



LONDON BOROUGH OF ENFIELD

**AGENDA FOR THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, 28TH JUNE, 2006**



**THE WORSHIPFUL THE MAYOR
AND COUNCILLORS OF THE
LONDON BOROUGH OF ENFIELD**

**Please
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My Ref: DST/SA

Date: 20 June 2006

Dear Councillor,

You are summoned to attend the meeting of the Council of the London Borough of Enfield to be held at the Civic Centre, Silver Street, Enfield on **Wednesday, 28th June, 2006 at, 7.00 pm** for the purpose of transacting the business set out below.

Yours sincerely

Borough Secretary

- 1. ELECTION (IF REQUIRED) OF THE CHAIRMAN/DEPUTY CHAIRMAN OF THE MEETING**
- 2. MAYOR'S CHAPLAIN TO GIVE A BLESSING**
The Mayor's Chaplain to give a blessing.
- 3. MAYOR'S ANNOUNCEMENTS (15 MINUTES APPROXIMATELY)**
- 4. MINUTES (Pages 1 - 10)**

To approve, as a correct record, the minutes of the Council meeting held on 24 May 2006.

5. APOLOGIES

6. DECLARATION OF INTERESTS (Pages 11 - 12)

Members are invited to identify any personal or prejudicial interests relevant to items on the agenda. Please refer to the guidance note attached to the agenda.

7. ENFIELD'S SCRUTINY ANNUAL REPORT 2005/06 (Pages 13 - 60)

To receive the report of the Overview and Scrutiny Committee (No.33) setting out the work of the six Scrutiny Panels and the Overview and Scrutiny Committee during 2005/06 for consideration by Council.

8. CONSIDERATION OF APPLICATION TO BECOME A FAIRTRADE BOROUGH (Pages 61 - 66)

To receive the report of the Environment, Parks and Leisure Scrutiny Panel (No.9) seeking consideration of Enfield becoming a "Fairtrade Borough".

The report was considered at the Cabinet meeting held on 14 June 2006 and their recommendation is set out below:

RECOMMENDED TO COUNCIL that consideration of the report be deferred for future consideration in the light of the concerns expressed by the Cabinet particularly with regard to the financial implications of the proposals. Cabinet asked that the involvement of the voluntary sector be explored further and that the proposals should not lead to the Council incurring costs.

9. AMENDMENTS TO THE PENSION BOARD TERMS OF REFERENCE (Pages 67 - 74)

To receive the report of the Director of Finance and Corporate Resources (No.35) proposing changes to the Pension Board terms of reference to reflect the need to maintain a pro-active and efficient co-ordinating role over the management of the Pension Fund.

10. ENFIELD'S FINAL LOCAL IMPLEMENTATION PLAN (LIP) (Pages 75 - 104)

To receive the report of the Director of Environment Street Scene and Parks (No. 10) providing details of Enfield's Local Implementation Plan (LIP). Under Section 145 of the Greater London Authority Act 1999 ('the GLA Act'), London local authorities must prepare Local Implementation Plans (LIPs) containing their proposals for the implementation of the Mayor's Transport Strategy (MTS) in their areas.

The recommendations set out in the report were endorsed by Cabinet on 14 June 2006.

11. ENFIELD COUNCIL'S IMPROVEMENT AND BEST VALUE PERFORMANCE PLAN 2006-2009 (Pages 105 - 108)

To receive the report of the Chief Executive (No.15) seeking adoption of the updated Enfield Council Improvement and Best Value Plan for 2006-2009.

The recommendations set out in the report were endorsed by Cabinet on 14 June 2006.

12. REVISED LOCAL AUTHORITY "GOLD" RESOLUTION (Pages 109 - 116)

To receive the report of the Director of Environment Street Scene and Parks (No. 20) relating to a request to all London Boroughs from the Association of London Government to adopt a revised Local Authority "Gold" resolution.

The recommendations set out in the report were endorsed by Cabinet on 14 June 2006.

13. FOOD SAFETY: SUBMISSION OF FOOD SERVICE PLAN 2006/7 (Pages 117 - 142)

To receive the report of the Director of Environment Street Scene and Parks (No. 36) setting out in abridged form at Appendix 1 the Food Safety service plan for approval in accordance with the Food Standards Agency Framework Agreement on Local Authority Food Law enforcement, made under the Food Standards Act 1999. A copy of the full report has been placed in the Members library, both group offices and on the Council's website.

14. STATEMENT OF COMMUNITY INVOLVEMENT (Pages 143 - 148)

To receive the report of the Director of Environment Street Scene and Parks (No. 348) seeking endorsement of Enfield's Statement of Community Involvement (SCI). The SCI sets out how the community will be involved in the preparation and revision of the Local Development Documents, that will form the Local Development Framework (LDF) and in the consideration of planning applications.

The recommendations set out in the report were endorsed by Cabinet on 26 April 2006.

15. TO REVIEW THE COUNCIL'S MEMBERS ALLOWANCES SCHEME FOR 2006/07 (Pages 149 - 160)

TO FOLLOW

To receive the report of the Director of Finance and Corporate Resources, (No. 37) containing recommendations from the Members Services Working Party held on 19 June 2006.

16. COUNCILLORS' QUESTION TIME (TIME ALLOWED - 30 MINUTES)
(Pages 161 - 168)

16.1 Urgent Questions (Part 4 - Paragraph 9.2.(b) of Constitution – Page 4-9)

With the permission of the Mayor, questions on urgent issues may be tabled with the proviso of a subsequent written response if the issue requires research or is considered by the Mayor to be minor.

Please note that the Mayor will decide whether a question is urgent or not. The definition of an urgent question is “An issue which could not reasonably have been foreseen or anticipated prior to the deadline for the submission of questions and which needs to be considered before the next meeting of the Council.”

A supplementary question is not permitted.

16.2 Councillors' Questions (Part 4 – Paragraph 9.2(a) of Constitution – Page 4 - 8)

The eight questions and responses are attached to the agenda.

17. MOTIONS – (NO TIME LIMIT – SEE PART 4 – PARAGRAPH 10 – PAGE 4-9)

17.1 In the name of Councillor McGregor

“This Council recognises the strength of feeling expressed by the electorate on May 4th for maintaining the current level of essential services (in particular A and E, child and maternity services) at Chase Farm Hospital.

The announcement by the Trust on the possible options for the hospital is imminent. Enfield Council reiterates its opposition to any plans to downgrade the hospital. Enfield Council commits to providing the necessary support and resources to ensure the overwhelming arguments in favour of retaining essential services at Chase Farm will be articulated in a robust manner.”

17.2 In the name of Councillor Rodin

“This Council approves all the recommendations contained in Report No. 9 of Municipal Year 2006/07 (Consideration of Application to become a Fairtrade Borough).”

17.3 In the name of Councillor Rodin

“This Council recognises its failure to deliver services to people living in Eastern and Southern Enfield and resolves to improve services in those parts of the Borough.”

18. MEMBERSHIPS

To confirm any changes to committee memberships.

19. NOMINATIONS TO OUTSIDE BODIES

To confirm any changes to nominations to outside bodies.

20. CALLED IN DECISIONS

None received.

21. DATE OF NEXT MEETING

The next meeting of the Council will be held on Wednesday 20 September 2006 at 7.00 p.m. at the Civic Centre.

COUNCIL - 24.5.2006

**MINUTES OF THE MEETING OF THE COUNCIL
HELD ON WEDNESDAY, 24 MAY 2006****COUNCILLORS****PRESENT**

Pamela Adams, Christopher Andrew, Kate Anolue, Gregory Antoniou, Chaudhury Anwar MBE, Alan Barker, John Boast, Chris Bond, Yasemin Brett, Kris Brown, Jayne Buckland, Lee Chamberlain, Bambos Charalambous, Christopher Cole, Andreas Constantinides, Don Delman (Deputy Mayor), Tony Dey (Mayor), Annette Dreblow, Christiana During, Peter Fallart, Norman Ford, Achilleas Georgiou, Vivien Giladi, Del Goddard, Jonas Hall, Ahmet Hasan, Elaine Hayward, Robert Hayward, Denise Headley, Margaret Holt, Ruth Hones, Ertan Hurer, John Jackson, Chris Joannides, Eric Jukes, Jon Kaye, Henry Lamprecht, Bernadette Lappage, Michael Lavender, Dino Lemonides, Paul McCannah, Donald McGowan, Kieran McGregor, Chris Murphy, Terence Neville, Ayfer Orhan, Ahmet Oykenar, Anne-Marie Pearce, Henry Pipe, Martin Prescott, Geoffrey Robinson, Jeff Rodin, Michael Rye, Eleftherios Savva, George Savva, Toby Simon, Edward Smith, Andrew Stafford, Glynis Vince, Kate Wilkinson and Ann Zinkin

ABSENT

Terence Smith and Doug Taylor

1**WELCOME**

The Mayor Bill Price welcomed everyone to the Annual Council meeting. It was with sadness that he advised the Council that past Mayor John Connew had recently died, The Council observed a minutes silence in his memory.

The Mayor then gave the following report on his year in office:

“Dignitaries, Councillors, Ladies & Gentlemen. This is the last time where I have the opportunity of thanking members of the Council for allowing me the honour of fulfilling the mayoral role. Of course the very sad and personally lonely part of the year for me, has been that for 11 months Gloria has not been able to accompany me due to her unfortunate ill-timed tragic illness.

During my year as deputy Gloria was by my side for most of the engagements and her happy disposition at all the events was testament to me that she would have thoroughly enjoyed her role as mayoress.

I would therefore like to thank my daughter Angela and Councillor Pam Adams for deputising for Gloria by accompanying me at some of the more important Civic functions during the year.

COUNCIL - 24.5.2006

As I was absent at the last full Council meeting, which I understand was ably presided over by my Deputy Mayor, it is customary for Mayors to give their end of term speech at that meeting. So therefore I am going to break tradition and normal protocol and say a few words now, highlighting some of the more special events I have attended.

I have attended over 460 engagements over the past year including a Civic service at Westminster Abbey. The Lord Mayors parade, followed by a lunch at the Mansion House. The New Year's Day parade. I hosted a day at Capel Manor which was attended by many dignitaries and most of the other London Mayors. Visits to both of our twin towns of Gladbeck last September, and Corbevoire only last weekend.

On the 28th April I invited and was joined by nine other local London mayors for a tour of Forty Hall. Gavin Williams splendidly dressed as Sir Nicholas Rainton, the original owner, led the tour and that was followed by a buffet lunch. The mayors were extremely impressed with Forty Hall and thought we were lucky to have such a wonderful estate in the borough.

The Mayors Ball, held last month at The Royal Chase Hotel was a huge success raising over £6,300. £1,150 of that was raised by auctioning two Spurs and Arsenal signed football shirts. Almost everyone remarked how they enjoyed the live entertainment. I would like to thank Rhoda, the Mayor's Secretary, who organised the function, ably assisted by Melanie, Norman, and Steve, who also helped in making it a superb event.

My charity appeal fund has just over £14,200 and rising, with more cheques coming in from the Fun Run, which incidentally was another successful well attended event. The majority of this fund is going to help the Trent Park Animal Hospital, and some also to be distributed to children's charities.

I have entertained people from abroad in the Mayor's Parlour, as well as many groups of young students. The suite is an excellent facility where I have enjoyed talking to them relating to the history of manufacturing in our borough, in addition to citizenship and heritage.

My many visits to schools have been a source of enjoyment, particularly primary children, they have a tremendous imagination by some of the questions they ask. "Do you live in a castle", "are you rich" and when robed "are you Father Christmas".

My visit to Cuckoo Hall Primary the day after the evening I hosted the Holocaust event in the conference room, stands out for me. Not only did they put on a splendid display of dancing but a very moving display. I had the privilege of addressing and congratulating them on their great achievement of becoming 39th in the country for special education awards. After touring the school I was very impressed by their displays in the corridors and their teaching methods, it was good testament to their award.

COUNCIL - 24.5.2006

During my year I have met many wonderful people who give up their time working with others who are less fortunate than themselves. I have suggested that they should receive more recognition for what they do, more publicity. They reply by saying they receive complete satisfaction by achieving success in their objectives. That has to be commended.

Over the year I have tried to be unbiased and fair at Council, always allowing members to have their say. I have always tried not to stifle discussion.

I have received tremendous support from Rhoda, Melanie, Norman, George Bowden, who retired in December, Steve Rose, our new chauffeur and Stephen Leader, My chaplain, over the year and my thanks go to them all.

Now my year of office has ended, I will say goodbye to the culinary delight of sandwiches and sausage rolls and disappear and join my colleagues Graham Eustance and John Egan into the world of political retirement.

Over the past twenty years, it's been like the boat race for me, having been in, out, in, out, of the political arena.

If the hierarchy of my group decide they want to recycle me in four years time and stand again they will probably have to supply me with an ear trumpet and zimmer frame first."

Finally I would like to especially thank Mike Rye for initially nominating me, and to the Council for giving us the honour of being your Mayor and Mayoress for what has been a truly memorable year."

Councillors Rye and Rodin congratulated the Mayor on an excellent year in office and thanked him for his great service to the people of Enfield.

2

MAYOR'S CHAPLAIN

The Mayor's Chaplain, the Reverend Stephen Leader gave a blessing on the Council.

3

ELECTION OF MAYOR - 2006/2007

Moved by Councillor Rye, seconded by Councillor Rodin:

"That Councillor Tony Dey be elected Mayor of the London Borough of Enfield for the Municipal Year 2006/2007."

On being put to the vote the motion was carried unanimously and Councillor Dey was duly elected Mayor.

RESOLVED accordingly.

COUNCIL - 24.5.2006

Councillor Dey then made and signed a declaration of acceptance of office and was invested with the badge of office by the retiring Mayor, Bill Price.

The Mayor left the chamber to be robed and then returned to the meeting.

**4
APPOINTMENT OF MAYORESS**

The Mayor then announced the appointment of his wife, Margery Dey, as the Mayoress for the Municipal Year 2006/2007. He invested Mrs Dey with her badge of office.

**5
APPOINTMENT OF DEPUTY MAYOR**

The Mayor confirmed the appointment of Councillor Don Delman to be the Deputy Mayor for the Municipal Year 2006/2007. The Deputy Mayor then made and signed a declaration of acceptance of office and was invested by the Mayor with his badge of office. Councillor Delman then made a speech of thanks.

**6
APPOINTMENT OF DEPUTY MAYORESS**

The Deputy Mayor then announced the appointment of Mrs Penny Heathwood, as the Deputy Mayoress for the Municipal Year 2006/2007. He invested Mrs Heathwood with her badge of office.

**7
ELECTION OF LEADER AND DEPUTY LEADER OF THE COUNCIL**

Councillor Lavender proposed Councillor Rye to be the Leader of the Council. Councillor Hurer seconded this. There were no other nominations for the post of Leader. The nomination was agreed.

The Mayor then asked for nominations for the Deputy Leader of the Council.

Councillor Rye proposed Councillor Lavender for the post of Deputy Leader of the Council. Councillor Hurer seconded this. There were no other nominations for the post of Deputy Leader. The nomination was agreed.

RESOLVED that Councillor Rye be appointed Leader of the Council and Councillor Lavender the Deputy Leader.

**8
MAYOR'S ACCEPTANCE SPEECH**

The Mayor welcomed everyone to the meeting and then made the following acceptance speech:

COUNCIL - 24.5.2006

“It gives me great pleasure to welcome the Freeman of the Borough and distinguished guests, all councillors, those re-elected this time, all new members and those coming back after a period in civvy street. May I also offer my commiserations to everyone defeated this time.

It is a real privilege to have been elected Mayor and I thank my colleagues for my nomination which has been supported by the Leader of the Opposition. I shall endeavour to serve the community to the best of my ability.

I was born in Hackney but my father bought a house in Enfield West the same year and we remained there until 1950. My father was a bookmaker and he followed that job after war service in the REME. I have a sister Belinda who I am pleased to say is able to be with us this evening.

I had a pretty poor record at Aldenham School (at least in the classroom) but I did however manage to represent the school at various sports obtaining colours at cricket, and I went on to play much club football, table tennis and cricket after leaving school.

I started work in a furniture factory, in 1964 I obtained my first post as Conservative Agent in St Pancras North – moving to Enfield Southgate in 1971 staying close on 20 years. During that time I met Margery Ashby a school teacher whose mother Aileen was head at Freezywater St George and we married in 1975. Chris was born in 1978 and Carolyn in 1981. I am delighted that both are here with their partners this evening.

Following redundancy in 1993 I had to fall back on my part time job of buying and selling collectables. This had augmented my salary and now augments my pension.

I was first elected to the Council in Worcesters Ward in August 1997 with Austin Spreadbury also here tonight I am pleased to say and I remember getting a pleasant welcome from the then party leaders Councillors Neville and Rodin. I remained a member for Worcesters until 2002 when boundary changes put most but not all of Worcesters into Chase.

As most of you who know me well will be aware that I am not a regular churchgoer but Margery is and has been a lifelong worshipper at St Paul's Winchmore Hill. I have asked the Reverend John Paul to be the Mayor's Chaplain for 2006/07.

As is customary I shall be fundraising for the Mayor's appeal. With the exception of the Southgate Homebound and Disabled Association, which I wish to support specifically, I shall be devoting the appeal to charities for Children and Active Life Styles, to compliment Margery and my interests.”

9

PRESENTATION OF THE PAST MAYOR AND MAYORESS' BADGES

COUNCIL - 24.5.2006

The Mayor presented past Mayor's and Mayoress' badges and scrolls recording the Council's appreciation to the retiring Mayor, Bill Price and Mayoress Gloria Price which was accepted by their daughter Angela.

The Mayor, on behalf of the Council, thanked them for the contribution they had made as Mayor and Mayoress during the Municipal Year 2005/2006.

The Mayor, on behalf of the Council, thanked Councillor Adams for her support to the Mayor at numerous engagements during the year and presented her with a gift in appreciation of her help.

The Leader of the Conservative Group and the Leader of the Labour Group were presented with a small token of appreciation.

**10
MAYOR'S ANNOUNCEMENTS (IF ANY) IN CONNECTION WITH THE
ORDINARY COUNCIL BUSINESS**

The Mayor had no announcements.

**11
MINUTES**

RESOLVED the minutes of the Council meeting held on 29 March 2006 be confirmed and signed as a correct record.

**12
APOLOGIES**

Apologies for absence were received from Councillors T Smith and Taylor.

**13
DECLARATIONS OF INTEREST**

Councillor Vince declared a personal interest in Item 13 – School Appeal Panel and confirmed that she would leave the Chamber if the Council wished to debate the appointments.

**14
COUNCILLORS' QUESTION TIME**

No questions were received.

**15
MOTIONS**

No motions were received.

16

COUNCIL - 24.5.2006

MEMBERSHIP OF COMMITTEES AND PANELS

Moved by Councillor Hurer and Seconded by Councillor Rye the report of the Borough Secretary (No. 1) regarding the constitution and political balance of the committees, joint committees and panels that have been set up for the discharge of the Council's functions.

RESOLVED

(1) that the seats on the committees and boards to which Section 15 of the Local Government and Housing Act 1989 apply, be allocated to each political party, as set out in Appendix A of the report.

(2) without dissent, that the rules of political proportionality should not apply to the Adoption Panel and the Standards Committee.

17

NOMINATIONS TO OUTSIDE BODIES OF NON-COUNCILLORS

The Mayor advised that Items 12 and 13 on the agenda related to the appointments to Council committees, panels and outside bodies. He confirmed that because of the short period of time between the nominations being received and this Council meeting, further work was required on the detail. He highlighted that some of the nominations to outside bodies are non-councillors. He confirmed that the legal advice he had received confirmed that this was permissible. However, this was subject to the individual constitutions of each of the bodies concerned allowing lay members to serve as Council representatives plus the indemnity and insurance position. This would be checked after this meeting.

He sought the agreement of the Council to authorise the Borough Secretary to agree any consequent changes to both the detailed lists for Council committees, panels and outside bodies (agenda items 12 and 13) with the political groups. He advised that confirmation of any changes would be reported to back to Council.

RESOLVED that the Borough Secretary be authorised to agree any consequent changes to both the detailed lists for Council committees, panels and outside bodies with the political groups.

18

APPOINTMENT OF COUNCIL BODIES FOR 2006/2007

Moved by Councillor Hurer and Seconded by Councillor Rye the appointment of the proposed memberships of Cabinet, Committees, Panels and other council bodies for approval by the Council.

RESOLVED

COUNCIL - 24.5.2006

- (1) to establish Council bodies for the coming Municipal Year and to appoint memberships to these as tabled and further amended at the meeting;
- (2) to confirm the terms of reference of those bodies set out in Part 2 (pages 2-27 to 2-58) of the Constitution.

19

REPRESENTATION ON OTHER BODIES AND ORGANISATIONS

Moved by Councillor Hurer and Seconded by Councillor Rye the appointment of the proposed Council representation on other bodies and organisations.

NOTED the legal advice relating to the appointments detailed in Minute 17 above.

RESOLVED that the Council's representation on other bodies and organisations, as set out on the agenda be approved.

20

COUNCIL SCHEME OF DELEGATION

RESOLVED to approve the authority's Scheme of Delegation as set out in Part 3 (pages 3-3 to 3-12) of the Constitution.

21

CALENDAR OF MEETINGS

Moved by Councillor Hurer and Seconded by Councillor Rye to approve the calendar of meetings for the 2006/2007 Municipal Year.

RESOLVED

- (1) to approve the calendar of Council meetings for the 2006/2007 Municipal Year, including the next Council Meeting on Wednesday, 28 June 2006 at 7.00 p.m. at the Civic Centre.
- (2) that further changes/additions to the calendar be delegated to the Borough Secretary, in consultation with the party groups.

22

CALLED IN DECISIONS

There were no called in decisions.

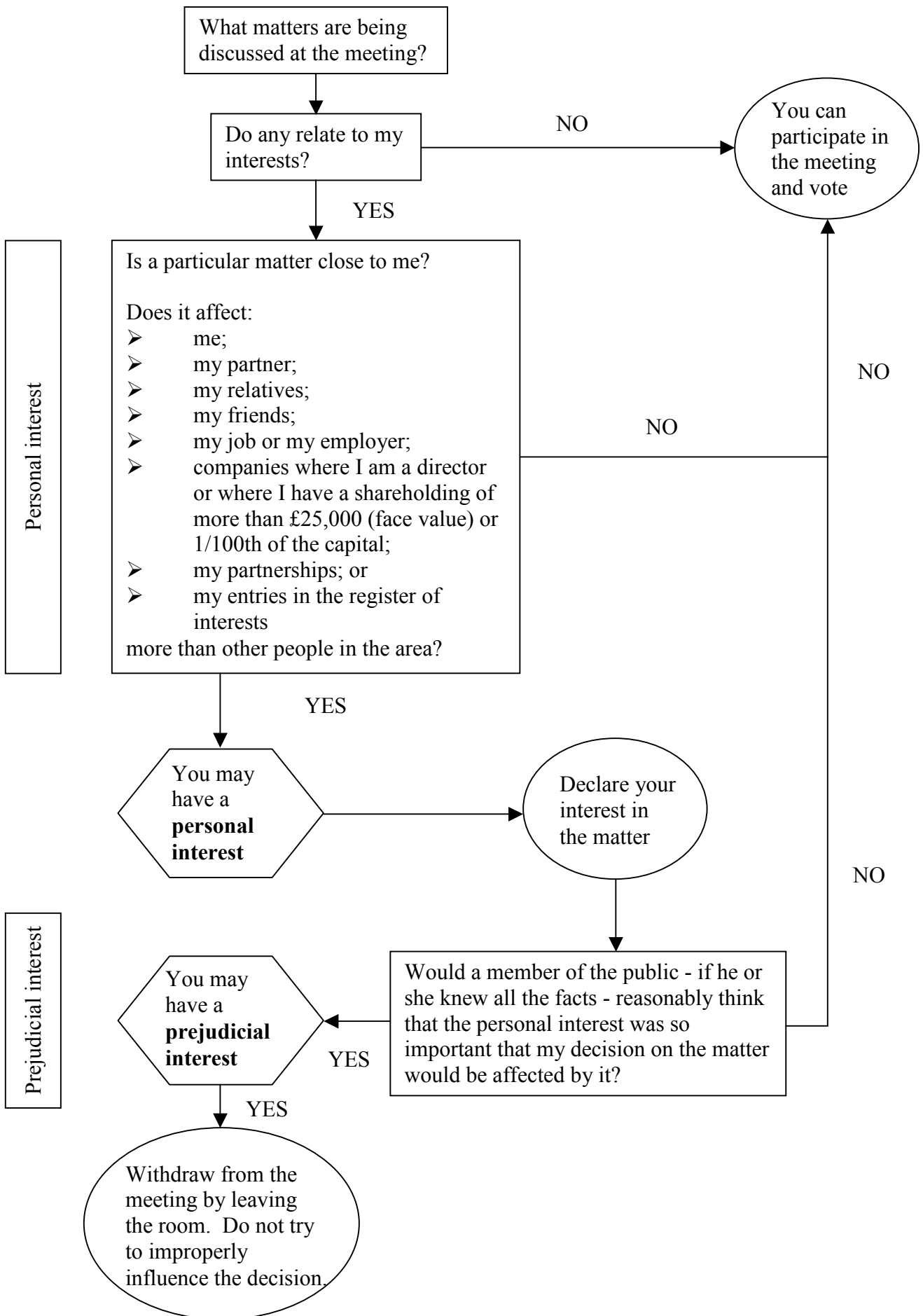
23

DATE OF NEXT MEETING

NOTED that the next meeting of the Council was to be held on Wednesday 28 June 2006 at 7.00p.m. at the Civic Centre.

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DECLARING INTERESTS FLOWCHART - QUESTIONS TO ASK YOURSELF



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MUNICIPAL YEAR 2006/2007 REPORT NO.**MEETING TITLE AND DATE:**

COUNCIL
- 28 June 2006

REPORT OF:

Overview & Scrutiny Committee

Agenda - Part: 1	Item:
Subject:	
ENFIELD'S SCRUTINY ANNUAL REPORT 2005/06	
WARDS: None Specific	
Cabinet Members consulted: N/A	

Contact officer and telephone number:

John Austin & Mike Ahuja (Corporate Leads on Scrutiny)
Tel: 020 8379 4094/5044

1. EXECUTIVE SUMMARY

- 1.1 The Council Constitution requires the Overview & Scrutiny Committee to prepare and present an Annual Report to Council detailing the work undertaken by the Council's scrutiny function over the last Municipal Year.
- 1.2 A copy of the Scrutiny Annual Report 2005/06 has been attached for consideration and endorsement, prior to publication.

2. RECOMMENDATIONS

- 2.1 That the Council considers and endorses the Scrutiny Annual Report 2005/06 for publication;
- 2.2 That Council notes the areas identified as future challenges for Enfield's scrutiny function within the Annual Report.

3. BACKGROUND

- 3.1 This is the seventh annual report on the scrutiny process in Enfield and the fourth produced by the Overview & Scrutiny Committee.
- 3.2 Production of the Annual Report is based on a belief that the scrutiny function needs (periodically) to turn the spotlight on itself, to identify what has worked well and what could work better. The Annual Report aims to fulfil that need by

offering a factual record of scrutiny activity over the previous year along with an evaluation of the work undertaken and its key outcomes.

- 3.4 The Annual Report covers the work of each of the Council's six Scrutiny Panels and the Overview & Scrutiny Committee. Reference has also been included to the work of the Joint Scrutiny Commission on Transporting People, which was completed during 2005/06. Its structure and content has been designed and approved by the Overview & Scrutiny Committee and each Panel has provided details on
- (a) the key achievements/outcomes from the work they have undertaken during 2005/06 – focussed on the following areas (identified as the key objectives for scrutiny under Local Government 2000):
 - Monitoring and improving Service performance, Council Policies & Procedures;
 - Holding the Executive to account;
 - Engaging and involving the local community, partners and other stakeholders.
 - (b) review of scrutiny work process – an assessment of areas that have worked well and improvement opportunities;
 - (c) items to be rolled forward onto each Panel's future work programme.
- 3.5 As well as highlighting the varied work undertaken by individual Panels the Annual Report also has a key role to play in raising awareness and the profile of the Council's scrutiny function, not only within the Authority but also amongst its external partners/stakeholders and with the public.
- 3.6 The Annual Report concludes by looking forward and identifying a number of key challenges to be addressed by the Council's scrutiny function over the coming year.
- 3.7 Specific developments focussed upon during 2005/06 include:
- (a) the fact that the scrutiny function was again subject to external inspection during 2005/06, this time as part of the Council's Comprehensive Performance Assessment (CPA) corporate inspection. As part of the Council's overall assessment the scrutiny function received broad praise for the manner in which it conducted its business, with the Audit Commission stating that scrutiny was "working well overall" and that the Council in general "has an open approach to learning and welcomes external scrutiny". In terms of areas for improvement, the Audit Commission commented upon a "lack of consistent dedicated support for scrutiny". This has been picked up as an issue within the Council's CPA Action Plan and also recognised by Overview & Scrutiny Committee, who were already looking at ways to improve the overall level of support available to the Scrutiny Panels. The results of the inspection are felt to provide the Council's scrutiny

function with a strong platform from which to build and develop over future years.

- (b) the Best Value Review of the Scrutiny function, commenced by the Council during 2005/06. The review is currently being completed with any recommendations made as a result forming one of the key areas for scrutiny to focus its development around over future years.

3.8 The Annual Report has been presented in draft form and, subject to endorsement by Council, will then be published in its final format.

4. REASONS FOR RECOMMENDATION

To comply with the requirements of the Council's Constitution.

5. ALTERNATIVE OPTIONS CONSIDERED

None

6. DIRECTOR OF FINANCE & CORPORATE RESOURCES COMMENTS

All costs associated with the production and publication of the Scrutiny Annual Report 2005/06 will be contained within the current budget allocated to the Council's scrutiny function.

7. PUTTING ENFIELD FIRST

The work undertaken by Enfield's Scrutiny Panels during 2005/06 and ongoing into future years can be seen to have an impact on all of the aims within Putting Enfield First:

- Aim 1 – A Cleaner Greener Enfield
- Aim 2 – High Quality Education and Lifelong Learning
- Aim 3 – A Safer Enfield to Live, Work, Study and do Business
- Aim 4 – Quality Health and Care Services for Vulnerable People in Enfield;
- Aim 5 – Supporting the Delivery of Excellent Services
- Aim 6 – Economically Successful and Socially Inclusive;

Background Papers:

None

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APPENDIX 1

SCRUTINY PANEL

ANNUAL REPORT (Final Draft)

2005/06

CONTENTS

- 1. Forward by Chairman of Overview & Scrutiny Committee**
- 2. Introduction**
- 3. Report from Overview & Scrutiny Committee**
- 4. Reports from individual Panels:**
 - Education, Skills & Leisure Scrutiny Panel
 - Environment, Parks & Amenities Scrutiny Panel
 - Health Scrutiny Panel
 - Housing Scrutiny Panel
 - Social Services Scrutiny Panel
 - Special Projects Scrutiny Panel
 - Joint Scrutiny Commission
- 5. Looking Forward: Future Challenges**
- 6. Individual Panel Contacts**

Draft Forward by Chairman of Overview & Scrutiny Committee

Welcome to the 2005/06 annual report of Enfield Council's Scrutiny Panels. I hope you will find the time to have a look through this report. As in previous years we have focused the Annual Report on the outcomes of the Panels, and what we feel has been achieved for the residents of Enfield.

Scrutiny has continued to develop well in Enfield over the last year and I am sure you will see the evidence of this within the individual reports from the Panels. The Annual Report highlights the key achievements and scrutiny successes over the past year and how we have worked with our partners, service users and the local community to achieve them.

I also feel there is a particular need to highlight the positive outcome of the Council's CPA corporate inspection this year, especially in relation to the external recognition of our scrutiny function. This reflects well on the impact that all scrutiny members and officers supporting the function have continued to make, through their work on scrutiny.

Of course we realise that there is always more that can be done so we are looking forward to building on these successes in the coming year.

I would like to thank everyone who has contributed to the Scrutiny function this year for all their hard work and in particular the support officers without whom we would not have been able to carry out our work.

Councillor Paul McCannah
Chairman of the Overview & Scrutiny Committee (2005/06)

Introduction

This report covers the work of Enfield Council's Scrutiny Panels during 2005/06. It is our seventh annual report, and shows continued progress in how we have scrutinised services and issues that matter to local people.

Each Panel has provided a report that outlines their key achievements over the past year and the recommendations that have been made to Cabinet, designed to influence the way the Council performs and delivers its services.

What is Scrutiny?

The Local Government Act 2000 gave local authorities the power to scrutinise. The aim being to make local government and its decision-making process as open and transparent as possible, with enhanced public accountability.

Scrutiny Panels in Enfield therefore have a key role to play in:

- looking in detail at services that are provided to the residents of Enfield;
- assisting to monitor and develop Council strategy, policy and services;
- holding the Executive (Cabinet) to account;
- assessing the performance and delivery of public services from the perspective of customers and citizens; and
- acting as a route for members of the local community to voice their comments about service delivery and ensure they are fed into either the Council's and, since 2002, the local NHS decision-making process.

Scrutiny in Enfield

Enfield has adopted a functional Scrutiny structure with an Overview & Scrutiny Committee (OSC) created to manage the overall scrutiny function. In addition to the Overview & Scrutiny Committee the Council has 6 Scrutiny Panels that cover the following areas:

- Education, Skills & Leisure (following review by Annual Council in May 2006 the remit for this Panel has now been amended to Children's Services);
- Environment, Parks & Amenities (following review by Annual Council in May 2006 the remit for this Panel has now been amended to Environment, Parks & Leisure);
- Health;
- Housing;
- Social Services (following review by Annual Council in May 2006 the remit for this Panel has now been amended to Adult Social Services);
- Special Projects;

Four out of the 6 Panels are chaired by councillors from the Majority Conservative Group and two by councillors from the Labour Group. A Joint Scrutiny Commission (made up of representatives from each Panel) has also continued to meet during the year to complete a review of the way Transport Services are provided for people with Special Needs within the Borough.

Each Panel operates in a flexible way with the councillors and other co-opted members, who form their membership, aiming to gather as much evidence as they

can on the areas being reviewed before looking to recommend improvements and changes for Cabinet or the full Council to consider.

The Panels also seek to encourage public participation and the organised involvement of residents, customers, partner agencies and staff in the scrutiny process.

How the Scrutiny function has developed in Enfield

Over the course of 2005/06 Enfield's Scrutiny Panels have continued to develop their role and how they operate within the Council's overall structure, with a clear management and co-ordination framework provided by the Overview & Scrutiny Committee.

Two key developments affecting scrutiny over the past year have been the outcome of the Council's Comprehensive Performance Assessment (CPA) corporate inspection and the commencement of a Best Value Review on the scrutiny function.

The CPA is an inspection undertaken by the Audit Commission aimed at assessing how well individual Councils are performing. A new "harder test" framework for these inspections has recently been introduced, which Enfield was one of the 1st local authorities in the country to be subjected to. Included as part of this inspection process was a review of the Council's scrutiny function. In terms of the overall results from the assessment, Enfield received a 3 star rating from the Audit Commission and was deemed to be "improving well". The scrutiny function also received broad praise for the manner in which it conducted its business. The Audit Commission stated that scrutiny was "working well overall" and that the Council in general "has an open approach to learning and welcomes external scrutiny". In terms of areas for improvement, the Audit Commission commented upon the "lack of consistent dedicated support for scrutiny" which they felt could impact on scrutiny's ability to robustly challenge some service areas. This has been picked up as an issue within the CPA Action Plan, developed by the Council to respond to the issues highlighted within the inspection. Overview & Scrutiny Committee has also recognised this as an issue and been looking at ways to improve the overall level of support available to the scrutiny panels over the last year. The results of the inspection are felt to provide the Council's scrutiny function with a strong platform from which to build and develop over future years.

In addition the Council has commenced a Best Value Review of its scrutiny function this year. The review was commissioned to assess the effectiveness of the current scrutiny system, in recognition of the fact that no detailed assessment of the system had been undertaken since its adoption in 1999. The review will be looking to quantify the existing level of resource provided for scrutiny as well as aiming to evaluate the impact of the scrutiny process and current support arrangements. The review is due to be completed in June 2006 and any recommendations made as a result of the findings will form one of the key areas for scrutiny to focus its development around over the next and future years.

Once again this year the scrutiny function has also continued to engage positively with the Executive, at both member and officer level, and there continues to be strong cross party political co-operation between members on all Panels.

All Panels have received a great deal of assistance from their support officers, including staff within Democratic Services and the Corporate Transformation & Scrutiny Team. An additional dedicated scrutiny support officer was also appointed during the year (on a 1 year secondment) utilising additional funding attracted from the Executive to increase the level of officer support for scrutiny. Co-opted members, the public and a variety of external stakeholders and experts have also continued to make a significant contribution towards the work of the Panels. The Panels are grateful for their time, knowledge and skills and will continue to work closely with them over the next year.

There is also a need to recognise the input from the Chairmen and members of each Panel in the continued success of the scrutiny process. This is alongside the support provided by officers within the Council who have been required to provide evidence for specific reviews.

What follows is a report on the work undertaken by Overview & Scrutiny Committee and each of Enfield's Scrutiny Panels during 2005/06, with an assessment of the key outcomes, areas that have worked well and improvement opportunities.

Annual Report from Overview & Scrutiny Committee 2005/06

COMMITTEE MEMBERSHIP

The membership of the Overview & Scrutiny Committee comprises the chairmen from each Scrutiny Panel:

- Councillor Paul McCannah (Education, Skills & Leisure) – Chairman
- Councillor Ann Zinkin (Health) – Vice Chairman
- Councillor Pamela Adams (Social Services)
- Councillor Bambous Charalambous – replaced by Del Goddard (Special Projects)
- Councillor Achilleas Georgiou (Housing)
- Councillor Edward Smith (Environment, Parks & Amenities)

In addition the Council's Education Statutory Co-optees are members of the Committee and have voting rights in respect of any issues relating to Education:

- Rabbi Levy (representing other faiths/denominations)
- Rev Richard Knowling (representing Church of England Diocese)
- Carmel Tylee (representing Catholic Diocese)
- Vacancies currently exist for two parent governor representatives.

Unfortunately the involvement of the Statutory Co-optees in the work of the Committee over the year has been limited. Members are concerned to ensure that everything possible is being done to increase the overall level of engagement of these Statutory Co-optees in the scrutiny function. Overview & Scrutiny Committee has therefore asked Cabinet to consider reviewing the current constitutional arrangements and support provided for these co-opted members in order to encourage their greater participation in the scrutiny function.

Mike Ahuja (Head of Corporate Transformation and Scrutiny) and John Austin (Borough Secretary) have supported the Committee as Joint Lead Support Officers. The Committee has been administered by James Kinsella (Democratic Services).

ROLE OF THE OVERVIEW & SCRUTINY COMMITTEE

The main role for the Overview & Scrutiny Committee is:

- to provide leadership and co-ordination of the Council's overall scrutiny function;
- to act as a "champion" and "voice" for the Council's Scrutiny function;
- to deal with any call-ins requested under the procedure within the Council's Constitution.

COMMITTEE WORK PROGRAMME

At the start of the 2005/06 Municipal Year the Committee agreed a programme as the basis of their work over the year. Progress on the work programme has been subject to continuous review by the Committee over the year and the following issues have been covered:

(a) Review, co-ordination & monitoring of the Scrutiny Work Programme

One of the Committee's key functions is to review and monitor the Council's overall Scrutiny Work Programme. As in previous years this process began with an induction session, arranged in May, for all Scrutiny Panel Chairman, Vice-Chairman and Support Officers. The aim of the session was to:

- provide an outline approach for Panels to adopt in planning their individual work programmes; and
- enable the Deputy Leader to outline the Executive's priorities for the coming year;

Following this session the Committee collated and reviewed the work programmes produced by each Scrutiny Panel with the aim of:

- ensuring that the Council's scrutiny function was achieving its overall purpose and each Panel's time was being efficiently and effectively used;
- identifying and addressing any gaps, overlaps in the Panel work programmes and any potential areas for joint working between the Panels; and
- recommending an overall annual scrutiny work programme for adoption by Council.

Particular issues highlighted by the Committee, as part of the review process included:

- the need for Panels to continue working to set realistic, focussed and well-balanced work programmes with fewer items allowing more detailed review;
- the need to continue developing the process for effectively managing and monitoring the allocation of member/officer resources between Panels to support the scrutiny function and individual reviews. A Best Value Review of Scrutiny has now commenced (October 2005) which includes this area as part of its overall scope;
- the need to develop a system for regularly monitoring and evaluating what is working well and what needs improving in relation to the way scrutiny is operating;
- the need, identified by IDeA Peer Review in 2004, for scrutiny to assist with the involvement of non-executive councillors in the strategic thinking of the authority.

The scrutiny work programme for 2005/06 was formally adopted by Council, on the recommendation of the Overview & Scrutiny Committee. Cabinet, having also been invited to comment on the proposed workprogramme, recognised that the Scrutiny Panels were enthusiastic and produced good and worthwhile reports but felt it was also important to ensure that work programmes were realistic, focused and well-balanced. In addition they noted:

- that the additional resources which had been allocated for scrutiny officer support had been welcomed;
- the importance in continuing to develop the Council's scrutiny function and to evaluate whether the recommendations made by the Scrutiny Panels were making a difference and positively improving the delivery of Council services;

- that the Council's scrutiny function would continue to develop its role in relation to performance management.

Other specific comments made by Cabinet on the work programme included:

- a desire to see an increasing emphasis on children's issues within the Social Services Work Programme;
- the success of the scrutiny function in Enfield was also recognised. This was seen as a tribute to Members from both political groups. It was also felt that the best value review of scrutiny would be well-timed prior to the Council elections in 2006;
- the importance of the scrutiny role, which would continue to be refined;
- the need for non-executive Members to be more involved in the strategic thinking of the authority was supported;
- the need was identified for work programmes to include, alongside any monitoring role, elements that would result in suggestions/ideas for improvement being presented to the Cabinet for consideration in due course;
- the work programmes were felt to present a good mixture of both proactive and reactive work;
- the need identified for further consideration to be given to the role of Scrutiny Panels with regard to the budget consultation process.

These comments were feedback to Overview & Scrutiny Committee for consideration as part of their ongoing role in monitoring the Scrutiny Annual Work Programme.

Overview & Scrutiny Committee (as part of its leadership role) has also continued to develop its involvement in monitoring and managing the relationship between Scrutiny and the Executive over the year. The Committee continues to take an active role in:

- managing and assessing references made from Cabinet/Council to scrutiny & co-ordinating their allocation to individual Panels for review. The Committee has continued to monitor progress on implementation of the Council's HR Strategy (referred by Council during 2004/05) and has also assisted in developing a series of HR Performance Indicators for use as the basis of a performance-monitoring framework. Specific projects referred onto Panels by the Committee during the year have included support for the Voluntary & Community Sector & Fairtrade, which were issues referred directly from Council;
- monitoring the outcome of referrals being made by Scrutiny through to the Executive; and
- monitoring the use of Urgency Procedures in the decision making process (Rule 15 & 16).

In addition the Committee has agreed to take a more active role in monitoring the implementation of recommendations from joint scrutiny reviews. Overview & Scrutiny Committee has now included monitoring implementation of the recommendations from the following reviews as part of its work programme:

- Joint Scrutiny Commission on Asylum Seekers; and
- Joint Special Projects & Social Services Review on implementation of the Disability Discrimination Act.

(b) Managing and co-ordinating Scrutiny involvement in the Council's budget consultation process

Another key role for the Overview & Scrutiny Committee during 2005/06 has been the management and co-ordination of scrutiny's involvement in the Council's budget consultation process.

This year the Committee's approach towards the budget public consultation process was undertaken in two distinct phases. The first phase involved a review (assisted by the Deputy Leader & Assistant Director of Finance & Corporate Resources - Financial Management) of the budget consultation process undertaken during 2004/05; key issues likely to affect planning for the budget setting process during 2005/06 and main concerns that had been raised by scrutiny in relation to previous budget consultation processes. As a result of this review, and in direct response to previous concerns raised by scrutiny, the Director of Finance & Corporate Resources agreed to enhance the level of detail provided for scrutiny in relation to each of the main budget consultation proposals. This was implemented as part of the 2005/06 consultation process.

In addition Overview & Scrutiny Committee recognised the need identified, by the Deputy Leader, for scrutiny to develop (in addition to its annual role in the budget setting process) a focus on monitoring of the Council's medium term financial plan. This was in view of the changing nature of the Council's budget planning process and in order to provide a more effective means for scrutiny to monitor budget issues and trends on an ongoing basis.

In view of the corporate nature of this role, Overview & Scrutiny Committee has taken responsibility for this monitoring process based around the Cabinet budget monitoring reports.

The second phase involved Overview & Scrutiny Committee setting an overall framework to co-ordinate scrutiny's involvement in the budget consultation process. As part of this framework Overview & Scrutiny Committee again took lead responsibility for:

- providing an overall corporate perspective on the budget consultation proposals;
- producing a co-ordinated response on behalf of scrutiny on the consultation proposals for Cabinet (taking account of the various comments/issues raised by individual Panels).

The Committee produced a detailed response on the consultation proposals, which was referred onto Cabinet & Council for consideration. As well as commenting on the general consultation process from scrutiny's perspective, the response also:

- highlighted the key issues/concerns raised by individual Panels as part of their public consultation on each stage of the process;
- highlighted the important and key role played by scrutiny in the Council's budget consultation process.

Overview & Scrutiny Committee welcomed the attempts made by the Executive to address concerns relating to the level of detail provided on each consultation proposal but felt that sufficient detail was still not being provided on the potential impact of all individual proposals, affecting the ability of some panels to undertake an informed appraisal. The Committee was, however, again pleased to note the willingness of the Executive to engage with scrutiny in terms of the budget consultation process, whilst at the same time being held to account.

Cabinet & Council noted the issues raised within the scrutiny response on the budget proposals. As a result of specific comments made by scrutiny the following changes were made to the final 2006/07 budget approved by Council in February:

- the proposals to remove the subsidy on home meals and to make savings in the cost of administrative support to the Children & Families Leadership Team were withdrawn; and
- the proposed saving in Regeneration expenditure was reduced by £36k.

Overview & Scrutiny Committee plans to undertake a further evaluation on the effectiveness of scrutiny's involvement in the budget consultation process during 2006/07.

(c) Developing and co-ordinating scrutiny involvement in the Council's Performance Management Framework

This year Overview & Scrutiny Committee has looked to further refine scrutiny's involvement in the Council's Performance Management Framework.

During 2004/05 the Committee agreed to re-focus scrutiny's involvement in the performance management framework around the Council's revised Improvement Plan. Members were provided with a summary of the Improvement Plan in September 2005 but at the same time noted the impact which the outcome of the Council's CPA corporate assessment would have in terms of future development of the Plan. As a result the Committee agreed to delay considering the introduction of a more detailed monitoring framework, pending feedback on the outcome of the Council's CPA corporate assessment and Action Plan.

Overview & Scrutiny Committee considered the Council's CPA Action Plan in March 2006. The Committee:

- noted the areas for improvement and proposed actions within the CPA Action Plan; and
- agreed to undertake further detailed consideration of areas to be monitored from the Action Plan as part of the scrutiny work programme setting process at the start of the 2006/07 Municipal Year. This process will be based around a review of the combined actions within the Council's revised Improvement Plan 2006-2009.

In addition Overview & Scrutiny Committee has also:

- continued to support scrutiny's ongoing involvement in monitoring delivery of the targets within Enfield's Local Public Services Agreement
- continued to support scrutiny's ongoing involvement in the Council's Best Value Framework; and
- identified a need for scrutiny to develop its involvement in monitoring of the Local Area Agreement (LAA), which is due to be considered in more detail by the Committee early in 2006/07.

(d) Other areas of work

Other important areas of work undertaken or progressed by Overview & Scrutiny Committee during the year have included:

Co-ordination of Scrutiny involvement in the Council's CPA corporate assessment inspection process

Overview & Scrutiny Committee played a central role in co-ordinating the involvement of the scrutiny function in the CPA corporate assessment process, undertaken during September/October 2005. This involved the Committee:

- reviewing and commenting on the Council's draft CPA Self Assessment document, prior to its submission to the Audit Commission; and
- meeting, collectively, with the CPA inspectors to provide feedback on members' experience of scrutiny work; what had worked well and areas for improvement; major achievements & joint working; scrutiny support and member development.

Review of Officer Support for the Scrutiny function

Overview & Scrutiny Committee has continued to monitor the progress being made in addressing the provision of enhanced officer support for the scrutiny function over the year.

Following the success in securing an additional £50k for 2005/06 from the Executive (£30k ongoing commitment) to enhance the level of officer support available for the scrutiny function, the Committee oversaw the appointment of an additional scrutiny support officer on a one-year secondment.

In addition members continue to monitor the proposals being developed by the Head of Human Resources, in consultation with the Joint Lead Support Officers, for the provision of more sustainable scrutiny support arrangements, over both a short and long term period.

Overview & Scrutiny will continue to monitor the progress being made and are keen to ensure that any proposals developed to enhance the level of officer support available to scrutiny are closely linked with the outcome of the scrutiny Best Value Review.

Best Value Review – Scrutiny Function

In 2005/06 the Council agreed to undertake a Best Value Review of the scrutiny function. Overview & Scrutiny Committee was consulted on the draft Review Initiation Document and objectives for the review, prior to it commencing in October 2005. In addition the Committee has appointed a member to represent the scrutiny function on the Best Value Core Team, which is the body responsible for co-ordinating and steering the review process.

Overview & Scrutiny Committee continues to receive regular updates on the progress being made on the review, which is due to be completed during 2006/07. Once finalised the Committee will have a key role to play in considering the findings of the review and co-ordinating the implementation of any actions identified as a result.

Scrutiny Member Development

For some time now the Council has been looking to move away from the more traditional methods of delivering member development, given the pressures on Councillors' time and the relatively low attendance levels. In line with the Council's Action Plan for Investors in People, Overview & Scrutiny Committee has piloted a new approach where members were "developed" as they undertook scrutiny reviews.

This pilot came to an end during 2005/06 and the results have been used to develop a new framework for scrutiny member development. The results of the review were presented to Overview & Scrutiny Committee in January 2006 who agreed that work should continue to develop a modular based scrutiny member developmental programme for formal implementation at the start of the 2006/07 Municipal Year. The framework will be based around 4 key themes – serving the people & involving partners; being a critical friend; making a difference and being a champion for scrutiny. The Committee has noted that it will also need to link in with the overall member induction programme and any actions arising as a result of the scrutiny Best Value Review.

(e) Call-in

Overview & Scrutiny Committee has a central role in the call-in procedure introduced as part of the Council's Constitution in May 2002. Call-in is a process which allows members of the Council to request that decisions (classified as eligible for call-in) taken by cabinet, individual cabinet members or Directors are suspended to enable further review.

Overview & Scrutiny Committee is the body responsible for reviewing any decisions that are called-in. In total Overview & Scrutiny Committee dealt with 5 decisions called-in for review during 2005/06 Municipal Year, which represents a reduction on the number (12) dealt with during 2004/05.

In terms of the outcome from the 5 call-ins:

- 3 resulted in the original decision being confirmed by Overview & Scrutiny Committee (on the basis of additional information provided at their meetings);
- 1 resulted in the decisions being referred back to the decision maker for reconsideration. The original decision on this item, relating to the allocation of educational community grants for 2005/06 by the Voluntary & Community sector, was subsequently amended by the decision maker following reconsideration to reflect the concerns raised by Overview & Scrutiny Committee under the call-in process;
- 1 resulted in the call-in being withdrawn.

The Committee will continue to monitor outcomes from the call-in process.

REVIEW OF THE SCRUTINY PROCESS

This has been the fourth year of operation for Enfield's Overview & Scrutiny Committee:

Areas that have worked well

- providing co-ordination and leadership for the Council's scrutiny function e.g. co-ordination and management of scrutiny's involvement in budget consultation process, overview of scrutiny work programme, officer support, management of issues referred by Executive & co-ordination of references and reviews between individual Panels;
- role of Overview & Scrutiny Committee in the call-in process;

- continued level of collaborative and cross-party working between the chairman from each Scrutiny Panel;
- developing an effective relationship between Scrutiny & the Council's Executive;
- development of a more structured work programme for the Overview & Scrutiny Committee;
- piloting the new approach to member development.

Areas for ongoing development/improvement

- developing the process for effectively managing and monitoring the allocation of resources between Panels to support the scrutiny function and individual reviews;
- improving, both in the short and long-term, the extent of officer support to the scrutiny function;
- increasing the profile of Enfield's scrutiny function and developing the overall scrutiny communication strategy;
- increased focus on monitoring of the scrutiny workprogramme to ensure it remains as realistic, focused and well-balanced as possible;
- developing an evaluation framework for scrutiny.

Overview & Scrutiny Committee have already noted that a number of the above areas for development link with areas being considered under the scrutiny Best Value Review.

FUTURE WORK PROGRAMME 2006/07

The following items have been identified for Overview & Scrutiny Committee in 2006/07:

- ongoing review of Scrutiny Work Programme;
- review of scrutiny's involvement in Council's budget consultation process;
- development of scrutiny's involvement in Council's performance management framework – CPA, Council Improvement Plan & LAA;
- continued development of member/officer training for scrutiny;
- Officer support for Scrutiny;
- Consideration and implementation of findings and actions arising from scrutiny Best Value Review;
- Ongoing monitoring on use of Urgency Procedures;
- Monitoring implementation of the Council's HR Strategy & recommendations from the Joint Scrutiny Commission on Asylum Seekers and Joint Scrutiny review on DDA;
- Call-in (as required)

Annual Report from Education, Skills & Leisure Scrutiny Panel 2005/06

This year the Panel experimented with a totally new way of working. We held an agenda setting meeting at the start of the year, co-ordinated by an outside facilitator with expertise in the field of Education and Children's Services. All members were given a briefing pack of information (including recent inspection reports, service centre plans, minutes of meetings held in 2004/5 and the previous year's scrutiny annual report) and from this they identified a number of issues, which they wished to prioritise this year. They also agreed to base each meeting around a particular theme, and where appropriate to hold the meeting at an outside venue that reflected the theme under scrutiny. The panel also agreed to receive briefings at the start of each meeting on matters of current interest and on matters, which the Panel is responsible for monitoring. To give them more knowledge of the areas being scrutinised panel members agreed to take part in visits connected to the themes before each meeting.

PANEL MEMBERSHIP

- Councillor Paul McCannah (Chairman)
- Councillor George Savva (Vice Chairman)
- Councillor Jayne Buckland
- Councillor Lee Chamberlain
- Councillor John Egan
- Councillor Robert Hayward
- Councillor Jeff Rodin
- Councillor John Wyatt

Statutory Co-optees

- Rabbi Levy (representing other faiths/denominations)
- Rev Richard Knowling (representing Church of England Diocese)
- Carmel Tylee (representing the Catholic Diocese)
- Vacancies currently exist for two parent governors.

Non-Voting Co-optees

- Enfield Secondary Headteacher's Conference represented by Sue Warrington
- Enfield Primary Headteacher's Conference represented by Ruth Evjet,
- Enfield Youth Assembly - vacant
- Enfield Colleges Principals' Group represented by Jean Carter

PANEL SUPPORT OFFICERS

- Phil Glascoe (Lead Support Officer)
- Marie Janaway (Support Officer)
- Penelope Williams (Democratic Services)

ACHIEVEMENTS

(a) Monitoring and Improving Service Performance, Council Policy and Procedures Holding the Executive to Account

Under our new way of working each meeting was based upon a different theme. The themes covered were:-

- Service management
- Special needs
- Budgets
- 14 -19 provision
- Leisure and culture

Service Management

Peter Lewis, Director of Education, Children's Services and Leisure gave a presentation on the recent changes to his department, which had been introduced as a result of the Children's Act 2004; and the improvements that would come from the new integrated children's services. As an outcome from this meeting the Panel set up a working group to examine the issue of Extended Schools.

Special Needs

The panel held a meeting on special needs at the Cheviots Children's Centre. Teachers and parents of special needs children attended together with the managers of Cheviots, a representative from the Enfield Primary Care Trust and other professionals. Before the meeting some members of the Panel made a visit to Waverly Special School and were impressed by the quality of the facilities and the dedication of the staff. The panel meeting was preceded by a short tour of the building. The meeting attracted a relatively large audience and the key issues raised concerned the shortage of secondary autism provision and respite for carers.

As a result of this review a meeting was set up with the Chairman of the Panel and the Assistant Director of Education, Children's Services and Leisure (Children's Access and Support) and representatives from the Enfield Branch of the National Autistic Society which has led to the setting up of a Secondary Autism Group with the aim of improving secondary autism provision in Enfield. The respite care issue is the subject of a Social Services Scrutiny Panel review. It was also suggested that the Panel consider a review into specialist input into mainstream schools. This is a topic that will be put forward for consideration as part of next year's programme.

Budget Consultation 2006/7

The Panel once again took an active role in the budget consultation exercise but this year we expanded the issues under discussion to include benchmarking data and key performance indicators of neighbouring comparable authorities to inform its comments for consideration by Cabinet. We also focussed for the first time on the changes to the schools funding formula. Concern was expressed about the proposed changes to special needs "predictable needs formula" and about increases in charges for the Enfield Arts Support Service.

14-19 Provision

Enfield College hosted a meeting on the theme of 14-19 provision in Enfield. This involved contributions from Enfield Training Services, Connexions, Enfield Business Partnership as well Enfield's 14-19 Strategy Manager. An issue was raised concerning the lack of work experience placements offered by the Council itself.

The Assistant Director of Human Resources attended a subsequent meeting of the panel to explain Council policy in this area and work is now being done to encourage Council departments to make available more work experience placements for local students.

As part of this review a visit involving councillors on the panel took place to North London Garages who run work based training courses for car mechanics.

Leisure and Culture

Forty Hall was the venue chosen for this meeting. Members and officers enjoyed a brief tour of the house before the meeting began. Claire Lewis, Assistant Director Leisure Culture and Youth, gave an overview of the theme and this was followed by presentations on sport and recreation, cultural services, museums and libraries. Issues discussed included the difficulties in meeting the government's performance indicators on library opening hours, numbers of items borrowed and attendances as well as the lack of a large venue in the borough for concerts. The Library issues are due to be considered again at a future meeting when the panel will look at an external consultant's report on the library service and proposals for the future.

(b) The panel also looked at the following areas:-

Adult and Community Learning

Dr Ben Charles, Head of Adult and Community Learning, presented the Adult and Community Learning 3 year Development Plan and explained some of the recent changes to government policy essentially the move away from the support of leisure based courses to accredited vocational training.

Teacher Recruitment and Retention

At the November meeting, the Panel received an update report on teacher recruitment and retention. We were informed that the vacancy level for teachers had fallen overall although there were still difficulties recruiting middle managers, some subject teachers at secondary level and filling special school vacancies with teachers with special school experience. Work on attracting newly qualified teachers to the borough had been very successful.

Joint Area Review (JAR) of Children's Services, Youth Services Inspection and the Comprehensive Performance Assessment (CPA)

This year the Council underwent two large-scale inspections; the Joint Area Review into children's services across the borough and the Comprehensive Performance Assessment into the Council's own services as well as a separate inspection into the youth service. The Panel was regularly updated during the progress of the inspections and monitored the outcomes.

The Chairman of the Panel was interviewed as part of these inspections and the work of the panel contributed towards the final 3 star assessment awarded to the Council.

(c) Working Groups

Low Attainment

The recommendations from the review researching the factors behind the low attainment of some children in Enfield were submitted to Cabinet in November

together with an action plan for implementation, prepared by Education, Children's Services and Leisure. All the recommendations were well received and will be implemented by the department.

It is also hoped to hold a conference on low attainment later in 2006.

Attendance Truancy and Exclusions

In July the panel received the final report from the Attendance, Truancy and Exclusions Working Group which had been set up to examine the Council's performance in improving school attendance and reducing incidences of exclusion. After 3 meetings, the group recommended that behaviour and attendance were improving, so they agreed that no further meetings of the group were needed and the panel would continue monitoring the situation on a yearly basis.

Extended Schools

A new working group was set up this year to look into the issue of Extended Schools. At the first meeting they discussed provision across the borough. Further meetings were planned with headteachers who have been successful in setting up extended schools. This review will continue into next year.

(d) Engaging the Local Community

Moving the panel meetings out of the Civic Centre has been a good way of encouraging more people to come to our meetings. The meeting held at Cheviots on the theme of special needs was very well attended as were the meetings at Enfield College (14-19 provision) and at Forty Hall (leisure and culture). Public contribution to panel discussions has increased and added value to the Panel's scrutiny work.

The Panel co-opted members of the Secondary Headteachers' Conference, the Primary Headteacher's Conference, Enfield Colleges Principals' Group and on to the Panel as non-voting co-optees. These co-optees make a valuable contribution to the work of the Panel.

Representatives from other partner organisations such as the Enfield Leisure Centres Trust, Creative Partnerships, Connexions, Enfield Training Services, and Cheviots Children's Centre have also attended meetings and taken part in discussions.

The panel has continued to carry out the following activities to raise the profile of the Panel; A3 Posters were sent to schools, youth clubs and libraries; People and organisations who were thought to have a particular interest in an issue were targeted with personal invitations; Chairs of Governors and Headteachers were emailed before every meeting with details of the issues to be covered and a request for them to contact the Panel if they would like to make a contribution on any of the issues to be discussed. Several questions have been submitted in this way, not least for the budget review.

REVIEW OF THE SCRUTINY PROCESS

Areas that Worked Well

The Panel's experiment with the thematic way of working has worked well in some ways but not in others. Working thematically has given us a wide focus and has been very effective in creating more interest in the topics under review.

The members who attended the visits arranged around particular themes found them very helpful and informative. Service providers also welcomed the opportunity to raise issues directly with members.

Since changing the format of meetings and moving out of the Civic Centre we have attracted larger audiences whose contributions have led to more interesting and useful debate.

Areas for Improvement

The themes set this year were very broad and although the panel received excellent briefings on a wide range of issues there was often not enough time for effective scrutiny to take place at a more detailed level. It is felt that next year we should make sure that the themes are more tightly defined and that there are more opportunities for more detailed review.

Although we have had some success in raising the profile of the Panel and encouraging greater public involvement, we would like to involve even more local people, particularly younger residents ones and more representatives from local organisations and the council's partners.

FUTURE WORK PROGRAMME

It is likely that the panel will make greater use of the working parties in its scrutiny work, during the coming year.

It is also thought that the work of the Panel next year will focus on some of the outcomes from the Joint Area Review and the Comprehensive Performance Assessment.

The following issues will also be put forward for inclusion in next year's work programme: -

- The Library Plan
- Specialist input into mainstream schools

The following issues will be carried over from this year:-

- Extended Learning

THANKS

Members would like to thank the support officers for their work and also those people who have attended our meetings and contributed to the debate.

Annual Report from Environment, Parks & Amenities Scrutiny Panel 2005/06

PANEL MEMBERSHIP

- Councillors Edward Smith (Chairman)
- Councillor Yasemin Brett (Vice Chairman)
- Councillor Christopher Andrew
- Councillor Chris Bond
- Councillor Annette Dreblow
- Councillor Norman Ford
- Councillor Alex Mattingly
- Councillor Terence Smith

PANEL SUPPORT OFFICERS

Mike Ahuja (Leader Support), Matt Clack (Support), Pauline Bagley (Scrutiny Secretary)

INTRODUCTION

At the start of the municipal year the Environment, Parks and Amenities Scrutiny Panel underwent some extensive alterations, with personnel changes in the roles of Chairman, Support Officer and Scrutiny Secretary. It was agreed to avoid lengthy reviews and instead consider areas where immediate benefit could be found. The Panel has achieved significant improvements in partnership working, in particular helping the public engage with the Police. It is intended that this approach remain as broad support has been received from both the Panel Members and the public. The items scrutinised during the year have been:

- Enviro Crime Unit
- M25 major works to the Holmesdale Tunnel (June/September/February)
- Safer Neighbourhood Parks Unit
- Cemeteries/Grave Space (June/September)
- Abandoned/Un-taxed Vehicles (June/September/February)
- LPSA environment targets (September/April)
- Statement of Community Involvement (September)
- Transporting People Action Plan (September/November)
- Parks Investment Programme (November/April)
- Tree Strategy (November)
- Budget Consultation (December)
- Street Lighting PFI (December/April)
- Licensing/Drinking Controlled Areas (February)
- Highway Maintenance Programme (February)
- Byelaws (February)
- Trading Standards/Fireworks (April)

New work to be started includes:

- Recycling credits and waste levies

- Income from Utility companies undertaking works on the highway/Working within Legislation
- Relationship with the Enfield Strategic Partnership
- North London Waste
- Traffic Management

ACHIEVEMENTS

(a) Monitoring and Improving Service Performance, Council Policies and Procedures, Holding the Executive to Account

Environmental Crime Unit (June)

The Panel unanimously welcomed the introduction of a new Enviro Crime Unit during the early part of 2003 and has been regularly monitoring their activity since it became fully operational in October of that year. One of the main areas of public concern is in respect of abandoned and untaxed vehicles. There remains major activity in this area with some 6,500 vehicles being reported in the year ending December 05. Evidence that effective enforcement has reduced the level of abandoned vehicles in the borough is demonstrated by the numbers reported. (figures have dropped from a high of over 15,000 reported in 2002 to 6,500 last year)

Transporting People Action Plan (September/November)

Following the Audit Commission's inspection of the Council's Transporting People Services, the Panel reviewed the action plan drafted to address the inspectors' concerns. The Lead Officer assisted in finalising the review plan, and the Panel then highlighted their concerns at a formal meeting. It was agreed that a Joint Scrutiny Panel be set up to monitor and assist the action plan- comprising of Members from the Education, Skills and Leisure, Social Services and Environment, Parks & Amenities Panels. This was agreed by OSC in January and will start meeting in the new municipal year.

(b) Engaging and Involving the Local Community

Update on the work to the Holmesdale Tunnel (June/September/February)

Although the work to the tunnel falls within the remit of the Highways Agency, both Councillors and the public continually raise concerns about the adverse impact these works will have on people living near the M25. There were regular updates during the year culminating in a presentation DVD from the Highways Agency, followed by a question and answer session with a representative from Costain (the contractor) and Officers of the Council. Feelings ran high, particularly over possible traffic gridlocks occurring in the vicinity of Junction 25 and the lack of local signage. The Panel made recommendations to Cabinet in respect of the need for local signage and this was considered at a meeting in March. The outcome of this was that whilst Cabinet decided not to erect local signage they agreed to receive regular updates on the traffic implications caused by the works.

Safer Neighbourhood Parks Unit (June/September/February)

The Panel was instrumental in advocating the review into the parks staffing structure, roles of the park rangers and the implementation of a new focus. The role of the newly formed Parks Unit centres on enforcement and a regulatory function

ensuring that byelaws are adhered to and other legislative regulations are upheld. This Unit was formed during the summer of 2005 and the CPSOs are carrying out a proactive role within the parks with intelligence led deployment. Performance figures to date show a high level of activity such as Stop and Accounts, intelligence reports, Fixed Penalty Notices, arrests, verbal warnings, detentions and seizure of scooters. The Unit will soon be enforcing even more No Drinking Zones as subject to statutory consultation, these zones will be extended to cover all parks and open spaces, as well as areas around train and underground stations throughout the borough.

Statement of Community Involvement (SCI) (September)

Cabinet referred consideration of the draft SCI to the Panel in July 05 after a statutory six-week consultation period had expired. A special meeting was arranged, with comments invited from Councillors and residents. The document asked partners, voluntary organisations and the public how the Council should consult on its Local Development Framework and on planning applications. The meeting facilitated views to be aired, and the report was then finalised to include these issues and was adopted at full Council.

Parks and Open Spaces Byelaws (February)

The Panel has recently been consulted about proposed new byelaws. The present byelaws are old and difficult to administer and enforce and many of the sites in the Borough are not covered in the schedule. The byelaws therefore needed to be reviewed and updated. Although the Police already had sufficient powers, the byelaws would prove helpful to the Parks Unit in their work. Discussion at the meeting was lively with genuine interest from residents and Friends of Parks groups feeling well engaged.

Application to become a Fairtrade Borough (February/March)

It was agreed at a full meeting of the Council to consider whether Enfield should work towards accreditation to become a Fairtrade Town. To this end, a working group was set up and included three members of the Panel and Councillor Cole – the original proposer at Council.

This working group called upon the expert knowledge of partners from Enfield Civic Society Forum and UNA-UK with a view to raising the profile of Fairtrade and to have input into the information gathering by the working group. The working group hopes to 'make the case' for accreditation, and a report will be considered by Full Council early in the new municipal year.

An awareness-raising event was organised to take place in the new library in Oakwood on 18th March. This event proved very successful, with approximately 50/60 (adults and children) visiting the event (which lasted two hours), tasting the tea, coffee and juice, finding out more about Fairtrade and looking at the fair-trade products that could be purchased. In addition to Enfield Civic Society forum, organisations making a contribution to this event included Marks and Spencers, Traidcraft, Sainsburys and Oxfam.

The event was also attended by several Councillors, including David Burrowes, MP for Enfield Southgate.

REVIEW OF THE SCRUTINY PROCESS

Areas that worked well

It is felt that the Fairtrade Working Group has worked particularly well for the following reasons :

- Referred by full council
- Cross Party working
- Co-option of a member not on the Panel
- Working with partners from the Enfield Civic Society and UNA-UK
- Engagement with the public

Areas for Improvement

The process for setting this year's Work Programme took some time to complete and it is hoped that this will be addressed next year by the implementation of a programme-setting "away day", in which Panel Members will receive information on the range and restrictions of the various items due to be considered.

FUTURE WORK PROGRAMME

- M25 Update
- Medium Term Financial Strategy & Budget Proposals
- LPSAs and LAAs
- Parks & Open Spaces
- Parks Investment Programme
- Abandoned/Untaxed Vehicles
- Licensing/Drinking Control Zones
- Fireworks Campaign
- Enviro Crime Unit
- Footway & Carriageway Investment Programme
- Street Lighting PFI
- Relationship with ESP
- North London Waste
- Traffic Management (potential Joint Scrutiny with Special Projects)

THANKS

The Chairman and Panel members expressed their thanks to officers who had supported the Panel's work throughout the year, officers and partner organisations who had provided reports and attended the meetings, and the public who had shown an interest and made a contribution on a wide range of topics.

Annual Report from Health Scrutiny Panel 2005/06

PANEL MEMBERSHIP

- Councillors Ann Zinkin (Chairman)
- Councillor Christiana During (Labour Lead)
- Councillor Kate Anolue
- Councillor Anne Marie Pearce
- Councillor John Egan
- Councillor Irene Richards
- Councillor Eleftherios Savva
- Councillor James Steven

PANEL SUPPORT OFFICERS

Lead Support Officers: Mike Ahuja / Claire Johnson; Support Officers: Linda Leith/Sue Cripps and Scrutiny Secretary: Jayne Bott.

Issues scrutinised during the year have included:

Items continued from the previous year:

Dentistry Working Group (Childrens Health) (December 2005)
GP Out of Hours (December 2005)
Healthy Hospitals (2005/2006)
Healthy Starts, Healthy Futures (2005/2006)
MRSA (November 2005)
Phlebotomy Services (July 2005)
Stroke Services Review (March 2006)
Teenage Pregnancy (December 2005)

New Issues:

Alcohol (October 2005)
Dental Services – Contracts (March 2006)
Provision of School Meals (July 2005)
Public Conveniences (March 2006)
Annual Healthcheck (October 2005 & April 2006)

ACHIEVEMENTS

Dentistry Working Group

Following the Health Scrutiny Panel meeting on 10th February 2005, a series of joint meetings involving the Community Dental Service of Enfield PCT, Education Officers, Health Scrutiny Officers and Councillors were held to look at ways of improving the oral health of young children in the N9/N18 area.

The aim of this N18/N9 project was to work through parents to help reduce the risks of oral disease in young children by:-

- a) Giving advice on prevention
- b) Enabling early intervention for existing disease, by alerting parents to impending dental crises.

A meeting will be arranged with volunteer parents to get direct feedback about the project. Clinical evaluation of the project using dental epidemiological surveys will start from 2007/8.

Healthy Hospitals

The Health Scrutiny Panel has been scrutinising the Healthy Hospitals engagement, and will continue to scrutinise the consultation process. There have been six meetings since November 2005 between the Chairman, the whole Panel, Officers of the PCT and Hospital Trusts to raise public concern regarding the hospital reconfiguration and in particular the possible closure of A&E. The Health Scrutiny Panel is also part of a Joint Scrutiny Committee with Barnet and Hertfordshire, which will review the proposals when they are submitted.

The Chairman of the Health Scrutiny Panel submitted the following motion, which was accepted at full Council on the 9th of November 2005:

'Enfield Council is opposed to any closure of the A&E Service at Chase Farm Hospital and believes high quality health provision should continue to be provided and enhanced.

We urge the trust to recognise the strength of feeling and give an early public undertaking that the A&E Service at Chase Farm Hospital will be retained.

We call upon Joan Ryan MP for Enfield North to lead a delegation to the Secretary of State for Health, to include our other MPs, representatives from the Council and Irene Wilson of the Willow Residents Association.'

Stroke Services (involving the following additional support - Co-optee: Jean Calvert & Advisor: Sheila Macleod)

This detailed review started in January 2005. The working group produced its conclusions and recommendations in a report on the provision of stroke services in the Borough and felt that :-

- There were significant shortfalls in every area of stroke services in the Borough.
- There was no evidence of a co-ordinated Borough strategy.

The Health Scrutiny Panel has made a number of recommendations that the PCT and Hospitals should consider in order that Enfield residents who suffer from Strokes are given the best opportunities for recovery.

Teenage Pregnancy

The Panel had a good look at Teenage Pregnancy, and submitted a report to Cabinet. The recommendations the Health Scrutiny Panel have made address improvements to existing services, and development of services to engage with Parents and young people.

One of the key recommendations is for the Primary Care Trust to extend service provision to young people at Town Clinic, this will enable the service that is currently oversubscribed to be more accessible to young people who need it.

The report recognises the significant success of Education, Childrens Services & Leisure and Schools of keeping students recorded as young mothers in Education and achieving exam results.

The Health Panel further recognise that the Primary Care Trust, Council and other partners can offer accessible services and advice, but that it is ultimately the decision of the young people if they take account of this.

Therefore whilst the panel recognises the work that has been done in reducing teenage pregnancy, this still remains a challenge.

At the time the review was being undertaken delays in national data timelines meant the only figures available were from 2003 which made any evaluation of the strategy difficult.

The report recognises the work of the 4YP service and the panel and I feel sure Cabinet will be pleased to know that latest figures show an 11% reduction in teenage pregnancy. This is an indicator that the strategy is working.

REVIEW OF SCRUTINY PROCESS

Areas that worked Well

The Panel has continued to develop an understanding of local health issues, through presentations, meetings with health professionals, and visits to see services in action.

The panel has engaged in serious discussion prior to each Health Scrutiny Panel meeting enabling them to ask searching questions with regard to the concern felt by the panel and the public on subjects that are both complex and emotive.

The Panels work programme focuses on issues that affect all residents, and will continue to focus on issues where there is strong public concern, and where the scrutiny process can make a difference.

Areas for Improvement

The Panel will continue to encourage greater public participation by scrutinising subjects of importance to the community, and by holding meeting sessions in venues away from the Civic Centre.

FUTURE WORK PROGRAMME

The Panel will decide items for the next Health Panel work programme at a workshop in June 2006.

Annual Report from Housing Scrutiny Panel 2005/06

PANEL MEMBERSHIP

- Councillor Achilleas Georgiou (Chairman)
- Councillor Lee Chamberlain (Vice Chairman)
- Councillor Gregory Antoniou
- Councillor Jonas Hall
- Councillor Denise Headley
- Councillor Francis Ingham (May -December 2005) replaced by Councillor Tony Dey (December 2005)
- Councillor Eric Jukes
- Councillor Ahmet Oykenner

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Co-opted Members (Non Voting)

- John Dolan & Carol Moore (Federation of Enfield Community Associations (FECA))
- Mark Hayes (Christian Action Housing Association)

PANEL SUPPORT OFFICERS

John Austin (Lead Support Officer), Colin Pullen (Support Officer) and Penelope Williams (Scrutiny Secretary).

ACHIEVEMENTS

(a) Monitoring and Improving Service Performance, Council Policies and Procedures, Holding the Executive to Account

The Scrutiny Panel received information and reports on the following issues which enabled them to monitor and make recommendations on the work of the services involved.

Anti-Social Behaviour Review

Last year the panel had set up a working group to consider the issue of anti social behaviour on housing estates. A report was produced and presented to Cabinet in July 2005. It contained 13 recommendations; all of which were accepted. Therefore the Panel were pleased to see that additional funding was provided in the 2006/7 budget for the neighbourhood warden scheme and the youth outreach team both of which had been recommended in the review.

The recommendations have made a real difference to the co-ordination, control and monitoring of anti social behaviour incidents and issues. There has also been a real improvement in the way that the relevant Council departments and community partners have worked together to provide and deliver a more responsive, effective and efficient service.

At their February meeting the Panel was updated on the implementation plan based on their recommendations. Considerable progress has been made to both deliver and to consolidate the recommendations.

Repairs and Maintenance

This had been the subject of two recent inspection reports, a best value review and an external review from the Audit Commission. The Panel looked at how the recommendations from the two reports were being implemented. A key outcome was the setting up of a Repairs and Maintenance Centre on the Claverings Industrial Estate which is due to open in April 2006.

Homelessness

The panel received a report from the Homeless Persons' Team setting out the work being done to meet government targets on homelessness. The team had been very successful in meeting the targets and reducing homelessness. Following the presentation it was agreed that an update sheet containing a suite of information for councillors would be provided, on a quarterly basis, so that they could check progress on the issues.

ALMO

The panel were kept up to date on the progress being made in setting up the Arms Length Management Organisation that will take over the running of the Council's landlord service from April 2007. They received reports on the development of the ALMO bid and the impact that its implementation would have not only on housing services itself but also on the Council as a whole.

Caretaking and Grounds Maintenance

A lively discussion attended by over 15 tenants and residents was held on the outcomes from the Fundamental Services Review into the Caretaking and Grounds Maintenance Service.

Information was also provided on the weekly estate inspection process led by Councillor Dey, involving a programmed series of visits around the borough picking up on issues such as decoration, graffiti, litter, damage and repairs and the general appearance of the estates.

Residents raised some concerns about changes to the estate management service, which they felt had been brought in without consultation. Following the panel's intervention, this issue was raised with Housing Management and the Cabinet Member for Housing, information was placed in Housing News and residents were assured that they could take part in reviewing the impact of the changes.

Tenant/Leaseholder Participation and Involvement

Concerns were raised about tenant involvement and the lack of opportunities for tenants and leaseholders to influence service delivery on Council Housing Estates. Tenant and leaseholder satisfaction ratings also needed improving. These concerns led to the Panel setting up a working group to review tenant involvement and to examine the ways in which Housing Services engaged with their tenants and leaseholders. The review was completed in March and recommendations were made. These included:-

- That more publicity be given to the results from estate inspections and on the progress of the works being carried out as part of the capital maintenance programme.
- That any consultation exercises should start early and more feedback be given on the issues raised and what was done in response.
- That tenant involvement should be assessed every six months against recognised Key Lines of Enquiry (KLOES) to enable progress to reaching two star status to be tracked.
- Focus groups involving estate managers, housing staff (including the tenant involvement unit) and tenants/leaseholders should be set up to discuss estate and borough issues.
- The role of the Community Partnerships should be reviewed.

They also felt that tenant involvement should become an integral part of service improvement plans. Informal contact with tenants/leaseholders should be developed and that all these recommendations be incorporated into the Resident Involvement Strategy which was currently being put together by Housing Services.

Contract Letting

The Panel monitored the implementation of the recommendations from their review into Contract Letting - the processes for awarding housing contracts: Cabinet had agreed the 4 recommendations. The recommendation on post tender negotiations was fed into an officer review of contract procedure rules and the Council agreed revised contract procedure rules on 22 February 2006.

Key Worker Housing

The Panel received a report on the initial findings from some research being carried out by the Housing Policy Team into the needs and provision of key worker housing in the borough. A need for more family sized housing was identified. It was suggested that the Council should use the Local Development Framework to shape planning policy and encourage the building of larger homes.

Budget Consultation 2006/7 & Rent Setting

The Panel discussed the Council's consultation document on the 2006/7 budget and the rent setting for that year. They expressed concerns about the proposed rise in fees for home meals, home care and community alarm. These were passed on to Overview and Scrutiny and included in the overall scrutiny response on the budget.

Adaptations and Accessible Housing

At the last meeting the Panel were presented with a position statement detailing the number of residents in both the private and public sector living in unsuitable housing which either needed adapting or making more accessible.

A new Community Housing and Adult Social Services service had been created which brought together various teams (from housing, social services and environment) involved in the provision of adaptations and accessible housing. This had led to some improvements particularly in the provision of occupational therapy in the public sector adaptations team. An independent review of Enfield's Adaptation Policy and Practice had also been carried out.

The Panel asked to receive further updates to enable them to monitor service performance, improvements in target setting, and in communication with clients.

Affordable Housing

The Panel received a report setting out the measures being taken to provide and encourage the provision of affordable housing in the Borough. The report outlined the different ways this could be done which was mainly through registered social landlords who made use of social housing grants, cash in lieu payments, discounted or free land. The Council also provided affordable rented units for vulnerable people and key workers.

The Panel questioned the number of properties being built in high-risk flood areas and asked that the Environment Parks and Amenities Panel and the appropriate Cabinet members consider this issue in more detail.

Black and Minority Ethnic (BME) Strategy

The Panel received an update on the development of a Black and Minority Ethnic strategy. They noted that the BME Strategy Group was concerned about the lack of Council resources and involvement in this area and that there was a need for a more joined up approach involving housing associations, the BME community, the Enfield Strategic Partnership and other interested groups.

They agreed a recommendation to consider this issue in more detail next year and to ask the Enfield Strategic Partnership to consider how the development and implementation of the BME Housing Strategy can link into its other areas of work.

Comprehensive Development Initiative (CDI)

The Panel continued to monitor the implementation of the Council's Comprehensive Development Initiative whereby unused garages and parking areas are being developed to provide additional social housing.

Community Halls

Concern had been expressed about the fate of some of the community halls owned by the Borough. The Panel requested and received a briefing report on the work being done to assess the viability of each hall including cost benefit analyses and on the production of the community halls strategy.

(a) Engaging the Community

Tenants, residents and leaseholders regularly attended panel meetings as well as representatives from local tenant, residents and leaseholder associations, and from FECA (the Federation of Enfield Community Associations). The Panel had also co-opted representatives from FECA and Christian Action Housing Association onto the panel.

All attendees played an active part in the meetings, questioning and challenging the officers providing housing services as well as raising issues for discussion.

REVIEW OF SCRUTINY PROCESS

Areas that Worked Well

The Panel has been successful in having its recommendations from the Anti-Social Behaviour Review accepted by Cabinet. The work carried out together with the actions arising out of the Anti Social Behaviour Fundamental Services Review has

had a real impact on reducing the incidence of anti social behaviour on housing estates. Colin Pullen (Support Officer) through discussions with individual services and departments ensured that the recommendations were followed through.

The review into tenant/leaseholder involvement had worked well and the recommendations would be referred onto Cabinet in the new municipal year. It is hoped that the implementation of the recommendations would encourage more tenants/leaseholders to take a more active role on the estates and to help improve the efficiency and effectiveness of the services provided to them.

The Panel worked well with partners in the housing sector to resolve issues of concern including the recent problems arising from the changes to the estate management service.

Areas for Improvement

For the next municipal year we are proposing to hold a half-day session for all members of the Panel to enable them to plan the 2006/7 work-programme. It will be important that we focus more on outcomes as well as on monitoring service performance so that the panel can make more of a difference.

FUTURE WORK PROGRAMME

Items to be put forward for consideration as part of next year's programme

- Resident Involvement Strategy and Action Plan.
- Supporting Enfield Homes (ALMO) in their bid to be at least a 2* service.
- Facilities for Young people on housing estates.
- Neighbourhood warden scheme.
- The progress that is being made towards meeting the Decent Homes Standard, a target set by the Government for 2010.
- Housing Mobility.
- Further reports on Adaptations and Accessible Housing (including target setting, performance monitoring and communication with clients).
- Implementation of the Black and Minority Ethnic Strategy.
- Monitoring recommendations from the Tenant/Leaseholder Involvement and Anti-social Behaviour Reviews

THANKS

The Chairman wanted to thank all members, co-opted members, officers and the public for their support and contributions to the Panel over the year.

Annual Report from Social Services Scrutiny Panel 2005/06

PANEL MEMBERSHIP

- Councillors Pamela Adams (Chairman)
- Councillor Hyacinth Sandilands (Vice-Chairman)
- Councillor Annette Dreblow
- Councillor Eric Jukes
- Councillor Christopher Cole
- Councillor Eleftherios Savva
- Councillor Doug Taylor
- Councillor Ann Zinkin

PANEL SUPPORT OFFICERS

John Austin (Lead Support), Matt Clack (Support) and Jayne Bott (Scrutiny Secretary).

ACHIEVEMENTS

(a) Monitoring and Improving Service Performance, Council Policies and Procedures

Recruitment & Retention of Social Workers

We have received reports considering the current issues facing both Adult and Children's social workers, and held a public meeting to discuss the implications. The meeting was well attended by staff of all tiers. The Deputy Leader, the Cabinet Member for Social Services, the Chief Executive and relevant directors were present to hear all views. The item highlighted the social workers' commitment to Enfield and motivation during difficult times, and the problems experienced with high turnover and increasing numbers of agency staff.

Following the review a report was sent to Cabinet recommending a clear strategy for future recruitment and retention policies for qualified social workers. Cabinet have now agreed this, and work will continue in addressing the issues outlined in the report.

Home Meals

We set up a working group following changes to the provision of home meals. This now oversees the work being undertaken by the Procurement and Purchasing, Monitoring and Review (PMR) Teams in developing a new service for users. The working group is fortunate to have co-opted individuals from a variety of community groups to offer a local perspective and relevant advice.

The working group has been particularly encouraged by the progress made in the joint working with the London Borough of Barnet. A joint specification has been formalised and tender activities are being finalised. Following suggestions from the working group a Statement of Involvement was drafted and signed by the relevant Assistant Directors for each Borough, outlining their commitment to the joint

initiative. Once complete it is believed that this will be the first example ever of a joint borough provision of home meals.

Home Based Support Services (Homecare)

Following the conclusion of work in the Homecare Working Group (in April 2004), it was agreed that quarterly updates on the contract and complaints procedures be received by the Panel. This gives the PMR Team an opportunity to report back publicly on the progress in the innovative actions they have taken.

The transfer from the old to the new contractors proceeded very smoothly given the size and scale of the operation, and the numbers of people involved in home care. The PMR team worked in tandem with the contractors to ensure a safe and appropriate transfer. One of the major priorities was the complaints process, and the implementation of the agreed amendment to allow the contractors to handle complaints at stage 1 of the complaints procedure. We have noted that, since transferring to the new providers, PMR were confident that the contractors were managing Stage 1 complaints adequately.

The Panel was grateful for the opportunity to contribute to the recent successful developments, and felt the chance to publicly highlight Council achievements was valuable. We will continue to monitor this important service.

Inspection Feedback- CPA & JAR

We have found it particularly helpful to receive the findings of recent inspections, especially as recommendations and issues being reviewed by the Panel often cut across the remits of the Departments concerned. The Assistant Director for Children & Families presented the findings of the Joint Area Review (JAR), a new inspection that unites the various assessments of service delivery for children. We also received a broad report that considered the Scrutiny implications from the Comprehensive Performance Assessment (CPA), which highlighted the success of the Scrutiny function in Enfield.

Adoption & Fostering

We looked at the findings of the first inspections for both the Adoption Service and the Fostering Service- as new assessments it was of particular use that we received early feedback and the public attendees were grateful to receive this. The presentations outlined staffing arrangements, highlighted areas for improvement and user feedback. From the presentation on Fostering a further area of interest (looked after children placed out of the Borough) arose, and will now be considered in the new municipal year.

Children & Young People Working Group

Initially called the 'Respite Care Working Group', the group's focus was divided into 2 areas. The first of these focused on children and young people as carers and the second on adults. This has initially allowed greater concentration on the issue of children and young people as carers. The working group comprises of Councillors, Council officers and co-optees from local community groups involved in youth and carers' issues. The group have completed some invaluable work, mapping the current provision of care by community groups and young individuals in the borough, which has been used to open a dialogue with local schools about their processes for identifying young carers and their responsibilities in supporting them.

At their meeting on the 8th December 2005 3 young carers attended to give personal accounts of the sort of problems they face. The group have also completed some site visits to local respite care providers (Waverley school, CAPAG and Dazu), which will help to form the basis of their report. The group intends to continue identifying specific issues whilst considering ways in which the lives of young carers and their families can be improved.

Telecare

Following technological developments in assistive care we received a presentation on the 'Telecare' services for adults. The presentation attracted significant interest from voluntary groups and the public, all of whom were grateful for the opportunity to comment. We also agreed to a site visit to see how the new technology worked, including Members of the Health Scrutiny Panel and the Cabinet Member for Social Services. This will take place in the new municipal year.

(b) Holding the Executive to Account

Budget Consultation

Our Panel, together with the Fairer Charging Working Group, raised concerns during the annual budget consultation process. This drew together a package of recommendations around changes to the provision of social services in Enfield (such as Supporting Independent Living, Community Alarm and administrative support available to the Children and Families Leadership Team).

Of particular concern was the proposal to remove all subsidies from the provision of home meals, as it was felt this would have great adverse effects on the users of this service, usually vulnerable residents. Through the Overview & Scrutiny Committee, we effectively challenged this proposal and as a result Cabinet subsequently agreed to retain the subsidy for home meals. Successes were also made in opposing changes to saving in the administrative costs in the Children and Families Leadership Team.

Fairer Charging Working Group

The Working Group has been meeting throughout the year to discuss the Fairer Charging policy adopted by the Council, and it's potential impact on service users. The Working Group includes Councillors, Council officers and representatives from the Community. These residents were included at all stages of the work and regularly attended meetings. The Group's final recommendations were fed into the Council's Budget Consultation Process. We will continue to lobby for a more equitable national charging policy and work within the local community groups to improve the situation for Enfield residents.

Social Services Income Collection & Debt Write-Offs

The Panel receives quarterly updates on the Council's position regarding income collection and debt write-offs for social services users. The Invoicing and Debt Recovery Team transform highly detailed monitoring information into approachable reports for the Panel's consideration. In 2005/06 they are striving to collect 100% of in year debt, which has not previously been achieved in Enfield. Accounting and targeting has also now improved, the latest report to our panel outlined that in September 219 accounts had not yet been clarified – there are no accounts in this category now.

(c) Engaging and Involving the Local Community

A number of the issues outlined above have been reviewed within Working Groups. We find these particularly effective in engaging the local community, especially the Voluntary & Community Organisations and expert witnesses. Representatives from key stakeholders play an equal part in the reviews and provide valuable contributions, guidance and links to service users. The Panel has been particularly pleased to be working with partners from the London Borough of Barnet (through the Home Meals Provision working group) and the private sector providers of home-based support.

The Panel itself attracts attendance from Voluntary & Community Organisations and members of the public, who are encouraged to be actively involved. Members of this Panel have welcomed their comments and encouraged questions from those in attendance.

REVIEW OF THE SCRUTINY PROCESS

Areas that worked well

- Influencing Council Policies - the Recruitment & Retention of Social Workers was particularly effective, as it included a broad range of staff from a variety of levels who were all grateful for their opportunity to be involved. Cabinet have now agreed to develop a clear strategy for the recruitment and retention of qualified social workers to resolve the problems being experienced.

The Home Meals Working Group is not only effectively engaging with community representatives but is having active involvement in the current innovative activities in these new contracts.

- Updates - the Panel continues to receive useful monitoring reports and update information from a variety of sources, giving the public an accurate view of current service provision. Home based support services, Telecare, LPSA Target progress and Income Collection & Debt Write-Off all gave members of the public an opportunity to ask questions and receive data on areas of particular interest.

The Panel also received updates on recent inspection reports findings- such as the CPA, JAR, Adoption and Fostering services. These gave a keen perspective of how external assessors gauge our performance.

- Engaging with Partners - we have made strong connections with local groups involved in the provision or receipt of social services. Through the 3 working groups we have involved voluntary organisations, service users, local providers (including the three youth carers who attended the Children & Young Carers working group) and active individuals.
- Holding the Executive to Account- not only were the Panel able to influence Cabinet's approach to recruiting and retaining Social Work staff with their recent recommendations, but were also successful in challenging aspects of the Council's budget during the Budget Consultation process.

Areas for Improvement

Whilst we are pleased with the outcomes of the reviews undertaken by the Social Services Panel this year, improvements can be made in how we track and monitor developments achieved by our outcomes. Scrutiny broadly needs more effective mechanisms to ensure recommendations are fully implemented, as the role of Scrutiny should not end when the final report is agreed. It is our understanding that this has been highlighted through the Best Value Review of Scrutiny, and it is hoped that reporting issues will be addressed.

We have completed several service visits (through reviews such as the Children and Young Carers working group and the Transporting People Joint Scrutiny Commission), which have been of great use. It is hoped that these will be incorporated into more reviews next year, as the opportunity for experiential learning are broad and valuable

FUTURE WORK PROGRAMME

Items rolled-over:

- Looked After Children
- Implementation of the Disability Discrimination Act

Monitoring Items/Updates to be received:

- Social Services Income Debt Collection & Write Off
- Supporting People initiative
- Home Care
- Child Protection
- Adoption & Fostering
- Recruitment & Retention

Working Groups:

- Fairer Charging
- Children & Young Carers
- Home Meals Provision

Any further items will need to be agreed by the new Panel.

THANKS

The Social Services Scrutiny Panel Chairman wishes to thank all Panel Members, co-optees, the Voluntary and Community Groups involved, Jayne Bott and the Democratic Services officers who supported the Panel and Working Groups, John Austin, Matt Clack and all other officers who assisted in the smooth running of the Panel this year.

Annual Report from Special Projects Scrutiny Panel 2005/06

PANEL MEMBERSHIP

- Councillors Del Goddard (Chairman)
- Councillor Robert Hayward (Conservative Lead)
- Councillor Bambos Charalambous
- Councillor Pamela Adams
- Councillor Martin Prescott
- Councillor Terry Smith
- Councillor Eric Jukes
- Councillor Andrew Stafford

PANEL SUPPORT OFFICERS

Lead Support Officers: Alison Trew / Keith Mountifield and Scrutiny Secretary: Pauline Bagley.

Issues scrutinised during the year have included:

- Review of the Council's relationship with the Voluntary and Community Sector
- Fundamental Service Reviews:
 - Customer contact with the Council
 - Anti-social behaviour
- Enfield Town Phase 2 development
- Edmonton Green development - Leisure Centre and toilet facilities
- Emergency planning
- Voluntary sector lettings policy
- Age discrimination – Age Positive status
- CCTV implementation
- Local Public Service Agreement – monitoring targets
- Corporate Performance Assessment
- Budget consultation

ACHIEVEMENTS

Review of the Voluntary and Community Sector in Enfield

Council referred this review to the Special Projects Scrutiny Panel in early 2005. In June 2005 the Special Projects Scrutiny Panel established a working group to undertake the task. This group met five times and heard evidence from a wide range of officers and representatives of the Voluntary and Community Sector (VCS). The group also considered evidence from leading national and government agencies.

Given the wide remit of this Scrutiny Review, the working group took the view that their efforts should focus on establishing a broad overview of the topic. A consultant, Jeanette McCulloch, was employed to provide extra resources and to give an external perspective to the review.

A consultation event to consider the draft report was arranged at Community House on 17th January 2006, attended by approximately sixty representatives of the VCS, four Councillors from the Special Projects Scrutiny Panel and various Council officers.

The Special Projects Scrutiny Panel signed off the final version of the report on 2nd March 2006. Cabinet considered the recommendations at the meeting on 22nd March 2006 and Council agreed the report on 29th March 2006. In the new municipal year, a detailed action plan will be developed identifying the actions and resources required to deliver the report's recommendations.

Special Projects will maintain an interest in the report and monitor the implementation of the action plan

Age Discrimination / Age Positive

The Special Projects Scrutiny Panel hosted an age diversity forum in June 2003. Following this Special Projects proposed that, as the largest employer in the Borough, the Council should provide a lead for local employees in promoting the employment of older people; undertake an age audit of all people management and training policies; regularly monitor the age profile of the workforce and consider the adoption of more flexible working practices.

In October 2005, Tim Strong, Assistant Director, Human Resources reported to Special Projects Scrutiny Panel that Enfield had become the first London Borough to be accredited as an Age Positive Champion by the department of Work and Pensions. The Council is now being invited to write articles and participate in promotional conferences and campaigns.

Initiatives the Council has implemented to achieve this award include: a review of policies to make specific reference to the unacceptability of age discrimination; elimination of the use of age limits and age ranges in job advertisements; training managers in anti-discriminatory practice.

As a result, the Council has employees ranging in age from 16 to 80. 113 employees across a diverse range of occupations have opted to work beyond the usual retirement age of 65.

The Panel will continue to maintain an interest in age issues and will aim to ensure that the Council considers and implements new legislation and initiatives.

Customer Contact with the Public Fundamental Service Review

Monitoring of the development of the Customer Services Strategy and the resulting action plan has continued. There has been considerable interest shown by both members and the public who have voiced their opinions and made suggestions for improvements to the Council's approach to customers.

Members visited the Customer Services Centre and were shown round and received a presentation on the facility by the Head of Customer Services. They found this very interesting and it helped bring the work they were undertaking to life.

The panel will receive progress updates on the Customer Service Strategy Action in the new municipal year and will visit the first of the Council's Access Centres in Ponders End when it opens.

Enfield Town and Edmonton Green Developments.

Progress on the two major town centre developments has continued to be an important agenda item on the Special Projects Scrutiny Panel agendas with members, residents and representatives of Enfield Business Retailers Association seeking information and raising concerns.

The major concern around the Enfield Town development has centred on the problems of traffic flow and delays and the reduction in parking. The Panel has ensured that officers liaising with the contractors and Transport for London have conveyed these concerns and sought solutions.

Discussions on the facilities to be included at the new Edmonton Green Leisure Centre continued for the first part of the year and the Panel requested that the Sports and Recreation manager ensure that interested parties be included in any meetings to discuss the issue.

The other major concern about the Edmonton Green development has concerned the provision of a 24-hour, 7 days a week public convenience in the vicinity of the new bus station. Strong representation has been made to the developers and Transport for London, but as yet the outcome of these representations is not known.

REVIEW OF THE SCRUTINY PROCESS

Areas that worked well

Visits to facilities such as the CCTV Monitoring Centre and the Customer Service Centre have added a new dimension to the panel's work and members have appreciated being able to see services at work.

The working group approach to the Voluntary and Community Sector Review, which also included meetings away from the Civic Centre worked well. This approach and the involvement of an external consultant enabled the Panel to receive a more comprehensive and relevant report.

Areas for Improvement

The continuing volume of referrals of work to the Special Projects Scrutiny Panel from the Overview and Scrutiny Committee and, in some cases, from Council, reduce the opportunity for members and the public to add issues to the Panel's work programme that they would wish to be subjected to scrutiny. This may generate a lack of ownership of the work programme and also make it seem to have a scattergun approach. The issue of volume needs to be considered either by increasing the resource available to this panel given the significance of its remit or it is accepted that its scope should be reduced.

FUTURE WORK PROGRAMME

Several items have already been identified as part of the Special Projects Scrutiny Panel work programme. These include:

- Pay and Display parking arrangements
- Regeneration / Sustainable Communities
- Council energy efficiency plans
- Freedom of Information update
- Monitoring of the Voluntary and Community sector review action plan and scrutinising those other areas of work on the Voluntary and Community and Social Enterprise Sector not covered in Phase 1.

THANKS

The Panel would like to thank everyone involved in their work over the year for their efforts.

Joint Scrutiny Commission – Transporting People 2005/06

During 2003/04 the Overview and Scrutiny Committee set-up a Transport Commission to look at the potential for providing a more joined-up approach to transport services for vulnerable members of the community. This continued to meet in order to complete its review during 2005/06.

The review included Transport Services provided by the Council, Voluntary and Community Groups, Statutory Partners and the Private Sector. (The Commission did not cover public transport).

Work of the Commission

Transport has always been a difficult area to review, and this scrutiny review has proved no different.

With such a range of transport providers, with different criteria for use, a joined-up approach to working was not always possible. However, the community groups have found this review to be an excellent opportunity for networking, and some real joined-up working has developed as a direct result of the commission, with regard to recruitment of volunteer drivers.

Two meetings were held to discuss the issues that both the providers and users of the service had. These were deemed to be well attended and productive. The meetings emphasised the large number of residents helped by these services, and the huge contribution made to the community wellbeing, as highlighted by the personal statements of some users who attended the meetings.

Member Investigations

Following the Public Meetings it was felt that the Commission would benefit from some first-hand observations by a selection of councillors. Trips with Community Transport Providers were then arranged, across the broad spectrum of groups within the borough.

In total 4 groups were visited: Dial-a-Ride, Enfield Community Transport, BEVAD and Meet a Need with Christian Care. These neatly covered the various categories of groups providing transport in Enfield. All the trips were felt to be a great success with some positive outcomes.

Issues arising from the review

All of the voluntary and community groups felt they struggled to attract volunteers, particularly of a younger age category, they were concerned that once the older volunteers 'retired' there would be no one to replace them.

As a result a volunteer driver recruitment stand was organised at the Enfield Motoring Pageant at the end of May 2006 to promote and attract driver volunteers. This was being hugely supported by the community groups who were involved in the commission.

Looking Forward: Future Challenges

Whilst Enfield's scrutiny function has been externally recognised as working well, the function remains keen to develop and build upon its successes. A number of key challenges/opportunities for improvement have therefore been identified for the following and future years:

- to consider and implement the recommendations from the Scrutiny Best Value Review;
- the need to continue working to set realistic, focussed and well-balanced work programmes with fewer items allowing more detailed review. At the same time work programmes should be designed to engage not only with the Council's corporate and strategic priorities but also to enable Panels to respond to new issues of significant concern to members and the local community;
- the need to continue developing the process for effectively managing and monitoring the allocation of member/officer resources between Panels to support the scrutiny function and individual reviews;
- the need to develop a system for regularly monitoring and evaluating what is working well and what needs improving in relation to the way scrutiny is operating i.e. to what extent is scrutiny "making a difference";
- The need to increase engagement of the public and other interested stakeholders in the work being undertaken by scrutiny;
- The need to increase focus on the outcomes being achieved by scrutiny and to improve how progress on the implementation of recommendations from individual reviews is tracked and monitored;
- The need for scrutiny to improve how it engages with the local press and continue to raise its overall profile;
- The need to ensure scrutiny reviews continue to be well-informed with clear evidence based outcomes;
- The need to ensure that the temporary cover being provided within the current Scrutiny Support Officer structure is addressed and more sustainable options are developed for the provision of this support in the long term;
- The need to continue the very effective collaborative (cross-party) working between Scrutiny Chairman & members;
- The need to fully implement the scrutiny member development programme approved by Overview & Scrutiny Committee

The Public: Getting Involved

Scrutiny needs the help and involvement of local people, service partners and community groups to ensure it continues to function effectively and welcomes contributions in any of the following ways:

- Suggesting suitable topics for a future scrutiny investigation; or
- Getting involved in reviews on particular subjects under scrutiny.

It should be noted however that Scrutiny's role is not to deal with individual queries, concerns or complaints. These type of issues need to be referred onto the relevant Department, Ward Councillors, dealt with through the Council's complaint procedure or raised at Area Forums.

We would welcome your views and comments on scrutiny and on the content of this report. If you would like to know more about the scrutiny function please refer to the contact information provided.

Contact:

John Austin: Borough Secretary – 020-8379-4094

john.austin@enfield.gov.uk

Or

Mike Ahuja: Head of Corporate Transformation & Scrutiny - 020-8379-5044

Mike.Ahuja@enfield.gov.uk

Alternatively you can also contact us via the Democracy pages on the Council's website. These also contain further details on scrutiny and dates of future meetings

www.enfield.gov.uk

Individual contact details for each Scrutiny Panel are also listed on the back page of the Annual Report.

Individual Panel Contacts 2006/07

OVERVIEW & SCRUTINY COMMITTEE

Chairman: Councillor Edward Smith

Contact details: James Kinsella
Democratic Services Team, Civic Centre, POBox50, Silver Street, Enfield, EN1 3XA

e-mail: James.Kinsella@enfield.gov.uk

Phone: 020-8379-4041

<p>Children's Services</p> <p>Chairman: Del Goddard</p> <p>Contact details: Penelope Williams</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Penelope.Williams@enfield.gov.uk</p> <p>Phone: 020-8379-4098</p>	<p>Housing</p> <p>Chairman: Achilleas Georgiou</p> <p>Contact details: Penelope Williams</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Penelope.Williams@enfield.gov.uk</p> <p>Phone: 020-8379-4098</p>
<p>Environment, Parks & Leisure</p> <p>Chairman: Edward Smith</p> <p>Contact details: Pauline Bagley</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Pauline.Bagley@enfield.gov.uk</p> <p>Phone: 020-8379-5199</p>	<p>Adult Social Services</p> <p>Chairman: Pamela Adams</p> <p>Contact details: Jayne Bott</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Jayne.Bott@enfield.gov.uk</p> <p>Phone: 020-8379-4042</p>
<p>Health</p> <p>Chairman: Ann-Marie Pearce</p> <p>Contact details: Jayne Bott</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Jayne.Bott@enfield.gov.uk</p> <p>Phone: 020-8379-4042</p>	<p>Special Projects</p> <p>Chairman: Robert Hayward</p> <p>Contact details: Pauline Bagley</p> <p>Democratic Services Team, Civic Centre, PO Box 50, Silver Street, Enfield, EN1 3XA</p> <p>e-mail: Pauline.Bagley@enfield.gov.uk</p> <p>Phone: 020-8379-5119</p>

London Borough of Enfield website:

www.enfield.gov.uk/Democracy

MUNICIPAL YEAR 2006/2007 REPORT NO. 9**MEETING TITLE AND DATE:**

Cabinet- 14 June 2006
Environment, Parks & Leisure
Scrutiny Panel- 22 June 2006
Full Council- 28 June 2006

REPORT OF:

Environment, Parks & Leisure
 Scrutiny Panel

Agenda – Part: 1	Item:
Subject: Consideration of Application to become a Fairtrade Borough	
Wards: all	
Cabinet Members consulted: Councillor Rye, Councillor Lavender	

Contact officer and telephone number:

Matt Clack (x4884)

Mike Ahuja (x5044)

E mail: matt.clack@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 Full Council on 28th September 2005 agreed that consideration be given to Enfield becoming a 'Fairtrade Borough'. This project was passed to the Environment, Parks & Amenities (EPA) Scrutiny Panel, who in turn set up a Scrutiny Working Group to review the various benefits and disadvantages of such a move.
- 1.2 The Working Group met three times, attended a local 'Fairtrade Fortnight' event and fully involved local representatives from the United Nations Association and the Civil Society Forum.
- 1.3 This report outlines the Working Group's findings, and offers recommendations to Full Council. If Council is minded to approve them a Steering Group would work towards Fairtrade Borough accreditation, as awarded by the Fairtrade Foundation.

2. RECOMMENDATIONS

- 2.1 That Full Council supports the initiative for Enfield to become a Fairtrade Borough;
- 2.2 That Full Council approve the necessary activities and initial and ongoing funding to achieve Fairtrade accreditation, and that the Environment, Parks & Leisure Scrutiny Panel receive and monitor an agreed Action Plan to achieve accreditation, reporting back to Cabinet as necessary;
- 2.3 That Cabinet offer consideration of where responsibility and coordination of application for accreditation would be best placed (see paragraph 4.5);
- 2.4 That a Fairtrade Steering Group be given authority by Council to oversee progress, and to offer a coordination role for the activities to be completed by the Council and the community groups involved; and
- 2.5 That the Fairtrade Steering Group report back to Full Council in 6 months on progress (the Working group will need to be disbanded and replaced with a group selected by Full Council).

3. BACKGROUND

- 3.1 Following a motion raised by Councillor Cole at Full Council On the 28th September 2005 the following was agreed:

“The Council resolves to ask the Overview and Scrutiny Committee to commission a scrutiny review to investigate the full implications of Enfield becoming a Fair Trade Council. Recommendations to then be made back to full Council as soon as possible.”

- 3.2 This motion was passed (via Overview & Scrutiny Committee) to the Environment, Parks & Amenities Scrutiny Panel, who agreed to set up a Working Group to ‘make the case’ for Fairtrade accreditation. The Working Group included councillors from the EPA Scrutiny Panel, Councillor Cole and members of interested community groups who had started work in raising local awareness of fair trade.

4. FINDINGS

Role of the Council in Fairtrade

- 4.1 The ‘Well-being’ section of the Local Government Act 2000 is dealt with in Paragraph 6.2. In addition is the 2000 United Nations Millennium Declaration, which included a goal to “ensure environmental sustainability”. This programme has been signed up to by the Local Government Association and the UK Local Government Alliance for International Development (a collection of key agencies and bodies within UK local government). In the joint LGIB/LGA publication ‘LGA international development strategy and policy’ it is stated that “Local government is the sphere of government closest to the people and is therefore best placed to target development activities towards those whose need is greatest”.

- 4.2 Enfield Council with its Community Leadership role can, if it chooses to do so, unite and guide interest in the most effective way possible. The Working Group involved co-optees from the United Nations Association, Civil Society Forum and United Churches of Palmers Green, all of whom represent a wider body of residents. An initial event held during Fairtrade Fortnight attracted around 50 residents, councillors and David Burrowes MP, with stalls organised by Marks and Spencers, Sainsburys, Oxfam and Traidcraft.

The request to begin the application to become a Fairtrade Borough was received, via the Opposition Group, from a collection of residents keenly interested in concepts of fair trade. A considerable number of local retailers already stock Fairtrade produce (the exact number will be calculated following approval, with the creation of a ‘Fairtrade Directory’).

4.3 Other Local Authorities

In the course of investigations just one local authority was found who had considered concepts of fair trade but rejected Council support. Elmbridge Borough Council’s Environmental Affairs OSC received a presentation from

their Environmental Forum and a report was presented to Full Council, but it was felt that the sort of expenditure being suggested was more than they currently wanted to spend. Several others (notably Havering and Hounslow) did receive early opposition but are now working towards accreditation.

As of 13/01/06 there were 150 Fairtrade areas in the UK, including 10 Boroughs (6 of which are in London).

4.4 **Anticipated Resources**

The Fairtrade Foundation have tightened their application rules recently, and expect clear evidence of extensive publicity and community involvement- though it would be feasible to complete awareness raising activities at an absolute minimum cost it is envisioned that a £10,000 publicity budget would offer optimum opportunities for success. This would be halved once accreditation had been achieved.

The further cost is that of the difference in prices between or current tea and coffee provided at meetings, and the Fairtrade alternative. Initial research suggested that this change would add 3p to a cup of coffee (equivalent to £3,438 per annum), though it is felt that Fairtrade tea and coffee can be procured cheaper than this, and ways of doing so (including joining in partnership with other local Fairtrade boroughs) need to be considered.

The initial and on-going costs will be met from existing resources, with the necessary publicity being generated via "Enfield Matters", the Council's website and press releases.

4.5 **Placement of named officer**

A final cost to be considered is that of a member of staff to act as a coordinator. This role is crucial in ensuring a smooth application process (just one local authority contacted did not have a Council officer responsible), and to complete tasks such as compiling the Directory of firms stocking Fairtrade goods. If it is not possible to find existing capacity for an Officer to devote 2 days a week to the application a new post may be needed. As with the publicity budget, following accreditation staffing hours could be halved, to deal with maintaining the status and offering a central point of contact

There are several potential teams within which they might be based:

- Corporate Policy: Richmond upon Thames
- Strategic Procurement: Islington
- Strategic Services: Redbridge
- Environmental Development: Lambeth

There is an example of a local authority who chose not to allocate an officer to the role, Kingston-upon-Thames, who instead named a member of the local Trade Justice Movement to coordinate their application. They have recently received their Fairtrade Borough accreditation, though the coordinator conceded that without the central post many of the corporate tasks were much harder to achieve.

5. ALTERNATIVE OPTIONS CONSIDERED

That the Council agree to support the concepts of fair trade without formally signing up to their objectives.

That the Council continue to operate as at present (though consideration will need to be given to the growing levels of support for the campaign from local residents).

5. REASONS FOR RECOMMENDATIONS

The Fairtrade Movement is a conscious effort made by individuals and organisations worldwide to try and redress the imbalance in international trade. Popularity of fairtrade concepts continues to grow in the UK, and there is a clear groundswell of popular support within Enfield. The London Borough of Enfield could offer great assistance in such a social initiative by:

- Coordinating and directing the various disparate groups involved
- Providing a champion role- fostering publicity, guiding queries and keeping residents informed of developments
- Ensuring that all energies and activities are used to best effect

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1 Financial Implications

The estimated cost of the proposals described in this report are set out below. It is assumed that other staff related costs such as IT, accommodation and other office costs can met from within existing budgets

Cost	Pre-Accreditation ("one off costs") £	Ongoing £
Staffing Costs	12,550	6,380
Publicity	10,000	5,000
Total	22,550	11,380

There is no specific budget provision for these costs within existing approved estimates. It would therefore be necessary to allocate funding from contingent items for the "one off" costs – ongoing implications will need to be addressed through the review of the medium term financial plan.

In addition, the adoption of fairtrade principles is likely to have some impact on the Council's procurement arrangements from which significant savings are expected over the period of the existing medium term financial plan. The extent of such an impact cannot be quantified at this stage.

The initial and on-going costs will be met from existing resources, with the necessary publicity being generated via “Enfield Matters”, the Council’s website and press releases.

6.2 Legal Implications

Section 2 of the Local Government Act 2000 provides that local authorities have power to do anything they consider likely to promote or improve the social, economic or environmental well-being of their area or the persons resident therein. Therefore the Council has a discretionary power to pursue a course of action if it is considered likely to have social, economic or environmental advantages in the area. In exercising such a discretionary power, Members need to take into account all relevant (and no irrelevant) considerations. This will include the financial implications of the proposal. Therefore, in the context of the present report, Members will need to be satisfied that achieving Fair Trade status will lead to local social, environmental or economic benefits and is an effective use of public funds.

7. PERFORMANCE MANAGEMENT IMPLICATIONS

As a result of community interest, having been brought to the attention of individual Councillors, the London Borough of Enfield is now considering become a champion for Fairtrade- a social initiative that will highlight the Council and community’s commitment to trade equality.

By receiving the title of ‘Fairtrade Borough’ the Council’s reputation with local residents and other local authorities will be confirmed, showing an interest in global sustainability.

8. PUTTING ENFIELD FIRST

Aim 5e- Provide effective community leadership and increase public participation in the Council’s decision making process and local initiatives

Background Papers

- Fairtrade Working Group Research Paper (copies available in the Members Library, or by request from Matt Clack ext.4884)
- Fairtrade Town Goals & Action Plan- Fairtrade Foundation (Oct 2002)
<http://www.fairtrade.org.uk/downloads/pdf/fairtrade-towns.pdf>

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MUNICIPAL YEAR 2006/2007 REPORT NO. **35**

MEETING TITLE AND DATE:

Council
28th June 2006

REPORT OF:

Director of Finance and
Corporate Resources

Contact officer and telephone no:

Paul Reddaway,
DDI: 020 8379 4730 or ext. 4730
e-mail: paul.reddaway@enfield.gov.uk

Agenda – Part: 1	Item: 9
Subject: Amendments to the Pension Board Terms of Reference	
Wards: All	
Cabinet Member consulted: Cllr. T. Neville JP	

1. EXECUTIVE SUMMARY

- 1.1 This report proposes changes to the Pension Board terms of reference to reflect the need to maintain a pro-active and effective co-ordinating role over the management of the Pension Fund.

2. RECOMMENDATIONS

- 2.1 Council is requested to approve the new structure and terms of reference of the Pension Board.

3. BACKGROUND

- 3.1 The London Borough of Enfield Pension Fund has a value of £500 million (as at 31st March 2006) with approximately 11,000 members. It is one of the best funded local authority schemes, with one of the lowest employer's contribution rates in England. This reflects the prudent manner in which the Fund has been managed over many years.

- 3.2 In order that we can maintain and improve our position, it is important that we continue to use innovative methods to ensure that effective decision making continues to be effective.
- 3.3 It is proposed that the Pension Board will undertake a wider role than the previous Pension Investment Panel and will help bring it more into line with the principles of the Myners report. The Myners report was commissioned by the Government to improve the efficiency of the investment decision making of pension funds.
- 3.4 The Pension Board will undertake an overseeing role of both investments and administrative matters, setting the Pension Fund's objectives and strategy.

The Board will be responsible for:

- The governance of the Pension Fund in accordance with statutory regulations;
 - reviewing the performance of the Fund's investments and administration;
 - appointments to the Investment sub committee;
 - actuarial valuations and appointment of the actuary;
 - approving all admissions into the Fund;
 - submission to Full Council of an Annual Report outlining the work of the board;
 - overseeing communications with Fund Members;
 - corporate governance issues and those relating to socially responsible investments; and
 - compliance with the Myners report.
- 3.5 The investment sub-committee made up of five members from the Pension Board will deal with matters relating to investments.
- 3.6 The Board's independent pension adviser will act as a non-executive to the board with full voting rights.
- 3.7 Appendix 1 shows the terms of reference for the Pension Board and Appendix 2 shows the terms of reference for the Investment Strategy sub-committee.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. REASONS FOR RECOMMENDATIONS

- 5.1 To inform the Council of the proposed changes to the terms of reference.

6. COMMENTS OF THE DIRECTOR OF FINANCE & CORPORATE RESOURCES

6.1 Financial Implications

There are no financial implications pertaining to this report.

6.2 Legal Implications

Section 101 of the Local Government Act 1972 provides for the Council to discharge any of its functions by a Committee or Sub-committee subject to the responsibilities of the Cabinet. The revised terms of reference of the Pension Board will be incorporated into the Council's Constitution. The Local Government & Housing Act 1989 provides that a person appointed to a committee can only serve as a no-voting member.

Sections 13 (3) and (4) of the Local Government and Housing Act 1989 allow an Administering Authority discretion as to whether or not a member of a Pension Committee who is not a member of that Authority is to be treated as a voting or non-voting member.

The general view is that the Regulations allow discretion for Administering Authorities to confer voting rights on Non-Elected Members but this is an area that has not been tested in the Courts. The ODPM is aware that some Administering Authorities do confer voting rights on lay members.

7. PUTTING ENFIELD FIRST

7.1 The Pension Fund supports Objective 5b: the delivery of sound financial management, efficient use of resources, promotion of income generation and adherence to Best Value and good performance management.

Background papers

- 1. Local Government Pension Scheme: Pension Fund Making – Guidance Notes (2006).**
- 2. CIPFA Pension Panel – March 2006.**
- 3. The Myners report**

London Borough of Enfield Pension Board – Terms of Reference

1. Board Membership

The Board consists of eight members appointed by Full Council who are responsible for the administration of the London Borough of Enfield Pension Fund in accordance with Statutory Regulations. The eight board members are:

- Cllr Neville (Chairman)
- Carolan Dobson (*Independent Professional Adviser*)
- Cllr Hall
- Cllr Lavender
- Cllr Lemonides
- Cllr Pipe
- Cllr Stafford
- Cllr Taylor

Two union representatives - non voting role

2. Board Responsibilities

The Board is responsible for:

- The governance of the Pension Fund in accordance with statutory regulations;
- reviewing the performance of the Fund's investments and administration;
- appointment to the Investment sub committee;
- actuarial valuations and appointment of the actuary;
- approving all admissions into the Fund;
- submission to Full Council of an Annual Report outlining the work of the board;
- overseeing communications with Fund Members;
- corporate governance issues and those relating to socially responsible investments; and
- compliance with the Myners report.

3. The Board fiduciary duty:

- To ensure that contributions are collected, that benefits are calculated correctly and paid promptly, and that any surplus monies are properly and prudently invested.

4. The Board is accountable to:

- The Full Council on the management of the Pension affairs.

5. Board Structure

The Board operates under a framework whereby investment decisions are delegated to the Investment Strategy sub committee (See Appendix 2 for terms of reference of the Investment Strategy sub-committee).

The quorum for the transaction of business at a meeting of the Pension Board shall be 3 members present in person.

Decisions arising at any meeting of the Pension Board shall be determined by a majority of votes and the Chairman shall have a casting vote.

6. Board Meetings

The Board has agreed a schedule of meetings for 2006/07 as follows:

Date	Board/Sub-Committee
2006	
7 th June	Officers meeting with Chairman
28 th June	Officers meeting with Chairman
30 th June	Board Meeting – 9.30am Hewitts offices
12 th July	Investment sub-committee – 9.30am – 1.30pm Hewitts
26 th July	Induction Training on LDPS – Hewitts offices - all day
16 th August	Investment sub-committee – Manager selection 10.30 – 5.00pm
13 th September	Board Meeting – 4.00pm Civic Centre
7 th November	Investment sub-com – 10.00am London (venue tbc)
2007	
20 th February	Investment sub-com – 10.00am London (venue tbc)
6 th March	Board Meeting – 4.00pm Civic Centre

Terms of Reference of the Investment Strategy Sub-Committee

- 1.1. The London Borough of Enfield Pension Fund Board has established an Investment Committee comprising five of its members, appointed at the first meeting of the Board.
- 1.2. It is envisaged that if any Board member wishes to serve on the Committee, he should be able to commit himself for a period of not less than 4 years subject to renewal at each annual Council.
- 1.3. The Board Members and elected/nominated employees are entitled to attend the Committee meetings.
- 1.4. Any appointed investment adviser can attend Investment Committee meetings.

Terms of appointment

- 2.1 It is the responsibility of the Investment Committee to:
 - 2.1.1 Make recommendations to the Board on the long-term strategic asset allocation.
 - 2.1.2 Make recommendations to the Board on the investment management structure.
 - 2.1.3 Recommend to the Board the appointment and removal of the investment managers and investment advisers.
 - 2.1.4 Make recommendations to the Board on the performance benchmarks and investment guidelines to be set for the investment managers.
 - 2.1.5 Supervise the activities of the investment managers and monitor their performance and risk against agreed benchmarks.
 - 2.1.6 Report to the Board on the discharge of the Investment Committee's responsibilities.
 - 2.1.7 Make recommendations to the Board on the Statement of Investment Principles, CIPFA investment issues and other investment related compliance issues.
 - 2.1.8 Make recommendations to the Board on any other investment related issue as the Committee see fit.
- 2.2 The Investment Committee has power, within the investment guidelines and objectives as approved by the Board, from time to time to:
 - 2.2.1 Carry out tenders and manager selection exercises before recommending managers to the Board.

- 2.2.2 Give directions to the external managers on behalf of the Board with regard to any matter requiring the consent of the Board or on which the managers seek directions.
- 2.3 The Investment Committee shall regulate its meetings and proceedings as it thinks fit, save that:
 - 2.3.1 The Chairman of the Investment Committee shall be the Chairman of the Pension Board and may at any time be removed by the Board.
 - 2.3.2 Notice of each meeting of the Investment Committee shall be given to every Board member, and any Board member may attend the meeting.
 - 2.3.3 The quorum for the transaction of business at a meeting of the Investment Committee shall be 3 members present in person or by telephone or approving by e-mail.
 - 2.3.4 Questions arising at any meeting of the Investment Committee shall be determined by a majority and the Chairman shall have a casting vote.
 - 2.3.5 Any member of the Investment Committee may require any question to be referred for decision to the Board.
 - 2.3.6 The Investment Committee papers will be distributed to all Board members together with minutes of the Investment Committee meeting.

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MUNICIPAL YEAR 2006/2007 REPORT NO. **10**

MEETING TITLE AND DATE:

CABINET
14th June 2006

COUNCIL
28th June 2006

REPORT OF:
Director of Environment Street
Scene and Parks

Agenda – Part: 1	Item No. 10
Subject:	
Enfield’s Final Local Implementation Plan (LIP)	
Wards: All	
Cabinet Members Consulted: Cllr Neville	

Contact Officer: Glyn Jones 0208 379 3563 or e-mail glyn.jones@enfield.gov.uk

1. EXECUTIVE SUMMARY

The Report provides details of Enfield’s Local Implementation Plan (LIP). Under Section 145 of the Greater London Authority Act 1999 (‘the GLA Act’), London local authorities must prepare Local Implementation Plans (LIPs) containing their proposals for the implementation of the Mayor’s Transport Strategy (MTS) in their areas. Enfield’s Draft LIP was submitted to Transport for London (TfL) in December 2005 and went out to Statutory and Public Consultation in January 2006. The period of consultation ended on 10th March 2006. Modifications to the Draft LIP have been carried out to reflect the outcome of the Consultation and TfL’s response. Enfield’s Final LIP will be submitted to the Mayor of London on 7th July 2006. Full Council approval of the LIP is required prior to submission to the Mayor of London, who will then have a period of 100 working days to consider the LIP for adoption, during which he may suggest further revisions. The expected date of adoption by the Mayor of London is September 2006.

2. RECOMMENDATIONS

To approve:

- 2.1 Enfield’s Final Local Implementation Plan.
- 2.2 Submission of the Final Local Implementation Plan to the Mayor of London, Ken Livingstone.

3. BACKGROUND

- 3.1 The Mayor of London is responsible for the Transport Strategy for London, as well as several other strategies such as spatial development (the London Plan), economic development, air quality and noise. The Mayor's Transport Strategy sets the policy framework for transport in London and provides the context for the various implementation agencies, which include Transport for London (TfL) and the London Boroughs.
- 3.2 The Mayor has published his Transport Strategy and, under Section 145 of the Greater London Authority Act 1999 ('the GLA Act'), London local authorities must prepare Local Implementation Plans (LIPs) containing their proposals for the implementation of the MTS in their areas.
- 3.3 A Local Implementation Plan (LIP) is a statutory document that must set out a plan of how a borough proposes to implement the MTS in its' area. It gives London local authorities the opportunity to present their full range of transport initiatives and projects and to show how and when they will address local transport issues through delivery of the MTS in an integrated manner. Each borough's LIP must therefore demonstrate clearly how the proposals it contains cover the necessary policy framework, projects, programmes, implementation mechanisms, planning and co-ordination activities.
- 3.4 Boroughs must ensure that LIPs include:
- Clear links between LIP proposals and MTS policies and proposals
 - A timetable for implementing the different proposals in the plan and the date by which these will be completed
 - Clear proposals for delivery of Mayoral targets
 - An assessment of the funding and resources needed to deliver the LIP and assumptions as to sources of funding.
 - LIPs should also have regard to the London Plan and other Mayoral strategies, where appropriate.
- 3.5 Enfield's Draft Consultation LIP was approved by Council on the 13th April 2005 and submitted to Transport for London (TfL) in December 2005 for comment and their response was received on 22nd March 2006. Enfield's Draft Consultation LIP also went out to Statutory and Public Consultation in January 2006. The consultation ended in March 2006.
- 3.6 Modifications to the Draft Consultation LIP have been carried out, which take into account some of TfL's formal comments as well as the outcome of further discussions with TfL, the results of the consultation, and in depth discussions with the Cabinet Member for Environment and Streetscene who also met with senior officials of TfL and clearly stated the Borough's position relates to the more controversial issues. Whilst the LIP must be influenced by, and seek to comply with, the Mayor's Transport Strategy, the Cllr Neville and Officers have sought to ensure that the needs of Enfield and the priorities of the Borough are also properly represented in the LIP. A copy of the Draft Consultation LIP along with the detailed responses from Transport for London, along with the Council's response to TfL, has been placed in the Members' Library and both Group Offices. In addition, attached at Appendix A is a document which details the key aspects of the policies and perspectives on which the development of the final version of the Local Implementation Plan is based relative to the draft version. This

document concentrates specifically on those issues which may clearly be considered more fundamental in that they detail essential policy considerations going clearly beyond the solely technical / descriptive considerations.

3.7 The following summarises the key changes made to the Draft Consultation LIP in the process of developing the Final LIP, those in **bold** are those which are considered to be more fundamental in that they entail policy considerations.

3.7.1 Accessible Transport

- Setting out the current door to door services in the Borough and plans for increasing uptake
- Explanation of consultation process with disability organisations and consideration of targets
- Explanation of position on a Mobility Forum

3.7.2 Freight

- Setting out the contacts for freight issues in the Borough, current fleet composition, emission standards
- Further development possibilities of Freight Quality Partnerships
- Identification of possible freight transfer locations and waste transport

3.7.3 Cycling

- Consultation details with user groups, provision of information on cycling
- Review of key cycling accident locations
- Programme for development of cycle parking. On-street, at schools and at work
- **Completion of the London Cycle Network Plus**

3.7.4 Bus

- Expansion of enforcement on Bus Lanes where appropriate
- Responding to TfL's targets on bus journey times – announced by TfL since the draft LIP was submitted
- **Future development of bus priority**
- **Detailing Enfield's position on Bus Stop Accessibility and Clearways**

3.7.5 Streets (Parking)

- Power two Wheeler parking provision and consultation of users
- Address the issue of persistent evaders and moving traffic contraventions
- **Explanation of Enfield's policies on CPZs and reviewing policy in regard to commuter parking near stations.**
- Parking and loading controls on A roads and busy bus routes

3.7.6 Streets (Non Parking)

- **Enfield's response to traffic reduction targets and detailing traffic reduction contributions from Programmes such as walking and cycling**
- Spelling out details of roadworks (hours) restrictions and noise standards

- 3.7.7 Walking
 - Details of improvements to lighting, safety and security
 - Plans for possible pedestrianisation
 - Enfield's policy on further development of Bus Stop Accessibility to acknowledge Enfield's position on competing demands.
 - Contribution to implementing the London Walking Plan
- 3.7.8 Taxis, Private hire and Community Transport
 - Further details on the Vulnerable People Transport Strategy including security and safety
 - Enfield's position on results of pilot studies done by the Commission for Accessible Transport
 - Linkages with TfL's Door to Door Strategy
- 3.7.9 National Rail and Underground
 - Enfield's position on Identification of potential Rail Freight facilities
 - Station Access and linkages to the Community Safety Strategy and development of safer travel and CCTV.
- 3.7.10 Strategies
 - Development of access to town centres and linkages to cultural life
 - Linkages to the Health Improvement Action Plan
- 3.7.11 Consultation
 - The chapter on consultation will detail the responses received to the Draft Consultation LIP and how the responses were considered in the process of developing the Final LIP.
- 3.7.12 Strategic Environmental Assessment
 - The revised Environmental Report will comment on the modifications to the Final LIP and likely impacts.
- 3.6 The redrafted LIP requires approval by the Council before submission to the Mayor of London in July 2006. The Mayor's responses will then be addressed with a view to completing the process fully so that a LIP for Enfield, approved by the Mayor, will be adopted in September 2006.
- 3.7 In accordance with the GLA Act, The Mayor of London, Ken Livingstone can only approve a LIP where:
 - The LIP is consistent with the Mayor's Transport Strategy
 - The proposals contained in the LIP are adequate for the implementation of the MTS
 - The timetable for implementing those proposals, and the date by which proposals are to be implemented, are adequate for those purposes.
- 3.10 Approval of a LIP may be delayed for one or more of the following reasons:
 - Failure to set out appropriate plans for delivery of the MTS
 - Unjustified inconsistency with the London Plan and other statutory Mayoral strategies

- Failure to address the priorities for borough actions set out within the LIP guidance
- Form or structure incompatible with the LIP guidance
- Insufficient information on programmes or schemes and their background to permit proper evaluation
- An unrealistic/unachievable programme
- Unrealistic/unsuitable milestones/performance indicators/end date
- Inadequate information on funding and resource requirements.

3.11 Non-approval of the LIP could have an impact upon the level of funding received by The Mayor of London, Ken Livingstone, to a Borough; Enfield currently receives about £4-5m per year.

3.12 Boroughs are strongly encouraged to follow the suggestions on format and content defined in the TfL Guidance. Enfield's LIP's focus is on:

- Establishing linkages between the Borough's transport objectives and those embodied in "Putting Enfield First."
- Demonstrating clear links between LIP proposals and MTS policies and proposals
- A timetable for implementing the different proposals in the plan and the date by which these will be completed
- Clear proposals for delivery of Mayoral targets
- An assessment of the funding and resources needed to deliver the LIP
- How due account is taken of the London Plan and other Mayoral strategies, where appropriate.
- A Strategic Environmental Assessment of the impact of the proposals
- Assessment of the impact of the proposals with regard to equal opportunities

4. ALTERNATIVE OPTIONS CONSIDERED

None. The LIP is a Statutory requirement arising from GLA Act 1999.

5. REASONS FOR RECOMMENDATIONS

The recommendations are seeking the necessary approvals that will enable Enfield's Local Implementation Plan to be submitted to the Mayor of London.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1 Finance Comments

- i. Expenditure, once approved by Transport for London, is fully funded by means of direct grant; hence no costs fall on the Council. TfL direct funding replaced the previous system of Supplementary Credit Approvals (SCA) during 2001/2002.
- ii. TfL allocated each London Borough, including Enfield, £50,000 in 2004/5 to assist in the preparation of their LIP.

6.2 Legal Comments

- i. The Mayor's Transport Strategy provides the framework for the development of Local Implementation Plans (LIPs) by London Boroughs; it also provides the basis for the assessment of grant applications, submitted through BSPs.
- ii. Section 145 of the Greater London Authority Act 1999 ('the GLA Act'), states that London local authorities must prepare Local Implementation Plans (LIPs) containing their proposals for the implementation of the Mayor's Transport Strategy in their areas.
- iii. Under the Greater London Authority Act 1999, The Mayor of London, Ken Livingstone is empowered, through TfL, to provide grants to London Boroughs to assist with the implementation of the Transport Strategy. TfL are charged with responsibility of ensuring that the key rationale for allocating grants is the delivery of the Mayor's Transport Strategy.

7. PERFORMANCE MANAGEMENT IMPLICATIONS

The Council's Improvement Plan includes:

- Objective 1e.i - "Consult on Draft Local Implementation Plan" and;
Objective 1e.ii - "Submit LIP to obtain Approval by Mayor of London".

8. PUTTING ENFIELD FIRST

Seeking to address the transport issues of Enfield is consistent with 'Putting Enfield First'.

AIM 1: A cleaner greener Enfield

- 1b) Upgrade and improve Enfield's roads and pavements.
- 1e) Deliver improvements to Enfield's transport links by working with our North London partners.

AIM 3: A safer Enfield to live, work, study and do business

- 3a) Work to achieve a safer, stronger Enfield through development of the Crime and Disorder Reduction Partnership.
- 3b) Work with partners to reduce crime and anti-social behaviour and respond to the fear of crime.
- 3c) Promote public safety in Enfield by the use of CCTV, and improve safety on roads and in the home.

Background Papers

- The Mayor's Transport Strategy for London, Greater London Authority - July 2001
- Local Implementation Plan Guidance, Transport for London - July 2004
- Enfield's Draft Consultation Local Implementation Plan – December 2005
- TfL's response to Enfield's Draft Local Implementation Plan – March 2006.
- Enfield's Final Local Implementation Plan – June 2006

1. INTRODUCTION

The subject of this document is the submission of Enfield's Local Implementation Plan to Transport for London. In particular, the document seeks to highlight the key aspects of the policies and perspectives on which the development of the final version of the Local Implementation Plan is to be based relative to the draft version that was published for public and statutory consultation in December 2005. The development of the final version is essentially a redrafting of that consultation draft LIP that was submitted to the Mayor of London. By way of its' response to Enfield's draft LIP, TfL had made extensive comments and observations running into well over one hundred pages; this document concentrates specifically on those issues which may clearly be considered more fundamental in that they entail essential political / policy considerations going clearly beyond the solely technical / descriptive considerations of redrafting the LIP against the background of TfL's comments.

2. BACKGROUND

Since the receipt of TfL's responses to the Draft LIP in March 2006, officers held two detailed discussions with Cllr Neville. The purpose of these two discussions was as follows:

The first discussion, held on the 30th of March 2006, was aimed essentially at establishing an adequate background appreciation of the stance that TfL were taking on Enfield's draft LIP and at initiating Enfield's consideration of how to deal with TfL's comments and the demands that TfL were making to Enfield to include when developing Enfield's final LIP. The first meeting also identified the relatively more controversial items that needed greater attention from Cllr Neville for further perusal.

The second discussion with Cllr Neville was held, on the 3rd of May 2006, in order to confirm and further clarify the council's perspective to be reflected in the process of redrafting the LIP. It was also aimed at arriving at a definitive internally fully consolidated position on the matters of particular concern with regard to divergence between Enfield's perspective and that of TfL because Enfield would then be in a sound position to explain its' stance on such matters to TfL.

With the positions confirmed by Cllr Neville at the second meeting, officers from Enfield met with officers of TfL responsible for the assessment of several work programme areas of the LIP. This meeting took place, at TfL, on the 16th of May 2006 and was effectively a prelude to Cllr Neville and Enfield's officers meeting with senior management, concerned with the LIP approvals, within TfL.

The meeting between senior management at TfL and Cllr Neville accompanied by officers from Enfield took place on the 23rd of May 2006. Cllr Neville stressed, to TfL, that whilst the LIP must be influenced by, and seek to comply with, the Mayor's Transport Strategy, there was also a need to ensure that the needs and priorities of the Borough of Enfield, as clearly stated manifesto commitments, are also properly represented in the LIP. At this particular meeting, in addition to a general discussion on Enfield's policies, priorities and perspectives, TfL's attention was specifically drawn to Enfield's stand on the following matters:

A. Traffic reduction targets – the difficulties of not having adequate baseline data, lack of proper definition in the target as set by TfL, rising real levels of public transport fares, acute lack of orbital transport and limitation of alternatives to car dependency, safety and security considerations as obstacles to traffic reduction and how these aspects make it extremely difficult to induce traffic reduction in outer London situations, the need for the council to honour the explicit manifesto commitment relevant to traffic, made at the recent council elections, held earlier this month, to facilitate traffic movement and to address the issue of congestion rather than traffic reduction against the background of particularly high levels of car ownership of the order of 1200 cars per 1000 households. The council will not accept

an anti-car attitude nor implement anti-car measures. However, Enfield will maximise its' contribution to congestion reduction by encouraging and inducing appropriate modal shifts, particularly in the peak hours, rather than make unrealistic and costly attempts to pursue ill defined traffic reduction targets. Enfield will also seek to contribute to growth in car sharing and car clubs. It is to be appreciated that by 'traffic', TfL implies the totality of movement and TfL appreciates that the situation in outer London is clearly different from that which obtains in central London.

B. Reallocation of road space – The very limited possibilities in Enfield without jeopardising safety, the complexity of functions served by practically all the significant routes, the lack of adequate public transport access to large parts of the population. practical experience with limitations of use where cycling provision has been implemented, limitations of land acquisition possibilities were explained. However, rather than unrealistic attempts at road space reallocation, Enfield will support and implement the fullest obtainable encouraging conditions on the streets for pedestrians and cyclists. Enfield appreciates the need to complete the LCN routes but, in view of local circumstances, will ask for flexibility with regard to completion time limits and implementation of local priority routes. These encouraging conditions will be induced mainly by increasing safety and security for pedestrians and cyclists through properly planned maintenance, significant improvements in street lighting through a PFI contract and publicity of health and fitness benefits etc. Enfield are spending very substantial amounts of its' own resources on footway improvements. In all considerations of allocating road space, audited usage figures will be the essential basis of assessment.

C. Bus priority and bus stop clearways – Enfield has clearly demonstrated the fullest commitment to bus priority and facilitating the movement of bus traffic particularly on LBI and major bus routes. However, there are many roads in Enfield of substantially residential character where it is not justified to implement bus priority and undo clearway restrictions to excessively hinder residents' parking where they have no alternative. These pressures are manifested in electoral pressures to which the local authority has to be sensitive. There are situations where bus priority measures are not justified by actual usage levels. These should be decided on the basis of audited bus usage figures; subject to such audit, Enfield will support and facilitate bus movement in the fullest measure and ensure that all other programmes are considered and implemented carefully to serve the recognised needs of efficient movement of buses.

D. Development of Park and Ride facilities and CPZs – TfL needs to appreciate that the reality is that park and ride facilities are clearly dependent on responses to local sensitivities; Enfield has particular experience of this issue though cases such as Hadley Wood. The limitation on land availability too is very restrictive. There is also the potential conflict between requirements for Enfield to put forward CPZ proposals and Park & Ride proposals. On CPZs, there is a need to consider the fact that undue introduction may induce people to make whole trips by car rather than only a relatively short part of the trip by car. The council also needs to accept that Enfield's own residents have parking needs around stations. However, Enfield will make the maximum possible contribution to encourage people to shorten car trips and use trains more through innovative schemes and consider, for instance, discount parking schemes which will facilitate shift away from car use.

E. Development of School Travel Plans – Enfield are convinced that carefully designed school bus projects can make a very effective contribution to addressing the issues of peak hour congestion at sensitive locations. A few years ago, Enfield offered to pilot a school bus project. Enfield would like a clarification on the prospects for a financial contribution from TfL towards such a project. Behavioural issues surrounding the use of bus services used by secondary school pupils by other members of the public is a well-known issue. Enfield will explore innovative means of initiating school transport schemes by pooling the resources used in Door-to-Door transport. TfL asked it to be noted that such measures may be considered ‘High Risk’ in terms of being able to deliver targets.

3. TfL’s ISSUES AND ENFIELD’S RESPONSES – THE BASIS OF THE FINAL LIP

A rational approach to representing and recording the positions, from Enfield’s perspective, arrived at through the above four meetings is to provide extracts from Part C of TfL’s response document sent to Enfield; the extraction represents those issues which may clearly be considered more fundamental in that they entail essential political / policy considerations going clearly beyond the solely technical / descriptive considerations of redrafting the LIP against the background of TfL’s comments .

The following table gives, in column 8, the essential ‘pointers’ to Enfield’s response/rebuttal of TfL’s comments on the more fundamental issues as given in column 7; further, the positions stated in column 8 will also form the basis of Enfield’s perspective in the Final LIP to be submitted to TfL in July 2006.

**EXTRACT FROM PART C of TfL's RESPONSE DOCUMENT - POINTS for CONFIRMATION / AMENDMENT
by COUNCILLOR NEVILLE**

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED	LIP PAGE REF INCLUDED	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4E.Pr8		Proposal 4E.Pr8: TfL will work with the SRA to ensure: additional network capacity for freight is provided to tackle existing pinch-points and to ensure that the growth in rail freight does not impose limitations on existing or planned passenger services; the development of freight bypass routes around London, wherever possible removing non-London traffic from dense residential areas and releasing capacity for expanded passenger services and London-based freight.	Boroughs are encouraged to identify sites for freight handling in their planning documents.	No		The LIP does not identify any existing or potential sites for rail freight facilities or refer to a process to do so. The LIP does not reject (or justify) the availability of rail freight facilities in the borough and this should be addressed in the Final LIP.	1. This is an issue which is dependent on commercial viability and therefore specific feasibility studies alone can inform decisions; it is impossible to generally cover the issue of identification of Rail Freight sites without proper site(s) specific analyses of economic viability.
4E.Po3		Policy 4E.Po3: Railtrack (Network Rail), Train Operating Companies and the London boroughs should consider proposals to increase parking to ensure they achieve a net gain for sustainable modes from the car, and have regard to the local traffic, access and environmental impacts. The Mayor will have regard to these criteria in considering cases in which he has a planning remit.	Boroughs are encouraged to include a programme for review of existing parking provision	Yes	PEP 4.22, 5.6 & PEP Rec 22PEP 4.22, 5.6 & PEP Rec 22	The number of existing car parking spaces at stations is noted but no approaches or initiatives follow. There is a comprehensive approach to reviewing CPZ, many of which are around NR stations, and amongst the objectives given in PEP Rec 22 (on CPZs) is the need to assist public transport operators, a criterion which could lead to either a strengthening or relaxing of CPZ	2. CPZ considerations are very site specific and are clearly subject to specific consultation outcomes and local sensitivities; availability and acquisition of land is a very acute consideration in parking provision at stations. A key issue is that in very many localities in Enfield, public transport accessibility is low and unless parking provision is adequate at stations, many people will be constrained or motivated to do the whole journey by car because bus penetration is quite low into many residential areas. These conflicting aspects need to be addressed in a way that takes account of site particularities.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4F.Pr7	II	<p>Proposal 4F.Pr7: All bus routes will be effectively enforced, to protect against illegal stopping and other traffic offences, using cameras wherever possible. Emergency vehicles operated by the police, London Ambulance Service or London Fire Service will be able to use bus lanes at all times. All bus stops on routes with 24-hour bus services or routes in the ondon Bus Initiative or London Bus Priority Network will have 24-hour bus stop clearways. At other stops there will be a general presumption in favour of 24-hour clearways, but as a minimum, there must be clearways that cover the operating hours of the bus route. (Camera enforcement by April 2002 – see Proposal 4G.Pr4. Bus stop clearways programme to be covered in boroughs' Parking and Enforcement Plans, with completion by the end of 2006 – see Proposal 4G.Pr17.)</p>	<p>Boroughs must include a summary or reference to the boroughs' enforcement Service Level Agreements (or equivalent) with TfL, and details of how these will be regularly reviewed and monitored.</p> <p>Boroughs must set out the local clearways programme.</p>	No	p38 8.10	<p>Enfield makes reference to the former London Bus Initiative but does not specifically mention the Service Level Agreement. The borough must refer to the agreement and make reference to its enforcement strategy.</p>	<p>3. Enfield supports, fully, effective enforcement. However, Enfield's view is that all considerations must be based on actually AUDITED BUS USAGE figures by relevant time periods and location and not based on the mere number of bus routes. We clearly refer to Service Level Agreement and enforcement in our draft LIP. Enfield are also presently seeking legal clarification on this issue with regard to the Disability Discrimination Act; as this is a common issue for all boroughs, the ALG is engaged in this process.</p>
				Yes	LIP matrix p. 29	<p>There is a statement that all bus stops on the LBI network are now fully accessible and protected by 24-hour bus stop clearways. This is welcome, as is a statement that a programme for bus stop clearways is currently being prepared.</p>	<p>4. Acceptable on LBI network and main roads but Enfield will not accept 24 Hour clearways on roads which are essentially residential in character and there are the reasonable parking needs of residents who have no realistic alternatives. The criterion should be based on AUDITED BUS USAGE figures on LBI and major roads.</p>

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4F.Pr8	III	<p>Proposal 4F.Pr8: TfL and the boroughs will promote and implement a package of whole route enhanced, intensified and enforced bus priority measures on major bus corridors. Together with other complementary measures, this will provide a high quality, fully accessible bus network on the London Bus Initiative BusPlus routes. (The target date for the completion of Stage One is April 2002 and, by the end of 2002, elements complementary to central London congestion charging scheme will be completed. High levels of priority will be given on all major bus corridors by 2011.)</p>	<p>Boroughs must include agreed programmes, plans and proposals to demonstrate delivery of high levels of bus priority on 'A' Roads and Busy Bus Routes.</p>	No		<p>There is a statement that high levels of bus priority were delivered on the A1010, A105 and A110 as part of the LBI project, as well as on Flagship route 149. There is considered to be limited opportunities for further enhancement on main bus corridors, but they will be kept under review. The Final LIP must include more of a commitment towards future development of bus priority, in addition to a reference and support for the recently agreed scoping studies (arising from pre-scoping 68 routes) selected for progression which includes route 329 within LB Enfield would be of benefit.</p>	<p>5. Bus priority should be as appropriate and not for the sake of a general principle and should be based on AUDITED BUS USAGE figures; Enfield will take due account of scoping studies.</p>

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
			<p>Boroughs must demonstrate that consistent and high levels of traffic enforcement will be integral to their proposals and that there is consistency with the accessible bus network proposals.</p>	No		<p>The LIP matrix refers to 9 bus lane enforcement cameras and 3 other cameras in Enfield town centre. However this is rather too limited a response to this proposal which should be expanded in the Final LIP. Cameras are not the only form of enforcement of bus routes and priority measures. No standards are provided for gritting of bus routes. These must be set out in the Final LIP.</p>	<p>6. Enfield supports good and effective Enforcement but it needs to be resource effective. Enfield will include reference to winter maintenance plans in final LIP.</p>
			<p>Boroughs must demonstrate that all boroughs' road proposals and programmes include measures that mitigate any significant adverse impacts on buses on major bus corridors.</p>	No		<p>The LIP contains no specific statement concerning this proposal; this must be included in the Final LIP.</p>	<p>7. Major Bus corridors are covered. It is also to be pointed out that all such relevant activity is the subject of appropriate consultation and liaison with bus operators.</p>

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD'S POSITION / PERSPECTIVE
4F.Pr1 1	V	Proposal 4F.Pr11: TfL and the London boroughs will develop and implement a long-term programme so that all bus stops have appropriate passenger facilities and can be served effectively by low floor buses. (The initial phases will be included in the London Bus Initiative, so will be delivered within the timetable of that programme. The Mayor wants TfL and the London boroughs to develop a further programme and costed timetable by early 2002.)	Boroughs must set out their programme for making all bus stops accessible.	No	Matrix p31 App A 4-6, 5-88, p29, Form 12 - BSA	Many bus stops in the borough are already accessible; the borough proposes to roll out bus stop improvements on all borough roads. The Final LIP should indicate any further plans for enforcement of clearways at bus stops and any plans to review accessibility of bus stops through user consultation/survey The wording of the borough's response needs to be strengthened to demonstrate how the borough will make all bus stops accessible as well as timescales.	8. Audited figures of Bus Stop usage will be the basis for priority; the needs of residents where there is no adequate off street parking also need to be considered particularly in the outer London context. The council is not aware of significant public demand for such measures; the public are far more concerned about bus services.
4G.Pr2		Proposal 4G.Pr2: TfL will work with the Police, the Association of London Government, the Licensing Agency and other relevant parties to develop and begin implementation of the Outline Enforcement Plan to deliver better traffic enforcement and vehicle registration throughout Greater London. (Outline Enforcement Plan implementation to begin by the end of 2002.)	Boroughs are encouraged to work with other agencies to improve data sharing protocols, including their participation in or support of the work of the ETF.	No	p39 8.14- 8.16	The LIP acknowledges the persistent evader problem but the recommendation in their PEP uses the word 'should seek to' and gives no specific details of a policy. The borough should give consideration to contributing to the Persistent Evaders Database which is held by the ALG on behalf of the ETF.	9. Enfield are actively engaged through projects such as those initiated by our Environmental Crime Unit . Enfield will consider participating in the Database subject to fee considerations.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4G.Pr3		Proposal 4G.Pr3: TFL in conjunction with the London boroughs will press the Government to introduce new legislation to allow further non-enforceable traffic offences to be enforced on all streets through the decriminalized system. (New legislation to be introduced by the end of 2002.)	Boroughs are encouraged to set out any relevant plans.	Yes	p40 8.20	The borough states that it is enforcing the powers set out in Section 14 of the London Local Authorities and Transport for London Act 2003 to allow enforcement against obstructive parking across driveways / dropped footways. The borough is encouraged to adopt the powers relating to enforcement of moving traffic contraventions contained within the same piece of legislation.	10. Agreed – Will include in final LIP

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4G.Pr1 2	III	<p>Proposal 4G.Pr12: The Strategy adopts a target for 2011 of absolute reductions in weekday traffic of 15 percent in Central London, zero growth across the rest of inner London, and reducing growth in outer London by a third, with the aim of achieving zero growth or absolute reductions in outer London town centres. This will provide a context for the London boroughs' road traffic reduction responsibilities. The London boroughs will be expected to play a key role in achieving or exceeding these targets through road traffic reduction initiatives introduced at local level. This target will be kept under review in the light of monitoring evidence.</p>	<p>Boroughs must include their local traffic growth forecasts and set out how they expect their policies to contribute to meeting the traffic reduction targets in Proposal 4G.Pr12.</p>	No	<p>A target has not yet been determined by the borough. The borough states that with the current statistics it is not possible to set a target. It is unclear from the LIP how the borough will seek to control traffic volumes as one of the underlying focuses of the LIP appears not to attempt to restrict the use of the car, but rather ensure the expeditious movement of traffic within the borough. This must be fully addressed in the Final LIP.</p>	<p>11. The difficulties of not having adequate baseline data, lack of proper definition in the target as set by TfL, rising real levels of public transport fares, lack of orbital transport and limitation of alternatives to car dependency, safety and security considerations as obstacles to traffic reduction and how these aspects make it extremely difficult to induce traffic reduction in outer London situations, the need for the council to honour the explicit manifesto commitment at the recent council elections ,held earlier this month, to facilitate traffic movement and to address the issue of congestion rather than traffic reduction against the background of particularly high levels of car ownership of the order of 1200 cars per 1000 households. The council will not accept an anti-car attitude. However, Enfield will maximise its' contribution to encouraging and inducing modal shift in order to reduce congestion, particularly in the peak hours, rather than make unrealistic attempts to pursue ill defined traffic reduction targets. Enfield will also seek to contribute to growth in car sharing and car clubs. It is to be appreciated that by 'traffic', TfL implies the totality of movement and TfL appreciates that the situation in outer London is clearly different from that which obtains in central London.</p>	

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
			<p>Boroughs must also set out schemes and activities to reduce traffic growth.</p>	<p>No</p>		<p>The two proposal forms associated with the delivery of this proposal relates to school travel plans and travel awareness. Yet on page 9-9 of the LIP it is stated that it appears that mode shift is not influenced by the STP/SRTS programme. The borough must set out schemes and activities that reduce traffic growth and this could be far more wide reaching and specific than those proposed, for example parking controls, improvements to walking and cycling, traffic management schemes etc. In addition, the borough must explain how their proposals and policies will contribute towards traffic reduction targets.</p>	<p>12. Enfield Council are not anti motorists; it needs to be borne in mind that legislation on parking was never intended to serve traffic reduction objectives as such but for the proper management of traffic.</p> <p>Enfield is keen to support innovative ideas aimed at reducing traffic growth. In particular, Enfield wishes to address the problems of peak hour traffic through advocating provision of dedicated Schools Transport by bus. Enfield contributed significantly to the research study on the potential of schools buses carried out by London Buses. Enfield is seeking pump priming funding to initiate pilot studies on local schools bus services.</p>

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4G.P5		Policy 4G.Po5: The creation of new or extended Controlled Parking Zones will be supported, particularly in inner London, outer London town centres, and around Underground and rail stations where parking pressures and conflicts are acute.	<p>Appropriate boroughs must not adopt policies nor implement projects that compromise the traffic reduction benefits achieved by the Central London CCS.</p> <p>Boroughs are encouraged to include in their Parking and Enforcement Plans a programme for identification, review and implementation of potential new CPZs, including funding assumptions. Boroughs are encouraged to refer to 'Parking and Enforcement Guidance for Local Authorities' contained in Appendix E of LIP Guidance. It is noted that the introduction of CPZs is subject to public consultation.</p>	N/A		The PEP should make reference to the funding assumptions for CPZs contained within Form 18-PC.	13. There is a need to provide adequately for Park & Ride because a high proportion of residents have no realistic alternative and , without such provision , they will be constrained to make even longer car trips. At certain stations, without the provision of on street parking within a reasonable distance, people will be compelled to make longer car journeys.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD'S POSITION / PERSPECTIVE
4G.Pr2 6	VIII	Proposal 4G.Pr26: TfL will work with the London boroughs to develop a long term approach to the funding and management of all aspects of street maintenance throughout London. (Long-term approach to be developed by 2003.)	Boroughs must refer to the Street Maintenance Strategy (published by TfL in June 2003) and Street Maintenance Plans in preparing their LIP.	Yes	P356	The borough has stated their commitment to creating a Highway Asset Management Plan detailing how it plans to manage the highways over the next 10 years.	
			Boroughs are encouraged to include a statement of their policy regarding hours of operation of roadworks.	No		No policy on hours for roadworks could be located: the Final LIP would benefit from the inclusion of such a statement.	14. Enfield accepts the consideration on appropriate main roads.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
4H.Pr2	IV	<p>Proposal 4H.Pr2: TfL, working with Railtrack and train operating companies, in consultation with local authorities and Regional Assemblies, will review current provision of car parking at Underground and National Rail stations, bringing forward plans to upgrade and extend provision where this will result in shortening of car journeys and an overall reduction in car use within and beyond London. A high priority will be given to accessible parking for disabled motorists. (Review to be completed by the end of 2002.)</p>	<p>Boroughs must include an indication of any sites the borough considers suitable for park-and-ride, or any plans the borough has to conduct a review of potential sites in line with the criteria in 4H.Pr2. (This is particularly relevant for outer London boroughs.)</p>	Yes	<p>PEP 12.5, 12.6 PEP p58 Matrix p52, PEP73</p>	<p>The borough has looked into the possibility of park and ride and identified two potentially suitable areas, if the opportunity arises it will look further into the demonstrable benefits. PEP 73 states that the borough will look to introduce P&R where there are clear benefits in doing so. While 2 sites have been investigated, the Final LIP would benefit by an explanation as to why these sites have been identified and how they would use the Park & Ride Framework as part of any assessment. If any of the sites are to be utilised the borough must detail how they will be progressed.</p>	<p>15. Essentially dependent on specific consultation outcomes ; Enfield will provide explanations about the two sides.</p>

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD'S POSITION / PERSPECTIVE
4H.Pr3	III	Proposal 4H.Pr3: The London boroughs and businesses will be encouraged to support the development and introduction of car sharing schemes and city car clubs.	Boroughs with such schemes and clubs must set out their programme for the further establishment and development of car share and car club schemes, where justified by local conditions. Other boroughs are encouraged to set out their plans for such schemes and clubs.	No	PEP 5.6, D101 PEP 5-69	The Final LIP would benefit by the inclusion of any plans to extend parking provision at stations where it will result in shortening of car journeys; giving consideration to disabled parking standards e.g. minimum of 6% parking spaces for disabled (Inclusive mobility guidelines).	16. The limitation of land availability is a severe constraint ; Enfield has a policy of adequate provision for disabled parking. There also appears to be a potential contradiction with Tfl's position on CPZs.
			Boroughs with such schemes and clubs must set out their programme for the further establishment and development of car share and car club schemes, where justified by local conditions. Other boroughs are encouraged to set out their plans for such schemes and clubs.	No	P52 and 15.3 (P200)	A mention of car clubs and car sharing is present but there is no commitment or work programme provided. Further information on if/when they will be reviewing the introduction of these should be included in the Final LIP. It is also unclear whether the trial of a web based car sharing scheme in North London, launched in May 2002 and was planned to run for 2 years, is still being used.	17. Results of any actually quantifiable effects of the Website will be reported and will inform the consideration of car clubs. A strong limitation to progress is the fear of crime – attracting lift share propositions from undesirable elements through the web site. But Enfield will take reasonable measures to increase take up.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
41.Pr4	VI	Proposal 41.Pr4: TfL will progress the World Squares For All Project, with the partial pedestrianisation of Trafalgar Square as the first stage. TfL will work in partnership with the London boroughs and the Police to ensure that these and other pedestrianised areas are effectively managed. (The first stage of pedestrianisation of Trafalgar Square, outside the National Gallery, should be completed by the middle of 2003.)	The City of Westminster must set out how scheme management will be continued in Trafalgar Square and developed, when appropriate, for Parliament Square. Boroughs must describe the management principles relating to the operation of other pedestrianised area projects that are being developed, where appropriate.	No		Enfield has not detailed any potential pedestrianised areas, nor its management principles for such areas.	18. Enfield Town is the only possibility but will depend very crucially on consultation outcomes.
41.Pr7	VI	Proposal 41.Pr7: TfL and the London boroughs will be required to review all traffic signal junctions and implement pedestrian phases wherever practicable, taking account of the impact on priority traffic, such as buses. (Twenty sites on TLRN to be investigated each year, with further sites investigated on London borough roads.)	Boroughs must set out the priorities and programme(s) for the investigation and introduction of pedestrian phases.	No		This has not been included in the LIP and it must be included in the Final LIP.	19. There are severe limitations of such a programme arising from TfL's own capacity problems in providing the relevant services. There are schemes such as Hedge Lane , London N13 which Enfield will support and include; this is an example of where , in view of the accident record , Enfield requested modifications to the signals at the junction but have been delayed on account of the demand pressures on the Traffic Technology Systems service within TfL . The demand pressure on TSS were in fact communicated to London Boroughs , by TfL , through letters .

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD's POSITION / PERSPECTIVE
			Mitigation measures to minimise significant adverse impacts on buses must also be taken into account. The programme must take account of any impacts on all the targets in Table 4-1.	No		This must be addressed in the Final LIP.	20 See 19 above and, Audited Usage Figures need to be taken into account.

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD'S POSITION / PERSPECTIVE
41.Pr8	VI	Proposal 41.Pr8: Programmes of improvements will be developed by TfL and the London boroughs to make the street environment more accessible, removing barriers and obstructions that make it difficult or unsafe for pedestrians to use the street. (Programme to be developed by the end of 2002.)	Boroughs must set out their programmes of footway improvements, including access improvements and accessibility improvements to bus stops.	No	5-37 to 5-47 12.5 Table 5.22 5-76 5-80 – 5-88	Enfield has in place a programme of bus stop accessibility and bus stop upgrade works. This programme is ongoing and will continue over the period of the LIP. Detail is provided in the Form 1 but not within the main body of text. It would be beneficial to have page reference annotation in the Final LIP. As part of the borough's Bus Stop Accessibility proposal, improvements to footways are proposed. The Final LIP must provide a programme to improve the footways, for example, dropped / raised kerbs and the removal of barriers/obstructions.	21. Enfield has spent very considerable amounts of own resources on improving footways . Enfield's BVPI on dropped kerbs is very good .
			Boroughs must consult on local pedestrian priorities when preparing programme of access improvements.	No	5-37 to 5-47 Ch.1, 10 p. 13 form 12	Although the borough makes reference to consultation, it does not outline how it will undertake specific consultation on pedestrian priorities relating to access priorities. The Final LIP must fully address this.	

REF	PRIORITY	POLICY OR PROPOSAL	BOROUGH RESPONSE	MUST OR ENCOURAGED INCLUDED	LIP PAGE REF	OBSERVATION IN TFL'S Response to ENFIELD's Draft LIP	ENFIELD'S POSITION / PERSPECTIVE
4M.Pr2		Proposal 4M.Pr2: TfL will work with relevant partners to identify options for increasing freight use of the River Thames and other waterways. (Proposals to be made by the end of 2002.)	Relevant boroughs are encouraged to set out any measures they are implementing on relevant issues e.g. safeguarding wharves and facilities, access to river.	No	LIP Matrix	The borough is encouraged to address this proposal. Ponders End Wharf exits in this borough. The Final LIP would benefit from a mention of this and how the boroughs intends to safeguard its development. The LIP Matrix states "Chapter 3 – Enfield's Transport Objectives". However, no measures (which they may be implementing on relevant issues e.g. safeguarding wharves and facilities, access to river) are set out.	22. Enfield will make a preliminary investigation but the economic viability considerations will be the prime determinant. The Council's policy is to remove all possible street clutter .

4N.Pr 1	<p>Proposal 4N.Pr1: TfL, in consultation with the taxi and private hire trade and other interested parties, is carrying out an extensive review of taxis and PHVs and will bring forward proposals, with the aim of improving personal safety for passengers, improving the supply, and enhancing passengers' travel experience. (Initial findings of the review will be reported in summer 2001, with specific short term proposals, following consultation with the trade. There will be a continuing review of policy and further proposals are expected to be put forward in 2002.)</p>	<p>Boroughs are encouraged to include proposals in line with the PCO best practice guidelines, to include: - new provision, especially at key sites of new and improved taxi ranks, for example at railways / bus stations and in town centres, and - identification of key points of contact.</p>	Yes	Chapter 3; Appx A p67, 5-69 11.1 p 170	<p>As part of the borough's station access proposal, new taxi ranks are included. The PEP recommends drop off/pick up points in town centres but it is unclear whether this includes taxi ranks and this should be clarified in the Final LIP.</p>	<p>23. Taxi Ranks will be considered where appropriate ; the availability of taxi demand call provision privately provided will be taken into consideration in order to avoid unrequired provision.</p>
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	40.Pr 13	V	<p>Proposal 40.Pr13: Disabled parking should be provided in convenient locations, for existing and new developments, to enable easy access to activities and facilities. Existing facilities should be reviewed to ensure there is sufficient disabled parking provided at key locations. (The review is to be included in the London boroughs' Parking and Enforcement Plans.)</p>	<p>Boroughs are encouraged to promote the Mayor's 'Safer Travel at Night' initiatives and include their own proposals for improving safety and security including for woman and vulnerable groups.</p>	No	Chapter 3; Appx A	<p>There is some discussion but few specific proposals. The borough is encouraged to outline any other safer travel at night initiatives it proposes to adopt, for example, taxi hotlinks at key entertainment venues and distribution of safer travel at night information at key locations.</p>	
		No	<p>Boroughs must include plans for providing sufficient disabled parking at key locations.</p>	<p>Ch.5 20.3 p. 5-122 Appendix A, p.78, p.78 Draft PEP, Ch.7 p.32-36</p>	<p>No benchmark disability standards have been used. The borough proposes a disabled persons' parking review as part of its accessibility proposal.</p>	<p>24 The review will be carried out and Benchmarking will be considered</p>		
		No	<p>Boroughs must seek views of local disabled motorists to determine potential key locations.</p>	<p>5-122 Appendix A pages 50 and 76.</p>	<p>The Disabled Parking Review on page 5-122 must be more specific as to the consultation strategy with disabled motorists. Enfield must also indicate how the views of disabled motorists will help determine key locations.</p>	<p>25 . Enfield will ensure that full consultations will be carried out.</p>		

40.Pr 14	V	<p>Proposal 40.Pr14: TfL and the London boroughs will work with disability groups and the government to ensure the effective operation and enforcement of a reputable Blue Badge scheme and include a review of the central London disabled parking schemes. (The review is to be completed by the end of 2002.)</p>	<p>Boroughs must set out a programme which contributes to a robust and reputable Blue Badge scheme.</p>	Yes	PEP Ch.7 p.33-36	<p>As part of its action plan in the PEP, the borough plans to raise public awareness of misuse of the blue badge scheme. It is unclear which, if any proposals have incorporated this.</p>	
4P.Pr 5	V	<p>Proposal 4P.Pr5: TfL will work with the London boroughs, the British Transport Police, the Metropolitan Police, operators and trade unions to bring forward and implement initiatives for reducing transport-related crime and fear of crime. Interfaces will be managed to ensure consistent standards of safety are achieved.</p>	<p>Boroughs must set out their programme(s) to reduce transport related crime and the fear of crime. Boroughs must also state how this activity and its outcomes will be monitored.</p>	No	3-7, 5-54, 5-69, Form 8-CS, Form 6-W, Form 10-SA, Appendix A p83,	<p>Although the borough is promoting safety and security through its streets for people proposal, walking and station access, many of the initiatives are limited to lighting and CCTV. The borough is encouraged to consider other safer travel at night initiatives such as marshalled taxi ranks, taxi hot points, distribution of safer travel information and consulting people from equality target groups for which safety is a key concern, e.g. women, older people, BME, lesbian, gay, bisexual and transgender people. The Final LIP must explain in greater detail how they will achieve this, and must specify any performance indicators, policies and processes that will ensure any activity relating to safety and security and its outcomes are monitored.</p>	<p>26. Enfield will take steps to improve safety for all residents and visitors. We accept that women are particularly vulnerable and therefore give relevant consideration. It is to be noted that the council can only make a contribution and that other agencies, including TfL, have responsibilities in this area</p>

			<p>Boroughs also encouraged to promote the Mayor's 'Safer at Night' initiatives particularly in terms of personal safety in getting to and from rail stations, bus stations and bus stops.</p>	<p>Yes</p>	<p>55-169 p389</p>	<p>The borough is incorporating safer travel at night initiatives into its station access proposal by introducing new taxi ranks. The borough has a programme in place for improving street lighting and the expansion of CCTV.</p>	
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MUNICIPAL YEAR 2006/2007 REPORT NO. 15**MEETING TITLE AND DATE:**

Council
28th June 2006

REPORT OF:

Chief Executive

Contact officers:

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Agenda – Part:1	Item: 11
Subject: Enfield Council's Improvement and Best Value Performance Plan 2006-2009	
Wards: All	
Cabinet Members consulted: Cllr Rye, Cllr Zinkin	

1. EXECUTIVE SUMMARY

- 1.1. In 2005 the Council developed the Enfield Council Improvement Plan 2005-2008, which integrated the existing Improvement Plan with the statutory Best Value Performance Plan.
- 1.2. A full review of the 'Putting Enfield First' aims and objectives was carried out and the actions and targets and performance indicators written to enable the achievement of these. The Plan also shows how the Council will contribute to 'Enfield's Future', the Community Strategy.
- 1.3. The Council Improvement Plan 2005 – 2008 was approved by Council on 13th April 2005.
- 1.4. The Council Improvement Plan has now been revised and has been updated to incorporate the comments agreed at Cabinet on 14 June 2006. Completed actions have been deleted and new actions and targets arising from external inspection reports, new initiatives and the administration's manifesto have been added. Ongoing actions have been reviewed and amended where necessary. All performance indicators have been reviewed to ensure that they are challenging and the plan has been extended to cover the period 2006-2009. The Plan's introductory section is attached as Appendix 1. The sections including actions and targets have been placed in the Members' Library and Group rooms.

2. RECOMMENDATIONS

- 2.1 Council is asked to adopt the updated Enfield Council Improvement and Best Value Performance Plan (2006-2009).

3. BACKGROUND

- 3.1. In 2005 the Council took advantage of Government guidance which allows councils to integrate the statutory Best Value Performance Plan

and their improvement / action plan into a single document – The Council Improvement Plan 2005-2008. This enables a clear link to be established between the Council's aims and objectives, the actions required to achieve them and current performance.

- 3.2. As part of the development of the Council Improvement Plan 2005-2008, the 'Putting Enfield First' aims and objectives were reviewed and amended and actions, performance indicators and targets were written which would contribute to the achievement of these aims and objectives.
- 3.3. The plan shows how the Council contributes to the Community Strategy 'Enfield's Future' and also clearly links to departmental, service and individual workplans to ensure that staff are able to identify how they contribute to the Enfield vision. The Audit Commission in the Corporate Performance Assessment (CPA) corporate assessment inspection report commended this. A monitoring and review process of the plan involving regular reports to Corporate Management Board and Cabinet was established.
- 3.4. In order to maintain the Council Improvement Plan as a responsive rolling three-year plan, it is necessary to undertake an annual review and update. Actions that have been completed or duties that are no longer required have been deleted. New actions arising from external inspections, including the CPA corporate assessment have been added, as have new initiatives such as the Arms Length Management Organisation (ALMO) and key corporate priority targets from the Local Area Agreement. Actions from the administration's 2006 manifesto commitments have also been added. Ongoing actions have been reviewed and amended as required. All performance indicators have been reviewed to ensure that they are challenging and the plan has been extended to cover the period 2006-2009.
- 3.5. Best Value Performance Indicators (BVPIs) and targets are contained in the main body of the Improvement Plan, but it should be noted that at this stage these are in draft with targets estimated. Finalisation of BVPI data will be carried out in accordance with ODPM guidance on BVPIs. Future targets for BVPIs will be agreed based on new guidance, assessment on last year's performance and BVPI quartile comparison information. An outturn schedule listing all BVPIs and targets will be published 30 June 2006 for audit and will be appended to the Improvement Plan. The Outturn information will be produced and published in accordance with the statutory guidance – Local Government Act 1999: Part 1 Best Value and Performance Improvement – ODPM Circular.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1. No alternative options were considered as there is a statutory requirement to produce a Best Value Performance Plan and the Council

Improvement Plan 2005-2008 has proved to be a key document to drive performance toward the achievement of the Council's aims and objectives

5. REASONS FOR RECOMMENDATIONS

5.1. To enable delivery of the Council's corporate strategy 'Putting Enfield First', and to meet the Council's statutory requirements relating to council performance plans (Local Government Act 1999) and the CPA (Local Government Act 2003)

5.2. In April 2006 the ODPM issued Circular 05/2006 – Addendum to ODPM Circular 02/2004 – Local Government Act 1999: Part 1 Best Value and Performance and Improvement. The Circular provided new guidance, for CPA authorities categorised as 4 star, 3 star or 2 star stating ..."the Government will accept authorities' annual corporate plan as meeting the statutory requirement to prepare a Performance Plan – providing that it is identified as such" ...

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1. Financial Implications

Enfield Council's Improvement Plan covers the same period as the recently approved medium term financial plan, that is the three years from 2006/07 – 2008/09. The financial plan was developed alongside the new Improvement Plan to ensure that the Council's budget decisions were driven by service priorities and objectives. Provision has been made in the financial plan to deliver the targets set out in the plan.

6.2. Legal Implications

Members have discretion as to the terms of the corporate strategy although the production of the performance plan is required under the terms of the Local Government Act 1999. Equally, the CPA process now has a statutory basis under the Local Government Act 2003 and both the corporate strategy and the improvement plan (incorporating the performance plan) will be key documents in future assessments.

7. PUTTING ENFIELD FIRST

Enfield Council's Improvement Plan will be the action plan for delivering Putting Enfield First.

Background Papers

None.

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MUNICIPAL YEAR 2006/2007 REPORT NO.**MEETING TITLE AND DATE:**

Cabinet 14th June 2006
Council 28th June 2006

REPORT OF:

Director of: Environment, Street
 Scene & Parks & Emergency
 Planning Officer.

Agenda – Part:1	Item:
Subject: Revised Local Authority "Gold" Resolution.	
Wards: Not Ward specific.	
Cabinet Members consulted: Cllr Michael Rye, Cllr Terry Neville, Cllr Zinkin	

Contact officer: Keith Delaney ext: 5290 or e- mail: keith.delaney@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 This report relates to a request from the Association of London Government (ALG), via ALG Chief Executive's Circular 11/06 (Appendix 1), asking all London Boroughs to adopt a revised Local Authority "Gold" resolution.
- 1.2 This will enable the Local Authority "Gold" Chief Executive to act on behalf of all London Local Authorities in an emergency as before but creates an additional Level 2 response regarding authorisation for expenditure, subject to two conditions.

2. RECOMMENDATIONS

That the recommendation as detailed at Appendix 1 be adopted, whilst the ALG continue to work on two areas of concern:-

- the indemnification of an individual "Gold" Chief Executive in respect of personal liabilities, to the extent that this might not be covered by an authority's existing arrangements;
- the exploration of additional arrangements for pooling expenditures.

3. BACKGROUND

- 3.1 In late 2003 and early 2004 the ALG corresponded with Boroughs about the need to vest the Local Authority "Gold" Chief Executive with the necessary powers to act on behalf of all local authorities in an emergency, this relating to a defined "catastrophic incident."
- 3.2 Boroughs were asked to adopt a resolution to delegate functions to the "Gold" Chief Executive so that he or she would be able to act on behalf of all Boroughs in the event of the Government declaring a "catastrophic incident" and when the Government had confirmed that it would reimburse expenditure. All Boroughs passed the "Gold" resolution by March, 2004.
- 3.3 Recent events, however, in particular the July, 2005 bombings have shown that Boroughs would welcome greater clarity about the financial arrangements, especially when an emergency has not been declared "catastrophic."

4. OTHER OPTIONS CONSIDERED.

- 4.1 The ALG have sought re-assurance from the Government and been promised that the Government would give "urgent consideration" to reimburse local authorities' costs when responding to any emergency.

5. REASONS FOR RECOMMENDATIONS.

As requested by ALG Leaders Committee.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS.

6.1 Financial implications.

There is no material impact on the Council's revenue budget arising from the proposal. In the event of an incident the council would take all steps to recover its costs from the Government.

6.2 Legal implications.

The proposed resolution extends current arrangements for the delegation of powers to the relevant "Gold" Chief Executive. Currently the delegation extends to "catastrophic incidents" but the proposed resolution will extend that to include "Level 2" incidents (as defined in the resolution). It is noted that the proposed resolution includes (in paragraph 6) limitations on the power of the relevant Gold Chief Executive to incur expenditure. The Council has a discretion as to whether or not to pass the resolution, although to do so is likely to assist in the discharge of duties under the Civil Contingencies Act 2004. Although this is an executive function, under the terms of the

Council's Constitution it is prudent for the resolution to be considered by both Cabinet and full Council.

7. PERFORMANCE MANAGEMENT IMPLICATIONS.

Having consulted Best Value and Performance Management it is considered that this recommendation provides for a more efficient strategic pan-London "Gold" cover arrangement, by way of reducing extra costs and providing for reimbursement.

8 PUTTING ENFIELD FIRST

If the resolution is agreed in due course, then the London Borough of Enfield will be complying with Council value in respect of leading communities and building a better future.

It will also be meeting the following aims:-

- 3 - safer Enfield to live, work and do business, and,
- 5 - supporting the delivery of excellent services.

BACKGROUND PAPERS.

None

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Chief Executives' Circular

To:	Borough Chief Executives	Cc:	
Date:	10 February 2006	Ref. no:	11/06
Contact:	Doug Flight (ALG)	Tel:	020 7934 9805
	Loretta Jennings (City of London, ALG Legal Adviser)		020 7332 3698
Email:	Doug.Flight@alg.gov.uk		
	Loretta.Jennings@cityoflondon.gov.uk		

Summary:

Boroughs are asked to adopt a revised Local Authority "Gold" resolution, which enables the Local Authority "Gold" Chief Executive to act on behalf of all London local authorities in an emergency.



Local Authority "Gold" Resolution

In late 2003 and early 2004, the ALG corresponded with boroughs about the need to vest the Local Authority "Gold" Chief Executive with the necessary powers to act on behalf of all local authorities in an emergency. More details can be found in ALG Chief Executives' Circulars 66/03 (19 December 2003), 03/04 (8 January 2004) and 07/04 (27 January 2004).

Boroughs were asked to adopt a resolution to delegate functions to the "Gold" Chief Executive so that she or he would be able to act on behalf of all boroughs in the event of a the Government declaring a "catastrophic" incident and when the Government had confirmed that it would reimburse expenditure. All boroughs passed the "Gold" resolution by March 2004. The fact that all boroughs adopted the "Gold" resolution was intrinsically important, but it also had symbolic significance as it reflected boroughs' collective commitment to London's resilience.

We had known that the "Gold" resolution would need to be amended to take account of the Civil Contingencies Act 2004, if only because the Act changed the terminology. We have now also had "live" experience of local authority engagement at "Gold" level, most notably with the July 2005 bombings. Those events, and others, showed that boroughs needed to have a basis for working together within the "Gold" arrangements when an incident had not been declared "catastrophic".

The "live" experience also showed that boroughs would welcome greater clarity about the financial arrangements. The ALG sought reassurances from the Government. The Minister for Local Government (in his capacity as Minister for London Resilience), Phil Woolas MP, has gone some way to addressing boroughs' concerns by promising that the Government would give "urgent consideration" to reimbursing local authorities' costs when responding to any emergency. The Minister's full response and further background to this are set out in the paper considered on 7 February 2006 by the ALG's Leaders' Committee and available on the ALG website; hard copies have also been circulated to boroughs as part of the normal distribution of Leaders' Committee papers.

At that meeting, Leaders' Committee agreed to commend to boroughs the text of a revised "Gold" resolution set out in Appendix 1 to this circular. It would help very much if boroughs could move quickly to adopt this. You might wish to be reminded that in 2004 we advised that this was an issue to be dealt with as an executive function.

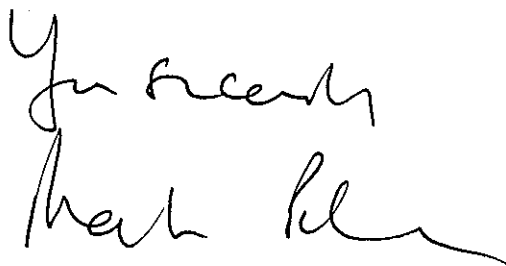
As you will see from the report to the Leaders' Committee, we are continuing to work on two areas:

- the indemnification of an individual "Gold" Chief Executive in respect of personal liabilities, to the extent that this might not be covered by an authority's existing arrangements;
- exploration of additional arrangements for pooling expenditure;

In addition, the Cabinet Office Civil Contingencies Secretariat has raised with us:

- whether there needs to be a resolution to cover Local Authority "Gold" engagement at Level 3, when there is a formal declaration of a decision to take special legislative measures under Part 2 (Emergency Powers) of the Civil Contingencies Act 2004.

These points do not detract from the need for boroughs to adopt now the attached revised resolution. As before, it only comes into effect when all councils have made the resolution. I would be grateful if you could let Doug Flight here know when your borough has done so.



Martin Pilgrim
Chief Executive

REVISED LOCAL AUTHORITY "GOLD" RESOLUTION**Resolution to be passed on behalf of each London Borough Council and the Common Council of the City of London ("the Councils")**

1. This resolution is made in accordance with section 138 Local Government Act 1972, section 101 Local Government Act 1972, section 19 Local Government Act 2000, Regulations 7 and 10 Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000 and all other enabling powers. The resolution has regard to "Emergency Response and Recovery" the non-statutory Guidance issued pursuant to the Civil Contingencies Act 2004.
2. As from the date of this resolution the Council's functions under section 138(1) Local Government Act 1972 (Powers of principal councils with respect to emergencies or disasters) are delegated to the Council which has appointed the Head of Paid Service as defined in paragraph 3 below in the circumstances set out in paragraphs 4-7 below.
3. The Head of Paid Service is the person appointed by one of the Councils under section 4 Local Government and Housing Act 1989 who, following the convening of the Strategic Co-ordinating Group ("Gold Command") to respond to an incident requiring a "Level 2" response (as defined in paragraph 4 below) has agreed to discharge the functions under section 138(1) Local Government Act 1972 ("the functions") on behalf of the Councils.
4. An emergency requiring a Level 2 response is a single site or wide-area disruptive challenge which requires a co-ordinated response by relevant agencies.
5. The functions hereby delegated shall not be exercised until resolutions delegating the functions have been made by all the Councils.
6. The powers hereby delegated to the Council which has appointed the Head of Paid Service shall not include any power to incur expenditure or to make grants or loans to any person unless either:
 - the Head of Paid Service has received confirmation from the Minister that expenditure reasonably incurred by the Head of Paid Service in taking immediate action to safeguard life or property or to prevent suffering or severe inconvenience will be reimbursed by HM Government; or
 - the Head of Paid Service has received confirmation on behalf of the Council(s) in whose area(s) the incident has occurred that expenditure reasonably incurred by the Head of Paid Service in taking immediate action to safeguard life or property; to prevent suffering or severe inconvenience and to promote community cohesion and a return to normality, will be met by the Council (or the Councils in proportions to be agreed by them).

7. In the event the Minister has confirmed that expenditure will be reimbursed by HM Government, the Head of Paid Service shall, insofar as reasonably practicable, consult with and inform the Council(s) in whose area(s) the incident has occurred regarding any action proposed to be taken.

MUNICIPAL YEAR 2006/2007 REPORT NO.

MEETING TITLE AND DATE:
Council 20th September 2006

REPORT OF:
Director of Environment, Street
Scene and Parks

Agenda – Part: 1	Item:
Subject: FOOD SAFETY: SUBMISSION OF FOOD SERVICE PLAN 2006/07 FOR APPROVAL	
Cabinet Member consulted: Cllr Terence Neville	

Contact Officer : Sue McDaid Tel: 020 8379 3680 or e-mail sue.mcdaid@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The Food Safety service plan, shown in abridged form at appendix 1, is submitted for approval in accordance with the Food Standards Agency Framework Agreement on Local Authority Food Law enforcement, made under the Food Standards Act 1999. A copy of the full report has been placed in the Members library, both group offices and on the Council's website.
- 1.2 This sets out clear mandatory guidance on Local Authority Food Safety performance and service planning.
- 1.3 The Food Standards Agency Framework Agreement on Local Authority Food Law Enforcement requires that the Food Service Plan is submitted annually to Members for approval.

2. RECOMMENDATIONS

That the Food Safety Service Plan 2006/07 be agreed by the Council, as required by the Framework Agreement on Local Authority Food Law Enforcement;

3. BACKGROUND

- 3.1 The Food Safety service plan, shown in abridged form at appendix 1, is submitted for approval in accordance with the Food Standards Agency Framework Agreement on Local Authority Food Law enforcement, made under the Food Standards Act 1999. A copy of the full report has been placed in the Members library, both group offices and on the Council's website. The Framework Agreement on Local Authority Food Law Enforcement specifies the information required to be in the Food Service Plan. This includes a description of the scope and activities undertaken by the Service, the expected demand on the resources of the Service, a review of the previous years' performance and identification of areas for improvement for the subsequent year.
- 3.2 The Food Safety Section deals with a wide range of issues such as food hygiene, food standards, health and safety in food premises, infectious disease control, food sampling, water quality, animal feedingstuffs and licensing consultations. This involves undertaking inspections, investigating complaints and accidents and undertaking enforcement.
- 3.3 There are approximately 2252 food premises in the Borough; comprising caterers (65%), retailers (28%) other (7%). There are 9 premises approved under product specific legislation (e.g. meat product manufacturers).
- 3.4 The priority of the food safety section is preventive action. There has been a year on year improvement in food hygiene inspection performance since 1999/00. The target of 100% for food hygiene inspection of premises due for inspection has been achieved since 2003/4. Resources are targeted towards the highest risk inspections and complaint work. As a result of the effective targeting of resources, there has been a halving of the number of highest risk premises since 2000.
- 3.5 2005/6 performance included:
- 100% achievement of food hygiene inspection programme
 - Increased demand in reactive work (complaints, food alerts, license consultations and infectious disease investigations)
 - Maintenance of the number of investigations which will lead to legal proceedings compared to 2004/05
 - Maintenance of food standards inspections compared to 2004/05
 - Increase in the number of health and safety inspections compared to 2004/05

4. ALTERNATIVE OPTIONS CONSIDERED

None

5. REASONS FOR RECOMMENDATIONS

5.1 Council approval of the Food Safety Service Plan is required by the Framework Agreement on Local Authority Food Law Enforcement.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1 Financial Implications

The Director of Environment, Streetscene and Parks has confirmed that all costs can be met from existing budgets.

6.2 Legal Implications

The submission of the annual Food Service Plan for the approval of elected Members is a requirement of the Framework Agreement on Local Authority Food Law Enforcement issued by the Food Standards Agency pursuant to the Food Standards Act 1999. The constitution requires this plan to be submitted to full Council. Once approved the plan will form the basis on which food safety services are carried out by the Council.

7. PERFORMANCE MANAGEMENT IMPLICATOINS

7.1 The Food Safety Service Plan is implemented and monitored to maintain standards of food safety at food premises throughout the Borough to ensure they are hygienic and do not pose a risk to health. This links to the corporate objectives and the corporate priority of making a safer Enfield to live, work, study and do business.

7.2 The Food Standards Agency Framework Agreement on Local Authority Food Law enforcement requires the Council to plan, manage and deliver its food law enforcement services. The Food Standards Agency require the performance against the plan required to be reviewed by the Council at least once a year and submitted for appropriate member approval.

8. PUTTING ENFIELD FIRST

The objectives in the Food Safety Service Plan contribute towards Corporate objectives and Putting Enfield First.

Background Papers

None



Environment, Street Scene and Parks Group

Food, Licensing and Trading Standards Service

**FOOD SAFETY SERVICE PLAN
2006/2007**



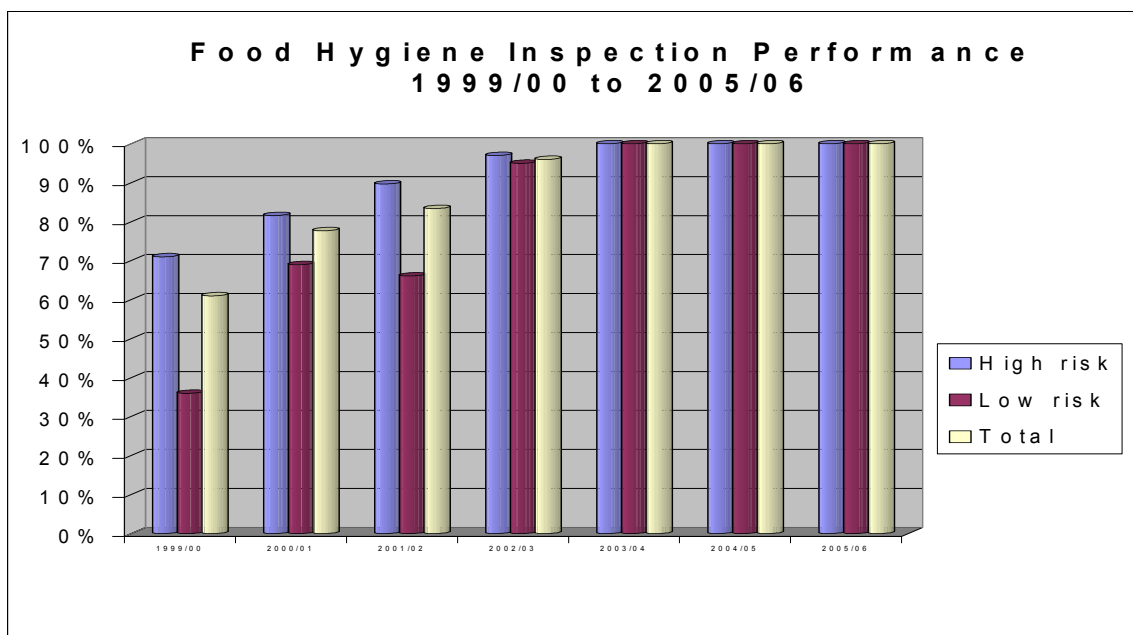
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FOOD SAFETY SERVICE PLAN 2006/2007

EXECUTIVE SUMMARY:

The Food Safety Section deals with a wide range of disciplines such as food hygiene, food standards, health and safety in food premises, infectious disease control, food sampling, water quality, animal feedingstuffs and Licensing Act 2003 premises licence consultations. There are approximately 2252 food premises in the Borough; which comprises mainly of caterers (65%) and retailers (28%). There are 9 premises approved/registered under the product specific legislation (e.g. meat product manufacturers).

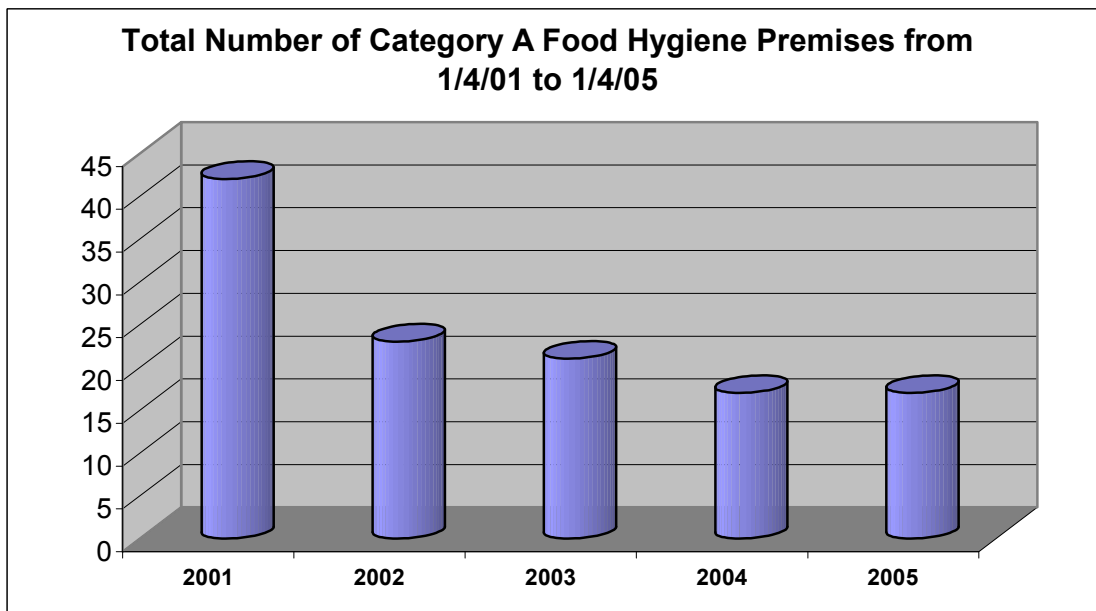


Key performance and outcomes:

- 100% food hygiene inspections
- Maintenance of the number of investigations instigated which will lead to legal proceedings compared to 2004/05
- Maintenance of food standards inspections compared to 2004/05
- Increase in the number of health and safety inspections compared to 2004/05
- Increased demand in reactive work (complaints, food alerts, licence consultations and infectious disease investigations)

The main priority and performance indicator of the food safety section is programmed inspections, and there has been an increase in food hygiene inspection performance year on year since 1999/00 as shown in the graph below. The food safety section has continued to achieve 100% of all food hygiene inspections due during the year for the third year in a row; which is a significant achievement.

Resources are targeted towards the highest risk inspections and complaint work. There was a concerted effort to maintain the food hygiene inspection performance in 2005/06 at 100%. It is extremely difficult to effectively measure improvements in food safety across all food premises over time as a result of the achievement of completion of all food inspections due. This is because it is a very fluid market; premises close and new ones set up, and premises change ownership on a frequent basis and this effects the risk rating applied to each premises. However, there has been a halving in the number of Category A premises (the highest risk food hygiene premises) since 2001(see chart below), and no food hygiene inspections carried over into the next years programme since 1/4/04 which indicates maintenance of the improvement in the food hygiene inspection programme performance. Although there is still a backlog of food standards and health and safety inspections, this backlog is reducing with continued effort in increasing the inspection performance.



In 2005/06 there was a greater demand for reactive work than predicted based on the previous year such as general complaints relating to food premises, food alerts issued by the Food Standards Agency and infectious disease investigations.

There were areas of work where there was a slight shortfall in the demand/expectation based on the previous year such as health and safety complaints, complaints about licensed premises, accident notifications, liquor licence consultations, animal feedstuffs complaints and samples, public water supply samples and service of food and health and safety improvement and prohibition notices.

A summary of the planned workload of the food safety section is provided below and a full breakdown of the plan is provided in Appendix A. This includes inspection programmes, an estimate of expected reactive work and promotional activities.

Inspection programmes:-

- 1105 Food Hygiene Inspections
- 296 Food Standards Inspections
- 137 Health and Safety Inspections in food premises
- 200 Revisits to food premises following inspections
- Sampling programme of 445 food samples, 35 water samples and 5 animal feedingstuff samples

Estimate of reactive work:

- 65 Complaints about food
- 450 Complaints relating to food hygiene and food standards
- 100 Food Alerts received from the Food Standards Agency
- 0-5 Food Incidents
- 180 Accidents notified from food premises
- 80 Complaints about health and safety in food premises
- 0-3 Complaints about animal feedingstuffs
- 320 Investigations of infectious diseases and 25-30 outbreaks
- 30 Complaints about the public water supply
- 140 New/variation premises licences in accordance with the Licensing Act 2003
- 16 other licence consultations
- 60 Complaints about licensed premises
- 110 Planning applications in food premises
- 80 Home/Originating Authority complaints/referrals
- Formal enforcement by use of notices and prosecutions

Promotional/Project work:

- 200 persons will be trained in basic food hygiene
- 40 workshops for Safer Food Better business (SFBB)
- 400 food business will be trained in Safer Food Better Business (SFBB)
- Provision of leaflets and advice
- Participate in Food Safety Week to promote good food hygiene
- Leaflets and publicity for BBQ Safety Week
- Leaflets and publicity for Safe Food at Christmas
- Mailshot to advise schools and care homes on control measures for viral gastro-intestinal outbreaks
- Continue to contribute to the 'Responsible Licensees Scheme'
- Liaison with various bodies (eg other local authorities, FSA, LACORS, HPA, CIEH, Water Authorities)
- Undertake a project of health and safety inspections and enforcement relating to a HELA priority or other pertinent issue
- Mailshot to retailers & caterers on the labelling of allergens following implementation of EU Regulations
- If resources allow, provide a seminar to importers or dissemination of guidance on legal compliance and good practice

There was a significant increase in performance in some areas dealt with by the Food Safety Section in 2005/06, and this performance must be maintained. In relation to areas for improvement during 2006/07, these include:

- Continue to inspect un-rated food hygiene inspections

- Continue to inspect overdue and un-rated food standards inspections
- Continue to inspect overdue and un-rated health and safety inspections in food premises

And the following areas of performance need to be maintained:

- Maintain the food hygiene inspection performance
- Maintain the food standards inspection performance
- Maintain the 100% of category A and B1 health and safety inspection performance
- Maintain the food and water sampling programme

The Licensing Act 2003 came into force in 2005. The food safety section acts as a responsible authority and may make representations (objections) to an application for a new licence or to vary an existing licence, or may request a review of an existing licence. The transfer of this work to the Food Safety Team has had a significant impact on the section's resources during 2005/6 with the need to assess the suitability of all premises applying for a new licence or to vary their existing licence against the four licensing objectives.

From January 2006, a number of new food hygiene regulations apply in the UK. The main new requirement is that food business operators must put in place a food safety management system based on the principles of HACCP (hazard analysis critical control point). In practice, this means that procedures must be in place to manage food safety hazards in a business. The food safety team has received grant funding during 2006, which must be match funded by the Authority, to train food business operators in Enfield in Safer Food Better Business (SFBB), a food safety management system. As part of the training the food safety team and a food hygiene training consultancy will provide workshops, one to one training at operators food premises and follow up evaluation visits. This will impact on resources, as premises will require additional visits during the period.

With the introduction of new food hygiene regulations the requirement for butchers licensing has ceased.

FOOD SAFETY SERVICE PLAN 2006/07

1. SERVICE AIMS AND OBJECTIVES

1.1 Aims and Objectives

The Overall aims of the Trading Standards & Licensing Service, which includes Food Safety, are outlined in the 'Trading Standards & Licensing Service Plan 2006/07.' The Objectives for the Food Safety Service for 2006/07 are contained in Appendix A and detail the activities that will be undertaken and the resource requirements. The scope of the Food Safety Service is listed below in section 2.3

1.2 Links to Corporate Objectives and Plans

The Food Safety Service Plan and overall 'Trading Standards & Licensing Service Plan 2006/07' has been prepared in accordance with the format specified in the London Borough of Enfield's Service Centre and Core Unit Manager's Handbook, and in accordance with the Framework Agreement on Local Authority Food Law Enforcement issued by the Food Standards Agency (FSA) in September 2000.

The plan is prepared with staff and customers will be consulted and the plan will be submitted for agreement to the Cabinet Member for Environment, Street Scene & Parks and full Council.

Health and Safety at work legislation is enforced by both the Food Safety Section and Environmental Protection and Safety Section. The planned activities of both these teams have been combined into one document - the Health and Safety Enforcement Action Plan 2006/07; although references are made to the Food Safety Sections' health and safety activities in the Food Safety Section Service Plan.

The Corporate objectives are summarised in the Service Centre and Core Unit Manager's Handbook and detailed in 'Putting Enfield First' documentation. The Food Safety Service has a key role in delivering a number of the corporate objectives. The links between the Corporate Objectives and the contribution by the Food Safety Service are identified in the 'Objectives for the Food Safety Service for 2006/07' (Appendix A) under the column heading 'Links to Corporate Priorities and Group Priorities/Plans'.

2. BACKGROUND

2.1 Profile of the Local Authority

The London Borough of Enfield is an outer London Borough with a population of 280,000 (mid-2004). The age, household type and ethnic profile of the population are detailed in Appendix E.

The London Borough of Enfield covers 82.19 sq. km. / 31.7 square miles and borders with 7 local authorities comprising London Boroughs and the local authorities in the counties of Essex and Hertfordshire. The North East of the Borough is former industrial use and now comprises many industrial estates and business parks. There are 17 industrial estates in the borough (containing 1.5 million square metres of floor space for warehousing and manufacturing); mainly in the Lea Valley corridor and adjacent to the Great Cambridge Road (A10) and North Circular Road (A406). Approximately one-third of the borough is residential. The East, South and West are densely populated town centres. Another third is Green Belt land predominately in the North and West and is less populated and comprises open recreational spaces and agricultural land.

2.2 Organisational Structure

The structure of the Council Services and the Council's democratic arrangements are detailed in Appendix F.

The Food Safety Service Structure is also detailed in 'Trading Standards & Licensing Service Plan 2006/07.' The Group Manager (Food Safety) has lead responsibility for food hygiene, food standards and animal feedingstuffs. There are two Team Leaders in the Food Safety Section, 10 Environmental Health Officer and Technical Officer posts (9 Full Time Equivalents) and 1 Team Support Officer. In addition there is a 1-year temporary post for 2006 funded by the Food Standards Agency to promote the Safer Foods Better Business project in food businesses in Enfield.

2.3 Scope of the Food Safety Service

The service delivery point is at the Civic Centre and the times are 09.00 to 17.00 Monday-Fridays. There is a 24-hour customer contact centre for emergency Environmental Health matters out of office hours and a reactive nuisance patrol and a reactive/proactive licensing patrol at weekends.

The Food Safety Section provides the following services:

Food Hygiene and Food Standards

- Planned inspections and other visits
- Investigation of complaints relating to food, and the hygiene of food premises
- Planned and reactive food sampling
- Foundation food hygiene training and Safer Food Better Business (SFBB) workshops
- Action in relation to Food Alerts and food incidents
- Response to planning application consultations
- Advice to business and consumers

- Home Authority role
- Some statutory nuisance work in relation to food premises
- Enforcement

Health and Safety (in food premises)

- Planned inspections and other visits
- Investigation of complaints
- Investigation of accidents
- Advice to business and the public
- Enforcement

Animal Feedingstuffs

- Inspections and visits to premises
- Investigation of complaints relating to animal feedingstuffs
- Planned and reactive animal feedingstuffs sampling
- Advice to business and consumers
- Enforcement

Infectious Disease

- Investigation of cases of suspected and confirmed gastro-intestinal infectious diseases
- Investigation of outbreaks of gastro-intestinal infectious disease
- Advice to business and the public
- Enforcement

Water Quality

- Planned and reactive sampling of public and private water supplies
- Advice
- Enforcement

Licensing

- Response to premises licence consultations under the Licensing Act 2003
- Response to consultations on licence applications for other types of licences
- Planned inspections and other visits
- Investigation of complaints
- Advice to business and the public
- Enforcement

Contractors and temporary agency staff are employed by the Food Safety Section to assist primarily with the inspection programmes when necessary.

2.4 Demands on the Food Safety Service

The food premises profiles for food hygiene and food standards inspection purposes (as of 01/04/06) are detailed in Appendix B.

There are 9 premises currently trading and approved/registered under one or more of the product-specific food hygiene legislation (e.g. meat, fish and dairy product manufacturers).

The profile of animal feedingstuffs premises (as of 01/04/06) is detailed in Appendix B.

1.38% of food premises are manufacturers and processors, and the majority are restaurants and caterers (64.57%) and retailers (28.11%). There is a relatively frequent turnover of food premises. We have found that at least 109 food businesses have closed in the last year, which is approximately 5.2% of the total number of food premises. Approximately, 100 to 120 new premises set up each year.

The duties that the Food Safety Service performs cover a number of disciplines in addition to food safety, which involve both proactive inspection programmes (of which there are 4) and reactive work. Reactive work can impinge on the inspection work. The authority; like other local authorities, also experiences difficulties in recruiting and retaining qualified food safety staff when vacancies arise due to the shortage of such qualified staff. Temporary contracts for food inspection were used to cover vacancies and to undertake some of the inspections that were due in 2005/06. There is insufficient staff resource to undertake 100% of the food standards and health and safety inspection programmes because, like other local authorities, the resources are directed and led by the food hygiene inspection programme. Therefore, there is a backlog of overdue food standards and health and safety inspections; however, all high-risk health and safety and food standards inspections were undertaken. During 2006/07, food standards and category A, B1, B2 and unrated health and safety inspections will continue to be undertaken, where possible, with the food hygiene inspections which are due to help to continue to reduce the backlog and to inspect and risk-rate the premises which are currently un-inspected for food standards and health and safety (see section 3.1).

In addition, emergencies and other areas of work occur during the year, which are unforeseen for which it is not possible to plan the resource implications at this stage. For example, in 2005/06, there were a number of gastrointestinal outbreaks in schools and residential homes, almost all of which were viral and not related to food, incidents relating to contaminants in imported food products and advisory letters and enforcement visits to premises.

The Food Safety Team was also involved in the successful implementation of the Licensing Act 2003. Almost 1,800 applications for licences were received and processed which represented over 99% of applications from known licensed premises in the Borough, the best performance in London. The Food Safety Team assisted by the Health and Safety Team carried out 274 premises licence assessments.

2.5 Enforcement Policy

The Food Safety Service aims to follow the Council's agreed enforcement policy for the Environmental Health and Regulation Division that is documented in the Quality Manual, and has been written in accordance with statutes and codes of practice applying to the service. These include the Code for Crown Prosecutors and the Food Safety Code of Practice and other official guidance. Trading Standards & Licensing supports and has signed up to the Enforcement Concordat Principles of Good Enforcement. All decisions on enforcement action will be made following consideration of the enforcement policy. The reasons for any departure from the criteria set out will be documented.

Appendix G provides a summary of the investigations that were instigated/in progress during 2005/06 with a view to prosecution or formal caution.

SERVICE DELIVERY

3.1 Food and Feedingstuffs Premises Inspections

The authority aims to undertake good quality, worthwhile inspections of food premises that will reduce food safety and health and safety risks to the public and employees and to bring about improvements in the management of food safety and health and safety in food businesses. This is seen as vital for public health and consumer confidence and is also vital for business success. The Authority aims to undertake 100% of the food hygiene inspection programme. The inspection resource is directed in particular towards inspection of the highest risk food premises; Categories A, B and C, manufacturers and product-specific approved premises. As mentioned, there are a number of overdue food standards and health and safety inspections. Food standards and category A, B1 and B2 health and safety inspections will be undertaken during food hygiene inspections if they are also due or overdue for inspection. In addition, resources will be directed towards undertaking high risk food standards inspections and categories A and B1 (the highest risk) health and safety inspections which are due but the food hygiene inspection is not due.

Imported food is inspected during routine inspections to ensure its safety, proper import and legality.

The numbers of inspections and revisits that are planned for 2006/07 and resource requirements are detailed in Appendix A.

The Food Safety Service also plans to undertake promotional/project work as follows:

- 200 persons will be trained in basic food hygiene
- Approximately 40 Safer Food Better Business (SFBB) workshops will be carried out
- 400 business operators will be signed up to Safer Food Better Business (SFBB) and receive 1 to 1 training
- Provision of leaflets and advice
- Participate in Food Safety Week to promote good food hygiene
- Leaflets and publicity for BBQ Safety Week
- Leaflets and publicity for Safe Food at Christmas
- To provide advice to schools and care homes on control measures for viral gastrointestinal outbreaks if required
- Continue to contribute to the 'Responsible Licensees Scheme'
- Liaison with various bodies (eg other local authorities, FSA, LACORS, HPA, CIEH, Water Authorities)
- If resources allow, undertake a project of health and safety inspections and enforcement relating to a HELA priority or other pertinent issue
- Mailshot to retailers & caterers on the labelling of allergens following implementation of EU Regulations
- If resources allow, provide a seminar to importers or dissemination of guidance on legal compliance and good practice

This promotional/project work is included in Appendix A under the heading 'Education, Training and Advice' and 'Licensing'.

3.2 Food and Feedingstuffs Complaints

An estimate of the number of complaints in relation to food, food hygiene, food standards, health and safety and other complaints in food premises and accident investigations that the Food Safety Service will deal with is detailed in Appendix A. Within this, complaints about imported food are investigated to ensure its safety, proper import and legality. Every complaint is assessed according to risk as specified in policies/procedures in the Quality Manual, and the complaints are then categorised and investigated in accordance with the categorisation. This enables the Food Safety Service to deal with the volume of complaints received, and to direct the available resource to those complaints that pose the greatest risks to the public.

3.3 Home Authority Principle

The authority's planned activities and an estimation of the resources required for the Home Authority and Originating Authority role, which includes importers, is included in Appendix A under the heading 'Education, Training and Advice'. The authority aims to act in accordance with LACORS Home Authority and HELA Lead Authority Principles. The Food Safety Section is not a Lead Authority for any premises, but will act in accordance with the HELA Lead Authority Principle in investigations and inspections.

3.4 Advice to Business

The authority's aim is to provide advice to businesses during inspections and visits, during complaint and accident investigations, with food sampling results, during training courses and when businesses contact us for advice. The authority endeavors to provide advice to businesses to assist them comply with their legal requirements and to advise them of good practice. The Food Safety Section also participates in the Safer Businesses, Safer Streets project to promote healthy eating and good food hygiene and health and safety in licensed premises e.g.pubs. The authority's activities in relation to advice to businesses are detailed in Appendix A under the heading 'Education, Training and Advice'.

3.5 Food and Feedingstuffs Inspection and Sampling

The authority's sampling policy and programme for food, animal feedingstuffs and water is detailed in the Quality Manual, and the aim is to check compliance with food hygiene, food standards, water and animal feedingstuffs legislation, to deal with issues raised by consumers and to deal with concerns identified by the Food Safety Service. The authority aims to participate with others in any EU coordinated sampling programmes, national HPA/LACORS sampling programmes, London-wide coordinated sampling projects, and the NE London Food Liaison Group sampling programme. The authority also has its own sampling programme which focuses in particular on planned sampling of food produced/originating in the Borough from Home Authority premises, Originating Authority premises, product-specific approved premises and importers, but also includes other food premises in the borough. 'Reactive' sampling will also be undertaken, where required, in relation to complaints received, conditions found during food inspections and visits, referrals from other local authorities and in relation to suspected food poisoning cases and outbreaks.

Microbiological food examination is performed by the Health Protection Agency, and chemical food and animal feedingstuffs analysis is performed by the Public Analyst Service at Eurofins Scientific.

A review of the Food Sampling Programme performance for 2005/06 and the outcomes to date (still awaiting some results) is contained in Appendix D.

The sampling surveys being considered at present for the sampling programme for 2006/07 are:

- mycotoxins in muesli
- Cross-contamination in butcher's premises handling raw meat & ready to eat foods
- Environmental swabbing of cook-chill producers for Listeria
- Listeria in ready to eat foods at retail
- Shopping basket survey:
 - halloumi & feta cheese (micro)
 - dried fish (micro)
 - colours in Indian confectionery
 - ready to eat fermented meat products (micro)
 - pork protein in Halal/Kosher chicken
 - cooked sliced meats (micro)
 - egg fried rice (micro)
 - sandwiches made to order (micro)
- Pathogens in raw chicken at retail
- Salmonella in fresh herbs
- Salmonella in raw eggs from caterers
- Hygiene study of mobile food vendors
- Micro quality of dips & sauces at takeaways
- Salt content of pizzas
- Quality of & presence of polyaromatic hydrocarbons in deep fat frying oils
- Malachite green in farmed fish
- Imported foods (micro & chemical)
- Home authority & approved premises (micro & chemical)

3.6 Control and Investigation of Outbreaks and Food Related Infectious Diseases

The authority will aim to investigate every suspected and confirmed case of food poisoning and food related infectious disease notified to the authority. The authority will also investigate all suspected outbreaks of infectious disease in relation to food premises. We aim to respond to 100% of outbreaks within 24 hours of notification. An estimation of the number of cases, outbreaks and resources required are specified in Appendix A.

3.7 Food Safety Incidents

The authority will respond to all Food Alerts issued by the Food Standards Agency and act in accordance with the Food Alert, Food Standards Agency Code of Practice and the procedure in the Quality Manual. The authority will also act in accordance with the Code of Practice and the procedure in the Quality Manual when dealing with food incidents. The estimated demand and resources required of the Food Safety Service are outlined in Appendix A.

3.8 Liaison with other Organisations

The activities and estimated resource requirements of the Authority with respect to liaison with other organisations are detailed in the section headed 'Liaison' in Appendix A.

3.9 Food and Feedingstuffs Safety and Standards Promotion

The authority's planned food safety promotional activities and resource requirements are detailed in Appendix A under the heading 'Education, Training and Advice'.

4. RESOURCES

4.1 Financial Allocation

The budget for the Food Safety Service is detailed in the 'Trading Standards & Licensing Service Plan for 2006/07'

4.2 Staffing Allocation

The organisational structure of the Food Safety Service is outlined in 2.2 above. The staff resource expressed in terms of qualifications, experience and competencies is detailed in a table in Appendix C that is held by the Group Manager (Food Safety).

4.3 Staff Development Plan

The broad training needs of officers in the Food Safety Service are included in the Training and Development Plan which is provided in the Licensing & Trading Standards Service Plan. The detailed Training and Development Plan for the Food Safety Service is held by the Group Manager (Food Safety). In addition to external courses, the authority provides 5-10 days of CPD training each year to assist in meeting the training needs of officers and the FSA Code of Practice requirement for ongoing training. There will also be a number of ad-hoc internal training sessions and cascade training throughout the year. The CPD training event was undertaken in 2005/06 and the minimum of 10 hours food safety training was exceeded by the CPD event, in-house training sessions and external ad-hoc courses for all of the Food Safety Section staff.

5. QUALITY ASSESSMENT

5.1 Quality Assessment

The Food Safety Service's policies and procedures are detailed in a Quality Manual.

During 2005/06, Environmental Health & Regulation retained its ISO 9001 accreditation.

The Food Safety Team achieved an average level of customer satisfaction of 86% which is a 13% improvement on the 73% achieved during 2004/5 and 16% above the level of customer satisfaction for 2005-06 target set in the Environmental Health & Regulation Improvement Plan 2005-2008.

The Food Safety Team dealt with 1,440 service requests during 2005/6, which is almost 4% of the total service requests for Environmental Health & Regulation.

Monthly performance monitoring has seen the Food Team achieve a first response to service requests within 24 hours average of 90% between April 2005 and March 2006 that is on the target set for 2005/6 in the Environmental Health & Regulation Improvement Plan 2005-2008.

A service wide benchmarking exercise was undertaken in 2005. The results are currently being collated. However, the key findings are that the Service ranks high in performance and volume of service requests received and high for customer satisfaction. The Service ranks high for cost but when the support costs are excluded the cost is average.

REVIEW

6.1 Review against the Service Plan

The performance of the Food Safety Service against the service plan will be monitored at least 6-monthly by the Service Management Team, and during monthly 1:1 meetings of the various personnel having responsibilities in the plan; namely the Head of Food, Licensing & Trading Standards overall, the Group Manager, Team Leaders, and the Food Safety Section team members.

The performance against the Food Safety Service Plan will also be monitored quarterly as explained in paragraph 1.2.

A review of the 2005/06 Service Plan:

The Food Safety Section performed extremely well against the Food Safety Service Plan 2005/06 performance targets (performance indicators) and the demand for service (expectation of demand for complaints etc. based on the previous year's trend).

In summary, the Food Safety Section was on target with the performance targets and the demand for service, or exceeded them, for the following areas of work:

- Food hygiene inspections (100% - target was 100%) (Performance Indicator)
- Food standards inspections (244 which is 71% - target was 64%) plus 53 new/previously un-rated premises
- Health & safety inspections in food premises (100% of category A and B1 inspections in food premises) – target was 100% (197 in total for all categories which is 28% of the total due – the target was 26%.
- Food Samples (156 out of 150 planned for food standards and 229 out of 200 for food hygiene and 26 environmental swabs/cleaning cloths out of an estimated 50-100).
- Food Incidents reported to the Food Standards Agency (2 out of an estimated 0-5)
- Detention/Seizure Notice service – 3 out of an estimated 4, and 4 voluntary surrender notices
- Food complaints received (59 out of an estimated demand of 65)
- Successfully undertook the Food Link Campaign (13 to 17 June 2005) concerning hand hygiene in five schools
- Advisory letters concerning precautions to be taken in viral gastroenteritis outbreaks were mailed to schools, residential/nursing homes, nurseries/playgroups and day centres.
- Press releases and leaflets for public distribution were issued in relation to food safety for BBQ week and Christmas food/turkeys
- Liaison - attended meetings as required and stated in the service plan throughout the year
- Animal Feedingstuffs complaints (1 out of an estimated 0-3)
- Prosecutions (5 successful prosecutions and 2 Formal Cautions out of an estimated 5-10 prosecutions, and there are 10 investigations in progress which are likely to result in formal caution or prosecution, and 3 further formal investigations which took place in 2005/06 but did not result in formal caution or prosecution)

The demand/expectation was greater than anticipated (based on the previous years' trends) for the following areas of work:

- Private water supply water samples (10 out of 0-5 planned)
- Complaints/referrals concerning Home Authority premises (88 out of an estimated 60)
- Food alerts (105 out of an estimated 80 for the year)
- Complaints/requests for service relating to water supply (35 out of an estimated 30)
- Infectious Disease investigations (327 out of an estimated 300 for the year)
- Outbreaks of gastroenteritis (30 out of an estimated 20-25) – 100% of outbreaks were responded to within 24 hours, however the vast majority were viral gastroenteritis and not food related
- Consulted and responded to 229 Applications for new premises licences and variation of premises licences in accordance with the Licensing Act 2003
- Planning application consultations (113 out of an estimated 100)
- Public water supply samples (25 water samples including domestic and food premises use out of an estimated 20 public water samples for the year)

The Food Safety Section did not meet the performance targets for the following areas of work:

- Project on health and safety inspections and enforcement relating to one of the HELA priorities or other pertinent issue
- Undertake an enforcement project for the risks of tobacco smoke to be assessed in risk assessments and controlled in liquor licensed premises in the NRA area
- Revisits (79 revisits out of an estimated 200)

The demand/expectation was less than anticipated (based on the previous years' trends) for the following areas of work:

- No Emergency Prohibition Notices were served (0-2 were estimated), however there were 3 Voluntary Closures of food businesses
- Licensing complaints (37 out of an estimated 60 for the year)
- Accident notification investigations (158 out of an estimated 200)
- During Performance Inspections (14 out of an estimated 20)
- Animal Feedingstuffs samples (0 out of 5 planned)
- Health and Safety complaints (71 out of an estimated 80)
- Notice service (6 out of an estimated 10-20 food safety improvement notices, and 4 out of an estimated 5-15 health and safety improvement notices and prohibition notices)
- Butcher, PEL, NCL and other licence consultations (67 out of estimated 131)
- 169 persons trained in foundation food hygiene out of 250 estimated and no Hazard Analysis training sessions were carried out due to the introduction of Safer Foods Better Business training
- Liquor licence consultations (14 out of an estimated 20 for the year)
- Complaints relating to food premises (418 out of an estimated 550 for the year) plus 76 nuisance complaints

There were also areas of activity that arose during 2005/06 that were therefore not planned as mentioned in section 2.4 above. This resulted in:

- Joint enforcement visits with police and other Council Services to food/regulated entertainment licensed premises
- Food incidents relating to imported products; aflatoxins in peanut butter, malachite green in frozen catfish
- Enforcement visits and press releases to premises relating to several food alerts of food containing the prohibited Sudan food dye

Improvement Plan in 2005/06 Food Safety Service Plan

There were some areas of work that were identified as in need of improvement in 2005/06. However, year-by-year the number of overdue food standard and health & safety inspections decreases. Consequently, the number of inspections needing to be completed reduces which will affect the percentage figure for those due considerably. The performance is detailed below:

Areas for Improvement in 2005/06	Performance in 2005/06
Continue to inspect overdue and un-rated food standards inspections	<p>There was a decrease in performance in the food standards inspection programme¹ (244 inspections [71%] in 2005/06 compared to 487 inspections [78%] in 2004/5).</p> <p>As of 1/4/06 there were estimated 217 un-rated food premises for food standards compared to 411 as of 1/4/05. During 2005/6 53 previously uninspected/unrated premises were inspected compared to 98 during 2004/5.</p>
Continue to inspect overdue and un-rated health and safety inspections in food premises	<p>There was a decrease in the health and safety inspection performance 28% (197 inspections) in 2005/6 compared to 36% (276 inspections) in 2004/5. However, 100% of category A and B1 inspections in food premises were completed.</p> <p>Also, as of 1/4/06 there were estimated 103 un-rated food premises for health and safety compared to 332 as of 1/4/05, however this figure no longer includes premises that are category C rated (the lowest risk) which are now dealt with by an alternative enforcement strategy.</p>

6.2 Identification of any Variation from the Service Plan

The vast majority of the performance targets and expected demands were met, and often exceeded.

¹ Those premises having been previously inspected and rated and therefore falling due for inspection

With respect to areas where the expected demand or performance target was not met, in some cases the demand was not as great as predicted based on the previous years' demand. Also, some work was put on hold due to more pressing demands of higher priority work.

There were a number of areas of activity where the demand did not meet the expectation such as health and safety, licensing and food related complaints, licence consultations, and service of food and health and safety prohibition and improvement notices. Less food and health and safety notices were served in 2005/6 than predicted because improvement has been achieved by other means without the need to resort to notice service. This includes the use of an informal approach on programmed inspection with revisits/follow up.

6.3 Areas of Improvement

There was a sustained maintenance of the increased performance in the majority of the areas dealt with by the Food Safety Section that had been seen in 2004/05, and it is intended that this performance be maintained. In particular there was maintenance in the increased performance in food hygiene inspections resulting in 100% of the target being met for the third consecutive year.

In relation to the variances identified from the 2005/06 Service Plan, there are some areas for improvement for 2006/07. These are:

- Continue to inspect overdue and un-rated food standards inspections
- Continue to inspect overdue and un-rated health and safety inspections in food premises

And the following areas of performance need to be maintained:

- Maintain the increase in the food hygiene inspection performance
- Maintain the increase in the health and safety category A and B1 inspection performance and high risk food standards inspection performance
- Maintain the increase in enforcement

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14MUNICIPAL YEAR 2005/2006 REPORT NO. **348**

MEETING TITLE AND DATE:

Cabinet 26.04.06
Council 28.06.06

REPORT OF:

Director of Environment, Street
Scene and Parks

Agenda – Part: 1	Item: 14
Subject: Statement of Community Involvement	
Wards: All	
Cabinet Member consulted: Councillor Neville	

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1. EXECUTIVE SUMMARY

- 1.1 This report seeks the endorsement of Council for Enfield's Statement of Community Involvement (SCI). The SCI sets out how the community will be involved in the preparation and revision of the Local Development Documents, that will form the Local Development Framework (LDF) and in the consideration of planning applications. The SCI has undergone independent examination and can now proceed to adoption. Copies of the final version, incorporating the Inspector's binding recommendations, have been placed in the Members' library and Group Offices.

2. RECOMMENDATIONS

- 2.1 That Council adopt the SCI.

3. BACKGROUND

- 3.1 In 2004 the Planning and Compulsory Purchase Act introduced major changes to the town planning system. To meet the requirements of the Act, the Council is replacing its Unitary Development Plan (UDP) with a new type of development plan called a Local Development Framework (LDF), which will consist of a series of Local Development Documents (LDDs) including the SCI.
- 3.2 . As part of the preparation of the SCI the Council carried out consultation with the community and stakeholders. The draft SCI was informed by the results of a questionnaire to the Enfield Citizens' Panel undertaken in November 2004. The draft SCI was prepared in consultation with community groups, stakeholders, the Planning Committee and the Conservation Advisory Group and was approved by Cabinet for the first stage of public consultation on 25th May 2005. The results of consultation on the draft SCI were presented to the Environment, Parks and Amenities Scrutiny Panel for consideration at their meeting on 6th September 2005. Representations made on the draft SCI and the comments of the Scrutiny Panel were then taken into account during the preparation of a revised SCI.
- 3.3 At its meeting on 28th September 2005, Council approved the revised SCI for submission to the First Secretary of State. The SCI was submitted to the First Secretary of State in October 2005 to undergo independent examination by an appointed Inspector.

4. CONSULTATION ON THE SUBMISSION STATEMENT OF COMMUNITY INVOLVEMENT

- 4.1 The final stage of public consultation commenced following the submission of the SCI to independent examination and expired on 16th November 2005. In total 17 letters of representation were received on the Submission SCI from community groups, statutory bodies, private organisations, a neighbouring local authority and the Conservation Advisory Group. A summary and analysis of these representations can be found in the Representations Statement, copies of which have been placed in the Members' library and Group Offices. The Representations Statement was submitted to the First Secretary of State in November 2005 for consideration as part of the examination.

5. THE EXAMINATION AND INSPECTOR'S BINDING REPORT

- 5.1 The organisations that commented on Enfield's Submission SCI chose not to exercise their right to be heard at the examination. The examination therefore proceeded under the written representations procedure. The SCI was considered against the 9 tests of soundness, set out in the Government's Planning Policy Statement 12 (PPS12).
- 5.2 The Inspector's binding report, received on 10th March 2006, concluded that Enfield's Submission SCI was sound, subject to minor amendment in accordance with the recommendations set out. Copies of the Inspector's report have been placed in the Members' library and Group Offices.
- 5.3 In order to ensure that the SCI shows how the results of community involvement will be fed into the preparation of LDF documents, the Inspector recommended minor amendments to the SCI to clarify that:
- the results of consultation will be taken into account during the preparation of LDDs
 - Consultation Statements, explaining how the results of community involvement have informed the content of documents, will accompany documents submitted to independent examination
 - the role of officers and members in decision making is set out in Enfield's Local Development Scheme (LDS).
- 5.4 In addition, amendments to the list of consultees were recommended to reflect the transfer of the Post Office to Royal Mail Holdings and the abolition of the Strategic Rail Authority. Finally, it was recommended that the SCI be amended to clarify that the Council will consult additional consultation bodies not contained on the LDF database, as appropriate.

6. FINAL STATEMENT OF COMMUNITY INVOLVEMENT

- 6.1 Copies of the final version of the SCI, incorporating the Inspector's recommendations, have been placed in the Members' library and Group Offices. The Council is required to adopt the SCI as soon as practicable after the Inspector's binding report has been received. From then on the Council must comply with the adopted SCI when preparing LDDs. Inspectors in testing Development Plan Documents (DPDs) will determine whether the Council has done so.

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1 The adoption of the SCI is a statutory requirement.

8. REASONS FOR RECOMMENDATIONS

- 8.1 To comply with Government regulations and Enfield's Local Development Scheme (LDS).

9. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

9.1 Financial Implications

Specific budgetary provision for the preparation of the LDF, together with general staff and support budgets will accommodate the cost of implementing the SCI.

9.2 Legal Implications

The Planning and Compulsory Purchase Act 2004 received royal assent and became law on 13 May 2004. The Commencement Order formally initiating the new plan making system came into operation on 28th September 2004. Part 2 of the Act requires the Council to produce and adopt an SCI. The SCI must be produced in accordance with Town and Country Planning (Local Development) (England) Regulations 2004.

9.3 Property Implications

There are no specific property implications

10. PERFORMANCE MANAGEMENT IMPLICATIONS

This project will contribute to the delivery of Objective 1f (i - v) of the Council's Improvement Plan 2005 – 2008.

11. PUTTING ENFIELD FIRST

- 11.1 The preparation of the LDF accords with Objective 1(f) of Aim 1 of Putting Enfield First- "A Cleaner, Greener Enfield" and Objectives 6(a) and 6(e) of Aim 6, "Economically Successful and Socially Inclusive".

Background Papers

Creating Local Development Frameworks ODPM 2004

Enfield's Local Development Scheme LBE 2005

A Framework for assessing the soundness and focusing representations on
Statement of Community Involvement PINS 2005

Planning and Compulsory Purchase Act 2004

Planning Policy Statement 12 "Local Development Frameworks" ODPM 2004

The Town and Country Planning (Local Development) (England) Regulations 2004

Statements of Community Involvement and Planning Applications ODPM 2004

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MUNICIPAL YEAR 2006/2007 REPORT NO.**MEETING TITLE AND DATE:****Council – 28th June 2006****REPORT OF:**

Director of Finance and Corporate Res

Contact officer and telephone number:

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Agenda – Part:**Item:****Subject:****Members' Allowances Review 2006/07****Cabinet Member consulted: N/A****1. EXECUTIVE SUMMARY**

This report reviews the members' allowances scheme for the Council, including recommending increased payments (to bring Enfield more in line with other London Boroughs) and the option of members joining the Local Authority pension scheme.

This report contains recommendations from the Members' Services Working Party held on 19th June 2006.

2. RECOMMENDATIONS

The Members' Services Working Party recommends to Council as follows:

- 2.1 Increasing the basic allowance for all councillors from £6,750 to £9,500 per year (paragraph 4)
- 2.2 Approving the levels of Special Responsibility Allowances as set out in Appendix A (paragraph 5) with the proviso that, if a member occupies more than one eligible position, they will be paid the higher SRA only.
- 2.3 Asks the Council to decide whether vice-chairmen of Scrutiny Panels, Licensing and Planning Committees should receive SRAs (paragraph 5).

- 2.4 That consideration of whether to admit all councillors who wish to join to the Local Government Pension Scheme on the criteria set out by the ALG's Independent Remuneration Panel (paragraph 6) be deferred until September 2006 to allow the Working Party to consider a more detailed report.
- 2.5 That consideration of whether the Council should pay dependent carers allowance (paragraph 7) be deferred until September 2006 to allow the Working Party to consider a more detailed report.
- 2.6 The proposal to automatically increase the rates for travel and subsistence each year in line with inflation (paragraph 8).
- 2.7 To limit the payment to co-opted members to the Chairman of the Standards Committee (paragraph 9)
- 2.8 That the allowances be increased annually in line with the national index for average earnings rather than 1% plus the retail price index as agreed by Council previously (paragraphs 3.4 and 10).
- 2.9 The proposals above, if agreed, be operative from 5th May 2006.

3. BACKGROUND

- 3.1 The Local Government Act 2000 and the Local Authorities (Members' Allowances) (England) Regulations 2003 ('the regulations') require all councils in England to set up independent remuneration panels (IRPs) to review their members' allowances schemes. The Association of London Government (ALG) set up its own IRP and gave London Boroughs the option of having regard to the recommendations of that body. Enfield, along with many other boroughs, took up this option rather than set up individual panels.
- 3.2 IRPs are able to consider:
 - basic allowance
 - special responsibility allowance (SRAs)
 - dependent carers' allowances
 - pensions for members
 - travel and subsistence allowance
 - co-optees allowance
 - provision for the suspension of allowances under certain conditions (eg suspension or disqualification of a member by the Standards Board/Committee)
- 3.3 The Members' Services Working Party considered a report at its meeting on 19th June 2006 and its recommendations to Council are set out in paragraph 2 of this report.

- 3.4 In January 2003 the Council agreed that allowances would be increased annually by 1% plus the retail price index for the year in question (see paragraph 10 of this report). However, Enfield is still well below the average rates paid in London, particularly in relation to special responsibility allowances. Whilst having regard to the recommendations of the ALG, the Council has previously not increased allowances to those levels.
- 3.5 The recommended new allowances are set out in Appendix A.
- 3.6 Appendix B sets out the allowances paid across London for some council roles. The ALG has re-commissioned its Independent Remuneration Panel to undertake a wider review of its allowances scheme in the context of changes in responsibilities of councillors and the Lyons Report. It is expected that the Panel will report back at the end of 2006. It is understood that the Panel will also be considering such issues as job descriptions for member roles, performance related pay and the respective roles of Leaders and Directly Elected Mayors. The Working Party has asked for a report back when the ALG report is available and any consequent recommendations will be submitted to Council.

4. BASIC ALLOWANCE

This allowance is payable to all council members, who must all be paid the same amount. It is designed to cover all of the contributions made by non-executive councillors in particular, and also out-of-pocket expenses, including intra-borough travel. It also recognises the importance attached to non-executive councillors in relation to their role as community representatives. This report recommends that the basic allowance be increased from £6,750 to £9,500 per year to more appropriately reflect the workload, time, commitment and expenses incurred by members in carrying out their roles.

5. SPECIAL RESPONSIBILITY ALLOWANCE (SRAs)

- 5.1 The Local Government Act 2000 allows authorities to pay SRAs to certain councillors fulfilling particular roles and duties over and above their ward councillor function. Councils have discretion in selecting the posts that receive SRAs. Enfield's SRA payments have traditionally been much lower than the average in London and the recommended increases in Appendix A go some way to redressing this situation.
- 5.2 A query has been raised as to whether members who occupy more than one position eligible for an SRA could receive more than one such allowance. The Council's Constitution does not currently allow this. The legal advice received is that the regulations provide for the payment of 'an allowance' for carrying out special responsibilities in relation to the authority. The view therefore is that there is no provision within the regulations to pay more than one SRA to any one councillor.

- 5.3 The recommendations of the ALG Independent Remuneration Panel is that no more than 50% of the Council's membership should receive SRAs. Under the current proposals, Enfield has 41% of its membership in receipt of SRAs (26 out of 63).
- 5.4 Vice-Chairmen of Scrutiny Panels, plus the Licensing and Planning Committees do not currently receive SRAs. They fulfil a role in covering for the chairman in his/her absence and some lead on particular scrutiny reviews. The question has been asked as to whether such posts warrant an SRA. This would increase the number of posts in receipt of SRAs to 34 taking the Council over the 50% threshold recommended by the ALG (53.9%).
- 5.5 The Working Party were divided in their opinion as to whether such posts should receive an SRA. Council is therefore asked to take a view.

6. PENSIONS

- 6.1 The Local Government Pension Scheme Regulations 1997 (as amended) gives members the right to access the Local Government Pension Scheme. This is subject to the relevant IRP and Local Authorities agreeing to include such provision within their schemes and to identifying the councillors who should be eligible. Councillors then need to positively elect to become a member of the scheme; pension benefits will be based on career average allowance, not final sums; it is only open to councillors under 70 years of age; and membership will not count towards calculating any other periods of local government employment/pension scheme membership.
- 6.2 The ALG Remuneration Panel (acting for Enfield and other London Boroughs) recommended in 2003 that local authorities should provide for allowances to be pensionable through the Local Government Pension Scheme and that all members under the age of 70 should in principle be eligible to join the scheme in respect of all allowances paid to them (basic and SRAs) and without reference to any qualifying period of service as a member.
- 6.3 The Council in December 2003 considered this recommendation and decided not to agree to member pensions. This was reconsidered by the Members' Services Working Party in July 2005 and it was agreed that Council should be asked to look at the issue again.
- 6.4 However, to enable the Working Party to consider further information that has arisen since it last met, the Council will be asked to reconsider the recommendation from the ALG at its meeting in September.
- 6.5 If the Council agree to members joining the scheme, a more detailed report setting out the options, costs and process to be applied will be

made in September. Arrangements will also be made for member briefing sessions on the detailed workings of the scheme and how it might apply to them etc to enable councillors to make informed individual decisions.

- 6.6 The attached table of allowances paid across London gives some indication as to which authorities permit councillors to join the pension scheme.

7. DEPENDENT CARERS ALLOWANCE

- 7.1 Councils also have the discretion to pay members an allowance in respect of expenses incurred in arranging the care of their children or dependents, when those members are attending meetings of the authority, those meetings approved by the authority or in carrying out approved duties as a councillor on behalf of the authority.
- 7.2 The Council previously agreed not to pay such an allowance. It is put before the Council again for consideration. Examples of the levels of allowances paid by other authorities are attached. This information was unfortunately not available for the Working Party so they felt unable to take a view. Council will be asked to decide whether such payments should be made at its meeting in September following further consideration by the Working Party. If agreed, the Director of Finance and Corporate Resources will need to be satisfied as to the arrangements for probity in relation to claims.
- 7.3 The attached table of allowances paid across London gives some indication as to which authorities pay dependent carer allowances.

8. TRAVEL AND SUBSISTENCE

- 8.1 An authority can also pay travel and subsistence allowance, including an allowance in respect of travel by bicycle or other form of non-motorised transport, undertaken in the course of official duties. The current rates paid by Enfield are:

	£
Breakfast	4.92
Lunch	6.77
Tea	2.67
Evening Meal	8.38
Overnight stay (London)	91.04
Overnight stay (Other)	79.82

- 8.2 These were benchmarked early in 2005 with a number of other local authorities (8) and were found to be in the lower half of the sample. For

example the maximum paid for breakfast in the sample was £5.51, for lunch £7.35, tea £5.00 and evening meal £9.41.

8.3 Such allowances are best paid on production of receipts. They can be paid without receipts but are then subject to income tax.

8.4 The Council is recommended to agree that these rates be increased automatically each year in line with inflation.

9. CO-OPTEEES ALLOWANCE

9.1 Formally appointed co-optees on Council bodies eg Scrutiny Panels or the Standards Committee can receive allowances for carrying out official duties. Currently the Chairman of the Standards Committee receives an allowance of £1070. No other payments to co-optees are made.

9.2 The Working Party recommends that such payment remain limited to the Chairman of the Standards Committee.

10. FUTURE REVIEWS

As stated in paragraph 3.4, the Council has previously agreed that the allowances be increased automatically with effect from 1st April each year by 1 % plus the retail price index. The Members' Services Working Party however feels that comparisons with the rate of average earnings would be more appropriate. The Council is therefore asked to endorse this change.

11. SUSPENSION OF ALLOWANCES

The regulations permit local authorities to specify in their schemes that allowances may be suspended or partially suspended if a member is suspended from council duties by the Standards Board or the Council's Standards Committee. This provision is already included within the Council's Scheme (paragraph 6.8 of Part 6 of the Constitution)

12. ALTERNATIVE OPTIONS CONSIDERED

None. The Council is under a duty to keep its members allowances scheme under review.

13. REASONS FOR RECOMMENDATIONS

To review the Council's members allowances scheme in keeping with current legislation.

14. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

a. Financial Implications

14.1 The proposals set out in Appendix A of this report will cost the Authority an additional £290k in 2006-07 with a £317k full year effect. These costs include an increase in basic allowance to £9,500 and increases in SRAs as set out in the Appendix. On this basis the total cost of Members' allowances for 2006-07 would be £869K. There are sufficient resources within contingent items to fund the proposed increases.

14.2 It is important to note that the costs do not include:

- Payments of SRAs to vice-chairmen of scrutiny panels;
- Payments of dependant carers' allowances;
- Increases in travel and subsistence rates; or
- The extension of payments to co-opted members beyond the Chairman of the Standards Committee

Also excluded are any additional costs that would arise if a decision were taken to admit Members to the Local government Pension Scheme. A further report would be needed on this to include financial implications.

b. Legal Implications

The recommendations contained within this report are within the statutory framework provided by the Local Government Act 2000 and the relevant regulations.

15. ENFIELD FIRST

The proposals are designed to improve the Council's ability to attract and retain effective members to help develop and deliver the Council's corporate priorities.

Background Papers

ALG Independent Remuneration Panel Report - 2003
Report to Members Services Working Party – 19th June 2006

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LONDON BOROUGH OF ENFIELD - MEMBERS' ALLOWANCES

	CURRENT			PROPOSED		
	BASIC £	SRA £	TOTAL £	BASIC £	SRA £	TOTAL £
	6,750			9,500		
LEADER OF MAJORITY PARTY	6,750	13,650	20,400	9,500	25,000	34,500
DEP. LEADER OF MAJORITY PARTY	6,750	6,825	13,575	9,500	15,000	24,500
LEADER OF OPPOSITION PARTY	6,750	6,825	13,575	9,500	15,000	24,500
DEPUTY LEADER OF OPPOSITION	6,750	1,710	8,460	9,500	3,760	13,260
MAJORITY PARTY WHIP	6,750	1,710	8,460	9,500	8,000	17,500
OPPOSITION PARTY WHIP	6,750	855	7,605	9,500	4,000	13,500
CABINET MEMBERS (X7)	6,750	5,575	86,275	9,500	12,500	154,000
SCRUTINY CHAIRMAN (X6)	6,750	3,430	61,080	9,500	8,000	105,000
LICENSING PANEL CHAIRMAN	6,750	3,430	10,180	9,500	8,000	17,500
PLANNING COMMITTEE CHAIRMAN	6,750	3,430	10,180	9,500	8,000	17,500
PENSION FUND INVESTMENT CHAIR	6,750	710	7,460	9,500	8,000	17,500
AUDIT COMMITTEE CHAIRMAN	6,750	1,070	7,820	9,500	8,000	17,500
STANDARDS COMMITTEE CHAIR		1,070	1,070		2,350	2,350
MAYOR	6,750	2,575	9,325	9,500	6,000	15,500
Mayoral Expenses		9,677	9,677		9,970	9,970
DEPUTY MAYOR	6,750	1,300	8,050	9,500	3,030	12,530
Deputy Mayor Expenses		1,740	1,740		1,800	1,800
OTHER CLLRs - 38	6,750		256,500	9,500		361,000
TOTALS	425,250	114,442	541,432	598,500	259,610	859,910
National Insurance costs			27,690			44,030
TOTAL MEMBERS ALLOWANCES			567,382			902,140

This table shows the current allowances for Members 2005/2006 and the proposed figures for 2006/2007

- Mayor
- SRA of £2,575 is subject to statutory deductions.
 - Expenses of £9,677 is net of statutory deductions.
- Deputy Mayor
- SRA of £1,300 is subject to statutory deductions
 - Expenses of £1,740 is net of statutory deductions

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Members' Allowance Scheme 2006

London Boroughs	Carer (per hour)	Pension	Basic	Leader	Deputy Leader	Cabinet/ Executive	Scrutiny Chair	Notes
Croydon	£7.00	No	£11,596	£40,355	£33,777	£30,707	£25,883	Allowances for the Leader and the Deputy Leader relate to the Mayor and Deputy Mayor. Carers allowance = £6.63 per hour before 10:00pm, £8.84 per hour after 10:00pm
Newham	See notes	Yes	£10,176	£71,856				
Kensington & Chelsea	£6.00	Yes	£9,965	£40,793	£22,624	£21,453	£12,310	
Wandsworth	£8.46	Yes	£9,963	£38,244		£26,815	£10,257	
Southwark	£6.00	No	£9,963	£45,741		£30,696	£30,696	
Bromley			£9,764	£24,068		£15,437		
Tower Hamlets	£5.05	Yes	£9,698	£28,563	£15,898	£13,652	£10,863	
Redbridge			£9,657	£33,814	£20,288	£16,231	£8,116	
Greenwich	£6.74	Yes	£9,583	£36,067	£15,216	£13,526	£13,526	
Sutton	£4.00	Yes	£9,582	£37,305	£25,584	£13,863	£9,762	To be reviewed later in the year. Carers allowance subject to a maximum of £30 per week equivalent to seven and a half hours of care a week
Barking & Dagenham	£4.88	Yes	£9,550	£33,425	£21,487	£16,712	£16,712	
Hillingdon	See notes	Yes	£9,534	£32,500	£25,000	£20,000	£12,500	Carers allowance based upon the hourly national minimum wage
Hounslow			£9,525	£15,554	£8,994	£6,474	£5,560	
Enfield (proposed)			£9,500	£25,000	£15,000	£12,500	£8,000	Basic - 14th, Leader - joint 21st, Deputy Leader - joint 20th, Cabinet - joint 20th, Scrutiny Chair - joint 20th (position of Enfield out of 32 London Boroughs)
Islington	£8.24	Yes	£9,463	£48,436	£35,075	£35,075	£18,371	Carers allowance maximum of 4 hours per claim
Richmond	£7.00	Yes	£9,415	£20,000	£15,000	£10,000	£5,000	SRAs are exclusive of Basic, except for Mayor who receives £71,302 total. The amount for Scrutiny Chair is for the Chair of the overarching Scrutiny Board - Chairs of Scrutiny Commissions (5) receive £13,492. Carers allowance based upon the equivalent to seven and a half hours of care a week
Hackney	£30.00 per week	Yes	£9,324	£71,302	£36,309	£30,605	£30,605	
Havering	No	No	£9,255	£39,150	£25,110	£25,110	£11,070	
Lewisham	£5.00	Yes	£9,025	£62,518	£37,202	£11,282	£11,282	Allowances for the Leader and the Deputy Leader relate to the Mayor and Deputy Mayor
Waltham Forest	£10.93 per duty	No	£8,931	£23,097	£17,835	£11,889	£11,889	Amount for Scrutiny Chair is for the Chair of the main Scrutiny Committee - Chairs of Scrutiny Sub-Committees receive £6,657.
Camden	£7.90	Yes	£8,817	£26,634	£14,850	£14,850	£14,850	
Bexley	£4.63	No	£8,634	£24,101	£16,067	£12,050	£8,034	
Barnet	£5.20	Yes	£8,500	£25,500	£8,500	£12,750	£4,250	Carers allowance maximum of 8 hours
Haringey	£5.05	Yes	£8,500	£21,500		£12,500	£12,500	
Hammersmith & Fulham	See notes	Yes	£8,232	£32,928	£27,438	£21,948	£5,694	Carers allowance = £3.86 per half hour before 10:00pm, £4.90 per half hour after 10:00pm
Lambeth	£6.00	Yes	£8,000	£25,000	£15,000	£15,000	£7,500	The amount for Scrutiny Chair is for the Chair of the main Scrutiny Committee - Chairs of Scrutiny Sub-Committees receive £6,657. The scheme is currently under review
Merton	Yes	Yes	£7,935	£31,734	£15,870	£7,935	£7,935	To be reviewed by Council on 18 July 2006 - carers allowance is based on £2.00 per half hour or part
Ealing	£4.00	Yes	£7,766	£19,396	£11,637	£11,637	£15,517	Deputy Leader allowance includes the £8,480 Cabinet SRA.
Westminster	No	No	£7,300	£37,188	£19,080	£8,480	£6,360	Allowances are for 2005/2006 as currently no Administration has been formed. Currently, each group leader receives £11,903, each deputy leader receives £9,522 and each group whip receives £5,147 - will be reviewed once an Administration is formed!
Brent	No	No	£7,245	£33,120	£23,184	£14,076	£11,385	
Kingston	£4.85	No	£7,079	£28,587	£16,335	£10,890	£5,445	
Harrow	£5.40	No	£5,379	£17,000	£12,000	£12,000	£6,750	Carers allowance is based on £2.70 per half hour or part
Average			£8,964	£34,077	£20,384	£16,650	£11,954	Last updated 16/06/2006

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Council – 28 June 2006**16.2 Councillors' Question Time****(Part 4 – Paragraph 9.2(a) of Constitution – Page 4 - 8)****Question 1 from Councillor Georgiou to Councillor Rye, Leader of the Council.**

“David Burrowes MP wrote to residents in the Broomfield Park area in early May stating that Councillor Rye “ has made a commitment not to build on parkland and to consult with the community on any detailed plan for the House’s restoration”. Given this, will Councillor Rye:

- i. Confirm his commitment that the Council will not build on any parkland in Broomfield Park
- ii. Give a commitment that the Council will abandon its plans to build on the Park’s East Lawn
- iii. State when the consultation with residents will take place and if this will be before or after the Lands Tribunal application
- iv. State the geographical area and groups to be consulted and when the consultation will be conducted
- v. State what options the Council will put forward for consultation
- vi. Give a commitment that the Council will work with relevant residents groups to draw up an agreed consultation document that will include various options
- vii. Give a commitment to use all his endeavours to implement the result of the consultation.”

Response from Councillor Rye:

May I remind Councillor Georgiou that the only policy brought forward for the restoration of Broomfield House by the Labour Council, of which he was a leading member in 1994-2002, was unacceptable to residents.

Labour’s proposal was overtly commercial and would have involved what became known as “a pub in a park”. When there was resistance from local residents, and a threat of legal challenge from those affected by the covenants on Broomfield Park, the Labour Group withdrew in disarray.

The Labour Council then set up a Task Force chaired by Stephen Twigg, then MP for Enfield Southgate, who worked on a project to restore Broomfield House. On winning control of the Council in 2002, and being elected Leader of the Council, I asked Mr Twigg if he would continue his good work leading this Task Force. Mr Twigg on behalf of the Task Force, approached the Council and explained that the Task Force had come to the view that the covenants on Broomfield Park needed modest amendment to achieve the restoration of the house and an income to maintain it.

I would refer him to my reply to his next question for details on this matter.

Councillor Georgiou will be aware that the Task Force solution was granted planning permission on the 21 October 2003, listed building consent was granted on 17 May 2005 and this Council will build nothing beyond this. Since Mr Twigg was defeated as the Member of Parliament for Enfield Southgate, I have succeeded him as Chairman of the Task Force and the Conservative Council's position has always been to support the Task Force solution and nothing else. Unlike the previous Labour Council, we listened to Mr Twigg and agreed to ring-fence monies that may be raised from residential use of the derelict stable block and adjoining cottages site. A sensitive scheme that fits with the historic landscape and house is anticipated to raise a sum of £750,000-£1,000,000 towards the restoration of Broomfield House. This provides the match funding that is needed to provide for the restoration of Broomfield House.

An update report on progress with the Broomfield House restoration project will be brought to the July Cabinet meeting.

Question 2 from Councillor Georgiou to Councillor Rye, Leader of the Council

“On the matter of Broomfield House, what are the estimated costs to the Council, if the Council proceeds with the Lands Tribunal hearing for:

- i. external legal fees including 2 week hearing
- ii. consultants' fees (please specify the identity and nature of the consultancy)
- iii. expert witnesses
- iv. internal costs
- v. possible compensation for objectors
- vi. objectors' legal costs if the application fails
- vii. costs for an appeal?”

Response from Councillor Rye:

I can inform Councillor Georgiou that the best estimate of cost to the council for proceedings at the Lands Tribunal Hearing are up to £50k for both external and internal costs. It is impossible to predict the costs of an appeal and the question is not relevant until the Tribunal has heard this case. It is not for the council to comment on the objectors legal costs.

Question 3 from Georgiou to Councillor Hurer, Cabinet Member for Housing

“Would Councillor Hurer provide figures on:

- i. how many people are on the Housing Needs Register?
- ii. how many people are on the Register who are homeless?
- iii. how many families on the Register have 150 points and how long they can expect to wait before being offered Council accommodation?
- iv. how many families on the Register have 250 points and how long they can expect to wait before being offered Council accommodation?"

Response from Councillor Hurer:

i. How many people are on the Housing Needs Register?

All households who apply to join the Housing Register receive points according to their circumstances, the points system is used to prioritise those people on the register for access to social housing in the borough. The number of people on the register fluctuates so these figures are as at June 06 – currently there are 10,048 households in total on the register.

ii. How many people are on the Register who are homeless?

There are 3,331 homeless households on the register. These households are in temporary accommodation provided by the Council.

A resident does not have to be homeless to apply to the register, so the balance is made up by households who are not statutorily homeless, and existing tenants who are seeking a transfer.

iii. How many families on the Register have 150 points and how long they can expect to wait before being offered Council accommodation?

We have 356 families on the register who have exactly 150 points and 3087 families who have 150 points and below. Without a change in circumstances it is likely that no families with this level of points, excluding homeless households, will be housed. Homeless households are awarded 30 points each year they are in temporary accommodation and will reach the allocation level in time.

iv. How many families on the register have 250 points and how long can they expect to wait before being offered Council accommodation?

We have 29 families on the register who have exactly 250 points and 1057 families who have 250 points and above.

Currently, 240 points are required for rehousing into a 1 bedroom property; 240 points for 2 bedroom properties; 320 points for 3 bedroom properties and 350 points for 4 bedrooms or larger.

The length of time it takes a household to actually obtain a property depends on the type and size of accommodation that the household requires, once the trigger point, i.e. the allocation level, is reached and the time that this takes depends on the circumstances of the applicant household, in general terms it can take from 6 to 18 months for a suitable property to become available.

Question 4 from Councillor Georgiou to Councillor Neville, Cabinet Member for Environment and Street Scene

“Will the Council consult residents in Bowes on rising bollards as a traffic calming measure, as requested by many residents in the affected area?”

Response from Councillor Neville:

In December 2004 we consulted residents in the Bowes Park area on two proposed traffic management options for controlling through traffic. In reaction to this consultation some members of the Bowes Park community put forward an alternative option. The alternative option comprised of road closures with selective entry for permit holders using rising bollards. This would have allowed residents unrestricted movement through the area whilst removing through traffic.

We are **not** pursuing this option for the following practical reasons:

1. There would be a need to create a complex and expensive administrative system for issuing and managing permits and swipe cards. This system would need to be funded by the revenue from residents purchasing permits. A reasonable permit charge would rely on a large number of residents within the area signing up to the scheme. It is likely that a number of residents may decide they do not want to pay for a permit and will tolerate a less direct route to their property.
2. The Council does not wish to restrict the use of a public highway to those living in a selected area who can afford to buy a permit. This is likely to be contentious with both those outside the area who cannot buy a permit, and those inside who do not wish to pay for the use of the public highway. Of course in some instances the Council has closed roads entirely. However these closures affect all road users and do not favour a select group.
3. There would be a high maintenance cost, especially if vandalism proves a problem. Quick response maintenance would be required to maintain reliability of service for residents. CCTV could be installed to deter vandalism, but this would add substantially to the cost of the scheme. The Council would be reliant on the system manufacturer for maintenance, as the Council does not have the necessary specialist skills in house.
4. There is a possibility that permit systems such as this could be abused; with some residents selling permits for profit to motorists that want to access the area.
5. It would not be possible to provide generous turning facilities at each rising bollard location. Subsequently when a vehicle without a permit stops at the bollard, the road could become obstructed and create

additional congestion and delay for other traffic until either it turns around or a permitted vehicle lets them through.

6. It is not surprising that the prospect of a system that allows full access for local residents but stops all other traffic has proved popular amongst residents. It is likely that such a scheme would be popular in any urban area that suffers from high levels of through traffic. However, while it may be possible for Enfield and Haringey Council's to fund the initial capital cost of a Bowes Park scheme from the Transport for London A406 Complementary Measures funding, it would not be possible to meet the cost of all the other schemes that would be demanded by many other similar residential areas. It should also be noted that residents are unlikely to find such schemes nearly as attractive when they have to pay an annual fee to get a permit.

Overall a rising bollard scheme would be expensive to implement, maintain and administer. Such a complex and unproven system would also have a great deal of scope for going wrong. We will therefore not be pursuing the rising bollard option any further.

Question 5 from Councillor Georgiou to Councillor Hurer, Cabinet Member for Housing

“Can the Cabinet Member for Housing please explain why the members of the ALMO Steering Group were sent an incomplete draft of the ALMO bid in advance of their meeting on 7 June, a different version still with gaps was tabled on 7 June, and a further different version was presented to Cabinet on 14 June but not published within the normal timescale?”

Response from Councillor Hurer:

The members of the ALMO Steering Group were sent the most up-to-date version of the ALMO bid at the time. Over the past few weeks the bid has been going through a process of refinement in order to ensure it emphasises the significant points that will be looked at when the bid is assessed by the Department for Communities and Local Government. These amendments have not involved changing the substance of the bid from the earlier version that was circulated to ALMO Steering Group members – they have been presentational amendments and those relating to changes in emphasis.

After the draft bid had been despatched to the ALMO Steering Group members there were some important planned events that necessitated further refinements to the bid, these were:

- Officers met with representatives of the Department for Communities and Local Government and the Government Office for London on 6th June 2006 to discuss the bid document in detail.
- An announcement was made by the Government on 7th June 2006 regarding the Round 6 ALMO bidding process.

- New supplementary guidance on ALMOs was issued by the Government on 8th June 2006.

Officers were aware that all three of the above events were scheduled to occur during week commencing 5th June 2006 and that amendments would be needed to the bid document as a result. Therefore, in order to present Cabinet with as complete a document as possible the circulation of the draft bid was delayed until 9th June 2006.

The deadline for submission of ALMO bids is 31st July 2006 and in order to meet this timescale it was essential for the bid to be considered by Cabinet on 14th June 2006.

Question 6 from Councillor Brett to Councillor Neville, Cabinet Member for Environment and Street Scene

“Could Councillor Neville inform us whether any home zones have been agreed for the London Borough of Enfield and if so where?”

Response from Councillor Neville:

A home zone is a residential street or group of residential streets designed primarily to meet the interests of the local community, opening up the street for social use. The key to creating a home zone is to develop street design that makes drivers feel it is normal to drive slowly and carefully. Features often include traffic calming, shared surfaces, trees and planters, benches and play areas.

The only existing Home Zone in Enfield is at the end of Tysoe Avenue and was built as part of a housing development, still to be adopted by the Council. We have had an unfunded programme for Home Zones, which has been included in our Borough Spending Plan for a number of years but the Mayor of London has not until this year allocated any funding for them. However, I am pleased to say that we have now received funding from Transport for London for 2006/7 to develop a Home Zone for Lytchet Way. This is still at an early stage and we are setting up initial meetings to identify the partners that should be involved in developing the Home Zone.

Question 7 from Councillor Brett to Councillor Neville, Cabinet Member for Environment and Street Scene

“Could Councillor Neville confirm whether a wheelie bin pilot is now operational in Cockfosters Ward and what criterion were used in selecting that particular ward for this service?”

Response from Councillor Neville:

We do not operate a wheeled bin service for household waste anywhere in the borough at the moment. However we are considering options for the

future to increase our recycling and composting rates whilst reducing residual waste.

In this connection we are looking to pilot a larger wheeled green bin and a smaller wheeled bin for recyclable waste in due course with the existing small black bin probably replacing black bags for residual waste, but no decision has been taken as to when and where the pilot will be undertaken. Clearly one criterion will be the suitability of the area in terms of the structure of the housing, so that all bins can be placed away from the front of houses.

Question 8 from Councillor Savva to Councillor Neville, Cabinet Member for Environment and Street Scene

“Are you satisfied with the performance of the new contractors who are responsible for Grounds Maintenance?”

Response from Councillor Neville:

The Council does not have a new contractor providing highways grounds maintenance the current contract commenced in July 2004. The performance of the contractor has on the whole been acceptable with only two periods (such as the recent period) when due to a mix of adverse weather conditions, bank holidays and poor contractor performance the level of service has not been to the levels specified. We have taken action against the contractor for non-performance and the contractor has identified additional resources that are currently being used on the contract to address the poor performance.

I am reviewing the specification for the contract with officers to see if any service improvements can be made when the contract is re-tendered.

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