



ADVANCE 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. BOUNDARY BROOK PARK IMPROVEMENTS PROJECT (Pages 1 - 30)**
- 2. PROCUREMENT OF A SPECIALIST TRANSFORMATION FIRM TO ASSIST THE COUNCIL IN THE RENEWAL OF THE ADDITIONAL HMO LICENCING SCHEME (Pages 31 - 40)**

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London Borough of Enfield

Report Title	Boundary Brook Park Improvements Project
Report to:	Councillor Chinelo Anyanwu, Cabinet Member for Public Spaces, Culture and Local Economy and Cllr Rick Jewell, Cabinet Member for Environment
Date of Report:	22 nd November 2023
Report Number	ECPLC2324_005
Directors:	Cheryl Headon, Acting Director of Leisure, Parks and Communities
Report Author:	Ian Russell ian.russell@enfield.gov.uk
Ward(s) affected:	Ponders End and Jubilee Wards
Classification:	Part 1 Public

Purpose of Report

1. It is proposed to enhance the walking and cycle route along Boundary Brook Park with sustainable drainage features to reduce flood risk. This will be achieved by converting an existing asphalt car park into a new pocket park, extending the existing park and creating a new main entrance at Hertford Road, and installing amenity features, such as seating, signage and natural play elements. The proposals also include creating a new wetland habitat at Cuckoo Hall Recreation Ground and river restoration measures to enhance 700 metres of the Boundary Brook watercourse, reducing flood risk and improving water quality.

Recommendations

1. Approve the works to extend Boundary Brook Park by converting an existing car park to a landscaped green space, with associated amenity improvements and sustainable drainage measures. To restore the Boundary Brook watercourse to a more natural state and create a new wetland in Cuckoo Hall Recreation Ground (Charlton Road Park).
2. Accept up to £190k of external funding from project partners to cover the full cost of the current phase of works and seek additional funding for later phases of work (river restoration and wetlands).
3. Delegate authority to the Head of Parks and Open Spaces 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 as appropriate in compliance with the Council's procurement rules.
4. Delegate authority to the Head of Parks and Open Spaces to approve the Council entering into any agreements needed to implement the proposals contained within this Report.

Background and Options

1. Boundary Park is a linear park that runs alongside Boundary Brook (also known as Boundary Ditch) for over 700 metres from the Hertford Road towards the Lea Valley Railway Line where it joins with Cuckoo Hall Recreation Ground (sometimes referred to as Charlton Road Park) to form a single contiguous open space (further information regarding the location and layout is provided in Appendix 1).
2. The main entrance to the park is currently hidden behind a car park, it is therefore significantly disconnected from the Hertford Road and does not welcome people into the park. The park is highly linear in nature, with a maximum width of just 20 metres, and runs behind the rear of properties on Sandhurst Road, at certain times of year the vegetation can become quite dominant obscuring sightlines – in combination these factors can contribute to a sense of isolation for park users and may encourage anti-social behaviour.
3. This section of Hertford Road is also prone to flooding due to its low-lying nature and close proximity to Boundary Brook which runs below the road in a culvert. Recent rainfall events have highlighted the vulnerability to flooding of shops and other businesses at this location. Highway flooding has occurred several times in recent years and in some cases has been very close to impacting properties, even when the contributing rainfall was not considered to be particularly extreme. There is also a significant flooding problem at the east end of Boundary Brook on the A1055

Meridian Way where highway flooding has also occurred several times in recent years causing significant disruption to this busy route.

4. A range of potential improvements to the park have been identified to address these issues. The proposed project is being carried out in phases as described below:
 - **Phase 1** Footpath improvements and Sandhurst Road entrance works – this phase was completed in 2022/23 and has already led to a significant increase in people using the footpath
 - **Phase 2** Hertford Road entrance improvements with flood alleviation measures and provision of amenity features along Boundary Brook including seating, natural play and signage
 - **Phase 3** Boundary Brook river restoration measures and Cuckoo Hall Wetlands
5. This report is seeking approval for Phase 2, which has secured funding and is ready to commence on site. It is also seeking approval for Phase 3 subject to confirmation of detailed design and funding as described below.
6. The proposed park extension and entrance improvements will make the park more visible and welcoming – encouraging more visitors and improving sightlines will contribute to an enhanced level of passive surveillance, discouraging anti-social behaviour and making people feel safer. Bringing more greenery to Hertford Road will also improve the streetscape, benefitting visitors to the local shops as well as the park. The businesses themselves are also likely to benefit from the expected increase in footfall associated with the improvements.
7. The new Boundary Brook Park entrance is designed to alleviate flooding issues on the Hertford Road by creating a depression where excess water can be stored during periods of heavy rainfall that would otherwise accumulate on the highway and threaten local properties. The water stored here will slowly drain back into the Boundary Brook after the storm has subsided. Replacing traditional drainage with green infrastructure Sustain Drainage Systems (SuDS) will also help to mitigate the impact of pollution from road runoff on the river.
8. Phase 3 of the proposal will deliver additional improvements to the river, and reduce flood risk further, by restoring natural features to the channel and creating an additional flood storage area in the form of a wetlands area. The proposed river restoration measures involve naturalising the bed and banks, where space permits, by creating berms and meanders. This will slow the flow creating better habitat for wildlife and more interesting features for people to see. The proposed wetlands at Cuckoo Hall Recreation Ground would be created by enhancing and extending an existing swale that runs southwards along the length of the park. It will form part of a network of wetlands being created in urban parks across Enfield that reduce flooding, by storing excess water during extreme rainfall events, mitigate the impact of urban pollution, by capturing and breaking down a wide range of pollutants such as hydrocarbons, nitrates and phosphates, and create habitat for a wide range of wildlife including insects, amphibians and birds. Enhancing the river and creating the

wetlands will create a green corridor providing residents with a continuous connection to the watercourse and its wildlife that were previously hidden. This approach is supported by Enfield Council's Climate Action Plan, Local Flood Risk Management Strategy and Blue and Green Strategy.

9. The initial proposal for the project was generated following a meeting onsite with local Councillors and members of the Friends of Boundary Park group in July 2021. This early engagement identified the key elements of the project which have since been developed by officers working on the scheme with continued engagement with the public at key stages. A public consultation was carried out in early 2022 to seek further input from local residents, businesses and park users. The consultation ran from 23rd February to 13th March 2022, it commenced with an onsite consultation event and was supported by information provided online and via leaflets delivered to local addresses.
10. In total 34 responses to the consultation questionnaire were received for the Boundary Park proposals. 9 responses via the online questionnaire and 25 at the in person consultation event. The outcome of the consultation generally showed strong support for the proposals. 62% of respondents agreed with extending Boundary Park up to the Hertford Road and replacing the existing car park with a new greener entrance. 85% of respondents either partially or fully supported the proposal to create a new wetland at the eastern end of Boundary Park.
11. Another key suggestion that came out of engagement with the Friends group and other residents is that local people would prefer to change the name of the river. Its official name is currently Boundary Ditch but this is not considered to be a very attractive name and does not make the location sound appealing, it is therefore proposed to change the official name to Boundary Brook which aligns with many other watercourses around Enfield such as Salmons Brook and Pymmes Brook. To reflect the linear nature of the park alongside this watercourse it is also proposed to change the name of the park to Boundary Brook Park. If adopted, these new names will henceforth be used on all future signage and maps.
12. Funding for the proposals is derived from two external sources: the Greater London Authority (GLA) Grow Back Greener fund and developer contributions received through Section 106 payments. The table below summarises the costs and funding sources for Phases 2 and 3 of the proposal.

Phase (Year)	Cost Estimate including fees/contingency	LBE Capital Contribution	Non-capital Funding Secured	Funding Gap/External Funding Sought
Phase 2 (2023/24)	£190k	£0k	£50k (GLA) £140k (S106)	N/A
Phase 3 (2024/25)	£150k	TBC	TBC	£150k

13. The works are planned to be carried out using one of the Council's existing framework contracts. If this is not possible, a procurement exercise will be carried out and contracts for the works will be awarded as appropriate in compliance with the Council's procurement rules.
14. A funding contribution up to £80,000 towards Phase 3 is sought from the Environment Agency but is yet to be confirmed – the feasibility work that is required to secure this funding, which includes hydraulic modelling to gain a better understanding of flood risk, will be carried out in 2023/24. Additional funding will be sought from S106 and the Community Infrastructure Levy (CIL), both of which are funded by development taking place across the borough. The final approval for the Phase 3 works (wetlands and river restoration measures) will be subject to authorisation by the Director for Leisure, Parks and Culture and recorded using a Record of Decision (ROD) notice.
15. The main option considered as an alternative to this scheme is to do nothing which would lose an opportunity to attract funding, significantly improve the park for people and wildlife, encourage people to use active transport options such as walking and cycling, reduce flood risk and make Enfield more resilient to the impacts of climate change.

Preferred Option and Reasons For Preferred Option

16. The key benefits of the proposals can be summarised as follows:
 - Connects and enhances green open space alongside a watercourse to a busy urban area and encourages more active travel as well as space for nature
 - Creates a more varied landscape with diverse natural features including new and improved habitats for wildlife which provides enhanced interest for park users, thereby encouraging more people to visit and spend more time when there
 - Improves public understanding and perception of urban drainage issues through community engagement and provision of interpretation features
 - Improvements to blue-green spaces and the collaborative approach to development and delivery of the project provides opportunities for volunteering in the local area

Relevance to Council Plans and Strategies

17. The proposal is closely aligned with Priority 1 of the Council Plan, which aims to enhance biodiversity and protect our parks, open spaces, woodlands, watercourses, wetlands, trees and shrubs. By improving biodiversity, reducing the impact of pollution and flooding and encouraging people to spend more time in Enfield's parks and open spaces it also contributes to measures in the Council's Climate Action Plan, Local Flood Risk Management Strategy and Blue and Green Strategy.

Financial Implications

Summary

18. The report is requesting approval to proceed with Phase 2 of the works to enhance the walking and cycling route along Boundary Brook Park and install sustainable drainage features to reduce flood risk.
19. The estimated cost of Phase 2 works is £190k and will be funded from GLA grant and S106 money. There is an allocation for this within the 2023/24 capital programme approved by Full Council in February 2023.
20. The report also seeks approval to proceed with Phase 3 of the works, subject to securing funding. Estimated cost of Phase 3 is £150k. Applications have been made to secure funding from the Environment Agency, and other funding will be sought from S106 and CIL balances.

Revenue Budget Impact

21. Some of the works will increase the amount of green space in the area and as a result there will be increased maintenance costs, estimated to be £1,000 a year. There are other works replacing some of the wild plants which will reduce maintenance requirements, which may mitigate against the increased cost.
22. There will be £1,000 additional cost on the revenue budget, which may be less should other works result in a reduction of maintenance costs.

Capital Budget Impact

23. There are no changes to the capital programme. These costs were included within the 2023/24 capital programme approved by Full Council in February 2023.
24. There is an allocation of £190k for works to Boundary Brook park in 2023/24 and an indicative allocation of £150k for 2024/25 which will be confirmed as part of the 2024/25 capital programme budget setting process.
25. These works are funded through £50k of GLA grant and £140k of S106 money and are reflected within the capital programme in 2023/24.

Borrowing Impact

26. Works are fully funded from non-borrowing sources. No impact on borrowing.

Taxation

27. The council will reclaim all VAT on expenditure through its regular submissions for input VAT. No other known tax implications.

Accounting Treatment

28. Costs will be accounted for in compliance with the Councils capitalisation policy. Any costs that cannot be capitalised will be charged to the revenue budget.
29. All costs identified on Boundary Brook project will contribute towards the construction of new non-current assets and enhancement of the public pathways, parks, public realm, and flood alleviation measures, and extend the useful life of the assets and therefore meet the criteria for capitalisation.

Legal Implications

30. 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. In addition, 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.
31. 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.
32. Officers must be mindful of any conditions attached the external funding being utilised for the projects.
33. When procuring goods, works or services in connection with the recommendations in this Report, officers must comply with the Council's Contract Procedure Rules and, where relevant, the Public Contracts Regulations 2015.
34. The Council must at all times also adhere to the Duty of Best Value in accordance with the Local Government Act 1999.
35. All legal agreements arising from the matters described in this report must be approved in advance of contract commencement by Legal Services on behalf of the Director of Law and Governance.

Equalities Implications

36. An Equality Impact Assessment has been carried out to support the project.

37. The Equality Impact Assessment demonstrates that the project is expected to have a positive impact on Enfield residents. To ensure that the proposal is inclusive of all protected groups, the final designs will be reviewed by architects to ensure accessibility and safety.
38. We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will review those participating during future consultation processes to ensure it is inclusive of protected groups.

Environmental and Climate Change Implications

39. The proposed schemes align with Enfield's Climate Action Plan (2020), specifically the action to "Increase blue green infrastructure across the borough" by creating wetlands and other sustainable drainage features. Replacing impermeable surfaces such as concrete and asphalt with green spaces mitigates climate risks such as flooding, by reducing rainfall runoff, and excess heat caused by the urban heat island effect, by providing evaporative cooling. Replacing the car park will encourage more sustainable modes of transport to Boundary Brook Park, contributing to the improved air quality in the area.
40. Wetland schemes improve resilience to climate change, which is important because significant areas of Enfield are at high risk, especially in the east of the borough. They also have benefits in terms of carbon emissions (trees and grasses absorb carbon dioxide) and air quality (filtering atmospheric pollutants).

Public Health Implications

41. Climate change has been described an existential crisis and as the greatest threat to health of the public in 21st century. Efforts to mitigate and slow this are welcomed. It will be particularly useful to combat this through encouraging walking and cycling as a lack of physical activity is a significant contributing factor to long-term conditions which themselves cost the NHS 70% of its budget.

Property Implications

42. This proposal repurposes vacant hardstanding General Fund land which will better utilise the poorly used car park. Its use in a wetland scheme means that this land cannot be used for any other operational or investment use or development.

Safeguarding Implications

43. These schemes 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. The proposals do not

discriminate between vulnerable adults and children, and therefore do not have significant safeguarding implications.

Crime and Disorder Implications

44. The proposal has been discussed with the Enfield Public Safety Centre Manager and an agreement has been made that this project will fund a new CCTV camera mounted on to an existing lamp column on the Hertford Road with the ability to monitor the proposed new Pocket Park area at the Hertford Road entrance.

Maintenance Implications

45. Extending Boundary Brook Park by converting the existing car park to a green space, presents an increase to future maintenance costs within this relatively small area. The additional cost of maintaining the new area of park is estimated to be £1,000 pa, which is based upon existing grounds maintenance schedule of rates.
46. Improvements to the existing area of Boundary Brook Park which includes seating, natural play, signage and planting does not increase maintenance requirements. By replacing some of the existing vigorous vegetation such as brambles with plants that require less maintenance, such as wildflower meadow, will reduce maintenance demand and therefore mitigate some of the increased maintenance at the new park entrance.
47. Regarding the wetlands proposed to be constructed in Phase 3, the cost of maintaining wetland areas is similar to the existing green space (i.e. cutting with hand tools on average every 3 years rather than typically 10 times a year with a mechanical mowers) so there is not considered to be any significant impact on overall costs.

Procurement Implications

48. Procurement Services notes that delegated authority has been granted to the Head of Parks and Open spaces to place orders or carry out procurements and award contracts in relation to the delivery of this project.
49. The use of existing frameworks must be in line with the framework, and be in line with Council Governance and the Council's Contract Procedure Rules
50. Any procurement carried out will need to be in line with the Council Governance and Contract Procedure Rules.

Report Author: Ian Russell
Principal Engineer, Watercourses
Ian.Russell@Enfield.gov.uk
020 8132 0964

Appendices

Appendix 1 – Boundary Park Consultation Document
Appendix 2 – Equality Impact Assessment Boundary Brook Park

Background Papers

N/A

Boundary Park Landscape Improvements Consultation February 2022

You can view this consultation and complete a questionnaire at letstalk.enfield.gov.uk/boundary-park
The consultation will be online from Wednesday 23rd February 2022 and ends 5pm on 13th March 2022



Proposals for Boundary Park

Boundary Park is the proposed new name for an improved green walking and cycling link which follows the Boundary Brook watercourse from the Hertford Road to Charlton Road Park (also known as Cuckoo Hall Rec).

Currently the Park is hidden behind a car park and is difficult to see making it feel uninviting. We want to bring the park right up to the main street and make an attractive green space that feels welcoming. We also want to improve and widen the footpath to make it easier and safer to walk and cycle the route. At the far eastern end we want to create a new wetland habitat in Charlton Road Park.



Enlarged view of the **proposed entrance** from the Hertford Road

Enlarged view of the **proposed wetland** at the eastern end of Boundary Brook

Boundary Park Entrance

The projects main aims are:

- Help make the Hertford Road more attractive and greener by bringing the Park right up to the Street
- Help alleviate flooding on the Hertford Road
- Create a safer and clearer route from Hertford Road to a new wetland at the East end of Boundary Park
- To use the wetland to improve water quality, biodiversity and to make a more attractive feature to visit in the Park.
- To improve the local connections such as the walking and cycling route to Ponders End Station



The existing car park at entrance to Boundary Park blocks access and hides the Park from view

Low retaining wall with lettering to give the Park more identity and create a feature on the street

New entrance space

New footpath and cycle path following the Boundary Brook

Enhance the look and visibility of the Brook with new railings and signage

Overland flow route for surface water to flow to the Boundary Brook and alleviate flooding on the Hertford Rd



Artistic impression of a proposed new entrance which aims to connect the Park to the Hertford Road



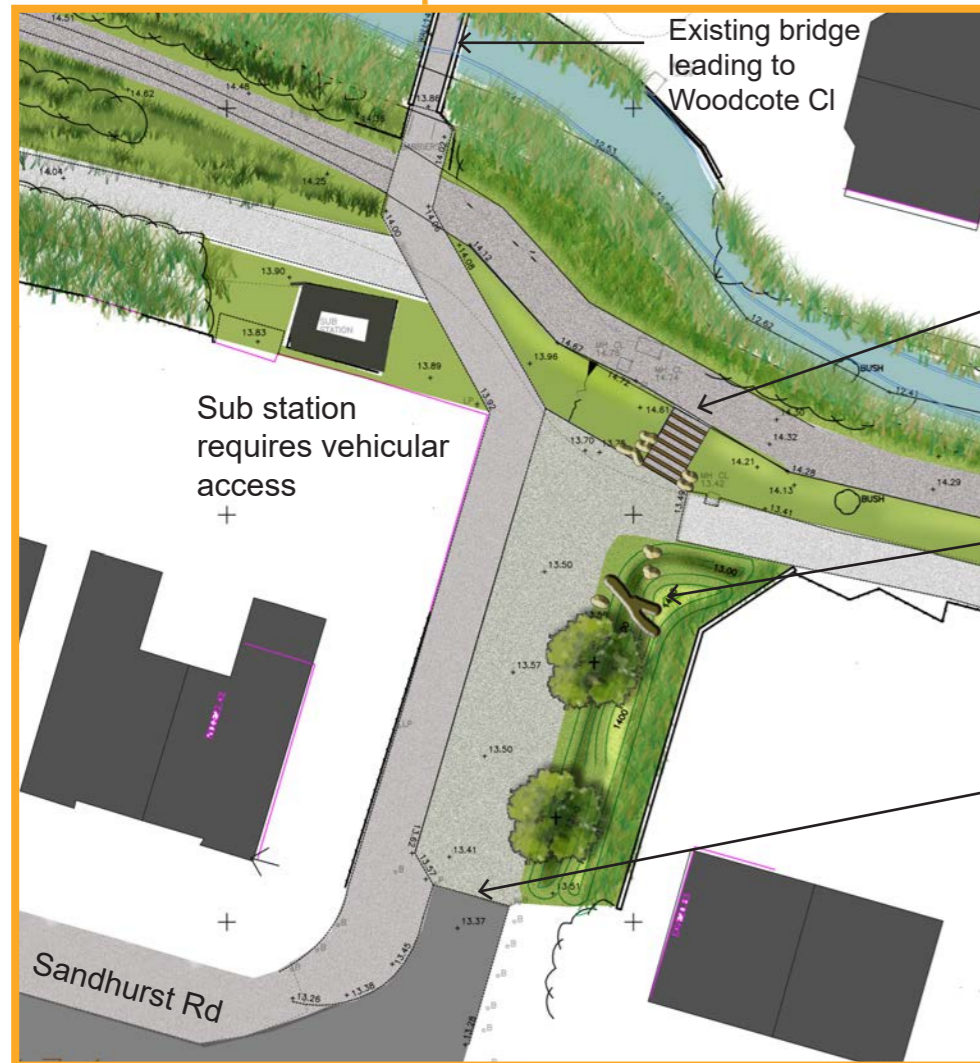
Examples of similar schemes - A new walking and cycling path which Enfield Council built in Angel Walk Edmonton in 2021 which helps link Edmonton Green to Meridian Water, it also allows flood water to drain into the Park. We created an attractive new entrance on Montagu Road to invite people in to a safer green space



Examples of a scheme where we improved the area outside Westerham Shops in Enfield

Other improvement ideas along Boundary Park

Along the main path there are opportunities for other features such as incidental natural play features, seating and planting some of which could involve community volunteering



Other improvements along Boundary Park - Sandhurst Road Connection



An artistic impression of the improved path along Boundary Brook which will connect to a new wetland



We can look at options to provide solar powered lighting along the footpath



Benches we installed in Albany Park made from salvaged tropical hardwood and flat topped stones



Incidental natural playable features built into slopes and area around dis-used car park off Sandhurst Rd

Boundary Park Wetland

We would like to build a wetland at the eastern corner of Boundary Park where it becomes Charlton Road Park. The wetland would connect to a series of swales (ditches) and help to store water, improve water quality and create an attractive amenity feature which can become rich in wildlife.

Enfield Council has already built several wetlands in the borough some of which are shown as examples below. Wetlands offer a great opportunity for the local community to get involved in planting and future maintenance, Enfield Council can assist groups with these tasks



Bury Lodge wetlands alongside the Salmons Brook



Example of the wetlands Enfield Council built in Enfield Town Park 2018 which helps to store and treat water before it enters a watercourse. Also creating an attractive place to visit



Wetlands create opportunities for nature to thrive



Improve habitat for Kingfishers who already visit the Brook



Wetlands create opportunities for the local community to become involved in environmental improvements



Enlarged view of the **proposed wetland** at the eastern end of Boundary Brook

You can view this consultation and complete a questionnaire at letstalk.enfield.gov.uk/boundary-park
 The consultation is online from Wednesday 23rd February 2022 and ends 5pm on 13th March 2022

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Enfield Equality Impact Assessment (EqIA)

Introduction

The purpose of an Equality Impact Assessment (EqIA) is to help Enfield Council make sure it does not discriminate against service users, residents and staff, and that we promote equality where possible. Completing the assessment is a way to make sure everyone involved in a decision or activity thinks carefully about the likely impact of their work and that we take appropriate action in response to this analysis.

The EqIA provides a way to systematically assess and record the likely equality impact of an activity, policy, strategy, budget change or any other decision.

The assessment helps us to focus on the impact on people who share one of the different nine protected characteristics as defined by the Equality Act 2010 as well as on people who are disadvantaged due to socio-economic factors. The assessment involves anticipating the consequences of the activity or decision on different groups of people and making sure that:

- unlawful discrimination is eliminated
- opportunities for advancing equal opportunities are maximised
- opportunities for fostering good relations are maximised.

The EqIA is carried out by completing this form. To complete it you will need to:

- use local or national research which relates to how the activity/ policy/ strategy/ budget change or decision being made may impact on different people in different ways based on their protected characteristic or socio-economic status;
- where possible, analyse any equality data we have on the people in Enfield who will be affected eg equality data on service users and/or equality data on the Enfield population;
- refer to the engagement and/ or consultation you have carried out with stakeholders, including the community and/or voluntary and community sector groups you consulted and their views. Consider what this engagement showed us about the likely impact of the activity/ policy/ strategy/ budget change or decision on different groups.

The results of the EqIA should be used to inform the proposal/ recommended decision and changes should be made to the proposal/ recommended decision as a result of the assessment where required. Any ongoing/ future mitigating actions required should be set out in the action plan at the end of the assessment.

Section 1 – Equality analysis details

Title of service activity / policy/ strategy/ budget change/ decision that you are assessing	Boundary Brook Park Improvements
Team/ Department	Watercourses Environment and Communities
Executive Director	Simon Pollock
Cabinet Member	Councillor Chinelo Anyanwu
Author(s) name(s) and contact details	Martin Jones
Committee name and date of decision	

Date the EqIA was reviewed by the Corporate Strategy Service	
Name of Head of Service responsible for implementing the EqIA actions (if any)	Marcus Harvey
Name of Director who has approved the EqIA	

The completed EqIA should be included as an appendix to relevant EMT/ Delegated Authority/ Cabinet/ Council reports regarding the service activity/ policy/ strategy/ budget change/ decision. Decision-makers should be confident that a robust EqIA has taken place, that any necessary mitigating action has been taken and that there are robust arrangements in place to ensure any necessary ongoing actions are delivered.

Section 2 – Summary of proposal

Please give a brief summary of the proposed service change / policy/ strategy/ budget change/project plan/ key decision

Please summarise briefly:

What is the proposed decision or change?

What are the reasons for the decision or change?

What outcomes are you hoping to achieve from this change?

Who will be impacted by the project or change - staff, service users, or the wider community?

It is proposed to construct a new entrance to Boundary Brook Park from the Hertford Road with associated sustainable drainage measures, improvements to the pedestrian and cycle route through the park, improvements to the watercourse and to construct a new wetland feature at the east end of Boundary Brook Park. These wetlands cells will be fed by surface water runoff from the local drainage network.

The reason for the new Hertford Road entrance is

- to better connect the park which is currently obscured behind a car park
- to make a safer and more accessible route for active travel through a green space
- to create sustainable drainage features to alleviate flooding issues on Hertford Road

The reason for the watercourse improvements and the construction of wetlands at the east end in Charlton Park is to:

- Enhance the biodiversity and amenity value of Boundary Brook – making it better for people and wildlife
- Help to reduce flood risk in the lower catchment areas of Edmonton and to help by slowing the flow of runoff.
- To help improve the water quality flowing into the Boundary Brook

The outcomes of this project aim to be:

- an improved and more accessible walking and cycling route
- a more legible and safer public park
- an urban area better protected from flooding
- an increase in wildlife and biodiversity within the park

The wider community will be impacted by the project

Section 3 – Equality analysis

This section asks you to consider the potential differential impact of the proposed decision or change on different protected characteristics, and what mitigating actions should be taken to avoid or counteract any negative impact.

According to the Equality Act 2010, protected characteristics are aspects of a person's identity that make them who they are. The law defines 9 protected characteristics:

1. Age
2. Disability
3. Gender reassignment.
4. Marriage and civil partnership.
5. Pregnancy and maternity.
6. Race
7. Religion or belief.
8. Sex
9. Sexual orientation.

At Enfield Council, we also consider socio-economic status as an additional characteristic.

“Differential impact” means that people of a particular protected characteristic (eg people of a particular age, people with a disability, people of a particular gender, or people from a particular race and religion) will be significantly more affected by the change than other groups. Please consider both potential positive and negative impacts and provide evidence to explain why this group might be particularly affected. If there is no differential impact for that group, briefly explain why this is not applicable.

Please consider how the proposed change will affect staff, service users or members of the wider community who share one of the following protected characteristics.

Detailed information and guidance on how to carry out an Equality Impact Assessment is available [here](#). (link to guidance document once approved)

Age

This can refer to people of a specific age e.g. 18-year olds, or age range e.g. 0-18 year olds.

Will the proposed change to service/policy/budget have a **differential impact [positive or negative]** on people of a specific age or age group (e.g. older or younger people)?

Please provide evidence to explain why this group may be particularly affected.

According to the 2021 Census, Enfield's population in March 2021 was estimated to be 330,000 (rounded to the nearest hundred).¹

Age breakdown of Enfield's population

Age group	Enfield population
0-4	21,300
5-9	22,800
10-14	24,100
15-19	21,300
20-24	19,100
25-29	21,200
30-34	23,100
35-39	24,000
40-44	24,600
45-49	22,700
50-54	22,700
55-59	21,100
60-64	17,100
65-69	12,800
70-74	11,200
75-79	8,200
80-84	6,500
85+	6,400

Enfield has higher proportions of residents aged under 20 than regional and national averages. The proportion of over 65s in Enfield has grown by 16% in the last ten years.

The proposals will remove a car park which had space for 9 vehicles which may have a negative impact on some people who travel to this location via a car and this could affect people with mobility issues. However, there is parking provision in the layby outside the parade of shops directly opposite. There is also a segregated cycle path running directly to the entrance providing a well-connected alternative

¹ ONS, [Population and household estimates, England and Wales: Census 2021](#)

travel option. By replacing the car park with a new green park entrance, it is likely to increase awareness of this green space and encourage greater use by local people. During the consultation process local people were asked about the loss of the car park and a majority were in favour.

The park will be more legible and have enhanced landscape features such as improved watercourse and new wetlands which will be accessible to the public, including access for all age groups with a new 3 meter wide footpath connected to the existing footpath. This increased access can bring benefits to mental health and wellbeing.

Jubilee and Lower Edmonton Wards contains a higher proportion of younger people (5-14) than the borough average, therefore the provision of a new pocket park and play on the way features seems appropriate. The Wards have a below average numbers of older people (aged over 65 years) than the borough average.

Mitigating actions to be taken

Design to take age into consideration (safety and accessibility) and when engaging residents with volunteering events.

Consideration will also be made during the development phase of the project with respect to engagement and volunteering opportunities, so that, for example, planting events and outdoor classroom activities connect with local school groups, youth centres, care homes and hospitals. We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities.

Disability

A person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on the person's ability to carry out normal day-day activities.

This could include: physical impairment, hearing impairment, visual impairment, learning difficulties, long-standing illness or health condition, mental illness, substance abuse or other impairments.

According to the 2021 Census, 44,876 (13.6%) in Enfield reported a disability.²

² ONS, Disability, England and Wales: Census 2021

The proposals are expected to positively impact all residents, regardless of ability. Pathways for disability access through the park and around the wetlands will be constructed to allow for wheelchair users to access the park and wetlands.

Furthermore, it has been proven through research that the presence of a wetlands and being around water features can improve mental health and wellbeing.

Mitigating actions to be taken

All Highway and public realm proposals must consider disability access.

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Gender Reassignment

This refers to people who are proposing to undergo, are undergoing, or have undergone a process (or part of a process) to reassign their sex by changing physiological or other attributes of sex.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on transgender people?

Please provide evidence to explain why this group may be particularly affected.

The proposals are expected to positively impact all residents, regardless of gender reassignment.

Mitigating actions to be taken

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Marriage and Civil Partnership

Marriage and civil partnerships are different ways of legally recognising relationships. The formation of a civil partnership must remain secular, where-as a marriage can be conducted through either religious or civil ceremonies. In the U.K both marriages and civil partnerships can be same sex or mixed sex. Civil partners must be treated the same as married couples on a wide range of legal matters.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people in a marriage or civil partnership?

Please provide evidence to explain why this group may be particularly affected.

The proposals are expected to positively impact all residents, regardless of marriage or civil partnership status

Mitigating actions to be taken

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Pregnancy and maternity

Pregnancy refers to the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on pregnancy and maternity?

Please provide evidence to explain why this group may be particularly affected.

The proposals are expected to positively impact all residents, regardless of whether an individual is pregnant or has had a baby. Pathways through the park and around the wetlands will be constructed to allow for prams and pushchairs to access these areas.

This project does not discriminate directly to whether an individual is pregnant or has a baby. Pathways to enable access for prams and wheelchairs along the park will be installed and around the wetlands will be considered. Natural play on the way features are designed to appeal to very young children and offer an opportunity to engage a young child and a place for the parent/guardian to rest

Mitigating actions to be taken

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Race

This refers to a group of people defined by their race, colour, and nationality (including citizenship), ethnic or national origins.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people of a certain race?

Please provide evidence to explain why this group may be particularly affected.

The project does not directly discriminate in terms of race. The proposal is expected to positively impact all residents regardless of ethnicity. Consideration will be made on how the delivery of the project can engage with people from a variety of backgrounds that is representative of the population of Enfield.

Mitigating actions to be taken

Ensure that the volunteer planting is advertised and appeals to many people from different backgrounds.

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Religion and belief

Religion refers to a person's faith (e.g. Buddhism, Islam, Christianity, Judaism, Sikhism, Hinduism). Belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who follow a religion or belief, including lack of belief?

Please provide evidence to explain why this group may be particularly affected.

The proposals are expected to positively impact all residents, regardless of religion and belief.

Mitigating actions to be taken

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Sex

Sex refers to whether you are a female or male.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on females or males?

Please provide evidence to explain why this group may be particularly affected.

According to Census 2021 data, 52% of Enfield's population is estimated to be female and 48% male.³ We aim to equally engage male and females in this project.

The project does not directly discriminate in terms of sex or gender. However, females sometimes may feel unsafe in parks and open spaces at night. Improving

³ ONS, [Population and household estimates, England and Wales: Census 2021](#)

lighting along the park will be considered as part of the scheme to benefit females feeling safer in Boundary Brook Park and around the wetlands at night.

We have aimed to equally engage males and females in this project.

Mitigating actions to be taken

The final designs will be reviewed by Parks teams and Landscape architects in terms of access and safety.

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Sexual Orientation

This refers to whether a person is sexually attracted to people of the same sex or a different sex to themselves. Please consider the impact on people who identify as heterosexual, bisexual, gay, lesbian, non-binary or asexual.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people with a particular sexual orientation?

Please provide evidence to explain why this group may be particularly affected.

The proposals are expected to positively impact all residents, regardless of sexual orientation.

Mitigating actions to be taken

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Socio-economic deprivation

This refers to people who are disadvantaged due to socio-economic factors e.g. unemployment, low income, low academic qualifications or living in a deprived area, social housing or unstable housing.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who are socio-economically disadvantaged?

Please provide evidence to explain why this group may be particularly affected.

As of 2019, Enfield was the 74th most deprived local authority in England overall and the 9th most deprived London borough.⁴

Jubilee and Lower Edmonton Wards have a higher percentage of children in poverty compared to local, regional and national averages therefore providing quality green space along with natural play features can benefit families from poorer communities who are then able to access these spaces for free.

Wetlands at Boundary Brook Park/Charlton Park can significantly reduce the impact of flooding in Edmonton, which has the highest risk of flooding in the borough. The project therefore may positively impact these communities and beyond, as it aims to improve the quality of blue and green spaces. The Blue and Green strategy also recognises the importance of blue and green spaces to mental and physical well-being.

Mitigating actions to be taken.

We will refer to Enfield Council's Consultation and Engagement guide to ensure we are being as inclusive as possible for all the local community, offering equal opportunities for people to take part if they wish to, with an equal chance to participate between people who share a protected characteristic and those who do not. We will regularly review those participating to enable us to monitor how well we are achieving equal opportunities

Section 4 – Monitoring and review

How do you intend to monitor and review the effects of this proposal?

Who will be responsible for assessing the effects of this proposal?

⁴ Enfield Council, [Borough Profile](#), 2021

The effects of the proposal will be reviewed using the following methods:

- Attending ward forum meetings in the months after project delivery to discuss any issues with local residents
- We are encouraging local residents to establish a new 'Friends of Boundary Park' group. We discussed this with residents at a public consultation site meeting in April 2023 and we intend to follow this proposal up at the next Ward forum meeting. A Friends Group will help to improve communication with users of the Park and better monitor the project outcomes
- Water quality testing could be carried out from a surface water sewer entering the wetlands compared to the runoff leaving the wetlands and entering into the Boundary Brook.
- Habitat survey of the Boundary Brook can be carried out in future and be monitored to show evidence of increased biodiversity compared to our previous base line habitat survey.

LBE will be responsible for assessing the effects of this proposal.

Section 5 – Action plan for mitigating actions

Any actions that are already completed should be captured in the equality analysis section above. Any actions that will be implemented once the decision has been made should be captured here.



Identified Issue	Action Required	Lead officer	Timescale/By When	Costs	Review Date/Comments



London Borough of Enfield

Title:	<i>Procurement of a specialist transformation firm to assist the Council in the renewal of the Additional HMO Licencing Scheme</i>
Report to:	<i>Cllr Susan Erbil Cabinet Member for Licensing, Planning and Regulatory Services</i>
Date of Report:	22 nd November 2023
Directors:	<i>Doug Wilkinson Director of Environment and Street Scene Interim Executive Director of Environment & Communities</i>
Report Author:	<i>Martin Rattigan martin.rattigan@enfield.gov.uk</i>
Ward(s) affected:	All
Classification:	Part I and Part II
Reason for exemption	3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Purpose of Report

1. To approve the procurement of a specialist transformation consultancy firm to assist the Council in the renewal of the Additional HMO Licencing Scheme. The external provider will provide expertise and the capacity to manage the different phases in renewing the licensing scheme. This includes conducting the feasibility study, managing the consultation process, carrying out a comprehensive 12-week public consultation and providing the post consultation analysis and report. This work is programmed to commence in January 2024 and to complete in September 2025.

Recommendations

That the Cabinet Member for Licensing, Planning and Regulatory Services.

- I. Agrees the procurement of a specialist firm to assist with the renewal of the Additional HMO Licensing scheme.
- II. Delegates authority to the Director of Environment and Street Scene to appoint the successful bidder from a Call-Off Framework.
- III. Agrees that we carry out a public consultation for the renewal of the additional borough-wide licencing scheme, following the consultation.

Background and Options

2. On the 22 January 2020, Cabinet approved the implementation of a borough-wide additional licencing scheme. The review of the private rented sector prior to the implementation of the scheme in the borough found evidence of poor housing conditions, deprivation, anti-social behaviour, in Houses in Multiple Occupation (HMOs) that would fall under Additional HMO licencing. In addition, the review found a significant number of HMOs were poorly managed affecting both the occupants and other residents. Existing measures alone, such as enforcement under Part 1 of the Housing Act 2004, were not having the required impact to address the large-scale improvements that were needed in the borough's private rented sector.
3. Part 2 of the Housing Act 2004 allows local authorities the power to designate an area as subject to an Additional HMO Licensing Scheme, requiring those managing or having control of HMOs (that are not subject to mandatory licensing) to obtain a licence. These are properties occupied by 3 or 4 persons who do not form a single household and share amenities.
4. To designate an Additional Licensing Scheme, the local authority must consider that a significant proportion of the HMOs in the area are being managed sufficiently ineffectively, to give rise to one or more problems either for those occupying the HMOs or for the public.
5. Initial evidence in 2019 predicted that there were approximately 6,500 HMOs that would be subject to additional HMO licensing across the borough. The evidence indicated that significant numbers of those HMOs had poor housing conditions and a significant level of antisocial behaviour, and these were being ineffectively managed. So far, the council has licensed 1,177 HMOs of which 350 have been licensed under the additional scheme. Analysis of the original estimates found that 3,000 premises as suspected being HMOs have been licensed under the

selective scheme and over 800 properties have been licensed under the national mandatory HMO licensing scheme. We are constantly monitoring for any material deviations from the predicted numbers.

6. For the renewal of the additional HMO licencing scheme the local authority must undertake a public consultation of at least 10 weeks, taking reasonable steps to consult persons who are likely to be affected by the designation, and consider any representations made in accordance with the consultation. Ministerial confirmation is not required to designate an area subject to additional HMO licensing scheme. The designation can last up to five years.

Preferred Option and Reasons For Preferred Option

7. The borough-wide Additional Licensing Scheme came into effect on the 1 September 2020 and has a lifespan of five years. The current scheme will expire on 31 August 2025. The intention the council is to renew the scheme, while we have seen significant improvements; the scheme is vital to maintain and improve the management of HMO's. The council believes the renewal of the Additional HMO Licensing Scheme will:
 - help landlords, agents and the public by helping to improve housing standards, public health and welfare.
 - reduce complaints about poor housing conditions, noise, rubbish, overgrown gardens, rodents and pests.
 - enforce against non-compliant landlords.
 - allow the council to direct resources to deal with the most problematic and highest risk properties.
 - improve waste management and recycling compliance.
 - give landlords and agents guidance about required legal standards.
 - give confidence to tenants and encourage take-up of accommodation in licensed HMOs.
 - ensure regular inspections by council officers of licensed HMOs.
 - overall result in better regulated and managed privately rented housing.

Relevance to Council Plans and Strategies

8. Fairer Enfield - services and projects impact different members of our community in different ways. The scheme will tackle longstanding inequalities and improve outcomes for people experiencing disadvantaged living conditions.
9. Strong, healthy and safe communities – a well-managed housing provision will improve feelings of safety and tackle crime and antisocial behaviour and help protect vulnerable residents from harm. Overall, it aims to ensure that residents live in good quality homes that are well managed.

Financial Implications

10. The intention and requirements are that the scheme is self-financing over the five-year period it is in force. The licence fees will be set in line with the requirements of operating the scheme and are at a level which is estimated to equal these costs. The projected costs for this consultancy work are covered and budgeted for through the scheme and will be paid over a 18 month phased period.
11. We do not have the expertise or staff resource to conduct this work. In addition to staff costs we would need to appoint an independent consultation company to run the public consultation (legal requirement).

Legal Implications

12. Part 2 of the Housing Act 2004 allows local authorities to designate HMOs as subject to an additional licensing scheme. The Council is legally required to undertake a consultation exercise before introducing a licensing scheme for a period of a minimum of 10 weeks Section 56 empowers a local housing authority to designate the area of their district, or an area in their district as subject to additional licensing in respect of the description of HMOs specified in the designation outlined in the consultation documentation where it considers that a significant proportion of those HMOs in the area are being managed sufficiently ineffectively as to give rise, or to be likely to give rise, to one or more particular problems either for those occupying the HMOs or for members of the public

Equalities Implications

13. Enfield Borough is characterised by significant inequalities between the relative affluent west of the Borough and the deprived east, separated by the A10, which represents both a physical and social boundary between communities. The licencing scheme should help those that are most disadvantaged through ensuring that proper tenancy arrangements are in place. The elimination of overcrowding and addressing poor energy efficiency within the private rented sector will help to improve the health outcomes of the most disadvantaged groups. Overall, tenants should benefit from an improvement in their property conditions and better standards of property management.
14. The public consultation on the proposed licensing scheme will be widely publicised using various media including ethnic newspapers and voluntary and third sector organisations. We will collect equality monitoring information as part of the public consultation process. An EQIA was undertaken in 2019 to identify those affected and assess the impact of the change (attached) and will be updated following the consultation. In general, the licensing proposals have had a positive impact for all protected groups.

Other Implications – Procurement Implications

15. Any expenditure in relation to appointing a Consultancy firm must be in line with the Councils Contract Procedure Rules and the Procurement Regulations 2015.
16. 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. In accordance with the Councils CPR's, the service must ensure that a Contract Manager is nominated and allocated to the procurement once uploaded onto the LTP, and that the contract monitoring requirements are adhered to.
18. Where a contract has not been procured via the LTP, then the signed contract and supporting Record of Decision etc, must be sent to procurement.support@enfield.gov.uk who will create a record in the LTP and promote to Contracts Finder to ensure the Council meets its transparency obligations.
19. Any contracts let or running are effectively managed within the Contract Management Framework to ensure Value for Money and delivery of Council outcomes.

Report Author: Martin Rattigan
Interim Head of Regulatory Services
Martin.rattigan@enfield.gov.uk
0208 132 0927

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