



ADVANCED PUBLICATION OF REPORTS

This publication gives five clear working days' notice of the decisions listed below.

These decisions are due to be signed by individual Cabinet Members
and operational key decision makers.

Once signed all decisions will be published on the Council's
Publication of Decisions List.

- 1. RE-DESIGNATION OF HADLEY WOOD NEIGHBOURHOOD FORUM**
(Pages 1 - 26)
- 2. AWARD OF WORKS CONTRACT - EXTERNAL REFURBISHMENT
WORKS -GREAT CAMBRIDGE ROAD WEST** (Pages 27 - 40)

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Please note Part 2 report is now confidential appendix.

London Borough of Enfield

Portfolio Report

Report of: Executive Director Place

Subject: Redesignation of Hadley Wood Neighbourhood Forum

Cabinet Member: Cllr Caliskan, Leader of the Council

Executive Director: Sarah Cary

Ward: Hadley Wood

Key Decision: None

Purpose of Report

1. This report seeks Cabinet Member approval to redesignate the Hadley Wood Neighbourhood Forum for a further period of five years.

Proposal(s)

2. The Cabinet Member is asked to:
 - (i) NOTE the responses to consultation on the application for the redesignation of the Hadley Wood Neighbourhood Forum and the Council's assessment of the Forum's application set out in Appendices 1 and 3;
 - (ii) AGREE the redesignation of the Hadley Wood Neighbourhood Forum as a neighbourhood forum for a period of five years.

Reason for Proposal(s)

3. The Forum was originally designated on 7 July 2015. Neighbourhood forum designations expire after five years and they need to be redesignated as an appropriate forum for the relevant neighbourhood area. The Forum is currently preparing a draft neighbourhood plan with the aim of submitting the plan to Enfield Council for examination following a pre-submission consultation. Redesignation would allow the Forum to continue using their neighbourhood planning powers and continue to take the necessary statutory steps to adoption. In line with the Neighbourhood Planning (General) Regulations 2012, the Council has consulted the local community on the application.

Relevance to the Council's Plan

4. Neighbourhood planning accords with Enfield Corporate Plan commitments, in particular those relating to sustaining strong and healthy communities. Designation

allows neighbourhood forums to play an active role in planning for their neighbourhood and encourages joint working between the Council and communities. It helps to ensure people have a voice in the development of plans and projects for their local area whilst protecting the local urban and green environment.

Background

5. The Hadley Wood Neighbourhood Forum and Area was designated by the Council on 7 July 2015. Forums have a specific role set out in legislation to prepare or review neighbourhood plans and comment on individual planning proposals. The Forum is currently preparing a final draft of its neighbourhood plan to submit to the Council for independent examination. Subject to the outcome of this examination, the Plan would be able to proceed to a local referendum and, if residents living in the neighbourhood area approve the use of the 'Hadley Wood Neighbourhood Plan' in decision making on planning applications, it would become part of the statutory development plan for the area.
6. Section 61F of the Town and Country Planning Act 1990 provides that neighbourhood forums are designated for a period of five years. The five-year designation of the Hadley Wood Neighbourhood Forum has now expired. The Forum is therefore seeking redesignation as the body responsible for facilitating neighbourhood planning in the Hadley Wood area. Unlike forums, neighbourhood areas are not designated for a time-limited period. The application for redesignation was submitted to the Council on 14 August 2020. If it is redesignated the Neighbourhood Forum will continue to use its planning powers within the designated Hadley Wood neighbourhood area.

Main Considerations for the Council

7. When determining the Forum's application for redesignation, the local planning authority:
 - a) must, in determining whether to designate an organisation or body as a neighbourhood forum for a neighbourhood area, have regard to the desirability of designating an organisation or body
 - i) which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of the above groups
 - ii) whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area, and
 - iii) whose purpose reflects (in general terms) the character of that area,
 - b) may designate only one organisation or body as a neighbourhood forum for each neighbourhood area,
 - c) may designate an organisation or body as a neighbourhood forum only if the organisation or body has made an application to be designated, and
 - d) must give reasons to an organisation or body applying to be designated as a neighbourhood forum where the authority refuse the application.
8. Please see Appendix 3 for an analysis of the above.

Safeguarding Implications

9. No safeguarding implications have been identified.

Public Health Implications

10. No public health implications have been identified.

Equalities Impact of the Proposal

11. No equalities impact has been identified in relation to the redesignation of the Hadley Wood Neighbourhood Forum. The Hadley Wood Neighbourhood Plan once prepared by the Forum will be subject to equalities impact assessment. An equalities impact assessment is therefore not required for the redesignation of the Forum. This is because the redesignation is an administrative process, which does not in itself create policy.

Environmental and Climate Change Considerations

12. The redesignation of the Hadley Wood Neighbourhood Forum in and of itself does not raise any environmental and Climate Change issues. Progressing the Hadley Wood Neighbourhood Plan will help the council to make decisions on planning applications in the Hadley Wood Neighbourhood Area to help achieve sustainable development.

13. The Hadley Wood Neighbourhood Plan will need be in conformity with Enfield's Local Plan and the London Plan, including in respect of achieving reductions in carbon emissions from development and promoting active and sustainable transport. The Hadley Wood Neighbourhood Plan will be subject to separate sustainability appraisal screening.

Risks that may arise if the proposed decision and related work is not taken

14. The Council has a statutory duty to make a formal decision on the redesignation of the Neighbourhood Forum in line with the Neighbourhood Planning (General) Regulations 2012.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

15. The Cabinet Member is asked to redesignate the Hadley Wood Neighbourhood Forum for a further period of five years. The officers cannot foresee any risks associated with that decision.

Financial Implications

16. This report seeks Cabinet Member approval to redesignate the Hadley Wood Neighbourhood Forum for a further period of five years. The estimated cost of the process of redesignation is circa £2k, which will be met from the Neighbourhood Planning Grant.

17. Council's further staff time/cost and administrative costs dedicated to the Neighbourhood Forum throughout the Forum's plan preparation to adoption can be up to £20k. These costs will be covered by another dedicated Neighbourhood Planning Grant once the Council decides that the Neighbourhood Plan can be taken to a referendum after a successful examination in public.

Legal Implications

18. The Localism Act 2011 introduced the concept of 'Neighbourhood Planning' and provided a new statutory regime through amendments to the Town and Country Planning Act 1990 and further provision through the Neighbourhood Planning (General) Regulations 2012 setting out the both application and consultation requirements
19. Section 61F of the Town and Country Planning Act 1990 provides a local planning authority with powers to designate an organisation or body as a neighbourhood forum provided it meets certain conditions set out within the section.
20. The local planning authority are obligated to determined applications made to it pursuant to the Neighbourhood Planning (General) Regulations 2012. The recommendations set out in this report are within the Council's powers and duties.

Workforce Implications

21. The Strategic Planning and Design service currently has the staff resources available to provide the necessary guidance to the Hadley Wood Neighbourhood Forum.

Property Implications

22. The Council is the owner of a number of property interests both within and adjacent to the Hadley Wood Neighbourhood Planning Area including substantial operational farmland which is within the Green Belt Portfolio. Redesignation would allow the Forum to continue using their neighbourhood planning powers and prepare the Hadley Wood Neighbourhood Plan. Once adopted, the Plan would become part of the Council's planning policy for the Hadley Wood Neighbourhood Area and any planning application within that area would be subject to the adopted planning policies.

Options Considered

23. The two options available to the Council are to approve or refuse the application received from the Hadley Wood Neighbourhood Forum. If the Council is minded to refuse the application, then it must give reasons.
24. Officer assessment of the application (see Appendix 3) shows that the Hadley Wood Forum meets the criteria for redesignation. The consultation responses received showed strong support for the Forum to be redesignated.
25. This report therefore recommends that the Hadley Wood Forum is a suitable body to be redesignated for a further period of five years.
26. Legislation allows a local planning authority to withdraw a forum's designation if it considers the forum is no longer meeting the conditions for designation.

Conclusions

27. Redesignation would allow the Forum to continue using their neighbourhood planning powers and take the Hadley Wood Neighbourhood Plan through its statutory stages to adoption. Having regard to the above and the attached, officers are satisfied that the Hadley Wood Neighbourhood Planning Forum is an appropriate body under section 61F(5) of the Town and Country Planning Act 1990 and the Neighbourhood Planning (General) Regulations 2012.

Report Author: May Hope
Plan Making Manager
020 8379 3866

Date of report: 17 December 2020

Appendices

Appendix 1 – Hadley Wood Neighbourhood Forum Application for redesignation

Appendix 2 – Consultation schedule of responses

Appendix 3 – Council’s assessment of the application

Background Papers

The following documents have been relied on in the preparation of this report:

There are no documents used in the preparation of this report which are required to be listed.

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Application for redesignation as a Neighbourhood Forum under the provisions of the Localism Act 2012:

Hadley Wood Neighbourhood Planning Forum

Contact: David Harbott (Acting Chair), email: david@harbott.co.uk

1. History and purpose

The Forum applied for and was granted designation as a Neighbourhood Planning Forum on 7th July 2015 by Enfield Council. The Forum wishes to be redesignated for a further five years, to allow it to continue its work to get the Neighbourhood Plan adopted and realise its aims.

The Hadley Wood Neighbourhood Planning Forum has drafted a Neighbourhood Plan reflecting the views of the local community and with the support and input from Enfield Council Officers and Councillors. It is now ready for Regulation 14 public consultation prior to formal submission to the Council for Independent Examination.

The Neighbourhood Plan vision is summarised below.

Future development in Hadley Wood will follow the principles of 'good growth' by reinforcing and protecting the intrinsic qualities of both the built and the natural environment.

New homes will be of a high-quality design and provide a wider choice for all.

Green spaces, trees and vegetated gardens, so important to biodiversity, wellbeing, drainage and air quality, will be given stronger protection.

New footpaths, cycle routes and improved public transport will lead to healthier and more active lifestyles, reducing reliance on the car.

The Neighbourhood Plan (NP) supports sustainable development, preserves our local character, and protects the natural environment.

2. Next steps

The Neighbourhood Plan Forum is committed to ensure that Hadley Wood benefits from the opportunities offered by the Localism Act, and to build on the foundation laid by achieving adoption of the Neighbourhood Plan in 2021.

3. Plan Area

Please see Appendix 1 for a plan of the approved Neighbourhood Planning Area.

4. Statement of Compliance

Please see Appendix 2 for the Statement of Compliance with the Town and Country Planning Act 1990, as amended.

5. Membership

The Planning Forum is required to have a minimum of 21 individual members. An extract of the full list of members is at Appendix 3.

6. Communication and engagement

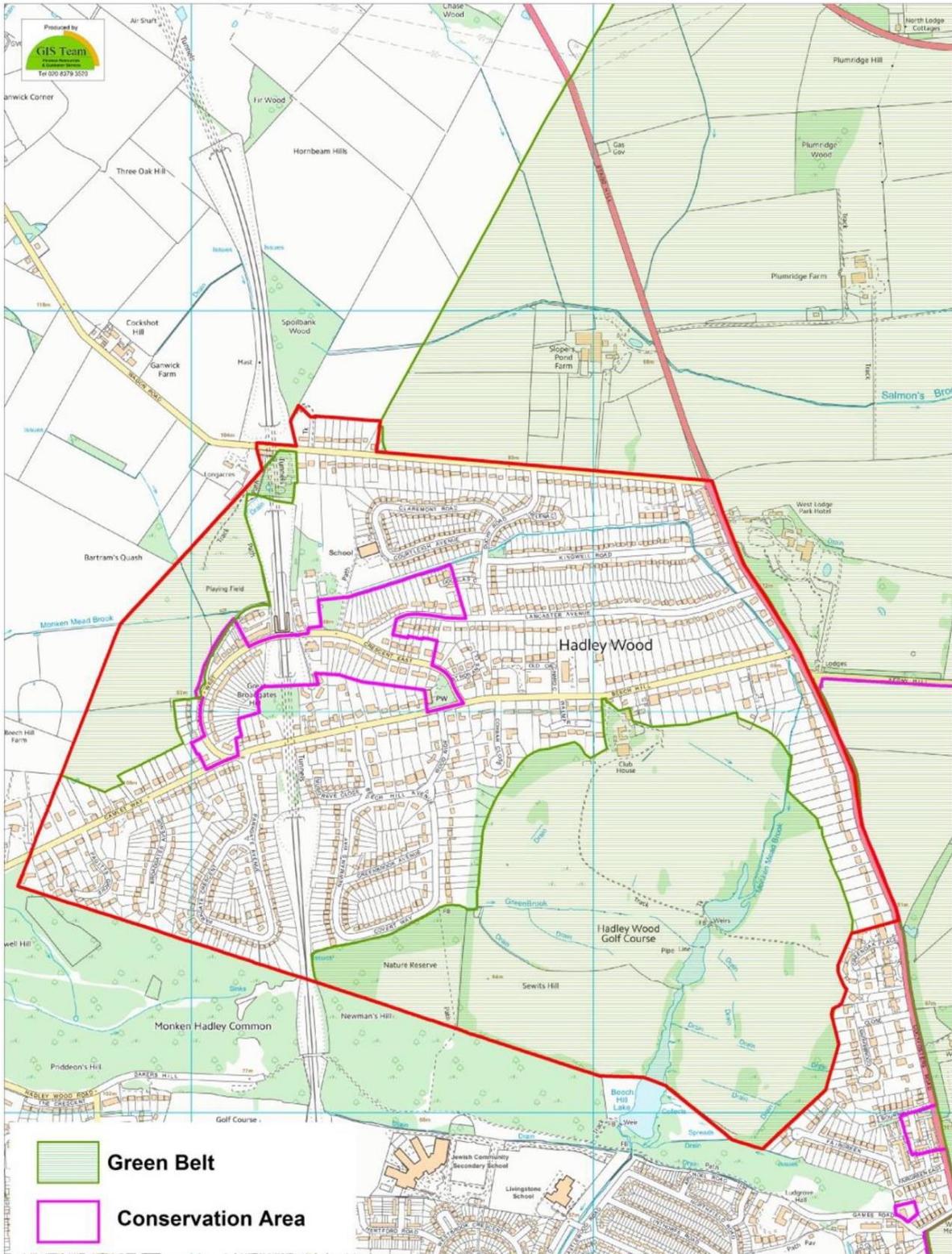
The Planning Forum regularly reports in the Hadley Wood News, delivered to every household in the designated area, on a dedicated webpage on the Hadley Wood Association website, and by email, WhatsApp and other social media.

7. Constitution

A copy of the constitution is attached as Appendix 4.

14th August 2020

Appendix 1 – Hadley Wood Neighbourhood Planning Area (as approved)



Appendix 2 - Statement of compliance with Section 61F(5) of the Town and Country Planning Act 1990, as amended

As required under 8(e) of The Neighbourhood Planning (General) Regulations 2012, the proposed Hadley Wood Neighbourhood Planning Forum complies with Section 61F(5) of the Town and Country Planning Act 1990, as amended, because it does meet the following requirements:

(a) It has been established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area).

(b) Its membership is open to—

- (i) Individuals who live in the neighbourhood area concerned.
- (ii) Individuals who work there (whether for businesses carried on there or otherwise).
- (iii) Individuals who are elected members of a district council any of whose area falls within the neighbourhood area concerned.

(c) Its membership includes a minimum of 21 individuals each of whom—

- (i) Lives in the neighbourhood area concerned, or
- (ii) Works there (whether for a business carried on there or otherwise), or
- (iii) Is an elected member of a district council any of whose area falls within the neighbourhood area concerned.

(d) It has a written constitution.

Appendix 3 – Members

David Harbott	Resident
Robert Wilson	Resident
David Sumners	Resident
Dawn Wellings	Resident
Simone Strauss	Resident
Steven De Vos	Resident
Reverend Rupert MacKay	Works in the area
Lakis Pavlou	Resident
Lewis Temple	Resident
Nicholas Coburn	Resident
Richard Walker	Resident
Cllr Alessandro Georgiou	Elected representative
Cllr Edward Smith	Elected representative
Cllr Elaine Hayward	Elected representative
Kevin Robinson	Resident
Esther Kurland	Resident
Susanne Stevens	Resident
John Leatherdale	Resident
Lisbeth Wirth	Resident
Helen Speroni	Resident
John Henley	Resident
John Hall	Resident
Kate Lobo	Resident

Appendix 4 – Constitution

Constitution of Hadley Wood Neighbourhood Forum

1. Name

The name of the organisation is the “Hadley Wood Neighbourhood Forum” (“the Forum”).

2. Purpose

The purpose of the Forum is to promote or improve the social, economic and environmental wellbeing of the neighbourhood area. It shall operate without distinction or discrimination on the grounds of gender, disability, sexual orientation or race, or of political, religious or other beliefs. Its activities shall include neighbourhood planning.

3. Area

The Forum shall cover the area agreed when the Forum was recognised as a Qualifying Body for the purposes of neighbourhood planning.

4. Membership

a. Membership shall be open to:

- i. individuals who live in the area
- ii. individuals who work in the area, whether for business carried on there or otherwise;
- iii. community organisations which operate in the area, through their duly appointed representatives
- iv. businesses, educational establishments or other entities which operate in the neighbourhood area, through their duly appointed representatives
- v. individuals who are elected members of London Borough of Enfield for any part of the Area, who shall be ex officio members
- vi. individuals who have a material and ongoing social, cultural, economic or financial interest in or involvement in the area who support the aims and objects of the Forum and provide the Secretary with satisfactory evidence of eligibility and contact details which may be used by the Forum.

b. Applications and evidence of eligibility will be provided using the Membership Form. Completed forms submitted to the Secretary. If members wish to resign from the forum they must notify the Secretary in writing.

c. The Management Committee may refuse to accept, or may revoke, membership of any individual or organisation which in its opinion fails to meet the criteria for membership or which acts in a way inimical to its Purpose. Any person or organisation whose membership is revoked shall have the right to appeal to a General Meeting of the Forum.

d. It should be noted that there is a legal requirement that the Forum should have at least 21 members. Therefore if membership falls below 23 the Management Committee should take steps to encourage additional members.

5. Management Committee and Officers

a. The day-to-day business of the Forum shall be conducted by the Management Committee (“the Committee”). Subject to decisions of any General Meeting, the Committee shall comprise up to 15 members elected by a General Meeting. The Forum shall strive for the Committee to reflect the diversity of people eligible for membership.

b. Councillors or others elected to public office for any part of the neighbourhood area shall not be eligible for election, but may be co-opted to the Committee under para 5.d.

c. The term of office of any member of the Committee shall expire at each AGM and members shall be eligible to stand for re-election for a continuous period not exceeding five years.

d. The Committee may co-opt up to 2 additional voting members for a term to expire no later than the next following AGM.

e. The Committee shall elect from among its members a Chair, Deputy Chair, Secretary, Treasurer, and any other officers as it sees fit.

f. The Committee shall meet at least four times per year and 5 members shall constitute a quorum.

g. The Committee may appoint groups to carry out specific roles or projects as it sees fit and these shall co-opt such persons as necessary to enable it to perform its function

h. Decisions of the Committee shall be by consensus or by a simple majority of those present and voting

i. Decisions on the content of the neighbourhood plan to be put to public consultation shall be subject to agreement at a General Meeting

j. The Committee shall record its proceedings which shall be publicly available

k. Any member may attend any meeting of the Committee and may speak at the discretion of the Chair but may not vote.

L. Committee members can be elected at any General Meeting

6. General Meetings

a. The general meeting of all members shall be the controlling body of the Forum.

b. An AGM shall be held on a day to be appointed by the Committee within 15 months of the previous AGM.

c. The business of the AGM shall include

i. a report from the Chair on the activities of the Forum since the previous AGM and its plans for the forthcoming year;

- ii. a report from the Treasurer as to the financial position of the Forum;
 - iii. consideration of and, if thought fit, approval of the accounts of the Forum for the previous financial year together with an independent report on those accounts;
 - iv. appointment of an independent inspector to report to the following AGM on the accounts for the current financial year;
 - v. any other business as required by the Constitution or as directed by the Committee; vi. consideration of any motion which has been submitted by at least 5 members of the Forum in time for circulation with the notice of the AGM; vii. election of the Committee for the forthcoming year.
- d. Members shall be given at least 21 days notice of the time and place of the AGM. Such notice shall include details of all business to be transacted at the meeting.
- e. Applications for election to the Committee shall be invited in advance of the AGM in writing by members or at the meeting by the discretion of the Secretary. Applications shall be duly submitted to the Secretary of the Forum not less than 2 days prior to the date of the AGM.
- f. Election of members of the Committee may be taken by a show of hands or if requested by a member by a ballot of those present at the AGM. Voting shall be ranking the candidates in order of preference. The meeting shall agree to the appointment of one or more scrutineers to act as returning officers and to advise the Chair on the results.
- g. The AGM may, by a vote of not less than two-thirds of those present, agree to consider any urgent or important business which has arisen since dispatch of the notice of the meeting.
- h. Other General Meetings of all members shall be called within 28 days of receipt by the Secretary of a request in writing signed by no less than 5 members, stating the purpose for which the meeting is required, or by agreement of the Committee.
- i. Twenty members (or one-fifth of the membership if less) shall constitute a quorum.
- j. Voting at general meetings shall be by show of hands, except as provided in paragraph 6 f. for election of Committee members
- k. A member shall be entitled to appoint a proxy to vote on his or her behalf. Notice of appointment of a proxy must be received by the Secretary not less than 24 hours before the meeting.
- l. A record of each General Meeting shall be produced and made publicly available
- m. Conflicts of interest must be declared. Members with a conflict of interest should withdraw from discussion and voting on the issue in question.

7. Finance

- a. The Forum's accounting period shall be annual ending on 30 November

b. Accounting records shall be maintained for a period of six years or until the winding up of the Forum and such records shall be available for inspection by any member on giving not less than 10 days notice.

c. If necessary the Forum shall open and maintain a bank or other appropriate account in its name of the Forum which shall be controlled by a mandate requiring the signature of no fewer than two of the Officers

d. The Forum's accounts shall be made publicly available within two months of the AGM.

e. The Forum may raise funds by donation, grants, or other means to be used in furtherance of the Forum's purpose.

8. Constitution and Interpretation

a. In the event of any question arising where the interpretation of this Constitution is in doubt or where it is silent, the Committee shall have the power to act according to its own interpretation and at its discretion.

b. Other than as may be required by law, amendments to this Constitution may only be made by a majority representing two-thirds of the members present and voting at a quorate General Meeting.

c. Any requirement in this Constitution for notices or reports to be distributed to members of the Forum shall be deemed to have been satisfied if such notice or reports have been sent by email, by posting on the Forum's website or by other electronic means. An individual member may request hard copies and in such a case the Committee reserves the right to make a charge to cover the extra cost incurred.

d. The Hadley Wood Neighbourhood Forum is affiliated to the Hadley Wood Association. Both organisations have distinct membership.

e. Any reference to in writing refers also to electronic communications through emails, websites or electronic documents. The forum is not responsible for any misdirected communications.

9. Term

a. The duration of the Forum shall be for five years from the date of adoption of this Constitution unless it is previously wound up or extended by resolution of a General Meeting.

b. In the event of dissolution of the Forum any remaining assets shall be distributed to the community organisations which remain as members at that date in proportions to be decided by the Committee, which shall retain responsibility for completing such distribution for a period ending six months from the date of dissolution.

Date 9th November 2014

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Appendix 2 – Consultation schedule of responses

HADLEY WOOD NEIGHBOURHOOD FORUM - REDESIGNATION CONSULTATION - 21ST AUGUST TO 9TH OCTOBER 2020 LBE RESPONSE SCHEDULE

	Organisation Individual	Comments	LBE Response
001	Sport England	<p>Government planning policy, within the National Planning Policy Framework (NPPF), identifies how the planning system can play an important role in facilitating social interaction and creating healthy, inclusive communities. Encouraging communities to become more physically active through walking, cycling, informal recreation and formal sport plays an important part in this process. Providing enough sports facilities of the right quality and type in the right places is vital to achieving this aim. This means that positive planning for sport, protection from the unnecessary loss of sports facilities, along with an integrated approach to providing new housing and employment land with community facilities are important.</p> <p>It is essential therefore that the neighbourhood plan reflects and complies with national planning policy for sport as set out in the NPPF with reference to Pars 96 and 97. It is also important to be aware of Sport England’s statutory consultee role in protecting playing fields and the presumption against the loss of playing field land.</p> <p>Sport England’s playing fields policy is set out in our Playing Fields Policy and Guidance document.</p>	Noted
002	Natural England	Natural England does not wish to make comment on the	Noted

		suitability of the proposed plan area or the proposed neighbourhood planning body.	
003	Historic England	<p>We have no objections to the renewal of the Neighbourhood Forum as submitted, and do not wish to comment in detail.</p> <p>In the event of the renewal being approved we would advise that this represents an opportunity to review the local evidence base and promote policies for the positive management of heritage assets as part of the Neighbourhood Planning Process.</p>	Noted
004	Steve de Vos	I support the re-designation of the Hadley Wood Neighbourhood Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
005	Canal & River Trust	can confirm that as the Canal & River Trust do not own or manage any land or waterspace in the Hadley Wood area, we have no comments to make.	Noted
006	Simon Mustafa	Confirming that as a local resident I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
007	John Leatherdale	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
008	Shaun Lee	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
009	Guy Cecil	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the	Noted

		preparation of the neighbourhood plan and represent our community on planning matters.	
010	Rupert Mackay	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
011	Cllr Edward Smith	am writing as a local ward councillor to confirm that I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
012	Lanarmnrn	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
013	Frederick Neal	I very strongly support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
014	S Davis	I am writing to confirm that I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
015	John Henley	I write in support of the designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
016	Lakis Pavlou	Please accept this email as support for the re-designation of the Hadley Wood Neighbourhood Planning Forum. I am keen that the Forum complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
017	Francesca Caine	I am writing to support the re-designation of the Hadley Wood	Noted

		Neighbourhood Planning Forum so that they can complete the preparation of our Neighbourhood Plan and represent our community on planning matters.	
018	Alan Nicholls	We support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
019	Richard Walker	I am writing to confirm that I support the re-designation of the Hadley Wood Neighbourhood Planning Forum in order that its members can complete the ongoing preparation of the neighbourhood plan and represent our community on planning matters.	Noted
020	Robert Bennett	This is a note to support the re-designation of the Hadley Wood Neighbourhood Planning Forum. This is proving to be an important means for the community to formulate local planning activity and deserves the support of the LB Enfield council. This should allow it to complete a neighbourhood plan and represent our community on planning issues.	Noted
021	Anna Copplestone	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
022	Dawn Wellings	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
023	David Harbott	This is to register my support for the re-designation of the Hadley Wood Neighbourhood Planning Forum.	Noted
024	Joycelin Hobman	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
025	Erika Lindsay	I support the re-designation of the Hadley Wood	Noted

		Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	
026	Julie Nedza	I am a resident in Hadley Wood and am writing to support the re-designation of the Hadley Wood Neighbourhood Planning Forum. They can then complete the preparation of the neighbourhood plans and represent our community on planning matters.	Noted
027	Enfield Society	At the Enfield Society's Management Committee last week, the following resolution was approved - "The Enfield Society supports the Hadley Wood Neighbourhood Forum re-designation. Neighbourhood Forums help to give local people a stronger voice in development proposals and other community matters in their area. They can also secure a proportion of the community infrastructure levy, if there is a major planning development in the area. The group are to be congratulated on its application to re-designate the Forum after its initial 5-year period".	Noted
028	Andrew Parker	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
029	Meadway Conservation Area Study Group	We strongly support the renewal of the designation of the above group. We have been copied with the response to you from The Enfield Society and fully endorse their views. Anything which is a vessel for allowing local communities to comment on matters which affect their localities is, in our view, of great benefit and should be welcomed and encouraged.	Noted
030	Transport for London	Thank you for consulting Transport for London (TfL). We have no comments to make on the proposed renewal of Hadley Wood Neighbourhood Forum and look forward to providing feedback on the draft Neighbourhood Plan	Noted

031	Highways England	Having examined the application to re-designate the Hadley Wood Neighbourhood Forum documents, we are satisfied that its re-designation will not materially affect the safety, reliability and / or operation of the SRN (the tests set out in DfT C2/13 para's 9 & 10 and MHCLG NPPF para 109). Based on this, Highways England does not offer any comments on the consultation at this time.	Noted
032	John Hall	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
033	Kevin Robinson	Please take this email as an expression of my support for the re-designation of the Hadley Wood Neighbourhood Planning Forum in order that they can complete the neighbourhood plan and represent the community on planning issues.	Noted
034	Esther Kurland	I support the HWNP Forum being redesigned. It has managed to do a lot of good work - although more needed. I hope that it can create a positive, pragmatic and constructive planning environment for the area.	Noted
035	Chris Keeling	We support the re-designation of Our Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
036	Lewis Temple	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
037	Teresa Noble	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
038	John Leatherdal	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the	Noted

		preparation of the neighbourhood plan and represent our community on planning matters as a matter of urgency.	
039	Lisbeth Wirth	I support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
040	Gary Fox	We are writing to support the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the neighbourhood plan and represent our community on planning matters.	Noted
041	Robert Wilson	On behalf of the Hadley Wood Association, I confirm that the Association supports the re-designation of the Hadley Wood Neighbourhood Planning Forum so that they can complete the preparation of the Neighbourhood Plan and represent our community on planning matters.	Noted

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Appendix 3 – Council’s assessment of the application

Redesignation of the Hadley Wood Neighbourhood Forum

The requirements for the Council to redesignate this group as a recognised forum for neighbourhood planning purposes is considered below.

The Neighbourhood Planning (General) Regulations 2012 provide that specific information should be supplied in making an application for a neighbourhood forum. These are itemised below with a comment indicating what information has been supplied.

1. Name of the proposed neighbourhood forum

The Forum is named Hadley Wood Neighbourhood Planning Forum.

2. Copy of its written constitution

A copy of the constitution has been supplied setting out matters such as the name, purpose, membership and term of the organisation thereby covering each of the basic requirements in the Regulations.

3. Name of the neighbourhood area to which application relates and a map which identifies the area.

The name for the neighbourhood area is Hadley Wood Neighbourhood Planning Forum. A map of the neighbourhood area has been submitted by the applicant.

4. Contact details of at least one member that can be made public

David Harbott (resident) has supplied details as the main contact.

5. Statement explaining how the proposed forum meets the following conditions:

a) Is established to promote or improve the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area for the neighbourhood development plan (this can also relate to businesses)

This objective is expressly referred to in the constitution as the purpose of the forum. The constitution includes within it, a statement as follows: “The purpose of the Forum is to promote or improve the social, economic and environmental wellbeing of the neighbourhood area. It shall operate without distinction or discrimination on the grounds of gender, disability, sexual orientation or race, or of political, religious or other beliefs. Its activities shall include neighbourhood planning.”

b) Has 21 individual members and membership is open to the following groups:

- **people living in the area;**
- **people who work there; and**
- **elected councillors for the area.**

The applicant has supplied supporting information that shows that they have over 21 members and that these include membership from each of the three groups set out above. Membership is comprised primarily of residents but includes an individual who works in the neighbourhood area and three ward Councillors (Cllr Alessandro Georgiou, Cllr Edward Smith, and Cllr Elaine Hayward). The constitution sets out eligibility for membership which is consistent with the above stipulation.

It is considered that sufficient detail had been supplied for this to be regarded as a valid application on which to consult.

Analysis of any representations received as part of the consultation has been undertaken below.

Additionally, the **local planning authority**:

- a. **must, in determining whether to designate an organisation or body as a neighbourhood forum for a neighbourhood area, have regard to the desirability of designating an organisation or body**
 - i. **which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of the above groups**
 - ii. **whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area, and**
 - iii. **whose purpose reflects (in general terms) the character of that area,**
- b. **may designate only one organisation or body as a neighbourhood forum for each neighbourhood area,**
- c. **may designate an organisation or body as a neighbourhood forum only if the organisation or body has made an application to be designated, and**
- d. **must give reasons to an organisation or body applying to be designated as a neighbourhood forum where the authority refuse the application.**

The Forum membership has been the subject of a registration and its constitution states that the Forum “shall operate without distinction or discrimination on the grounds of gender, disability, sexual orientation or race, or of political, religious or other beliefs.”

The Planning Forum regularly reports in the Hadley Wood News, delivered to every household in the designated area, on a dedicated webpage on the Hadley Wood Association website, and by email, WhatsApp and other social media.

This shows the group to be generally representative of the area.

Furthermore, the Hadley Wood Neighbourhood Planning Forum is the only body seeking this status for the Hadley Wood Neighbourhood Area whose purpose reflects (in general terms) the character of the area.

Consultation Responses

41 responses were received and are tabulated at Appendix 2. 35 responses were supportive of the redesignation of the Forum and six responses raised no objections. No issues were raised in relation to the redesignation of the neighbourhood forum.

Conclusion on Neighbourhood Forum

Having regard to the above Officers are satisfied that the Hadley Wood Neighbourhood Planning Forum is an appropriate body under section 61F(5) of the Town and Country Planning Act 1990 and the Neighbourhood Planning (General) Regulations 2012.

London Borough of Enfield**Operational Report**

Report of: Joanne Drew – Director of Housing & Regeneration

Subject: Award of works contract – External Refurbishment works - Great Cambridge Road West

Cabinet Member: Cllr G Needs

Executive Director: Sarah Cary – Exec Director - Place

Ward(s): Chase and Turkey Street wards

Key Decision: 5129 - Approving major works schemes outlined in the Major Works Programme 20/21 and Emergency Building Safety Works

Purpose of Report

- 1.1 To seek approval to award the Contract for the Cambridge Road West external enveloping scheme following a compliant competitive tender process via the Southeast Consortium Procurement Framework.

Proposal(s)

- 2.1 That approval be given to award the Contract for the Great Cambridge Road West Major Works scheme to the overall first placed bidder, following an assessment of price and quality submissions.

Reason for Proposal(s)

- 3.1 The Better Council Homes programme includes targeted investment in Council housing. The agreed programme at Cambridge Road West includes planned external refurbishment works to address decency failures, weathertightness and replacement of external elements that have reached the end of their functional life.
 - 3.1.1 The procurement plan for the 20/21 capital programme was approved at the Procurement and Commissioning Hub on Tuesday 24th September 2019, noting that all such procurement activity would be carried out in accordance with the Council's procurement rules to ensure the programme delivers value for money and achieves the quality standards expected for tenants and leaseholders.

- 3.1.2 A compliant competitive tender exercise has been undertaken utilising the Southeast Consortium Procurement Framework. The tender was evaluated based on a cost quality split of 60/40, in accordance with frameworks parameters, with the first placed overall bidder therefore considered to have provided the most economically advantageous tender. Further details are provided in Part 2.

Relevance to the Council's Corporate Plan

Good homes in well-connected neighbourhood

- 4.1 The programme will improve the quality and safety of existing homes creating thriving neighbourhoods and places

Sustain strong and healthy communities

- 4.2 Developing and sustaining good quality and safety compliant housing in areas where people desire to live will help to create and maintain strong sustainable communities.

Build our local economy to create a thriving place

- 4.3 Support residents to take more responsibility to increase the local economy and improve their communities by more active engagement in project delivery.

Background

- 5.1 The Asset Management strategy has identified the need for a substantial programme of external envelope works across the estate to address decency failings, safety improvements and replace elements of the fabric which has reached the end of their functional life.
- 5.2 The project includes works to leasehold properties. Consultation is already underway and to date leaseholders have been issued with a prior notification notice and a notice of intent (NOI). A Notice of estimate (NOE) will be issued prior to contract award.
- 5.2 The contract has been procured via a mini tender via the EU compliant Southeast Consortium (SEC) Framework under their framework rules. Block in scope are detailed in the below table:-

Address	No. of blocks	No of properties
Manor Court	3 no. 3 storey blocks	90 dwellings
Hoe Lane	3 no. 3 storey blocks	24 dwellings
Pentrich Avenue	external areas only surrounding 3 no. blocks	24
Severn Drive	external areas only surrounding 4 no. blocks	36

Worcesters Avenue	external areas only surrounding 10 no. blocks	90
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- 5.2.1 Tenderers were issued on the SEC portal in March 2020 and bidders were instructed to submit fixed price tenders to comply with the Price Framework specification and drawings.
- 5.2.2 The Tender period spanned the initial national lockdown and amendments to the tender requirements were made to reflect this, including amending the quality questions to reflect new working practices.
- 5.2.3 As a result of these changes and to allow contractors to attend site, the tender return period was extended twice, until the 22nd May 2020.

Main Considerations for the Council

- 6.1 The Council has statutory duties under a number of primary and secondary instruments including the Social Housing Regulators Homes Standard to maintain its stock in a safe , decent condition, free from defects. As such the Council has a legal duty to undertake these works.

Safeguarding Implications

- 7.1 The works will require Contractors to enter resident's homes and therefore the Contract Documents require Disclosure & Barring Services (DBS) and adherence with the Council's Safeguarding Policy.
- 7.2 In addition to the above the Contractor is required to provide a dedicated Resident Liaison Officer (RLO) whose role is to ensure that residents needs are reflected in both the works delivered and the processes adopted by the Contractors. Evaluation of the Contractors offers in this area are a major component of the qualitative evaluation.

Public Health Implications

- 8.1 The works will improve the living conditions of those residents that receive works.
- 8.2 The contractor will be completing works in-line with the governments Covid Secure and the Construction Leadership Councils guidance.

Equalities Impact of the Proposal

- 9.1 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, however it should be noted that the any contracts awarded should include a duty on the successful applicant to assist us with meeting our obligations under the Equalities Act 2010

Environmental and Climate Change Considerations

- 10.1 The works will provide improved environmental performance from the resident's homes by providing modern facilities. Current installations are required to meet bespoke requirements and current regulations and this will typically result in improvements in environmental performance of the home.
- 10.2 Where relevant, works will be in accordance with current "Approved Document L – Conservation of Fuel and power" requirements and will enhance the thermal comfort of flats and reduce draughts.

Risks that may arise if the proposed decision and related work is not taken

- 11.1 The table below details the risk if the proposed decision to award this contract is not approved

Risk	Likelihood	Impact
The Council will fail to meet Decent Homes Standard	High	Medium
Increased levels of resident dissatisfaction with the condition of their homes	High	Medium
Deterioration of property that may lead to increased future costs	High	Medium

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

- 12.1 The table below highlights risks identified and mitigating actions taken.

Risk	Mitigating action	Residual risk High / Medium or Low
Necessary procurement skills for the project	The works have been procured through the SEC Framework and therefore the procurement has been conducted in full compliance with Public Contract Regulations 2015	Low
Compliance with Public Contracts Regulations 2015	Contract procured via established framework with support from the framework providers who ensure compliance with the framework rules and Public Contract Regulations 2015	Low

Contractor claims for additional monies	Robust Quantity Surveying support/resource within the Council to ensure contract provisions applied	Low
Contractual issues	The Councils requirements are built into the bespoke contract and tender documentation	Med
Supplier performance	Clearly defined key performance indicators (KPI's) have been incorporated into the contract. Structured and regular meetings to be held with the Councils Project Manager to monitor programme and performance.	Low
Coronavirus	Service continuity maintained. Please refer to Appendix 1.	Low

Financial Implications

- 13.1 An investment budget was approved as part of the rent setting report in February 2020 and the costs of these works are included, in the HRA 30-year business plan.

Legal Implications

- 14.1 The Council has the power under s.1(1) Localism Act (2011) to do anything individuals generally may do providing it is not prohibited by legislation and subject to Public Law principles. There is no express prohibition, restriction or limitation contained in a statute against use of the power in this way.
- 14.2 Under s.111 Local Government Act (1972) local authorities may do anything, including incurring expenditure or borrowing which is calculated to facilitate or is conducive or incidental to the discharge of their functions.
- 14.3 Under s.11 Landlord and Tenant Act (1985) (as amended) the Council has repairing obligations in respect of properties which are occupied by its tenants. Under Schedule 6, Part 111 Housing Act (1985) similar responsibilities are placed on the Council in respect of properties held on leases after having been sold under the Right to Buy scheme.
- 14.4 The value of the contract exceeds the relevant EU threshold, which means that the Public Contracts Regulations 2015 (PCR 2015) apply to the procurement. The use of a framework is a compliant route to award, provided that the procurement process complies with the PCR 2015, the Council's Contract Procedure Rules (CPR), and the terms of the framework itself. The P&C Hub carried out due diligence on the SEC

framework, and has confirmed that a compliant procurement process has been undertaken.

- 14.5 The terms of the contract procured must be consistent with the SEC framework, and in a form approved by the Director of Law and Governance.
- 14.6 In respect of any contract with a value of £1m and over (as is the case here), the Council's CPRs (7.2) state that the contractor must be required to provide sufficient security. 'Sufficient security', means one of the following: (i) parent company, ultimate holding company or holding company guarantee where their finances prove acceptable; (ii) director's guarantee or personal guarantee where their finances prove acceptable; (iii) performance bond, retained funds or cash deposit; or (iv) any other security as determined by Financial Management Services and/or Legal Services. Evidence of the form of security required or why no security was required must be stored on the E-Tendering Portal for audit purposes. The Council should liaise with the Procurement & Commissioning Hub for assistance on this.
- 14.7 As the value of the contract exceeds £500,000, officers must ensure this report follows the Council's Key Decision process.
- 14.8 The Council must comply with its obligations relating to obtaining best value under the Local Government (Best Value Principles) Act 1999.

Workforce Implications

- 15.1 The above report has no direct implications on the current workforce at this time as these are works not completed by our employees.
- 15.2.1 Should there be future actions which result in this work being insourced consideration will need to be given to the Council's statutory obligations with regard to the TUPE regulations.

Property Implications

- 16.1 There are no property implications in connection with this report

Other Implications - Procurement

- 17.1 A review of known suitable works framework agreements was undertaken by the Service to identify available agreements to the Council, critiquing each option to narrow down those that can be considered, considering delivery timescales.
- 17.3 The Call-Off from the Framework must be carried out in line with the relevant framework process. As the service is using the SEC Tendering Portal all procurement documentation associated with this procurement must be uploaded onto the Councils E-Tendering Portal following successful authority to award being obtain

- 17.4 As the contract is over £250k the service must ensure that sufficient security has been considered.
- 17.5 The service must ensure that authority to procure has been obtained and must be uploaded onto the London Tenders Portal.
- 17.6 The award of the contract, including evidence of authority to award, promoting to the Councils Contract Register, and the uploading of executed contracts must be undertaken on the London Tenders Portal including future management of the contract.
- 17.7 The awarded contract must be promoted to Contracts Finder to comply with the Government's transparency requirements.

Options Considered

- 18.1 The anticipated contract values are expected to exceed the EU procurement threshold for works contracts currently at £4,733,252. The procurement options available for consideration are:
 - i. Use of a suitable OJEU Compliant Framework via direct award or mini competition.
 - ii. Tendering through OJEU either using the open or restricted process.
- 18.2 Frameworks offer the most expedient route to market available, whilst remaining compliant with the Public Contract Regulations 2015. Suppliers on frameworks are assessed for suitability prior to joining the framework with pre-agreed terms and conditions. Standard documentation is available but can be amended to include specific requirements by the client.
- 18.3 Tendering through OJEU allows clients to create bespoke documentation designed to fit its requirements. This approach gives tender opportunity to a wider group of bidders but requires a long time from document preparation and procurement to tender receipt.

Conclusions

19. That approval be given to award the External Refurbishment works -Great Cambridge Road West, to the first ranked overall bidder, utilising the South East Consortium (SEC) Framework.

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Date of report 4th December 2020

PL 20/037

Appendices

Appendix 1 – Part 2 (Confidential) report

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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