0	0	<i>Various</i>
	HRA	(10,315)	9,014	1,301	0	
xv	Housing Gateway Ltd	(18,250)	18,250	0		<i>Borrowing</i>
xvi	Lea Valley Heat Network	(1,221)	1,221	0		<i>Borrowing</i>
	COMPANIES	(19,471)	19,471	0	0	
	TOTAL Budget Reprofileing	(87,932)	72,562	15,370	0	

Explanations of movements over £250k

- I. IT Investment
The budget has been reprofiled to fund future years' projects.
- II. Education
This is to fund future years schools' projects.
- III. Mental Health and Wellbeing Centre
Grant funding earmarked to fund building a mental health and wellbeing centre in the borough, in future years. Options for additional funding are being investigated.
- IV. Extra Care Housing Reardon Court
£17.5m was approved subject to confirmation of GLA funding of £60k per property. Discussions are ongoing with the GLA on how the scheme can be reconfigured to provide additional homes and attract increased grant funding. A GLA decision is expected this financial year. Its anticipated that the only work to take place between now and the end of the financial year is feasibility related work, with the rest of the budget being reprofiled to

2019/20 The current reprofile is indicative only. An accurate budget profile, based on actual project delivery timescales will be provided in 2019/20, once the GLA's decision is known.

- V. Electric Quarter and Ponders End
The Ponders end regeneration strategy refresh included a review of Ponders End key development sites. Feasibility work is ongoing on several sites, with decisions on how to proceed to be made in 2019/20.
- VI. Genotin Road (Metaswitch)
Project scheduled to commence in 2019/20.
- VII. Highways and Street Scene
LBE Carriage resurfacing works reprofiled to April /May 2019, to allow the programming of additional work in the current financial year, which will be funded from the Additional Highway Maintenance grant (funding for potholes) received in November.
- VIII. Meridian Water
Station public realm works scheduled to take place between April and June 2019.
- IX. Montagu Industrial Estate
Budget has been brought forward to fund the demolition costs of Unecol House and 2 Pergamoid Road.
- X. Tennis Courts at Firs Farm
Funds have been reprofiled to 2019/20 to undertake Phase 2 of this programme which will be upgrade works to various tennis courts in the borough.
- XI. TFL Cycle Enfield
Re-scoping of projects has led to minor delays and therefore some works continuing into the next financial year.
- XII. Vehicle Replacement Programme
Budget brought forward to fund additional expenditure incurred on the Council's fleet replacement programme.
- XIII. Southgate Cemetery
Delays to procurement, arising from project being re-designed. Project anticipated to complete in June 2019.
- XIV. HRA Major and Minor Works
Several Major Works projects are currently going out to tender so will see the majority of expenditure in subsequent years. Re-profiling of the programme has continued throughout the financial year, with a number of fire safety programmes being prioritised this year (dry risers, fire compartmentalisation, cladding removal). This has resulted in the rescheduling of other projects to future years.
- XV. Housing Gateway Ltd
The company does not anticipate they will need to drawdown these funds this financial year. However, should a housing development, which meets the company's investment requirements come onto the market, future year funds will be reprofiled back into 2018/19.
- XVI. Lea Valley Heat Network
Project delays resulting in works being carried out in the next financial year.

8. ADDITIONS TO THE PROGRAMME

The table below details new projects which have received approval to be added to the Capital programme, since Quarter 2.

Table 3 - Growth Items	£'000	Funding Source
Extra Care Housing: Reardon Court	17,378	<i>Borrowing (KD4710)*</i>
PEOPLE	17,378	
Genotin Road (Metaswitch)	25,000	<i>Borrowing (KD4568)</i>
Traffic and Transportation	50	<i>Developer Contribution</i>
Flood Alleviation	38	<i>Grant (EA)</i>
Highways & Street Scene	778	<i>Grant (DfT)</i>
3G Pitch Enfield Playing Fields	10	<i>Grant (Football Foundation)</i>
Community Safety	151	<i>Revenue Contribution</i>
Southgate Cemetery	1,140	<i>Borrowing (KD4073)</i>
Housing Adaptations (DFG)	378	<i>Grant (DFG)</i>
PLACE	27,545	
TOTAL Growth	44,923	

**Approved subject to receipt of £4m grant from GLA as part of project funding.*

9. PROPOSED REDUCTION

There is one reduction to the 2018/19 capital programme since quarter two.

Table 4 - Reductions	2018-19 £'000	2019-20 £'000	Total £'000
The Crescent (Edmonton)	(69)	(161)	(229)
PLACE	(69)	(161)	(229)
TOTAL Reductions	(69)	(161)	(229)

10. FINANCING OF CAPITAL EXPENDITURE

- 10.1 The following table sets out the current funding position for the 2018/19-2021/22 Capital Programme. The second part of the table shows that the increase in borrowing is to be funded to a significant extent by 'commercial arrangements' with business plans for commercial property rental and capitalisation of costs associated with major regeneration at Meridian Water.

Financing of Capital Expenditure	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Total £'000
Total General Fund & HRA Expenditure	184,122	196,442	57,694	34,905	473,162
Funded From:					
Grants & Contributions	31,765	31,748	-	-	63,513
Revenue Funding	8,206	11,213	6,203	4,513	30,134
Capital Receipts	13,642	11,413	12,976	15,584	53,615
Earmarked Reserves	60,793	45,454	23,964	14,808	145,020
Financing Requirement	69,716	96,613	14,551	-	180,880
Companies Finance Requirement	5,429	43,357	11,101	-	59,887
Total Financing Requirement	75,146	139,970	25,652	-	240,767
Increase in CFR Funded by:					
Commercial Business Plans*	49,527	67,149	-	-	116,676
Council Tax (raised by Minimum Revenue Provision)	25,619	72,821	25,652	-	124,092
Impact on Council Tax - Minimum Revenue Provision (MRP)**	-	1,406	960	308	2,674
Impact on Council Tax - Interest Costs**	1,174	658	61	37	1,930

*Includes Council investment in HGL, EIL, LVHN (£5.5m) & Meridian Water (£44.0m)

**These figures represent the forecast additional Council Tax required to fund the Capital programme. The MRP element represents funds set aside for repayment of loan principal. The Council's treasury management policy is to set aside MRP, 1 year after the borrowing is incurred. However, interest is payable immediately the borrowing is undertaken.

Types of Capital Funding

Grants	<p>Specific government grants from external parties such as the Education Funding Agency and Transport for London.</p> <p>Funding is specific to certain schemes or certain types of capital investment e.g. provision for additional school places.</p> <p>There is a high level of certainty over these funding streams.</p>
Contributions	<p>These are S106/Community Infrastructure Levy and other revenue contributions towards capital projects.</p> <p>There is a high level of certainty over these funding streams.</p>
Capital Receipts	<p>Capital receipts from previous years' disposals and from estimated proceeds from the sale of assets (net of disposal costs) that have so far been approved for disposal over the life of the programme.</p>
Earmarked Reserves	<p>The use of specific reserves within the Council's available resources to fund specific projects such as the Vehicle Replacement Fund and the CCTV reserve, these are readily available funds which can only be used once to meet Capital costs and are not an ongoing income stream.</p>

11. PROJECTS IN THE PIPELINE

11.1 The Council's programme has several schemes that will only proceed following a full business case being made so that the schemes:

- Meet Council priorities;
- Represent value for money;
- Are either funded by new government grants, new external contribution;
- Are invest-to-save projects and can be met from the current Medium Term Financial Plan;
- Replace existing approved schemes;
- Meeting governance requirements.

The table below sets out the potential projects in the pipeline:

Appendix A1						
Indicative Capital Programme	2018-19	2019-2020	2020-2021	2021-2022	Profiling to be agreed	Total 2018-19 to 2021-22
	£'000	£'000	£'000	£'000	£'000	£'000
PLACE						
Building Improvement Programme	-	1,500	1,500	1,500	-	4,500
Highways & Street Scene	-	6,450	6,450	6,450	-	19,350
PLACE TOTAL	-	7,950	7,950	7,950	-	23,850
PEOPLE						
Community Safety - CCTVs	-	-	-	-	1,200	1,200
PEOPLE TOTAL	-	-	-	-	1,200	1,200
COMPANIES						
Energetik	-	-	-	-	43,500	43,500
Housing Gateway Ltd	-	-	-	-	51,450	51,450
Investment in Commercial Property			25,000			25,000
COMPANIES TOTAL	-	-	25,000	-	94,950	119,950
TOTAL INDICATIVE CAPITAL PROG.	-	7,950	32,950	7,950	96,150	145,000

All these 'indicative' projects have been grouped together as a separate programme block for noting by Council. They include later year rolling programmes and projects where external funding is expected but not guaranteed at this stage and each will be subject to further reports to Cabinet and Council as necessary. The revenue costs of these schemes are not yet provided for in the Medium Term Financial Plan.

12. REVENUE IMPLICATIONS

12.1 Local Government is currently facing reduced resources due to the continued reduction in government funding. At the same time there are increases in demand for our key services and the continued affordability of the Capital Programme should be viewed in this context.

12.2 In recent years the Council has reduced its short-term investments primarily to fund the Capital Programme. This approach has been agreed with our external treasury advisors given the relative interest earned from investments in comparison to borrowing costs. The Council is now in a position where it will need to borrow to finance capital investment that is not funded from other resources such as grants, contributions and capital receipts. The Council has headroom in its current borrowing position to allow this to happen given that actual borrowing including the effect of the current Capital Programme is within the Council's Capital Financing Requirement. The Council will continue to review its borrowing position on a regular basis when assessing the affordability of future capital projects.

- 12.3 Table 5 above summaries how the capital programme is financed and the estimated revenue costs of borrowing (MRP + Interest). It also includes an allowance for costs to be met under commercial business plans. The net cost is the financing forecast to be met in the Medium Term Financial Plan.

13. COMMENTS OF OTHER DEPARTMENTS

13.1 Financial Implications

As the Section 151 Officer, the Executive Director of Resources is required to keep under review the financial position of the Authority. The quarterly capital monitoring is part of this review process. If required, measures will be put in place to address risks identified through the monitoring process and to contain expenditure within approved budgets.

13.2 Legal Implications

The Council has a statutory duty to arrange for the proper administration of its financial affairs and a fiduciary duty to taxpayers with regards to its use of and accounting for public monies. This report assists in the discharge of those duties.

13.3 Property Implications

All property implications are included within the main report.

14. Key Risks

All the key risks relating to the quarter are included within the main report.

15. IMPACT ON COUNCIL PRIORITIES

15.1 Good homes in well-connected neighbourhoods

The Capital Programme is designed to address the values set out within the Council's priorities. All projects are considered in the context of these priorities.

15.2 Build our Economy to create a thriving place

The Capital Programme is designed to address the values set out within the Council's priorities. All projects are considered in the context of these priorities.

15.3 Sustain Strong and healthy Communities

The Capital Programme is designed to address the values set out within the Council's priorities. All projects are considered in the context of these priorities

16. PERFORMANCE MANAGEMENT IMPLICATIONS

The report provides clear evidence of sound financial management, efficient use of resources.

17. HEALTH AND SAFETY IMPLICATIONS

Not applicable to this report.

18. PUBLIC HEALTH IMPLICATIONS

The underlying schemes which this report refers, all contribute to the overall public health objectives of the borough.

19. BACKGROUND PAPERS

None.

APPENDIX A – APPROVED CAPITAL PROGRAMME

Appendix A						2018-19 to 2021-22				Borrowing				
Approved Capital Programme	2018-19	2019-2020	2020-2021	2021-2022	Total 2018-19 to 2021-22	Capital Grants & External Contributions	Revenue Contributions	Capital Receipts	Earmarked Reserves	2018-19	2019-2020	2020-2021	2021-2022	Total Funding
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
RESOURCES														
Assessment Services														
Housing Adaptations (DFG)	2,379	2,001	0	0	4,380	4,380	0	0	0	0	0	0	0	4,380
Housing Assistance	87	0	0	0	87	87	0	0	0	0	0	0	0	87
Total Assessment Services	2,467	2,001	0	0	4,468	4,468	0	0	0	0	0	0	0	4,468
Commercial														
Forty Hall	4	67	0	0	71	0	0	0	0	4	67	0	0	71
Total Commercial	4	67	0	0	71	0	0	0	0	4	67	0	0	71
Customer Experience & Change														
IT Investment	10,389	9,637	25	0	20,051	0	0	0	0	10,389	9,637	25	0	20,051
Libraries	116	516	0	0	631	0	0	0	0	116	516	0	0	631
Total Customer Experience & Change	10,505	10,152	25	0	20,683	0	0	0	0	10,505	10,152	25	0	20,683
Total RESOURCES	12,976	12,220	25	0	25,221	4,468	0	0	0	10,509	10,219	25	0	25,221
PEOPLE														
Adult Social Care														
Care Home Revisions	452	0	0	0	452	0	0	0	0	452	0	0	0	452
Extra Care Housing: Reardon Court	100	17,278	0	0	17,378	0	0	0	0	100	17,278	0	0	17,378
Mental Health and Wellbeing Centre	0	1,490	0	0	1,490	1,490	0	0	0	0	0	0	0	1,490
Total Adult Social Care	552	18,768	0	0	19,320	1,490	0	0	0	552	17,278	0	0	19,320
Education														
School Expansions	12,602	3,693	0	0	16,295	16,295	0	0	0	0	0	0	0	16,295
Schools Maintenance	4,732	400	0	0	5,132	5,132	0	0	0	0	0	0	0	5,132
Schools' Future Programme	0	23,194	0	0	23,194	23,194	0	0	0	0	0	0	0	23,194
Total Education	17,334	27,287	0	0	44,621	44,621	0	0	0	0	0	0	0	44,621
Strategic Commissioning														
Community Safety	200	0	0	0	200	0	0	0	0	200	0	0	0	200
Total Strategic Commissioning	200	0	0	0	200	0	0	0	0	200	0	0	0	200
Total PEOPLE	18,085	46,055	0	0	64,141	46,111	0	0	0	752	17,278	0	0	64,141
PLACE														
Environment & Operations														
Alley Gating	35	0	0	0	35	0	0	0	0	35	0	0	0	35
Highways:														
Flood Alleviation	420	90	0	0	510	277	0	0	0	213	20	0	0	510
Highways & Street Scene	7,383	343	0	0	7,726	778	0	0	0	6,605	343	0	0	7,726
Parks:														
Edmonton Cemetery	1,064	800	0	0	1,864	0	0	0	0	1,064	800	0	0	1,864
Southgate Cemetery	27	1,113	0	0	1,140	0	0	0	0	27	1,113	0	0	1,140
Play Areas	479	0	0	0	479	0	0	0	0	479	0	0	0	479
Tennis Courts Works at Firs Farm	230	270	0	0	500	0	0	0	0	230	270	0	0	500
Parks (Other)	22	0	0	0	22	22	0	0	0	0	0	0	0	22
Waste, Recycling & Fleet:														
Recycling	0	243	0	0	243	0	0	0	0	0	243	0	0	243
Vehicle Replacement Programme	8,304	76	2,260	0	10,640	0	0	10,640	0	0	0	0	0	10,640
Traffic & Transportation:														
Traffic and Transportation	50	0	0	0	50	50	0	0	0	0	0	0	0	50
TFL: Local Implementation Plans	2,054	0	0	0	2,054	2,054	0	0	0	0	0	0	0	2,054
TFL: Cycle Enfield	7,080	900	0	0	7,980	7,980	0	0	0	0	0	0	0	7,980
Total Environment & Operations	27,147	3,835	2,260	0	33,242	11,160	0	0	10,640	8,653	2,789	0	0	33,242

Appendix A						2018-19 to 2021-22				Borrowing				
Approved Capital Programme	2018-19	2019-2020	2020-2021	2021-2022	Total 2018-19 to 2021-22	Capital Grants & External Contributions	Revenue Contributions	Capital Receipts	Earmarked Reserves	2018-19	2019-2020	2020-2021	2021-2022	Total Funding
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Meridian Water														
Infrastructure	22,987	0	0	0	22,987	0	0	0	0	22,987	0	0	0	22,987
Ladysmith Park	100	0	0	0	100	0	0	0	0	100	0	0	0	100
Land Acquisition	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Master Scheme	5,494	0	0	0	5,494	0	0	0	0	5,494	0	0	0	5,494
Meridian Way	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Meridian Works (GLA LRF) Phase 1	517	3,319	456	0	4,292	0	0	0	0	517	3,319	456	0	4,292
MW Comms, PR & Community Engagement	174	0	0	0	174	0	0	0	0	174	0	0	0	174
MW HIF CPO	236	0	0	0	236	0	0	0	0	236	0	0	0	236
MW Phase 1 Development (Employment Hub)	100	0	0	0	100	0	0	0	0	100	0	0	0	100
MW Phase 1 Development (Leaside Gasholder)	150	0	0	0	150	0	0	0	0	150	0	0	0	150
MW Phase 1 Development (Willoughby Lane)	150	0	0	0	150	0	0	0	0	150	0	0	0	150
MW Works Phase 3	725	0	0	0	725	0	0	0	0	725	0	0	0	725
MW: HIF Road inc. Flood Alleviation	4,350	0	0	0	4,350	0	0	0	0	4,350	0	0	0	4,350
MW Meridian HIF Rail	300	0	0	0	300	0	0	0	0	300	0	0	0	300
MWater Station Public Realm Works	2,000	1,500	0	0	3,500	0	0	0	0	2,000	1,500	0	0	3,500
Socio-Economic Strategy	40	0	0	0	40	0	0	0	0	40	0	0	0	40
Z1 Willoughby	3,107	0	0	0	3,107	0	0	0	0	3,107	0	0	0	3,107
Z12 Stonehill/Hastingwood	100	0	0	0	100	0	0	0	0	100	0	0	0	100
Z13 Phoenix Park	3,297	0	0	0	3,297	0	0	0	0	3,297	0	0	0	3,297
Z3 Dwyer/Orbital	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Z4 Ikea Clear	200	0	0	0	200	0	0	0	0	200	0	0	0	200
Z5 Gas	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Meridian Water	44,028	4,819	456	0	49,303	0	0	0	0	44,028	4,819	456	0	49,303
Property & Economy														
Building Improvement Programme	2,561	0	0	0	2,561	0	0	0	0	2,561	0	0	0	2,561
Broomfield House	70	47	0	0	117	0	0	0	0	70	47	0	0	117
The Crescent (Edmonton)	(0)	(0)	0	0	(0)	0	0	0	0	(0)	(0)	0	0	(0)
Town Centre Regeneration	66	6,804	0	0	6,870	0	0	0	0	66	6,804	0	0	6,870
Electric Quarter & Ponders End	1,350	10,634	1,569	0	13,553	0	0	0	0	1,350	10,634	1,569	0	13,553
Bury Street West Depot	70	18,973	0	0	19,043	0	0	0	0	70	18,973	0	0	19,043
Edmonton Cemetery Chapel Conversion	95	155	0	0	250	0	0	250	0	0	0	0	0	250
Jeffries Rd Industrial Estate	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Montagu Industrial Estate	1,508	12,550	0	0	14,058	0	0	0	0	1,508	12,550	0	0	14,058
Genotin Road (Metaswitch)	0	12,500	12,500	0	25,000	0	0	0	0	0	12,500	12,500	0	25,000
Southgate Circus Library Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corporate Schemes (Other)	149	0	0	0	149	0	0	0	0	149	0	0	0	149
Total Property & Economy	5,870	61,663	14,069	0	81,602	0	0	250	0	5,775	61,508	14,069	0	81,602
Housing & Regeneration														
Housing Enabling	109	0	0	0	109	0	0	109	0	0	0	0	0	109
Housing Revenue Account:														
Major Works	16,549	28,468	20,404	16,607	82,028	0	1,799	0	80,229	0	0	0	0	82,028
Minor Works	4,792	1,285	1,300	1,900	9,277	0	0	1,900	7,377	0	0	0	0	9,277
Estate Renewals	54,566	38,096	19,179	16,398	128,239	1,774	28,335	51,356	46,775	0	0	0	0	128,239
Total HRA	75,907	67,849	40,883	34,905	219,544	1,774	30,134	53,256	134,380	0	0	0	0	219,544
Total Housing & Regeneration	76,016	67,849	40,883	34,905	219,653	1,774	30,134	53,365	134,380	0	0	0	0	219,653
Total PLACE	153,060	138,166	57,668	34,905	383,800	12,934	30,134	53,615	145,020	58,456	69,116	14,525	0	383,800
Total General Fund and HRA	184,122	196,442	57,694	34,905	473,162	63,513	30,134	53,615	145,020	69,716	96,613	14,551	0	473,162
COMPANIES														
Energetik	3,679	5,107	0	0	8,786	0	0	0	0	3,679	5,107	0	0	8,786
Housing Gateway Ltd	1,750	38,250	11,101	0	51,101	0	0	0	0	1,750	38,250	11,101	0	51,101
Total COMPANIES	5,429	43,357	11,101	0	59,887	0	0	0	0	5,429	43,357	11,101	0	59,887
APPROVED CAPITAL PROGRAMME	189,551	239,799	68,795	34,905	533,049	63,513	30,134	53,615	145,020	75,146	139,970	25,652	0	533,049

MUNICIPAL YEAR 2018/2019 REPORT NO. **131**

MEETING TITLE AND DATE:

CABINET, 23rd January 2019
COUNCIL, 30th January 2019
REPORT OF:
 Director of Finance

Contact Officers: Sally Sanders/
 Geoff Waterton

sally.sanders@enfield.gov.uk

geoff.waterton@enfield.gov.uk

Agenda – Part: 1	Item: 5
Subject: Council Tax Support and Collection Fund Wards: All Key Decision No: 4762	
Cabinet Member consulted: Cllr Maguire	

1. EXECUTIVE SUMMARY

- 1.1 In January 2013 Council agreed a new local Council Tax Support Scheme to replace the previous national Council Tax Benefit Scheme which was to be abolished by the Government in April 2013.
- 1.2 Every year the Council is obliged to consider whether to revise or replace its local Council Tax Support Scheme.
- 1.3 This report recommends the Council Tax Support Scheme for 2019/20 remains unchanged from the 2018/19 scheme. This maintains the current minimum contribution for working age households not in a protected group at 26.5%.
- 1.4 A hard copy of the Council Tax Support Scheme which the Council is required to produce under section 13A(1)(a) and Schedule 1A of the Local Government Finance Act 1992 is available in the members library and will be available on line once the scheme is agreed. The Council must adopt the same or new scheme by 11 March of the preceding financial year to which the scheme will apply.
- 1.5 The report also recommends the 2019/20 Council Tax base, including an increase in the Empty Homes Premium.
- 1.6 The report also recommends the 2019/20 Business Rate base and a change to the council's existing discretionary rate relief policy to take advantage of government funded rate reliefs.

2. RECOMMENDATIONS

2.1 That Cabinet recommends to Council:

- A. That Council agrees the Local Council Tax Support Scheme for 2019/20 as summarised in Appendix A to provide financial support for households on low incomes in paying their Council Tax taking into account the Equality Impact Assessment (Appendix B). The 2019/20 scheme is based on the 2018/19 scheme, updated for legislative amendments, income uprating and administrative changes

For the 2019/20 scheme:

- the minimum contribution for working age households not in a protected group will be maintained at 26.5%.
 - The maximum earned income for Universal Credit claimants to receive council tax support will be £1,264.99 net per month for 2019/20
 - Administrative changes set out in paragraph 5.1 be incorporated into the scheme to improve service delivery
- B Agree the higher amount to be charged for council tax in respect of long-term empty dwellings (Appendix C)
- C Pursuant to this report (see Appendix D) and in accordance with the Local Authorities (Calculation of the Tax Base) (England) Regulations 2012, the amount calculated by the London Borough of Enfield as its Council Tax Base for 2018/19 shall be 97,074 Band D equivalents.
- D Agree the Ministry of Housing, Communities and Local Government NNDR1 Business Rate base return for 2019/20 (Appendix E – to follow).
- E Agree the amendment to the discretionary rate relief scheme as set out at 2.2 of Appendix E (to follow).

3. BACKGROUND

- 3.1 In 2012 the Government announced that as part of a series of welfare reforms, the national Council Tax Benefit scheme was to be abolished and replaced with local schemes. At the time, funding for the replacement local schemes was reduced by 10% and Enfield faced a £5m shortfall in funding if it continued to follow the previous national policy.
- 3.2 Enfield consulted widely on a proposed local scheme and in January 2013 approved a scheme which saw pensioners and war widows protected from

any change, and working age claimants seeing a 19.5% reduction in support. The Scheme was based on the principle of a fully-funded scheme so that minimum contributions are set at a level to cover the costs of the scheme only and council tax payers are not asked to contribute to the costs. At the same time, Council agreed changes to exemptions and discounts to Council Tax which saw the discount for empty and refurbished homes reduced to one month, no discount given for second homes and the introduction of a new empty homes premium of 150% of Council Tax for homes left empty for more than two years (the maximum allowed).

- 3.3 Every year the Council is obliged to consider whether to revise or replace its local Council Tax Support Scheme. As a result of the consultation and Equalities Impact Assessment for the 2014/15 scheme, the Council increased the range of protected groups further to include foster carers registered with the Council, people in receipt of Carers Allowance and people in receipt of higher rate disability benefits (Higher Rate Disability Living Allowance, Higher Rate Personal Independence Payments and the support component of Employment Support Allowance).
- 3.4 During 2017/18 the Government has included Enfield Council in the roll out of Universal Credit full service. The recommended council tax support scheme for 2018/19 takes into account the effect of the roll out of Universal Credit and ensures the scheme remains affordable while at the same time seeks to protect vulnerable council taxpayers.

4. REVIEW OF THE OPERATION OF THE COUNCIL TAX SUPPORT SCHEME TO DATE

- 4.1 Collection of Council Tax has been monitored closely and additional support provided. The Council has always recognised that by providing a range of payment options, as well as advice to customers, overall collection rates improve. Claimants receiving Council Tax Support were given the opportunity to pay in weekly instalments and wherever possible the Council is seeking to agree payment arrangement plans or attachments of earnings/benefits.
- 4.2 The projected Council Tax base income levels for Council Tax Support cases were exceeded in the first year of the scheme. The Council achieved the overall Council Tax collection rate of 97.33% for 2015/16, an increase of 0.46%. This was based on overall collection rates of 85% and 98% for Council Tax Support and non-Council Tax Support payers respectively. Collection has continued to improve and for 2019/20 the overall collection rate will be 98% for all council tax debt.
- 4.3 In recognition of the difficulties faced by local households, the Council introduced and has maintained a discretionary Council Tax Hardship Scheme. Households facing exceptional financial hardship can apply to the scheme and receive help with their Council Tax. Payment from the Council Tax Hardship Scheme this year will exceed £150,000. The Council Tax Hardship Scheme is called upon over time not simply within the current financial year of the scheme.

5. PROPOSED STATUTORY/ADMINISTRATIVE AMENDMENT TO THE SCHEME FOR 2019/20

- 5.1 Protected groups remain the same as the 2018/19 scheme. The 2018/19 scheme also includes the introduction of a 0.50p per week minimum entitlement.
- 5.2 The minimum contribution for working age households not in a protected group will remain at 26.5% for 2019/20.
- 5.3 Premium and personal allowances shown in the council tax support scheme have been uprated in accordance with the social security/housing benefit rates that will apply from April 2019.
- 5.4 The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2018 (S.I.2018/1346) have been incorporated in the 2019/20 local council tax support scheme.

6. COUNCIL TAX LONG TERM EMPTY DWELLINGS

- 6.1 Appendix C outlines a change in legislation which allows the current Empty Homes Premium to be amended for council tax and recommends an increase to 100%

7. 2019/20 COUNCIL TAXBASE

- 7.1 This report recommends the Council agrees its Council Tax Base for 2019/20 at 97,074 – see Appendix D

8. 2019/20 BUSINESS RATE BASE

- 8.1 This report recommends the Council agrees the Business Rate estimated income for 2019/20 and amendments to the Discretionary Rate Relief Policy – see Appendix E (to follow).

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The Council has to agree a Local Council Tax Support Scheme each year. Next year's scheme has to be agreed by 11 March 2018 or the Government's default scheme will be applied which is likely to cost the Council over £10m per year.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The recommendations contained in this report follow an assessment of options, experience of operating the scheme to date and the Equality Impact Assessment. The recommended changes introduced in 2014 for defined protected groups and the further extension of care leavers under the Equality

Impact Assessment support the Council's aims to build strong, stable communities and are recommended to be continued next year.

11. COMMENTS OF OTHER DEPARTMENTS

11.1 Financial implications

The agreed Council and Business Rate Tax Bases will be built into the 2019/20 budget and Council Tax to be recommended to Council in February 2019. The cost of the Council Tax Support Scheme for 2019/20 is expected to be broadly in line with the cost of last year's scheme. The cost of the amendments to the Business Rate discretionary rate relief scheme are fully funded by the Government. By adopting the move from 50% to 100% rate on long term empty dwellings through the Empty Homes Premium, it is estimated that £222k of additional income will be generated in 2019/20.

11.2 Legal implications

11.2.1 The Welfare Reform Act 2012 provided for the abolition of Council Tax Benefit (CTB). Provisions for the localisation of Council Tax support were included in the Local Government Finance Act 2012. Since 1 April 2013 local authorities in England have been responsible for administering their own Council Tax Reduction Schemes subject to the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (SI 2012/2885). Some authorities chose to adopt the default scheme provided for in the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (England) Regulations 2012 (SI 2012/2886). Each year, after a Council Tax Reduction Scheme (Council Tax Support Scheme) has been implemented, the Council must consider whether to revise or replace its scheme. Any revision or replacement to the scheme must be made by 11 March, preceding the financial year in which the revision or replacement is to have effect. The Secretary of State prescribed a default scheme which took effect from April 2013 where a billing authority failed to make a scheme on or before 31 January. Following the Independent Government review in the Schemes (see below), there was a finding that that Councils find the date of 31st January, as arbitrary, illogical, too early and inefficient. Key Government announcements and budgetary decisions may impact as the consultation process may have concluded resulting in potentially, a further consultation exercise.

This default scheme retains the criteria and allowances previously in place for CTB (Council Tax Benefit). Authorities can revise or replace their schemes in preparation for the start of each financial year. They may not make in-year revisions. Transitional arrangements must be put in place where revisions result in a reduction or removal of assistance for a class or classes of persons. As the proposed Council Tax Support Scheme for 2019/2020 will not be a replacement or revision to the current scheme, but instead maintains the status quo, it does not appear to fall under the statutory requirement to consult under the 13A Local Government Finance Act 1992, which is the Act under which the Council Tax Support Schemes are formed. If there had been a

replacement or revised scheme, proposed, then the statutory duty to consult is mandatory.

An Independent Government review into local Council Tax support schemes was conducted in accordance with the requirements set out in the Local Government Finance Act 2012, The independent Government review had to take place within 3 years of the Act taking effect - 3 years from October 2015. The following elements were scrutinised: whether the Schemes were efficient, effective, fair and transparent, consideration of the Schemes' impact on the localism agenda, and whether or not the schemes should be brought within Universal Credit Following the Independent Government review, 17 recommendations were made.

The Government published its [response to the review's recommendations](#) in January 2018

11.2.2 The Council Tax base(Appendix D) has been written in accordance with The Local Authorities (Calculation of Council Tax Base) Regulations 1992 (S.I. 1992 No. 612) which sets out the calculations which are required by the Local Government Finance Act 1992 as amended by the Local Government Act 2003 .

11.2.3 So far as the Business Rate discretionary relief scheme (Appendix E) is concerned the government is not changing the legislation around transitional relief (The Non-Domestic Rating (Chargeable Amounts) (England) Regulations 2016). Instead the government will, in line with the eligibility criteria for the scheme, reimburse billing authorities that use their discretionary relief powers (under S47 of the Local Government Finance Act 1988, as amended by the Localism Act 2011) to grant relief.

11.3 Property Implications

None

12. Key Risks

12.1 The key risks relate to operational, financial and reputational concerns. There is an operational risk of failure to collect the estimated amount, e.g. if any category of exemption has not been specified and following implementation of the scheme the Council is unwilling to pursue recovery action in particular cases of default. The operational risks are mitigated by assisting payers with supportive payment arrangements and by applying fairly, consistently and promptly the recovery process.

12.2 The financial risk is of insufficient collection rates and of Universal Credit caseload rises being beyond those anticipated in calculating the Local Scheme costs and deductions required from support. In the initial year of the scheme there was a risk that collection rates may be over or under stated. The Council has adjusted anticipated ultimate collection rates in the scheme

for 2018/19 based on experience to date and the impact of increase in contribution rates. Variation between the estimated and actual collection rates and caseload levels will result in either a deficit (or surplus) on the Collection Fund in future years. The current Medium Term Financial Plan assumes no variation to current assumptions. The cost of the 19/20 scheme will be monitored, paying particular attention to those on Universal Credit with a net Earned Income up to £1,264.99 per month. Options to introduce more earned income bands, for those getting Universal Credit, to attract different maximum contribution rates will be considered in the 20/21 scheme.

- 12.3 The reputational risk is of failure to make proper provision for people on low income losing some of the current level of support. The reason for this scheme arises from a Government decision to replace the existing national scheme with local schemes with reduced grant funding and clearly considerable help will need to be available to payers facing increased Council Tax bills as a result of the change in scheme. Conversely, failure to properly pursue payment of Council Tax due in such cases would create inequality of treatment with other Council Taxpayers many of which will have income levels only marginally above the limit for obtaining Council Tax Support.

13. IMPACT ON COUNCIL PRIORITIES

13.1 Good homes in well-connected neighbourhoods

- 13.1 Council tax and business rate income helps fund essential Council services. The change to the Empty Homes Premium will help encourage property owners to bring empty property back into use which will increase the supply of available residential property in the borough.

13.2 Sustain strong and healthy communities

Enfield's Local Council Tax Support helps over 35,000 residents pay the council tax. The Council works closely with residents and its partners to maximise welfare benefits where possible.

13.3 Build our local economy to create a thriving place

The Council's discretionary rate relief scheme will help small rate retail business to meet their rates commitment and provides relief of c£4m over the two year period.

14. EQUALITIES IMPACT

The Equalities Impact Assessment for the amended scheme is attached as Appendix B. The recommendations contained in this report retain financial support for protected groups.

15. PERFORMANCE MANAGEMENT IMPLICATIONS

None.

16. PUBLIC HEALTH IMPLICATIONS

Council tax support helps residents who may also be struggling financially due to the wider Government welfare changes. The implications will depend upon the success of residents gaining employment or, for those in low paid employment, obtaining better paid employment. Supporting people facing hardship and stress will be key to promoting the ability of families to provide healthy food, to pay bills and to promote sound mental health.

APPENDICES

Appendix A – Council Tax Support Scheme Summary 2019-20

Appendix B – Equalities Impact Assessment

Appendix C – Council Tax – Empty Homes Premium

Appendix D – Council Tax base 2019-20

Appendix E – Business Rate base 2019-20 (to follow)

Appendix A

The Council Tax Reduction Scheme - Summary - 2019/20

Introduction

The London Borough of Enfield's Council Tax Reduction Scheme is based on the CTRS (Default) Scheme Regulations 2012 except where otherwise stated and the Prescribed Regulations updated and issued annually by Government.

The definition and detail of the above Regulations can be found on the National Legislation website below.

<http://www.legislation.gov.uk>

The full CTRS Scheme for 2018/19 can be found at the following link –

<https://new.enfield.gov.uk/services/benefits/housing-benefit-and-council-tax-support>

The 2019/20 scheme is based on the 2018/19 scheme, updated for legislative amendments, income updating and administrative changes

Principles of the Scheme for 2019/20

The principles of the scheme continue to provide for a system based on -

Ensuring that those who can afford to pay make a fair contribution;

The Scheme provides an incentive to work;

Support is provided for those in difficult circumstances;

The Scheme protects the most vulnerable.

The reduction in Council Tax Support for working age reflects the on-going reduction in Government funding for the scheme and other services.

Classes of Persons

Classes of persons excluded from the Scheme are set out in the Prescribed Regulations, including those treated as not resident in Great Britain and who are subject to immigration control.

Uprating

Working Age claimants – The uprating of applicable amounts, premiums and disregards are updated in line with the Housing Benefit Statutory Regulations 2006 as amended.

Pensionable Age claimants– The uprating of applicable amounts, premiums and disregards are updated in line with the Prescribed Regulations issued by the Ministry of Housing, Communities and Local Government.

Working Age Claimants

The main changes to the Default Scheme Regulations 2012 are summarised below–

The second adult rebate (2AR) was removed from 2013.

The higher rate non-dependant deduction is £20.50 per week for those earning above £436.90 gross income per week. All other non-dependant deductions have been increased in line with the Prescribed Regulations.

Claimants in receipt of Universal Credit and earning more than £1,264.99 **net** per month do not qualify for CTS. Only those whose income goes above £1,264.99 per month need to report a change which will result in the award ending. The effective date of change will be the Monday following the date Universal Credit changed.

The contribution towards Council Tax is 26.5% unless a claimant is in a protected group.

The upper Capital threshold is £6,000.

The minimum weekly entitlement is 0.50p

Claims may be backdated for up to 12 months where good cause has been established.

CTS may be payable on two homes in cases of Domestic Violence.

The restriction on Personal Allowances to two children is aligned with Housing Benefit. This restriction will only apply where a new application for CTS is made or a claimant becomes responsible for a new young person.

A Council Tax Hardship Fund was introduced in 2013. Information regarding the fund is available at <https://new.enfield.gov.uk/services/benefits/discretionary-payments>.

Protected Groups.

The following groups are exempt from the contribution towards their Council Tax.

War Widows

A Claimant or partner in receipt of Carers Allowance

A Claimant or partner in receipt of High Rate Disability Living Allowance (Mobility and Care component) or Enhanced Personal Independence Payments (Daily Living and Mobility Component)

A Claimant or partner in receipt of the support component of Employment and Support Allowance.

A Claimant or partner who are Foster Carers and who were recruited and trained by Enfield Council.

Care Leavers under 25 years old.

Pensioners

The second adult rebate (2AR) is retained for those of pensionable age.

Non-dependant deductions and income bandings are increased in line with the Prescribed Regulations.

Backdating may be awarded for up to 12 months where good cause has been established.

The date of change for those reporting a change in their circumstances is the Monday following the date of change, regardless of the date notified.

Where Housing Benefit or Universal Credit is already in payment, a new claim for Council Tax Support is not required.

Appeals

A claimant can make an appeal to the Council concerning their entitlement to a Council Tax reduction under the Scheme or the amount of reduction they are entitled to. The appeals procedure is set out in the Prescribed Regulations.

An appeal must be made within one month of the decision and include the reason for the appeal and the period it applies to. Any additional evidence to support the appeal should be provided. The Council will consider the appeal and inform the customer of the outcome. Were a customer remains dissatisfied they can appeal further to the Valuation Tribunal.

This page is intentionally left blank

Appendix B

Enfield Council Predictive Equality Impact Assessment/Analysis

Department:	FRCS	Service:	Assessment Hub
Title of decision:	Council Tax Support Scheme 2019/20	Date completed:	26th November 2018
Author:	Geoff Waterton/Sally Sanders	Contact details:	geoff.waterton@enfield.gov.uk sally.sanders@enfield.gov.uk

1 Type of change being proposed: (please tick)

Service delivery change/ new service/cut in service		Policy change or new policy	x	Grants and commissioning		Budget change	
---	--	-----------------------------	---	--------------------------	--	---------------	--

2 Describe the change, why it is needed, what is the objective of the change and what is the possible impact of the change:

The Council is obliged to set a local Council Tax Reduction Scheme every year following the abolition of the national Council Tax Benefit system in 2013. The Council introduced a local Council Tax Support Scheme to provide financial assistance for low income households in paying their Council Tax. Since 2013, the Council has reviewed the scheme every year and is now deciding on the scheme for 2019/20.

Following previous Equality Impact Assessments and consultations, the Council introduced a range of protected groups in the scheme that remain entitled to a maximum award of 100%. These are: pensioners, war widows, foster carers registered with the Council, people in receipt of Carers Allowance and people in receipt of higher rate disability benefits (Higher Rate Disability Living Allowance, Higher Rate Personal Independence Payments and the support component of Employment Support Allowance). Further information regarding the amounts set aside for protected groups is shown at Appendix 1 of the full Council report of the 23rd January 2019

All other working age households are expected to pay a minimum contribution towards Council Tax. A discretionary Hardship Scheme was introduced to provide support to those households that get into severe financial hardship.

The scheme proposed for 2019/20 would see the range of protected groups increased slightly to include for claimants receiving Universal Credit and entitled to a Limited Capability for work element.

3 Do you carry out equalities monitoring of your service? If No please state why?

--

Yes although religious belief, sexual orientation and gender reassignment are not captured as they are not relevant to the assessment or eligibility criteria of the scheme

4. Equalities Impact Indicate Yes, No or Not Known for each group	Disability	Gender	Age	Race	Religion & Belief	Sexual Orientation	Gender reassignment	Pregnancy & Maternity	Marriage & Civil Partnerships
1. Does equalities monitoring of your service show people from the following groups benefit from your service? (recipients of the service, policy or budget, and the proposed change)	Y	Y	Y	Y	n/a	n/a	Na/	Y	Y
2. Does the service or policy contribute to eliminating discrimination, promote equality of opportunity, and foster good relations between different groups in the community?	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. Could the proposal discriminate, directly or indirectly these groups?	N	N	N	N	N	N	N	N	N
4. Could this proposal affect access to your service by different groups in the community?	N	N	N	N	N	N	N	N	N
5. Could this proposal affect access <u>to information</u> about your service by different groups in the community?	N	N	N	N	N	N	N	N	N
6. Could the proposal have an adverse impact on relations between different groups?	N	N	N	N	N	N	N	N	N

If Yes answered to questions 3-6 above – please describe the impact of the change (including any positive impact on equalities) and what the service will be doing to reduce the negative impact it will have.

The Scheme has been designed to be fair to all whilst ensuring that those facing the greatest risk are prioritised. The proposed scheme includes protection for older people, carers, disabled working adults and foster carers who do not have the same opportunities as other working age households to gain employment and increase their income. Income uprating maintains the level of support in real terms. The discretionary Hardship Scheme will ensure those households facing genuine financial hardship can access support.

5. Tackling Socio-economic inequality Indicate Yes, No or Not Known for each group	Communities living in deprived wards/areas	People not in employment, education or training	People with low academic qualifications	People living in social housing	Lone parents	People on low incomes	People in poor health	Any other socio-economic factor Please state;
Will the proposal specifically impact on communities disadvantaged through the following socio-economic factors?	N	Y	N	N	N	Y	N	N
Does the service or policy contribute to eliminating discrimination, promote equality of opportunity, and foster good relations between different groups in the community?	Y	Y	Y	Y	Y	Y	Y	Y
Could this proposal affect access to your service by different groups in the community?	N	N	N	N	N	N	N	N

If Yes answered above – please describe the impact (including any positive impact on social economic inequality) and any mitigation if applicable.

Working age households not in a protected group who are on low incomes and or out of work will be required to pay a higher contribution to their Council Tax per annum. The Council has introduced a range of flexible payment arrangements for Council Tax Support recipients and has a discretionary Hardship Scheme for those households that face severe financial hardship.

6. Review

How and when will you monitor and review the effects of this proposal?

The Council is legally required to review its scheme annually and consider if any revisions are necessary.

Appendix B

Enfield Council Predictive Equality Impact Assessment/Analysis

Action plan template for proposed changes to service, policy or budget

Title of decision: Council Tax Support Scheme 2019/20.....

Team: Finance.....Department: Resources.....

Service Manager: Geoff Waterton/Sally Sanders... ..

Identified Issue	Action Required	Lead Officer	Timescale/ By When	Costs	Review Date/ Comments
Severe hardship	Monitor debts and take-up of Council Tax Hardship Scheme	Sally Sanders/Geoff Waterton	Ongoing	none	
Impact of the scheme on protected groups	Review impact of the scheme on increase of care leavers to protected groups	Sally Sanders/Geoff Waterton	December 2019	none	
Communicate change in scheme to customers and key stakeholders	System to be amended to automatically apply the protected. Web advice to be amended	Sally Sanders/Geoff Waterton	On going	Within resources	

Council debt strategy to be developed and agreed to incorporate targeted support for vulnerable and customers with multiple debts	Cross Council and Voluntary Sector services to be coordinated to ensure optimum debt and income maximisation service is provided within existing resources	Sally Sanders/Geoff Waterton	Debt Strategy to be agreed during 2019/20 financial year	Within resources	
---	--	------------------------------	--	------------------	--

Date to be Reviewed: ...December 2019.....

APPROVAL BY THE RELEVANT DIRECTOR - Fay Hammond..... SIGNATURE.....

This form should be emailed to joanne.stacey@enfield.gov.uk and be appended to any decision report that follows.

This page is intentionally left blank

Enfield Council

Appendix C

Cabinet Report – 23rd January 2019

Council tax long term empty dwellings

Council Tax long term empty dwellings

Summary

The Local Government Finance Act 2012 introduced discretion for billing authorities to vary some existing council tax discounts and exemptions from the 1st April 2013.

Empty Homes Premium

The Act introduced a new discretionary power to levy an empty homes premium of up to 50% on a dwelling that is unoccupied and substantially unfurnished for a continuous period of at least two years.

Enfield agreed to the 50% levy help encourage property owners to ensure housing stock is effectively utilized. The levy, used in conjunction with the Council's Empty Homes Policy, discourages 2nd home ownership and owners to bring empty dwellings into use quickly. The increase fell on council taxpayers owning 2nd homes, empty dwellings, and mortgages in possession. Given the chronic shortage of available housing in the borough the overall impact of the change was positive as it helped those disadvantaged by the fact that demand for housing is greater than supply and the cost of housing homeless families in temporary accommodation is currently borne by the council tax payer at large. On the 1st November 2018 the Government amended Section 11B of LGFA 1992 (higher amount for long-term empty dwellings: England) to allow discretion to increase the levy to:

- For the financial year beginning on 1 April 2019 the levy to increase from 50% to 100%
- For the financial year beginning on 1 April 2020 the levy for dwellings empty for more than 5 years 100% to 200%
- For financial years beginning on or after 1 April 2021 the levy for dwellings empty for more than 10 years will increase from 200% to 300%

The estimated gross increase in income is £221,615:

Band	No of Accounts	No of LBE Accounts	No of non LBE A/cs	Enfield Council Tax Bands	50% Levy	Total Additional 50% levy	Additional 50% levy - council owned	Additional 50% levy - non council owned
A	72	68	4	£ 840.78	£ 420.39	£ 30,268.08	£ 28,586.52	£ 1,681.56
B	75	57	18	£ 980.91	£ 490.46	£ 36,784.13	£ 27,955.94	£ 8,828.19
C	72	32	40	£ 1,121.04	£ 560.52	£ 40,357.44	£ 17,936.64	£ 22,420.80
D	60	18	42	£ 1,261.17	£ 630.59	£ 37,835.10	£ 11,350.53	£ 26,484.57
E	45	2	43	£ 1,541.43	£ 770.72	£ 34,682.18	£ 1,541.43	£ 33,140.75
F	16	0	16	£ 1,821.69	£ 910.85	£ 14,573.52	£ -	£ 14,573.52
G	15	0	15	£ 2,101.95	£ 1,050.98	£ 15,764.63	£ -	£ 15,764.63
H	9	0	9	£ 2,522.34	£ 1,261.17	£ 11,350.53	£ -	£ 11,350.53
	364	177	187			£ 221,615.60	£ 87,371.06	£ 134,244.54

Recommendation

In accordance with The Council Tax (Empty Dwellings) Act 2018 members are recommended to raise the existing empty homes premium from the 1st April 2019 by an additional 50% to 100%.

This page is intentionally left blank

Enfield Council

Appendix D

Cabinet Report – 23rd January 2019

2019/20 Council Tax base

Introduction

The council tax base is calculated in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012. The tax base is expressed in terms of “Band D Equivalents” (i.e. a property in Band A is equivalent to 2/3rds of a Band D property and a property in Band H is 2 Band D Equivalents). A table showing the calculation of the tax base is given below. The figures are based upon information in existing Council Tax records with adjustments taking into account the effect of estimated changes between now and March 2020.

The collection percentage used in the calculation of the tax base in previous years is as follows: -

Years	Collection Percentage
1993/95	95%
1995/97	95.5%
1997/01	97%
2001/02	97.5%
2002/04	97.75%
2004/13	98%
2013/18	96.79%
2018/19	97.06%
2019/20	98.00%

The estimated collection percentage is based upon experience to date and an estimate for collection of council tax from taxpayers affected by the reduction in benefit support. On present estimates it is recommended that the overall collection percentage for 2019/20 is increased to 98% reflecting the higher overall collection rate.

Any under or over achievement of the collection rate including prior years' arrears will be reflected in the overall position on the Council's Collection Fund and potentially has an impact on the revenue budget in future years. These calculations and assumptions result in a Band D Equivalent Tax Base for 2019/20 of **97,074** properties, an increase of **1,069**. The main changes between the 2018/19 and 2019/20 tax bases are summarised in the following table.

Council Tax Base Movements 2018/19 to 2019/20	Band D Equivalents
2018/19 Tax Base	96,005
2019/20 Changes:	
1. Increase in properties	570
2. Council Tax Support Scheme changes	(251)
3. Discounts, Exemptions & Empty Home Premium	(176)
4. Collection rate increase	926
2019/20 Tax Base	97,074

The Council must decide the tax base by the 31st January 2019 prior to setting the council tax for 2019/20.

Recommendation

Pursuant to this report and in accordance with the Local Authorities (Calculation of the Tax Base) (England) Regulations 2012, the amount calculated by the London Borough of Enfield as its Council Tax Base for 2019/20 shall be **97,074** Band D equivalents.

COUNCIL TAX BASE 2019/2020
VALUATION BANDING - NUMBER OF PROPERTIES

	@	A	B	C	D	E	F	G	H	TOTAL
DWELLINGS	0	5,257	11,716	33,995	36,574	21,208	9,277	5,898	926	124,851
LESS EXEMPTIONS	0	135	297	568	467	271	93	51	11	1,893
DISABLED RELIEF - LESS		0	10	83	160	172	83	67	27	602
DISABLED RELIEF - PLUS	0	10	83	160	172	83	67	27		602
CHARGEABLE DWELLINGS	0	5132	11492	33504	36119	20848	9168	5807	888	122,958
DISCOUNTS - (25%)	0	(750)	(1,673)	(3,499)	(2,681)	(1,212)	(447)	(195)	(19)	(10,474)
DISCOUNTS - (50%)	0	(3)	(3)	(17)	(27)	(16)	(15)	(22)	(8)	(110)
DISCOUNTS - LCTS @73.5%	0	(1,767)	(3,426)	(7,177)	(5,831)	(2,134)	(444)	(122)	(2)	(20,903)
CHARGEABLE PROPERTIES AFTER DISCOUNT	0	2,613	6,390	22,811	27,580	17,487	8,263	5,469	858	91,472
EMPTY HOMES PREMIUM (+50%)	0	71	73	75	66	41	13	15	8	362
		71	73	75	66	41	13	15	8	362
NET CHARGEABLE DWELLINGS	0	2,684	6,463	22,886	27,646	17,528	8,276	5,484	866	91,834
WEIGHTINGS	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	0
BAND 'D' EQUIVALENTS	0	1,789	5,027	20,343	27,646	21,423	11,954	9,140	1,733	99,055
EFFECTIVE COLLECTION RATE	98.00%									
NET BAND D AFTER COLLECTION RATE ADJUSTMENT										97,074
NET COUNCIL TAX BASE 2018/19										97,074
NET COUNCIL TAX BASE 2017/18										96,005
DIFFERENCE (BAND D)										1,069

MUNICIPAL YEAR 2018/2019 REPORT NO. **132**

MEETING TITLE AND DATE:

Cabinet 23rd January 2019

REPORT OF:

Doug Wilkinson - Director of Environment and Operational Services

Contact officer and telephone number:
Ian Russell tel. 020 8379 3499

Agenda – Part: 1	Item: 6
Subject: Albany Park River Restoration and Flood Alleviation Scheme	
Wards: Enfield Highway, Enfield Lock and Turkey Street	
Key Decision No: 4807	
Cabinet Member consulted: Cllr Guney Dogan	

1. EXECUTIVE SUMMARY

- 1.1 It is proposed to restore up to 350 metres of Turkey Brook within Albany Park and create a flood storage area that will reduce flood risk to over 200 local properties. The overall cost of this project is estimated to be £973k. The Greater London Authority (GLA) has awarded the project a £346k Green Capital Grant and the Environment Agency has provisionally allocated a sum of £377k – this is due to be confirmed in early 2019.
- 1.2 A contribution of £250k from Enfield Council for 2019/20 is needed to fulfil the match-funding requirements and confirm the external funding.

2. RECOMMENDATIONS

- 2.1 To approve the works to restore Turkey Brook and create a new flood storage area in Albany Park.
- 2.2 To approve capital funding of £250k for 2019/20 to ensure that the project is adequately funded and that the match-funding requirements related to the external funding are met.
- 2.3 To delegate authority to the Director of Environment and Operational Services to authorise the placing of orders through any of the Council's existing relevant term contracts or to invite and evaluate tenders/quotations and, where suitable tenders/quotations are received, to authorise the award of contracts for the works in compliance with the Council's procurement rules.

3. BACKGROUND

- 3.1 Albany Park is a large open space between Enfield Highway and Enfield Lock in the north-east of the London Borough of Enfield. The Turkey Brook main river runs along the northern boundary of the park in a heavily engineered channel with concrete and masonry walls on both sides. The space is dominated by sports pitches; however, there are substantial opportunities around the sports facilities to create more natural spaces with enhanced biodiversity and amenity value.
- 3.2 A recently completed flood study identified that if the river were to come out of bank at this location it could potentially flood over 200 properties to the north and south of Albany Park. Hydraulic modelling carried out as part of this study indicates that this would happen for a flood event with a 1% annual probability with the effects of climate change taken into account; however, such an event could occur during more frequent flood events if the channel was partially blocked – for example, if a riverside tree was to be dislodged during a storm and become trapped on one of the footbridges in Albany Park. Because of the combination of relatively low probability and high severity at this location the risk is considered to be moderate.
- 3.3 This project aims to transform Albany Park by naturalising up to 350m of Turkey Brook. Widening the river corridor and bringing it into the park will create interesting spaces for local people and significantly enhance the available habitat for a wide range of wildlife. Wetland features and a large flood storage area will also be delivered as part of this project resulting in reduced flood risk for over 200 properties – the spoil generated by excavating the new channel will be used to create a landscaped earth bund on the south side of the park that will retain up to 75,000m³ of flood water during extreme flood events. This proposal was identified in Enfield's Local Flood Risk Management Strategy that was published in 2016.
- 3.4 The existing engineered river is bad for wildlife but also means that people cannot access and enjoy the river, bringing it into the park creates an opportunity to address this by providing new public spaces close to the river; taking away the 3.5m high concrete wall also removes a significant existing safety risk to park users. One of the main aims of the project is to attract more park users and volunteers by creating a range of different features and opportunities for volunteering. A consultation revealed that over 80% of residents supported the naturalisation of Turkey Brook. To ensure the long-term success of the project, it is proposed to deliver a community engagement programme to encourage volunteers and local schools to use the park more.
- 3.5 The existing wall has been assessed by a recent structural survey and was found to be in poor condition in several places. Retaining the wall in the future would necessitate expensive repairs in the medium-term. As an example, when a short section of this wall collapsed in 2005 the resulting repair works cost approximately £50k. Consequently, removing a long section of the wall also removes a significant liability to the Council.

- 3.6 As the new flood storage area will have the capacity to hold more than 25,000m³ of water above the natural ground level it will be defined as a reservoir under the Reservoir Act 1975 and therefore the works will be subject to the requirements of this legislation. The new flood defences will be designed and constructed in accordance with reservoir safety requirements. Additionally, the new reservoir will require two inspections per year to be carried out by a qualified Supervising Engineer.
- 3.7 This project will require planning permission. It is planned to finalise the scheme design, complete the feasibility study and submit the planning application in December 2018. It is planned to carry out procurement in Spring 2019 and commence construction in Summer 2019.

4. ALTERNATIVE OPTIONS CONSIDERED

Do nothing: This scheme is part of a series of improvements to reduce the risk of flooding in the Enfield Highway area. To do nothing will lose an opportunity to attract significant funding to the London Borough of Enfield, improve the environment, for both people and wildlife, and reduce flood risk to local residents and infrastructure. Furthermore, it would mean the loss of an opportunity to comply with one of the actions identified in the Local Flood Risk Management Strategy.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Improvements to the environment through the creation of wetland features that contribute to a diverse range of habitats and improve biodiversity within Albany Park.
- 5.2 Improved flood protection through the creation of a significant flood storage facility which will reduce the risk of flooding to properties downstream. This complies with the recommendation in Enfield's Local Flood Risk Management Strategy to reduce flood risk in this area.
- 5.3 Improved utilisation of open space by providing amenity features and wildlife facilities available to local schools and users of the park.
- 5.4 External investment of up to £723k through the GLA's Green Capital Grant, Defra's Flood Defence Grant in Aid and the Thames Regional Flood and Coastal Committee's Local Levy.
- 5.5 Improved public perception and understanding of sustainable drainage and wetlands, and increased interaction with local waterways.
- 5.6 Avoidance of a potential significant cost to repair or re-build the existing concrete retaining wall in the future.

6. COMMENTS FROM OTHER DEPARTMENTS

6.1 Financial Implications

- 6.1.1 The cost of these works is estimated to be £973k – this includes a 20% contingency sum. A Green Capital Grant bid was submitted to the GLA in early 2018. Following a two-stage application process this project was awarded £346k by the GLA in May. The funding award requires the project to be carried out in 2019/20.
- 6.1.2 Funding is also sought from the Environment Agency. A Business Case is currently being prepared in accordance with Defra requirements. This will set out the flood risk management benefits of the project and determine how much funding can be awarded to the project through Defra's Flood Defence Grant in Aid and the Thames Regional Flood and Coastal Committee's Local Levy. The Environment Agency has confirmed that the project is currently forecast to claim £377k of Grant in Aid.
- 6.1.3 The funding from the GLA and Environment Agency are both dependent on Enfield Council match-funding to the project. Based on the estimated costs and forecast contributions from external partners it is expected that the Council's capital contribution will need to be in the order of £250k.
- 6.1.4 Future maintenance costs will be contained within existing Parks and Highway Services budgets. The cost of additional inspections of the new flood defences required by reservoir safety legislation is estimated to be no more than £2k per year. This additional cost will be partly offset by the reduced need to carry out structural inspections of the existing concrete retaining wall. Any remaining additional inspection costs will be covered by the existing Watercourses budget for inspecting significant flood risk defences.

6.2 Legal Implications

- 6.2.1 Section 111 of the Local Government Act 1972 permits local authorities to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of their functions.
- 6.2.2 The Council has a general power of competence under section 1(1) of the Localism Act 2011 to do anything that individuals may do, provided it is not prohibited by legislation and subject to Public Law principles. The proposals in this report are compliant with the Council's general power.
- 6.2.3 Furthermore, the recommendations in this report will enable the Council to fulfil its statutory duty as a Risk Assessment Management Authority (RMA). The Flood and Water Management Act 2010 requires RMAs to act in a manner that is consistent with the National Flood and Coastal Erosion Risk Management Strategy for England and the Local Flood Risk Management Strategy. The proposals in this report implement the actions identified in the latter.

- 6.2.4 As the total value of the match/grant aided funding is over £250,000, this will be a Key Decision and therefore compliance with the Council's Key Decision process including publication on the Key Decision List is required (see CPR 1.22.4). If the Council will be procuring contracts with the funding, it must comply with all requirements of its Constitution, Contract Procedure Rules ("CPRs") and, should the value of any contracts be above the relevant EU thresholds, with the tendering requirements set out in the Public Contracts Regulations 2015 ("Regulations").
- 6.2.5 The receipt of grant funding by the Council does not appear to contravene the EU State Aid rules as set out in the Treaty for the Functioning of the EU (TFEU) Article 107(1) as the Council is not an undertaking engaged in economic activity.
- 6.2.6 The Council must at all times also adhere to the Duty of Best Value in accordance with the Local Government Act 1999.
- 6.2.7 The Council will also need to comply with the provisions of the Reservoirs Act 1975 as amended and any subordinate legislation enacted thereunder.
- 6.2.8 All legal agreements arising from the matters described in this report must be approved in advance of contract commencement by Legal Services.

6.3 Property Implications

- 6.3.1 The scheme involves the removal of the concrete wall which is in poor condition and this will reduce the Council's Corporate Landlord Liability.

7. KEY RISKS

- 7.1 The following key risks relate to not implementing the project:
- Loss of opportunity to reduce flood risk downstream and compliance with an action in Enfield's Local Flood Risk Management Strategy
 - Loss of attraction of up to £723k of external funding to Enfield
 - Loss of opportunity to increase biodiversity and wildlife habitat
 - Loss of opportunity to cooperate with the local community
- 7.2 The grant from the Environment Agency isn't confirmed at the time of this report and so the council's contribution could potentially increase if funding from the agency falls short of the current forecast. If the expected Environment Agency funding is not forthcoming the Council could re-design and reduce the scope of work to stay within the £250k capital funding request.

8. INTERNAL DEPARTMENT IMPLICATIONS/CONSULTATION

8.1 Parks and Street Scene

- 8.1.1 The proposals have been discussed with the Parks Operations team. It has been agreed that although the proposals will require a change in the pattern of

maintenance activities, the overall cost of future maintenance will not be significantly increased.

9. IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD

9.1 Good homes in well-connected neighbourhoods

9.1.1 By reducing flood risk, improving the public realm and improving infrastructure for walking and cycling this project contributes to the aim of creating good homes in well-connected neighbourhoods.

9.2 Sustain strong and healthy communities

9.2.1 This project has potential to significantly improve the green environment in Albany Park making it a more attractive place to visit. Encouraging residents to visit the park improves quality of life and supports community activities. Reducing flood risk and pollution also helps to sustain strong and healthy communities.

9.3 Build our local economy to create a thriving place

9.3.1 Increasing park visitor numbers helps to create a thriving place and supports the local economy.

10. EQUALITIES IMPACT IMPLICATIONS

10.1 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 this report to access funding for and approve the proposals for the Albany Park River Restoration and Flood Alleviation Scheme.

10.2 The scheme will be designed in accordance with good practice to ensure it is reasonably accessible for all users, all new footpaths will be compliant with the Equalities Act 2010.

10.3 The project aims to create a sustainable and accessible green space which alleviates flood risk for a number of residential properties.

10.4 It should be noted that any contracts awarded should include a duty on the successful applicant to assist us with meeting our obligations under the Equalities Act 2010.

11. PERFORMANCE AND DATA IMPLICATIONS

11.1 The implementation of the scheme will satisfy actions derived from the Local Flood Risk Management Strategy by reducing surface water runoff rates (Objective 4) and helping to protect existing properties from flooding (Objective 5).

12. HEALTH AND SAFETY IMPLICATIONS

- 12.1 The scheme will be designed in accordance with the Construction Design and Management Regulations 2015, and industry good-practice standards, to be safe for members of the public. For example, open water features are surrounded by vegetated margins and slopes are designed to be shallow to reduce the risk of accidental entry into the water.
- 12.2 As the flood storage area reduces flood risk to over 200 residential properties, the scheme will have a significant positive impact on health and safety during flood events.

13. PUBLIC HEALTH IMPLICATIONS

- 13.1 These improvements to the environment will reduce the risk of flooding, improve the environment and encourage residents to visit the park so increasing the physical activity offer in Enfield.

Background Papers

The figures below show the extent of the proposed river restoration and flood defence works at Albany Park:



Figure 1 Plan of the proposed river restoration works at Albany Park



Figure 2 Artistic visualisation of the proposed riverside walk at Albany Park

Figure 3 Sections of proposed river restoration

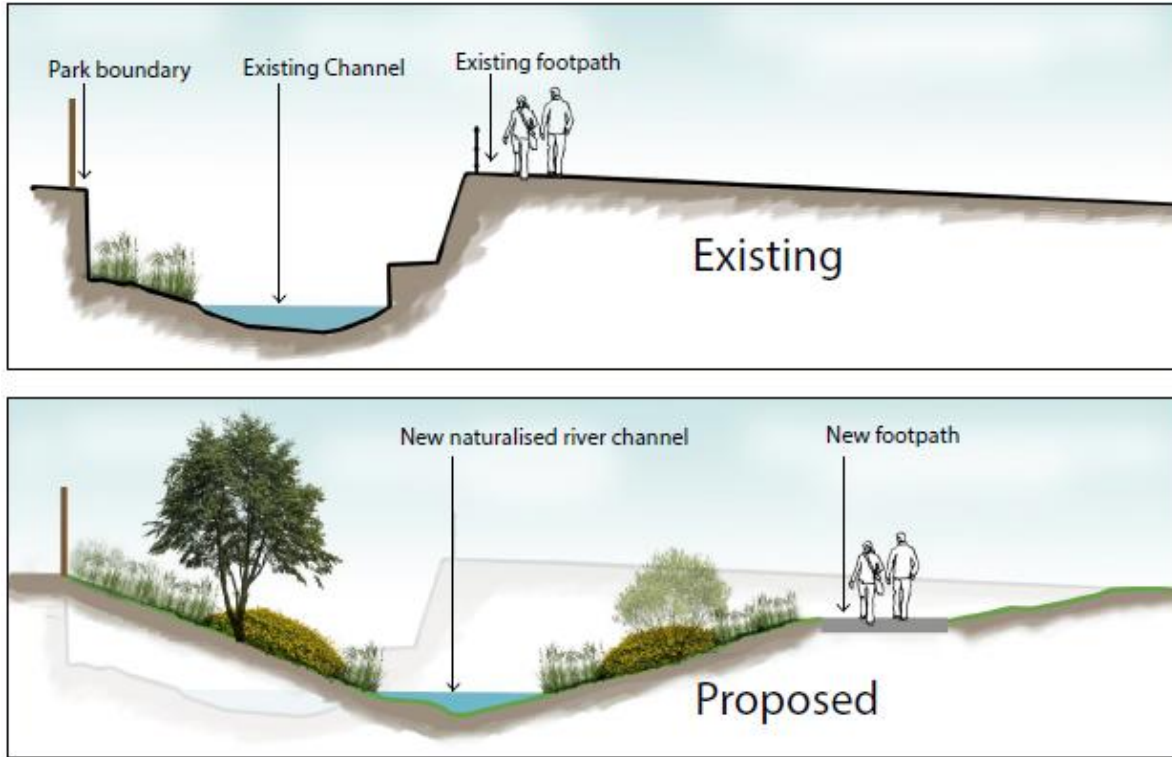


Figure 4 Images from Albany Park and other wetlands and river restoration projects in Enfield



Existing concrete wall on south bank of Turkey Brook



Restored riverbank along Salmons Brook in Enfield



Pymmes Park Wetlands scheme in Enfield



Glenbrook wetland scheme in Enfield

This page is intentionally left blank

MUNICIPAL YEAR 2018/2019 REPORT NO. 133

MEETING TITLE AND DATE:

Cabinet 23/01/19

REPORT OF:

Executive Director Place

Contact officer and telephone number:
Mark Bradbury – Director of Property &
Economy. Ext 1451

E mail: mark.bradbury@enfield.gov.uk

Agenda – Part: 1**Item: 7****Subject:** Strategic Property – Corporate
Property Investment Programme (CPIP)**Wards: All / Enfield Highway / Ponders
End****Key Decision No:** 4792**Cabinet Member consulted: Cllr
Oykener & Cllr Lemonides & Cllr
Cazimoglu & Cllr Maguire****1. EXECUTIVE SUMMARY**

- 1.1. This report is separated into Part 1 and Part 2 as it contains information that is exempt from disclosure. Releasing it would or would be likely to prejudice the commercial interests of the Council.
- 1.2. A new Strategic Property Framework including a Strategic Asset Management Plan (SAMP) is currently in production with an aim to present to Cabinet in early Summer 2019. The SAMP will set out the longer-term strategy for managing the Council's entire property portfolio. However, in the meantime, there is a need to address some immediate property issues and this report focuses on those only.
- 1.3. This report follows on from a recent review of operational buildings which mapped service needs with the aim of driving a more efficient portfolio.
- 1.4. It provides for the initiation of a Corporate Property Investment Programme (CPIP) for the Council. At present, Enfield has the Buildings Improvement Programme (BIP) - which is a capital funded, planned property maintenance programme that is driven from building condition survey data. The Council has not had an investment budget for a significant period. Both programmes will however complement each other.
- 1.5. This long-term capital programme will invest capital in the property portfolio, to achieve cost efficiencies as well as equality for all staff and customers in terms of standards, condition and safety.

1. EXECUTIVE SUMMARY – Cont'd

- 1.6. This report sets out proposals for early projects to address urgent needs, whilst the SAMP and longer-term CPIP come to fruition. These are to relocate the Integrated Learning Disabilities Services (ILDS) from St Andrews Court to Enfield Highway Carnegie Building; refurbishment of John Wilkes House and additional pre-construction services for future CPIP schemes such as the potential for consolidation of buildings into a specific number of “super-hubs” – see below for details.
- 1.7. Enfield Highway Carnegie Building is vacant, at risk of incursion and has recently been trespassed, which resulted in costly Court proceedings and removal of fly tipping. The property is Council owned and therefore, refurbishing the building, relocating ILDS from St. Andrew’s Court, which is a privately leased building, will ensure its security, act as a catalyst for the potential provision of other health related services from the building and deliver revenue savings on rent.

1.8.-1.11 See Part 2

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1. Agrees to establish a capital “Corporate Property Investment Programme” (CPIP) and gives approval for that to be incorporated into the Medium Term Financial Plan (MTFP) for 2019/20 onwards.
- 2.2. Notes that this is the first step towards the emerging Strategic Property Framework that includes the Strategic Asset Management Plan (SAMP) and that ongoing action is required to ensure Council services are not disrupted. In future, an annual CPIP update report will be submitted to Cabinet;
- 2.3. Agrees to the relocation of the Integrated Learning Disabilities Services (ILDS) from St Andrew’s Court, River Front, Enfield into a refurbished Enfield Highway Carnegie Building, 258 Hertford Rd, Enfield EN3 5BN;
- 2.4. Agrees to the additional capital funding required from Council resources for the 2019/20 “Corporate Property Investment Programme” (CPIP), which will be taken forward for Council approval as part of the MTFP budget setting process. This includes the initial projects to relocate the ILDS, refurbishment of John Wilkes House plus additional pre-construction services for other future (CPIP) schemes – **See Part 2 for details**;
- 2.5. Supports delegated authority to the Executive Director for Place in consultation with Director of Finance:
 - 2.5.1. Approval for the 2019/20 CPIP within the capital block budget allocation, including programme arrangements and operational resourcing including feasibility studies, planning pre-applications, submission of planning applications, cost estimates, budgets and spend for projects in advance of updates to the Capital Programme;
 - 2.5.2. Approval of the final proposals for relocation of the ILDS and integration of other health related facilities where appropriate into Enfield Highway Carnegie Building and improvements to John Wilkes House or other schemes identified in 2019/20;
 - 2.5.3. Conducting suitable procurement exercises and awarding contracts to successful consultants / contractors for any capital services / works required for the CPIP projects;
 - 2.5.4. The appropriate procurement routes for technical services and construction works for individual schemes;
 - 2.5.5. Approval of alternative schemes within the CPIP programme if schemes cannot be progressed subject to the available resources within the capital block budget allocation.
 - 2.5.6. – 2.5.7 **See Part 2**

3. BACKGROUND

3.1. Strategic Property Framework

- 3.1.1. A new Strategic Property Framework including a Strategic Asset Management Plan (SAMP) is currently in production with an aim to present to Cabinet in early Summer 2019. The SAMP will set out the longer-term strategy for effectively and efficiently managing the Council's non-housing property portfolio of operational and investment assets. One of the principles of the strategy is that the Council utilises its owned properties, as opposed to expensive and relatively short-term leases from private landlords.
- 3.1.2. For our commercial investment property (e.g not used by council services), the SAMP will aim to deliver best consideration in accordance with s.123 Local Government Act 1972; increase income, reduce expenditure and optimise assets to meet the Council's corporate objectives. Long term revenue streams will be aspired to cover one-off capital receipts.
- 3.1.3. For our operational (council-utilised) property portfolio, the SAMP will set the principles for provision of quality modern buildings, which will help the Council to deliver outstanding service to customers and attract and retain talented professional staff. Operational buildings should be efficient, attractive environments that are future-proofed, flexible and support agile working. The SAMP will introduce the principle of consolidating the operational estate into a smaller number of strategic hubs, releasing surplus operational estate for long-term revenue income and/or development potential. The SAMP will set the strategy for moving towards eliminating all leased-in buildings and only occupying owned buildings for operational purposes.

3.2. Corporate Property Investment Programme (CPIP)

- 3.2.1. The CPIP will be a long-term capital programme that intends to invest capital in the Council's own operational buildings, to ensure they are compliant, fit-for-purpose, sustainable and provide a quality environment for staff and customers. It will be the financial programme that supports the outcomes of the SAMP. There is recognition that currently there is an inequality between operational buildings, with some being much better maintained than others, and one of the CPIPs objectives is to address this inequality and ensure that all retained operational buildings are maintained to an appropriate level of quality.
- 3.2.2. At present, Enfield has the Buildings Improvement Programme (BIP) - which is a capital funded, planned property maintenance programme that is driven from building condition survey data. The Council has not had an investment budget for a significant period and CPIP looks to address that. Both programmes will however complement each other.

- 3.2.3. This report focuses on requesting funds for the priority projects identified for capital investment in the first year of the programme, namely Enfield Highway Carnegie Building and John Wilkes House – see below.
- 3.2.4. The report also requests capital to be allocated towards scoping, feasibility and design work on other projects that will underpin the future direction for the programme, for example, the concept of consolidating the operational estate into a smaller number of building ‘hubs’. During the first year of the programme, further areas of investment required will be identified, prioritised and programmed over a number of years, with the intention to return to Cabinet for further authorities as necessary.
- 3.2.5. Any capital requested will have to be approved via the Capital Finance Board prior to Cabinet and will go through rigorous evaluation against their investment criteria. This will ensure that all capital investment decisions are taken strategically, demonstrate viability and meet the Council’s Corporate Objectives. All requests for capital must be accompanied by a detailed business case, demonstrating the viability and rationale for investment. In order to ensure that sound investment decisions can be taken, officers will develop a methodology that considers factors such as the ownership status of the building (is it leased or owned outright by the Council) and the length of time the Council intends to retain the building, undertaking cost/benefit analysis to ensure buildings are invested in at a level appropriate to their status and length of planned use.

3.3. Operational Buildings Review – Initial Projects

- 3.3.1. In July 2018 Property Services carried out a high-level, research-based operational buildings review around a specific list of existing operational buildings that were identified as needing immediate attention. This culminated in the creation of a short term/immediate property options appraisal for Executive Management Board (EMT) steer and approval in principle to the recommendations.
- 3.3.2. The recommendations agreed by EMT that specifically affect this report are:
- The relocation of Integrated Learning Disabilities Services (ILDS) from St. Andrew’s Court, River Front to a suitably altered Enfield Highway Carnegie Building, 258 Hertford Road, previously known as Enfield Highway Library;
 - Consolidation of operational estate into a small number of strategic hubs. Quality not quantity;
 - Carrying out reasonable refurbishment works at John Wilkes House, 79 High Street, Ponders End whilst keeping staff and services in situ pending further investigation around the strategic hubs.

3.3.3. **See Part 2**

3.4. St Andrew’s Court, River Front, Enfield (SAC)

- 3.4.1. The building is leased and currently occupied by LBE ILDS; LBE Occupational Health Team (OHT) and BEHMHT Multi-Disciplinary Team (primarily SAFE). The current lease is due to expire on 23rd June 2019 and Enfield does not benefit from protected rights, meaning it does not have an automatic right to request an extension to the lease. Property Services has requested a lease extension and is in the process of discussions and negotiations with the landlord. BEHMHT are planning to vacate as part of their own property strategy.
- 3.4.2. The ILDS is a specialist integrated health and social care service for people with learning disabilities and their carers. The service offers a one stop shop as well as a specialist consultation service to other health & social care professionals. They operate an open-door policy with a duty system available throughout the working week. The service also operates out-patient clinics as well as a number of drop-ins. In addition, the service does, from time to time, provide a secure place of safety whilst emergency arrangements for treatment or specialist care can be made.
- 3.4.3. ILDS offers a varied range of specialist services to residents with learning disabilities such as:
- medical, nursing, psychological, therapeutic (Occupational Therapy, Speech and Language Therapy, Art Therapy), employment and social care services
 - STAY – a psychological/Positive Behaviour Support service to young people under 18+ with learning disabilities who are at risk of family breakdown and at risk of admission to hospital or out of borough placements
 - Learning Disabilities Health Drop-ins – the ILDS community nurses run a number of Drop-Ins for people with learning disabilities, covering blood pressure, weight management, diabetes management/blood glucose etc. This supports access to healthcare for this disadvantaged group. The proposed site will enable us to increase this offer to this part of the Borough
 - GP Learning Disabilities Annual Health Checks – People with learning disabilities have poorer health outcomes and shorter life expectancy. They should receive an annual health check from their GP, although there is a need to increase take up.
- 3.4.4. The Service is commissioned by the Council and the Enfield Clinical Commissioning Group (CCG) and NHS staff are seconded from NHS organisations. As the service is commissioned from the Council and not local NHS organisations, responsibility and funding of appropriate accommodation sits with the local authority alone.
- 3.4.5. The success of the service largely stems from the benefit of integrated working between the different disciplines within the ILDS. Co-location and

the opportunity for multi-disciplinary cross fertilisation has been key to this success.

3.4.6. ILDS deal with a high volume of vulnerable and high-risk clients and it is key that consideration is given to their characteristics and behaviour when considering any relocation, mixing client groups and the type and location of accommodation.

3.4.7. – 3.4.12 **See Part 2**

3.5. Enfield Highway Carnegie Building (EHCB)

3.5.1. The building has been previously known as Enfield Highway Library, is owned by Enfield Council and is currently vacant following the relocation of the library in 2017. In addition to Library Services, Connexions and some of Youth Offending Services were located there.

3.5.2. The building itself has been under much discussion and political interest and has recently been the subject of a public consultation, delivered by Enfield and CCG in February 2018, as to its preferred use. From the 334 responses, use of the building for health and wellbeing facilities is the most popular option. A facility that enables some space to be utilised by the community for a variety of purposes, as well as a form of GP service and other medical services, may appeal to the majority of those in the local area. Refurbishment of the building and relocating ILDS here would meet some of these requirements and act as a catalyst for the potential inclusion of other health related services in the building. **Appendix 1 Consultation on the building that was Enfield Highway Library – report**

3.5.3. The building is a very good alternative to delivering the services currently delivered from St. Andrew's Court and is the preferred option of the Director of Health & Adult Social Care and the service managers.

3.5.4. Although the full and final redesign is yet to be carried out, officers are confident that ILDS can be effectively delivered from the location and the aspiration to consider additional front facing community use such as additional GP Health Services, a community café run by people with learning disabilities and weekend use of the building will be fully explored through the design process. **Appendix 2 – ILDS Provided Services.**

3.5.5. It should be noted that all future design proposals will be subject to appropriate planning permissions. EHCB is on the Local Heritage List indicating it is a site of special local interest and therefore the conservation of the building (mainly the front façade) will be a material consideration when deciding on any planning application. The Planning Team has been consulted and early indications are positive.

3.5.6. – 3.5.7 **See Part 2**

3.6. John Wilkes House, Ponders End (JWH)

3.6.1. The building is owned by LBE and occupied by Housing Assessments and Allocations Team, Homelessness and Prevention Team; Homeless and Immigration Team (Children's & Families) and Temporary Accommodation Procurement Team.

3.6.2. In September 2018 EMT adopted the principles of a number of super-hubs in the borough and this will be included as part of the longer term SAMP and CPIP. However, as the SAMP and its delivery are some way off, it is recognised that there needs to be suitable repairs/refurbishment to JWH so that staff can remain in situ for approximately a further 5 years.

3.6.3. Recent welfare and housing legislative changes are driving an increase in service demand requiring an immediate review of the service delivery models including accommodation and IT requirements, which could impact on the accommodation need but this will be identified as part of the wider stakeholder engagement and programme of works

3.6.4. Initial priority areas for refurbishment identified in a recent condition survey will be carried out under the existing BIP. The available monies in the BIP are insufficient to complete all condition works and additional service delivery remodelling requirements. Therefore, the required additional capital funding will be requested as part of the CPIP and the Council's 2019/20 budget setting process.

3.6.5. – 3.6.6 **see Part 2**

3.7. See Part 2

3.8. Governance and Project Structure

3.8.1. The budgets, briefs, programming of these projects will be the responsibility of the Director of Property and Economy as the Senior Responsible Officer. However, specific governance details and project structures will be set out as part of the individual projects, will include key client/stakeholder roles and responsibilities and maintain a balance between technical and specialist input.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1. A detailed options appraisal was discussed at EMT predominantly around a) The Lease Expiry at St. Andrew's Court (see 3.4 above) and b) John Wilkes House refurbishment (see 3.6 above). There were several options for each issue with some being immediately discounted but the below are the key alternatives that were considered.

4.2. **St Andrews Court** - The main alternative location for the ILDS considered was to move the service to Charles Babbage House (CBH). This property

could not accommodate the whole service thereby requiring other accommodation to be identified . Extensive alterations would be required to CBH to accommodate ILDS. Key risks, such as safeguarding, and the mix of vulnerable adults and vulnerable children type services, could not be mitigated by building design and therefore it was discounted. The proposal would also not secure refurbishment of the Enfield Highway Carnegie Building and provide a catalyst for provision of Health related services from that building.

- 4.3. John Wilkes House** – The main consideration around refurbishment of JWH was the overall life of the building and associated investment. Should the longer-term property strategy not include hubs, then a complete “21st Century” refurbishment of JWH would be undertaken. However, to achieve this, the staff and services would need to be decanted into a suitably redesigned and altered building on the Claverings Industrial Estate (costing upwards of £1m), whilst JWH was refurbished (costing a further £2m). This was discounted until the long term strategy is known.

5. REASONS FOR RECOMMENDATIONS

- 5.1.** It was agreed that the above offers the best and most cost-effective resolutions to the immediate programme priorities whilst the longer term SAMP and CPIP are being developed and delivered.
- 5.2.** Relocating ILDS from St. Andrew’s Court to EHCB ensures that the Council is utilising its owned properties as opposed to expensive and relatively short-term leases with no guarantee of stability. Once St Andrews Court becomes vacant and the lease comes to an end, the Council will no longer be required to pay rent to a third-party landlord, which will result in savings.
- 5.3.** EHCB is vacant, at risk of incursion and has recently been trespassed, which resulted in costly Court proceedings and removal of fly tipping. Relocating ILDS to this building will prevent further similar episodes.
- 5.4.** It is essential that work is carried out at JWH whilst staff remain in-situ to prevent a decant to an alternative building which would in turn, due to the nature of the frontline services, require a costly and lengthy alterations programme.
- 5.5.** The Council has a statutory duty to provide the services affected by these property projects.

5.6. – 5.11 See Part 2

6. COMMENTS FROM OTHER DEPARTMENTS

6.1 Financial Implications

6.1.1 – 6.1.8 **See Part 2**

6.1.9 The required budgets will be requested as part of the Council's Budget Setting process – **Refer to Part 2 Report paragraph 3.7**

6.2 Legal Implications

6.2.1 The ILDS is a specialist integrated health and social care service for people with learning disabilities and their carers. The service works with people with learning disabilities aged 16+ who are eligible for statutory services under the Care Act 2014 or who require specialist secondary health services.

6.2.2 The services based at John Wilkes House work with homeless people pursuant to statutory duties under the Housing Act 1996 (as amended by the Homelessness Reduction Act 2017). Broadly speaking the local authority has a duty to house vulnerable people or homeless families with children.

6.2.3 Completion of refurbishment works will further support a working environment that complies with Health and Safety at Work etc Act 1974 and other relevant legislation.

6.2.4 Where Planning Permission is required in respect of any project that proceeds beyond feasibility, considerations will be in accordance with the Town and Country Planning Act 1990 (as amended). The planning process requires statutory and public consultation. Works should not commence until such time as approval is given and any pre-commencement conditions (if required) by the planning permissions are discharged.

6.2.5 Once planning permission is gained Building Regulations will need to be adhered to as part of the enabling and construction works.

6.2.6 All procurements of goods/services/works will be in accordance with the Councils Constitution, Contract Procedure Rules ("CPRs") and the Public Contracts Regulations 2015. In particular, the Council is able to utilise a range of EU compliant frameworks to engage the services of construction contractors or technical support staff such as architects or quantity surveyors in full compliance with the CPRs. Any use of a framework must be in accordance with the framework terms.

6.2.7 The title of Enfield Highway Carnegie Building is registered, and the register is clear of covenants and restrictions.

6.3 Property Implications

6.3.1 Ultimately, these are pilot property projects as an immediate solution to the urgent issues around St. Andrew's Court and John Wilkes House. It should be considered as the first phase of the much-needed longer term and

holistic Strategic Property Framework including the Civic Centre, which is currently in production, and a further report around the framework including the Strategic Asset Management Plan will be produced with an aim to present to Cabinet in Spring/Summer of 2019.

7. KEY RISKS

7.1 – 7.3 See Part 2

7.4 John Wilkes House in its current condition does not provide a reasonable environment for staff and customers – **see paragraph 3.6 above**

7.5 Risk assessments are an intrinsic part of property refurbishment and building projects and will be completed as part of the programme process as necessary.

7.6 It is important that there is a real understanding of the difference between actual risk and perceived issues, concerns and desires of the resident teams of each building. Although it is paramount that staff are listened to, lessons are learnt and where possible, desires are incorporated into any options, it is key that there is an acceptance by the Council that not all conflicting requirements can be satisfied, especially as there is a need to reduce the current costs of property assets. It will be necessary to make compromises across services especially if real risks are to be mitigated.

7.7 We aim to mitigate real risks where possible and manage concerns through compromise and communication. Alongside the project management arrangements, further stakeholder engagement will be undertaken.

8. IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD

8.1 Good homes in well-connected neighbourhoods

The refurbishment of JWH itself will predominantly provide an enhanced working environment for staff. However, by improving the external appearance of this prominent building in a deprived area, it will support the Council's continuing approach to regenerating the Borough.

8.2 Sustain strong and healthy communities

Further improvement and investment in the EHCB will potentially provide greater opportunities for enhanced community use. The very nature of the services to be delivered from here will continue to provide support and health facilities to some of Enfield's most vulnerable residents.

The services delivered from JWH continue to support some of the Council's vulnerable customers. Providing a safe and pleasant environment to both work and visit will further enable the Council in its delivery of one of its key priorities to reduce homelessness.

8.3 Build our local economy to create a thriving place

Utilising the currently vacant EHCB to deliver a busy customer service and office for 80+ staff will bring additional footfall to the area, supporting the local shops and businesses.

Providing a reasonable work environment for our staff will enable them to better deliver the essential services they provide to our customers. In turn this will enhance people's ability to reach their full potential by accessing opportunity and encouraging them to reach their potential.

9. EQUALITIES IMPACT IMPLICATIONS

Local authorities have a responsibility to meet the Public Sector Duty of the Equality Act 2010. The Act gives people the right not to be treated less favourably because of any of the protected characteristics. We need to consider the needs of these diverse groups when designing and changing services or budgets so that our decisions do not unduly or disproportionately affect access by some groups more than others.

Corporate advice has been sought in regard to equalities and agreement has been reached that an equalities impact assessment will need to be carried out by the Project Leader and staff from the service centres as part of the full design phase of the pilot projects to ensure that the council meets its duties.

10. PERFORMANCE AND DATA IMPLICATIONS

The programme management arrangements will be established which will provide the mechanism for both programme and project monitoring to ensure objectives are met. The overall programme cost and the amount included on the Capital Programme will be reviewed as part of an annual programme review.

Costs for each established project will be managed through the project and programme management governance arrangements and be subject to the Council's usual due diligence and value for money tests. Changes in estimated costs, established budgets and the spend profile will be managed through the Capital Programme via the quarterly Capital Monitor updates.

11. HEALTH AND SAFETY IMPLICATIONS

As all of the refurbishment works will involve contractors, the Council will ensure that contractors provide the highest level of Health and Safety on site and meet Disclosure and Barring Service (DBS) requirements if necessary.

Completion of refurbishment works will further support a working environment that complies with Health and Safety at Work etc Act 1974 and other relevant legislation.

12. HR IMPLICATIONS

Staff will be consulted as part of the initial project development and updated as the project progresses. As the work will be completed out of hours, it is anticipated that there will be minimum disruption to staff.

13. PUBLIC HEALTH IMPLICATIONS

If residents are to feel valued, this needs to be reflected in the services and buildings they use. The pilot projects above, relocating ILDS and the refurbishment of John Wilkes House, will contribute to this.

The public health implications of this report will result from actions facilitated by the financial instruments proposed rather than this report itself.

Background Papers

Appendix 1 – Enfield Highway Library Public Consultation

Appendix 2 – Aspirations for Future Use

This page is intentionally left blank

Appendix 1

Consultation on the building that was formerly Enfield Highway Library

Consultation report

1. Introduction

The building that was previously Enfield Highway Library (258 Hertford Road, EN3 5BN) was officially opened in May 1910. Designed by borough architect Richard Collins and built by Henry Knight Builders of Tottenham, the £4,000 cost was donated by Andrew Carnegie. An enlarged lending library was added at the rear of the building in 1938. The building is not on the Historic National Heritage List for England although it is on the Local Heritage List for Enfield.

The Library is based in the Enfield Highway ward, close to the border with the Southbury ward. Library services in Enfield Highway were moved to the Business Centre, across the road from the original library, at the end of 2017. Although the original Library is in the EN3, it is only a short distance to EN1. The other closest postal districts are EN2 and N9.

In this consultation exercise, residents were presented with an opportunity to inform the Council how they would like to see the building, where the Library was based, be used for the benefit of the local community in the future.

2. Methodology

The objective of the research was to find out how residents would like to see the building be used for the benefit of the local community in the future.

This research objective lends itself to quantitative research. For this reason, it was decided to capture views by using self-completion questionnaires and carrying out face-to-face interviews.

There are mode effects in combining the data using these different methodologies (that is, self-completion and interviewing), which can impact on the precision of the findings. However, it was felt that it was best to employ both approaches to ensure a substantial number of people were involved in the consultation. The Council does not have the funds to involve many respondents through face-to-face interviews, while self-completion surveys generally deliver low response rates. Adopting a flexible approach has added value by making the consultation more accessible.

An online survey was made available in the Consultations section of the Council website. The consultation was promoted via:

- Local newspaper
- Council Twitter

This report has been produced by the Consultation and Resident Engagement Services Team (CREST)

- Council Facebook
- Email sent to members of Enfield Highway Library
- Email sent to members of the Conservation Action Group and the Enfield Society

Hard copies of the consultation materials were made available in Enfield Highway Library, as well as at local GP surgeries. Returning responses was made easy, with the facility to hand them in at the new Library and the reception of the Business Centre. The consultation materials also contained details of how to access, as an alternative, the online consultation and the address and email of the Consultation and Resident Engagement Services Team. In total, 1,100 hard copies were printed and made available.

The questionnaire used to capture the responses was straightforward with only two questions being asked on the issue. To prevent bias, the questions simply asked for preferences using an open-ended style. No prescribed list of options was presented.

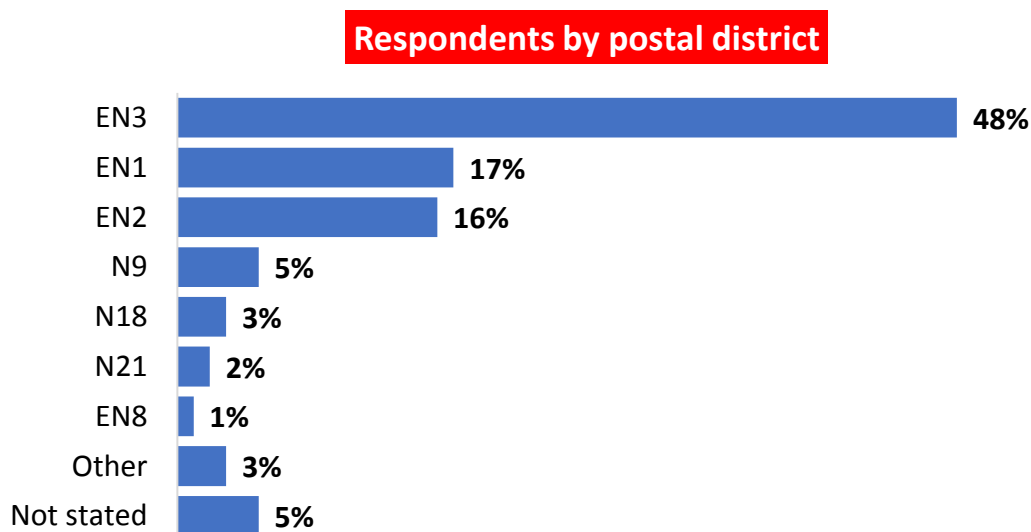
A post on the Council Facebook page signposting the online consultation received eight replies that included suggestions. These have been included as part of the analysis.

In total, 326 surveys were completed, of which 42 were carried out face-to-face near the Library. Including the feedback received via Facebook, the total number of interactions was 334.

3. Respondents

Those who responded via the survey/interview were asked for details of their postcode to establish who has participated in the consultation. In total, 308 provided this information. The breakdown of responses by postal district is detailed below (see Chart 1).

Chart 1



Base: 326 respondents (survey/interview)
Unweighted data

Almost nine out of 10 (86%) respondents reside in either the EN1, EN2, EN3 or N9 postal districts, with almost half (48%) living in EN3. It is encouraging that participation levels were comparatively high among people living in these areas.

With schools and shops close-by, and people interested in the historical significance of the building, there are those who do not necessarily live in the vicinity but who have an interest in the future of the building.

No responses were submitted on behalf of any organisations or groups.

4. Findings

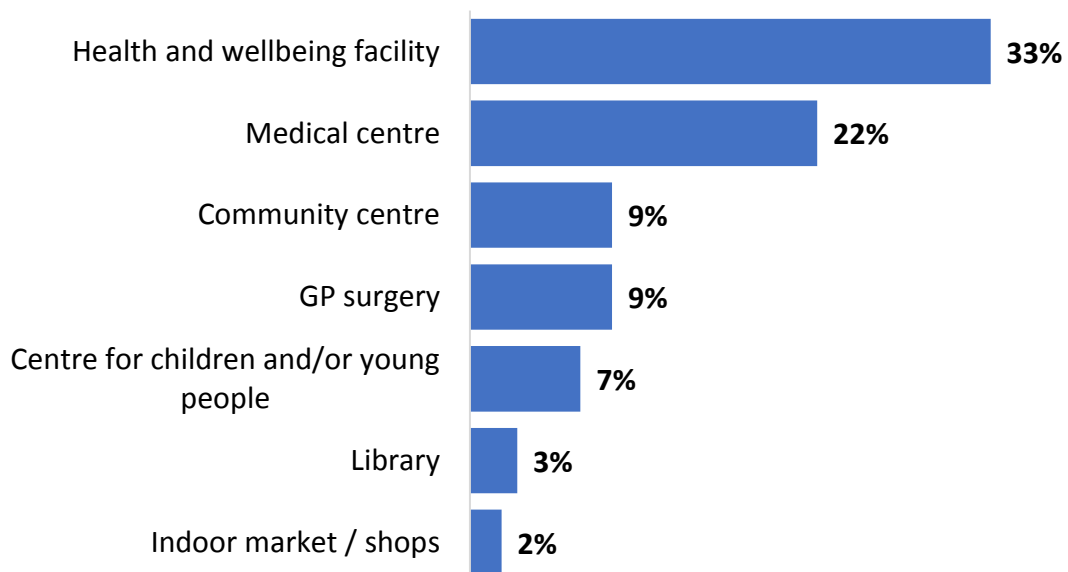
Overall

The first question asked for a single preference, the next question was a follow-up asking for any further suggestions. As the questions were open-ended, the responses were coded. That is, grouped into themes.

The findings suggest the preference is for the building to be health-focused, with *health and wellbeing facility* (33%) being the most popular suggestion. The chart below shows the most popular responses (see Chart 2).

Chart 2

What would you like to see the building become in order to be of benefit to the local community in the future?



Base: 334 in total (326 survey/interview responses and eight Facebook posts)
Unweighted data

Health and wellbeing facility (33%) was the most popular suggestion, followed by *medical centre* (22%). This was followed by *community centre* (9% - 31 responses) and then *GP surgery* (9% - 30 responses). Clearly, the preference is for the building to be utilised as a health-focused facility. With a health and wellbeing facility being more popular, this may reflect a preference for the building to provide a range of services rather than simply GP provision.

It is not clear what is meant by 'medical centre'. However, a few respondents who suggested this referred to facilities for taking blood samples, physiotherapy and other services that are not necessarily provided by GP surgeries. It appears 'medical centre' is regarded as similar to a health and wellbeing facility.

In reporting the findings, the different suggestions relating to health (that is, health and wellbeing facility, medical centre and GP surgery) were separated as they can mean different things to different people.

Other suggestions, were put forward but these were not as popular. These included:

- Arts space
- Museum/gallery
- Function rooms for use by the community
- Managed workspace
- Advice centre
- Housing
- Support centre for vulnerable people (such as, those with learning difficulties or mental health services users)

Some of these could be considered as activities that could be functions of a community centre (for example, an advice centre and the availability of function rooms), in the wider sense or possibly a health and wellbeing centre (for example, support for mental health service users). However, for the purposes of analysis, it was felt these should be separated. The suggestion of a 'community facility' appeared to be a preference among those who were interviewed (see following section on feedback from interviews).

It should be noted that some respondents expressed a preference for the building to become a library once more (3%).

Responses to this question can be analysed by postal district but with around half (48%) of respondents being from EN3, and a further 38% from EN1, EN2 and N9, the overall findings reflect the views of those who live closest to the building.

A follow-up question asking for further suggestions, was responded to by just 38 respondents. Some of these responses provided by individuals were often further information about their initial suggestion. Responses to this question did not highlight any further suggestions that had not been identified by the analysis to the first question.

This report has been produced by the Consultation and Resident Engagement Services Team (CREST)

Aggregating the suggestions in the second with those highlighted in the first question, would not have an impact on the order of preference and only a marginal impact on the scores.

N.B. 58 hard copy responses contained the responses of either “Enfield Health and Wellbeing” or “Health and Wellbeing”.

Feedback from face-to-face engagement delivered by Consultation and Resident Engagement Services Team (CREST)

Feedback was collected on the high street near the original Library, with one of the team stood outside the building. Following this activity, the team visited several local properties to interview local people. This data has been included in the analysis in the section above. However, it is felt some of the key issues are worth highlighting as these individuals live in the area and because the data collection method was face-to-face interview, some respondents provided more in-depth responses.

In this phase of the research, the key issue appeared to be that the area seemingly lacks a feeling of ‘community’. Some stating that since the demolition of the large public house, close to the Library, there are a lack of facilities for people to gather. The issues of ‘community’ and ‘community facilities’ were common themes. As was the need to provide facilities for young people, particularly as a diversionary activity from anti-social behaviour.

This was reflected in the findings in which out of 42 people interviewed, 15 stated a preference for a community centre/facility. The discussions highlighted the need for the centre to deliver for the whole of the local community rather than, for example, specific age groups.

In addition to the suggestions, it was noticeable that several residents were not aware the Library had opened in the Business Centre. Being in the local area, there are clear and legible signs outside the original Library building and the Business Centre, making it clear the Library has changed location and is open for business. As the Library only opened around two months before this research exercise took place, it may well be that the message has not yet been received by all in the local vicinity. It may well be that Library Services consider additional promotion of the Library.

5. Recommendations

In addition to the findings, there are other sources of insight available, such as ward forums and councillor surgeries, that may help to further understand the views of residents. Additionally, any research from the health sector about the provision of health and wellbeing services in the area, as well as the needs of the community in relation into these issues, may enable the Council to make a more informed decision on the future use of the building. Additionally, discussions with social service teams at the Council may identify gaps in provision of support services in the area, that could possibly be catered for if the building was to become a health and wellbeing facility.

This report has been produced by the Consultation and Resident Engagement Services Team (CREST)

It appears that a health and wellbeing facility is the most popular option. Such a facility that enables some space to be utilised by the community for a variety of purposes, as well as a GP service and other medical services, may appeal to the majority of those in the local area.

Consultation responses are only one part of the decision-making process. Further consideration will need to be given to other aspects, such as those highlighted above, and finances.

Appendix 2 – Aspirations for Future Use

Existing Services provided by Integrated Learning Disabilities Services currently from St. Andrew's Court River Front. It is proposed that these will continue to be delivered from Enfield Highway Carnegie Building. These existing services will continue to benefit the community.

- **ILDS** – offers medical, nursing, psychological, therapeutic (Occupational Therapy, Speech and Language Therapy, Art Therapy), employment and social care services to residents with learning disabilities.
- **STAY** – a psychological/Positive Behaviour Support (PBS) service to young people under 18+ with learning disabilities who are at risk of family breakdown and at risk of admission to hospital or out of Borough placements.
- **Learning Disabilities Health Drop-ins** – the ILDS community nurses run a number of Drop-Ins for people with learning disabilities, covering blood pressure, weight management, diabetes management/blood glucose etc. This supports access to healthcare for this disadvantaged group. The library site will enable us to increase this offer to this part of the Borough.
- **GP Learning Disabilities Annual Health Checks** – People with learning disabilities have poorer health outcomes and shorter life expectancy. People with learning disabilities should receive an annual health check from their GP, although there is a need to increase take up.

Aspirations for Enfield Highway Carnegie Building for further consideration:

- **GP Health Sessions:** Given the potential of the Library site, we could explore how our health staff might work alongside a GP to provide some sessions to improve access. We could also work with Public Health to explore the options of extending these GP sessions to the wider community.
- **Café** – Proposal to run a Café staffed by young people with learning disabilities through our supported internship programme and by adults with learning disabilities. An opportunity for skills development and employment.
- **Weekend Usage** – We could also explore how the building could be used at weekends with local health services.

Subject to further investigation and feasibility work

This page is intentionally left blank

MUNICIPAL YEAR 2018/2019 REPORT NO. **134**

MEETING TITLE AND DATE:

Cabinet, 23 January 2019

REPORT OF:

Executive Director of People
Cabinet Member for Children's
Services

Contact officer and telephone number:

Keith Rowley Tel: 020 8379 2459

E mail: keith.rowley@enfield.gov.uk

Agenda – Part: 1

Item: 8

Subject: Updated School Condition and Fire Safety Programme 2018/19 to 2020/21 (Schools Capital Programme).

Wards: All Wards

Key Decision No: KD 4755

Cabinet Member consulted: Cllr Achilleas Georgiou - Cabinet Member for Children's Services

1. EXECUTIVE SUMMARY

- 1.1. Under the Scheme for Financing Schools, the Council retains responsibility for major items of repair in schools. Condition is one strand of the Schools' Asset Management Plan alongside Sufficiency and Suitability. A programme of projects has been collated to rectify and eliminate repairs items of a high technical or strategic priority for consideration in 2018/19, 2019/20 and indicative allocations for 2020/21.

2. RECOMMENDATIONS

It is recommended that approval be given to:

- 2.1. the proposed programme of works including professional and technical expenses detailed in the restricted Appendix A of this report (attached to the part 2 agenda) or any other emergency schemes proceeding up to the total three-year indicative Programme value of £60 million.
- 2.2. the Executive Director People to:
- (i) approve tenders for individual schemes or schemes of aggregated value up to a maximum of £500,000 including professional and technical expenses;
 - (ii) manage the Programme in a flexible way within the overall budget available, to take account of variations between estimates and tender costs and the need to substitute schemes having a greater technical priority if the need arises using the tender acceptance report pro forma; and
 - (iii) allocate any contingency provision (up to a maximum of £250,000 including professional and technical expenses) to emergency projects and/or to schemes identified as priority but not yet programmed

To note that:

- 2.3. This report combines Schools' condition and expansion projects into one capital programme;
- 2.4. A portfolio decision Cabinet Member for Children's Services will be sought in relation to the approval of tenders for any proposals exceeding £500,000 in value including professional and technical expenses.

3. BACKGROUND

- 3.1. The Council as Corporate Landlord is responsible for major works to address the condition of community and foundation schools. Such works mainly relate to building structure, roof replacement and electrical and mechanical services. Separate funding streams are available for Voluntary Aided Schools for this work through the LCVAP Programme. Under the Scheme for Financing Schools the de minimis limits for delegation for repairs and maintenance are £36,000 for primary and special schools and £53,000 for secondary schools. Community and foundation schools are also wholly responsible for the cost of external decorations, internal painting and the maintenance of boundary fencing, playgrounds and drainage systems.
- 3.2. To maximise resources available to school condition projects and school expansion projects all central Government resources have been combined into one capital programme. This is achieved by pooling central Government Grants and developer contributions into a People capital programme for schools.
- 3.3. Under the requirements of the Regulatory Reform Fire Safety Order (RRFSO) 2005, the responsible person for the premises must ensure that a fire safety risk assessment is completed for the building and kept under review. The results of the assessment should be made available to staff and others working in the building.
- 3.4. A proposed programme for 2018/19 and 2019/20 (indicative to 2020/21), has been formulated to address the most urgent condition items. Projects have been prioritised for inclusion in the Programme based mainly on technical information in condition surveys commissioned by Construction Maintenance Construction Team through external consultants. Projects have been ranked as far as possible according to the extent of urgency using the Department for Education definitions:
- | | |
|------------|---|
| Priority 1 | Urgent work that will prevent immediate closure of premises and/or address an immediate high risk to the health and safety of occupants and/or remedy a serious breach of legislation. |
| Priority 2 | Essential work required within 2 years that will prevent serious deterioration of the fabric or services and/or address a medium risk to the health and safety of occupants and/or remedy a less serious breach of legislation. |
| Priority 3 | Desirable work required within 3 to 5 years that will prevent deterioration of the fabric or services and/or address a low risk to the health and safety of occupants and/or remedy a minor breach of legislation. |
| Priority 4 | Long term work required outside the first five year planning period that will prevent deterioration of the fabric or services. |
- 3.5. A schedule of fire safety improvements has also been prepared based on recommendations from the Council's Fire Safety Adviser.

- 3.6. Any work identified at premises where the Council no longer has a long-term interest or to individual buildings that have a limited life, has been deferred. Account has also been taken to defer potential expenditure at any schools whose premises are likely to be substantially changed under the Schools Expansion Programme. However, where works at such schools are deemed essential to meet Health and Safety requirements, they have been included in the proposed programme.
- 3.7. In line with previously agreed procedures, it is proposed that the Executive Director of People should continue to be authorised to approve tenders for individual schemes or schemes of aggregated value up to a maximum of £500,000 including professional and technical expenses. Any schemes exceeding £500,000 will be the subject of a portfolio decision and lodged as a Key Decision within the Council's Democratic process.
- 3.8. It may be necessary to amend the Programme to take account of variations between estimates and tender costs and the need to substitute schemes having a greater technical priority such as breakdowns of heating systems or plant, if the need arises. It is proposed that the Executive Director of People should continue to be authorised to take relevant action in such cases.
- 3.9. This report identifies necessary work to the value of £60 million for schools' maintenance, condition, fire safety, access and kitchen works which are a priority. In addition, every effort will be made to reduce to Council borrowing commitments to school expansion projects by contributing Capital Maintenance Grant to the Schools Expansion Programme (SEP).
- 3.10. Update Priority Schools Building Programme 2 (PSBP2):
1. Durants Special School - Representatives of the ESFA, is in advanced designs with the school on refurbishment of the Old Building.
 2. Walker Primary School - Whole school rebuild. Representatives of the Education and Schools Funding Agency (ESFA), have applied for planning permission for the school on rebuilding of the school.
 3. Eldon and Brimsdown Kitchen rebuilds are complete.
- 3.11. Special School Expansions and other works added:
In support of the SEP the Maintenance programme has additional expansion projects required to facilitate additional places at special schools and minimise the need for General Resources.
- 1 Garfield Autistic Unit – refurbishment of the existing Key Stage 2 building and external areas to facilitate an autistic unit. Work is progressing.
 - 2 Garfield - Site Managers House. As previously agreed by Director of Schools & Children's Services to move the house rebuilding into the capital maintenance programme.
 - 3 Durants Upper Unit - additional funding in support of SEP to replace the need for any General Resources.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1. In considering potential bids, the Schools and Children's Services Asset Management Unit reviewed all unresourced Technical Priority 2 schemes identified in condition surveys. Because the value of schemes exceeded the resources available, it was necessary to prioritise certain categories of schemes and defer proposals having lesser technical priority.

5. REASONS FOR RECOMMENDATIONS

- 5.1 The recommendations have been made to enable work to be commissioned on condition works of an urgent nature in schools for 2018/19.

6. COMMENTS FROM OTHER DEPARTMENTS

6.1. Financial Implications

- 6.1.1. The following table shows how the proposed works will be funded within the existing People school's capital programme:

Funding

Year of allocation and source	Allocation status	Previous years funding allocated to current projects	2018/19	2019/20	2020/21	Total
		£000	£000	£000	£000	£000
2018/19 Maintenance Grant SEND	Actual Actual		£ 10,803 £ 2,555			
2019/20 Maint Grant Basic Need	Indicative Actual			£ 5,000 £ 9,970		
2020/21 Maint Grant Basic Need	Indicative Actual				£ 5,000 £ 7,613	
Total		£ 26,896	£ 13,358	£ 14,970	£ 12,613	£ 67,837

The Schools capital programme is entirely funded from external sources.

- 6.1.2. The proposed works detailed in restricted Appendix A (attached to the part 2 agenda) are an amalgamation of previously approved schemes, which are carrying over from 2017/18 and new priority schemes starting in 2018/19 and 2019/20.
- 6.1.3. The schools' capital programme is entirely funded via external sources. Funding is provided annually by the Education and Schools Funding Agency through its LA Basic Needs and Maintenance grants to support the Council's schools' capital programme.
- 6.1.4. Contributions in the form of S106 receipts from private developers is also received towards the schools' capital programme.
- 6.1.5. Revenue implications from these projects will be contained within existing budgets.

6.1.6. The updated programme will be reviewed and updated as part of the quarterly capital monitoring reporting processes.

6.2. Legal Implications

6.2.1. The proposals have been lodged as a Key Decision through the Council's democratic process since the proposed capital expenditure will exceed £250,000.

6.2.2. The Council has the general power of competence under section 1(1) of the Localism Act 2011 to do anything that individuals generally may generally do provided it is not prohibited by legislation. There is no express prohibition, restriction or limitation contained in a statute against use of the power in this way.

6.2.3. The documentation governing the terms on which the goods, works and services are to be provided under the individual contracts (including as to price) must be in a form approved by the Assistant Director (Legal Services).

6.2.4. All goods, services and works commissioned (including the procurement and award of contract) under this report will be in accordance with EU and UK public procurement law, and the Council's Constitution (in particular, the Contract Procedure Rules)

6.3. Property Implications

6.3.1. The implementation of the Condition Programme will extend the life of school buildings and provide a safe and suitable learning environment for pupils.

7. KEY RISKS

7.1.1. Unless the Council is able to resume a comprehensive condition programme, there will be a serious risk of building closures due to failure of structure, electrical services or heating plant. Health and safety issues will also arise without a significant investment in fire safety improvements.

8. IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD

8.1. Good homes in well-connected neighbourhoods

This programme will assist the Council to deliver its construction related projects and programmes which in turn help support the delivery of education services to the benefit of the community.

8.2. Sustain strong and healthy communities

This term contract will assist in the procurement of construction related activity within the borough and its associated employment and economic benefits. The Borough needs to ensure appropriate infrastructure is in place to allow for the growth of the population.

8.3. Build our local economy to create a thriving place

The provision of good quality schools and buildings helps to ensure a stable strong community.

9. EQUALITIES IMPACT IMPLICATIONS

Unless the Council is able to resume a comprehensive condition programme, there will be a serious risk of building closures due to failure of structure, electrical services or heating plant. Health and safety issues will also arise without a significant investment in fire safety improvements.

10. PERFORMANCE AND DATA IMPLICATIONS

An Equality Impact Assessment has been carried out. A strategy has been developed to ensure that there are sufficient pupil places across the Borough to meet demand, that these places are not discriminatory and to ensure that all children have access to quality education.

11. HEALTH AND SAFETY IMPLICATIONS

The works concerned will be undertaken in full accordance with Health and Safety and CDM Regulations.

12. PUBLIC HEALTH IMPLICATIONS

Good quality accommodation and external learning environment to create spaces for continued and sustained learning development, social integration and well-being.

Background Papers

None

Appendix A - Updated School Condition and Fire Safety Programme 2018/19 to 2020/21 (Schools Capital Programme).

Note: Appendix A is restricted and contains exempt information. The Appendix is attached to the part two agenda for Members' consideration.

This page is intentionally left blank

MUNICIPAL YEAR 2018/2019 REPORT NO.**135****MEETING TITLE AND DATE:**

Cabinet: 23 January 2019

REPORT OF:

Executive Director – Place

Contact officer & telephone number:

Samuel Aligbe 020 8279 8106

Email: samuel.aligbe@enfield.gov.uk**Agenda – Part: 1****Item: 9****Subject: Small Sites Housing
Development Update 2019****Wards: All****Key Decision No: KD 4789****Cabinet Member consulted:
Cllr Nesil Caliskan****1. EXECUTIVE SUMMARY**

- 1.1 Enfield Council's Corporate Plan 2018-2022 includes a commitment to deliver "good homes in well-connected neighbourhoods" by increasing the supply of genuinely affordable housing across all tenures. The Mayor of London wants small sites capable of delivering up to 25 homes to play a greater role in new housing supply. The Council's Local Plan out to consultation is proposing an annual target of 980 homes per annum.
- 1.2 One aspect of the Council's current circa 5,000 home estate renewal and housing development programme is the development of 'small sites' into circa 140 homes. The 'Small Sites' programme aims to bring underutilised council property into good use, increase the numbers of affordable homes in the Borough, deliver family sized accommodation, and provide a financial return to the Council.
- 1.3 This 'Small Sites' programme was initiated in July 2012 (KD 3517) and is along with Dujardin Mews the first time in many years that the Council has directly led new house building in Enfield.
- 1.4 Phase 2 of Small Sites comprised 13 homes for private sale, all of which have now been bought subject to contract by local people, which generate a £2m capital receipt to cross-subsidise new council homes at Ordnance road.
- 1.5 Phase 1 of Small Sites comprises 94 homes across seven sites, with 22 completed to date. 37 homes are Enfield affordable rent, 16 homes are shared ownership/shared equity and 41 homes are for outright sale. These homes, which started on site in 2014, have been delayed following collapse of a key sub-contractor.
- 1.6 In 2017, the Council (KD 4298) renegotiated the Small Sites Phase 1 contractual arrangements so that the Council and Enfield Innovations Limited entered into two separate tri-partite agreements to complete the seven sites. An additional budget was approved from the Housing Revenue Account to complete construction of the homes.

- 1.7 Since re-commencement of construction, 22 homes have been completed. The remaining 72 are due to complete in Summer 2019.
- 1.8 This report seeks authorisation to approve the additional budget as set out in Part 2 of this report to bring the scheme to a conclusion. The 'Small Sites' programme continues to return a positive Net Present Value (NPV) to the Housing Revenue Account.
- 1.9 To note that Officers will pursue the contractor for liabilities for which they are potentially liable.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 Approve the additional budget as set out in Part 2 of this report to complete the remaining sites. This will not require any additional HRA borrowing.
- 2.2 Delegate to Executive Director of Place authorisation to spend the additional budget to complete the six remaining small sites set out in Part 2 of this report.
- 2.3 Delegate authority to renegotiate if necessary the loan agreement between Enfield Innovations Ltd. and Enfield Council to the Executive Director of Resources.
- 2.4 Note that the "Small Sites Phase 1" continues to positively contribute to the Housing Revenue Account.
- 2.5 Note that officers continue to negotiate on claimed costs with the two contractors, and that final costs will not be agreed with the contractors until after the homes are completed, as is standard practice.
- 2.6 Note that the Small Sites 1 programme will provide 94 homes for local people. 37 homes are for Enfield affordable rent, 16 homes are shared ownership/ shared equity and 41 homes are for outright sale.
- 2.7 Instruct officers to carry out a comprehensive "lessons learnt evaluation" to take forward to future small sites schemes and report to Scrutiny by April 2019.

3. BACKGROUND TO THE SMALL SITES PROGRAMME

3.1 New Contractual Arrangements from October 2017

3.1.1 In 2017, the Council (KD 4298) renegotiated the Small Sites Phase 1 contractual arrangements so that the Council and Enfield Innovations Limited (EIL) entered into two separate tri-partite agreements to complete the six remaining sites with certain liabilities sitting with the Council. Under the old contracts EIL were paying all the interim monthly payments but under the new contracts the Council agreed to take on the interim payments which meant the Council took on certain legally vetted and agreed project, programme and prolongation risks, planning and design risks and also the supply chain risk for the timber frame panels on Phase 2 once taken out of storage. The Council approved an additional budget from the Housing Revenue Account (HRA) to complete construction of the homes. The six uncompleted site locations are dispersed across various locations in the borough requiring extra management and coordination with each site having its own individual challenges. Furthermore the splitting of the project into two phases has added further complications to the overall management of the project as a whole.

3.1.2 The new contracts were negotiated by the Council and its legal advisors (Browne Jacobson) and with Kier and AMCM and their respective legal advisors. The Cabinet approved the new arrangements in July 2017.

The new contracts were signed for both phases at the end of October 2017 with completions set for early 2019 and the contractual arrangements were as follows:

- Phase 1 – A tri-partite agreement for the varied Development Agreement between EIL, the Council and Kier with AMCM as main sub-contractor. Kier replaced Airey Miller Partnership with Turner & Townsend as their Employer's Agent (EA) and Mott Macdonald was appointed as the Council's own Client Representative under an existing global appointment agreement. John Burke Associates (JBA) was appointed as Clerk of Works to monitor quality for the Council.
- Phase 2 – A tri-partite agreement for the disaggregated sites between the Council EIL and the JCT D&B contractor, AMCM with Mott MacDonald as EA. JBA was appointed as Clerk of Works to monitor quality for the Council.

3.1.3 After the contracts were signed there was a period of mobilisation by the contractor when first orders were placed and site accommodation set up at the end of 2017 and works began in earnest at the beginning of 2018.

3.2 Relevant Events from October 2017

- 3.2.1 Discrepancies in the designs priced by AMCM began to come to light early in 2018 after start on site. Despite these being challenged, works progressed throughout 2018 and attempts to resolve the position including through revisions to planning policy. Nevertheless, cost overruns materialised. In addition unforeseen problems were encountered with mould arising on plasterboards.
- 3.2.2 The contractor first indicated that the situation was serious enough that all sites would be delayed significantly until June 2019 rather than completing on a phased basis in early 2019. The project team immediately requested confirmation of the associated costs but these cost overruns could not be confirmed immediately as it takes time not only for their full extent to come to light but also time to assess their full impact and then validate them. Some costs are still currently being calculated across all sites by the contractor although reliable estimates have been provided and where possible some costs confirmed. The cost overrun claims have not yet been accepted because all financial and prolongation claims being made by the contractor (AMCM) must first be checked and validated by Mott MacDonald to check their legitimacy and rejected if there are any discrepancies. This process is still in progress and will take time whilst documentary evidence to support their claims is requested by Mott MacDonald and submitted by the contractor.
- 3.2.3 The overall cost for the project agreed by Cabinet in July 2017 is likely to be exceeded and the current cashflows mean that there will not be the authority in place to make the required payments to Kier and AMCM for both phases after January 2019. To avoid going back into dispute with the potential to incur significant further costs, a revised worst case budget to cover the potential cost overruns needs to be approved. Therefore the project team, advised by external consultants, have put together a Risk Register (included in Part 2 of this report) will all potential extra costs in order to make sure that this time any approved budget is not exceeded again.

3.3 Relationship with EIL

- 3.3.1 EIL as a named party has an interest in that their continued existence relies upon the sale of the 57 market properties. Therefore they have been involved in the project management of those sites with market sale properties to manage the finishes variations to make them more marketable and appoint a sales agent (Savills) plus ensuring that all the necessary documentation is provided in order to market the properties and sell them.
- 3.3.2 The HRA has bought 17 of the already completed homes from EIL in Parsonage Lane and St Georges Road using RTB receipts and HRA funding. These properties are being let at the Enfield affordable rent.

- 3.3.3 EIL covered the initial cost of the project before the contracts were renegotiated but are not liable for construction cost overruns as the Council accepted all liabilities and forward payments upon entering into the current contracts in order to protect EIL's continued existence.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 In the circumstances halting construction completely would be counter-productive as unfinished structures could once again become weather damaged and warranties invalidated (reducing their saleability and value) and delay cashflow further. The existing investment would likely be wasted and there would be significant reputational damage.
- 4.2 The council could halt work on some sites to stay within the existing budget and complete others to generate some positive cashflow on completed units but that would still leave unfinished sites with a risk of weather exposure, security issues and costs and other associated costs. These would still need to be completed later with associated market prices increases, delayed cashflow on those sites and a danger of the loss of warranty cover. Again there would be significant reputational damage. If the Council tried to sell the uncompleted sites there is a danger costs may not be covered.
- 4.3 It is considered the best course of action is to continue to negotiate on the cost liabilities and achieve an asset that will provide much needed housing, improve the built environment and that will recover costs to date.

5. REASONS FOR RECOMMENDATION(S)

To continue with construction, recover costs to date where possible and build much needed homes for Enfield residents.

6. COMMENTS FROM OTHER DEPARTMENTS

6.1 FINANCIAL IMPLICATIONS

A full analysis and appraisal has been carried to assess the current position when taking into account the worst case scenario in terms of any extra costs and to assess all potential further risks and their impact to ensure that the project will remain viable in all foreseeable circumstances. A more detailed account is included in Part 2 of this report.

6.2 LEGAL IMPLICATIONS

See Part 2 of this report.

6.3 PROPERTY IMPLICATIONS

There are no direct property implications for this report and its recommendations. However, it should be noted that any disposal of assets belonging to the Council need to be undertaken in line with the Council's Property Procedure Rules, and relevant legislation, which is s.123 Local Government Act 1972 for General Fund disposals, and The General Housing Consents 2013: section 32 of the Housing Act 1985 for Housing Revenue Account disposals. The Council also has a Corporate Landlord Policy which applies to all corporate assets.

7 KEY RISKS

7.1 The private sales income is high risk as we may not achieve the expected sales. The future housing market is unknown and the impact of Brexit could result in a reduction in property values or substantial increases in the time required to complete the sale of the properties. In the event, that sales values are not as expected or the properties cannot be sold as quickly as expected EIL will be unable to meet its loan obligations. To mitigate this risk, EIL and LBE will if necessary renegotiate the loan agreement between the two parties to provide additional time for the properties to be sold. The renegotiation will be subject to relevant legal advice and this will be done before March 31st March 2019 but only called upon if the events listed above materialise.

7.2 There is a risk that future unknown costs may arise that would be outside the contingency allocated. However, the consultant (Mott MacDonald) has produced a comprehensive risk register to cover all possible risks that can be reasonably anticipated and they have calculated the worst case scenario for the potential related costs of each risk. (See attached Client Specific Risk Register). Any further delays in the construction will add to the prolongation costs

7.3 These extra risks are all being tracked and mitigated by the risk register established by Mott McDonald and this looks at all potential relevant events and factors in worst case scenarios. See Part 2 of this report for the financial implications.

8 IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD

8.1 Good homes in well-connected neighbourhoods

The new homes replace formerly underutilised garage sites and hard to let, obsolete and unpopular sheltered accommodation to provide a range of housing including affordable homes for couples, families and wheelchair users and better meet the needs of the community. The quality homes built to high GLA housing standards are on sites in the heart of well-established communities with a good range of local amenities close by.

8.2 Sustain strong and healthy communities

The development of the sites contributes to this priority by building stronger and sustainable futures for our residents with a range of dwelling sizes and tenures to cater for different needs. The new spacious, energy efficient homes and better built environment will support children with their educational needs. All affordable homes will meet the housing needs of residents on lower incomes, including aids and adaptations for eight dwellings to enable residents to retain independence and remain within the community.

8.3 Build our local economy to create a thriving place

The development of 94 for homes for residents improves community resilience, social cohesion and health and wellbeing. The multiplier effect of housing development and the creation of new homes encourages local economic development.

9 EQUALITIES IMPACT IMPLICATIONS

The overall scheme has been subject to an EIA.

10 PERFORMANCE AND DATA IMPLICATIONS

There are no additional implications arising from this decision.

11 HEALTH AND SAFETY IMPLICATIONS

There are no additional implications arising from this decision.

12 HR IMPLICATIONS

There are no additional implications arising from this decision.

13 PUBLIC HEALTH IMPLICATIONS

Provision of good quality, energy efficient homes of various tenures meets diverse housing needs in the community, boosting health, wellbeing and life chances

Background Papers

As per Part 2 of the report

THE CABINET

**Draft list of Items for future Cabinet Meetings
(NOTE: The items listed below are subject to change.)**

MUNICIPAL YEAR 2018/2019

FEBRUARY 2019

- 1. Housing Revenue Account (HRA) Business Plan Budget, Rent Setting and Service Charges 2019/20** Fay Hammond

This will present the annual report to update Cabinet on the HRA Business Plan 2018/19 expenditure and approval for 2019/20 budgets. **(Key decision – reference number 4741)**
- 2. Budget 2019/20 and Medium Term Financial Plan 2019/20 to 2022/23** Fay Hammond

This will set out the Council's 2019/20 Budget and Council Tax levels. Consideration is also given to the updated four year Medium Term Financial Plan. **(Key decision – reference number 4744)**
- 3. Broomfield House** Sarah Cary

The report will refer to the Broomfield Conservation Management Plan and Options Appraisal and will set out options for the next steps. **(Key decision – reference number 4419)**
- 4. Revenue Monitoring Quarter 3 – 2018/19** Fay Hammond

This will provide an update on the Council's revenue monitoring position as at December 2018. **(Key decision – reference number 4764)**
- 5. Loneliness and Social Isolation Scrutiny Work stream Report** Jeremy Chambers

This will present the Scrutiny Work Stream report. (Non key)
- 6. Enfield Rural Catchment Project** Sarah Cary

This will seek approval to proceed with the feasibility phase of the Enfield Rural Catchment Project and seek additional funding contributions from the Environment Agency and other partners. **(Key decision – reference number 4795)**

7. **Potential Changes to Waste and Recycling Collections** Sarah Cary

This will outline the review of collection arrangements for waste and recycling collections. **(Key decision – reference number 4810)**

8. **Business Case for Capital Funding for Highways and Street Scene (including Bridges and Flood Management)** Sarah Cary

This will set out the business case for capital funding for Highways and Street Scene. **(Key decision – reference number 4821)**

9. **Treasury Management Strategy 2019-20** Fay Hammond

This will set out the Council's investment and borrowing strategy, prudential indicators and minimum revenue provision policy. **(Key decision – reference number 4829)**

10. **Capital Strategy and Capital Programme 2019-20 to 2023-24** Fay Hammond

This will set out the new requirement to agree a Capital Strategy as well as setting out the Council's Capital Programme for the next five years. **(Key decision – reference number 4828)**

11. **Better Council Homes Workplan** Sarah Cary

This will set out plans to both secure improving services for residents, investment in quality homes and environments and, the growth of additional social and affordable rented homes owned by the Council. This report will set out the work programme for 2019/20 to achieve these aims. **(Key decision – reference number 4830)**

12. **Extension of the Integrated Sexual Health Community Services Contract** Tony Theodoulou

This will seek approval to the extension of the integrated sexual health community services contract. **(Key decision – reference number 4794)**

MARCH 2019

1. **Invest to Save in Solar Photovoltaics** Nicky Fiedler

This will seek consideration of the commercial investment opportunities for Enfield Council in solar photovoltaics. **(Key decision – reference number 4604)**

2. **Parking Strategy** Sarah Cary

This will review all of the car parks controlled in the Borough. **(Key decision – reference number 4818)**

3. Joining a Regional Adoption Agency Tony Theodoulou

The Department for Education (DfE) requires all local authorities to join a regional adoption agency by 2020. Enfield has been progressing plans with the Adopt North London Regional Adoption Agency and exploring alternative options. This report seeks agreement to join a regional adoption agency. **(Key decision – reference number 4814)**

4. Capital Letters Membership Sarah Cary

This will seek approval to membership of a Pan London Special Purpose Vehicle procuring both private rented and leased accommodation. **(Key decision – reference number 4839)**

5. Future Commissioning of the 0-19 Services Tony Theodoulou

This will seek approval to the proposals for future commissioning arrangements for the 0-19 Service in Enfield. These commissioning arrangements will improve community health services for children and young people through a more flexible and integrated approach **(Key decision – reference number 4721)**

6. Infrastructure Programme Kari Manovitch

This will seek approval to the proposed infrastructure programme. **(Key decision – reference number 4838)**

APRIL 2019

1. Quarterly Corporate Performance Report Fay Hammond

This will provide the latest quarterly corporate performance report. (Non key)

2. ICT and Digital Strategy Kari Manovitch

This will seek approval of the ICT and Digital Strategy. **(Key decision – reference number 4680)**

3. Strategic Asset Management Plan Sarah Cary

The Strategic Asset Management Plan will be designed to make sure that the property asset strategy is reflected in the decisions of all parts of the organisation. It sets down the 'rules of behaviour' for the organisation, as far as property decision-making is concerned, to ensure that the strategy can be implemented. **(Key decision – reference number 4806)**

4. Private Sector Licensing Sarah Cary

Details awaited. **(Key decision – reference number tbc)**

5. **Meridian Water Phase 1 Procurement** Sarah Cary

Details awaited. (Key decision – reference number tbc)

6. **Internal Audit Shared Service for Enfield and Waltham Forest Councils** Ian Davis

The London Boroughs of Enfield and Waltham Forest propose to develop a shared service for Internal Audit and Anti-Fraud. This will set out the preferred model for implementation and seek Member approval. **(Key decision – reference number 4824)**

7. **Temporary Accommodation Placement Policy** Sarah Cary

This policy will explain how the Council will assist homeless households in finding accommodation. **(Key decision – reference number 4676)**

8. **Tranche 2 Draw Down for Energetik** Nicky Fiedler

This will seek approval to draw down the Tranche 2 funding for Energetik's business case. Energetik's business case was approved in January 2017, with Tranche 2 funding added to the Council's indicative capital programme. **(Key decision – reference number 4642)**

9. **Meridian Water Compulsory Purchase Order (CPO)** Sarah Cary

This will seek agreement to a compulsory purchase order to enable strategic infrastructure for Meridian Water. **(Key decision – reference number 4832)**

MUNICIPAL YEAR 2019/2020

1. **Preventing Homelessness Strategy** Sarah Cary

This will set out how the council will help to prevent homelessness. **(Key decision – reference number 4809)**

2. **Meridian Water Financial Review** Sarah Cary

This will provide an update for Members. **(Key decision – reference number 4469)**

3. **Disposal of Land at Montagu Industrial Estate** Sarah Cary

This will consider the disposal of land at Montagu Industrial Estate. **(Key decision – reference number 4616)**

4. **Housing Strategy** Sarah Cary

This strategy will set out how the council will deliver an ambitious new approach to housing and good growth in Enfield. **(Key decision – reference number 4841)**

5. **Review of the MOT Service for Council Housing** Sarah Cary

This will review the in-house MOT service to assist with the improvement of Council House homes. **(Key decision – reference number 4772)**

TO BE ALLOCATED

1. **Joyce Avenue and Snells Park Estate Regeneration** Sarah Cary

This will update on progress with potential housing schemes in the Housing Zone Edmonton Futures. **(Key decision – reference number 4590)**

2. **Modular Housing Pan London Group** Sarah Cary

This will seek approval for Enfield to become a member of the Pan London Group and sign up to the London Council's Modular Housing Special Purpose Vehicle (SPV). **(Key decision – reference number 4674)**

3. **Electric Quarter Land Appropriation Report** Sarah Cary

Details awaited. **(Key decision – reference number tbc)**

4. **Bury Street West - Development** Sarah Cary

This will outline the proposed way forward for approval. **(Key decision – reference number 4008)**

5. **Housing Allocations Scheme** Sarah Cary

The allocations scheme will set out who can apply for affordable and social rented housing in Enfield, how applications are assessed and how the Council sets the priorities for who is housed. It also sets out other housing options, including private rented sector, intermediate rent and shared ownership. **(Key decision – reference number 4682)**

6. **Heritage Strategy** Sarah Cary

This will review the existing Heritage Strategy. **(Key decision – reference number 4428)**

7. **Claverings Industrial Estate** Sarah Cary

(Key decision – reference number 4381)

This page is intentionally left blank

CABINET - 12.12.2018

**MINUTES OF THE MEETING OF THE CABINET
HELD ON WEDNESDAY, 12 DECEMBER 2018**

COUNCILLORS**PRESENT**

Nesil Caliskan (Leader of the Council), Daniel Anderson (Deputy Leader of the Council), Yasemin Brett (Cabinet Member for Public Health), Alev Cazimoglu (Cabinet Member for Health and Social Care), Guney Dogan (Cabinet Member for Environment), Achilleas Georgiou (Cabinet Member for Children's Services), Nneka Keazor (Cabinet Member for Community Safety and Cohesion), Dino Lemonides (Cabinet Member for Housing), Mary Maguire (Cabinet Member for Finance and Procurement) and Ahmet Oykenner (Cabinet Member for Property and Assets)

Associate Cabinet Members (Non-Executive and Non-Voting): Dinah Barry (Enfield West), Ahmet Hasan (Enfield North), George Savva (Enfield South East)

OFFICERS:

Ian Davis (Chief Executive), Sarah Cary (Executive Director Place), Tony Theodoulou (Executive Director People), Jeremy Chambers (Director of Law and Governance), Fay Hammond (Director of Finance), Anne Stoker (Director of Children's Services), Doug Wilkinson (Director of Environment & Operational Service), Bindi Nagra (Director of Health and Adult Social Care), Julie Mimnagh (Head of HR Operations), Melissa Keating (Resourcing Manager), Andrea De Lucy (Press and New Media Officer) and Bharat Ayer (Development Manager) Jacqui Hurst (Secretary)

Also Attending:

Councillors Derek Levy, Gina Needs, Rick Jewell, Lindsay Rawlings and Hass Yusuf
Geraldine Gavin, Independent Chair, Enfield Safeguarding Boards
Press representative

1**APOLOGIES FOR ABSENCE**

There were no apologies for absence.

Apologies for lateness were received from Councillor Nneka Keazor (Cabinet Member for Community Safety and Cohesion) and Councillor Ahmet Hasan (Associate Cabinet Member – Enfield North).

2**DECLARATION OF INTERESTS**

CABINET - 12.12.2018

There were no declarations of interest in respect of any items listed on the agenda.

**3
DEPUTATIONS**

NOTED, that no requests for deputations had been received for presentation to this Cabinet meeting.

**4
ENFIELD SAFEGUARDING CHILDREN BOARD ANNUAL REPORT
2017/18**

Councillor Achilleas Georgiou (Cabinet Member for Children's Services) introduced the report of the Executive Director – People (No.120) presenting the Enfield Safeguarding Children Board annual report 2017/18.

Geraldine Gavin, Independent Chair of the 2017/18 Enfield Safeguarding Children Board, was welcomed to the Cabinet meeting and invited to present the Annual report to the Members. Geraldine highlighted some issues including the following:

- This was the final Annual Report of the current Safeguarding Children arrangements.
- The Children and Social Work Act 2017 had introduced new arrangements with effect from June 2019, when the Metropolitan Police, Enfield Clinical Commissioning Health Group and Enfield Local Authority, would all jointly share the responsibility for protecting children and young people across the Borough.
- Planning for the new arrangements was continuing to take place, building on existing strengths and partnership working.
- The challenges going forward were outlined, and priorities for the future noted.
- The value of having lay members on the Board and the strengths that they brought to the work were acknowledged. Geraldine expressed her thanks and appreciation to the lay members who had previously served the Board, and a new member had been welcomed.
- A successful multi-agency event had taken place that day. Enfield had been outstanding in its attendance and demonstration of partnership working in the Borough.

Councillor Nesil Caliskan (Leader of the Council) thanked Geraldine Gavin for her informative presentation and welcomed her comments with regard to the value of lay members and their continued integral role in the new arrangements.

CABINET - 12.12.2018

Councillor Georgiou expressed his thanks to Geraldine Gavin, as Independent Chair, for the good and valuable work of the Board. The following points were noted in further discussion:

NOTED

1. Enfield was in a good position to move forward with the new arrangements required by legislation, as outlined in the Annual report. The existing strengths would be taken forward and built upon through partnership working with all of the authorities involved. This was an opportunity to develop further and move forward for the benefit of children and young people in the Borough.
2. In response to questions raised, it was noted that some of the recorded figures had risen from the previous year. Members were advised that this was due to a growing awareness and exposure of issues. The work being undertaken was rigorous and included preventative work.
3. The preventative work that was carried out in schools, including the use of drama, which had proved to be very effective. Members were pleased to note that the Enfield Strategic Partnership had agreed to allocate funding for this work to continue in the forthcoming year.
4. The work being undertaken by the "Early Help" intervention services, as set out in the Annual Report, and the numbers of families involved. In response to questions raised, Members were advised of the services provided; and, the alternative processes available when families did not want to engage with early help support services, dependent on the level of need.
5. The priorities and challenges for next year and beyond, as set out in section 8 of the Annual report including: The Local Safeguarding Context; Early Help and Early Intervention; Strong Leadership and Strong Partnership; and, a Healthy Workforce.
6. The existing involvement with the voluntary sector and local communities and how this work would be developed. It was further noted that under the new arrangements it was proposed to work more closely with the Safeguarding Adults established voluntary sector arrangements for the benefit of the work with children and young people. Existing strengths would continue to be built upon for the benefit of all involved.
7. In conclusion, Members praised the work of the Board and welcomed the comprehensive and informative Annual Report. Thanks were expressed to all involved.

Alternative Options Considered: None, this report was for information.

CABINET - 12.12.2018

DECISION: The Cabinet agreed to note the progress being made to safeguard children and young people and specifically noted the report and the Enfield Safeguarding Children Annual Report 2017/18.

RECOMMENDED TO COUNCIL to endorse the Safeguarding Children Annual Report 2017/18.

Reason: Enfield Safeguarding Children Board would 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.

(Non key)

Councillor Ahmet Hasan (Associate Cabinet Member – Enfield North) arrived at this point of the meeting.

**5
ENFIELD SAFEGUARDING ADULTS STRATEGY 2018-23 AND
SAFEGUARDING ADULTS ANNUAL REPORT 2017/18**

Councillor Alev Cazimoglu (Cabinet Member for Health and Social Care) introduced the report of the Executive Director – People (No.121) presenting the Enfield Safeguarding Adults Strategy 2018-2023 and the Safeguarding Adults Annual Report 2017/18.

Councillor Cazimoglu expressed her appreciation to the previous Independent Chair of the Enfield Safeguarding Adults Board, Christabel Shawcross, and welcomed Geraldine Gavin as the new Independent Chair.

NOTED

1. The Safeguarding Adults Strategy 2018-23 as set out in the report, including the identified priority actions of preventing abuse; protecting adults at risk; learning from experience; and, improving services.
2. That consultation on the Strategy had taken place between May and August 2018; 224 responses had been received, with approximately 80% agreeing with the identified priority areas.
3. That the Annual Report 2017/18 highlighted the key work that had been undertaken by the Board and its partners to keep adults at risk of abuse and harm in Enfield, safe during the year. The Board had managed and dealt with an increased number of concerns raised and continued to work closely with the Borough's care homes and service providers.
4. Councillor Cazimoglu expressed her appreciation of the outstanding work of the Board and all partners involved in this area of work at a time of increasing service demands and austerity. Cabinet Members

CABINET - 12.12.2018

were encouraged to read the case studies highlighted which clearly demonstrated the importance of the safeguarding work undertaken.

5. Members praised the Strategy and Annual Report which were well presented and informative. A request was made for future Annual Reports to include the membership details of the Board.
6. A number of specific issues of clarification raised by Members which Geraldine Gavin responded to and explained in detail, including the work being done to tackle instances of hate crime and, fire safety measures available for deaf residents.
7. That the provision and availability of data was improving together with its analysis and monitoring. The Board would continue to monitor and respond to all areas of concern, raise awareness and seek improvements where required.
8. In response to questions raised, Members were informed of the extensive and important safeguarding work that was carried out with the Borough's nursing homes. Members were pleased to note the improvement in the quality rating of the nursing homes in Enfield; 75% of these homes had achieved a "good" CQC (Care Quality Commission) inspection rating at the end of March 2018. The work that was undertaken was outlined in detail including regular audits and the Quality Checker programme; which involved 50 experienced volunteers who were either service users or carers. There were approximately 100 care homes in the Borough.
9. Members were advised of the co-operation and discussions held with other responsible authorities and Safeguarding Boards to share knowledge and experience; provide peer challenges; undertake assurance processes; and, audit existing practices and outcomes. Improvements were continually sought. It was noted that Enfield had previously achieved the "Gold Standard" in "Making Safeguarding Personal", the second authority in the country and first in London to do so.
10. Members congratulated all those involved for the essential work that was continuing to be undertaken to safeguard vulnerable adults in the Borough. The importance of prevention work was acknowledged together with the valued contribution of the volunteer "Quality Checkers" as addressed in the Annual Report. Their work had been acknowledged through the "100 hours volunteering awards" events.
11. The continuing demands on service provision and the existing and continued financial constraints on local authorities were highlighted.

Alternative Options Considered: The Care Act placed a duty on Safeguarding Adults Boards to publish its strategic plan each financial year. Guidance states this plan should address both short and longer-term actions

CABINET - 12.12.2018

and it must set out how it would help adults in its areas and what actions each member of the Safeguarding Adults Board would take to deliver the strategic plan and protect better. This plan had historically been for a three-year period; however, the Enfield Safeguarding Adults Board had agreed for a 5-year plan; to enable more ambitious consultation and projects to be developed.

DECISION: The Cabinet agreed to

1. Endorse the Safeguarding Adults Strategy 2018-2023 for recommendation to Council.
2. Note the work detailed in the Safeguarding Adults Annual Report 2017-18 to keep adults at risk in Enfield safe.

RECOMMENDED TO COUNCIL to endorse the Enfield Safeguarding Adults Strategy 2018-2023.

Reason: Developing a five-year strategy had meant that the Board had been able to be more ambitious in its consultation work. 224 responses had been received, which was more than the previous two consultations. The five-year strategy also enabled the development of more complex, longer term projects, which would need to be meaningfully developed through community engagement, IT and Social Media and Isolation projects.

(Key decision – reference number 4781)

6

BUDGET 2019/20 UPDATE AND PHASE 3 SAVINGS AND INCOME GENERATION PROPOSALS

Councillor Mary Maguire (Cabinet Member for Finance and Procurement) introduced the report of the Director of Finance (No.122) summarising progress on the preparation of the Budget and Medium Term Financial Plan (MTFP) for 2019/20 to 2022/23.

NOTED

1. Members expressed their concern over the delay in the announcement of the Government's Local Government Finance Settlement which was now due on 13 December 2018. Local authorities were continuing to operate in a climate of uncertainty and such delays were unacceptable. The pressures being faced on local authority service provision at a time of continuing reduced funding provision was highlighted.
2. That the report provided an update on the Medium Term Financial Plan including pressures, savings, full year effects and grants and, noted the remaining budget gap of £6m in 2019/20.
3. That Phase 1 and 2 savings and income generation proposals previously reported to Cabinet had been updated in Appendix B and

CABINET - 12.12.2018

Phase 3 proposals for savings and income generation were put forward for approval in Appendix C.

4. The information provided in Table 1 of the report – summary of savings and income generation proposals; and, Table 2 of the report – growth and pressures in the medium term financial plan.
5. That the medium term financial plan pressures 2019/20 to 2020/21 were set out in Appendix D of the report, some of which were related to demographic change.
6. The importance of having a robust and resilient budget, as outlined in detail in the report.
7. As set out in the report, the consultation on the proposed Fair Funding arrangements was still awaited and the final arrangements for 2019/20 would not be known until autumn 2019. Members expressed their concern that the outcome would not be fair for London.
8. In addition to the above, it was noted that the formulae for specific budget allocations were changing as well, the funding risks faced by local authorities were highlighted.
9. In response to questions raised, the processes undertaken with regard to the Housing Revenue Account were outlined which ensured continued good practice and a prudent approach.
10. A discussion took place on the income generation proposals set out in Appendix B of the report, including growth in commercial use of the pest control service and, filming opportunities in the Borough.
11. That the public health implications in the report stated that Heads of Service would consider whether the savings proposals could have an adverse impact on Public Health and, would take action to mitigate any impact. Councillor Caliskan asked that Cabinet Members be individually advised and consulted on any specific public health implications in relation to services within their areas of responsibility.
12. The difficult decisions and pressures being faced by the local authority as a consequence of Central Government funding cuts.

Alternative Options Considered: NOTED, that the Council operated a budget planning and consultation process during which a wide range of options were considered in detail.

DECISION: The Cabinet agreed to

1. Note the progress made to date in the preparation of the 2019/20 budget and the current budget gap of £6m (set out in Appendix A of the

CABINET - 12.12.2018

report) and the work continuing on this to present a balanced budget in February 2019.

2. Progress the Phase 3 savings proposals of £1.835m set out in Appendix C of the report and noted the updated Phase 1 and 2 savings (detailed in Appendix B of the report).
3. Note the pressures being included in the draft budget as set out in Appendix D of the report which aimed to put the budget on a more resilient footing.
4. Note that the draft Local Government Finance Settlement (LGFS) was due to be published on 13 December 2018 and the final LGFS by the end of January 2019, and the budget would need to be amended for any changes to current assumptions.

Reason: To manage the 2019/20 financial planning process having regard to constraints in public spending.

(Key decision – reference number 4745)

7

QUARTERLY CORPORATE PERFORMANCE REPORT

Councillor Daniel Anderson (Deputy Leader of the Council) introduced the report of the Director of Finance (No.123) detailing the quarter two performance for 2018/19.

NOTED

1. The on-going monitoring of performance indicators as set out in the report and its appendices. Appendix 2 of the report focused on a selection of priority measures where performance was currently off target and/or the direction of travel was negative. Performance reviews were on-going and improvement strategies and action plans had been put in place. Any other areas of concern that were highlighted through performance monitoring would be identified and addressed appropriately.
2. Members noted the detailed performance information provided and expressed their thanks to officers for the continued work being undertaken.

Alternative Options Considered: Not to report regularly on the Council's performance. This would make it difficult to assess progress made on achieving the Council's main priorities and to demonstrate the value for money being provided by council services.

DECISION: The Cabinet agreed to note, for information only, the progress being made towards achieving the identified key priorities for Enfield.

CABINET - 12.12.2018

Reason: To update Cabinet on the progress made against all key priority performance indicators for the Council.

(Non key)

Councillor Nesil Caliskan (Leader of the Council) varied the order of the agenda at this point in the meeting. The following item was moved to the end of the part one agenda; the minutes reflect the order of the published agenda.

Councillor Nneka Keazor arrived for the discussion of this item and the part two report set out in Minute No.14 below.

8

TENDER AWARD CONTRACT FOR THE PROVISION OF AGENCY WORKERS - SUPPLYING ALL JOB CATEGORIES (EXCLUDING SCHOOLS)

Councillor Mary Maguire (Cabinet Member for Finance and Procurement) introduced the report of the Director of Law and Governance (No.124) seeking support and approval to appoint Matrix Supply Chain Management to manage a supply chain of agencies to provide agency workers to the Council in all job categories, excluding schools.

NOTED

1. That Report No.125 also referred as detailed in Minute No.14 below.
2. That the existing contract was due to expire on 31 January 2019. Seven providers had been invited to tender in the form of a mini competition to further reduce the pricing offered. Three providers had submitted tenders to be evaluated comprising of a cost and quality assessment. The provider offering the most economically advantageous tender had been recommended, as set out in the report.
3. The intention to reduce reliance on agency workers. However, it was acknowledged that in some cases the use of agency workers was unavoidable, as outlined in the report. Members discussed the circumstances in which agency workers would be required and noted the advantages of their use in certain instances. The measures that would be taken by the local authority in supporting the use of permanent staff were also outlined.
4. Members acknowledged the difficulties which could be faced by local authorities in recruiting permanent staff with specific skills such as planning. In addition, the flexibility of employing agency workers was sometimes necessary to meet specific short-term needs.
5. The importance of supporting staff and providing career opportunities and training. A well supported and happy workforce achieve better outcomes for service delivery and customer experience. Members

CABINET - 12.12.2018

noted the high percentage of staff employed by the Council who also lived in the Borough.

6. In discussion it was noted that lessons should continue to be learned from previous practices to address Government austerity and, effective monitoring of trends and outcomes to be monitored.

Alternative Options Considered: NOTED, that alternative frameworks had been considered as outlined in paragraph 4.1 of the report. Another consideration had been for the Council to undertake its own tendering exercise, as set out in paragraph 4.2 of the report. The consideration to take this in-house had also been considered as explained in paragraph 4.3 of the report.

DECISION: The Cabinet agreed that

1. Matrix be appointed for the supply of agency workers. This would be for a period of two years (with the option to extend for a further two, one year periods) until 31 January 2021).
2. Delegation be given to the Cabinet Member for Finance and Procurement to sign off any contract extensions beyond the initial two year period.

Reason: Having considered all of the alternative options in detail, the recommendation was to procure agency worker requirements with the winning provider (section 5 of the report referred).

(Key decision – reference number 4720)

9

CONSTRUCTION CHARTER

Councillor Mary Maguire (Cabinet Member for Finance and Procurement) introduced the report of the Director of Law and Governance (No.126) seeking approval to sign up to the Unite Construction Charter.

NOTED

1. That the Charter committed local authorities to working with Unite to achieve the highest standards in respect of: direct employment status, health and safety, standards of work, apprenticeship training and the implementation of appropriate nationally agreed terms and conditions of employment.
2. The importance of local authorities setting high standards. The Council was not only an employer but was also an enabler of commercial and partnership working and high standards were expected, as set out in the report.

CABINET - 12.12.2018

3. Members endorsed the Charter; this was felt to be the right time to act in the light of the growth and regeneration work within the Borough.

Alternative Options Considered: NOTED, that the alternative options on this occasion that had been considered included: 1. Not recommending sign off to the Charter. This had been rejected on the grounds that the Charter could bring some helpful benefits to the local authority and to Enfield. 2. Creating our own construction charter that could override and/or enhance existing workplace safety and workplace rights measures the local authority already had in place. This second option had been deemed unnecessary given the option to sign up to the Charter as presented by the UNITE Union as many other local authorities had opted to do.

DECISION: The Cabinet, having considered the report, agreed to sign up to the Unite Construction Charter for application to future relevant works subject to the appropriate supporting compliance and supporting actions being taken by the local authority.

Reason: The Charter aims were compatible with those of the local authority and recommendations had been made to Cabinet to seek approval to proceed with arrangements to participate in and sign-off the Unite Construction Charter. This was consistent with the decision-making protocols within the local authority. Cabinet was asked to approve the sign-up to the Charter with the assurance that provision was made by the organisation for any relevant risks to be effectively managed and communications plans executed.
(Non key)

10

CABINET AGENDA PLANNING - FUTURE ITEMS

NOTED, for information, the provisional list of items scheduled for future Cabinet meetings.

11

MINUTES

AGREED, that the minutes of the previous meeting of the Cabinet held on 14 November 2018 be confirmed and signed by the Chair as a correct record, subject to the following amendment:

Minute No.7 – North London Waste Plan Regulation 19 Publication – NOTED – point 6, that the following text be added to the end of the first sentence:

“...specifically in relation to Oakleigh Road, Brunswick Industrial Park and Pinkham Way.”

CABINET - 12.12.2018

12

DATE OF NEXT MEETING

NOTED, that the next meeting of the Cabinet was scheduled to take place on Wednesday 23 January 2019 at 7.15pm.

13

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED, in accordance with Section 100(A) of the Local Government Act 1972 to exclude the press and public from the meeting for the item listed on part two of the agenda on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information) of Part 1 of Schedule 12A to the act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

14

TENDER AWARD CONTRACT FOR THE PROVISION OF AGENCY WORKERS - SUPPLYING ALL JOB CATEGORIES (EXCLUDING SCHOOLS)

Councillor Mary Maguire (Cabinet Member for Finance and Procurement) introduced the report of the Director of Law and Governance (No.125).

NOTED

1. That Report No.124 also referred as detailed in Minute No.8 above.
2. The financial implications of the proposals as set out in detail in the report. The final scores of the evaluated tenders and, the pricing comparisons between the existing and new contract, were also noted as detailed in paragraphs 3.9 and 3.10 of the report.
3. That savings would be achieved through both the new contract and the intention to reduce the reliance on agency workers.
4. That an initial two year contract period was recommended for the reasons set out in section 4 of the report.

Alternative Options Considered: As detailed in the report.

DECISION: The Cabinet agreed the recommendations as set out in the part one report, Report No.124, Minute No.8 above referred.

Reason: As detailed in section 4 of the report.
(Key decision – reference number 4720)