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THE CABINET

Wednesday, 14th December, 2011 at 8.15 pm in the Conference Room, Civic Centre, Silver Street, Enfield, EN1 3XA

Membership:

Councillors : Doug Taylor (Leader of the Council), Achilleas Georgiou (Deputy Leader), Chris Bond (Cabinet Member for Environment), Bambos Charalambous (Cabinet Member for Culture, Sport and Leisure), Del Goddard (Cabinet Member for Business and Regeneration), Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health), Donald McGowan (Cabinet Member for Adult Services and Care), Ayfer Orhan (Cabinet Member for Children & Young People), Ahmet Oykenar (Cabinet Member for Housing) and Andrew Stafford (Cabinet Member for Finance and Property)

NOTE: CONDUCT AT MEETINGS OF THE CABINET

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

AGENDA – PART 1

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS** (Pages 1 - 2)

Members of the Cabinet 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.

DECISION ITEMS

3. URGENT ITEMS

The Chairman will consider the admission of any late reports (listed on the agenda but circulated late) which have not been circulated in accordance with the requirements of the Council's Constitution and the Local Authorities (Executive Arrangements) (Access to Information) (England) Amendment Regulations 2002.

Note: The above requirements state that agendas and reports should be circulated at least 5 clear working days in advance of meetings.

4. DEPUTATIONS AND PETITIONS

To note that no requests for deputations (with or without petitions) have been received for presentation to this Cabinet meeting.

5. ITEMS TO BE REFERRED TO THE COUNCIL

To confirm that the following reports be referred to full Council:

1. Report No.160 – Concessionary Travel Policy
2. Report No.162 – North London Waste Authority (NLWA) Levy Change and Household Waste and Recycling Centre Transfer

6. ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY PANEL/SCRUTINY PANELS (Pages 3 - 24)

Reference from Housing, Growth and Regeneration Scrutiny Panel – Commission on Worklessness

To receive a report from the Housing, Growth and Regeneration Scrutiny Panel. This details the recommendations and findings of the Housing, Growth and Regeneration Scrutiny Panel's review entitled Getting People in to Work.

(Report No.156)
(8.20 – 8.30 pm)

7. REVENUE MONITORING REPORT OCTOBER 2011 (Pages 25 - 42)

A report from the Director of Finance, Resources and Customer Services is attached. This sets out the Council's revenue budget monitoring position based on information to the end of October 2011. **(Key decision – reference number 3362)**

(Report No.157)
(8.30 – 8.35 pm)

8. PRIMARY PUPIL PLACES - REVISED 10 YEAR STRATEGY (Pages 43 - 58)

A report from the Director of Schools and Children's Services is attached. This sets out the most recent pupil projections together with the implications of these projections from 2012/13. **(Key decision – reference number 3360)**

(Report No.158)
(8.35 – 8.40 pm)

9. THE MUNRO REVIEW OF CHILD PROTECTION - WORK IN PROGRESS (Pages 59 - 70)

A report from the Director of Schools and Children's Services is attached. This summarises the initial response of Government and provides information about significant local developments. (Non-key)

(Report No.159)
(8.40 – 8.45 pm)

10. CONCESSIONARY TRAVEL POLICY (Pages 71 - 120)

A report from the Director of Finance, Resources and Customer Services is attached. This seeks approval to the Concessionary Travel policy. **(Key decision – reference number 3397)**

(Report No.160)
(8.45 – 8.50 pm)

11. BLUE BADGE REFORM: BLUE BADGE CHARGE INCREASE (BLUE BADGE IMPROVEMENT SERVICE) (Pages 121 - 136)

A report from the Director of Finance, Resources and Customer Services is attached. This seeks approval to Enfield's fee for issuing Blue Badges. **(Key decision – reference number 3396)**

(Report No.161)
(8.50 – 8.55 pm)

12. NORTH LONDON WASTE AUTHORITY (NLWA) LEVY CHANGE AND HOUSEHOLD WASTE AND RECYCLING CENTRE TRANSFER (Pages 137 - 160)

A report from the Director of Environment and Director of Finance, Resources and Customer Services is attached. This sets out the background to the North London Waste Authority (NLWA), the current statutory default levy arrangements and the proposed changes pending repeal of the Refuse Disposal (Amenity) Act 1978.. **(Key decision – reference number 3414)**

(Report No.162)
(8.55 – 9.00 pm)

13. CABINET AGENDA PLANNING - FUTURE ITEMS (Pages 161 - 164)

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

14. MEMBERSHIP OF CABINET SUB-COMMITTEE - ENFIELD COMMUNITY CAPACITY BUILDING FUND 2012-2015

Members are asked to confirm the membership of the Cabinet Sub-Committee for the Enfield Community Capacity Building Fund 2012-2015. The establishment of the Sub-Committee was agreed at the Cabinet meeting held on 23 November 2011.

Membership of the Cabinet Sub-Committee to comprise 3 Members.

15. KEY DECISIONS FOR INCLUSION ON THE COUNCIL'S FORWARD PLAN

Members are asked to consider any forthcoming key decisions for inclusion on the Council's Forward Plan.

Note: the next Forward Plan is due to be published on 16 December 2011, this will cover the period from 1 January to 30 April 2012.

16. MINUTES OF THE ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 22 NOVEMBER 2011 (Pages 165 - 180)

To receive, for information, the minutes of a meeting of the Enfield Residents' Priority Fund Cabinet Sub-Committee held on 22 November 2011.

17. MINUTES (Pages 181 - 200)

To confirm the minutes of the previous meeting of the Cabinet held on 23 November 2011.

INFORMATION ITEMS

18. ENFIELD STRATEGIC PARTNERSHIP MEETING

Written updates will be circulated at the meeting for Members' information.

19. DATE OF NEXT MEETING

The next meeting of the Cabinet is scheduled to take place on Wednesday 18 January 2012 at 8.15pm.

CONFIDENTIAL ITEMS

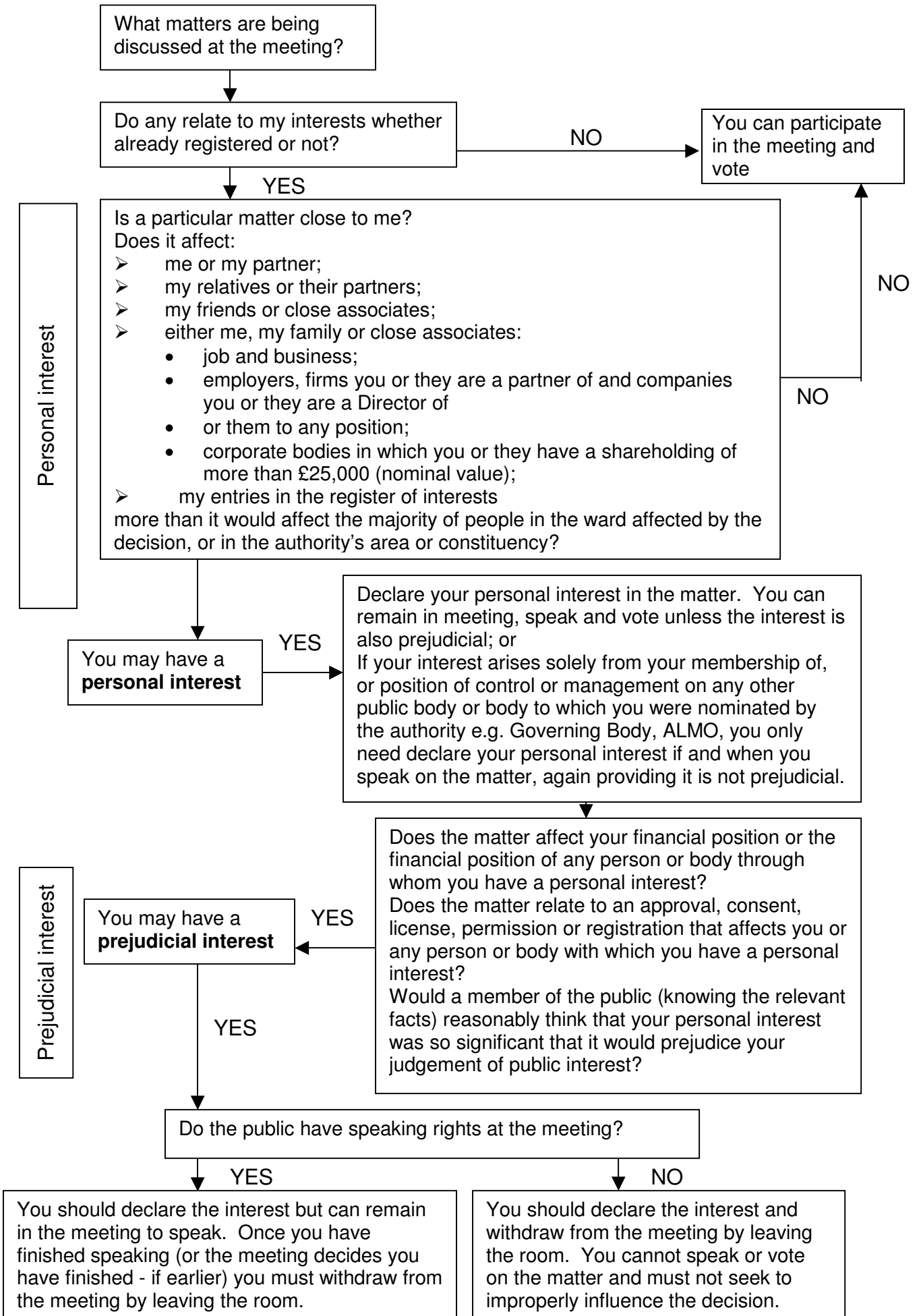
20. EXCLUSION OF THE PRESS AND PUBLIC

If necessary, to consider passing a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for any items of business moved to part 2 of the agenda on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

(There is no part 2 agenda)

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DECLARING INTERESTS FLOWCHART - QUESTIONS TO ASK YOURSELF



Note: If in any doubt about a potential interest, members are asked to seek advice from Democratic Services in advance of the meeting.

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MUNICIPAL YEAR 2011/2012 REPORT NO. 156

MEETING TITLE AND DATE:
Cabinet 14th December
2011

REPORT OF:
The Housing Growth and
Regeneration Scrutiny
Panel

Agenda – Part: 1	Item: 6
Subject: Commission on Worklessness	
Wards: All	
Cabinet Member consulted: Cllr Del Goddard	

Contact officer and telephone number:

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1. EXECUTIVE SUMMARY

- 1.1 This report details the findings and recommendations of the Housing Growth and Regeneration Scrutiny Panel review entitled 'Getting People in to Work.' This was undertaken by a working group of Members and Officers under the former Place Shaping Scrutiny Panel work programme and is now referred to Cabinet from the Housing, Growth and Regeneration Scrutiny Panel.
- 1.2 The working group looked into strategic issues around worklessness, current programmes and approaches for getting people into work and it examined the delivery and effectiveness of these programmes.
- 1.3 The review demonstrated the need for further work between the Council, partners and local businesses to agree and develop a way forward for a radical overhaul to the approaches taken by delivery partners and organisations in reducing long term unemployment.
- 1.4 The Cabinet Member and Director of Regeneration, Leisure & Culture have been consulted on the findings and recommendations of the review.
- 1.5 A number of Partners and Council Officers from Regeneration have contributed to this piece of work.
- 1.6 The Report contains the Chairman's Foreword. The findings and recommendations of the Scrutiny Panel are detailed in paragraph 3.1 to 3.5.

2. RECOMMENDATION:

1. For Cabinet to consider the report of the Scrutiny Panel and provide a response.

Chairman's Foreword

Of all the challenges facing the political leaders, decision makers, and opinion formers in Enfield over the coming years, the fact there are some 28,000 people not currently in work, and yet able and capable of working and becoming economically active, is one of the starkest. This is not just for the immediate circumstances in which these people find themselves, but also for the range of other pressures they and their families have to face, and the pressures it also places on the Council and other agencies to address through the delivery of a range of support services to those in most need.

Where there is a lack of economic means, and the lack of household income, there is all too often an extremely high social price to be paid - both for the individuals and families involved, and for the support systems. This is especially acute when these conditions prevail over an extended period of time.

Of course, there are many reasons for why the unemployment figure is what it is; and the situation becomes more acute when the figure is analysed, and it is determined that in some parts of the Borough, the actual unemployment figure is cited as being close on 50% (though subsequent research revised this to 36.7%). Moreover, when these figures are even further dissected, it then becomes apparent that the long-term nature of this unemployment is all too fully embedded, in some cases inter-generational, and presents a situation whereby nothing is likely to change, unless conventional practices and methods are challenged.

Long-term unemployment is not unique to Enfield. There are pockets of severe economic deprivation, low skills, and low aspirations, in many other parts of London and the UK. Major structural changes to local and sub-regional economies have taken root over at least a generation, whether as witnessed in traditional mining communities in other parts of the country, or more directly pertinent to Enfield and the Lee Valley, the decline of manufacturing industry, and the shift in the Capital to a service and knowledge based economy.

Yet, despite numerous initiatives and public interventions designed to tackle the combined problems of worklessness, getting people back into the work

place, motivating the work shy, a comparative analysis of long-term unemployment over the past five, then, fifteen, even twenty years shows less movement in the statistics of those out of work for more than a year than can ever be described as acceptable.

The issue being confronted is deep-rooted long-term unemployment. Recent history has demonstrated that a litany of programmes with varying titles, however well scoped, and worthily delivered under best laid plans, have materially failed to make a significant impact. One of the main reasons for this would appear to be the short-term nature of projects, all too often fettered by the short-term nature of funding regimes, output driven rather than outcome oriented. This has acted as a structural as well as financial constraint.

Herein lies the main paradox. Long-term problems warrant long-term management, and policies to be enacted over an extended period if a real difference was, or is, ever going to be achieved.

While there might be some similarities in trends between Boroughs, there is always a local dimension; the immediate area dynamic and prevailing conditions demand very specific local responses to make a difference to the lives of those people directly affected, and by extension to the wider community.

This was the core motivation for the establishment of this Working Group Review. Members agreed from the outset to seek out a wide and balanced range of information supported by opinion; to explore and probe for some of the reasons why it has proved less than easy to make inroads into the long-term unemployment in the Borough.

In particular, the Group was concerned as to why a some of the same kinds of questions were being asked now - in 2010/2011 - as they were in 1991; the year in which I first become involved in this arena of economic development, skills development, and employment opportunity. Reading various current strategic documents was, certainly from a personal viewpoint as if experiencing déjà vu, and this was troubling.

Almost before the Working Group first met to determine how it was going to carry out its work, that a large constituency of people working in this area had dissolved in a kind of comfort zone; doing what they did, running projects that were variations on a similar theme, maybe with different titles, the same objectives, because that's the way it's always been done. Plus ça change; plus c'est la meme chose. And that was discomfoting.

It became apparent at a very early stage that, to coin an overused phrase, the status quo was not an option. The real objective and opportunity – for doing something transformational - was being missed. For whatever reasons, small improvements were being made at the fringes; some personal gains were made, all too often ephemeral, but the underlying problem still seemed to be immoveable.

Policy development would have to be looked at in a different way; practitioners would need to change their mindsets; the strategic leaders and delivery partners would have to take a refreshingly self-critical way in which they carried out their work; and funding bodies would have to look beyond one year at a time.

It could be said that the Working Group conducted its work at a rather inopportune time. Maybe, having waited this long, it might have been wiser to allow the significant changes going on outside of Enfield to settle down and allow some degree of clarity to emerge from the fog of transition.

In May 2010, there was a change of national Government, and this brought about significant changes in style, structure, attitude towards and policies to deal with the related matters of economic development, business growth, and welfare reform; and all this was in a climate of significant budget reductions to be borne widely by local authorities, voluntary and community organisations, and the public sector as a whole – the very people who manage information, advice, guidance, and most importantly, support services.

Pre-existing initiatives such as the Working Neighbourhood Fund, and the Future Jobs Fund were jettisoned almost immediately, but the new Work Programme designed to replace it was slower in its development, articulation, and precision. This meant that to some extent, the Working Group was meeting in something of a vacuum, and in a period of uncertainty. In practice, more of the details of how the Work Programme is going to play out came too late to influence the findings and the initial recommendations being made.

Undeterred, it carried on, because the prime focus of examination at this stage was information gathering rather than detailed policy forming. It tapped into the fact that such a radical change, particularly in the form of heavily retrenched financial conditions, was in fact a liberating force, and meant that the playing field was so vastly altered that it represented a real opportunity for change.

Not only is there the need for more creative, innovative, imaginative, and possibly completely different approaches to project design and development; but having less money available to deliver such support measures actually provides the very catalyst, albeit by necessity, for driving that change.

Unquestionably, things are not going to be the same as they have been in the recent and intermediate past. But that, in so many ways, is a good thing. It is clearly a challenge that has to be met, not shirked.

But it is a firm assertion that by providing inspirational and credible leadership, and by adopting new approaches to getting people into and back into work; more than that, by applying methods of delivery that maybe have not even been explored or used previously, it is possible to motivate some of the hitherto most impenetrable groups of our community to be inspired to aspire to a better way of living, and better standards of attainment. How? It does so by the simple fact of putting real money from real jobs into real pockets.

In so doing, led forcefully by the Council, working together in strong and cohesive partnership with many others, not least with local businesses, it is possible to start making inroads into the persistent problem of long-term unemployment. Real income buys more than goods and services. It enables self-respect, personal pride, and emotional and financial independence. It begins to reverse the direction of the spiral, for both the individual and the collective good of the residents and the local economy.

I would like to thank all Members of this Working Group for their diligence, attentiveness, and contributions to the study. I would also like to thank our co-optee for giving their time so willingly, and providing their own perspective.

The Group has received support from officers of the Council including the Economic Development Team which, past, present, and future, has played such a major role both in leadership and will continue to be a vital cog in delivering some of the changes recommended by the Group. Their regular attendance, always at less than social hours, has been much welcomed and warmly appreciated.

Above all, I would like to thank all those people who accepted invitations to present themselves to the Working Group during its period of operation, to answer an uncompromising range of questions, for their frankness and honesty, and to offer their own range of perspectives and opinions, borne of extensive and wide ranging experiences, sometimes positive, sometimes frustrated – and in almost all cases, over an extensive period of time.

This Working Group has been able to do little more than scratch at the surface of what remains a critically important, and not at all welcome characteristic of the Borough's demography, its economic profile, and the health and social welfare issues that sit alongside it

Whether its work is going to be sustained under the redefined Scrutiny Panel that has embraced some of that which fell last year under the aegis of the Place Shaping and Enterprise Scrutiny Panel is for others to decide.

None of the work undertaken stands in isolation. It is all inextricably linked with parallel work of Members and officers to develop an inward investment strategy, and implementing wider skills development strategies. Together, they form an offer whereby all companies considering or actually locating or relocating into Enfield will be encouraged and actively supported to participate in schemes that guarantee a significant proportion of recruitment needs will be fulfilled by Enfield.

But if there is one clear conclusion that has been drawn from our work to date, and should be taken as it legacy, for further development, I will for one more time invoke the jazz mantra that encapsulates our thinking and say, with a firm eye on the future, and with the belief that change should be embraced and not feared ...

.... “It Ain’t What You Do; It’s The Way That You Do It”.

Councillor Derek Levy
Chairman Getting People into Work Review Working Group
Place Shaping and Enterprise Scrutiny Panel 2010-2011

3. SCRUTINY REVIEW INTO GETTING PEOPLE INTO WORK

FINDINGS & RECOMMENDATIONS

3.1 Finding: Supply-side strategy based on funding targets, and the funding provision itself, has focused on processes rather than the problem. In terms of future programme and project delivery, the ‘how’ is as important as, and probably even more important than, the ‘what’. In other words, the reason for support intervention was never in question – but the means to such ends were queried in terms of their true effectiveness.

Recommendation: Strong political leadership and strategic focus within the Economic Development Team Department to drive enterprise and to create the jobs Enfield needs. Long-term solutions are required rather than short-term projects.

3.2 Finding: Private sector companies advised the Working Group of the importance of good communication with the Council. The Working Group feel there is a mutual benefit for the Council, finding innovative ways of sustaining the workforce, creating jobs and meeting entrepreneurs who may do things differently. The Strategic Business Forum established in spring 2010 and the Small Businesses Engagement Accord agreed by Cabinet June 2011 are good developments.

Recommendation: Continue to enhance communication with local private sector companies, including small and medium sized enterprises (SMEs), and encouraging companies to do more for their community including work placements, apprenticeships, using local labour. The Council should strengthen its procurement from local companies.

3.3 Finding: The Government Work Programme is due to be in place by summer 2011. Currently it is not clear what employment related support will be provided and by who.

Recommendation: The Council needs to consider its role in relation to the Government’s Work Programme including support for those not eligible for the Work Programme and those further from the job market. This to include inter-departmental and partnership working aimed at areas/estates with particularly high levels of benefit claimants and inter-generational unemployment.

3.4 Finding: Local employers have said that it is important to discuss labour requirements with Councils well in advance of locating or undertaking development projects within Enfield.

Recommendation: The Council (via Jobsnet or the Economic Development Team) should discuss skills and skills level requirements with companies intending to move into the Borough to ensure a pool of interview-ready applicants with necessary skills.

3.5 Finding: The number of people out of work and the increasing pressure this brings to the Council and other local services is extremely serious.

Recommendation 1: Getting people into work becomes a standard item on the Housing, Growth and Regeneration Scrutiny Panel work programme.

Recommendation 2: The Council give consideration to establishing a permanent standing committee with a single focus on getting people into work.

4. BACKGROUND

4.1 Worklessness

4.1.1 The definition of worklessness varies but usually describes a section of the population who are of working age but who are out of work – whether they are actively seeking work or are economically inactive. Working-age benefit dependency in Enfield has increased. Getting more people into work has beneficial consequences for both individuals and the community. Work is good for mental and physical health; it improves the quality of life, reduces social isolation and increases the social and economic vitality of communities

4.1.2 Worklessness is measured by those receiving out-of-work benefits within the working-age population, the main ones being Incapacity Benefit (IB) - replaced for new claimants by the Employment Support Allowance (ESA) in 2008, Income Support - particularly Lone Parent Income Support, and Jobseeker's Allowance (JSA).

4.1.3 In February 2010 33,190 people of working age were claiming benefits. This included 7,040 Lone Parents receiving Income Support. Those claiming ESA/IB numbered 12,570. The JSA count (those registered as available for work) in February 2010 was 9,410. The Borough has high levels of unemployed young people and women in particular. As a result of the recession the JSA count rose by 77% from 5,347 in June 2008. Most of this rise was in late 2008 and early 2009 and has since levelled off.

4.1.4 Maps and figures presented to the Working Group in November 2010 show that 8 Wards have over 20% of working-age people on out-of-work benefits, all of which are located in the eastern part of the borough (although ward-based figures mask hot spots of deprivation within these wards and elsewhere). Edmonton Green, Ponders End, Upper Edmonton and Lower Edmonton are the worst affected wards for unemployment. East of the A10, within Enfield, are situated some of the most deprived 10% of Census Super Output Areas (SOAs) in England (geographical areas of approximately 3000 people). They mostly cover social housing estates, but not exclusively, which indicates that a targeted approach may be beneficial.

4.1.5 A research project, commissioned by the Sustainable Communities Team in December 2010, looked at one SAO in Edmonton Green which had an exceptionally high number of out-of-work benefit claimants in 2009. It was found that the original figure of 49.8% was too high due to underestimated population figures that distorted the benefit claimant figures. The revised figure of 36.7% is still very high but more in line with neighbouring SOAs.

5. The Local Economy and Council Strategy

5.1 The Tackling Worklessness Review (Houghton Report), March 2009, advocated Local Economic Assessments and Work and Skills Plans aimed at understanding local employment opportunities and increasing the skills of the local residents to match the demand. The requirement for councils to produce a Work and Skills Plan was dropped by the new Government in 2010 and, as a consequence, work on Enfield's draft Work and Skills Plan was halted. The Local Economic Assessment, however, has been completed and contains an extensive range of information on the local economy.

5.2 Enfield has a large proportion of low and unskilled residents in its labour force. There is a mismatch between job availability and local skills which needs to be addressed. The loss of large manufacturers has led to a dependence on other sectors such as services industries.

5.3 The Cabinet Member for Business and Regeneration pointed out to the Working Group that Enfield had a rapidly changing demographic profile with an 'Escalator Model', where residents gain skills and move out of target groups only to be replaced by other residents at the lower end. He also felt that those in employment with low skills and low wages needed support to improve their economic and social mobility.

5.4 In July 2010 the Council's approach to mitigating the effects of the recession and getting people into work was outlined to the Scrutiny Panel. The collection of projects was largely financed by the Government's 2009-2011 Working Neighbourhood Fund (WNF) programme of £4.1 million plus additional external funding sources. Projects were divided into 4 groups and were delivered via contracts/service level agreements within the Council and external providers.

- Pathways to Prosperity: £1,919,000 (and £480,000 of London Development Agency (LDA) match funding)
- Skills and Training: £1,187,000
- Supporting Business: £1,416,000 (and £568,000 match funding from European Regional Development Fund (ERDF))
- Invest in Enfield: £440,000 (and £150,000 ERDF match funding)

An additional £923,000 Department of Work and Pensions (DWP) Future Jobs Fund (FJF) grant was also allocated to Pathways to Prosperity. With over £3.3 million allocated towards various Pathways to Prosperity projects in 2009-11 it is evident that attention was focussed on target driven interventions aimed at addressing barriers to work such as childcare, self esteem, language, lack of skills and health problems.

5.5 The Council's earlier 2006-9 Local Area Agreement programme, which included a target to get residents into jobs lasting only 13 weeks, had worked with client groups that included lone parents, 16-24 year olds, over 50's, BME, and those with mental health conditions.

5.6 The 2009-11 Pathways to Work projects included:

- Targeting disadvantaged client groups in deprived Wards using a Council brokerage service (Jobsnet) to get people into jobs for 26 weeks, mentoring of very excluded clients and referring them to Jobsnet, benefits advice, and helping unemployed people with mental health conditions.
- A Summer Work-Out - paid work experience for school leavers
- A programme for young people using FJF finance.
- Apprenticeships and pre-apprenticeships.

5.7 The Skills and Training projects included:

- Family support projects lead by Education, Children's Services & Leisure (ECSL)
- ESOL (English as a Second or Other Language) courses to improve language skills for those seeking employment
- Promoting volunteering as a pathway to employment.

5.8 Concern was expressed by Working Group members that some families did not aspire to be employed and therefore this generational barrier also needed to be addressed through joint working with other agencies and Council departments via outreach work.

5.9 The Group were advised that a working families pilot project was planned, led by ECSL using £385,000 WNF funding, to help 25 families in the south west of the borough and 25 in Enfield Island village. The Working Group were concerned to learn that the multi-disciplinary project to get 35 into jobs and 15 to gain skills for employment had foundered due to a lack of capacity. The Working Group felt that, in order to combat inter-generational unemployment multi-disciplinary programmes targeted at areas with very high rates of out-of-work-benefits should be piloted and that brokerage services should be co-located with other services in a high profile community setting or local shopping centre.

5.10 The Cabinet Member noted that Edmonton Leaside Partnership has agreed to a pilot multi-agency project for a neighbourhood scheme (physical, social and economic) which includes Enfield Homes (ALMO) properties and includes Housing Revenue Account money.

5.11 Over time the WNF allocation has been reprofiled, following under spends (projects not starting), or Government funding cuts such as the FJF and the Local Area Agreement Performance Reward Grant. Cuts in Central Government grants (Connexions and the WNF) have caused a budget gap. Future European funding (European Social Fund which provides skills training and the European Regional Development Fund) previously administered and

match funded by the axed London Development Agency, is unclear. The GLA has suggested that London Boroughs could match fund European funding in future. Funding reductions necessitate political choices to be made on provision/and or commissioning of support services.

5.12 As in other local authorities, the recession has led to greater consideration given to creating jobs and enterprise. In 2010 the demand-side was to be strengthened by encouraging inward investment, assisting employers to get their vacancies filled by local residents, developing stronger business relationships and responsiveness between the Council and businesses through regular forums, and examining the potential to realise a green industries cluster. WNF has been used to develop engagement with employers, research into the needs of the business, and commissioning support for small businesses and start-up companies.

5.13 The Council is currently looking to regional strategies in London and the Upper Lee Valley, including working with the North London Strategic Alliance, and promoting rail and electricity infrastructure improvements in order to attract enterprise.

6. Support Agencies/Providers

6.1 Categories of unemployed which may be helped by support agencies were outlined:

- Skilled, graduate and semi-skilled workers who had the knowledge and initiative to find jobs without much assistance
- People who had been unemployed for up to 6 months – the core of Jobcentre Plus activities. It was often easier for them to help them get back to work.
- Those unemployed for longer than 6 months, who were difficult to enthuse, usually low skilled often from disadvantaged communities. The Council's Jobsnet had been set up specifically to help this group.
- Long term benefit recipients.

6.2 The main types of support agencies for getting people into employment were outlined to the Working Group:

- Jobcentre Plus which has a statutory responsibility to assist the unemployed to find jobs
- Council agencies such as Enfield Jobsnet. There are also many vocational and educational skills providers aimed at all ages.
- External organisations, some private, and some grant funded voluntary/community groups deliver funded vocational training courses or job brokerage to help people back into work or to make people work ready.
- Private sector employment/recruitment agencies in borough which specialise in recruitment to particular sectors but many require higher skill levels.

6.3 The Working Group began a web-based review of organisations. It was difficult to assess the currency of the information and it was known that the number of organisations providing support services fluctuated depending upon funding availability. The Economic Development Team commissioned research into the roles of these agencies with the aim of providing a better co-ordinated approach to job brokerage. The Working Group agreed to await the findings of the brokerage report.

6.4 The Review of Job Brokerage Services, March 2011, found that the Borough has a healthy base of employment-related service providers catering for a wide range of residents with a wide range of needs. Support groups covered young people, older people, disabled, refugees and asylum seekers, parents, long term unemployed, BME groups, women, ex-offenders and the employed.

6.5 Uncertain funding makes some services vulnerable to closure e.g. English as a Second or Other Language (ESOL) services due to changes to the Skills Funding Agency regulations. This is of significance since Enfield employers were generally happy with the quality of the service they received though there were concerns expressed about English language skills of potential recruits.

6.6 Activities delivered by the organisations included: initial assessments, training needs, accredited and non-accredited training, ESOL, basic skills, information advice and guidance, vacancy sourcing, in-work support, benefit calculation, work placements, interview assistance, action planning and condition management (for people with disabilities or work limiting health conditions).

6.7 The main funding sources for these providers are Enfield Council (WNF), Department of Work and Pensions/Jobcentre Plus, London Development Agency (LDA), Skills Funding Agency, London Councils and other London Boroughs.

6.8 LDA funding will cease on 1 April 2012 and will affect a number of providers, including Enfield Jobsnet which receives funding through the North London Pledge 2. The Working Neighbourhood Fund has not been extended, nor Future Jobs Fund.

7. Public Sector Support Agencies/Providers

7.1 **Jobcentre Plus/Department of Work & Pensions (DWP)**. In 2009/10 Jobcentre Plus (JCP) referred 8,937 people into training and 8,397 Enfield residents came off the unemployment register. It works with partners to deliver services to help people get the skills they need to get into work. The Brokerage Report notes that many current providers are reliant on JCP for referrals, though under the Work Programme this may change. The future number of employment related service providers in the Borough will depend upon who is contracted to provide Work Programme services, or secures alternative funding.

7.2 The Government Work Programme regional contracts to major organisations (Prime Contractors) were announced in April 2011. The prime contractors in the West London Area (Enfield's region) are Ingeus UK Ltd, Maximus Employment UK Ltd and Reed in Partnership. The Work Programme contracts are to be based on payment by results but with greater flexibility than previously. Delivery is sub-contracted to other agencies. Reed in Partnership will sub-contract to the Tamil Relief Centre and Urban Futures. The Council was concerned about the terms and conditions for sub-contractors, which could give rise to high risk and cash flow difficulties, and therefore did not bid.

7.3 Once the Work Programme is implemented most of the Jobcentre Plus programmes currently on offer will be phased out, though current arrangements will continue until the new structures are in place. The new role will include:

- Supporting the setting up of 'Work Clubs' to help unemployed people meet on a regular basis to share contacts, ideas and support each other. The clubs will be supported by JCP but not funded by them.
- Volunteering, as a means of enhancing skills and motivation, will be promoted by JCP. Clients will be referred to Enfield Voluntary Action.
- JCP will target work experience provision, lasting 2-8 weeks, at 18-21 year olds.

7.4 Under the new scheme clients will be mandated to refer to the Work Programme e.g. over 25s after 12 months unemployment, 18-24 years of age after 9 months unemployment. It was pointed out that although approximately 9,000 over 25s are unemployed in Enfield only 1000 are unemployed for 12 months. Therefore a substantial number will not be eligible for support.

7.5 The new welfare reforms result in JCP having to migrate large numbers of claimants from Incapacity Benefit to Employment Support Allowance, with more claimants expected, therefore, to be looking for work.

7.6 The Working Group remarked on the various Council departments already working with hard to reach and disadvantaged families and the need for a coordinated approach with JCP and other agencies in improving the economic and social circumstances of these residents. JCP have not focussed on long term benefit claimants in the past.

7.7 To reach a wider section of the community it was proposed that delivery of brokerage services be co-located with other local services in a community hall or local shopping centre. Projects would be more visible to residents and help break down inter-generational worklessness.

7.8 **Enfield Jobsnet**. Members visited Jobsnet where brokers specialise in working with long-term unemployed residents, getting them job ready and getting them into employment. It has operated since 2006 and is based in Edmonton Green (with 2 new outreach offices in Ponders End and the Ladderswood Estate, Arnos Grove). It also undertakes outreach work in the 3

JCP centres in the borough in addition to Vincent House, Enfield College and local libraries. Jobsnet works many partners including JCP, colleges, local training providers, Council teams and has established links with local employers.

7.9 Most of Jobsnet clients have been unemployed for longer than 6 months and are usually low skilled. In cases where clients have poor literacy and language skills they are referred on to training providers or voluntary organisations. Residents access Jobsnet on a self-referral basis and therefore demonstrate a willingness to work.

7.10 Job fairs are held 3 or 4 times a year. A job fair event coincided with the opening of Asda in Edmonton Green which over 1000 people visited. A similar event was arranged for Green Star.

7.11 The Jobsnet team consists of a seconded benefits advisor, over 50s advisor, young people's advisor, two general brokers, and a skills tutor to help with CVs and online job searches. There are plans for a broker to liaise with local registered social landlords. Jobsnet also has a Condition Management support programme for people with poor physical or mental health which utilises occupational therapists.

7.12 Over the course of 2 previous contracts Jobsnet saw 518 long-term unemployed with over 150 starting work. Twenty out of 150 clients with disabilities started work, 22 out of 150 lone parents started work, over 1,100 people from BME groups were seen and 240 over 50s were seen. Previous Local Area Agreement targets 2006-2009 involved getting people into work for 13 weeks only. However Jobsnet told the Working Group that 80% of people who gained employment using Jobsnet continued to work.

7.13 Since February 2010 Jobsnet have been involved in the North London Pledge 2 programme (£2 million from the LDA to Enfield, Haringey and Waltham Forest). The Enfield target is support 400 people to get into work, 180 of which to start work and 132 to sustain in work for 26 weeks (these will be monitored until July 2011). This funding enabled the establishment of satellite officers in Ponders End and Ladderswood Estate, Arnos Grove. Participation in programmes to deliver targets has, however, constrained what Jobsnet has been able to offer to clients and to which clients they were able to offer their services.

7.14 All but one of the Jobsnet team are funded externally. It has been agreed that a WNF carry-forward has been used to fund Jobsnet for 3 months until July 2011. Members were informed in March 2011 that the Council will receive a further £250,000 North London Pledge funding to enable the continuation of some of the job brokerage schemes which would otherwise have been discontinued. Consideration will need to be given whether to support Jobsnet from core funding if external sources are unavailable.

7.15 **Enfield Education Business Partnership (EEBP)** is a Council Service Centre within the Schools and Children's Services Department (ECSL) which

develops links between schools and businesses. It receives funding from school budgets and other contracts.

7.16 Two main programmes are provided:

- Work Experience
- Work Related Learning Activities (including a range of vocational taster courses for 14-16 year olds).

7.17 Work related learning activities take place in schools and aim to develop employability skills including soft skills. In 2009-10 3,800 work experience placements were arranged for young people aged 14-18 attending Enfield's schools and colleges. The Working Group was supportive of the current one-off work experience placement for 15 year olds but would welcome more placements to enable a wider range of experience to allow informed choice.

7.18 Work experience provides an opportunity for businesses to contribute to local communities, however, the Working Group were told that work placements for young people were difficult to source and that a mechanism put in place to reward employers may help.

7.19 The Working Group also suggested that the skills and expertise of the EEBP could also be used to help the 19-25 age range, though EEBP advised that this would require a revised business plan to address capacity and funding.

7.20 **Enfield Training Services (ETS)** is part of ECSL, though funded through agreements with external agencies. It has on average 180 young people (aged 14-19) at any one time on programmes (approximately 250 young people per year). It provides two main programmes:

- Apprenticeships/Pre-Apprenticeships
- Entry to Employment/Foundation Learning.

7.21 Referrals often are by word of mouth from previous and existing learners. The recession has impacted on the ability of young people to gain jobs as apprentices. Colleges and schools are now recruiting or retaining cohorts of learners that usually they rejected in past years and who were natural ETS recruits. Recruitment and retention levels have therefore been affected which impacts on ETS's financial viability.

7.22 The small group nature of ETS and its labour intensiveness make it an expensive service to provide. A 35% funding cut from 2012 has been announced and ETS anticipate they will need to join up with other providers if they are to survive.

7.23 The Working Group made the following suggestions to secure the long term future of ETS:

- joining the proposed Council trading company to develop other services, such as Health & Safety.
- enhanced engagement with the EEBP.

7.24 ETS were contracted to deliver the Council's Summer Work-Out programme in 2009. This was initiated by the Mayor of London (using £50,000 of LDA funding and WNF match funding) to provide paid 4-week jobs for school leavers. One hundred and two young people in Enfield were placed in public sector paid jobs. The Council repeated this scheme for 60 school leavers in 2010 using £40,000 from the Council's WNF resources, although only 47 school leavers were recruited. The Working Group was told that it is hoped to run this in 2011 using carry-forward WNF money.

7.25 ETS were also contracted to deliver Motive8, a pilot training and work programme targeted at the most difficult and hard to reach young people such as youth offenders (with an allocation of £212,000 from the WNF programme). 59 young people have participated in the programme.

8. Private Sector Support Agencies - Home Training Community Interest Company (HTCIC)

8.1 HTCIC creates jobs for young people by providing additional business skills training to the companies who take placements (paid from DWP funding). It ensures the employers are fit for purpose by delivering professional consultancy services where required. These placements are primarily in small and medium sized enterprises (SMEs) and micro-businesses. The Brokerage Report notes 'the difficulty in targeting and engaging SMEs' which illustrates how innovative HTCIC's strategy has been.

8.2 Working with a variety of SMEs requires a more tailored and customised approach unlike JCP which is driven by regulation and the large number of job seekers. JCP had to adopt a standard process-driven approach to job brokerage rather than a more flexible approach, although new changes in job creation initiatives to payment by results will impel job brokers and providers to change their approach.

8.3 Large corporations, it was noted, operate on bottom line accounting principles and cutting staff costs is almost their first action to reduce operating costs unlike smaller companies.

8.4 The DWP's Future Jobs Fund was successful because salary costs were met by the scheme but jobs were only for 6 months. HTCIC recruited over 750 NEETs for 26-week work experience placements, over 62% of which had become full time permanent jobs at the end of the FJF programme. HTCIC welcomed that the Government is moving to payment by results policies and focus on job sustainability.

8.5 The Local Economic Assessment shows that in Enfield there are 40 businesses which employ over 250 employees, of which 30 employ 250-499 people, 5 employ 500-999 people and 5 employ over 1,000 people (July 2011). Given the number of employers with a smaller workforce the Council should engage further with SMEs to develop opportunities for job creation.

9. Moving into Self Employment – Enfield Enterprise

9.1 A Working Group member suggested that self employment was looked at as an option. ONS data shows 20,200 self employed people in Enfield in 2010 (9.9% of the workforce). Self employment includes sole traders, partners and partnerships, consultants and contractors.

9.2 Enfield Enterprise (EE) has been operating for 25 years, liaising with 1000 people per annum of which approximately 78% come from BME communities and 57% are women. A range of free and chargeable services are offered together with support from freelance business advisors. Courses are promoted by advertising widely in the local press, in libraries and by attending employment events in Borough. Funding sources include commercial sponsorship and London Development Agency.

9.3 Due to high unemployment rates more people are considering self employment as an option. During 2009, 24 women undertook a women specific training programme of which 16 started trading. Sixty-five new businesses started last year.

9.4 A Work Club has already been set up of which 10% expressed an interest in self employment (members of the Work Club were sourced from other job brokerage agencies such as Jobsnet. EE hope to involve SMEs in the Work Club to support clients via work placements and sustainable employment.

9.5 The Working Group suggested the possibility of EE developing a volunteering scheme by freelance business advisors. Also the bringing together of unemployed people with specialist experience in different business skills may also prove a springboard to further business start-ups.

9.6 Subject to gaining funding EE hope to set up an Enterprise Club in the future with referrals from other agencies. A pilot enterprise scheme in St Helens, for example, had 540 referrals from Job Centre Plus, a number which would overwhelm the present number of EE mentors.

9.7 Potential plans include a part-time start-up business advisor to undertake outreach work at youth clubs, BME community centres, schools and colleges. They have no outreach at present. A closer ongoing liaison with larger businesses and identification of their training needs would enable EEs role to be expanded to that of a job broker.

10. Local Employer Perspectives

10.1 Local employers showed goodwill and are keen to get involved in job creation and sustainability.

10.2 **London Bread and Cake Company.** (LB&CC) based in Edmonton stressed the importance of safeguarding employment as well as creating new jobs for local people. Smaller companies are concerned at the prospect of laying off valued staff (referred to also in HTCIC's presentation to the Working Group).

10.3 Innovative use was made by LB&CC of spare capacity in the company by sub-letting parts of its premises and facilities to small companies, sharing procurement and delivery costs. This co-operative model worked well in ensuring sustainability of multiple businesses and generated environmental savings.

10.4 The company had also diversified its workforce to provide in-house and external services, such as decorating and vehicle maintenance, so as to sustain employment.

10.5 Most staff were low skilled but NVQ level 2 training to 25 staff was provided within the company. The company works with 5E in placing apprentices within company.

10.6 The Working Group felt that many more companies needed to be more proactive in attracting local applicants. LB&CC suggested that local labour should be given more importance in the Council's tender contracts. They have experience of Councils that do not give contracts to prospective suppliers who do not employ local labour. The Working Group were pleased to be advised in April 2011 that the corporate procurement processes had been amended to enable more local businesses to obtain contracts from the Council.

10.7 The Working Group was also in favour of the Section 106 agreement model clauses that had been established in 2010, including a condition that local people should be employed. The GE site on the A10 had included requirements that local construction firms be used and that contractors should supply skills training and apprenticeships for local people. Defaults would result in penalties. The Working Group felt that the Council should strengthen their procurement contract clauses and Section 106 clauses to encourage local job creation.

10.8 **Fusion (Enfield)** discussed training in the active leisure industry. Fusion operates leisure centres nationally and is contracted to operate 3 in Enfield. The majority of staff employed in the Boroughs leisure centres live locally. Fusion provide leisure industry apprenticeships for the over 18s by working with the training organisation Lifetime, using Government training grants. Fusion also provides in-house training via a network of training assessors.

10.9 The company regularly attended job fairs, colleges and recruitment events. Major developments planned shortly at two of the centres will create demand for additional staff and they are keen to employ local workers.

10.10 Local colleges provide leisure related training but there is a shortage of appropriately qualified life guards. The Economic Development Team agreed to explore the possibility of identifying Council funding to support some local candidates to become qualified lifeguards in order for them to secure interviews for future posts.

10.11 **Ardmore Group** is one of the Borough's large employers with a workforce of more than 500 at its head office and factory in Enfield. It has construction sites nationally. The company regularly attends the Enfield Strategic Business Forum established in 2010.

10.12 Ardmore believes that the Council's communication with the commercial sector is crucial and there must also be strong political leadership and proactive economic development. The Council must be a major driver, for example, in getting local labour into new companies, where the Council should be talking to the company about its recruitment needs 6 months in advance.

10.13 Ardmore has recently appointed an employment and skills co-ordinator. They are signed up to Homes and Communities Agency's employment and skills targets (with regard to apprenticeships in HCA's investment programmes), are involved in school visits and graduate placements. They are developing modules in partnership with Southgate College and CoNEL e.g., administration, IT and construction to meet their requirements for quality training and skilled people. It has a training centre to assess trades people (of any age) and provides pre-apprenticeships skills training. CoNEL apprentices have been placed with Ardmore for 6 months.

10.14 Notting Hill Housing Association's Construction Training Initiative (in partnership with the Council) is also providing paid work placements in the Borough for construction apprentices of all ages. The housing association is working on 4 sites in the borough but trainees can also access placements at building sites managed by 25 partner housing associations.

11. Soft Skills and Partnership Working

11.1 The **Arc Theatre** in Barking considers that taking part in drama makes people more employable by improving communication skills, confidence, team work, self management and emotional intelligence.

11.2 The Brokerage Report states that many providers cited soft skills as being the most important area of development acquired by their clients. Clients without work experience and barriers to employment need to have their confidence raised. The report suggests that the Council might wish to consider providing funding for providers to deliver soft skills related activity. Soft skills are covered in EEBP's work related learning activities for under 18s.

11.3 A suggestion was made by the Chairman that 'forum theatre' involving audience participation could be taken into providers/employers, using it as a means to address the issues of worklessness and employability. The Working Group also endorsed sport as a medium to develop team work skills and building of self confidence which were transferable to the journey into work.

11.4 Arc stressed the importance, in their company's experience, of creative leadership and the need for an enhanced relationship between local authority

decision makers and leaders of the voluntary sector organisations. Support for social enterprise and partnership working between council, social enterprises, voluntary and community sectors as well as the private sector was advocated.

11.5 Good practice in working with the voluntary sector does exist in Enfield, evidenced by the 'Enfield Compact' and the representation of the voluntary sector at the 'top table' of the Enfield Strategic Partnership's decision making pathway (although it is of note that the Employment and Enterprise Thematic Action Group, a sub group of the ESP, started meeting again in early 2010 following a year in which it did not meet).

11.6 Working Group Scrutiny support met Christian Action Housing Association, a registered social landlord. Five young people from their supported housing units were recruited to a new social enterprise company 'Neighbourhood Estate Solutions' which provides cleaning, maintenance and gardening services with the aim of delivering training and long term employment (£25,000 was allocated in the Supporting Business section of the Council's WNF programme). Other social enterprise schemes were proposed in the WNF programme – a nursery and creation of a voluntary and community sector SME with allocations of £125,000 and £90,000 respectively.

12. Conclusion

12.1 The main findings and recommendations are outlined in Section 2 of this report. Short-term projects and funding regimes, driven by targets, has acted as a constraint on finding local solutions to local problems. Strong local authority leadership is required to focus on long-term solutions, in co-operation with private, public, voluntary and community sectors, to both get people into work and create the jobs Enfield needs.

13. ALTERNATIVE OPTIONS CONSIDERED

Recommendations and findings are included in the body of the report.

14. REASONS FOR RECOMMENDATIONS

These are dealt with in the Executive Summary, Recommendations and Foreword from the Chairman of the Working Group.

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

15.1 Financial Implications

The purpose of this report is for the Cabinet to provide a response and at this stage does not itself directly commit the Council to additional expenditure.

The level of support and resources required for the findings and recommendations of the review and options for funding need to be considered as part of the response from Cabinet.

15.2 Legal Implications

- 15.2.1 Section 2 of the Local Government Act 2000 provides the Council with the power to do anything it considers likely to promote or improve the social, economic or environmental wellbeing of their area or residents. Tackling worklessness is an important priority for the Council. There is no express prohibition, restriction or limitation contained in a statute against use of power in this way.
- 15.2.2 As set out in the Statutory Guidance on use of the well being power, when eligible Councils undertake any activity in pursuit of one or more of the wellbeing elements, the well-being power enables them to incur expenditure, and specifically identifies the provision of financial assistance as one means of doing so.
- 15.2.3 The Council must ensure that Best Value is sought and achieved, when considering any schemes to tackle worklessness, in accordance with the Local Government Act 1999, which requires local authorities to show continuous improvement in the exercise of all functions of the authority, whether statutory or not, having regard to a combination of economy, efficiency and effectiveness. The proposed scheme is intended to meet best value obligations.
- 15.2.4 Should the Council allocate any funding to any organisation to support this scheme, such must be non-discriminatory, transparent, equal and proportionate to ensure that the Council is not challenged by organisations that are unsuccessful in bids for funding on the grounds that the Council was showing favouritism by not following these principles.
- 15.2.5 Provision of any services must be in accordance with the Councils Constitution, in particular Contract Procedure Rules and must not be anti-competitive.
- 15.2.6 Where required, funding agreements must be in a form approved by the Assistant Director of Legal Services.
- 15.2.7 Equalities Impact Assessments must be carried out with regards the scheme and be reviewed regularly.

16 KEY RISKS

The recommendations suggested should mitigate issues to date around focusing on processes, short-term projects and funding regimes driven by targets.

There is an opportunity, particularly with the Commission, to work more effectively with key partners to find effective long-term remedies for worklessness.

17 IMPACT ON COUNCIL PRIORITIES

17.1 Fairness for All

Workless residents experience poverty, low skills, benefit dependency, poor housing etc. If accepted, the report's recommendations will contribute to the increase in availability of suitable jobs, improved skills, reduction in dependency and make Enfield's communities more equal.

17.2 Growth and Sustainability

Economic development in the Borough is a key priority for the Council. Implementation of the report's recommendations will help increase inward investment and the provision of jobs and training.

17.3 Strong Communities

There is strong evidence that high levels of worklessness have an adverse effect on the development of strong communities. The report's recommendations will contribute to the reducing the number of workless residents and contribute to the development of stronger communities.

18 PERFORMANCE MANAGEMENT IMPLICATIONS

Implementation of these recommendations will make a positive contribution towards the achievement of a range of corporate performance indicators.

Background Papers

Scrutiny Papers are held on file and are available on request from the Scrutiny and Outreach Team.

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MUNICIPAL YEAR 2011/2012 REPORT NO. **157**

MEETING TITLE AND DATE:

Cabinet 14th December 2011

REPORT OF:

Director of Finance, Resources
and Customer Services

AGENDA PART 1
ITEM 7

Subject: Revenue Monitoring Report:
October 2011

Wards: All

Cabinet Member consulted:

Councillor Andrew Stafford

Contact:

Richard Tyler: 0208 379 4732

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the Council's revenue budget monitoring position based on information to the end of October 2011. The report indicates a projected overspend on the General Fund of £64k in 2011/12.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 Notes the revenue outturn projection of £64k overspend in 2011/12.
- 2.2 Agrees that departments reporting pressures should formulate and implement action plans to ensure that they remain within budget in 2011/12.

3. BACKGROUND

- 3.1 The Council's revenue expenditure against budget is monitored by regular monitoring reports to Corporate Management Board and Cabinet. These reports provide a snapshot of the revenue position for each Department and for the Council as a whole, and provide details of any projected additional budget pressures and risks, or any significant underspends.
- 3.2 The Revenue Monitoring Report is a result of the monthly monitoring process carried out by the individual Departments, which is based on the following principles to ensure accuracy, transparency and consistency:
- Risk assessments, to enable greater emphasis to be placed on high-risk budgets throughout the year.
 - Comparisons between expenditure to date, current budgets and budget profiles.
 - Expenditure is predicted to the year-end, taking account of seasonal fluctuations and

other determinants of demand.

- The 'Key Drivers' that affect, particularly, the high-risk budgets are monitored and reported to Department Management Teams.
- Action plans to deal with any areas that are predicting or experiencing problems staying within agreed budgets are produced.

4. OCTOBER 2011 MONITORING - GENERAL FUND

4.1 A summary of the departmental and corporate projected outturns and variances against budget is set out in Table 1 below:

Department	Original Budget	Approved Changes	Approved Budget	Projected Outturn	Projected Variation
	£000s	£000s	£000s	£000s	£000s
Chief Executive	938	568	1,506	1,713	207
Environment	40,967	1,195	42,162	42,395	233
Finance, Resources & Customer Services	22,504	2,613	25,117	25,023	(94)
Health, Housing and Adult Social Care	101,752	5,056	106,808	106,774	(34)
Regeneration, Leisure & Culture	14,796	284	15,080	15,080	0
Schools & Children's Services	81,027	1,751	82,778	82,530	(248)
Department Budgets	261,984	11,467	273,451	273,515	64
Treasury Management	9,192	0	9,192	9,192	0
Contribution from Capital Financing Account	(15,622)	0	(15,622)	(15,622)	0
Contribution to Bad Debt Provision	812	0	812	812	0
Earmarked Reserves	0	(10,008)	(10,008)	(10,008)	0
IT Fund	972	(109)	863	863	0
Contingent Items	2,642	(231)	2,411	2,411	0
Contingency	1,000	0	1,000	1,000	0
Service Expenditure	260,980	1,119	262,099	262,163	64
Levies	8,809	(469)	8,340	8,340	0
Revenue Grant & Contribution	(17,478)	(650)	(18,128)	(18,128)	0
Total Budget Requirement	252,311	0	252,311	252,375	64

5. DEPARTMENTAL MONITORING INFORMATION – BUDGET PRESSURES & PROJECTED SAVINGS

5.1 Chief Executive's Department

This department is currently projecting an overspend of £207k, as detailed in the table below.

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Human Resources	213	200	Estimated £76k overspend on HR salaries due to vacancy factor, this is being reviewed as part of the 12/13 estimate process. Reduced income from external recruitment, due to lower staff turnover and reduced posts in the current period of austerity and further reductions in income from reduced numbers attending training & other courses, has led to a net projected shortfall in income of £124k.
Minor Variances	8	7	Projected overspend of £9k, offset by income from Better Local Governance Board.
Total Variation - Chief Executive	221	207	

5.2 Environment

This department is currently projecting an overspend of £233k, as detailed in the table below.

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Highways Service	-70	-94	There is a projected under recovery of £38K on skip licence income and a £48K overspend on the current highway works contract due to the cost of indexation uplifts in 2009 and 2010. The award of the Highway Works Contract Nov 2011 to Oct 2015 is likely to create a part year pressure. These cost pressures are more than offset by an over recovery of other receipts, which is forecast following a thorough mid-year review on various income streams for Highway Services.
Parking	80	72	There is a projected shortfall on parking receipts of £288k. This is offset by savings in contractor costs and additional income from parking permits.
Fleet Management	-77	-77	An underspend of £150k in the Fleet leasing budget due to the phasing in of the 12 refuse vehicles procured for the roll out of the wheeled bin project is partly offset by a £73k shortfall in MOT tests income.
Waste Services	60	60	There is a projected overspend on fuel costs of £60k due to rising fuel prices. As a result of the recent suspension of commercial clinical waste collection the service projects an under achievement of income of £26k which is offset by an underspend on the co-mingled waste disposal contract.
Development Management	262	279	Building construction activities have not shown signs of recovery, therefore a shortfall on planning fees income and building control application fees income of £90k and £189k respectively, is forecast.
Licensing	-36	-36	The service forecasts a favourable variance due to an over achievement of licensing income.
Parks	-6	29	Parks Operations forecast an overspend of £40k on fuel costs, which is partially offset by an underspend in employee costs £11k due to the

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
			deletion of a post following a recent restructure. The over achievement of income previously reported has been offset by the one-off costs anticipated with regards to cemetery works.
External Legal	0	0	Due to an unfavourable court judgement and interim payment thereof, the projected overspend on external legal costs is £325K. External legal costs are being treated as a corporate risk.
Total Variation – Environment	213	233	

5.3 Finance, Resources & Customer Services

This department is currently projecting an underspend of £94k, as detailed in the table below.

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Legal Services	59	28	There is an estimated £69k shortfall in income from Registrars and Citizenship. Estimated £31k increase in Land Charges income due to increasing number of full searches, following change in legislation, and an advertising campaign with solicitors
Revenues & Benefits	0	0	Although there is an underspend projected on permanent staff, the use of agency staff to meet demand, will lead to a projected overspend of £200k. It is proposed to reallocate the agency staff to reconcile variations between the Civica system & Pericles, so that the permanent staff are released to concentrate on customer service, and the cost of agency staff can be met from the £1m reserve for the implementation of Civica.
Corporate Governance	104	105	The overspend predicted for Audit has now reduced to £75k following increased income including £10k from a proceeds of crime case, and reduced staffing projections. The budget was set based on a full years savings being achieved through the restructure, however this was not implemented until 1st July 2011. Significant unbudgeted staff costs have been incurred for pay in lieu of notice and salaries paid during trial periods. Actions are being taken to try and reduce the size of the overspend by holding vacancies as long as possible and the potential reduction in contractor spend in 2011/12. A net £6k staffing overspend is predicted for Scrutiny, Secretariat, and Electoral Services, due to the delay in restructuring. Late legal bills for the judicial review of Chase Farm have led to £5k of unanticipated expenditure. The purchase of new software in Electoral Services was budgeted for in 2010/11, but costs have appeared in 2011/12, actions to reduce this overspend are being taken, but currently a £19k problem has been identified
Corporate Items	-73	-73	The annual audit fee is likely to be £70k below budget. A pension of £3k is no longer paid.
Accountancy & Exchequer Services	-93	-93	Savings on staffing, due to managed vacancies. One post to be deleted as part of the 12/13 budget exercise.
Property Services	-5	-61	The underspend in this service is due to savings of £440k from a combination of energy, employees and other running costs of administrative buildings and related facilities. These have been offset in part by net shortfall of £379k in rental income across the commercial portfolio, especially from The Ark, The BIC, Palace Gardens Development, New Southgate Industrial Estate, and some vacant units in Claverings. The net increase of £56k in the underspend is mainly due to additional savings from the costs of Building Maintenance and Porters respectively.

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Total Variation FRCS	(8)	(94)	

5.4 Health, Housing & Adult Social Care

This department is currently projecting an underspend of £34k as detailed in the table below.

Health & Adult Social Care			
Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Directorate	0	15	Projected overspend as a result of none achievement of vacancy factor.
Strategy and Resources	0	59	Overpend is predicted due to anticipated additional cost for voluntary organisation accommodation.
Mental Health	-183	-168	Reduced underspend in month due to operating costs within day service centre.
Learning Disabilities	400	400	The projected overspend in Learning Disabilities Services is made up of both the LD Pool and care purchasing projections. The LD Efficiency Board continues to manage the risk associated with the 11/12 savings target via a planned reduction in care costs over the year.
Older People & Physical Disabilities (Customer Pathway)	373	379	The movement of £6k is due to continued work on the transformation programme. It is important to note that there is a £1.7m savings target against the Transforming Social Care programme. Care purchasing costs for existing services continue to be monitored against trend analysis. The new self-directed support / personalised budget projections will need to be monitored closely to ensure appropriate processes for capturing costs are adopted.
In House Care Provider	-176	-279	Movement in month as a result of client variation and impact of shadow trading accounts in place for in-house services as part of changes for personalisation. The service has also reduced the level of agency commitment in month by £80k.
Care Purchasing - Central Contingency	-440	-440	No Movement
Total Variation – Health and Adult Social Care	-26	-34	
Community Housing			
Community Housing	0	0	Community Housing is reporting a breakeven position. There are projected underspends of £29k on the Bed and Breakfast and PSL rents; £90k underspend on furniture and equipment; £30k underspend on repairs; £10k underspend on grounds maintenance; £7k underspend on running costs; £20k underspend on the HALS management fees; £23k on the Barnet Sub Region staffing grant; £148k salary underspends due to vacancies and £34k underspend on Housing Strategy miscellaneous budgets. There has also been £47k received in refunds from rent deposits paid to landlords and £49k additional income from care and repair fees. These underspends are offset by overspends of £23k on environment recharges for the M3 database system and £108k unachievable income target for recharges on the PSL administration budget. Any over or underspend on Community Housing will be managed within the Initiatives reserve fund.
Total Variation - Health, Housing and Adult Social	-26	-34	

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Care			

5.5 Regeneration, Leisure & Culture

The Department is projecting year end expenditure to be as budget at the end of September. Budgets will be kept under close review throughout the year.

5.6 Schools & Children's Services (Non Schools)

This department is currently projecting an underspend of £248k as detailed in the table below.

Children's Services

Education			
Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
A.D. Education	-34	-34	Anticipated payment from Haringey Council in respect of the shared services provision of the Assistant Director. 50% already received.
Schools Improvement Service	-250	-223	The 2010/11 Standards Fund allocation, which could be spent up to the end of August 2011, was spent by that time, which resulted in projected underspends totalling £377k across a number of SIS budgets. There is a projected £32k underspend from the partial secondment of a senior post to Human Resources and £22k due to a revised staffing structure at the Professional Development Centre. Continuing Professional Development is also reporting a £72k underspend as a result of a combination of lower charges from external providers and additional income. In addition a £78k underspend is reported as a result of diploma funding for the 14-19 year group, payment for which has been received, but is not fully required. The total underspend is net of a contribution of £328k to a reserve for schools causing concern and a provision of £50k as a result of claims made against LBE by former employees following a reorganization of the service earlier this year.
Early Intervention & Access			
Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Community Access Childcare & Support	-231	-264	Underspend mainly due to Early Years Special Projects to the value of £200k put on hold. In addition there are underspends due to staff vacancies as a result of the delay in implementing the restructure plus an erroneous 2010/11 reserve of which £48k will not be realised.
Children's Centres	406	261	The 2011/12 budget had anticipated a saving due to a restructure which is now unlikely to happen until the last quarter of the year. A thorough review of expenditure indicates that despite the delay in implementation the overspend can be reduced to £261k due to delays in filling posts.
Think Family	-50	-50	There is a saving of £70k as a result of postponement of recruitment whilst the Assertive Outreach Team is developed, offset by £20k overspend due to the employment of temporary data input clerks to ensure effectiveness of the eCAF system.
CAMHS/EPS	88	19	Projected overspend due primarily to a shortfall in buyback income

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
			which at the moment is in the region of £19k. The overspend has reduced this month as a result of increased income in other areas, however the income position from both buybacks and the PCT remains relatively fluid and difficult to estimate.
SEN Transport	-260	-293	The underspend is as a result of a 6.3% reduction in pupil numbers which has enabled a rationalisation of service reducing the total number of routes by 14. The variability in the nature of routes (frequency and vehicle size) means there is not a one to one correlation in the variation of route numbers to pupil numbers.

Commissioning			
Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Catering	-300	-300	Based on the surplus in last year's accounts adjusted for the closure of the Forty Hall café during building works, there is expected to be an underspend of approximately £300k.
Enhanced Pension Contributions	-122	-122	Following a review of the enhanced pension budget for former employees, a saving of £122k is reported.
Ladysmith Road	-34	-34	Provision has been made for the full year costs of Ladysmith Road accommodation. The lease expires later in the year resulting in estimated savings of £34k.
Secondary School Strategy	120	120	Virement agreed in September Monitoring to Cabinet- the development of options to meet the increasing demand for Secondary School Places over the next 10 years through feasibility studies.

Safeguarding Division			
Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Divisional Management- Employee Costs	-174	-174	There are projected underspends within the graduate social work training and the recruitment and retention budgets.
No Recourse to Public Funds	-135	-118	This budget was increased in 11/12 to reflect the additional spending in 10/11, but the current projection is £156k less than in 10/11. This is a result of the ongoing review of cases which commenced earlier this year. We are also now able to place clients in cheaper accommodation.
Social Work Teams	-50	-14	The Assessment & Family Support Teams were allocated additional budget at the start of the year to offset the staffing pressures due to a prolonged increase in workloads. The underspend has reduced this month as a result of new pressures arising, requiring extensions to agency staff.
Cheviots	-50	-50	An underspend of £35k has arisen because packages of financial support have been agreed with our health partners. There is also a £15k underspend as a result of reviewing carers support packages.
Leaving Care Team	51	30	The projected overspend has decreased as a result of variations in clients packages the most significant being clients moving from high cost residential to lower cost semi independent accommodation.
In House Fostering	120	191	There is now an overspend within the salary budget of £58k mainly as a result of fewer vacancies and the need for an agency worker to cover inspection work and long term sickness. The allowance budget is now reporting an overspend of £133k.as a result of 8 new placements in addition the 7 new placements last month.
External Residential Care Purchasing	529	675	There is now a net projected overspend of £675k across the range of LAC external residential placements. There is a large overspend of £704k (up £38k) within the Agency Fostering budget as a result of additional placements (+889 wks) in excess of the budget. These placements are required as there has been a lack of suitable placements within the In House Fostering service to deal with the increase in LAC numbers. The increase this month is due to 5 new placements but these costs are partially offset by placement length reductions for other existing clients. There is also an overspend of £138k within the Secure budget which is mainly due to an increase (+£785) in the average weekly cost and an additional 48 client weeks. There are currently projected underspends within the Community Homes (-£46k), Special Needs (-£190k), Mother & Baby (-£44k) due to fewer client weeks than budgeted (-143 wks). A further provision of £110k is included within the £675k total as current year's trends identify a probable increase in care purchasing expenditure towards the end of the financial year.
Unaccompanied	-130	-108	There are currently two clients under 16 that are receiving support

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Asylum Seeking Children			where the flat rate grant funding received is significantly higher than their actual placement costs. However the underspend has reduced this month due a new client whose grant funding status has not yet been agreed with the Home Office.
Minor Variances	225	240	The variance within this area is due to projected underspends within the graduate social work training and the recruitment and retention budgets.
Total Budget Variation - Non Schools	-281	-248	

Schools and Children's Services Risks:

External Care Purchasing – although currently projecting a £565k overspend this position may change dramatically if the increased activity in child protection matters continues to result in more children being taken into care between now and the year-end. From December 2010 to August 2011 the number of Looked after Children has increased from 294 to 318. As the In – House Fostering service is nearly at capacity, any further demand for placements will need to found externally in more expensive placements. The recent disturbances have also resulted in more young people being placed into secure care.

In House Fostering - The foster allowances projection includes a provision as a result of a new law from 1st April which means that family & friends who look after children that are in Local Authority care must now be paid the same allowance as other foster carers. These carers would previously be paid at DSS benefit rates until they had been assessed & approved by the Fostering Panel. However once the fostering service has assessed their suitability as a Foster Carer (within 16 weeks) the full maintenance allowance has to be paid. This was implemented from 1st September with an additional cost of £76k; however this may be higher if payments are subsequently backdated to 1st April 2011. The spending on the allowances will continue to increase when new clients are placed with F&F temporary carers and new clients are placed with unconnected foster carers as new carers are approved. The projections do not include costs for unknown placements for the rest of the year.

Youth Offending & Youth Support Services - as a result of the recent public disturbances and stabbings in the Borough it is likely that increasing demands will be placed upon these services. So far there have been 31 young people from the Borough who have been arrested. 4 have so far been sentenced and 6 released with no charge with 21 still in the judicial system. These cases may require Pre-Sentencing Reports which cost £2,300 each.

External Legal Costs - This is now treated as a budget risk across all departments on the basis that these costs were contained last year within overall departmental budget provisions. The Safeguarding Division is currently estimating that these costs will be £530k in 2011/12. If these costs cannot be covered by S&CS then an allocation from the Corporate contingency may be necessary.

Service Level Agreement with Schools - The SCS Department provides a range of services to schools under service level agreements. There is a risk that the level of buy-

back from schools may not be sufficient to achieve the income targets included in the budget. Information is still being received from schools regarding their intentions on SLAs and more accurate predictions of income from this source will be included as the year progresses.

Improving PVI Capital Developments - As a result of a Final Stage complaint not satisfying the complainant, there is a risk that the matter may be referred to the Ombudsman and that a payment may need to be made.

Schools Budgets - These variations do not form part of the General Fund position

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Early Years	151	151	Based on last years outturn and one term's figures in 2011 it would appear that the take up of free entitlement for 3 & 4 year olds is increasing. The opening of a nursery at Woodpecker Hall School can only increase numbers further, however the extent of the overspend is difficult to project as this expenditure is demand led.
DSG Allocation 10-11	-65	-65	The DfE has announced the final grant income for 2011/12 and this is £65k higher than estimated. Further work will be done to check their calculations as the amount held back for academies appears to be higher than expected.
Learning Disabilities	-89	-106	Delays in appointing to posts will result in an underspend in the employee budget. This underspend has increased in October due to two members of staff leaving.
Maternity	128	128	Based on known claims the maternity cover budget will be overspent at the end of the year by around £128k.
Schools Rates	150	150	Following receipt of the actual rates bills for schools there is a potential additional cost of £150k across primary and secondary. The Business Rates Team has been asked to investigate the position.
Contingency General	242	242	The general contingency is likely to overspend by a £114k as a result of an increase in statement hours recorded in the Summer Term count of S.E.N. pupils. In addition a budget increase of around £128k is required to fund the LACSEG adjustment made to the DSG for schools that are now academies.
Schools PFI Benchmarking	-130	-130	The long-running benchmarking exercise is still not finally resolved but the indications from the tenders received is that there will be an underspend of approximately £200k depending on final decisions regarding notifications of change. However this underspend will be reduced by £70k as a result of the inflationary indexation being higher than estimated.
Minor Variances	-63	-60	
Total Variation - Schools	324	310	

6. OTHER GENERAL FUND ITEMS

6.1 Treasury Management

During October the European debt crisis spread to Italy, causing concerns over the ability of the Euro-zone to fund a bailout if Italy defaulted on its debt repayments. This has caused concerns about the impact on banks which hold sovereign debt in affected countries. Consequently, the Enfield Treasury Team has taken an even more prudent approach to the one it reported in September's monitoring report. From mid November we have limited LBE exposure to any one market fund to 10% of the total investments outstanding. This means we are spreading the risk over more funds and hence diluting the Council's exposure to default. Our overarching strategy is to maintain a highly liquid

position and to protect deposits against any further deterioration in the financial markets.

The team will continue to monitor this developing situation very carefully.

London Borough of Enfield Investments as at 31st October 2011:						
	Principal £000's	Start Date	Effective Maturity	Rate	Days to Maturity	Credit Rating
Goldman Sachs	£13,300	--	01/11/11	0.63%	1	AAA
Deutsche	£6,200	--	01/11/11	0.50%	1	AAA
Barclays	£7,500	17/10/11	17/11/11	0.60%	17	AA-
Barclays	£7,500	17/10/11	19/12/11	0.71%	49	AA-
Barclays	£5,000	17/10/11	12/01/12	0.88%	73	AA-
Lloyds TSB	£5,000	22/06/11	22/12/11	1.45%	52	A
Lloyds TSB	£5,000	03/12/10	02/12/11	1.95%	32	A
Total – Investments	49,500			Average Rate		0.84%
Average Investment Size	7,071			Average Rating		AA
Time Weighted Average Days to Maturity	25					

6.2 Contingency and Contingent Items

The Council maintains a general contingency of £1,000k to deal with unforeseen events and as a general safeguard against the risk of a general overspend. In addition, there are a number of contingent items that relate to spending requirements that are expected to arise during the current financial year, but about which there is some uncertainty regarding the timing of the financial impact. At this stage it is expected that all of the contingency and contingent items will be used, but a review is currently underway to identify any provision that will not be required. Any under-provision will be identified in future monitoring reports. The table below identifies the key provisions included in contingent items as at 31st October 2011.

Contingent Items	£000's
Residents Priority Fund	830
Redundancy provision	500
Demographic change contingency	1,000
Other items	81
Total Contingent Items	2,411

There is currently a budget risk in relation to expenditure on external legal / Counsel fees across departments. These costs were contained last year within overall departmental budget provisions. If this proves problematic in 2011/12 an allocation from contingency will be considered.

7. Housing Revenue Account (HRA) – Projected £128k underspend

Service Centre	Sept 2011	Oct 2011	Notes
	£000's	£000's	
Supervision & Management Special	28	33	The forecasted subsidy income for Supporting People is lower than the estimate used for the budget.
All Rents	-440	-437	Additional income of £46k from Aerials is partly offset by one off essential shop repairs totalling £28k. An over recovery of income of £490k has been identified on dwelling rents, due to a reduction in the void rate. The estimated void rate was 2.5% (including estate renewal decants) but is currently 1.6%. An under recovery of income of £67k on garage rent has been identified, due to a higher void rate than originally budgeted for.
Subsidy Payable	432	416	A detailed review has identified further increases to the Housing Subsidy payments. This is due to changes in the consolidated rate of interest and capital financing requirement.
Cost of Capital	-253	-243	A detailed review has identified a decrease in capital charges, due to changes in the consolidated rate of interest and capital financing requirement.
Total Variation	-233	-231	

8. ACHIEVEMENT OF SAVINGS

The 2011/12 Budget Report included efficiency and other savings, and the achievement of increased income totalling £34.5m to be made in 2011/12

Department	Red		Amber		Green		Blue		Total
	£000's	%	£000's	%	£000's	%	£000's	%	£000's
Chief Executive	0	0%	0	0%	-320	57%	-241	43%	-561
Environment	0	0%	0	0%	-1,516	35%	-2,768	65%	-4,284
Finance, Resources & Customer Services	0	0%	-678	13%	-1,564	30%	-2,962	57%	-5,204
Health, Housing & Adult Social Care	0	0%	-975	10%	-6,442	70%	-1,870	20%	-9,287
Regeneration, Leisure & Culture	0	0%	-465	30%	-250	16%	-813	54%	-1,528
Schools & Children's Services	0	0%	-83	1%	-3,542	55%	-2,816	44%	-6,441
Corporate	0	0%	-1,075	15%	-1,550	21%	-4,586	64%	-7,211
Total Savings	0	0%	-3,276	9.5%	-15,184	43.9 %	16,056	46.6%	-34,516

Movement of Savings

	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11
Red	(221)	0	0	0	0
Amber	(13,230)	(4,935)	(4,739)	(3,520)	(3,276)
Green	(12,897)	(17,027)	(16,489)	(17,063)	(15,184)
Blue	(8,168)	(12,554)	(13,288)	(13,933)	(16,056)
	(34,516)	(34,516)	(34,516)	(34,516)	(34,516)

Amber Savings

Area of Saving	Dept	Amount £000s	Progress in Achieving Savings
Procurement savings	CORP	-1,000	CMB are currently considering the allocation of this saving with Procurement Board.
Reduced Insurance Fund contributions	CORP	-75	Work is currently being undertaken to achieve this saving. This will be fully reviewed in September.
Registrars Review (service level reduction to core services only)	FRCS	-100	Job descriptions have been re-evaluated and posts reviewed. Whilst a proportion of this additional saving will be achieved, it is unlikely the target will be achieved full
Increased registrars income	FRCS	-75	Following the review of income it is apparent that the originally anticipated income savings will not be achieved. The department is reviewing its budgets for alternative measures to mitigate this saving
Selling on of IT contract work	FRCS	-25	Work is ongoing to achieve this saving.
Revs & Bens staff realignment and other cost efficiencies	FRCS	-238	This saving has been fully identified but will be only part implemented in 2011/12. The saving has been part achieved already through the deletion of vacant posts following staff realignment. There will be a further post reduction which will follow during the year.
Reducing provision for potential subsidy loss (ie: increased risk)	FRCS	-240	This saving is dependant on the subsidy outturn and so will not be confirmed until later in the year. The process however has been reviewed improving data integrity and quality which reduces the risk of subsidy loss substantially.
Learning Difficulties savings re Care Purchasing, net of transition & current client pressures. Set against prior years pressures rather than applied as a new saving	HHASC	-400	LD Efficiency board in place, meeting regularly with planned approach to achieving savings target in year. Care purchasing budgets are demand led and are reviewed within monthly financial monitoring to ensure volatility is managed throughout the year.
Physical Disabilities savings re care purchasing Option B Home Care & Direct Payments and Park Ave, net of Option B Residential & Nursing and Supported Tenancy pressures. Set against prior years pressures not applied as a new saving	HHASC	-379	The savings have been identified as a part of a review of client trends. Savings have been netted off against the predicted growth. Care purchasing budgets are demand led and are reviewed within monthly financial monitoring to ensure volatility is managed throughout the year.
Reduce Grant Related Expenditure - Mental Health Grant	HHASC	-105	Commissioning staff and reviewing existing commitments.
Reconfiguration of Extra Care Team at Reardon Court	HHASC	-37	There was a delay in the start of the project due to capacity issue within the service, this has now been resolved.
Restructure Housing strategic services	HHASC	-54	Restructure of this area has secured potential savings, however a delay in implementation places achieving the full year effect at risk.
Leisure Centre Operators	RLC	-126	Risks Identified in the project managers September 2011 report for the capital build process at Albany, Southgate and Bramley Road.
Libraries Strategy	RLC	-310	The Library strategy consultation has commenced, but this level of saving is unlikely to be achieved in 11/12.
Enfield Business Centre Management Review	RLC	-15	The review has not created any savings in 11/12. Partners reluctant to set up social enterprise before Dec 2011.
Charging of management fee for monitoring S106 agreements	RLC	-14	Continuing to monitor income but not reached target yet
CAMHS & EPS savings	SCS	-83	Not all schools have indicated that they wish to buy back in full, this may have implications for the Service's ability to continue to fund staffing at the present levels. If changes are necessary, we will prepare the relevant reports so that changes can be implemented by the end of the financial year. We will review sources of income in late Oct. Some of these have reduced and we will explore opportunities for achieving income from other sources and/or reducing services. CAMHS and EPS will review any pressures created by any difficulties in trying to meet savings in both the Local Authority and the Enfield NHS/BEHMHT budgets.
TOTAL AMBER SAVINGS		-3,276	

9. ALTERNATIVE OPTIONS CONSIDERED

Not applicable to this report.

10. REASONS FOR RECOMMENDATIONS

To ensure that Members are aware of the projected budgetary position for the Authority, including all major budget pressures and underspends which have contributed to the present monthly position and that are likely to affect the final outturn.

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

11.1 Financial Implications

As the Section 151 Officer, the Director of Finance, Resources & Customer Services is required to keep under review the financial position of the Authority. The monthly revenue monitoring is part of this review process and this latest monitoring report confirms that there is no deterioration in the financial position of the Authority. If required, measures will be put in place to address risks identified through the monitoring process and to contain expenditure within approved budgets.

11.2 Legal Implications

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

11.3 Property Implications

Not applicable in this report.

12. KEY RISKS

There are a number of general risks to the Council being able to match expenditure with resources this financial year:-

- Ability of Departments to adhere to savings targets.
- State of the UK economy - which impacts on the Council's ability to raise income from fees and charges and on the provision for bad debt.
- Uncontrollable demand-led Service Pressures e.g. Adult Social Care, Child Protection etc.
- Potential adjustments which may arise from the Audit of various Grant Claims.
- Movement in interest rates
- Potential liability to fund losses incurred by the former insurance underwriter Municipal Mutual.

Risks associated with specific Services are mentioned elsewhere in this report.

13. IMPACT ON COUNCIL PRIORITIES

13.1 Fairness for All – The recommendations in the report fully accord with this Council priority.

13.2 Growth and Sustainability – The recommendations in the report fully accord with this Council priority.

13.3 Strong Communities – The recommendations in the report fully accord with this Council priority.

14. PERFORMANCE MANAGEMENT IMPLICATIONS









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








Business Plan Scorecard - Cabinet Review



This report contains only those indicators subject to regular data updates and excludes annual indicators

Fairness for All						
Safeguarding Adults						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Achieving independence for older people through rehabilitation/ intermediate care	81.10%	85.00%	Oct 2011		Target for 11/12 is 85%. This indicator is only from Oct-Dec. Current performance is below target at 81.10%. 133 of the 164 clients who were discharged from hospital and received enablement were still independent three months after discharge. Of the 32 who were classed as 'not independent' 17 clients are untraceable. An untraceable client is anyone we unable to contact 91 days after discharge from the hospital. This may be due to a client moving to another borough, moved in with family/friend, changed contact numbers/address, or is deceased	
Social care clients receiving Self Directed Support (percentage)	42.36%	49.00%	Oct 2011		At the end of October 2011, 42.36% of community based clients (3216 clients) had received self directed support during the financial year. Overall target for 2011/12 is 60%.	
Carers receiving needs assessment or review and a specific carer's service, or advice and information	19.06%	20.41%	Oct 2011		The number of carers assessed or reviewed as a percentage of all clients receiving a community-based service is 19% at Oct, which is below the monthly target of 20.4%. This is 1,380 carers receiving support which includes carers offered information & advice. The end of year target is 35%.	
Safeguarding Children						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Percentage of core assessments for children's social care that were carried out within 35 working days of their commencement	81.1%	85.0%	Oct 2011		708/859= 81.1% Core Assessments completed within 35 working days as at the end of September 2011. These timescales will change once Professor Munro's recommendations have been implemented later this year.	
Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption	66.7%	80.0%	Q2 11/12		6 Adoption orders have been granted between April-September 2011, 4 children were placed within 12 months of the decision that adoption was in the child's best interest. This is a cumulative indicator.	
Stability of placements of looked after children: number of moves	15.1%	12.0%	Oct 2011		47/312 (15.1%) CLA have had 3 or more placements in the past year as at the end of October 2011. The placement panel carefully monitors the moves of all children during the year. It is widely recognised that older YP move more frequently than younger CLA. Of the current group of children 40% (19 young people) are aged 16-17 years old, and several have had moves into semi-independent living as part of their care plan, which has an impact on this indicator. The method of calculation for this indicator is very prescriptive and states that even a very short period when a child is missing from placement must be recorded as a placement change and counted in this indicator; if these were not included the figure would decrease slightly. Placements continue to be scrutinised regularly by the Senior Management Team for appropriateness and stability through the placement panel process.	
Child Protection Plans lasting 2 years or more	7.8%	7.0%	Oct 2011		21 children had a CP plan which lasted more than 2 years during the past year out of a total of 268. Good performance is low (0-10%)	
Growth & Sustainability						

Recovery of Overpaid Benefit						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Percentage of Recoverable Housing Benefit Overpayments that are recovered during period	70.25%	69.50%	Oct 2011			
Employment Rate						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Overall Employment rate (working-age)	64.7%	69.1%	Q4 2010		Data published by the DWP (1.9.11) for the fourth quarter of the 2010 calendar year. Target figure is average for all London. Data Source: Annual Population Survey. The Sustainable Communities Programme is actively promoting employment opportunities in and beyond Enfield. The Work-Out project has already beaten its own targets for involving young people in work, both the Pre-Apprenticeships and Apprenticeships projects are delivering high quality candidates for employment in Enfield. Our high-profile brokerage service -Jobsnet has recently opened two new outreach offices, stimulating employment in the Ponders End and New Southgate areas. Residents are being assisted through the Community Mentorship and E-Learning projects	
Working age people on out of work benefits	16.10%	13.00%	Q1 2011		Data published by the DWP for the first quarter of the 2011 calendar year. Target is the average for All London	
Percentage of residents claiming Job Seekers Allowance (JSA)	5.6%	4.4%	Oct 11		October 2011: Claimant count of 5.6% = 10,623 claimants (6208 male; 4415 female) October 2010: Claimant count of 4.8% = 9,093 claimants (5730 male; 3363 female) Target figure of 4.4% represents average for All London	
Revenue Collection						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Percentage of Non-domestic Rates Collected	64.71%	64.00%	Oct 2011			
% of Council Tax collected	66.34%	66.00%	Oct 2011			
Recycling and Waste Collection						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Residual household waste per household	164.4kg/hhd		Q1 11/12		There has been a slight increase in the level of residual waste compared against quarter 1 in 2010-11. However, 20,000 further properties entered the wheeled bin scheme in July 2011. Statistics collected from previous rollouts suggest that this should have a positive impact on both waste reduction and the borough's recycling rate from quarter 2. Targets are currently being calculated in line with the schedule of further wheeled bin rollout phases.	
Percentage of household waste sent for reuse, recycling and composting	34.12%		Q1 2011/12		There has been a slight decrease in the overall recycling rate compared with quarter 1 in 2010-11. However, 20,000 further properties entered the wheeled bin scheme in July 2011. Statistics collected from previous rollouts suggest that this should have a positive impact on both waste reduction and the borough's recycling rate from quarter 2. Targets are currently being calculated in line with the schedule of further wheeled bin rollout phases.	

Strong Communities						
Community Safety						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Serious acquisitive crime rate - number of crimes	4,642	4,334	Oct 2011		Overall serious acquisitive crime is 6.6% higher than at the end of October 2010, which reflects a wider trend across London. Within this however, there is a clear variation amongst different crime types. Domestic burglary (up 21.6%) and theft of a motor vehicle (up 14.2%) have both seen significant increases, whereas robbery is down 11.2% in Enfield. There are no official targets for community safety and crime indicators, as specifically requested by the Home Secretary upon the removal of the national indicator set last year and to reflect the position of the Metropolitan Police. The wider Community Safety Partnership are committed to reducing priority crimes and the figures shown in the target column are the number of offences at the same point last year. These are provided as a basis for comparison between offences this year and last	
Burglary in a dwelling - Number of burglaries	1,459	1,200	Oct 2011		The wider Community Safety Partnership are committed to reducing priority crimes	
Robbery - number of robberies	668	752	Oct 2011		The wider Community Safety Partnership are committed to reducing priority crimes	
Leisure and Physical Activity						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Increase no of sports sessions for Children and Young People	9,867	7,409	Q1 11/12		The target is based on a 10% increase from the previous year. The nature of sports development is to seek external funding or commissioning to take on additional pieces of work above core service this cannot be predicted at the beginning of the year. The sports development core budget will only produce a finite amount of sessions; the number delivered above this is as a result of external funding received.	
Increase no of sports sessions for 16-49	4,956	4,323	Q1 11/12		Adult figures usually pick up in the New Year.	
Increase leisure centre attendances by CYP	337,670	347,362	Q2 11/12		Quarterly fluctuations, memberships increase in new year.	
Telephone Response Times						
Indicator	Current Performance	Current Target	Last Update	Status	Notes	
Customer Service Centre enquiries dealt with at first point of contact (caller does not abandon call before connection)	97.5%	95.0%	Oct 2011			

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MUNICIPAL YEAR 2011/12 REPORT NO. 158

MEETING TITLE AND DATE

Cabinet: 14 December 2011

REPORT OF:

Director of Schools and Children's Services

Contact officer and telephone number:

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Agenda – Part: 1

Item: 8

Subject: Primary Pupil Places - Revised Ten Year Strategy

Ward: All

Cabinet Member consulted:

Councillor Ayfer Orhan

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the most recent pupil projections together with the implications of these projections from 2012/13. The revised ten year strategy presents options for providing additional primary places during this period through measures that aim to provide quality teaching spaces which will support a flexible and innovative modern curriculum whilst keeping costs to a minimum.
- 1.2 This report supersedes all previous reports in relation to Primary Places.

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 note the progress made in relation to the implementation of the previous strategy including the Partner School initiative.
- 2.2 formally adopt the Revised 10 Year Strategy for the provision of Primary Pupil Places, as outlined in this report.
- 2.3 give priority, where possible, to recycling additional capacity that has already been provided.
- 2.4 note that a flexible strategy is required in order to react swiftly to the creation of any new Academies developed as part of the Department for Education's free school initiative.
- 2.5 increase the level of flexibility for pupil place planning to 3% in order to ensure that there is more capacity available to react to unpredicted demand.

- | | |
|-----|---|
| 2.6 | approve further feasibility studies being commissioned in order to develop expansion project options at three primary schools as a further contingency for managing the risk of unpredicted demand. |
| 2.7 | note that planning applications will be submitted for a number of options in order to ensure that any issues related to planning and traffic and transportation are identified at an early stage. |
| 2.8 | note that Statutory Proposals will be published where there is a planned permanent expansion and increase to the Admission Number for a particular school. |

3. BACKGROUND

- 3.1. In common with the majority of education authorities in London, Enfield subscribes to the School Roll Projections Service of the GLA. The basic components of the projections are population data from the Office for National Statistics, particularly that relating to births, plus information on new housing and trends in national and international migration. The projections are reviewed annually following the January Schools Census, and interim forecasts are provided in the light of new information that could affect the projected pupil numbers such as revisions to the Strategic Housing Land Availability Assessment (SHLAA).
- 3.2 The implementation of the Primary Strategy has shown that a previously agreed flexibility of 1% between the forecast demand and planned supply of places was not sufficient to provide sufficient places for September 2011. It is therefore recommended that flexibility of 3% is adopted in relation to this revised strategy in order to provide a level of contingency to react to demand uncertainty beyond the control of the Local Authority. This level of flexibility will need to be monitored and reviewed regularly to ensure the appropriate overall balance of supply and demand. The demand uncertainty is associated with:
- Migration – particularly the implications relating to the economic situation across Europe.
 - Implications of the Housing Benefit cap and other welfare benefit changes.
 - new academies.
 - the performance of schools in neighbouring boroughs and the balance of supply and demand in neighbouring authorities.
- 3.3 An independent review of the school roll projections process was undertaken earlier this year and the findings, entitled "London Borough of Enfield: Review of School Pupil Projections", were produced in a report in April. The key recommendations were:

- That Enfield should continue to use the GLA's pupil projection service as it offers good value for money.
- To explore some recommendations to continue to test the accuracy to ensure that the best data is provided in relation to pupil projections.

Some of the recommendations were actioned immediately and are reflected in the revised projections received during the summer.

- 3.4 At the request of the Children's Service Scrutiny Panel, the Working Group created in order to review and monitor the work in relation to the planning of pupil places in Enfield has continued to meet regularly. At the meeting on the 23 November 2011 the Group considered the contents of this report. The Group were supportive of the strategy, and have recommended that the following further actions be taken:
- To evaluate the strategy of the partner school initiative sites by measuring pupil attainment and standards.
 - That future revised strategies present data which shows whether the objective to reduce mobility has been successful.
 - That there should continue to be early discussions in relation to traffic management as part of the development process.
 - To ask London Councils to consider reviewing the causes and potential solutions to the spike of demand for primary school places which is particularly affecting outer London Boroughs, including Enfield.
- 3.5 At their meeting in October 2011 Cabinet considered a report in relation to the future use of the site of Oasis Academy Hadley, in Bell Lane, Enfield Highway which will become vacant when the Academy moves to new premises in South Street, Ponders End. Cabinet agreed the establishment of a new all-age academy admitting secondary pupils from September 2014 and also admitting 2FE of primary pupils from Autumn 2012. This additional capacity is included in the table in paragraph 6.4.
- 3.6 The Department for Education has made it clear that all new schools will be Academies. It is therefore assumed that the new primary schools required for the Meridian Water development will be academies.
- 3.7 At their meeting on 23rd November 2011, Cabinet agreed a strategy to provide additional secondary school places.
- 3.8 A further strategy will be developed in relation to the provision of special school places across the primary and secondary age groups.

4. THE STRATEGY – basic principles

- 4.1 There are currently considerable uncertainties associated with the implementation of the 10 Year Strategy for the Provision of Primary Places. The creation of new free schools will have direct implications in

relation to the planning of pupil places, and the Department for Education has yet to confirm how the future funding of pupil places (basic need) will be allocated for 2012 and later years. Various recommendations have been made following the 2010/11 Review of Education Capital (The James Review) but following consultation it is not yet clear whether the recommendations will be implemented.

4.2 The Strategy has therefore been revised based on the following basic principles:

- **Quality and standards** – the strategy should not only provide the necessary places, but must also ensure that that schools continue to deliver high quality teaching and learning and that new accommodation provides an environment that will facilitate the further raising of standards.
- **New Schools** - All new schools will be academies or free schools. The Local Authority is aware of two Free School projects in the borough which aim to provide a total of 56 reception places from September 2012. Free schools have also been approved to open at the same time in neighbouring boroughs (1FE each in both Barnet and Waltham Forest and 2 FE in Haringey).
- **Location of schools and additional places** – in order to minimise pupil mobility, to reduce the implications for traffic and transportation and to help to stabilise communities, it is important to continue to prioritise the provision of places in the areas of highest demand.
- **Value for money** The aim of the revised strategy is to keep costs to the Council to an absolute minimum and to avoid unsupported borrowing. The objective is to fund the implementation of the strategy solely from external funding sources, including basic need funding, Section 106/Community Infrastructure Levy (CIL) and disposals in order to avoid unsupported borrowing by the Council.
- **Demand** The key objective of the Strategy is to ensure that there is sufficient capacity to meet demand. Paragraph 3.2 above refers to the level of flexibility that has been incorporated in the strategy to ensure that there is sufficient capacity to allow for local demand, error and parental choice. Current projections also indicate that after stabilising towards the end of the decade, primary numbers are projected to decline slightly. It is therefore important not to build in surplus places and to provide places in the areas of highest demand.
- **Adaptability** – the current uncertainties mean that the Strategy must be sufficiently flexible to adapt to future changes.
- **Balance and stability** – Given the scarcity of available, appropriate and vacant sites within the Borough, the need to provide local places for local children and the projected longer term decline in numbers, it is very important that there is a balanced and carefully planned approach to the delivery of pupil places. The Local Authority needs to be working in partnership with schools to

ensure that high quality education is maintained whilst continuing to address the demand for additional pupil places.

- **Regeneration and community needs** – the strategy must include additional school place provision in relation to the Local Development Framework and regeneration projects, and continue to reflect the needs of the local community by providing pupil places in the areas of demand.
- **Size of schools** – Enfield currently has some the largest Primary Schools in the country at 4 forms of entry, and with some Infant/Junior schools admitting 5 forms of entry. It is widely considered that it would not be appropriate to increase the admission number beyond these levels in the primary sector to ensure that the facilities are sufficient and suitable to deliver quality teaching, and there is a safe and secure environment for pupils and staff.
- **Review and monitoring** – The Strategy will be regularly monitored, reviewed and updated.

5. Previous strategy – update and progress

A report submitted to Cabinet on November 3rd 2010 outlined proposals for the Partner School initiative, an innovative strategy with a key objective to provide additional primary places in the areas of greatest demand, whilst keeping costs to a minimum. Cabinet approved this report. A subsequent Portfolio Report was agreed by the Lead Member for Children and Young People 27 May 2011, titled “Implementation of the Primary Pupil Places Strategy and the development of Partner Schools”.

- 5.1 Cabinet agreed to proceed with the creation of a reception class at St Georges RC Primary School in order to admit an additional form of entry from September 2011. An additional class was admitted for September 11 and proposals were explored with the Governing Body and the Diocese to develop a partner school on the site. However, at a meeting of the Governing Body on the 15 November and primarily due to constraints of the existing site, Governors resolved not to pursue this proposal. Alternative options to provide additional capacity in the Enfield Town area are now being pursued.
- 5.2 In accordance with the recommendations, works have also been completed at Prince of Wales Primary School and an additional class of Reception children was admitted in September 2011. Proposals to provide additional classes from September 2012 are currently under development.
- 5.3 Cabinet agreed to proceed with the creation of an additional class at Worcesters Primary School for September 2011, and to further develop proposals to create a partner school. It was not possible to progress this option in order to provide the additional accommodation (on or off site) by September 2011. Lavender Primary School agreed to admit a one-off reception class to alleviate pressure in this area in September 2011.

The main reason for the delay at Worcesters Primary School has been the level of concern from local residents in relation to traffic issues in the local area. A

public meeting was held on 29 September 2011 when the issues were discussed with local residents and parents. Since then a Working Group has been set up including representatives from the school, local residents and officers. This Group have been actively contributing to the revised Traffic Impact Study. Feedback from residents has been extremely positive to this approach. Work is continuing with a view to progressing the partner school to admit 30 children in September 2012, 2013, and 2014, subject to planning approval.

- 5.4 Cabinet agreed to proceed with the development of a partner school at Houndsfield Primary School with accommodation ready from September 2011. An additional reception class was admitted in September 2011 and development of the partner school is underway.
- 5.5 A further proposal was to progress the development of a partner school to be located in a vacant retail premises in Edmonton, by entering in to a lease for a period of at least 10 years in order to admit additional pupils from September 2011. Unfortunately it has not been possible to bring negotiations with the landlord to a satisfactory conclusion and it is therefore recommended that this option is no longer pursued.

In order to accommodate additional pupils this context, a partner school was opened at the former City Learning Centre in Nightingale Road. This is known as the Bowes Edmonton Annexe and is managed by the Executive Headteacher of the Chesterfield and Bowes Federation.

The building now accommodates 60 Reception and 30 Year One children. Until or unless suitable premises are identified in the Edmonton /Angel area, the pupils will continue to attend Bowes Edmonton Annexe. A further temporary classroom and a multi-use teaching area are being planned for September 2012 at Bowes Edmonton Annexe in order to admit an additional reception class.

- 5.6 Woodpecker Hall Primary Academy opened in September 2011 providing two reception classes. The Academy will admit 2 FE on a permanent basis. Subject to planning permission, the new building in Nightingale Road, Edmonton will be completed at the end of 2012.
- 5.7 Projections had indicated that eight additional reception classes would be required in September 2011 and these were put in place. However, it became clear during the late spring that a further reception class would be needed in the west of the Borough. Highfield Primary School agreed to admit an additional reception class and it is anticipated that the accommodation will be ready for occupation early in the Spring Term 2012.
- 5.8 Applications (requiring the opening of a tenth additional reception class) have continued to be received and it has been possible to admit a further class has been identified at Freezywater St. Georges Primary School which was opened mid-November 2011.

6. PROJECTIONS

- 6.1 The table below shows the projections presented to Cabinet in November 2010 which indicated that demand would peak in 2012/13 with a steady decline towards the end of the decade.

Projections July 2010					
	Projection of demand (year of projection)	Planned Capacity as at Oct 2010	Surplus/ Deficit	Surplus/ Deficit (FE)	% of flexibility / shortage
2011/12	4410	4223	-187	-7	-4.4
2012/13	4595	4223	-372	-13	-8.8
2013/14	4564	4223	-341	-12	-8.0
2014/15	4437	4223	-214	-8	-5.0
2015/16	4329	4223	-106	-4	-2.5
2016/17	4231	4223	-8	-1	-0.1
2017/18	4150	4223	73	3	1.7
2018/19	4083	4223	140	5	3.3
2019/20	4032	4223	191	7	4.5

- 6.2 The revised projections in paragraph 6.4 show a change in the demand pattern in comparison to the revised projections produced in July 2010 above. The most recent projections suggest that peak demand is sustained in later years, declining only at the very end of the decade. The current forecasts indicate that 2012/13 remains the peak year, but the peak year forecasts are lower than previously indicated. However, the actual pupil numbers for 2011/12 will not be known until the January Census process has been completed. They will in turn inform the next set of projections which the GLA will produce in the early spring.
- 6.3 The projections associated with the Meridian Water development indicate that the proposed plan for medium to high density housing will produce demand for an additional 4 FE in relation to the primary sector. It is proposed that two, 2 form of entry primary schools are provided to service this development. – one of which may be as part of an all through Academy with an 8 form of entry secondary phase. Paragraph 7.1.6 of this report proposes the use of a vacant site on Dyson's Road, currently owned by the London Diocesan Fund, for the location of a temporary school to provide primary places in an area close to Meridian Water, with a view to relocating or reproviding once the housing development is underway.

6.4 Projected Reception Places

Year	Current agreed capacity	Demand based on GLA forecast and including Meridian Water	Capacity required inc 3% flexibility	Additional capacity required (Capacity required less capacity agreed represented as additional FE)	FE to be provided at Bell Lane	FE to be provided at Meridian Water	Proposed free schools as agreed by DfE	Further capacity to be provided through this strategy (see para 7)
11/12	4531 ^c	4341	4472	-				
12/13	4403 ^d	4467	4601	7 FE	2 FE		2 FE	3 FE
13/14	4373 ^e	4419	4552	6 FE	2 FE		2 FE	2 FE
14/15	4313 ^f	4402	4534	8 FE	2FE		2 FE	4 FE
15/16	4283	4392	4524	9 FE	2 FE		2 FE	5 FE
16/17	4283	4454 ^a	4588	11 FE	2 FE	2 FE	2 FE	5 FE
17/18	4283	4441	4575	10 FE	2 FE	2 FE	2 FE	4 FE
18/19	4283	4486 ^b	4621	12 FE	2 FE	4 FE	2 FE	4 FE
19/20	4283	4421	4554	10 FE	2 FE	4 FE	2 FE	3 FE
20/21	4283	4375	4507	8 FE	2 FE	4 FE	2 FE	0 FE

^a includes additional 60 pupils from Meridian Water development

^b includes further 60 pupils from Meridian Water development

^c includes 30 places at Houndsfield, Prince of Wales, Highfield, Lavender, St George's, Freezywater St. George's, 8 places at Oakthorpe and 60 places at Bowes Edmonton Annexe

^d includes 30 places at Houndsfield, Prince of Wales, Bowes Edmonton Annexe and Worcesters

^e includes 30 places at Houndsfield, Prince of Wales and Worcesters

^f includes 30 places at Worcesters

6.5 The two free schools have yet to identify appropriate accommodation and officers are meeting with Partnership for Schools in order to help identify accommodation for these academies to open for September 2012. If unable to do so, the responsibility to provide these places will fall back to the Local Authority. Additional contingency is included as part of the forward planning for September 2012.

6.6 The projections are based on assumptions about higher new housing targets as set out in the Strategic Housing Land Availability Assessment (SHLAA) and Enfield's Strategic Housing Trajectory and there is still uncertainty as to whether the very high recent birth rate has peaked. In addition, migration patterns could change. The unpredictability of such factors means that it is important to build flexibility into schemes to provide additional places to deal with any fluctuations in long term demand. The SHLAA currently identifies major housing developments in the Central Leaside, North East Enfield, North Circular Road and Enfield Town/Bush Hill Park areas. However, it is difficult to analyse child product data as the quantity and type of housing has yet to be determined and it

has only been possible to make assumptions relating to the split between private and affordable housing. The SHLAA takes account of all potential development sites, but estimates are used for those sites that do not have a planning permission.

7. The Primary Strategy

7.1 September 2012 and 2013

- 7.1.1 Subject to planning approval, the projects at Prince of Wales, Houndsfield, Worcesters and the Bowes Edmonton Annexe/ Partner school will provide sufficient accommodation for 4 FE for September 2012.
- 7.1.2 2 FE will be provided at the new school on the Bell Lane site during the Spring Term 2013.
- 7.1.3 The Department of Education have also recently announced that there are expected to be two new Free Schools in Enfield. Although locations have yet to be identified, it is understood that the proposed Enfield Heights Free School will admit 26 pupils per year and will be located in the North East of the Borough. Kingfisher School, part of the Cuckoo Hall Academy Trust, aims to open a 1FE school in the Edmonton area. Both intend to open for September 2012.
- 7.1.4 Projections therefore indicate that the Local Authority will need to provide 3 FE for September 2012 and 2 FE for September 2013. Due to the uncertainties relating to the opening of the two free schools, it is recommended that work proceeds to identify an additional 5 classrooms for September 2012 in order to mitigate the risk should the free schools fail to open. Once confirmation has been received from the Department for Education that either of these schools will open, the Local Authority can take a view whether to proceed with the additional two classrooms that may be required.
- 7.1.5 It is proposed that a Partner School is developed at Oasis Academy Enfield to provide additional places in the North East. The intention is to provide a minimum of two classrooms for September 2012, admitting either 1 or 2FE depending on demand.
- 7.1.6 The London Diocesan Fund own a site to the rear of the Hanlon Centre in Dysons Road, within the Angel Planning Area and adjacent to the proposed Meridian Water Development site. The Diocese are keen to work in partnership with the Local Authority by providing use of their land to accommodate a temporary partner school in order to address the serious shortfall of places in the Edmonton/ Angel areas. It is proposed that a minimum of two classrooms are provided for September 2012, admitting either 1 or 2 FE depending on demand.
- 7.1.7 It is proposed that an additional reception class is available in the west of the Borough, to admit 1FE in September 2012. The arrangements for this one-off class are currently being finalised.

7.2 Re-use of existing one-off classes from 2014.

There are currently 27 one-off classes operating in schools (not including all of those associated with Partner Schools.) These classrooms/ teaching bases will become vacant over successive years as children transfer to secondary school, the first of which is released in 2014.15. A key element of this strategy is therefore to reuse those classrooms where appropriate when they become vacant . Although there may be some minor refurbishment required and re-provision of appropriate furniture and equipment, this will be an extremely cost-effective solution to providing additional places at minimum cost, by recycling additional capacity that has already been provided. These classrooms have been provided all across the Borough, so this proposal will continue to provide places in the areas of highest demand.

7.3 Further Contingency

The ongoing uncertainties relating to the population growth, implications and the effect of international and national migration (e.g. changes to welfare benefits) means that it will be prudent to ensure that there is identified contingency, over and above the 3% flexibility. It is therefore proposed that outline feasibility studies are carried out at three primary schools with a view to developing options for permanent expansions across the borough.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not pursuing the recommendations in this report will mean that the Authority will have insufficient primary school places available in those areas of the Borough where demand is projected to exceed supply. The Authority will therefore be unable to meet its statutory duty in this respect. Not providing the places cannot be considered as an option.
- 8.2 Officers have been exploring all possible options to increase the provision of places to meet the short term demand and anticipated long term needs, using desk top studies, site visits and feasibility studies. In accordance with the previous Primary Strategy, priority has been given to providing additional places where the demand for additional places is highest.
- 8.3 Further consideration has also been given to the following proposals:
- **Increasing class sizes to over 30 pupils.** Current legislation stipulates that Key Stage One classes cannot exceed 30 pupils with only one qualified teacher. This does not apply to Key Stage Two. However, school accommodation does not normally allow for more than 30 pupils in one class base.
 - **The use of community halls as emergency class bases.** Many community halls are extensively used during the day and this option would reduce community use. In addition, there would be insufficient toilet, welfare and staff facilities and not all community halls are located close to existing schools to enable the sharing of facilities. There could

also be concerns in relation to the security of pupils. However, this option may need to be considered further if pupil numbers continue to increase.

- **Restructuring the school day and using the building for two separate sessions.** Although there would be a clear advantage in being able to double the use of the school building, there are many implications (operational and financial) that are currently difficult to quantify. These include reducing the availability of the building for community and extended school use, staffing and recruitment issues, how to manage which pupil attends either session, problems for parents around working hours and increased maintenance and energy costs. This would be particularly difficult in relation to primary age pupils, as these children are dependant on parents and carers being available during hours outside of a 'normal' school day. It is therefore not considered to be an option at this time.

9. REASONS FOR RECOMMENDATIONS

The local authority has an overriding statutory duty to provide sufficient pupil places to meet anticipated demand as near as possible to the areas of this demand. This duty cannot be discharged with the current capacity of the Borough's primary schools.

The recommendation to adopt this Revised Primary Strategy will allow the authority to maximise opportunities to secure funding from central government for new schools, whilst also keeping investment in new places to a minimum through the re-use of one-off classes and the continuation of the partner school initiative.

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

10.1 Financial Implications

The approved SCS Capital Programme currently includes total provision of £65m for the primary places programme of which £28m is funded from unsupported borrowing. However the latest review of the estimated costs shows that the total is now £66.7m. This is after the deletion of the scheme to lease and refurbish the former retail premises for use by the Bowes at Edmonton Partnership project. Abortive professional and technical expenses on this scheme will have to be written off to revenue and will be included in the next financial monitoring report.

This updated figure is still subject to challenge, scrutiny and value engineering to ensure cost effectiveness

The latest cost estimate of £66.7m does not include the full cost of additional one off classes being proposed for 2012/13 and 2013/14 as options to meet this demand are still being developed. Once the options have been developed and costed this will increase the call on the Council's capital resources. However the

figures do include for the more significant proposals involving permanent expansions across the Borough together with more informed budget costs for schemes previously identified and being currently developed eg the modular buildings and associated works at Houndsfield and Worcesters Schools and the second phase of additional accommodation at Prince of Wales School.

In his Autumn Statement the Chancellor announced an additional £600m to provide an extra 40,000 pupil places as well as £600m to provide free schools. Also, the annual announcement of schools' capital allocations is due to be made in December. Taken together, the Council should receive a reasonable level of funding from these to reduce the level of unsupported borrowing associated with the primary capital programme.

The latest pupil projections shown in paragraph 6.4 above include a flexibility provision of 3% compared to the current provision of 1%.

As described in paragraph 7.2 above, the continued use of classrooms for longer than their original planned use is a particularly cost effective way of meeting the new demand. As these are only available from 2014/15, it will be necessary to meet the additional demand in 2012/13 and 2013/14.

10.2 VAT Implications

The report outlines the proposed strategy for providing additional pupil places in primary schools within the Borough. A general overview of the potential VAT implications is being given and a further review of each project should be carried out when further details are available.

VAT Recovery: The council is able to recover VAT under normal VAT rules and S33 of VAT Act 1994. Therefore, VAT is generally recoverable when the council places an order (enters into a contract), receives the order, receives a VAT invoice in its own name, and pays using its own funds. The Council must have incurred the VAT for the purpose of its activities; in this case, the supplies of or relating to statutory education. VAT will not be recoverable when one or more of these conditions are not satisfied. There may be limited scope for VAT recovery on expenditure relating to partner schools. For example, the governors of a Voluntary Aided body are responsible for capital expenditure other than the playing fields and exceeding £2000 and therefore will be responsible for the VAT costs incurred on this expenditure. Also, Academies and free schools are independent bodies for VAT and have to account for any VAT incurred towards their supplies. These bodies are able to recover VAT under provisions in VAT Act 1994, if they are registered for VAT.

Partial Exemption: The supply of land is generally exempt from VAT. Exempt income will contribute to the partial exemption calculation and will put the council at risk of exceeding the 5% de minimis limit. Therefore, where land is made available to schools other than council controlled schools (particularly Academies, Voluntary Aided Schools, Free schools) it is essential that the Council opts to tax or grants a non-business peppercorn lease. By Opting-to-Tax, the land transaction becomes taxable and there is little partial exemption

implications for the next 20 years when the option expires. The Option-to-tax could be disapplied if the transferee will be deemed to be carrying on activities of a Relevant Charitable purpose. The alternative to opting-to-tax is the grant of a Non-Business peppercorn lease. However it is essential that the conditions for these be satisfied; this includes the receipt of nothing other than the peppercorn, whether monetary or otherwise.

It is imperative that we carry out further review of each project to ensure that the VAT costs are minimised while optimizing VAT recovery.

10.3 Legal Implications

Section 14 of the Education Act 1996 requires that Enfield ensures that sufficient school places are available within its area for children of compulsory school age. Case law upon this statutory duty confirms that compliance with the duty requires an education authority to actively plan to remedy any shortfall. Section 111 of the Local Government Act 1972, includes the power to do anything ancillary to, incidental to or conducive to the discharge of any of its statutory functions. The recommendations within this report are in accordance with these powers.

In addition, regard must be had to the Councils Constitution, in particular Contract Procedure Rules and EU law for the procurement of any goods, works or services. Any such procurements will need to have contracts in a form approved by Assistant Director of Legal Services.

10.4 Best Value Implications and Sustainability Implications

10.4.1 The proposals outlined in this report demonstrate the need to provide planned but flexible accommodation to meet the increased demand in primary pupil numbers, whilst considering the ongoing and unknown implications in relation to future free schools, academies and the uncertainties of pupil place planning relating to academies and schools outside the control of the Council.

10.4.2 The proposals outlined in this report how flexible accommodation will be provided to meet demand for pupil places whilst keeping costs to a minimum. These proposals provide best value for the Council as this minimises the risks of building in too much surplus, which would not be cost-effective in future years and could potentially put the viability of existing schools at risk. Providing pupil places in the neighbourhoods where the demand is highest will also mitigate the risk of having to provide 'bulge' and temporary additional classrooms in future years.

10.4.3 The provision of places in the areas of highest demand means that mobility across the Borough can be minimised. By providing places in the areas of demand, this can help to stabilise local communities and will potentially indirectly benefit local shops and businesses.

10.5 Property Implications

Property Services continues to support SCS in seeking temporary and permanent solutions for those localities where pressure on places has been identified. Opportunities from within the council corporate portfolio from changing the use or remodelling of accommodation will be explored as will market searches to seek the acquisition of land or leasehold interests. Options will be analysed with colleagues in Architectural Services in respect of cost and with Environment planning and transportation teams as necessary and with schools premises officers regarding local communications and consultation. Property officers have achieved recent successes in resolving local traffic issues with nearby residents for several school extensions

11. KEY RISKS

- 11.1 The risk of not pursuing the recommendations in this report is that the Authority will not have sufficient primary school places available to meet projected demand and will be unable to meet its statutory duty .

The DfE are yet to confirm how capital to fund basic needs projects will be provided in the future, therefore the final level of any DfE capital allocation is unknown at this stage, and the Council's budget planning for 2011/12 will not be decided until Spring 2012.

- 11.2 The proposals outlined in this report have been developed to minimise risk and to provide flexible and adaptable accommodation in order to respond to fluctuating pupil numbers in the most cost-effective way possible, particularly when taking into consideration the future implications of academies opening in Enfield or in adjacent Boroughs. This Strategy will need to be updated annually in order to mitigate this risk.
- 11.3 The level of flexibility used to calculate projections will need to be carefully monitored to ensure that surplus accommodation is not provided, as this could result in unnecessary cost and could potentially destabilise other schools and academies in the vicinity.
- 11.4 In early Spring it will be necessary to carry out a risk assessment in order to determine whether the planned free schools will be able to provide the additional places for September 12. If not, it will be necessary to identify a further two reception classes. However, there is a risk that, if either of the free schools successfully open in time, the Local Authority may have already built in surplus capacity for September 12.
- 11.5 According to current legislation, it becomes necessary to publish statutory proposals if the proposed enlargement of a school would increase its capacity by both:
- a) more than 30 pupils; and
 - b) by 25% of its capacity or 200 pupils (whichever is the lesser).

This requirement excludes any temporary enlargements in place for less than three years and while the additional places provided by the Partner School concept are regarded as “temporary”, the cumulative enlargement of a school as a result of becoming a Partner School must be carefully monitored in this respect.

- 11.6 The Council’s Traffic and Transportation Service has raised concerns over the potential traffic issues that could arise from the need to accommodate additional pupils and therefore seeks early detailed discussions to examine the implications and how they may be mitigated

New schools/school expansions do generate traffic concerns for nearby residents as well as the need to ensure pupil safety. Physical mitigation measures may be required to assist and this will need to be considered as part of the options appraisal process and in more detail at feasibility study stage. The use of a new site will need early scrutiny to review its suitability in relation to accessibility / public transport provision etc. It will be particularly important to avoid locations close to existing schools.

12. IMPACT ON COUNCIL PRIORITIES

12.1 Fairness for All

This proposal will result in pupil places being created across the Borough in order to meet demand in all geographical areas which will also create employment opportunities for teaching and support staff. Further improvement and investment to school buildings will provide greater opportunities for enhanced community use.

12.2 Growth and Sustainability

By ensuring that places are provided in the areas of highest demand, this will ensure that pupil mobility across the Borough is stabilised and kept to a minimum. This therefore means that increase road travel is minimised and families can be encouraged to walk to school.

Through its Climate Change Programme and the Strategy for Developing Sustainable Enfield Schools, the Council is committed to achieving a very good BREEAM rating (Building Research Establishment Environmental Assessment Method) on new buildings and building extensions. The use of modular and pre-designed schools as described in this report will enable existing best practice to be used and make use of cost effective solutions in terms of sustainable buildings.

12.3 Strong Communities

The proposals outlined in this report will provide additional places in parts of the Borough where pressure on local schools is forecast to be greatest. The extra places provided in the neighbourhoods of highest demand will help satisfy

demand in these specific areas and will ensure that young children will not have to travel unmanageable distances to and from school.

The proposals in this Strategy will allow the Authority to have greater control over the provision (and potential future reduction) of pupil places, allowing more opportunities to stabilise local communities and ensure that there are local pupil places for local children.

13. PERFORMANCE MANAGEMENT IMPLICATIONS

- 13.1 The provision of additional places at the schools identified in this report will enable the Authority to meet its statutory duty to ensure the availability of sufficient pupil places to meet demand.
- 13.2 The strategy presented in this report is consistent with the national agenda for expanding popular and successful schools.

14. HEALTH AND SAFETY IMPLICATIONS

There are no specific health and safety implications at this stage.

BACKGROUND PAPERS

Cabinet – October 2011 “Proposed future use of the site of Oasis Academy Hadley in Bell Lane, Enfield Highway.”

Cabinet 4th November 2009: “Primary Pupil Places – Proposed Ten Year Strategy and Funding Implications”

Cabinet 3rd November 2010: Primary Pupil Places – Revised Ten Year Strategy”

"London Borough of Enfield: Review of School Pupil Projections", independent review, May 2011

Portfolio Report 27th May 2011: “Implementation of the Primary Pupil Places Strategy and the development of Partner Schools”.

Cabinet 23rd November 2011 “Secondary Pupil Places – Ten Year Strategy “

MUNICIPAL YEAR 2011/2012 - REPORT NO. **159**

MEETING TITLE AND DATE:

Cabinet:
14 December 2011

REPORT OF:

Director of Schools and
Children's Services

Agenda – Part: 1	Item: 9
Subject: The Munro Review of Child Protection – Work in Progress	
Wards: All	
Cabinet Member consulted: Cllr Ayfer Orhan	

Contact officer and telephone number: Julian Edwards (Head of Children in Need Service) 0208-379-2593

E mail: Julian.Edwards@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 At their July meeting, Cabinet received a report on the subject of Prof Eileen Munro's national review of child protection.
- 1.2 Cabinet asked for an updating report to be presented to the December meeting outlining the response of government to the Munro Report, together with initial developments both nationally and within Enfield to her recommendations.
- 1.3 This report will therefore summarise the initial response of Government to the Munro Report (published in July 2011) and provide information about significant local developments e.g. a Multi-Agency Safeguarding Hub, a 'Single Point of Entry' and the expansion of our involvement with the A.D.A.M. (Attachment, Disorganised Attachment and maltreatment) project.

2. RECOMMENDATIONS

To note the content of this report and the potential reforms to the existing child protection systems, both locally and nationally.

3. BACKGROUND

The report of Prof. Eileen Munro entitled 'A child-centred system' was published in spring 2011. Cabinet were informed of the key recommendations within this report at their July meeting. The report contained 15 key recommendations that can be described within four broad areas:-

- Valuing professional expertise
- Sharing responsibility for the provision of early help
- Developing social work expertise and supporting effective practice
- Strengthening accountabilities and creating a learning system

At the end of July, the Government published their response to the Munro Report. This states that:-

The Government agrees with Professor Munro that the system has become too focused on compliance with rules and procedures and has lost its focus on the needs and experiences of children and young people.....

The system is therefore, not helping professionals to do their best for children and young people. That has to change. The Government is determined to work with all involved with safeguarding children to bring about lasting reform. Together, we want to build a system where the focus is very firmly on the experience of the child or young person's journey from needing to receiving help. This means reducing central prescription and interference and placing greater trust in local leaders and skilled frontline professionals in accordance with the principles outlined in the Government's Open Public Services White paper.

The United Nations Convention on the Rights of the Child (UNCRC) provides the framework within which to build a child-centred system. The UNCRC recognises children and young people as individuals with rights, including their right to participate in major decisions about them in line with their age and maturity. Crucially, the UNCRC establishes that a child's right to protection from maltreatment means designing a child protection system that does not just react when things go wrong but also provides support to children and families to prevent maltreatment happening in the first place.

Building a system centred on children and young people also means building even stronger partnerships between government, local authority children's services, the voluntary and community sector, social work, education, police and health services. Given the tighter financial climate, it will be ever more important for the range of agencies involved in child protection to work together effectively to get the most out of resources.

A child-centred system; the Government's response to the Munro review of child protection: DfE: July 2011

Summarised below are the recommendations from Prof Munro and the Government's initial response to them.

'Valuing Professional Expertise' – Munro recommendations

- The Government should revise both the statutory guidance 'Working Together to Safeguard Children and 'The Framework for the Assessment of Children in Need and their Families' - **Accept**
- The inspection framework should examine the effectiveness of the contributions of all local services to the protection of children - **Accept**
- The new inspection framework should examine the child's journey from needing to receiving help.... and look at the effectiveness of the help provided to children, young people and their families - **Accept**
- Local authorities and their partners should use a combination of nationally collected and locally published performance information to help benchmark performance - **Accept**

'Sharing responsibility for the provision of early help' – Munro recommendations

- The Government should work collaboratively with the Royal Colleges and others to research the impact of health reorganisation on effective partnerships and the ability to provide effective help for children who are suffering or likely to suffer significant harm – **Accept in Principle**
- The Government should place a duty on local authorities and statutory partners to secure the sufficient provision of local early help services for children, young people and families – **Accept in Principle**

- Local authorities and their partners should start an ongoing process to review and redesign the ways in which child and family social work is delivered – **Accept**

‘Developing social work expertise and supporting effective practice’ – Munro recommendations

- The Social Work Reform Board’s Professional Capabilities Framework should incorporate capabilities necessary for child and family social work – **Accept**
- Employers and higher education institutions should work together so that social work students are prepared for the challenges of child protection work – **Accept**
- Local authorities should designate a Principal Child and family Social Worker, who is a senior manager with lead responsibility for practice in the local authority – **Accept (target - April 2012)**
- A Chief Social Worker should be created in Government whose duties should include advising the Government on social work practice – **Accept (target - late 2012)**

‘Strengthening accountabilities and creating a learning system’ – Munro recommendations

The existing statutory requirements for each Local Safeguarding Board (LSCB) to produce and publish an annual report for the Children’s Trust Board should be amended to require its submission to the Chief Executive and Leader of the Council plus other key agencies – **Accept**

The statutory guidance , Working Together to Safeguard Children’ should be amended to state that when monitoring and evaluating local arrangements, LSCBs should include an assessment of the help being provided to children and families and the effectiveness of multi-agency training – **Accept in principle**

Local authorities should give due consideration to protecting the discrete roles and responsibilities of a Director of Children’s Services and Lead member for children’s services before allocating any additional functions to individuals occupying such roles – **Accept in principle (consultation in autumn 2011)**

The Government should require LSCBs to use systems methodology when undertaking Serious Case Reviews (SCRs). In the meantime, Ofsted’s evaluation of SCR’s should end – **Consider further**

Four local authorities have been selected to 'pilot' new systems and processes for their child protection work, whilst still remaining within the statutory framework of the 1989 Children Act. These authorities are being closely monitored by Ofsted at present, in order to assess how effective their new 'freedoms' are in protecting children and in improving practice.

Five local authorities, of which Enfield is one, were selected to 'pilot' Ofsted's proposed new Inspection Framework. This unannounced process took place from October 31st – November 11th. Enfield, together with the other four selected local authorities, will be providing formal feedback to Ofsted about the strengths and weaknesses of their suggested new approach at a conference in December. Ofsted will then be issuing the new Inspection Framework in January 2012 with a view to it coming into effect from April 2012 onwards.

Developments in Enfield

Members will be aware that Schools and Children's Services. has recently developed the 'Building Resilience Project'. This project is a major re-evaluation of the way we have been supporting our vulnerable young people and their families

As a department we need to restructure and redirect our services in the most efficient and cost-effective way, to enable us to intervene early, to target families and children and young people in most need, and to provide co-ordinated, focused support and intervention to adolescents with the most challenging behaviours and their families. We also need to ensure that there are clear routes into our services for children, young people and their families, and clarity around accessing services for all professionals.

We are reviewing all services provided by Enfield's Children's Trust, for children and young people and their families, to ensure that our services are easy to access and use and those we identify and address problems as early as possible. This will mean that our services work together, often in integrated teams, to achieve good outcomes for children and young people and deliver value for money. As part of this project we have set the following as first-stage targets:-

- We will examine how we assess and identify children and families at risk
- We will continue to develop and extend the use of the Common Assessment Framework (CAF) to refer children and young people for advice and support

- We will explore how we can develop a single point of referral to simplify and accelerate access into appropriate support.
- We will reshape our teams and services so that we can make the best use of skills and expertise, reduce overlaps and duplications and extend existing good practice to intervene at the earliest opportunity
- We will develop and extend our skills to meet the needs of our most challenging young people and explore the possibility of establishing a specialist support team to work with their families.

In her earlier reports, Prof. Munro had recommended that local authorities, together with their partner agencies, should examine the potential to develop Multi-Agency Safeguarding Hubs (M.A.S.H.). Enfield had already started to prepare for the development of a Multi-Agency Safeguarding Hub (M.A.S.H.), indeed the Enfield Safeguarding Children Board (E.S.C.B.) had listed the development of a M.A.S.H. as one of their five key priorities for 2011/12

Essentially, a M.A.S.H. is a co-location of Police and Children's Social Care staff to share information, from their respective databases, about all incoming referrals. This process is designed to ensure that all available information is made available to staff undertaking investigations or assessments. Staff from the Met. Police and Children's Social Care have now been identified for this project. It is planned that Enfield's M.A.S.H. will be located within the Civic Centre.

A further scheduled development, as mentioned above, is the proposal to develop a 'Single Point of Entry' (S.P.O.E.). This was recommended within the Leaner Review of Enfield's Early Intervention Services (Tribal: 2010) and has also been highlighted by Prof Munro as a means of reducing unnecessary referrals to Children's Social Care services.

A S.P.O.E. is a further development of a M.A.S.H.; it entails all referrals and requests for support services for children and families being passed through a single gateway, together with a clear process for identifying the most appropriate agency to deliver that support. The core agencies for a S.P.O.E. are Police, Children's Social Care and Health, with a number of other agencies/services being linked in to the process.

Whilst the development of a M.A.S.H. and a S.P.O.E. is unlikely to deliver any financial savings, it is hoped that over the course of time, they will reduce duplication of effort and assessment between services enabling a 'right first time' approach and greater efficiency in intervention at the appropriate levels. These are therefore likely to prove to be cost-effective developments in the longer-term.

A key strand of the Munro recommendations was also to further develop the expertise of social workers, who work with vulnerable and/or 'at risk' children. Munro argued and the government have accepted that the process of delivering social work to children and families has become too prescriptive and that social workers have been spending too much time completing administrative processes and reports, as opposed to spending direct time with children.

The government have therefore allocated 'ring-fenced' sums of 'development monies' to local authorities, known as the Social Work Improvement Fund'. This funding is intended to provide additional training for social work staff and to improve their expertise and confidence in working with children and families.

Government have also provided a further ring-fenced grant to assist local authorities with implementing Munro recommendations, of which 50% has to be provided to the Local Safeguarding Children Board to allocate.

A key part of our development of social work practice in Enfield, over the last two years, has been our work with the A.D.A.M. (Attachment, Disorganised Attachment and Maltreatment) project. This project, which has been led by Prof. David Shemmings (University of Kent), has been piloted in three London authorities. It provides social workers with a new repertoire of child-centred techniques to assist with assessing children, their inner world and thereby to better understand their thoughts and feelings.

Our involvement in the project so far has meant that we have trained a group of our social workers in these new techniques. The response from our social workers has been very positive and we would now wish to expand our involvement with the project and teach all of our managers and social workers in these methods. In order to fulfil this, we will use some of our grant-funding from the 'Social Work Improvement Fund' (see above) to deliver the programme.

We will also be using some of the government funding to further support 'newly-qualified social workers' (NQSWs) in their first year of practice through a combination of additional supervision and protected case-loads.

4. ALTERNATIVE OPTIONS CONSIDERED

The recommendations from Prof. Munro are being considered alongside the recommendations of the two Leaner Reviews that reported in the early part of 2011. Together these reports provide a coherent framework for re-shaping our arrangements

and services that are designed to help and support vulnerable children in Enfield.

5. REASONS FOR RECOMMENDATIONS

Local Authorities have statutory responsibilities to act as the lead agency for ensuring that vulnerable children are properly safeguarded.

Cabinet members are asked to note the content of this report – there will be many further developments to this area of work within the foreseeable future.

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

6.1 Financial Implications

The Munro Report recommendations highlight a number of potential changes which could have significant financial implications for Enfield if the Government agrees to them. These could be in the following areas:

- Changes to the Assessment Framework and performance information will require amendments to the existing IT systems.
- The planned reduction in bureaucratic processes may offer up opportunities for future budget redirections or savings from the support services.
- Some senior social worker grades may require revising to prevent career progression into management and away from practice.
- There will be a need to spend more on the training of our trainee and qualified social workers.

Unfortunately there is currently no indication that the Government will provide any additional funding to support the implementation of these recommendations. However, Enfield has recently been awarded £474,611 by the Children's Workforce Development Council. This is an allocation from the Social Worker Improvement Fund and will be used to develop and train our children's social care staff over the next year. This funding is for 2011/12 only and cannot be used for any long term ongoing costs. Therefore for any ongoing implications it will be necessary to identify funding from within the Department's existing resources.

There are already a number of planned service developments and restructures, which will now incorporate some of the Munro recommendations. When they are submitted for approval the financial implications will state how they are to be funded.

6.2 Legal Implications

The Children Act 1989 embodies the current statutory scheme for the Council in supporting children in need and their families and for child protection. This legislation imposes various powers and duties upon the Council and is underpinned by secondary legislation (statutory instruments) and detailed mandatory Central Government guidance.

Section 10 of the Children Act 2004 imposes a statutory duty upon the Council to make arrangements for co-operation between the Council and its partners with a view to improving the wellbeing of children in our area regarding:-

- their physical, mental and emotional wellbeing ,
- protection from harm and neglect,
- education, training and education,
- the contribution made by them to society and
- social and economic wellbeing

Section 11 of the Children Act 2004 requires the Council to establish a multi-agency Local Safeguarding Children Board to co ordinate actions of the Council and its partners in safeguarding and promoting the welfare of children in our area.

Sections 18 and 19 of the Children Act 2004 require the appointment of a Director of Children's Services and Lead Member for Children's Services.

The functioning of the bodies appointed under sections 10, 11, 18 and 19 are all underpinned by secondary legislation and mandatory guidance issued by the Secretary of State.

Professor Munro's report touches upon the whole range of the current statutory framework for services to children in need and for child protection and suggests further work and likely legislative changes to improve the system of child protection and remove barriers to that improvement. Professor Munro views her recommendations to the Government as long term objectives and requests her recommendations are not viewed or implemented in isolation.

7. KEY RISKS

Professor Munro's report makes the point that risks to vulnerable children can never be completely eliminated but does not consider ways in which the public, individuals, and communities can play a more prominent role in keeping children safe.

Risks addressed include:

- Too much bureaucracy resulting in loss of focus on the needs of the child;
- Senior staff moving away from practice and into management;
- Media pressure resulting in inspection/procedural-led activity; and
- Financial pressures during the transition from a command and control culture to a learning and adapting culture.

Opportunities identified include:

- Reducing the bureaucratic burden on local authorities;
- The critical importance of early help; and
citation of the junior doctor model as a possible way forward where advice and support is available from those more experienced and knowledgeable but with some degree of autonomy allowing the junior to become more effective and experienced and able to make decisions on their cases.

8. IMPACT ON COUNCIL PRIORITIES

Ensuring the adequacy of child protection arrangements is enshrined in statute as a key duty for every local authority. Services to vulnerable children in Enfield are regularly inspected by government inspectorates and are consistently regarded as being of good quality.

8.1 Fairness for All

- Tackling the inequalities faced by many children and young people in Enfield through a wide range of interventions.
- Keeping children and young people safe
- Enabling young people to achieve their full potential

8.2 Growth and Sustainability

- Helping young people remain in education, employment and training
- Ensuring young people have the skills they need to achieve economic well-being in adulthood.

8.3 Strong Communities

- Improving the physical, emotional and mental health of children and young people ensuring that they have a healthy start in life and make positive choices
- Ensuring that children and young people choose not to take part in anti-social behaviour or crime

9. PERFORMANCE MANAGEMENT IMPLICATIONS

The Munro review recommends a new range of national and local performance indicators which Professor Munro considers to be more effective than the current set of indicators which have been in place for a number of years. These will be implemented in due course, subject to government's approval.

Background Papers

A child-centred system: The Government response to the Munro Review of child protection: Department for Education: July 2011

Enfield Safeguarding Strategic Assessment Report (Serco: December 2010)

Leaner Service Review for Early Intervention (Tribal: January 2010)

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MUNICIPAL YEAR 2011/2012 REPORT NO. 160

MEETING TITLE AND DATE:

**Cabinet – 14 December
2011**

**Council – 25 January
2012**

REPORT OF:

Director of Finance
Resources and Customer
Services

Agenda – Part: 1	Item: 10
Subject: Concessionary Travel Policy	
Wards: All	
Cabinet Member consulted: Cllr Chris Bond	

Contact officer and telephone number:

James Rolfe – 020 8379 4601

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1. EXECUTIVE SUMMARY

Enfield currently does not have a policy covering the concessionary travel service. This policy clearly outlines the processes used to determine the eligibility of those customers who do not automatically qualify for travel concessions (Blue Badge/Disabled Persons Freedom Pass/Taxicard), and clearly sets out the whole processes used within the service. This policy is based on legislation set out by the Department for Transport and the Transport Act 2000.

This policy does not amend or change any processes/practices we currently have in place.

2. RECOMMENDATIONS

2.1 To approve the Concessionary Travel policy attached and to implement the same with immediate effect.

3. BACKGROUND

The London Borough of Enfield provides the following concessionary transport services for eligible residents:

Freedom Pass: The scheme allows free travel on buses, tube, national rail (London network), DLR and Tramlink, for older and disabled people who reside in the Borough.

Blue Badge: The Blue Badge scheme gives free and dedicated parking close to amenities for drivers and passengers with mobility related disabilities, or who are blind. Blue Badge holders are able to park on yellow lines for up to three hours and are also exempt from the central London congestion charge. A pass is valid for a 3-year period whereupon pass holders have to reapply;

Taxicard: is a London-wide door-to-door licensed taxi and private hire vehicle service for those with long term mobility problem, or severe sight impairment, who have difficulty in using mainstream public transport such as tubes, buses and trains. The scheme in Enfield allows members to take a maximum of eight subsidised trips per month. "Long term" means that the effect of the impairment has lasted or is likely to last at least 12 months.

The Concessionary Travel policy will give a clear, consistent, and robust overview of whole processes of the concessionary travel service, setting out clearly how we determine issue of relevant travel concessions (Blue Badge/Disabled Persons Freedom Pass/Taxicard).

The policy is based on the legislation set out by the Department for Transport and criteria contained in the Transport Act 2000, key stakeholders. Age UK, Enfield, Enfield Disability Action and related council services have been consulted on the content of the document.

4. ALTERNATIVE OPTIONS CONSIDERED

Not to implement the policy.

5. REASONS FOR RECOMMENDATIONS

The policy will give the concessionary travel service a robust and consistent approach in delivering the service, and will give customers a clear and concise overview of how this is done in line with Department for Transport reforms and guidance.

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

6.1 Financial Implications

None.

6.2 Legal Implications

6.2.1 The Council has the power to implement the recommendation contained within this report under the Greater London Authority Act 1999 as amended by the Transport Act 2000 (sections 240(1) and (2))

6.2.2 The entitlement to a Freedom Pass is governed by the Concessionary Bus Travel Act 2007 which states that free travel should be provided for elderly and disabled people, from 9.30am until 11pm on weekdays and all day weekends and bank holidays, on registered local bus services anywhere in England

6.2.3 The entitlement to a blue badge is governed Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 as amended by the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) Regulations 2000, and the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) Regulations 2007 as well as Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000

6.2.4 The Taxicard is not governed by a statutory authority and does not have a statutory basis on which it is issued. The related discretionary eligibility criteria are determined by the Council in conjunction with London Councils and the Mayor

6.2.5 The recommendation contained within this report are in accordance with the Council's powers and duties under the above legislation and the Council's duties under the Equalities Act 2010..

6.3 Property Implications

None.

7. KEY RISKS

In cases where applicants challenge a decision made, there is a risk if no set policy is in place of the council defending the decision in a comprehensive and robust manner.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

Gives a clear, concise and consistent approach on how Enfield council delivers concessionary travel services. The policy will ensure that only those eligible for concessions receive them/help in reduction of fraud and dealing with appeal processes.

8.2 Growth and Sustainability

Concessionary travel plays a vital role in helping older and disabled people to maintain independence and an active role in the local community. This will ensure only those eligible will be able to gain benefit from the concession.

8.3 Strong Communities

Having a policy in place will provide customers with a clear outline of what they can expect when applying for travel concessions. This will also protect the council should any challenge arise, in how we conduct our business in this area.

9. PERFORMANCE MANAGEMENT IMPLICATIONS

Not applicable

10. HEALTH AND SAFETY IMPLICATIONS

Not applicable

Background Papers

Concessionary Travel Policy

Purpose of Document



London Borough of Enfield

**Concessionary Travel Services
Eligibility Policy Statement**

Final v1.0

January 2011

Prepared by:
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Project ref: e/112

QUALITY CONTROL ISSUE SHEET

ISSUE/REVISION	ISSUE 1	REVISION 1	REVISION 2	REVISION 3	REVISION 4
AMENDMENTS	Draft	Final v1.0			
DATE	June 2010	January 2011			
PREPARED BY	BC	BC			
SIGNATURE					
CHECKED BY					
SIGNATURE					
PROJECT NUMBER		e/112			
FILE REFERENCE					

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APPENDICES

Appendix A	D-tas Assessment Model
Appendix B	Audiology Report

1. BACKGROUND

- 1.1 The London Borough of Enfield provides the following concessionary transport services for eligible residents:
- **Freedom Pass:** The scheme allows free travel on buses, tube, national rail (London network), DLR and Tramlink, for older and disabled people who reside in the Borough.
 - **Blue Badge:** The Blue Badge scheme gives free and dedicated parking close to amenities for drivers and passengers with mobility-related disabilities, or who are blind. Blue Badge holders are able to park on yellow lines for up to three hours and are also exempt from the central London congestion charge. A pass is valid for a 3-year period whereupon passholders have to reapply;
 - **Taxicard:** for people with serious difficulties with walking (including breathing problems and sight loss) to travel in taxis at reduced rates. The scheme in Enfield allows members to take a maximum of eight subsidised trips per month.
- 1.2 These services are funded by the Council and remain subject to review.
- 1.3 The London Borough of Enfield had seen an increased number of applications for concessionary travel services over recent years. The Borough uses independent mobility assessors for all non-automatic applications, together with renewals, for Blue Badge and Disabled Freedom Pass and Taxicard. This supports Department for Transport guidance, which 'strongly recommends' that non-automatic cases are assessed by independent health professionals and which views the use of GP endorsement as 'wholly unsatisfactory'
- 1.4 The assessment methodology provides for a staged review of each application, as follows:
- Stage 1 Paper Assessment
 - Stage 2 Further Information
 - Stage 3 Clinical Assessment
 - Stage 4 Appeal
 - Case Review
- 1.5 The methodology requires an application to obtain a pre-determined 'score' against a range of mobility criteria in order to be approved. Dependent upon the score below this level, either the applicant is invited to attend clinic for further assessment, or the application is rejected. Anyone refused has the right of appeal when additional information is needed, using a supplementary information pro-forma.

- 1.6 The independent assessment process includes full 'back office' functionality to record each application. This ensures that any enquiries are dealt with speedily on behalf of the Council. It also ensures that information could be given to applicants on how their application is being dealt with, and provides auditable data for use in any subsequent appeal or complaint.

2. PURPOSE OF DOCUMENT

- 2.1 The Freedom Pass and Blue Parking Badge schemes are derived from statute where categories of disability and related eligibility criteria are defined by the Transport Act 2000 and other Government guidance. Entitlement to a Freedom Pass is defined in the Concessionary Bus Travel Act 2007. Taxicard is not founded in law and the related discretionary eligibility criteria are determined solely by the Council in conjunction with London Councils and the Mayor.
- 2.2 The above criteria are a combination of automatic criteria and criteria requiring further assessment. This *Eligibility Policy Statement* has been formulated in order to ensure consistency and clarity in the decision-making process for Disabled Person's Freedom Pass, Blue Badge and Taxicard applications. It comprises a detailed description of the eligibility criteria that the London Borough of Enfield will apply in determining applications.
- 2.3 In all cases, applicants must provide evidence that their disabilities or medical conditions are such that they meet the stringent eligibility criteria for each of the concessionary travel services offered by the borough.
- 2.4 The *Eligibility Policy Statement* acts as a point of reference, setting out the detailed interpretation of national and regional guidance, as being applied to concessionary travel in Enfield. The primary function of the *Statement* is twofold: -
- to assist Councillors and council officers in delivering a consistent, transparent and fair service
 - to inform an applicant and/or their representative about the detailed policy in place that is used to determine their application
- 2.5 The borough uses a comprehensive step-by-step approach to determining eligibility. A summary of the D-tas Assessment Model, as used by the borough for all applications where the eligibility criteria are non-automatic, is included in Appendix A.
- 2.6 This *Policy Statement* is intended to be a 'live' document and should be periodically reviewed and updated in order to reflect any changes in eligibility criteria recommended by the Department for Transport or, in the light of further experience, to take into account any local circumstances.

3. DISABLED FREEDOM PASS POLICY STATEMENT

3.1 BACKGROUND

- 3.1.1 The Policy Statement describes a detailed interpretation of the seven eligibility 'categories' defined in the Transport Act 2000. The London Borough of Enfield will apply this Statement in order to arrive at a decision on eligibility for a disabled resident, and to inform any subsequent appeal that may arise.
- 3.1.2 The Transport Act 2000 provides a statutory discount on local bus services for eligible elderly and disabled people, with the grant of concessions governed by Sections 145 to 150 of the Act. The concession within London is governed by sections 240 to 244 of the Greater London Authority Act 1999. This provision was modified by the Concessionary Bus Travel Act 2007, with effect from 1 April 2008, to provide free travel for those eligible, from 9.30am until 11pm on weekdays and all day weekends and bank holidays, on registered local bus services anywhere in England.
- 3.1.3 The statutory travel concession permit is issued by local authorities who are 'Travel Concession Authorities'. For the purposes of the Act, this includes the London Borough of Enfield.
- 3.1.4 Travel Concession Authorities are required to issue a permit free of charge to any applicant who is an elderly or disabled person 'residing' in its area. Residency is a key condition that must be met. The courts have considered the meaning of 'residence' and held that a person is properly resident in a place where his or her stay has a considerable degree of permanence to it. Applicants may be required to produce evidence in support of residency, such as a passport or GP registration and may be required to confirm their residency to Enfield after a period of time following any initial acceptance of eligibility. To qualify for a permit the applicant's 'sole or principal' residence must be within the authority's area. Where an applicant owns two properties, then the place of residence shall be that where Council Tax is paid. It should be noted that applicants with a permanent disability will be required to produce evidence of residency.
- 3.1.5 The issue of a person's immigration status, or the fact that they are an asylum seeker is not relevant to determining eligibility for a Freedom Pass and the same residency test will be applied as for any other applicant, as set out in para. 3.1.4 above.
- 3.1.6 An elderly person is defined as a person who has reached 60 years of age, and disabled people are defined by seven categories as set out in the Transport Act 2000, where no age limit applies.

3.2. DEPARTMENT FOR TRANSPORT GUIDANCE

3.2.1 The Department for Transport (DfT) has produced guidance to Travel Concession Authorities on assessing the eligibility of disabled people. 'Guidance to Local Authorities on Assessing Eligibility of Disabled People in England for Concessionary Bus Travel' was issued in February 2008.

Automatic Eligibility not requiring further assessment

3.2.2 The DfT considers receipt of other state benefits to be a robust way of assessing eligibility. As a result, the DfT considers that the following benefits confer an 'automatic' entitlement to the travel concession permit, and require no further assessment, provided the benefit has been in place for at least 12 months, or is expected to be for at least 12 months. All applicants will have to submit current proof that they are in receipt of the following to be automatically eligible:

- Higher Rate of the Mobility Component of Disability Living Allowance (HRMCDLA);
- War Pensioner's Mobility Supplement (WPMS).

Non-Automatic Eligibility subject to further assessment

3.2.3 Applications that are outside the 'automatic' DfT qualifications described above are for determination by the local Travel Concession Authority within the scope of the DfT Guidance. Enfield's policy on the non-automatic eligibility criteria for a concessionary Disabled Person's Freedom Pass is set out below.

3.3 TRANSPORT ACT 2000 NON-AUTOMATC ELIGIBILITY CATEGORIES

3.3.1 There are seven categories of disabled people who are entitled to the statutory minimum concession. These are set out in section 151(4) of the 2000 Act and are listed below:

- a) **Is blind or partially sighted;**
- b) **Is profoundly or severely deaf;**
- c) **Is without speech;**
- d) **Has a disability, or has suffered an injury, which has a substantial and long-term adverse effect on his ability to walk;**
- e) **Does not have arms or has long-term loss of the use of both arms;**
- f) **Has a learning disability, that is, a state of arrested or incomplete development of mind which includes significant impairment of intelligence and social functioning;**
- g) **Would, if he applied for the grant of a licence to drive a motor vehicle under Part 3 of the Road Traffic Act 1988, have his application refused pursuant to section 92 of the Act (physical fitness) otherwise than on the grounds of persistent misuse of drugs or alcohol.**

3.3.2 The categories listed above do not cover the full range of disabled people included in the Disability Discrimination Act 1995 definition. However, the types of disability are those which are permanent, or which have lasted at least 12 months, or which are likely to last at least 12 months or are likely to recur. It is expected that the disability should have a substantial effect on a person's ability to carry out normal day-to-day activities.

3.3.3 Under the terms of the 2000 Act it is for the local authority to determine whether someone is a 'disabled person' for the purposes on concessionary travel.

3.4. NON-AUTOMATIC ELIGIBILITY CRITERIA

- 3.4.1 This section defines the interpretation of the Transport Act criteria and DfT Guidance that Enfield use in order to reach a decision on non-automatic eligibility.
- 3.4.2 The DfT places the onus on the applicant to prove their entitlement. In considering each application, Enfield uses a comprehensive approach to determining eligibility for the transport concession, which requires applicants to provide evidence that their disabilities or medical conditions are such that they meet the eligibility policy set out.
- 3.4.3 Enfield will accept the evidence listed under each category for the purposes of determining eligibility. Some evidence is categorised as 'permanent' and will not require any subsequent review. Other evidence may be temporary and may require a periodic review.
- 3.4.4 In determining eligibility Enfield will also give consideration to the conditions and circumstances detailed in section 6.
- 3.4.5 The shaded box areas in this section are the guidance notes issued by the Department for Transport for each of the seven categories. Enfield's interpretation of that guidance for the purposes of each category is given below each shaded box.
- 3.4.6 For ease of reference, the seven categories are considered as follows: -
- a) **blind or partially sighted – section 3.4.7**
 - b) **profoundly or severely deaf – section 3.4.8**
 - c) **without speech – section 3.4.9**
 - d) **ability to walk – section 3.4.10**
 - e) **does not have arms/long-term loss of the use of both arms – section 3.4.11**
 - f) **learning disability – section 3.4.12**
 - g) **refusal of a driving licence – section 3.4.13**

3.4.7 BLIND OR PARTIALLY SIGHTED

DfT Guidance Category a) - is blind or partially sighted

33 'Blind' means having a high degree of vision loss i.e. seeing much less than is normal or perhaps nothing at all. 'Partially sighted' is a less severe loss of vision. Partially sighted people can see more than someone who is blind, but less than a fully sighted person. Blind and partially sighted people can register with their local council. The register is held by the social services or social work department, or by a local voluntary agency, and is confidential.

34 For registration purposes, the term 'blind' now becomes 'severely sight impaired (blind)' and partially sighted becomes 'sight impaired (partially sighted)'. The formal notification required to register as "severely sight impaired" or "sight impaired" is a Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist (eye specialist). However, registration is voluntary. The individual should have a copy of their CVI and should be encouraged to register, if they have not already done so, as they may be entitled to various other benefits too.

35 In general terms a person can be registered as severely sight impaired (blind) if they cannot see (with glasses, if worn) the top letter of the eye test chart (used by doctors and opticians) at a distance of 3 metres or less. Some people who can read the top letter of an eye test chart at 3 metres, but not at 6 metres, may still be eligible for registration as blind if their field of vision is also severely restricted. Only being able to read the top letter at 3 metres is sometimes referred to as 3/60 vision: the person can see at 3 metres what a person with normal vision can see at 60 metres.

36 A person can be registered as sight impaired (partially sighted) if they have a full field of vision but can only read the top letter of the eye test chart at a distance of 6 metres or less (with glasses, if worn). However, if they can read the next three lines down at the same distance, but the field of vision is either moderately or severely restricted, they may still qualify for registration.

37 The Department advises that concessionary travel passes should be issued to people whose sight is so impaired that they would be able to register as severely sight impaired (blind) or sight impaired (partially sighted). Local authorities may, where a person is not on the local authority register, require evidence from an eye specialist, for example an optometrist, that the applicant would qualify to be registered as severely sight impaired (blind) or sight impaired (partially sighted).

Advice on how to register can be found on the Royal National Institute for the Blind (RNIB) website at:

http://www.nib.org.uk/xpedio/groups/public/documents/publicwebsite/public_registration_

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Certificate of Severe Visual Impairment;
- Certificate of Visual Impairment;
- BD8 (old certification system).

These will usually be categorised as permanent.

3.4.8 PROFOUNDLY OR SEVERELY DEAF

Dft Guidance Category b) - is profoundly or severely deaf

38 Hearing loss is measured in decibels across the normal hearing spectrum, as dBHL (Hearing Level). People are generally regarded as having a severe hearing loss if it reaches 70-95 dBHL and a profound loss if it reaches 95+ dBHL. The Department advises that the statutory minimum concession should be made available to people in these categories.

39 There is no statutory registration system for deaf people. However, many will be registered on a voluntary basis with their local authority social services department. The register is open to people who have varying degrees of hearing loss, so in checking the register a local authority is advised to check that the applicant is profoundly or severely deaf before issuing a national concession bus pass.

40 As in the case of blind and partially sighted people, local authorities may, where appropriate, require applicants to provide evidence of registration before issuing a pass, or evidence that they could register, for example, an audiological report, or a report from an aural specialist.

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Proof of severity of hearing loss 70 dBHL or greater in both ears, either from a medical report or an audiology report.

See Appendix B for further information about reading audiology reports.

This will usually be categorised as permanent.

3.4.9 WITHOUT SPEECH

DfT Guidance Category c) - is without speech

41 Included within this category are people who are unable to communicate orally in any language. Those people will be:

- unable to make clear basic oral requests e.g. to ask for a particular destination or fare;
- unable to ask specific questions to clarify instructions e.g. 'Does this bus go to the High Street?'

42 This category would not, in the Department's opinion, cover people who are able to communicate orally but whose speech may be slow or difficult to understand, for example because of a severe stammer.

43 In considering an application on these grounds the local authority may reasonably require medical evidence to support the application in appropriate cases.

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Proof that the applicant uses sign language – it may be necessary to consult a medical practitioner;
- Medical report confirming severe speech impairment, e.g. following a CVA;
- Proof of severe learning disability.

These will usually be categorised as permanent.

3.4.10 ABILITY TO WALK

DfT Guidance Category d) - has a disability, or has suffered an injury, which has a substantial and long term adverse effect on his ability to walk

44 To qualify under this category, a person would have to have a long term and substantial disability that means they cannot walk or which makes walking very difficult.

45 It is envisaged that passes will be issued to people who can only walk with excessive labour and at an extremely slow pace or with excessive pain. Their degree of impairment should be at comparable level to that required to claim the Higher Rate Mobility Component of Disability Living Allowance. This is set out below:

(i) they cannot walk or...

Being unable to walk means that they cannot take a single step.

They need to show that because of their disability they cannot put one foot in front of the other.

Walking involves always having one foot on the ground.

If their only way of getting about is to swing through crutches then they will be considered unable to walk.

(ii) ...they are virtually unable to walk, or...

They will need to show that, as a result of a physical disability, they are unable to walk very far without experiencing severe discomfort. This question does not apply to people with mental disabilities, your inability to walk very far must stem from a physical condition.

The Department for Works and Pensions take a number of factors into account when deciding whether or not someone meets this criterion. For example:

Discomfort can mean either pain or breathlessness. Extreme fatigue and stress may also be taken into account. It has been accepted that discomfort is subjective and that some people have higher pain thresholds than others. Unless both legs are missing then they will need to show that they experience severe discomfort even when using an artificial aid.

When deciding whether they are virtually unable to walk the following factors should be taken into account:

- the distance over which they can walk without experiencing severe discomfort
- the speed at which they can walk
- the length of time for which they can walk
- the manner in which they can walk

contd....

If they can only walk up to 27 metres without severe discomfort then they will qualify for the higher rate.

If they can only walk between 27 and 64 metres without severe discomfort then it is likely that they will qualify for the higher rate.

If they can walk more than 64 metres without severe discomfort then they will need to show that the other three factors mean that they are virtually unable to walk. For example, if they can show that it takes them five minutes to walk 100 metres, they should qualify for the higher rate.

As a guide, the average person can walk the following in a minute:

- 90 metres at a brisk pace
- 60-70 metres at a moderate speed
- 40-50 metres at a slow pace
- 30-40 at a very slow pace

It does not matter whether the severe discomfort occurs at the time of their walk or later. What counts is that the discomfort is a direct result of their attempt to walk.

(iii) The exertion required to walk would "constitute a danger to their life or would be likely to lead to a serious deterioration in their health"

The test here is whether the exertion required to walk would constitute a danger to their life or whether it would be likely to lead to a serious deterioration in their health.

They need to show that they should not walk very far because of the danger to their health.

This criterion is intended for people with serious chest, lung or heart conditions.

Some people with haemophilia may also qualify for the higher rate in this way.

The serious deterioration does not need to be permanent but it should require medical intervention for them to recover.

They will need to show that any danger to their health is a direct result of the physical effort required to walk.

People with epilepsy will need to show that any fits were brought about by the effort required to walk.

46 In all cases, entitlement depends on the applicant's difficulty in walking and considerations, such as difficulty in carrying parcels, are not to be taken into account.

contd....

47 The fact that a walking aid is or is not used may be relevant to the eventual decision, but these alone should not determine whether or not a person qualifies. For example, if a person can walk relatively normally with the use of an artificial leg, then they should not be considered eligible. Alternatively, a person who can only swing through on crutches could be considered eligible, as they would be seen as having considerable difficulty walking (provided it is due to a long term disability and not due to legs being in plaster).

48 The Department advises that the authority should normally require medical evidence to support the claim that the applicant's walking ability is long term and substantially impaired.

Further guidance on eligibility under this category is given in Section 6.

3.4.11 DOES NOT HAVE ARMS OR HAS LONG-TERM LOSS OF THE USE OF BOTH ARMS

DfT Guidance Category e) - does not have arms or has long-term loss of the use of both arms

49 This category includes people with a limb reduction deficiency of both arms; bilateral upper limb amputation; muscular dystrophy; spinal cord injury; motor neurone disease; or a condition of comparable severity.

50 In the Department's opinion, it also covers both people with deformity of both arms, and people who have both arms, if in either case they are unable to use them to carry out day-to-day tasks, for example, paying coins into a fare machine. In these latter cases the Department advises that a local authority should normally require independent medical evidence to support the application.

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Medical report proving disability;

This will be categorised as permanent and will not require review.

3.4.12 LEARNING DISABILITY

DfT Guidance Category f) - learning disability that is a state of arrested or incomplete development of mind which includes significant impairment of intelligence and social functioning

51 A person with a learning disability has a reduced ability to understand new or complex information, a difficulty in learning new skills, and may be unable to cope independently. These disabilities must have started before adulthood and have a lasting effect on development. The person should be able to qualify for specialist services and he or she may have had special educational provision.

52 The Department of Health adopted the term 'learning disability' in 1992. It has the same meaning as its predecessor 'mental handicap' but it is seen as more acceptable, particularly in reducing the confusion with mental illness.

53 In determining eligibility in a case where there has been no previous contact with specialist services a local authority should normally require independent medical advice, or check any register of people with learning disabilities which might be held by the Social Services Department of the applicant's local council.

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Receipt of DLA for care at the middle or higher rate only;
- Evidence that supported living is necessary;
- Evidence from support worker, etc;
- Other – in receipt of travel training, for example.

These will be categorised as permanent and will not require review.

3.4.13 REFUSAL OF A DRIVING LICENCE

DfT Guidance Category g) - would be refused a driving licence because of physical fitness other than on grounds of persistent misuse of drugs or alcohol.

54 Under Section 92 of the Road Traffic Act 1988 the Secretary of State may refuse to issue a driving licence on the grounds of the applicant's medical fitness. Those who are currently barred from holding a licence are people with:

- i. epilepsy (unless it is of a type which does not pose a danger - see below);
- ii. severe mental disorder;
1. iii liability to sudden attacks of giddiness or fainting (whether as a result of cardiac disorder or otherwise);
- iii. inability to read a registration plate in good light at 20.5 metres (with lenses if worn);
- iv. other disabilities which are likely to cause the driving of vehicles by them to be a source of danger to the public.

55 It will be seen that specific reference is made to people who **persistently misuse drugs or alcohol**. Those people are not covered by the definition of 'disabled person' under the Act and are thus not entitled to the statutory minimum travel concession.

56 It is not a condition of entitlement under this category that the disabled person should apply for and be refused a driving licence (which would be unduly burdensome for everyone involved). If, for people with any of the disabilities (ii) - (iv) listed above, the local authority can be confident that a licence would be refused it should therefore be able to issue the travel pass automatically. For (i) epilepsy - the bar is not automatic and depends on the circumstances.

57 The Motor Vehicles (Driving Licences) Regulations 1999 permit the grant of a driving licence to a person with epilepsy if that person:

- (a) has not had an epileptic attack whilst awake for a year or more; or
- (b) has a history of attacks whilst asleep, and only whilst asleep, over the past three years or more,
...provided that the driving of a vehicle by that person is not likely to cause danger to the public.

58 There are a number of categories of "severe mental disorder" under which people may qualify. Authorities will need to assess individuals on a case-by-case basis as eligibility may depend on the severity of the condition. Such conditions include (but are not limited to) dementia (or any organic brain syndrome); behaviour disorders (including post head injury syndrome and Non-Epileptic Seizure Disorder); and personality disorders.

contd....

59 Other groups include:

- People with restricted visual fields, who will be refused a licence if they do not have a horizontal field of vision of at least 120 degrees, or if they have significant scotoma encroaching within 20 degrees of the central fixation point in any meridian or, sometimes, if they have restricted vertical fields of vision;
- Insulin dependent diabetics. In general people with insulin dependent diabetes can continue to drive - though their licence may be renewable on a 1, 2, or 3-yearly basis. However, where the person experiences disabling hypoglycaemia they will be prevented from driving until their diabetes is controlled.

60 The above list is not comprehensive. Any person with a cardiac, locomotor, renal or neurological disorder might qualify. Where there is doubt about whether someone would be refused a driving licence, the local authority is strongly advised to require independent medical advice.

Enfield will accept the evidence listed below for the purposes of determining eligibility.

Epilepsy:

- To provide medical proof that the applicant has not been free from seizures for more than 12 months;
- Or, proof that the applicant has recently withdrawn his/her driving licence on the grounds of epilepsy.

Diabetes suffering from uncontrolled hypoglycaemic episodes:

- Proof that the applicant has surrendered his/her driving licence due to uncontrolled hypoglycaemic episodes.

Mental Health

- A letter from the DVLA confirming that they have been refused a driving Licence due to mental health;
- Report from a psychiatrist confirming applicant's inability to hold a driving licence.

This category may be subject to a review.

4. BLUE BADGE POLICY STATEMENT

4.1 BACKGROUND

4.1.1 The Blue Badge scheme is a statutory scheme operated by the London Boroughs and gives free and dedicated parking close to amenities for drivers and passengers with mobility-related disabilities, or who are blind. Blue Badge holders are able to park on yellow lines for up to three hours and are also exempt from the central London congestion charge. A pass is valid for a 3-year period whereupon passholders have to reapply.

4.1.2 The Regulations governing the Scheme are the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 as amended by the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) Regulations 2000, and the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) Regulations 2007. Other legislation, such as the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000, is also relevant.

4.1.3 In October 2008, the Department for Transport published the *Comprehensive Blue Badge (Disabled Parking) Reform Strategy*. This followed a strategic review of the scheme, which considered the Scheme's eligibility, concessions, administration and enforcement.

4.2 DEPARTMENT FOR TRANSPORT GUIDANCE

4.2.1 In *The Blue Badge Scheme Local Authority Guidance (England)* published in January 2008, the DfT identifies two different types of eligibility:

- Eligible without further assessment
- Eligible subject to further assessment

Type 1: Eligible without further assessment

4.2.2 The DfT considers receipt of other state benefits to be a robust way of assessing eligibility. As a result, the DfT considers that the following benefits confer an 'automatic' entitlement to a Blue Badge, for those who are more than two years old. All applicants will have to submit current proof of receipt to be automatically eligible.

- Higher Rate of the Mobility Component of Disability Living Allowance (HRMCDLA);
- Is registered blind;
- War Pensioner's Mobility Supplement (WPMS).

4.2.3 It should be noted that an applicant who is 'registered blind' is now referred to as 'severely sight impaired' and proof therefore includes a Certificate of Visual Impairment signed by a Consultant Ophthalmologist.

Type 2: Eligible Subject to Further Assessment

4.2.4 Applications that are outside the Type 1 'automatic' DfT qualifications described above are for determination by the Local Authority within the scope of the DfT Guidance.

4.2.5 The current DfT eligibility criteria are a person who:

- **Drives a vehicle regularly, has a severe disability in both arms and is unable to operate or has considerable difficulty operating all or some types of parking meter;**
- **Is unable to walk or has very considerable difficulty in walking because of a permanent and substantial disability.**

4.2.6 In addition, children under the age of two may be eligible for a badge if they fall within either or both of the following descriptions:

- **A child who has a condition that requires that they be always accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty;**
- **A child who has a condition that requires that they must always be kept near a motor vehicle so that they can, if necessary, be treated for that condition in the vehicle or taken quickly in the vehicle to a place where they can be so treated.**

4.2.7 The DfT has also clarified the position when assessing someone under the above 'walking' criterion in that they should have a degree of walking difficulty comparable to that required to claim for the Higher Rate Mobility Component of Disability Living Allowance (HRMCDLA) but that *'the advice provided in the guidance was not, however, intended to suggest that people who have been refused HRMCDLA, or who receive it at the lower rate, or who do not wish to apply for it, should not be assessed under the 'eligible subject to further assessment' criterion.'*

4.2.8 The DfT has also reminded authorities that *'there is no provision in the Regulations that entitles an authority to issue a badge solely on the basis of an applicant's age, either under the 'automatic entitlement' route or the 'eligible subject to further assessment' route. The only grounds on which a badge may be lawfully issued is if an applicant meets one or more of the criteria as set out in regulation 4 of the Regulations.'*

4.2.9 The government Reform Strategy proposes over a period of time to extend eligibility to:

- people with temporary mobility problems lasting a minimum of one year
- individuals with the most severe mental impairments
- seriously disabled service personnel
- children under 3 with specific medical conditions

4.2.10 However the DfT has advised that these extensions are not in place and as such they do not currently form part of eligibility policy in Enfield. The DfT has stated *'It has come to our notice that some local authorities may be working under the assumption that they can already issue badges to people in these categories even if the criteria set out in the Regulations are not met. This is not the case. Local authorities will not be able to issue badges to people under the proposed new criteria until the new legislation has been made and brought into force.'*

4.2.11 Enfield's policy on the criteria for 'Type 2 Non-Automatic Eligibility subject to further assessment' is set out below.

4.3 ELIGIBLE SUBJECT TO FURTHER ASSESSMENT

4.3.1 This section defines the interpretation of DfT Guidance that Enfield use in order to reach a decision on non-automatic eligibility.

4.3.2 The DfT places the onus on the applicant to prove their entitlement. In considering each application, Enfield uses a comprehensive approach to determining eligibility for the transport concession, which requires applicants to provide evidence that their disabilities or medical conditions are such that they meet the eligibility policy set out.

4.3.4 In addition to the 'automatic' benefits-based entitlement described above, Enfield will also accept the evidence listed under each category for the purposes of determining eligibility. Some evidence is categorised as 'permanent' and will not require any subsequent review. Other evidence may be temporary and will therefore require a periodic review.

4.3.5 In determining eligibility Enfield will also give consideration to the conditions and circumstances detailed in section 6.

4.3.6 The shaded box areas in this section are the guidance notes issued by the Department for Transport. Enfield's interpretation of that guidance for the purposes of each category is given below each shaded box.

4.3.7 DfT guidance on Blue Badges 'strongly recommends' that non-automatic cases are assessed by independent health professionals in order to maintain a consistent and appropriate response and views the use of GP endorsement as 'wholly unsatisfactory'. DfT Guidance states: *'The final decision is for local authorities to make, and they should ensure that an assessment is made by an independent health professional where they have difficulty in determining whether a person is eligible.'*

4.3.8 SEVERE DISABILITY IN BOTH ARMS

DfT Guidance Category - Drives a vehicle regularly, has a severe disability in both arms and is unable to operate or has considerable difficulty operating all or some types of parking meter;

When making an assessment under this criterion, local authorities will need to consider whether the applicant meets all of the following:

- a) regularly drives an adapted or non-adapted vehicle;
- b) has a severe disability in both arms; and
- c) is unable to operate, or has considerable difficulty operating, all or some types of parking meter.

Only a very small number of people are likely to qualify under this criterion. In no circumstance should anyone who does not satisfy all three of the conditions set out above receive a badge. In particular, a badge should not be issued to a person who travels solely as a passenger or a person who has difficulties carrying parcels, shopping or other heavy objects, such as luggage.

In the vast majority of cases, eligibility is likely to remain linked to those applicants who were eligible under the wording of the old criterion, i.e. had a severe disability in both upper limbs and were unable to turn, by hand, the steering wheel of a motor vehicle even if that wheel is fitted with a turning knob. Such individuals should be able to provide insurance documents which will state that they drive an adapted vehicle.

Where the applicant does not have an adapted vehicle, only drivers with the most severe disabilities in both their arms (who cannot operate a parking meter) should be considered eligible. This may cover disabled people with, for example, a limb reduction deficiency of both arms; bilateral upper limb amputation; muscular dystrophy; spinal cord injury; motor neurone disease; or a condition of comparable severity.

Enfield will accept the evidence listed below for the purposes of determining eligibility: -

- Evidence to demonstrate the applicant currently drives an adapted vehicle;
- Evidence of other relevant home adaptations on account of their upper limb disability;
- Medical report proving disability.

This will be categorised as permanent and will not require review.

4.3.9 WALKING DISABILITY

Dft Guidance Category - Is unable to walk or has very considerable difficulty in walking because of a permanent and substantial disability.

To qualify under this criterion, a person would have to have a permanent and substantial disability (i.e. a condition that is likely to last at least three years) that means they cannot walk or which makes walking very difficult.

It is envisaged that badges will generally only be issued to people who are unable to walk, or who are able to walk only with excessive labour and at an extremely slow pace or with excessive pain. Applicants should generally be physically incapable of visiting shops, public buildings and other places unless allowed to park close to their destination.

Their degree of impairment should be at a comparable level to that required to claim the Higher Rate Mobility Component of the Disability Living Allowance, i.e.:

(a) they cannot walk or

Being unable to walk means that they **cannot take a single step**. They need to show that because of their disability they cannot put one foot in front of the other. Walking involves always having one foot on the ground. If their only way of getting about is to swing through crutches then they will be considered unable to walk.

(b) they are virtually unable to walk or

They will need to show that, as a result of a physical disability, they are **unable to walk very far without experiencing severe discomfort**. This question does not apply to people with mental disabilities, your inability to walk very far must stem from a physical condition.

The Department for Works and Pensions takes a number of factors into account when deciding whether or not someone meets this criterion. For example:

Discomfort can mean either pain or breathlessness. Extreme fatigue and stress may also be taken into account. It has been accepted that discomfort is subjective and that some people have higher pain thresholds than others. Unless both legs are missing then they will need to show that they experience severe discomfort even when using an artificial aid.

When deciding whether they are virtually unable to walk, the following factors should be taken into account:

- the **distance** over which they can walk without experiencing severe discomfort;
- the **speed** at which they can walk;
- the **length of time** for which they can walk;
- the **manner** in which they can walk.

If they can only walk up to 27 metres without severe discomfort, then they will qualify for the higher rate.

If they can only walk between 27 and 64 metres without severe discomfort, then it is likely that they will qualify for the higher rate.

contd.....

If they can walk more than 64 metres without severe discomfort, then they will need to show that the other three factors mean that they are virtually unable to walk. For example, if they can show that it takes them five minutes to walk 100 metres, they should qualify for the higher rate.

As a guide, the average person can walk the following in a minute:

- 90 metres at a brisk pace;
- 60–70 metres at a moderate speed;
- 40–50 metres at a slow pace;
- 30–40 at a very slow pace.

It does not matter whether the severe discomfort occurs at the time of their walk or later. What counts is that the discomfort is a direct result of their attempt to walk.

(c) The exertion required to walk would 'constitute a danger to their life or would be likely to lead to a serious deterioration in their health'

The test here is whether the exertion required to walk would **constitute a danger to their life or whether it would be likely to lead to a serious deterioration in their health.**

They need to show that they should not walk very far because of the danger to their health.

This criterion is intended for people with serious chest, lung or heart conditions.

Some people with haemophilia may also qualify for the higher rate in this way.

The **serious deterioration** does not need to be permanent, but it should require medical intervention for them to recover.

They will need to show that any danger to their health is a direct result of the physical effort required to walk.

People with epilepsy will need to show that **any fits were brought about by the effort required to walk.**

In all cases, entitlement depends on the applicant's difficulty in walking, and considerations such as difficulty in carrying parcels are not to be taken into account.

Medical conditions such as asthma, autism, psychological/behavioural problems, Crohn's disease/incontinent conditions and myalgic encephalomyelitis (M.E.) are not in themselves a qualification for a badge. People with these conditions may be eligible for a badge, but only if they are in receipt of HMRCDLA on account of their condition or are unable to walk or have very considerable difficulty in walking, in addition to their condition.

Further guidance on eligibility under this category is given in Section 6.

4.3.10 CHILDREN UNDER THE AGE OF TWO

DfT Guidance Category – children under the age of two may be eligible for a badge if they fall within either or both of the following descriptions:

- **A child who has a condition that requires that they be always accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty;**
- **A child who has a condition that requires that they must always be kept near a motor vehicle so that they can, if necessary, be treated for that condition in the vehicle or taken quickly in the vehicle to a place where they can be so treated.**

Examples of children under two likely to fall into the first criterion above may be those who need to be accompanied by any of the following types of equipment:

i. **Ventilators** – drive air through a tube placed into the windpipe. They blow oxygen-enriched air gently into the lungs through a tube that is passed through the mouth or nose, or via a tracheostomy.

ii. **Suction machines** – are portable suction apparatus used for aspirating fluids and vomit from the mouth and airway by sucking the material through a catheter into a bottle using a vacuum pump (piston, diaphragm, or rotary vane), bacterial filter, vacuum gauge, trap for moisture (or any debris accidentally drawn into the mechanism), a reservoir for the aspirated material, and a suction catheter or nozzle.

iii. **Feed pumps** – deliver fluid feeds via a nasogastric tube to the child's stomach.

iv. **Parenteral equipment** – services intravenous lines providing nutrition if a child is unable to take food or fluids through his or her mouth. The line can also be used for injecting medication.

v. **Syringe drivers** – are used to deliver medication by intravenous injection (e.g. antibiotics), or by subcutaneous injection (e.g. insulin to control diabetes) this can be given by using a small pump known as a syringe driver. A syringe is attached to the syringe driver and the drug is released through a small needle.

vi. **Oxygen administration equipment** – consists of a tank and regulator with supply equipment for oxygen; mask or nasal prongs and tubing.

vii. **Continuous oxygen saturation monitoring equipment** – involves a device usually strapped to the child's foot or hand. This shines light through the skin and monitors the amount of oxygen in the blood. It is used to monitor where a child may need access to oxygen.

viii. **Casts and associated medical equipment for the correction of hip dysplasia** – between birth to six months of age, a brace called a Pavlik harness is often used to hold the baby's hips in position. The Pavlik harness is made of canvas, with straps, Velcro and buckles. From six months and over a child is often placed in a Spica cast after surgery. A Spica cast can be either plaster or fibreglass and will encase the child from the chest down to cover one leg or both. In both cases the apparatus is likely to be deployed for a period of up to three months per hip.

contd.....

Examples of children with highly unstable medical conditions, who need quick access to transport to hospital or home and are likely to fall into the second criterion above are set out below. This group may also need to stop to perform an urgent medical procedure e.g. suction of a tracheostomy tube:

- i. children with tracheostomies;
- ii. children with severe epilepsy/fitting;
- iii. children with highly unstable diabetes;
- iv. terminally ill children who can only access brief moments of outside life and need a quick route home.

Local authorities are recommended to treat each application as a special case. This may mean making arrangements to see the child, although this should not be necessary if the child's paediatrician is able to write a letter outlining the child's medical condition and any special equipment they need to use. A medical assessment should not be necessary.

Please note that the lists provided above are indicative only and are not intended to be exhaustive to allow for new advances in technology and treatment equipment.

The above DfT statement is considered sufficiently detailed to require no further clarification for application with the London Borough of Enfield.

5. TAXICARD POLICY STATEMENT

5.1 BACKGROUND

5.1.1 Taxicard is a London-wide door-to-door licensed taxi and private hire vehicle service for those with long term mobility problem, or severe sight impairment, who have difficulty in using mainstream public transport such as tubes, buses and trains. Long term means that the effect of the impairment has lasted or is likely to last at least 12 months.

5.1.2 It should be noted that there is no statutory requirement to provide a Taxicard scheme.

5.2 ELIGIBILITY CRITERIA

5.2.1 Eligibility is based on a number of automatic and discretionary criteria. To be eligible, applicants must have a disability that is permanent, having lasted, or expected to last, at least twelve months:

Automatic Eligibility Not Requiring Further Assessment

5.2.2 Automatic eligibility is based on: -

- Higher Rate Mobility Component of Disability Living Allowance
- Registered as Severely Sight Impaired/Blind
- War Pension Mobility Supplement

5.2.3 Applicants will have to submit current proof of receipt of the above.

Eligibility Subject to Further Assessment

5.2.4 The current eligibility criteria is: **a person who has a serious mobility impairment and difficulty in using public transport.**

5.2.5 Applications that are outside the above 'automatic' qualifications are for determination by the London Borough of Enfield. Enfield uses a comprehensive approach to determining eligibility for the transport concession, which requires applicants to provide evidence that their disabilities or medical conditions are such that they meet the eligibility policy set out. **The impairment will be expected to be constant and cause an applicant to walk only with excessive labour and at an extremely slow pace or with excessive pain at all times.**

5.2.6 Some evidence is categorised as 'permanent' and will not require any subsequent review. Other evidence may be temporary and will therefore require a periodic review.

5.2.7 Guidance on eligibility under this category is given in Section 6.

6. ASSESSMENT MODEL

6.1 If an applicant does not meet the 'Automatic' criteria, he/she may be eligible under the 'Eligible Subject to Further Assessment' criteria. Outside of the supporting evidence defined earlier under the relevant eligibility criteria, the assessment model summarised below will be used to determine eligibility.

6.2 The assessment methodology provides for a staged review of each application, as follows:

- Stage 1 Paper Assessment
- Stage 2 Further Information
- Stage 3 Clinical Assessment
- Stage 4 Appeal
- Case Review

Paper and Mobility Clinic Assessments

6.3 To be eligible, the applicant must have a permanent and substantial disability that has lasted at least 12 months, or is likely to last at least 12 months or is likely to recur.

6.4 A review of the paper application will be carried out and consideration will be given to five distinct categories, as described below. **It should be noted that no single aspect within the categories described below will be sufficient to meet the criteria required to obtain a pass or permit.**

6.5 Additional information, via a letter or telephone call to either the applicant, or a healthcare professional, may be considered necessary at this stage.

6.6 The five categories that will be considered are:

1. Health and Disability

6.7 Consideration will be given to the medical condition and the potential effect this may have on mobility and the applicant's ability to carry out activities of daily living.

2. Medication Taken/Treatment

6.8 This category links directly to the medical condition and gives an indication of severity.

3. Mobility

6.9 When reviewing mobility, consideration is given to the following:

- Level of discomfort, pain, breathlessness or fatigue experienced;
- Balance and speed of walking;
- Gait;
- Rests required and the reasons;
- Speed of recovery from breathlessness;
- Mobility aids used;
- Level of difficulty experienced ascending/descending stairs;
- Whether walking causes a risk to life.

4. Activities of Daily Living

6.10 It is expected that the disability should have a substantial effect on a person's ability to carry out normal day-to-day activities.

6.11 This information is reviewed and consideration is given to the following:

- Assistance required around the home;
- Social Services carer or home help input;
- Occupational Therapy recommendations;
- Social activities;
- Receipt of Attendance Allowance.

5. Travel and Transport

6.12 In order to be eligible for a Disabled Person's Freedom Pass concessionary permit, the applicant needs to be able to access public transport safely.

APPENDIX A

D-tas ASSESSMENT MODEL

1. PRINCIPLES OF THE MODEL

- A.1.1 Dependability has developed the D-tas Assessment Model as a fair, transparent and auditable process. The holistic approach allows mobility officers to assess and recommend which type of concessionary travel service will meet the applicant's need.
- A.1.2 For the Disabled Person's Freedom Pass and Blue Badge services the model links to the Department of Transport's guidance on eligibility and follows the Department for Transport recommendation that GPs should not be used to validate applications. The Model follows the Transport Act 2000 criteria for the issue of Concessionary Travel Bus Passes, in relation to the Disabled Person's Freedom Pass.

2. ELIGIBILITY ASSESSMENT

- A.2.1 The D-tas Assessment Model, as used in Enfield follows a 5-stage process. The procedures and processes to be followed with any application are fully set out in the London Borough of Enfield Concessionary Travel Procedure Statement, and are summarised below.
1. Paper Assessment
- A.2.2 Application forms are assessed, taking a holistic view of the information supplied. Each case is scored against clearly defined criteria, as set out in section 3 below.
2. Additional Information
- A.2.3 If the information on the application form is considered insufficient to make a comprehensive assessment a telephone call may be made to the applicant.
3. Mobility Assessment
- A.2.4 A full clinical assessment is carried out at a local Council office. The assessor has a full discussion with the applicant on the level of difficulty they are experiencing with their medical problems and disability, their access to public transport and the problems encountered, considering available medical reports and medication lists, and information regarding how the applicant is managing on a day to day basis.
- A.2.5 The applicant is asked to walk a distance with the assessor, demonstrate the use of stairs and demonstrate balance.
4. Appeal
- A.2.6 An appeal process is in place, which considers any additional new information given by the applicant.
5. Case Review
- A.2.7 Anyone refused at Appeal has the right to a Review, on the basis of the Council receiving a written complaint, and is at the discretion of the Customer Services Manager. This is specifically not a further appeal, but undertaken by a panel consisting of members of the boroughs

Concessionary Travel Team, Enfield Disability Action and the mobility assessors. The final decision will rest with the Customer Services Manager.

3. ASSESSMENT CATEGORIES

A.3.1 The mobility assessor considers a range of criteria, the medical diagnosis and the impact that this is having, or could potentially have, on each category.

A.3.2 The five categories that make up the assessment process are set out below, where each category can receive a score between 0 and 3. The total score an applicant can receive against all five categories is 15.

A.3.2.1 **Health and Disability**

Under this category, the assessor considers the type of disability and how this affects the applicant.

• Range of Movement	• Sensory Impairment
• Fatigue	• Cognitive Impairment
• Learning Disability	• Balance
• Prognosis	• Co-ordination
• Mental Health	• Pain

A.3.2.2 **Travel and Transport**

The ability of the applicant to access public transport is considered, in terms of the level of difficulty, on how far an applicant can mobilise and if they could be considered virtually unable to walk.

• Ability to Access Tubes	• Sensory Impairment
• Ability to Access Buses	• Cognitive Impairment
• Ability to Access Trains	• Independent Access
• Risk Factors	• Balance & Co-ordination
• Mental Health Support	• Distance to bus stops etc

A.3.2.3 **Mobility**

The assessor considers stair mobility, the distance that somebody can walk, how they walk and what aids are used.

• Speed of walking	• Stair mobility
• Shortness of breath	• Level of pain experienced
• Rests required	• Gait, limp, shuffling, etc
• Mobility aids used	• Distance they can walk
• Who provided mobility aids	• Risk to Health

A.3.2.4 Activities of Daily Living

The level of difficulty that an applicant is experiencing with daily living is used to substantiate information given previously.

• Shopping	• Cleaning
• Bathing	• Gardening
• Personal Care	• Support by Social Services
• Meals on Wheels	• Private Care
• Equipment Provided	• Adaptations to the home

A.3.2.5 Treatment and Medication

This information is used to substantiate any information given with regards to medical conditions.

• Type of Medication	• Frequency of use pain killers
• Frequency of medication	• Level of pain experienced
• Physiotherapy involvement	• Side effects of Chemo-therapy
• Private support Chiropractor	• Incontinence
• Specific Pain Killers	• Discretionary

A.3.2.6 The symptoms of a medical condition/health problem may or may not be significant. It is the role of the assessor to establish what impairment is present as a result of the symptoms and whether or not they cause a significant impairment resulting in the applicant being virtually unable to walk or having significant problems when walking.

A.3.2.7 Impairment may be as follows:-

- Physical impairment may include loss of a leg, inability to stand/walk.
- Sensory impairment may include loss of vision.
- Activity tolerance may include significant levels of fatigue, pain or breathlessness.
- Psychological impairment may include unmanageable levels of anxiety, fear of open spaces/social situations.
- Cognitive impairment may include disorientation (e.g.: inability to remember the route to a bus stop).
- Behavioural impairment may include uncontrolled screaming/tantrums.
- Perceptual impairment may include neglect of the left side of the body and the left visual field: walking into obstacles.

A.3.2.8 An example of the scoring system is given below, for the Mobility category. Each category is scored in a similar way and is used to substantiate the decision.

Score	Mobility Example
0	No shortness of breath No mobility aide Able to climb stairs using alternate feet on each step
1	Mobilises with a walking stick Has some degree of difficulty on stairs May lead with the same foot on climbing stairs Is able to walk the mobility course without difficulty No shortness of breath Walks slowly Has problems carrying shopping Able to go on public transport, often goes with a family member or friend
2	Mobilises with a walking stick Has difficulty on stairs Shortness of breath on stairs Poor coordination and balance Severe limp, difficulty walking the distance of the course Able to use public transport with difficulty
3	Uses a wheel chair for outside mobility Unable to climb stairs Extreme shortness of breath Heart pains that clearly affects pallor when walking a short distance Unable to walk the distance of the course Unable to use public transport

APPENDIX B

AUDIOLOGY REPORT

Advice on understanding an audiologist's report

O = right ear

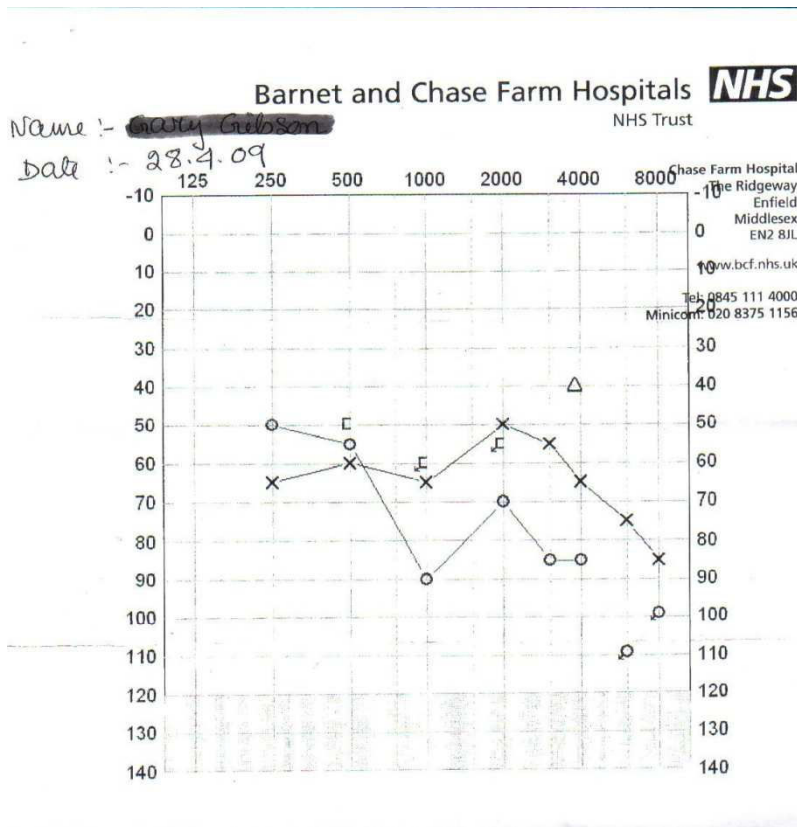
X = left ear

Pitch 8000 +. It is considered normal for older adults to lose this pitch and above, and is therefore not taken into consideration in legal situations.

The average hearing loss should be worked out for each ear excluding the 8000 + pitch.

Eligibility on deafness alone is a hearing loss greater than 80 decibels in both ears.

Please see below for an example of an audiology report.



Barnet and Chase Farm Hospitals are SMOKE FREE – smoking is NOT PERMITTED on any trust site.
Associated University Trust
Chairman: Baroness Wall of New Barnet
Chief Executive: Averil Dongworth

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Purpose of Document: Concessionary Travel Policy

The Freedom Pass and Blue Badge Parking schemes are derived from statute where categories of disability and related eligibility criteria are defined by the Transport Act 2000 and other Government guidance. Entitlement to a Freedom Pass is defined in the Concessionary Bus Travel Act 2007. Taxicard is not founded in law and the related discretionary eligibility criteria are determined solely by the Council in conjunction with London Councils and the Mayor.

The above criteria are a combination of automatic criteria and criteria requiring further assessment. This Eligibility Policy Statement has been formulated in order to ensure consistency and clarity in the decision-making process for Disabled Person's Freedom Pass, Blue Badge and Taxicard applications. It comprises a detailed description of the eligibility criteria that the London Borough of Enfield will apply in determining applications.

In all cases, applicants must provide evidence that their disabilities or medical conditions are such that they meet the stringent eligibility criteria for each of the concessionary travel services offered by the borough.

The Eligibility Policy Statement acts as a point of reference, setting out the detailed interpretation of national and regional guidance, as being applied to concessionary travel in Enfield. The primary function of the Statement is twofold: -

to assist Councillors and council officers in delivering a consistent, transparent and fair service

to inform an applicant and/or their representative about the detailed policy in place that is used to determine their application

The borough uses a comprehensive step-by-step approach to determining eligibility. A summary of the D-tas Assessment Model, as used by the borough for all applications where the eligibility criteria are non-automatic, is included in Appendix A.

This Policy Statement is intended to be a 'live' document and should be periodically reviewed and updated in order to reflect any changes in eligibility criteria recommended by the Department for Transport or, in the light of further experience, to take into account any local circumstances.

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MUNICIPAL YEAR 2011/2012 REPORT NO. 161

MEETING TITLE AND DATE:

**Cabinet – 14 December
2011**

REPORT OF:

Director of Finance,
Resources & Customer
Services

Agenda – Part: 1	Item: 11
Subject: Blue Badge Reform - Blue Badge Charge Increase (Blue Badge Improvement Service)	
Wards: All	
Cabinet Member consulted: Councillor Chris Bond	

Contact officer and telephone number:

James Rolfe – 0208 379 4601

E mail: james.rolfe@enfield.gov.uk

1. EXECUTIVE SUMMARY

Central Government changes to the Disabled Blue Badge issuing procedures, which Issuing Authorities are obliged to engage with, include an optional facility to charge a higher fee for issue of Blue Badges to successful applicants. This report recommends Enfield's fee be increased to an appropriate level, in order to recover the cost of providing the service.

The above measure will be implemented to enable local authorities to cover administration costs more appropriately, and enable the delivery of the new badge design.

2. RECOMMENDATIONS

2.1 This report seeks approval to increase the charge of Blue Badge to £10, in order to recover the cost of administering the service.

2.2 Note to enter into an access agreement with Northgate Information Solutions Limited for the provision of blue badges, as stipulated by the Department for Transport.

3. BACKGROUND

3.1 In 2010 the Government consulted with interested parties over how the Disabled Blue Badge scheme is implemented, managed and enforced with a view to considering changes to these procedures in line with feedback from the consultation. The objectives of the consultation were to deal with and reduce the current problems, for example, operational and service delivery issues, misuse of badges and variations in quality and consistency of issuing procedures. It also sought to ensure the scheme is able to deal with future pressures and demands. The groups that were consulted included Issuing Authorities, disabled groups and charities. The resulting programme of reform is called the 'Blue Badge Improvement Service' (BBIS)

3.2 The reform includes measures to support use of independent mobility assessors, extend eligibility to specific categories of disabled people, establish a common service delivery project, implement a new badge design and amend legislation to improve enforcement. The maximum fee that local authorities can charge for a badge will be raised from £2 to £10 to cover costs more appropriately. The Department for Transport (DfT) will amend secondary legislation later in 2011 to permit local authorities to charge up to £10 per badge. Legislation will also be enacted to prescribe the design of blue badges, which will only be issued by the DfT's contractor. The DfT has stated that this legislation will come into force on 1 January 2012.

3.3 The BBIS will directly affect how Enfield Council is able to administer the scheme. The objectives of the reform programme are to address current problems, especially those relating to fraud and abuse. The BBIS aims to improve operational efficiency, reduce public sector costs and improve customer service. The programme supports freedom and fairness and is targeted at addressing the mobility needs of those disabled people who need the most help to travel. There are currently 2.5 million badges on issue in England. The number has trebled in the last 20 years and demand is forecast to increase further as the population ages.

3.4 As part of the BBIS, from 1st January 2012 badges will be produced centrally by an approved contractor - Northgate Information Solutions (NIS), working in partnership with Payne Security Systems, who will be administering and printing the badges. NIS were procured by the DfT via a mini-competition from an OGC framework agreement. NIS already hold many contracts with Central Government, and partners over 95% of UK Local Authorities, all UK police forces and over half of the UK's ambulance and fire services. Although Enfield Council will have overall responsibility for dealing with clients' applications and making the decision over eligibility for badges, they will be printed centrally by NIS/Payne. For this service there will be a charge per badge (£4.60) which will need to be met by Enfield Council. The new policies are due to be reviewed by the Government in 2015

4. ALTERNATIVE OPTIONS CONSIDERED

The council could leave the charge as it is (£2), but this option is not feasible as it does not cover the costs of the production of the badge, which will be produced externally.

5. REASONS FOR RECOMMENDATIONS

From the 1st January 2012, the only option available to the council to get Blue Badges produced/issued is to use the Blue Badge Improvement Service at a minimum cost of £4.60 per badge.

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

6.1 Financial Implications

On average 3,500 badges are issued each year. Currently clients pay a standard charge of £2 for their blue badge, generating annual income of £7,000.

Increasing the Blue Badge charge to £10 will generate an annual income of £35,000, based on 3,500 badges issued, which is the average annually. Of this a minimum of £16,100 would be paid to BBIS for the production of badges.

If the blue badge charge remains at £2, the council would have to pay an additional £2.60 per badge without any increase in income. On 3,500 badges this would be an additional £9,100 to be found each year.

6.2 Legal Implications

6.2.1 The use of frameworks is permitted under the Council's Contract Procedure Rules. The Council must ensure that it complies with the terms and conditions of the framework when using the services.

6.2.2 Section 21 of the Chronically Sick and Disabled Persons Act 1970 empowers the Council to issue badges for display on motor vehicles used by disabled persons. The Council can enter into the access agreement with NIS by virtue of section 1 of the Local Government (Contracts) Act 1997.

6.2.3 The necessary legislative changes have not yet been brought into force, but the DfT have confirmed that they will come into force on 1 January 2012.

6.3 Property Implications

Not applicable.

7. KEY RISKS

Local Authorities are obliged to engage with the new process for badge production. Should the charge not be increased there will be a risk of a budget pressure.

Poor communication and key messages, leading to lack of awareness of the changes to the scheme.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

The changes will affect all Blue Badge holders and the proposed charge will be the same for all applicants, therefore no group will be disadvantaged. The charge means that only those who need a badge would share the costs of administration of the scheme and badge production. It is seen that the charge increase is fair for all, and will be for a badge that gives concessions for three years.

8.2 Growth and Sustainability

The fraud features put in place on the new badge design will make it virtually impossible for them to be copied or reproduced. This will reduce the amount of fraudulent badges in circulation, with the potential of increasing parking revenue from those who may previously been in possession of fraudulent badges. Along with that the increase in charge may act as a deterrent to those who may have previously seen a Blue Badge as a way to obtain `free` parking.

8.3 Strong Communities

Blue Badges plays a vital role in helping older and disabled people to maintain independence and an active role in the local community.

9. PERFORMANCE MANAGEMENT IMPLICATIONS

The production of badges centrally will increase the lead time applicants will have to wait for their badge. Currently once an application has been approved, Enfield Council can produce a badge within 2 to 7 days, depending on how long it takes an applicant to provide us with the charge and photographs. This will increase to 10 days and performance of this will be monitored locally and through BBIS.

10. HEALTH AND SAFETY IMPLICATIONS

Not applicable.

Background Papers

- Blue Badge Reform and Implementation Plan
- Blue Badge Reform Summary

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Comprehensive Blue Badge Reform Programme High Level Implementation Plan





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1 Purpose of document

This document explains the purpose and objectives of the Blue Badge reform programme. It sets out the key programme messages and provides a high level timescale for milestones of various projects within the programme. The timing of these milestones may change from time-to-time as the programme evolves but this document will be kept up-to-date with the latest information.

2 Programme Context, Background and Rationale

The Blue Badge Scheme in England currently enables severely disabled people to park without charge or time limit in the on-street parking environment, and for up to three hours on yellow lines, unless a loading ban is in place.

The Blue Badge Scheme has been in place since the early 1970s and many changes have taken place since then. A review of the Scheme in 2007 highlighted several areas where improvements needed to be made to the administration of the Scheme, the eligibility criteria and to prevent abuse. After further consultation, the Government published a reform strategy in October 2008 that included a suite of commitments that are designed to ensure that the Blue Badge Scheme stays fit for purpose in the 21st century, and to improve the lives of disabled people who rely on the access that the Scheme enables.

The reform strategy includes a commitment to deliver the promised changes within five years. The DfT has established a programme to manage and ensure the delivery of the various commitments, which will subsequently be referred to as projects.



3 Programme Frequently Asked Questions

3.1 What is the programme for?

The programme has several objectives. It aims to:

1. ensure that those who are most in need of a Blue Badge are able to have one;
2. maximise the benefits for Badge holders by reducing abuse and preventing fraud;
3. raise the reputation and value of the scheme; and
4. raise standards and improve consistency

3.2 What will it achieve?

The programme will;

- maximise the benefits of the Scheme for Blue Badge holders;
- prevent fraud and reduce abuse of the Scheme;
- increase the reputation of the Scheme.

3.3 Why is it happening?

The Blue Badge Scheme has been in place since the early 1970s and many changes have taken place since then. A review of the Scheme in 2007 highlighted several areas where improvements needed to be made to the administration of the Scheme, the eligibility criteria and to prevent abuse. Since then, we have carried out more research and consolidation and everyone involved in using the scheme supported the changes we are proposing to make.

3.4 What will be different?

The Scheme will be extended to:

- people with certain severe temporary mobility problems (lasting at least one year);
- people with severe mental impairments;
- seriously disabled service personnel/veterans; and
- more children, under the age of three, with specific medical conditions.



- Badges will have improved security features.
- Local Authorities will have new or amended powers to reduce mis-use and to prevent fraud and abuse of the Scheme.
- The management of the Scheme will be improved and the assessment process will be fairer and more consistent across England.
- A data-sharing system will be in place to deliver customer service improvements and to improve the administration and enforcement of the Scheme.
- The exchange of good practice between Local Authorities will be increased.

3.5 How will this change be delivered?

The Blue Badge programme includes 6 major projects that will deliver the changes needed¹:

1. The Data-Sharing Project
2. Centres of Excellence
3. Independent Medical Assessments
4. Badge Security
5. Enforcement Powers
6. Eligibility Extension

3.6 What does this mean for Blue Badge holders?

For the vast majority of Blue Badge holders, the reform of the Scheme will lead to improvements in customer service and improved access, as fraud, abuse and mis-use of the Scheme is reduced. Some disabled people who are not currently eligible for a Badge will be able to obtain one.

Improvements in the way that people are assessed may mean that a small minority of people who currently hold a Badge will not be able to renew their Badge. This is not because of a change in the eligibility criteria but because of a more consistent and thorough application of those criteria and improved eligibility assessment.

Badge holders will need to pay more for a Badge. The current fee of £2 has not been changed since 1983 and our consultations have shown support for the fee to be raised to a more appropriate level.

¹ These main projects will be supported by a number of other initiatives to improve accessibility, as set out in the Reform Strategy.



4 Headline Delivery Commitments

4.1 When will these changes happen?

The Government has committed to delivering the commitments included in the Reform Strategy within five years. The 6 main projects should result in the following changes being in place by the following dates. It should be noted that these dates are dependent on many factors and may be subject to changes to ensure that the programme remains focussed on effectively delivering its objectives.

By:

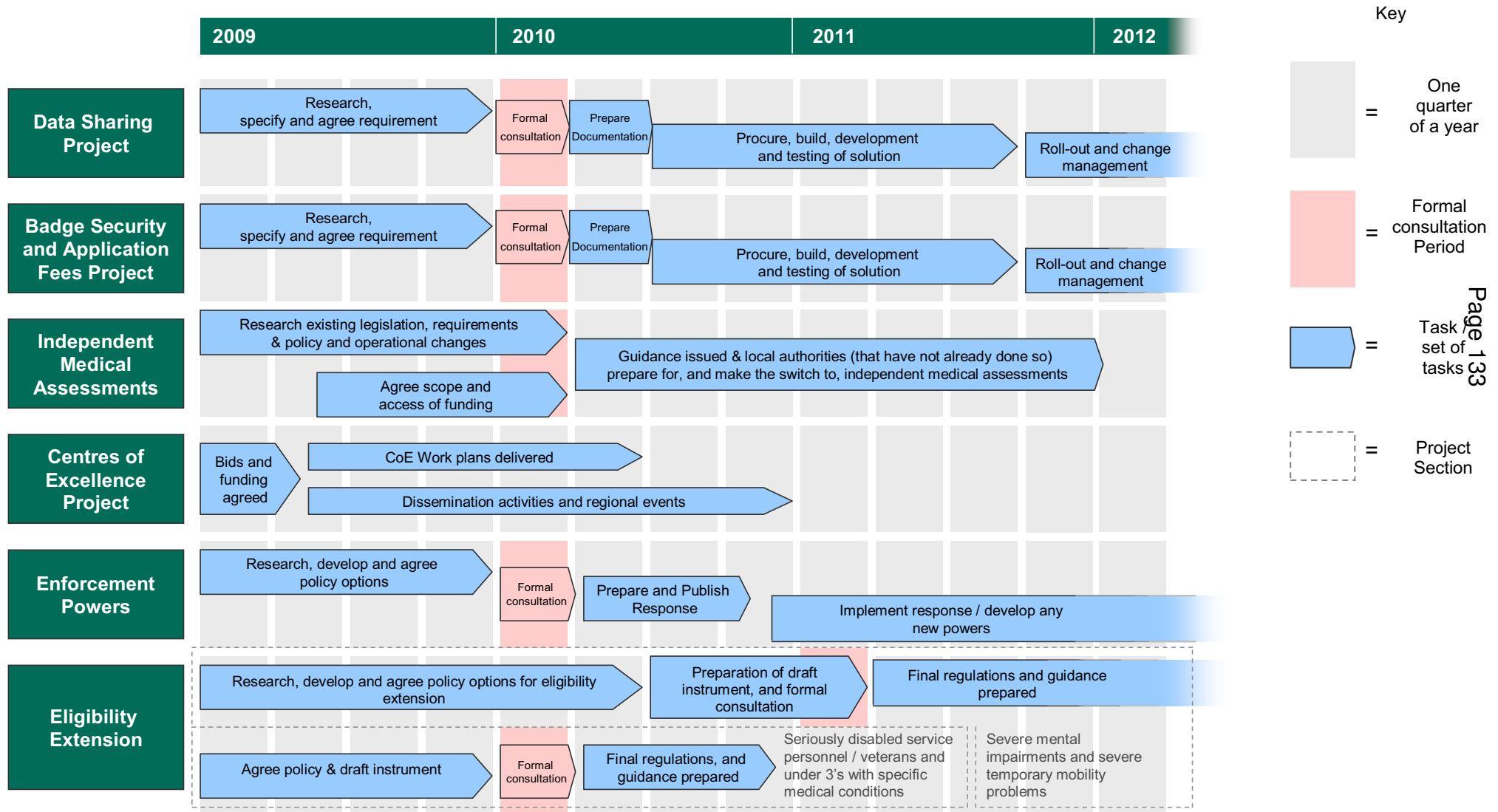
- 2009 – The eight Blue Badge Centres of Excellence are in place and their action plans to share good practice are being implemented.
- 2010 – Regulations to extend the eligibility criteria to more severely disabled children under 3 years old and severely disabled service personnel and veterans should be in place.
- 2010 – Initial payments of a grant to support Local Authorities in moving to independent medical assessments of eligibility should be distributed, alongside improved guidance.
- 2010 – Good practice from the Centres of Excellence should have been consolidated and disseminated to other Local Authorities.
- 2011 – The data-sharing system should be developed and roll-out initiated.
- 2011 – A new design of Blue Badges that include more security features should start being issued to new applicants and those renewing Badges.
- 2011 – New Badge application fee to apply.
- 2011 – Regulations to extend the eligibility criteria to people with a severe mental impairment and to people with certain severe temporary mobility problems lasting at least one year should be in place.
- 2011/2012 – New or amended enforcement powers for local authorities should be in place.

4.2 How will we know what is happening?

- There will be frequent informal and formal consultations with stakeholders through workshops, roadshows, and Government consultations on specific issues.
- A regular newsletter reporting progress will be available on the DfT's web-site for external stakeholders.
- Announcements on any changes being implemented will be widely publicised using all available media.
- Local Authorities will be able to exchange good practice and information via a new web-based Blue Badge Community of Practice



5 Phase One High Level Plan v09



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Summary of the Government's reforms to the Blue Badge scheme

Ensuring fair allocation of badges

1. The following measures will be implemented to help ensure that badges are issued fairly against a background of rising demand and that the scheme remains sustainable in the long term for those disabled people who rely on it in the most:

Reform measure	Earliest delivery ¹
Transfer control of current NHS spend on badge eligibility assessments to local authorities	April 2011
Publication of non statutory guidance on scheme administration and enforcement	May/June 2011
Amend legislation to require wider use of independent mobility assessments to determine eligibility, including where previously that assessment was carried out by a GP	2012
Extend eligibility to more disabled children under 3 with specific medical conditions	May 2011
Provide continuous automatic entitlement to severely disabled service personnel and veterans with specific tariffs of award under the Armed Forces Compensation scheme	May 2011
Amend residency requirements for disabled Armed Forces personnel and their families posted overseas on UK bases, so that they can apply for a badge	2013/14
Further research to inform a decision on whether or not to extend eligibility to people with a severe temporary disability (lasting at least one year)	Decision to be taken later in 2011

Delivering efficiency savings and improving customer services

2. The following measures will be implemented to help local authorities improve service delivery and achieve efficiency savings, and to improve customer services for badge holders:

Reform measure	Earliest delivery
Establish with local authorities a common service improvement project (BBIS) that will deliver operational efficiency savings. This project will be self-funding and should deliver efficiency savings of between £6.5 and £20 million per year.	System go live end 2011
This project will improve customer services and establish an on-line application facility. It should result in faster, more automatic renewals for people whose circumstances do not change between renewal periods	Early 2012

Improved and effective prevention of abuse and enforcement

3. The following measures will be implemented to help prevent abuse from happening in the first place and to deal with rising levels of fraud and abuse:

Reform measure	Earliest delivery
Introduce a new badge design that is harder to copy, forge and alter. Implement (via the common service improvement project) new arrangements for printing and distribution to prevent fraud and effectively monitor cancelled, lost and stolen badges	End 2011
The common service improvement project (BBIS) will enable local authorities to detect abuse more effectively. Officers will be able to check details of new badges issued anywhere in England.	Early 2012

¹ Delivery of many of the measures are subject to primary or secondary legislation and may change as a result of factors such as the availability of Parliamentary time

Introduce new or amended powers for local authorities to tackle abuse and fraud. In particular to: <ul style="list-style-type: none"> • extend the grounds available to local authorities to refuse to issue and to withdraw badges • provide local authorities with a power to cancel badges that have been lost, stolen, have expired, or have been withdrawn for mis-use • provide local authority authorised officers with a power to recover, on-the-spot, badges that have been cancelled or misused • amend existing legislation to clarify wrongful use of a badge and the powers to inspect badges 	End 2011
	2013/14
	2013/14
	2013/14

The Badge fee

4. The following measure will be implemented to enable local authorities to cover administrative costs more appropriately and to enable the delivery of the new badge design:

Reform measure	Earliest delivery
Change legislation to raise the maximum fee that local authorities can charge for a badge from £2 to £10. This will pay for the new badge design and it enable the common service improvement project (BBIS). Badge holders should, in return, benefit from improved accessibility as abuse is reduced.	End 2011

What we are not doing

5. The following measures will not be implemented:

Increasing or decreasing the length of time that badge holders can park on yellow lines (from the current 3 hours); or changing it so that badge holders, for example, could not park on double-yellow lines; or extending the scheme so that it includes off-street parking or includes the four local authorities covered by the 'London Concession'. <u>No changes are being made to the concession itself.</u>
Further extending eligibility, for example, to those with cognitive or behavioural impairments, those with colitis, Crohn's disease or similar conditions (or those with a temporary disability of less than one year).
Introducing a centrally administered scheme.
Raising the maximum fee to £20 (as is the case in Scotland) or removing the maximum that a local authority may charge. It was felt, based on consultation, that £10 would be the most appropriate fee.
Amending primary legislation to make it mandatory for all local authorities to charge the same fee. This was rejected as it does not support the localism agenda.
Charging the fee on application for rather than on issue of a badge, so that unsuccessful applicants would also have to pay the fee. This was rejected as it was felt to be unfair.
Other options in relation to new or amended enforcement powers that were not considered proportionate.

MUNICIPAL YEAR 2011/2012 REPORT NO. **162**

MEETING TITLE AND DATE:

Cabinet 14th December 2011
Council 25th January 2012

JOINT REPORT OF:

Director - Environment and
Director of Finance,
Resources and Customer
Services

Agenda – Part: 1

Item: 12

**Subject: North London Waste Authority
Levy Change and Household Waste and
Recycling Centre Transfer**

KD No: 3414

Wards: All

**Cabinet Members Consulted: Cllr Bond &
Cllr Stafford**

Contact officer and telephone no:

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1. EXECUTIVE SUMMARY

- 1.1 This report sets out the background to the North London Waste Authority (NLWA), the current statutory default levy arrangements and the proposed changes pending repeal of the Refuse Disposal (Amenity) Act 1978.
- 1.2 The report then explains the rationale for the recommendations going forward to:
- 1.2.1 Vary the NLWA levy from 2012/13 by amending the Joint Waste Disposal (Levies) (England) Regulations 2006 (SI no 248) unanimously by Enfield and the six other constituent boroughs with regards to the costs for the Household Waste and Recycling Centres only.
- 1.2.2 Agree to transfer the Household Waste and Recycling Centre to the NLWA, on appropriate Lease terms following the repeal of the Refuse Disposal (Amenity) Act 1978 from April 2012.

2. RECOMMENDATIONS

- 2.1 Members are recommended to approve the following resolution set out below, in order to vary the NLWA levy in respect of Household Waste and Recycling Centres only from the 2012/13 financial year.

“The London Borough of Enfield agrees that the revisions to the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 as set out at Appendix 1 should apply to the apportionment of the North London Waste Authority levy with effect from 1st April 2012 until such time as a further resolution is agreed unanimously by this Council and the six other constituent councils of the North London Waste Authority and such further resolution becomes effective, or further statutory provisions take effect and supersede the Appendix.”

- 2.2 Members are recommended to agree to transfer a leasehold interest in the Household Waste and Recycling Centre at Barrowell Green to the NLWA on 1st April 2012 following the repeal of the Refuse Disposal (Amenity) Act 1978 from April 2012. This would be subject to securing assurances from the NLWA as set out in paragraph 3.20 delegated to the Director Environment and Cabinet Member for Environment.

3. BACKGROUND

- 3.1 The NLWA is a Statutory Joint Waste Disposal Authority (JWDA) for 7 North London boroughs. The NLWA area jointly disposes of almost one million tonnes of rubbish every year, making it the second largest waste disposal authority area in the country. The current waste disposal contract, awarded in 1994, expires in December 2014. The NLWA in partnership with the 7 Waste Collection Authorities (WCAs) is now in the process of procuring a replacement contract. The WCAs will not be a party to this contract but the terms of this contract will impact on the WCAs through their relationship with NLWA.
- 3.2 The replacement contract between NLWA and its contractor, yet to be appointed, will be to design, build and operate the new waste facilities

- across North London which will require significant investment. Therefore due to the level of investment required the new contract is for up to 30 years. This duration of contract is normal for waste infrastructure projects and helps to smooth the capital repayment costs. The new proposed contract will replace the current facilities including the energy from waste facility with more sustainable waste solutions which will be brought forward by bidders through the invitation to submit detailed solutions and which will be designed to increase recycling, and mitigate the increasing cost of waste disposal due to landfill tax increases.
- 3.3 The replacement contract currently includes Household Waste and Recycling Centres (HWRCs), however there is the option not to award this element if it does not offer value for money and therefore not enter in to the lease.
- 3.4 To date, to progress the replacement waste disposal contract, the following has been approved by Cabinet:
- The formal adoption of the North London Joint Waste Strategy and retrospective environmental impact assessment
 - Enfield's Affordability envelope – a signed letter accepting and acknowledging each borough's share of the NLWA's future waste treatment costs based on a reference project and the associated waste collection costs.
 - The signed Memorandum of Understanding - a high level document that reflects many of the principles in the proposed IAA and which served to agree the Councils' (WCAs') intention to work with the NLWA and other six boroughs.
 - The Statement of Principles - that contained more specific principles to be included in a future IAA.
 - The Inter Authority Agreement (IAA) – the document will govern the interface between the NLWA and its seven WCAs with regards waste management over the life of the NLWA's proposed future waste management contracts. These contracts are currently in the process of being procured and are expected to last for 30 years.
- 3.5 Through the approval of the IAA the Council has agreed to decisions surrounding the following areas:
1. The responsibilities of each of the parties,
 2. How any changes will be managed,

3. How the costs of the services will be apportioned between the boroughs,
4. The requirement for the WCAs to meet a 50% recycling target
5. The tonnages each WCA is guaranteeing to deliver by waste stream, and
6. The transfer of HWRCs and the development of the HWRC network.

3.6. Of relevance in this report are points 3 and 6 above.

Current Levy / Charging Mechanism

3.7 The costs in relation to HWRCs can be split into three areas:

- a) Operational and maintenance costs
- b) Transport and disposal of residual waste
- c) Purchase of land for further / new sites

3.8 All HWRCs are currently operated by WCAs in line with their obligations under Section 1 of the Refuse Disposal (Amenity) Act 1978 (RDA). Each WCA currently pays for the operation and maintenance of its own sites.

3.9 The costs of transport and disposal of the residual waste from HWRCs is currently borne by the NLWA and levied to all WCAs based on their number of Council Tax band D equivalent properties (which is the default statutory position set out in the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006).

3.10 The costs of purchasing of land for further sites are currently borne by the WCA in which the site is going to be located.

IAA Charging Mechanisms for HWRCs

3.11 The IAA proposes a new method of cost apportionment which moves away from the default statutory position set out in the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006.

3.12 The IAA commits the signatory parties (of which Enfield is one) to changes in relation to the Levy by which the costs of the NLWA's activities are recovered from the WCAs in relation to HWRCs controlled by the NLWA. The IAA draft currently requires that the costs of these will be apportioned based on a periodic visitor survey, and the costs of transporting and disposing of residual waste from those WCAs that do not transfer their sites is apportioned on the same basis.

- 3.13 The IAA requires these changes to be introduced at Service Commencement (i.e. the date at which the first new facility for the receipt of waste delivered by the Constituent Boroughs is commissioned under the NLWA's new contract) which is expected to be in 2016/17. The IAA reflects that the current default levy arrangements would apply prior to this date with a mechanism available for this to be varied in the interim if the required unanimous agreement can be reached.
- 3.14 However to achieve this, unanimous agreement is required from all 7 WCAs (Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest), in the form of a Council Resolution. To date all WCAs with the exception of Barnet have agreed this and subject to Barnet's approval this will take effect from the commissioning of the first facility which is anticipated to be in 2016/17.
- 3.15 Payment under the IAA is structured as follows:
- WCAs will continue to pay the levy in accordance with the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 until 1st April 2012. This method applies a flat rate per tonne which does not reflect the actual treatment cost per tonne of household waste and then all other costs (administration and HWRC residual waste) are apportioned via the number of council tax band D properties in each borough each year.
 - If agreed by the parties until the date that the 'Charging Mechanism' comes into effect (which is on service commencement, which is anticipated to be 2016) , Transitional Menu Pricing (TMP) may take effect. This is defined as a transitional recharge arrangement for the recovery of the NLWA's costs from the WCAs based on a menu of costs which will be considered in good faith by the NLWA and the WCAs. The detail of this in relation to HWRCs is set out in this report and if agreed by all boroughs through Council Resolutions will form part of Schedule 4.
- 3.16 This report neither recommends nor seeks approval to any other transitional charging beyond HWRCs to be included in schedule 4 of the IAA.

Transfer of Household Waste and Recycling Centres (HWRCs)

- 3.17 As currently drafted in the IAA, the WCAs agree to transfer the HWRCs to the NLWA by April 2012 if listed in Schedule 5. Barrowell Green is currently listed. However a final decision on this has not been made pending further information regarding the proposed service provision and cost apportionment.

- 3.18 In addition the Government has clearly set out its intention to repeal section 1 of the Refuse Disposal (Amenity) Act 1975 (RDA) from the 1st April 2012. This will remove the duty for WCAs to run HWRCs. NLWA have a duty to arrange for places to be provided for residents to dispose of their household waste under section 51 of the Environmental Protection Act 1990.
- 3.19 Due to the pending repeal of the RDA 1975, the desire to manage the HWRC network under one arrangement for consistency across the network and economies of scale ahead of the main contract in 2016/17, options have been considered by the NLWA in consultation with borough officers to try to achieve this.
- 3.20 Subject to the following assurances from NLWA that:
- a) The same service level provision in the interim years, for example opening hours and range of materials to be recycled
 - b) NLWA or its subtenant will maintain the site in a reasonable state of repair throughout the period of the Lease,
 - c) the operational costs of the service will offer better value for money or the same as they currently are in the interim period
 - d) The terms of the Lease of Barrowell Green Recycling Centre are acceptable to this Council.
- 3.21 It is proposed that the HWRC is transferred to the NLWA by a lease excluded from the security of tenure provisions of the Landlord & Tenant Act 1954 at a peppercorn rent for the term of the contract as set out in the IAA. Transfer of HWRC operations is under the following provisions:
- The site is to be used for waste management only
 - The transfer is on the basis of a lease at a peppercorn rent closely linked to the Waste Management Contract duration.

Proposal to vary the Levy for HWRCs from 2012/13 until the IAA

- 3.22 At a meeting of Directors of Environment and Finance from the Constituent Boroughs on 13th October 2011 the Directors formed an officer consensus to propose to vary the levy for HWRC's only from 2012/13 until service commencement of the main replacement contract anticipated to be 2016/17 as follows to ensure the minimal budgetary impact and the maximum budget certainty:
- 3.22.1 All costs in relation to the transport and disposal of residual waste to be apportioned based upon the proportion of Council Tax Band D equivalent properties (both for sites in the NLWA's control and those that continue to be operated by constituent Boroughs);

- 3.22.2 All other costs in relation to existing sites (including planning, construction, equipping and operation of HWRCs, including staffing, utilities, premises, reuse, recycling, composting (costs and/or income)) are apportioned in accordance with the constituent council within which each HWRC is situated; and
- 3.22.3 That the costs of the NLWA's proposed freehold purchase of land at Cranford Way from Haringey to construct a replacement for an existing HWRC within the Borough are apportioned based upon the results of a recent visitor survey at the nearby site that the proposed Cranford Way HWRC is proposed to replace. After Service Commencement any costs of land at Cranford Way will be apportioned in line with the IAA.
- 3.23 The details of this and the amendments are set out in Appendix 1.
- 3.24 The following apportionment will apply both during the interim period as set out above and after service commencement. They will be reflected as such in the IAA:
- 3.24.1 With the exception of the land at Cranford Way, all of the costs (including the freehold or leasehold purchase of land) in relation to any new HWRCs are levied based upon the proportion of the total households from each WCA within a two mile radius of that site. After the site is operational a new visitor survey will be undertaken and the above costs will be apportioned in accordance with it for the next financial year. The visitor survey will in any case be updated periodically by the NLWA. The proportion of costs relating to visitors from outside of the NLWA area will be borne by the WCA in which the HWRC is situated as it can reasonably be expected those boroughs will have some residents using sites outside the NLWA area at no cost to the NLWA. This is broadly reflected at present in the draft IAA in relation to all sites post-service commencement will be amended accordingly to reflect this more defined approach.
- 3.24.2 The IAA reflects that existing sites will be transferred to the NLWA on a leasehold basis at peppercorn rent. It is therefore proposed so that the IAA can be promptly executed that the levy is varied to reflect that any premises costs such as rent that are charged by any WCA is levied in full from that WCA by the NLWA to neutralise it.
- 3.25 By agreeing the revision to the JWDA's Regulations 2006 in this report for the levying of HWRC costs from 2012/13 this will provide boroughs with the flexibility to transfer their sites at the most suitable time over the coming years without being financially disadvantaged during the years they continue to operate them directly or through existing contracts.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Not to agree to amend the Levy and continue with the statutory default until the IAA becomes effective. The default position in relation to the levying of HWRC costs in NLWA control is that all costs would be levied in relation to the proportion of Council Tax Band D equivalent properties, including those WCAs that do not transfer HWRCs to the NLWA in that year. The costs in relation to any sites still under the control of a WCA would continue to be borne by that WCA as they are currently. Therefore, under this arrangement there will not only be considerable shifts in the amount that each WCA pays for the service against the current pattern but any WCA that do not transfer their HWRCs will not only solely bear the operating costs of any such sites but also a proportion of the operating costs of any sites that do transfer based on their proportion of Council Tax Band D properties.
- 4.2 To agree to the amendment to the levy but not to transfer the HWRC until 2016/17 or service commencement.

5. REASONS FOR RECOMMENDATION

- 5.1 The variations allow the costs of HWRCs operated by the NLWA to be levied broadly in line with how the costs currently fall whilst they are in WCA control, and for any land purchased for the development of new HWRCs to be apportioned based on the anticipated and surveyed number of visitors to that site from each WCA.
- 5.2 The proposal also allows for boroughs to transfer sites gradually rather than with an ultimate date of April 2012 as contracts end. The current levy arrangements would financially penalise boroughs in this respect.

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

6.1 Financial Implications

- 6.1.1 The proposed amendments to the levy in respect of HWRCs as set out in this report are designed to allow authorities to transfer their HWRCs to the NLWA with minimal disruption to their current budgetary positions. The rationale for this approach is set out in the report.
- 6.1.2 The proposed transitional arrangement will be effective from April 2012 up until service commencement (2016/17). After that, if all seven boroughs sign up to the IAA, then all future costs associated with HWRCs will be apportioned on the basis of visitor survey.

- 6.1.3 The NLWA estimates that purchase of the Land at Cranford Way will cost Enfield a maximum £89 per annum.

6.2 Legal Implications

- 6.2.1 NLWA is established as a London Waste Disposal Authority under Schedule 1 of the Waste Regulation and Disposal (Authorities) Order 1985. Schedule 1 lists Enfield as one of seven Constituent Councils of the NLWA.
- 6.2.2 The Council has a duty to deliver for disposal all waste which is collected by the Council to places that the NLWA directs under section 48(1) of the Environmental Protection Act 1990 (the EPA). This does not include any waste that the Council has made arrangements for the recycling of (section 48(2) of the EPA).
- 6.2.3 Any contract that the NLWA enters into for the disposal of waste delivered to it by the WCAs will impact upon the Council. This is because the Council will have to pay the NLWA for services delivered under the waste services contract (for greater detail on this, please see the financial implications above). As the Council will not be a party to the contract that the NLWA enters into, following on from the current procurement exercise, the IAA provides an interface between the NLWA and the WCAs concerning the waste disposal contract including payment and the HWRCs.
- 6.2.4 With reference to the proposed lease of Enfield's HWRC, the Council must comply with the provisions of s123(1) of the Local Government Act 1972. Under this section the Council has the power to dispose of land held by it in any manner it wishes. Under sub-section (2) the council is required to obtain the Secretary of State's consent unless it is intending to dispose the land by way of a short tenancy, i.e. a tenancy which is for a term not exceeding seven years. The proposed lease is for a term of 30 years therefore the consent may be required.
- 6.2.5 It is for the Council to decide whether any proposed disposal requires specific consent under the 1972 Act, since the Secretary of State has no statutory powers to advise authorities that consent is needed in any particular case. Property Services has advised at paragraph 6.3.3 that the transfer by way of lease for a peppercorn represents a disposal for best consideration reasonably obtainable given the proposals set out at paragraphs 3.20 and 3.21. As such, in these circumstances the disposal of the land by way of lease is not considered to require the consent of the Secretary of State.

- 6.2.6 Before entering in to the lease the Council must carefully consider the terms of a proposed lease to NLWA to ensure that those items in paragraph 6.3.3.3 are addressed. The Council should ensure that the heads of terms of the proposed lease are agreed as soon as possible and the disposal complies with the Council's Property Procedure Rules.
- 6.2.7 In respect of the acquisition of property the Council has the power to acquire by agreement interests in land under s.120 of the Local Government Act 1972 for the purposes of any of their functions or for the benefit, improvement or development of the area. Any such acquisition should be in consultation with Property Services and be accordance with the Council's Property Procedure Rules.

6.3 Property Implications

- 6.3.1 Any transfer of the Council's property must accord with the 'best value' principle and the Council's Property Procedure Rules. It is understood that the proposed transaction is essentially a contract for the provision of a service (waste disposal) by a contractor partner (yet to be appointed), which will utilize the existing Waste Recycling Centres, belonging to the seven constituent Boroughs, by means of leases. The contractor will only be able to use these sites to perform its contract with these Boroughs.
- 6.3.2 The two property issues to be considered in this proposed transaction by this Council are a) the Leasing of Barrowell Green Recycling Centre to the NLWA which will sublease it to the successful operator following a tender process and b) the reference to the NLWA purchasing additional sites, including any additional site within this Borough.
- 6.3.3 a) The Leasing Issues:
- 6.3.3.1 It is understood that the seven constituent Boroughs have agreed in principle already, via the IAA, that each Recycling Centre will be leased to the NLWA and the future subtenant, at peppercorn rents, rather than the existing use market rents. It is assumed that the premise for this is that the contractor would merely pass on the rental charges to the NLWA which would add this to the levy charged to the Boroughs.
- 6.3.3.2 Provided that the Lease of Barrowell Green Recycling Centre and the other sites are completely tied into the Waste Management Contract, it is reasonable to state that this proposed disposal at a peppercorn rent is at the best consideration reasonably obtainable in the circumstances and this is in tandem with the IAA Agreement.

6.3.3.3 However, the other terms of the proposed draft lease, which has been forwarded to Legal and Property Services, cannot be recommended for agreement, without substantial amendment. Such terms include
i) the length of lease to be granted together with break clauses (if appropriate), ii) responsibilities for operational costs iii), the ability or otherwise to assign or sublet the lease, iii) the condition of the premises upon handover together with repairing and maintenance responsibilities, iv) the way in which capital improvements should be treated at the end of the lease in term, v) user clauses controlling the days/hours of use and the precise use of the site itself, and other terms usually found within a commercial lease.

6.3.4 These other terms of the Lease will need to be negotiated in order that officers confirm that they are the best terms reasonably obtainable.

6.3.5 b) Purchase of additional sites

Section 3.24 of this Report and other supporting information, refers to the possible purchase of additional freehold or leasehold sites in due course. If, for example, this occurs in this Borough, it is understood that this Council would have to pay most of the acquisition cost, but would not be able to negotiate the purchase of the site and the site would not belong to this Borough at the end of the 30 year Waste Management Contract. The details of this proposed arrangement require further investigation.

6.3.6 It is recommended that agreement to the final Lease and Contract terms, in so far as they relate to This Council, should be delegated to the Director – Environment and Director of Finance and Corporate Resources and Customer Services, in consultation with the Cabinet Member for Environment and Cabinet Member for Finance and Property.

7. Human Resources Implications

Consultation has already taken place with staff currently employed at the Recycling Centre, and this consultation should be regular and ongoing. Where TUPE applies, the Council will act in accordance with TUPE regulations.

8. KEY RISKS

It is important that the Council along with the other 6 boroughs in the NLWA approve the recommendation to vary the levy so that Enfield has the flexibility to transfer Barrowell Green at the appropriate time, rather than with an ultimate date of April 2012 which through the current levy arrangements could financially penalise Enfield and the other boroughs in this respect.

9. IMPACT ON COUNCIL PRIORITIES

9.1 Fairness for All

The variation to the levy and the transfer of the site has no direct implications relating to fairness and equality, but should help ensure that all Enfield residents receive an efficient waste collection and recycling service in future years.

9.2 Growth and Sustainability

The transfer of the HWRC site should deliver economies of scale and enhanced performance and so seeks to support the reduction in waste and increases in recycling in North London.

9.3 Strong Communities

None.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

10.1 The NLWA and WCAs agree to the 50% recycling target for 2020 and that 40% will arise from WCAs waste collection systems whilst 10% will come from NLWA's waste services contract which includes HWRC's.

10.2 In Enfield, through the roll out of the wheeled bin service borough wide which will be complete by autumn 2012 this target is achievable, based on the roll out to date.

Background Papers

Report No.206 - Approval of the Inter Authority Agreement Statement of Principles between the North London Waste Authority and Enfield Council (Cabinet – 13th July 2011 - KD 3277).

Glossary

ISOS	Invitation to Submit Outline Solutions
ISDS	Invitation to Submit Detailed Solutions
CFT	Call for final Tenders
IAA	Inter Authority Agreement
WCA	Waste Collection Authority
NLWA	North London Waste Authority
SRF	Solid Recovered Fuel

TMP
HURC
GMT
MTG

Transitional Menu Pricing
Household Waste and Recycling Centre
Guaranteed Minimum Tonnage
Minimum Tonnage Guarantee

 STATUTORY INSTRUMENTS

**Appendix 1 - Alternative Form of Levy Regulations to be
adopted by NLWA constituent authorities
LOCAL GOVERNMENT, ENGLAND**

FINANCE

The Joint Waste Disposal Authorities (Levies) (England)
Regulations 2006 **No. 248**
(As amended for the NLWA area)

*Made - - - - 6th February 2006
Laid before Parliament 8th February 2006
Coming into force - - 1st March 2006*

The Secretary of State for the Environment, Food and Rural Affairs makes the following Regulations in exercise of the powers conferred by sections 74 and 143(1) and (2) of the Local Government Finance Act 1988(a).

Citation, commencement, application and interpretation

1.—(1) These Regulations may be cited as the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 and come into force on 1st March 2006.

(2) These Regulations apply to England only.

(3) In these Regulations—

“the 1985 Order” means the Waste Regulation and Disposal (Authorities) Order 1985(b);

“the 1992 Regulations” means the Levying Bodies (General) Regulations 1992(c);

“constituent council” means, in relation to a joint waste disposal authority, a council specified in relation to that authority in Schedule 1 to the 1985 Order;

“financial year” means any period of twelve months beginning with 1st April;

“joint waste disposal authority” means any of the authorities established under the 1985 Order and named in Schedule 1 to that Order.

(a) 1988 c. 41. Section 74 was amended by the Local Government Finance Act 1992 (1992 c. 14), sections 117(1) and Schedule 13 paragraph 72(1) and (2), the Local Government (Wales) Act 1994 (1994 c. 19), section 20(4) and Schedule 6, paragraph 21, the Environment Act 1995 (1995 c. 25), section 120 and Schedule 1, the Greater London Authority Act 1999 (1999 c. 29), section 105, the Criminal Justice and Court Services Act 2000 (2000 c. 43), section 74 and Schedule 7, Part II, paragraphs 84 and 85, the Courts Act 2003 (2003 c. 39), section 109(1), and Schedule 8, paragraph 305(a), the Regional Assemblies (Preparations) Act 2003 (2003 c. 10), section 17(6) and paragraphs 3(1) and (2) of the Schedule, and the Fire and Rescue Services Act 2004 (2004 c. 21), section 53(1) and Schedule 1, paragraph 68(1) and (2). The functions of the Secretary of State, so far as exercisable in relation to Wales, were transferred to the National Assembly for Wales by the National Assembly for Wales (Transfer of Functions) Order 1999, S.I. 1999/672, article 2, Schedule 1.

(b) S.I. 1985/1884, amended by the Radioactive Substances Act 1993 (1993 c. 12), section 50 and Schedule 6, Part IV, S.I. 1986/564 and 2001/1149.

(c) S.I. 1992/2903 amended by S.I. 2001/3649.

Scope

2. These Regulations apply in relation to levies—

- (a) issued by joint waste disposal authorities; or
 - (b) anticipated by constituent councils of joint waste disposal authorities,
- in respect of any financial year beginning on or after 1st April 2006.

Levies

3.—(1) A joint waste disposal authority may, in accordance with these Regulations, issue levies on its constituent councils to meet all liabilities falling to be discharged by it for which no provision is otherwise made.

(2) A levy on a constituent council shall be issued by giving the council a demand stating the date or dates on or before which a payment or payments in respect of the levy are required to be made and the amount of that payment or each of those payments.

(3) Subject to paragraph (4) the demand shall be given before 15th February in the financial year preceding that to which the levy relates.

(4) In relation to a levy for the financial year beginning on 1st April 2006, the demand shall be given before 3rd March 2006.

(5) The failure by a joint waste disposal authority to give a demand before the dates specified in paragraphs (3) and (4) shall not render the demand invalid because it is issued on or after those dates.

Apportionment of levies

4.—(1) Subject to regulation 5, the amount to be levied by a joint waste disposal authority in respect of any financial year from each of its constituent councils shall be determined by apportioning the total amount to be levied by that authority in that year between those councils as follows—

- (a) in such proportions as all the constituent councils may agree; or
- (b) in the absence of such agreement, by a combination of the following proportions—
 - (i) the costs incurred by the joint waste disposal authority in the disposal or treatment of household waste delivered to it by its constituent councils shall be apportioned between the constituent councils in proportion to the tonnage of household waste delivered by each of these councils to the joint waste disposal authority within the last complete financial year for which data are available;
 - (ii) the costs incurred by the joint waste disposal authority in the disposal or treatment of business refuse that is deposited at places provided by the constituent councils under section 1 of the Refuse Disposal (Amenity) Act 1978(a) shall be apportioned between the constituent councils in proportion to the tonnage of business refuse deposited at such places within the area of each of these councils within the last complete financial year for which data are available; ~~and~~
 - (iii) the costs incurred by the joint waste disposal authority in the planning, construction, equipping and operation of sites provided under section 51(1)(b) of the Environmental Protection Act 1990 (HWRCs), including contract payments, staffing, utilities, premises, reuse, recycling, composting (costs and/or income) and relevant management costs, but excluding the cost of removing residual waste and its disposal (the authority's duty under the Refuse Disposal (Amenity) Act 1978), shall be apportioned between those constituent councils in whose area an HWRC is situated proportionate to the authority's relative costs applicable to each HWRC, such that the authority's above costs of each HWRC are paid in full by the constituent council in which it is situated.
 - (iv) the costs incurred by the joint waste disposal authority in the purchasing of Cranford Way HWRC shall be apportioned between the constituent councils in the following proportions:

Barnet	0.61%
Camden	0.04%
Enfield	0.38%
Hackney	0.19%
Haringey	97.89%
Islington	0.80%
Waltham Forest	0.08%

(v) the costs incurred by the joint waste disposal authority in the purchasing of any further HWRCs shall be apportioned between the constituent councils in proportion to the number of households in each constituent council that exist within a two-mile radius of the entrance to the HWRC until a visitor survey has been undertaken by the Authority. Once a visitor survey has been undertaken by the Authority for any such HWRC the costs as at clause (iii) above shall be recovered from the constituent councils from the next financial year onwards in proportion to such visitor survey; visitors from outside the Authority's area shall be treated as visitors from the borough in which the HWRC is situated. Further visitor surveys may be undertaken by the Authority in future years, which shall be used in place of previous visitor surveys from the financial year after they are undertaken, including for the avoidance of doubt Cranford Way; and

(vi) ~~(iii)~~ all other costs not falling within paragraphs (i) ~~or~~ (ii) (iii) (iv) or (v), shall be apportioned between the constituent councils by reference to the relevant proportion.

(2) For the purposes of paragraph 1(b) (vi) ~~(iii)~~, "the relevant proportion" is the relevant proportion determined in accordance with paragraphs (5) to (7) of regulation 6 of the 1992 Regulations but as if, in those paragraphs, the references to —

(a) "levying body" were references to a joint waste disposal authority; and

(a) 1978 c.3. Section 1 has been prospectively repealed, in relation to England and Wales, by the Environmental Protection Act 1990 (1990 c.43) section 162 and Schedule 16, Part II, as from a day to be appointed. Amended by the Environmental Protection Act 1990, section 162, Schedule 15, paragraphs 19(2) and (3) and S.I. 1985/1884. Modified, in relation to the area of a London waste disposal authority, by S.I. 1985/1884.

(b) “relevant authority” and “billing authority” were references to a constituent council.

(3) Where paragraph (1)(b) applies to the determination of a levy to be issued in respect of any financial year beginning on or after 1st April 2007, a constituent council shall, within the period beginning on 1st December and ending on 31st January in the financial year preceding the financial year in respect of which the levy is to be issued, inform the joint waste disposal authority of—

- (a) the tonnage of household waste delivered to the joint waste disposal authority for disposal or treatment within the last complete financial year for which data are available;
- (b) the tonnage of business refuse that was deposited at places provided by the constituent council under section 1 of the Refuse Disposal (Amenity) Act 1978 within the last complete financial year for which data are available; and
- (c) the council tax base, determined in accordance with paragraphs (6) and (7) of regulation 6 of the 1992 Regulations, for its area, in respect of which a levy will be issued or it anticipates that a levy will be issued in the immediately following financial year.

(4) In this regulation—

“household waste”, has the same meaning as in section 75 of the Environmental Protection Act 1990(a);

“business refuse” means refuse falling to be disposed of in the course of a business, and

“refuse” has the same meaning as in section 1(7) of the Refuse Disposal (Amenity) Act 1978.

Special provisions relating to the Greater Manchester Waste Disposal Authority

5.—(1) The amount to be levied by the Greater Manchester Waste Disposal Authority in respect of any year from the council of the metropolitan district of Wigan shall not include any amount relating to the Authority’s waste disposal functions and, accordingly, that amount shall be borne by the other constituent councils of the Authority in such proportions as they may agree or, in default of agreement, in the proportions specified in regulation 4(1)(b).

(2) In this regulation, “waste disposal functions” means functions vested in the Greater Manchester Waste Disposal Authority by virtue of regulation 5 of, and Schedule 2 to, the 1985 Order which are not exercisable by the Authority in the metropolitan district of Wigan.

Interest on unpaid levies

6.—(1) Where any amount of a levy is not paid by the due date for payment specified in the demand issued under regulation 3, the constituent council shall be liable to pay to the joint waste disposal authority interest, calculated in accordance with paragraph (2), on the amount of the levy issued under these Regulations which remains unpaid after the due date for payment.

(2) The interest payable under paragraph (1) shall be simple interest calculated from day to day on the unpaid amount from the due date for payment until the date when payment is made at a rate equivalent to 2 per cent. above the highest base rate quoted from time to time by any of the reference banks.

(3) For the purposes of paragraph (2) “reference banks” shall be interpreted in accordance with paragraphs (3) to (5) of regulation 10 of the 1992 Regulations (interest on unpaid levies).

(a) 1990 c.43, Section 75 was amended by the Environment Act 1995 (1995 c. 25) section 120(1) and (3), Schedule 22, paragraphs 88 (1) to (4) and Schedule 24. There is other amending legislation in relation to Scotland. Modified by S.I. 1994/1056, regulation 19, Schedule 4, Part I, paragraph 9, to include “Directive waste” as defined in regulation 1(3), Schedule 4, Part II of those Regulations.

Anticipation of levies

7.—(1) A constituent council making calculations in accordance with section 32 or, as the case may be, section 43 of the Local Government Finance Act 1992^(a) (“the calculations”) for a financial year (“the year”) may anticipate a levy to be issued on it in accordance with these Regulations for the year by a relevant joint authority in any case where—

(a) such a levy has not been issued by the relevant joint authority on the constituent council at the time the calculations are made; and

(b) the relevant joint authority issued a levy for the preceding financial year.

(2) Subject to paragraph (3), where pursuant to paragraph (1) a constituent council anticipates a levy to be issued by a relevant joint authority for the year, the amount of the levy so anticipated shall be equal to the constituent council’s estimate, at the time the calculations (or last calculations) are made, of the amount of the levy which it considers likely will be issued on it for the year by the relevant joint authority.

(3) Where a levy has previously been anticipated by a constituent council for the purposes of the calculations for the year, the amount of the levy which may be anticipated by the constituent council for the purposes of any substitute calculations for the year shall be equal to the amount previously anticipated.

(4) Notwithstanding that a constituent council making calculations for a financial year anticipated a levy to be issued on it in accordance with these Regulations by a relevant joint authority—

(a) where the relevant joint authority issues a levy on the constituent council in accordance with these Regulations, the constituent council shall pay to the relevant joint authority a sum equal to the amount of the levy; and

(b) where the relevant joint authority does not issue a levy on the constituent council in accordance with these Regulations, the constituent council shall not be liable to pay any sum to the relevant joint authority only by virtue of having anticipated a levy from the relevant joint authority.

(5) In this regulation, a “relevant joint authority”, in relation to a constituent council, means a joint waste disposal authority with power under these Regulations to issue a levy on that council.

Transitional provisions

8.—(1) Save as provided in paragraph (2), the 1992 Regulations shall cease to apply to levies issued or anticipated in accordance with these Regulations in respect of any financial year beginning on or after 1st April 2006.

(2) In relation to levies issued or anticipated in respect of the financial years beginning on 1st April 2006 and on 1st April 2007—

(a) regulation 4 of these Regulations (apportionment of levies) shall apply to the levies issued by the joint waste disposal authorities specified in the first column of the Schedule to these Regulations in the proportions specified in the second column of that Schedule for each of those financial years; and

(b) regulation 6 of the 1992 Regulations (apportionment) shall continue to have effect in relation to the proportion of the levy not covered under sub-paragraph (a).

^(a) 1992 c.14. Sections 32 and 43 were amended by the Police Act 1997 (1997 c. 50), section 134(1), Schedule 9, paragraphs 67 and 68(2) and (3), the Criminal Justice and Police Act 2001(2001 c. 16), section 137, Schedule 7, Part 5(1), the Local Government Act 2003 (2003 c. 26), section 127(2), Schedule 8, Part 1, the Serious Organised Crime and Police Act 2005, section 174(2), Schedule 17, Part 2 and S.I. 1994/246, 1995/234, 1996/56, 1999/296, 2000/717, 2005/190. There is other amending legislation in relation to Wales. Modified by S.I. 1993/22, 1995/161 and 1995/2889. Section 43 is disapplied by the Greater London Authority Act 1999 (1999 c. 29), section 85.

6th February 2006

Ben Bradshaw
Parliamentary Under Secretary of State
Department for Environment, Food and Rural Affairs

SCHEDULE

Regulation 8(2)

TRANSITIONAL ARRANGEMENTS

<i>JOINT WASTE DISPOSAL AUTHORITIES</i>	<i>PROPORTION OF THE TOTAL LEVY FOR 2006 AND 2007 TO WHICH REGULATION 4 APPLIES</i>
North London Waste Authority West London Waste Authority Western Riverside Waste Authority Merseyside Waste Disposal Authority	33.3% for the financial year beginning on 1st April 2006 66.6% for the financial year beginning on 1st April 2007
Greater Manchester Waste Disposal Authority	50% for the financial year beginning on 1st April 2006 75% for the financial year beginning on 1st April 2007

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations confer a power on joint waste disposal authorities established under the Waste Regulation and Disposal (Authorities) Order 1985 (S.I. 1985/1884) (the “1985 Order”) to issue levies on their constituent councils for the purpose of meeting their expenses in respect of financial years beginning on or after 1st April 2006 where, but for section 117 of the Local Government Finance Act 1988 (rates and precepts: abolition), they would have a power under article 7 of the 1985 Order (levies) to require the councils to pay those expenses. These Regulations apply to England only.

The Regulations include provisions as to when levies are to be issued (regulation 3), the apportionment of levies between authorities (regulation 4) as well as special provisions for the Greater Manchester Waste Disposal Authority (regulation 5). The Regulations also make provision for interest on unpaid levies (regulation 6) and the anticipation of levies (regulation 7).

Regulation 8 includes transitional provisions providing for the Levying Bodies (General) Regulations 1992 (S.I. 1992/2903) to cease to apply to levies issued or anticipated by joint waste disposal authorities in respect of any financial year commencing on or after 1st April 2006 except as specified in that regulation and the Schedule to the Regulations.

A full regulatory impact assessment has not been produced for this instrument, as it has no impact on the costs of business.

STATUTORY INSTRUMENTS

2006 No. 248

LOCAL GOVERNMENT, ENGLAND

FINANCE

The Joint Waste Disposal Authorities (Levies) (England)
Regulations 2006

(as amended for the NLWA area)

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Appendix 2 – Indicative Costs of HWRC Levy Options

Using site operating costs as advised by Borough Technical Officers (as of 05 October 2011), and finalised visitor survey results (June - October 2011)

	Summers Lane, Barnet IS transferred		Summers Lane, Barnet IS NOT transferred*			
	Financial Status Quo	Visitor survey	Default Council Tax	Financial Status Quo	Visitor survey	Default Council Tax
	Option 1a	Option 2a	Option 3a	Option 1b	Option 2b	Option 3b
Operating costs:	New levy arrangements required. Operating costs of each site paid by host borough to NLWA through new, amended levy arrangements, net effect neutral relative to current position	New levy arrangements required. Operating costs of each site paid to NLWA by each borough according to new Visitor Survey. New levy arrangements required	Use existing default levy; no change required. Operating costs of each site paid by boroughs to NLWA according to current Council Tax levy arrangements	New levy arrangements required. As at Option 1a except that NLWA bears no operating costs for Summers Lane as it has been retained by Barnet. Barnet pays its costs of operating Summers Lane separately.	New levy arrangements required. As at Option 2a except that NLWA bears no operating costs for Summers Lane as it has been retained by Barnet. Under the Visitor Survey Barnet is treated as if outside the NLWA area as Barnet pays its costs of operating Summers Lane separately.	Use existing default levy; no change required. As at Option 3a except that Barnet continues to pay a proportion of all other site operating costs according to current Council Tax levy arrangements. It also pays its costs of operating Summers Lane separately.
Disposal costs:	Disposal paid to NLWA according to current Council Tax levy arrangements, as at present.	Disposal paid to NLWA according to new levy arrangements based on Visitor Survey.	Disposal paid to NLWA according to current Council Tax levy arrangements.	Disposal paid to NLWA according to current Council Tax levy arrangements	Disposal paid to NLWA according to new levy arrangements based on Visitor Survey of all sites (incl Barnet, as NLWA is still arranging disposal).	Disposal paid to NLWA according to current Council Tax levy arrangements
Balance of OPERATING costs						
Barnet**	£617,654	£562,846	£611,631	£0	£0	£483,454
Camden	£327,237	£316,386	£423,062	£327,237	£317,650	£334,403
Enfield**	£472,855	£492,137	£482,685	£472,855	£481,783	£381,531
Hackney	£0	£112,723	£333,251	£0	£111,190	£263,413
Haringey	£462,210	£502,807	£379,122	£462,210	£460,176	£299,671
Islington	£242,136	£206,466	£385,259	£242,136	£204,826	£304,522
Waltham Forest	£825,210	£753,938	£332,292	£825,210	£754,024	£262,655
TOTAL	£2,947,302	£2,947,302	£2,947,302	£2,329,648	£2,329,648	£2,329,648
Balance of DISPOSAL costs						
Barnet	£651,886	£489,254	£651,886	£651,886	£490,914	£651,886
Camden	£450,906	£305,276	£450,906	£450,906	£307,438	£450,906
Enfield	£514,453	£995,263	£514,453	£514,453	£996,297	£514,453
Hackney	£355,184	£100,661	£355,184	£355,184	£100,767	£355,184
Haringey	£404,074	£438,286	£404,074	£404,074	£434,084	£404,074
Islington	£410,615	£289,146	£410,615	£410,615	£288,189	£410,615
Waltham Forest	£354,162	£523,395	£354,162	£354,162	£523,591	£354,162
TOTAL	£3,141,281	£3,141,281	£3,141,281	£3,141,281	£3,141,281	£3,141,281
Sum of operating AND disposal costs						
Barnet*	£1,269,540	£1,052,100	£1,263,517	£0	£0	£1,135,340
Camden	£778,143	£621,661	£873,968	£778,143	£625,088	£785,309
Enfield**	£987,308	£1,487,400	£997,138	£987,308	£1,478,080	£895,984
Hackney	£355,184	£213,384	£688,435	£355,184	£211,957	£518,597
Haringey	£866,284	£941,094	£866,284	£866,284	£894,260	£703,746
Islington	£652,751	£495,611	£795,874	£652,751	£493,015	£715,137
Waltham Forest	£1,179,372	£1,277,333	£686,454	£1,179,372	£1,277,615	£516,817
TOTAL	£6,088,583	£6,088,583	£6,088,583	£5,470,929	£5,470,929	£5,470,929

*If Barnet's HWRC (Summers Lane) is not transferred (Options 1b, 2b, 3b), Barnet incurs the costs of operating Summers Lane in addition to the sums levied by the NLWA as shown in this table (£617,654 in this model). ** Excludes £150,000 as the forecast cost for a one-off repair to the concrete at Barrowell Green, as advised by LBE - or appropriate share thereof.

Cost of transport and disposal is calculated as the average cost of disposal for each site in the 2011/12 NLWA budget x residual tonnage and then apportioned according to the visitor survey results.

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THE CABINET

List of Items for Future Cabinet Meetings (NOTE: The items listed below are subject to change.)

MUNICIPAL YEAR 2011/2012

18 JANUARY 2012

- 1. November 2011 Revenue Monitoring Report** James Rolfe

This will seek approval of the revenue monitoring position at the end of November 2011 and actions needed in order to remain within the approved budget. (Part 1) **(Key decision – reference number 3385)**
- 2. Meeting the Requirements of the Public Sector Equality Duty and the Specific Duties of the Equality Act 2010** James Rolfe

This will provide an update on the Council's position against the requirements of the Equality Act 2010. (Part 1) **(Key decision – reference number 3290)**
- 3. Tender for Young Persons' Housing Related Support Services** Ray James

This will seek approval of the results of the procurement process for Housing Related Support services for young people, and the award of contracts. (Part 1) **(Key decision – reference number 3292)**
- 4. HRA 30 Year Business Plan and Asset Management Strategy and Treasury Management** Ray James/
James Rolfe

This will seek approval of the 30 year HRA Business Plan and Asset Management Strategy as the basis on which the Council will move into self-financing. (Part 1) **(Key decision – reference number 3405)**
- 5. Council's Corporate Procurement Strategy and Sustainable Procurement Policy 2011-2015** James Rolfe

This will seek approval to the Council's Corporate Procurement Strategy and Sustainable Procurement Policy 2011-2015. (Part 1) **(Key decision – reference number 3402)**

8 FEBRUARY 2012

- 1. Housing Revenue Account Estimates 2012/13 and Medium Term Financial Plan (Rent Setting- HRA)** James Rolfe

This will present for approval and recommendation to full Council, the revenue estimates of the Housing Revenue Account (HRA) for 2012/13. (Part 1) **(Key decision – reference number 3400)**

2. **Budget 2012/13 and Medium Term Financial Plan (General Fund)** James Rolfe

This will present for approval and recommendation to full Council, the Budget 2012/13 and Medium Term Financial Plan (General Fund).(Part 1) **(Key decision – reference number 3399)**

3. **Child and Family Poverty Strategy** Andrew Fraser

This will seek approval to implement the Child and Family Poverty Strategy. (Part 1) **(Key decision – reference number 3381)**

4. **Regeneration of 188-216 Ponders End High Street** Neil Rousell

This will seek approval for the delivery strategy for a comprehensive development proposal to regenerate 188-216 High Street, Ponders End. (Parts 1 and 2) **(Key decision – reference number 3350)**

5. **Award of Pay by Phone Parking Contract** Ian Davis

This will seek approval to award the pay by phone parking contract. (Part 1) **(Key decision – reference number 3424)**

6. **Development Brief Ordnance Road Public House Site** Neil Rousell/
James Rolfe

This will outline the re-development opportunities. (Part 1) **(Key decision – reference number 3287)**

7. **Enfield Joint End of Life Care Strategy 2011-2016** Ray James

This will seek approval of the Enfield Joint End of Life Care Strategy 2011-2016. (Part 1) **(Key decision – reference number 3386)**

8. **Provision of Dual Registered Care** Ray James

This will seek approval to award a services contract for the provision of dual registered care on the former Elizabeth House site. (Parts 1 and 2) **(Key decision – reference number 3281)**

21 MARCH 2012

1. **Capital Monitoring and Prudential Indicator Report Third Quarter** James Rolfe

This will seek approval of the capital monitoring position at the end of December 2011 and actions needed in order to remain within the approved budget. (Part 1) **(Key decision – reference number 3412)**

2. December 2011 Revenue Monitoring Report James Rolfe

This will seek approval of the revenue monitoring position at the end of December 2011 and actions needed in order to remain within the approved budget. (Part 1) **(Key decision – reference number 3411)**

3. January 2012 Revenue Monitoring Report James Rolfe

This will seek approval of the revenue monitoring position at the end of January 2012 and actions needed in order to remain within the approved budget. (Part 1) **(Key decision – reference number 3410)**

4. Revised Allocations Scheme Ray James

This will seek agreement to a revised Allocations Scheme for the allocation of social rented housing in Enfield. (Part 1) **(Key decision – reference number 3413)**

5. Enfield Council Estate Renewal Programme Ray James

This will seek approval to authorise the Enfield Council Estate Renewal Programme. **(Key decision – reference number 3369)**

6. Integrated Learning Disabilities Service Ray James

This will seek approval to secure a potential site for Adult Social Care to develop a new day centre for the Integrated Learning Disabilities Service. To agree the procurement process for a refurbishment programme and allocation of Health, Housing and Adult Social Care capital to progress this proposed development further. (Part 1) **(Key decision – reference number 3418)**

7. Compulsory Purchase Order (CPO) VII Report Ray James

This will ask Cabinet to authorise the making of Compulsory Purchase Orders in respect of up to three empty properties under section 17 of the Housing Act 1985. **(Key decision – reference number tbc)**

25 APRIL 2012

1. February 2012 Revenue Monitoring Report James Rolfe

This will seek approval of the revenue monitoring position at the end of February 2012 and actions needed in order to remain within the approved budget. (Part 1) **(Key decision – reference number tbc)**

2. Voluntary and Community Sector Strategic Commissioning Framework Ray James

This will seek approval to implement the Voluntary and Community Sector Strategic Commissioning Framework. (Part 1) **(Key decision – reference number 3422)**

3. Ladderswood Regeneration: Appropriation Ray James/
Neil Rousell

The London Borough of Enfield is required to appropriate the Ladderswood development site following the grant of planning permission to the development partner. (Part 1) **(Key decision – reference number 3423)**

4. Edmonton Green Hardship Rate Relief Pilot James Rolfe

This will detail the outcome of the Edmonton Green hardship rate relief pilot. (Part 1) **(Key decision – reference number tbc)**

5. Enfield's Housing Strategy Ray James

This will seek agreement to the adoption of Enfield's Housing Strategy. (Part 1) **(Key decision – reference number 3421)**

ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 22.11.2011

**MINUTES OF THE MEETING OF THE ENFIELD RESIDENTS' PRIORITY FUND
CABINET SUB-COMMITTEE
HELD ON TUESDAY, 22 NOVEMBER 2011**

COUNCILLORS

PRESENT Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health), Chris Bond (Cabinet Member for Environment), Achilleas Georgiou (Deputy Leader), Bambos Charalambous (Cabinet Member for Culture, Sport and Leisure) and Andrew Stafford (Cabinet Member for Finance and Property)

OFFICERS: Alison Trew (Head of Corporate Policy and Performance), Joanne Stacey (Performance and Information Manager) and Jayne Middleton-Albooye (Principal Lawyer) Penelope Williams (Secretary)

1

WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2

DECLARATION OF INTERESTS

Councillor Charalambous declared a personal interest in the application for street trees on the Lakes Estate as he lived in the area.

3

URGENT ITEMS

NOTED the reports listed on the agenda had been circulated in accordance with the requirements of the Council's Constitution and the Local Authorities (Executive Arrangements) (Access to Information) (England) Amendment Regulations 2002. These arrangements state that agendas and reports should be circulated at least 5 clear days in advance of meetings.

4

ENFIELD RESIDENTS PRIORITY FUND - APPLICATIONS

Councillor Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health) introduced the report of the Chief Executive (No. 150) presenting the applications that had been formally submitted up to 31 October 2011 for the Enfield Residents Priority Fund.

ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 22.11.2011

Joanne Stacey presented the report to members. The following points arose:

NOTED

1. the summary of the applications received as detailed in Appendix A to the report:
2. Members detailed consideration of each of the applications as follows:

2.1 Florence Hayes Garden – Grow, Cook and Eat

Project for Upper Edmonton Ward to set up a community gardening group in Florence Hayes Park. Members noted that the application met the social and environmental well-being objectives and the following criteria: growth and sustainability, strong communities, health and disability, education skills and training and environment.

The application was approved.

2.2 English for Speakers of Other Languages (ESOL) and Ways to Work

Project for Upper Edmonton Ward to provide ESOL training for up to 80 adults for 20 weeks. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment and education skills and training.

The application was approved.

2.3 Next Exit Job

This application had been withdrawn.

2.4 Raynham Community Farm

Project for Upper Edmonton Ward to develop the community farm at Raynham Primary School. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education skills and training and environment.

The application was approved.

2.5 ESOL Classes

Project for Ponders End Ward to provide ESOL classes to new communities in the Ponders End area. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all,

ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 22.11.2011

growth and sustainability, strong communities, employment and education skills and training.

The application was approved.

2.6 Roaming CCTV Camera

Project for Ponders End Ward to provide a roaming CCTV camera to be located at hotspots across the ward to help tackle crime and antisocial behaviour. Members noted that the application met the social and environmental well-being objectives and the following criteria: fairness for all, strong communities, crime and environment.

This application was approved subject to there not being Section 106 funding available from the Oasis Hadley Academy Scheme.

2.7 Ponders End Learning Zone

A project for Ponders End Ward to deliver training for 50 Ponders End residents, leading to accreditation in ESOL and IT. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and training.

The application was approved.

2.8 Nibru Media – Media Training

A project for Ponders End Ward to provide media training for up to 12 young people. Members noted that the application met the social and economic well-being objectives and the following criteria: growth and sustainability, employment, health and disability and education, skills and training.

Joanne Stacey advised that the company involved had provided detailed references and that there was a waiting list for the courses.

The application was approved.

2.9 InterACTion – Face Front - Community Arts Project

A community arts project for Ponders End Ward. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, and education, skills and training.

Councillor Taylor had wanted a condition added that the project should focus on disabled young people in Nags Head Road and the Ryde.

The application was approved.

ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 22.11.2011

2.10 Enfield Turkish Cypriot Association Community Support and Training Programme

A project for Ponders End Ward to provide film making techniques and training for young people and the unemployed (16-35 years). Members noted that the application met the social well-being objective and the following criteria: growth and sustainability, strong communities, employment and education, skills and training.

The application was referred back for more information on who would be providing the training, how this would be carried out and whether leasing instead of purchasing the equipment had been considered.

2.11 Beale Close Community Safety – Speed Bumps

A project for Bowes Ward to provide speed bumps to slow cars coming onto the estate. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities, and crime.

Joanne Stacey advised that the part of the application for a bike storage area had been deferred to allow more consultation.

The application was approved.

2.12 Community Crime Prevention Open Day

A project for Bowes Ward to hold a crime prevention open day for member of the community. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities and crime.

The application was approved.

2.13 No Cold Calling Zone in Devonia Gardens, Part Empire Avenue and Mitchell Road

A project for Bowes Ward to set up a no cold calling zone in Devonia Gardens, part of Empire Avenue and Mitchell Road. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities and crime.

The application was approved.

2.14 Medesenge Way – No Through Traffic Street Sign

A project for Bowes Ward to provide a “No Through Traffic” sign to prevent rat running. Members noted that the application met the social and environment well-being objectives and the following criteria: fairness for all, strong communities and environment.

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The application was approved subject to Environment not being able to provide funding.

2.15 Trinity at Bowes Basketball Development Session

A project for Bowes Ward to provide youth diversionary activities using basket ball. Members noted that the application met the social well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability, education skills and training and crime.

The application was approved.

2.16 Trinity at Bowes Sound Recording Studio

A project for Bowes Ward to provide a training facility in recording technology for young people. Members noted that the application met the social and economic well-being objective and the following criteria: fairness for all, growth and sustainability, employment and education skills and training.

The application was approved.

2.17 Sex and Relationship Education

A project for Bowes Ward to provide training for young people as sex and relationship education champions. Members noted that the application met the social well-being objective and the following criteria: growth and sustainability, strong communities, health and disability and education, skills and training.

The application was approved.

2.18 Community Health – Supporting Healthy Choices

A project for Bowes Ward to empower local communities to make healthy choices. Members noted that the application met the social well-being objective and the following criteria: growth and sustainability, strong communities, health and disability.

The application was approved.

2.19 Landmark Clock for Palmers Green Triangle

A project for Palmers Green Ward to erect a landmark clock on Palmers Green Triangle. Members noted that the application met the social and environmental well-being objectives and the following criteria: strong communities and environment.

The application was referred back for further information on community benefit.

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2.20 Life Youth Resource Mentoring

A project for Lower Edmonton Ward to support vulnerable people aged 5-19 years old and their families. Members noted that the application met the social well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities, employment, disability, education, skills and training and crime.

The application was approved.

2.21 Estate of the Arts

A project for Lower Edmonton Ward to establish a community arts centre at Edmonton Green to engage residents in positive activities. Members noted that the application met the social well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability, education, skills and training and crime.

The application was approved.

2.22 ESOL Ways to Work

A project for Lower Edmonton Ward to provide ESOL training and ways to work workshops. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and training.

The application was approved.

2.23 Eldon Infant and Junior Schools Community Garden and Wildlife Area

A project for Lower Edmonton Ward to create a community garden and wildlife play area. Members noted that the application met the social and environmental well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability and environment. Joanne Stacey advised that this project would attract match capital funding.

The application was approved.

2.24 Boxing and Mentoring Youth Programmes

A joint project for Lower Edmonton and Edmonton Green Ward to provide boxing and mentoring programmes for young people. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities, health and disability, education skills and training and crime.

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The application was approved.

2.25 Employability Skills

A joint project for Lower Edmonton, Highway and Edmonton Green Wards to create a homeless resource centre to provide support and advice on employment issues. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education skills and training and housing.

The application was approved.

2.26 Churchfield Primary School ESOL 4 Us

A project for Haselbury Ward to provide ESOL classes at Churchfield Primary School. Members noted that the application met the social well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities, education, skills and training and environment.

The application was approved.

2.27 Basic Referee Training

A project for Turkey Street Ward to provide basic referee training for young people, aged 14 plus. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, health and disability, education, skills and training and crime.

The application was approved.

2.28 Elsing Monday Club Liability Insurance

A project for Turkey Street Ward to provide one year's liability insurance for the Elsing Monday Club. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities, health and disability.

Members suggested that the club should be offered three years worth of insurance, if it was possible to purchase three years in advance.

The application was approved for one year and would be approved for three subject to this being possible to arrange.

2.29 Elsing Monday Club – Activities

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A project for Turkey Street Ward to fund activities for the Elsinge Monday Club. Members noted that the application met the social well-being objective and the following criteria: fairness for all and health and disability.

The application was approved.

2.30 Kempe Hall Residents Association – Ju Jitsu Club Mats

A project for Turkey Street Ward to provide mats for the Ju Jitsu Club. Members noted that the application met the social well-being objective and the following criteria: growth and sustainability, health and disability and education skills and training.

The application was approved.

2.31 Trinity at Bowes Sound Recording Studio

A project for Southgate Ward to provide mats to provide a recording technology training facility for young people. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, employment, education skills and training. Checks would be made to demonstrate that people from Southgate were using the facility. .

The application was approved.

2.32 Lakes Estate Trees

A project for Southgate Green Ward to provide street trees on the Lakes Estate. Members noted that the application met the social and environment well-being objectives and the following criteria: fairness for all, strong communities, health and disability, housing and environment.

The application was approved.

2.33 Enfield Highway Enterprise Website and Campaign

A project for Highway Ward to develop a website for independent businesses in the ward. Members noted that the application met the social and economic well-being objectives and the following criteria: growth and sustainability, strong communities and employment.

The application was approved.

2.34 ICT Community Courses for the Over 50s

A project for Town Ward to provide ICT courses for the Over 50s Community. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment and education, skills and training.

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The application was approved.

2.35 Enfield Veterans Support

A project for Town Ward to support the Royal British Legion's ceremonial role. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability and strong communities.

The application was approved.

2.36 Additional Maintenance of the New River

A project for Town Ward to provide additional cleaning of the New River. Members noted that the application met the environmental well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities and environment.

The application was approved.

2.37 Salvation Army Toy Funding and Dishwasher

A project for Town Ward to provide funding for a dishwasher, and toys and games for the children's club. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities and health and disability.

The application was approved.

2.38 Minibus for Second Enfield Scouts

A project for Town Ward to provide a minibus for Second Enfield Scouts. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities and environment.

The application was approved.

2.39 Contribution to the St Andrews Parochial Church Organ Restoration Project

A project for Town Ward to provide a contribution to the restoration of St Andrews Church organ. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities.

The application was deferred subject to all sections of the form being completed and further information on deprivation, education, skills and training and the benefits to the wider community.

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2.40 Pymmes Park Gym Equipment

A project for Edmonton Green Ward to purchase and install gym equipment in Pymmes Park. Members noted that the application met the social and environmental well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability, crime and environment.

The application was approved.

2.41 Shires Learning Hub – After School Homework Club

A project for Edmonton Green Ward to provide a learning hub to deliver Computer and ESOL classes. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and learning.

The application was approved.

2.42 Shires Learning Hub – Equipment for After School Homework Club

A project for Edmonton Green Ward to equipment and facilities for the Learning Hub. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and learning.

The application was approved.

2.43 Temporary Accommodation Play Project

A project for Edmonton Green Ward to provide advice and support to families in temporary accommodation. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities, health and disability and housing.

The application was approved.

2.44 Free Basketball Sessions at Edmonton Leisure Centre

A project for Edmonton Green Ward to provide free coaching sessions to young adults as a path way to a life of sport and fitness. Members noted that the application met the social well-being objective and the following criteria: fairness for all, health and disability, education skills and training and crime.

The application was approved.

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2.45 Stroke Care and Support in the Community

A project for Edmonton Green Ward to provide equipment and accessories to help Stroke Action provide support and care to stroke survivors. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, strong communities, health and disability, education skills and training.

The application was approved.

2.46 Basic Referee Training

A project for Edmonton Green Ward to provide basic referee training for young people, aged 14 plus. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, health and disability, education, skills and training and crime.

The application was approved.

2.47 London Film Foundation

A project for Edmonton Green Ward to create a documentary that will look at the Summer riots. Members noted that the application met the social well-being objective and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and training.

Consideration of the application was deferred until after the results of the referendum were known.

2.48 Northside Youth and Communities Believe and Achieve – Aspire to Inspire

A project for Edmonton Green Ward to produce a documentary, short film and talent show to address the issues of knife crime, guns and other crime. Members noted that the application met the social well-being objective and the following criteria: fairness for all, strong communities, education, skills and training and crime.

Consideration of the application was referred back for further information from community safety.

2.49 Sublime Soccer Weekly Football Club

A project for Edmonton Green Ward to provide funding for a weekly football club for young people. Members noted that the application met the social and economic well-being objectives and the following criteria: fairness for all, strong communities, health and disabilities, education, skills and training and crime.

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The application was approved.

Alternative Options Considered

That the projects were not considered and funding was not allocated, this would not be recommended as this will not support community engagement and will not allow residents the opportunity to further improve the local area in which they live and work.

DECISION

1. The Cabinet Sub Committee, following detailed consideration of the applications and the criteria met, agreed that the following applications were suitable for funding from the Enfield Residents Priority Fund.

Ward	Project Title	Amount
Upper Edmonton	Florence Hayes Garden – Grow, Cook and Eat	£20,000
Upper Edmonton	English for Speakers of Other Languages (ESOL) and Ways to Work	£17,063
Upper Edmonton	Raynham Community Farm	£11,212
Ponders End	English for Speakers of Other Languages (ESOL)	£30,000
Ponders End	Roaming CCTV Camera*	£28,000
Ponders End	Ponders End Learning Zone	£23,840
Ponders End	Nibru - Media Training for young people	£7,000
Ponders End	InterACTion – Face Front - Community Arts Project	£7,360
Ponders End	Community Support and Training Programme	£19,120
Bowes	Beale Close Community Safety – Speed bumps	£4,000

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Bowes	Community Crime Prevention Open Day	£250
Bowes	No Cold Calling Zone – Devonia Gardens, Part Empire Avenue and Mitchell Road	£4,000
Bowes	Medesenge Way – No through traffic street sign	£748
Bowes	Trinity at Bowes (TaB) Basketball Development Session	£3,000
Bowes	Trinity at Bowes (TaB) Sound Recording Studio	£1,588
Bowes	Sex and Relationship Education	£1,750
Bowes	Community Health – Supporting Health Choices	£7,625
Lower Edmonton	Life Youth Resource Mentoring	£12,000
Lower Edmonton	Estate of the Arts	£12,000
Lower Edmonton	ESOL and Ways to Work	£17,063
Lower Edmonton	Eldon Infant and Junior Schools Community Garden and Wildlife Play Area	£16,045
Lower Edmonton	Boxing and Mentoring Youth Programmes	£3,940
Lower Edmonton	Employability Skills	£6,177
Haselbury	Churchfield Primary School ESOL 4 Us	£2,000
Turkey Street	Basic Referee Training Course	£9,600

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Turkey Street	Elsinge Monday Club Liability Insurance	£150
Turkey Street	Elsinge Monday Club – Activities	£415
Turkey Street	Kempe Hall Residents Association - Ju-Jitsu Club Mats	£2,500
Southgate	Trinity at Bowes, Sound Recording Studio	£1,676
Southgate Green	Lakes Estate - Street Trees	£5,000
Highway	Enfield Highway Enterprise Enfield Website	£5,000
Town	ICT Community Courses for the over 50's	£7,950
Town	Enfield Veterans Support	£3,000
Town	Additional Maintenance of the New River	£10,000
Town	Salvation Army Toys and Dishwasher	£1,500
Town	Minibus for 2 nd Enfield Scouts	£20,000
Edmonton Green	Pymmes Park Gym Equipment	£27,000
Edmonton Green	Shires Learning Hub – after school homework club	£13,000
Edmonton Green	Shires Learning Hub – after school homework club – equipment	£11,271
Edmonton Green	Temporary Accommodation Play Project	£4,500

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Edmonton Green	Free Basketball sessions at Edmonton Leisure Centre	£28,767
Edmonton Green	Stroke Care and Support in the Community	£24,120
Edmonton Green	Basic Referee Training	£9,600
Edmonton Green	Boxing and Mentoring Youth Programmes	£3,940
Chase	Sublime Soccer Weekly Football Club	£5,980

- Subject to confirmation that this cannot be funded through S106 funds attached to the new Oasis Hadley Academy.

All applications would be checked to ensure that they were supported by all three ward councillors and had been signed by the applicant before the projects were confirmed.

- (2) The following applications were referred back for further information before approval could be considered by the Sub Committee.
 - Community Support and Training Programme – (Ponders End Ward)
 - Landmark Clock for Palmers Green Triangle – (Palmers Green Ward)
 - Contribution to organ repair for St Andrews Church (Town Ward)
 - Northside Youth and Community Connections Believe and Achieve, Aspire to Inspire project for the production of a short film and talent show to address the issues of knife, guns and other crimes. (Edmonton Green Ward)
- (3) Consideration of the Edmonton Green London Film Foundation application will be deferred until after the results from the Council Commission on the August 2011 Disturbances were known.
- (4) The Upper Edmonton Next Exit Job Project application had been withdrawn as all the Upper Edmonton funds had been allocated.

Reason: The projects submitted had been proposed and developed by the local people of Enfield, to help improve the social, economic or environmental well being by tackling local need and deprivation. The projects all support the Council's vision of making Enfield a better place to live and work, delivering fairness for all, growth and sustainability and strong communities.

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5

MINUTES OF THE MEETING HELD ON 31 OCTOBER 2011

1. Minutes of the previous meeting

The minutes of the meeting held on 31 October 2011 were agreed as a correct record.

2. Matters arising

2.1 Jayne Middleton-Albooye, Principal Lawyer, advised that changes would need to be made to the Enfield Residents Priority Fund scheme, as a result of the introduction of the General Power of Competence, which was part of the Localism Act 2011.

6

DATES OF FUTURE MEETINGS

NOTED the dates agreed for future meetings of the Sub Committee.

- Wednesday 21 December 2011
- Tuesday 17 January 2012
- Thursday 16 February 2012
- Thursday 29 March 2012
- Monday 16 April 2012

AGREED that

1. An informal meeting of the Sub Committee will be held on Thursday 26 January 2012 at 6.30pm to review the way that the fund is working.
2. Any comments and/or suggestions for improvements should be sent to Alison Trew, before the informal meeting.

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**MINUTES OF THE MEETING OF THE CABINET
HELD ON WEDNESDAY, 23 NOVEMBER 2011****COUNCILLORS****PRESENT**

Doug Taylor (Leader of the Council), Achilleas Georgiou (Deputy Leader), Chris Bond (Cabinet Member for Environment), Bambos Charalambous (Cabinet Member for Culture, Sport and Leisure), Del Goddard (Cabinet Member for Business and Regeneration), Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health), Donald McGowan (Cabinet Member for Adult Services and Care), Ayfer Orhan (Cabinet Member for Children & Young People), Ahmet Oykenar (Cabinet Member for Housing) and Andrew Stafford (Cabinet Member for Finance and Property)

OFFICERS:

Rob Leak (Chief Executive), Ian Davis (Director of Environment), Ray James (Director of Health, Housing and Adult Social Care), Andrew Fraser (Director of Schools & Children's Services), Neil Rousell (Director of Regeneration, Leisure & Culture), James Rolfe (Director of Finance, Resources and Customer Services), Asmat Hussain (Assistant Director Legal), John Austin (Assistant Director - Corporate Governance), Simon Tendeter (Assistant Director Communities, Communications, Policy and Performance) and Andrew Golder (Press and New Media Manager) Jacqui Hurst (Secretary)

Also Attending: Councillors Michael Lavender (Minute Nos. 1 and 30 refer), Derek Levy and George Savva.

1**EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for consideration of agenda item 3 of business listed on part 2 of the agenda on the grounds that it involved the likely disclosure of confidential information as defined in Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

Members considered item 3 on the part 2 agenda – Barnet, Enfield and Haringey Clinical Strategy – The Clinical Position at this point in the meeting. Councillor Michael Lavender (Leader of the Opposition) was in attendance for this item. Minute No.30 below details the discussion on the item.

Members of the public were then invited to return to the Cabinet meeting for the discussion of the part one items.

2

APOLOGIES FOR ABSENCE

There were no apologies for absence.

3

DECLARATION OF INTERESTS

Councillor Don McGowan (Cabinet Member for Adult Services and Care) declared a personal interest in Report Nos. 143 and 146 – Integrated Care and Support Service for People with Learning Disabilities, in his capacity as a Council representative on the Board of the parent company (Newlon Housing Association) of the successful tenderer (Minute Nos.16 and 29 below refer).

Councillor Del Goddard (Cabinet Member for Business and Regeneration) declared a personal interest in Report No.141 – Update Report on the Behaviour Support Service at St.Mary's, Lawrence Road, Edmonton and the Craig Park My Place Scheme, in his capacity as Chairman of the Management Committee of the Pupil Referral Unit (PRU) (Minute No.14 below refers).

4

URGENT ITEMS

NOTED that the reports listed on the agenda had been circulated in accordance with the requirements of the Council's Constitution and the Local Authorities (Executive Arrangements) (Access to Information) (England) Amendment Regulations 2002. These requirements state that agendas and reports should be circulated at least 5 clear days in advance of meetings.

5

DEPUTATIONS AND PETITIONS

NOTED that no requests for deputations (with or without petitions) had been received for presentation to this Cabinet meeting.

6

ITEMS TO BE REFERRED TO THE COUNCIL

NOTED that a report on the Health and Wellbeing Board – Terms of Reference would be referred to full Council at the appropriate time; when the current Bill became an Act of Parliament (Minute No.13 below refers).

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7

PROGRESS REPORT ON BUDGET PREPARATION FOR 2012/13 AND REVIEW OF THE MEDIUM TERM FINANCIAL PLAN

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.134) outlining the progress made to date in the preparation of the 2012/13 budget (including the Housing Revenue Account), review of the Medium Term Financial Plan and Capital Programme.

NOTED

1. that the report proposed savings measures totalling £11.214m as detailed in Appendix A to the report;
2. the financial pressures and risks which were being faced by the Council, as referred to in paragraph 3.4 of the report;
3. the current position with regard to the general economy and the situation for Enfield in particular, as set out in paragraph 4.1 of the report;
4. Members highlighted the negative effects of the Government's public spending cuts and the damping system, as detailed in paragraph 4.2 of the report;
5. the demographic changes and pressures being faced by the Authority as set out in paragraph 4.4 of the report;
6. the proposals for the budget setting and medium term financial plan, detailed in section 5 of the report. Members noted the objectives of the Leaner Programme as set out in full in paragraph 5.4 of the report;
7. the Council's Capital programme was on course, section 6 of the report referred. In order to increase the level of capital receipts and reduce the requirement for external borrowing, a review of potential sites for disposal had been undertaken. Progress on the proposed disposals programme would be reported to future Cabinet meetings;
8. that Members' attention was drawn to the opportunities and risks of new Government legislation, as set out in section 7 of the report;
9. the current economic climate and the increasing pressures being faced by the Authority, for example in increasing unemployment. The report highlighted a number of important issues. A budget green paper on other savings measures (totalling £1.040m) would be fully consulted on with the public and key stakeholders. The issues facing the Authority would be highlighted;

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10. that the proposed dates for the Overview and Scrutiny Budget meeting and the February Council meeting would be agreed by the Leader of the Council and the Cabinet Member for Finance and Property, in consultation with the Assistant Director Corporate Governance.

Alternative Options Considered: NOTED that the Council was fully committed to delivering a balanced budget for the next four years with Council Tax levels as low as possible. As such no alternative options had been considered.

DECISION: The Cabinet agreed to

1. note the progress made to date in the preparation of the 2012/13 budget;
2. approve the savings measures totalling £11.214m as set out in Appendix A of the report;
3. note that additional savings to produce a balanced budget in 2012/13 would be subject to further scrutiny and consultation;
4. delegate responsibility for determining the manner of informing and consulting with Scrutiny Panels on the 2012/13 budget to the Cabinet Member for Finance and Property in consultation with the Director of Finance, Resources and Customer Services.

Reason: To ensure that Members were aware of the progress made to date with the 2012/13 budget and the review of the Medium Term Capital and Revenue Plans.

(Key decision – reference number 3342)

8

REVENUE MONITORING REPORT SEPTEMBER 2011

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.135) setting out the Council's revenue budget monitoring position based on information to the end of September 2011.

NOTED

1. the significant level of savings which had been achieved in 2011/12 as set out in the report. A summary of the departmental and corporate projected outturns and variances against budget were noted as detailed in section 4 of the report. The budget pressures and projected savings were set out in full in section 5 of the report;
2. the Treasury Management position since the end of September as set out in section 6 of the report;

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3. the achievement of savings as detailed in section 8 of the report, there were no longer any savings in the red category and only 10% remaining in the amber category. This was an outstanding performance by the Council. The report confirmed that there had been no deterioration in the financial position of the Authority.

Alternative Options Considered: Not applicable to this report.

DECISION: The Cabinet

1. noted the revenue outturn projection of £119k overspend in 2011/12;
2. agreed that departments reporting pressures should formulate and implement action plans to ensure that they remain within budget in 2011/12;
3. agreed that £120k be allocated to support the Secondary School places pressure as set out in paragraph 5.6 of the report.

Reason: To ensure that Members were aware of the projected budgetary position for the Authority, including all major budget pressures and underspends which had contributed to the present monthly position and that were likely to affect the final outturn.

(Key decision – reference number 3341)

9

CAPITAL PROGRAMME MONITOR - SECOND QUARTER SEPTEMBER 2011 - BUDGET YEAR 2011-12

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.136) informing Members of the current position regarding the Council's 2011 to 2015 capital programme taking into account the latest re-profiling information for all capital schemes.

NOTED

1. the detail of the 2011/12 capital budget as set out in section 4 of the report. The report summarised the overall re-profiling of the budget for the current year and additional capital items for 2011/12;
2. the funding which had been provided to enable the completion of the QEII stadium and the additional funding provided for West Lea School, as set out in the report;
3. the principal elements of the HRA Capital Programme were the delivery of the Decent Homes and general works programmes, leasehold buybacks and the provision of grants to vacate. There had been no slippage reported within the programme schemes at this stage;

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4. the summary of the capital programme 2011-12 to 2014-15 and the financing of capital expenditure as set out in section 5 of the report. Members noted the importance of the Council's capital disposals programme in securing funding for future capital expenditure;
5. that Appendix A to the report provided full details of the schemes within the capital programme 2011-2015. Approximately £53m had been allocated to schools projects alone this financial year.

Alternative Options Considered: None.

DECISION: The Cabinet

1. agreed the updated re-profiled four year programme;
2. approved the additional capital items as detailed in Table 2 of the report;
3. noted the reduction in unsupported borrowing of £22.1m and the subsequent reduction in revenue costs of the capital programme.

Reason: To inform Members of the current position regarding the Council's 2011 to 2015 capital programme.

(Key decision – reference number 3407)

10

SECONDARY PUPIL PLACES - 10 YEAR STRATEGY

Councillor Ayfer Orhan (Cabinet Member for Children and Young People) introduced the report of the Director of Schools and Children's Services (No.137) setting out the most recent pupil number projections which indicated a requirement to provide substantial numbers of additional secondary school places.

Councillor Orhan expressed her thanks and appreciation to the Director of Schools and Children's Services and his officers for the considerable work which had been undertaken in formulating the ten year strategy now being presented to Members.

NOTED

1. the best options available to the Council within the restrictions of Government policies and funding levels, were being presented for Members' consideration. Members noted the way forward with regard to the provision of new schools through academies and free schools, as detailed in full in the report;
2. the negative effects on the Council's previous strategy through the Government's decision to withdraw funding through the Building

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Schools for the Future programme, as detailed in paragraph 3.2 of the report;

3. the need for a significant increase in the provision of secondary school places as set out in the report. The detailed projections were outlined in paragraph 5.6 of the report. The Council would need to investigate creative and alternative ways in which to attract the necessary funding through working with individuals and organisations with the same values as the Council. A flexibility of 2.5% had been built into the calculations to ensure that the Council was prepared for and able to meet future demand;
4. that it would be challenging to find the sites required for new secondary school provision in the Borough. Option 2, set out in the report, was being recommended to Members as this provided flexibility in moving forward by exploring both the provision of new academies and the expansion of existing schools, as detailed in full in section 6.2 of the report;
5. that the pupil projections would be reviewed regularly and any changes in circumstances taken into account in moving forward. Clarity of available funding would continue to be sought from the Department of Education and the Council would lobby appropriately in order to highlight the Council's needs;
6. in response to questions raised by Councillor Charalambous, Andrew Fraser (Director of Schools and Children's Services) outlined the Council's work with neighbouring Boroughs and the situation with regard to PFI funding;
7. that discussions had taken place with Secondary Headteachers on the proposals detailed in the report. Members were reassured that Option 2 set out in the report provided for a flexible approach to be adopted with the ability to respond to any local changes and new legislation.

Alternative Options Considered: NOTED

1. that all secondary schools had been reviewed to explore whether there were opportunities to admit additional pupils. The schools identified in paragraph 6.2 of the report had the most potential to admit additional pupils provided that sufficient classrooms and ancillary teaching spaces etc were provided.
2. the restructuring of the school day and using the building for two separate sessions had been considered. Although a clear advantage would be the potential to double the use of the school building, there were many implications (operational and financial) that were currently difficult to quantify. Officers were not aware of any other Local Authorities or Academies currently managing schools in this way. Issues include reducing the availability of the building for community and extended school use, staffing and recruitment issues, how to

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manage which pupil attends either session, problems for parents around working hours and increased maintenance and energy costs. It is therefore not considered to be an option at this time. However, there may be the potential to explore extended use by the 16-19 sector, by implementing a third teaching session (e.g. after normal school hours) which may help to provide additional capacity for the post 16 provision. It is intended to explore this option in more detail through further consultation with secondary headteachers.

DECISION: The Cabinet agreed

1. to formally adopt Option 2 (paragraph 6.2 of the report referred) as the Secondary Pupil Places Ten Year Strategy, to be revised annually;
2. to approve a full search of the Borough in order to identify suitable sites for the location of up to three new academies in addition to the proposed academy in Bell Lane;
3. to approve the commissioning of feasibility studies at schools identified in paragraph 6.2 of the report to include traffic, transport and planning implications;
4. to note that Statutory Notices would be published where there was a planned increase to the Admission Number for a particular school;
5. to note that previous consultation in relation to the Meridian Water development had proposed a 6 form entry school and recommended that an 8 form of entry school be provided at Meridian Water, opening September 2016;
6. to recommend that the Cabinet Member for Children and Young People was authorised to initiate and support the development of sponsor-led proposals for the proposed academies and endorse appropriate proposals in order to access government funding for the benefit of local children;
7. to recommend that a further strategy be developed in relation to the provision of Special School places over the primary and secondary age groups.

Reason: The local authority had an overriding statutory duty to provide sufficient pupil places to meet anticipated demand as near as possible to the areas of this demand. This duty could not be discharged with the current capacity of the Borough's secondary schools. The recommendation to adopt Option 2 as the Secondary Strategy would allow a planned incremental expansion of existing schools, but would also maximise opportunities to secure funding from central government for new schools.

(Key decision – reference number 3361)

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11

ENFIELD VOLUNTARY AND COMMUNITY SECTOR FRAMEWORK 2012-2017

Councillor Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health) introduced the report of the Chief Executive (No.138) outlining a new framework document that defines how the Council works with and would support its Voluntary and Community Sector partners.

NOTED

1. that the Framework set out the intentions of the Council to work with its partners in the Voluntary and Community sector to deliver high quality services, as set out in section 1 of the report. It was envisaged that from April 2012, the Council and its Voluntary and Community sector partners would universally adopt the framework to enable consistent and transparent joint working in the future;
2. that the framework was based on 5 clear principles as set out in paragraph 3.5 of the report;
3. that the framework was supported by the Corporate Management Board. The principles would be rolled out across the Council and a standardised approach across Departments would be adopted;
4. that a review of umbrella organisations has been commissioned, a rigorous process of review and examination of options going forward will guide how we provide these functions in future. There was a clear commitment to resolve long term issues around how accommodation for the sector was allocated and managed. Members were aware of historical inconsistencies and welcomed the reviews and proposed way forward.

Alternative Options Considered: NOTED that alternative options considered were to not address the issues raised by not having a formal framework within which to conduct the Council's working relationship with the Voluntary and Community sector. This had been rejected on the grounds that a key delivery partner such as the Voluntary and Community sector was too important not to attempt to create formal protocols that could define the Council's relationship clearly and set the parameters for working together in the future.

DECISION: The Cabinet considered the contents of the framework and approved the document as set out in Appendix 1 to the report.

Reason: The recommendation to approve the Framework was based on the commitment to achieve the 3 strategic aims of Enfield Council to support Fairness for All, Growth and Sustainability, and Stronger Communities. The inconsistencies that had prevailed in recent years on how the Council supports and does business with the Voluntary and Community sector were

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apparent and not to take action would not be consistent with the aims of the Council.

(Key decision – reference number 3359)

12

ENFIELD COMMUNITY CAPACITY BUILDING FUND 2012-2015

Councillor Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health) introduced the report of the Chief Executive (No.139) setting out proposals for the Enfield Community Capacity Building Fund 2012-2015.

NOTED the detailed proposals as set out in the report. It was intended to roll-out the project by the new financial year. A further report would be submitted to Cabinet in April 2012.

Alternative Options Considered: NOTED that the alternative options considered were to:

- Not to commence with the Fund and hence not enact an agreed budgetary commitment.
- Reduce the financial commitment to the Fund and therefore reduce its ability to positively impact on the lives of our residents.

DECISION: The Cabinet

1. considered the report and approved the Fund as set out in the appendix to the report;
2. noted the explanation of the relevant well-being objectives underpinning the use of the power under s.2 of the Local Government Act 2000 to support this scheme;
3. agreed to approve:
 - (a) the principles, eligibility criteria and operating proposals for implementing the Enfield Community Capacity Building Fund outlined in the guidance and toolkit appended to the report;
 - (b) the commissioning and administrative procedures for the fund, as outlined within the guidance and toolkit;
 - (c) A Cabinet Sub-Committee comprising 3 Members agreed by Cabinet as the decision making body for projects coming forward on an annual basis (the Members of the Sub-Committee would be confirmed at the next meeting of the Cabinet);
 - (d) Bi-yearly progress reports to be provided to Cabinet.

Reason: The recommendations were based on the commitment to achieve the 3 strategic aims of Enfield Council to support Fairness for All, Growth and Sustainability, and Stronger Communities and enact an agreed budgetary decision. Whilst considerable efforts had been made so far by the Council and its partners to build capacity in our communities and help people fulfil their potential there was still much inequality and deprivation in Enfield that needed

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to be addressed. The need for Members to note the explanation of the relevant well-being objectives underpinning the use of the power under s.2 Local Government Act 2000 to support this scheme.

(Key decision – reference number 3358)

13

HEALTH AND WELLBEING BOARD - TERMS OF REFERENCE

Councillor Don McGowan (Cabinet Member for Adult Services and Care) introduced the report of the Director of Health, Housing and Adult Social Care (No.140) seeking approval to the setting up of a Shadow Health and Wellbeing Board.

NOTED

1. the proposals for the establishment of Health and Wellbeing Boards as set out in the report. Health and Wellbeing Boards should be in place from April 2013, with shadow boards in place from April 2012. The establishment of the Board would be ratified by full Council at the appropriate time;
2. that three delivery groups composed of partner agencies would be used to ensure that partnership working was operationally effective, as set out in paragraph 1.3 of the report;
3. in response to a question raised by Enfield Voluntary Action, it was noted that despite the statutory membership of the Health and Wellbeing Boards in the proposed Health and Social Care Bill 2011 not including the third sector; it was agreed that the third sector would be asked to elect 2 representatives for the board, to ensure one voting representative could always be present;
4. that the Shadow Board would have a limited range of powers under the current Bill, the Cabinet was not delegating any Executive functions at this stage. The proposed arrangements would enable constructive discussions to continue with the Council's partners.

Alternative Options Considered: It is likely to become a statutory obligation of the local authority to create a Health and Wellbeing Board through the proposed Health and Social Care Bill 2011, therefore no alternative option had been considered.

DECISION: The Cabinet agreed to

1. approve the setting up of the shadow board to be ratified at full Council at the appropriate time;
2. the Terms of Reference for the Shadow Health and Wellbeing Board (as detailed in Appendix 1 to the report);

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3. to approve the Member representation on the Shadow Health and Wellbeing Board to be the Cabinet Members for:
 - Adult Services and Care
 - Community Wellbeing and Public Health
 - Children and Young People
4. note the anticipated statutory requirements relating to setting up of Shadow Health and Wellbeing Boards.

Reason: It is a statutory obligation of the local authority to create a Health and Wellbeing Board through the proposed Health and Social Care Bill 2011.

(Key decision – reference number 3390)

14

UPDATE REPORT ON THE BEHAVIOUR SUPPORT SERVICE AT ST.MARY'S, LAWRENCE ROAD, EDMONTON AND THE CRAIG PARK MY PLACE SCHEME

Councillor Del Goddard (Cabinet Member for Business and Regeneration) had declared a personal interest in the report, Minute No.3 above refers.

Councillor Ayfer Orhan (Cabinet Member for Children and Young People) introduced the report of the Director of Schools and Children's Services (No.141) updating Members on the purchase of and proposed re-provision of accommodation for the Behaviour Support Service at St.Mary's Lawrence Road, Edmonton and, the progress of the My Place Scheme at Craig Park Youth Centre.

NOTED

1. the contents of the update report;
2. the background and current position with regard to the Pupil Referral Unit (PRU) scheme as set out in section 3 of the report. The negative effect of the scrapping of the Building Schools for the Future (BSF) Programme in July 2010 was highlighted. The current situation was not acceptable and Members supported the proposed way forward. It was hoped that the Unit would operate on a new site by September 2013;
3. the importance of providing an improved facility for the young people involved; the proposals would also present considerable benefits to the locality of the provision;
4. Councillor Charalambous highlighted the good work which had been undertaken at the Craig Park My Place Scheme and expressed his support for the proposed way forward as set out in the report.

Alternative Options Considered: None at this stage.

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Reason: The report was for information only.
(Non key)

15

AWARD OF CONTRACT FOR CARE AND SUPPORT SERVICES AT ALCAZAR COURT EXTRA CARE SCHEME

Councillor Don McGowan (Cabinet Member for Adult Services and Care) introduced the report of the Director of Health, Housing and Adult Social Care (No.142) seeking approval to award a contract for care and support services at Alcazar Court.

NOTED

1. that Report No.145 also referred as detailed in Minute No.28 below;
2. the tendering process which had been carried out as set out in the report. Service Users from the “older adults” client group had been actively involved in the decision making process. The proposed contract award would provide improvements for service users and represent value for money.

Alternative Options Considered: Extending the existing contract with variation as set out in paragraphs 3.8 and 3.9 of the report. Spot Purchase of domiciliary care packages with a separate support service: this would not deliver the flexible, co-ordinated care and support service model required for extra care.

DECISION: The Cabinet agreed to endorse the recommendation to award a contract for care and support services at Alcazar Court to Tenderer C.

Reason: Tenderers had submitted responses to the ITT as part of a transparent and fair competitive procurement process in accordance with the Council’s Contract Procedure Rules. All responses had been robustly evaluated for quality and price. The key elements of the recommended Tenderer’s bid (as detailed in Report No.145) confirm the recommended Tenderer’s bid as representing the best overall value in terms of quality, price and service user satisfaction.

(Key decision – reference number 3248)

16

INTEGRATED CARE AND SUPPORT SERVICE FOR PEOPLE WITH LEARNING DISABILITIES

Councillor Don McGowan (Cabinet Member for Adult Services and Care) had declared a personal interest in the following report, Minute No.3 above referred.

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Ray James (Director of Health, Housing and Adult Social Care) introduced his report (No.143) providing an overview of the commissioning, tendering and evaluation process.

NOTED

1. that Report No.146 also referred, as detailed in Minute No.29 below;
2. the tendering exercise which had been carried out, as set out in the report. Officers had worked with service users and their families as part of the evaluation process.

Alternative Options Considered: To allow the block contract to expire and revert to spot purchasing arrangements. This would result in higher prices, an un-stabilised market rate, diminished control on service quality and the inability to guarantee sufficient supply.

DECISION: The Cabinet

1. approved the award of contract of the Integrated Care and Support Contract for a period of three years with an option to extend for up to a further two years, subject to satisfactory performance of the selected provider;
2. noted that the details of the successful tenderers and financial impact considered were included within Report No.146 (Minute No.29 below refers).

Reason: Tenderers had been subject to a comprehensive evaluation procedure and the tender group was satisfied that the selected organisations had demonstrated the ability to meet or exceed all of the evaluation requirements and comply with the requirements of the service specification and contract.

(Key decision – reference number 3226)

17

ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY PANEL/SCRUTINY PANELS

NOTED that no items had been received for consideration at this meeting.

18

CABINET AGENDA PLANNING - FUTURE ITEMS

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

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19

KEY DECISIONS FOR INCLUSION ON THE COUNCIL'S FORWARD PLAN

NOTED, that the next Forward Plan was due to be published on 16 December 2011, this would cover the period from 1 January to 30 April 2012.

20

MINUTES OF THE POLICY CABINET SUB-COMMITTEE - 15 SEPTEMBER 2011

NOTED, for information, the minutes of a meeting of the Policy Cabinet Sub-Committee held on 15 September 2011.

Members noted that the Localism Bill had now become an Act.

21

MINUTES OF THE ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 19 SEPTEMBER 2011

NOTED, for information, the minutes of a meeting of the Enfield Residents' Priority Fund Cabinet Sub-Committee held on 19 September 2011.

22

MINUTES OF THE ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 31 OCTOBER 2011

NOTED, for information, the minutes of a meeting of the Enfield Residents' Priority Fund Cabinet Sub-Committee held on 31 October 2011.

23

MINUTES OF THE LOCAL DEVELOPMENT FRAMEWORK CABINET SUB-COMMITTEE - 1 NOVEMBER 2011

NOTED, for information, the minutes of a meeting of the Local Development Framework Cabinet Sub-Committee held on 1 November 2011.

Councillor Del Goddard (Cabinet Member for Business and Regeneration) highlighted the three significant issues which had been considered by the Sub-Committee:

- Towards Pre-Submission Stage Document for the North Circular Area Action Plan – this was now subject to a 12 week consultation period; Members were invited to submit any comments within this period.
- Local Development Framework Section 106 Supplementary Planning Document Adoption Report.
- Pre-Feasibility Study into a Decentralised Energy Network in the Upper lee Valley – “ULV DE Network Masterplan”.

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**24
MINUTES**

AGREED that the minutes of the previous meeting of the Cabinet held on 12 October 2011 be confirmed and signed by the Chairman as a correct record.

**25
ENFIELD STRATEGIC PARTNERSHIP FEEDBACK**

NOTED that there were no written updates to report to this meeting.

Members requested that written updates be circulated at the next Cabinet meeting on the recent ESP Away-day and the December Board meeting.

**26
DATE OF NEXT MEETING**

NOTED that the next meeting of the Cabinet was scheduled to take place on Wednesday 14 December 2011 at 8.15pm at the Civic Centre.

**27
EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the items of business listed on part 2 of the agenda on the grounds that they involve the likely disclosure of confidential information as defined in Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

**28
AWARD OF CONTRACT FOR CARE AND SUPPORT SERVICES AT
ALCAZAR COURT EXTRA CARE SCHEME**

Councillor Don McGowan (Cabinet Member for Adult Services and Care) introduced the report of the Director of Health, Housing and Adult Social Care (No.145).

NOTED

1. that Report No.142 also referred as detailed in Minute No.15 above;
2. the results of the evaluation, the individual scoring elements and the financial implications as set out in the report;
3. that the recommended contract award would provide significant efficiency savings, as detailed in the report;

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4. Members discussed the scoring mechanisms in relation to the involvement of service users and noted the lessons to be learned for the future. Service users had valued their engagement in the process;
5. Ray James (Director of Health, Housing and Adult Social Care) reassured Members of the robustness of the processes which had been followed and the quality assessments which had been carried out. The chosen tenderer was well-placed to meet the diverse needs of service users. Individuals' needs would be assessed and effective individual care packages put in place.

Alternative Options Considered: As detailed in Report No.142, Minute No.15 above refers.

DECISION: The Cabinet agreed to endorse the recommendation to award a contract for care and support services at Alcazar Court to Tenderer C, as detailed in the report.

Reason: As detailed in section 5 of the report.
(Key decision – reference number 3248)

(Exempt information as defined in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Schedule 12A to the Local Government Act 1972 as amended).

29

INTEGRATED CARE AND SUPPORT SERVICE FOR PEOPLE WITH LEARNING DIFFICULTIES

Councillor Don McGowan (Cabinet Member for Adult Services and Care) had declared a personal interest in this report, Minute No.3 above refers.

Ray James (Director of Health, Housing and Adult Social Care) introduced his report (No.146) providing details of the commercially sensitive tender information related to Report No.143.

NOTED

1. that Report No.143 also referred as detailed in Minute No.16 above;
2. that the figure detailed in paragraph 2.2 of the report was incorrect and should be as stated in paragraph 6.1 of the report;
3. the criteria and scoring mechanisms used as set out in the report;
4. that overall reduction in costs resulting in significant savings, as detailed in the report. The new contract would also result in benefits to the service users;

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5. the results of the evaluation, as outlined in the report, which had been subject to a rigorous challenge and checking process.

Alternative Options Considered: As detailed in Report No.143, Minute No.16 above refers.

DECISION: The Cabinet

1. noted the list of organisations invited to tender for the Integrated Care and Support Contract for people with Learning Disabilities and the responses received;
2. agreed to award the contract to the tenderer detailed in the report, for the annual contract value as detailed in the report, for a 3 year period with an option to extend for a further 2 years. The letting of this contract would enable a partnership approach to be adopted to remodel the Carterhatch site into a hub of strategically planned specialist services for people with learning disabilities who live in Enfield.

Reason: As detailed in Report No.143, Minute No.16 above refers.

(Key decision – reference number 3226)

(Exempt information as defined in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Schedule 12A to the Local Government Act 1972 as amended).

30

BARNET, ENFIELD AND HARINGEY CLINICAL STRATEGY - THE COUNCIL'S POSITION

This item was considered at the beginning of the Cabinet meeting. The minutes follow the order of the printed agenda. Councillor Michael Lavender (Leader of the Opposition) was present for the discussion of this item.

Councillor Doug Taylor (Leader of the Council) provided Members with an update on the Council's position with regard to the Barnet, Enfield and Haringey Clinical Strategy. The Council had today received responses from the three parties which the Council had served with a letter before action. The responses would now need to be considered by the Council's external legal adviser and the way forward by the Council would then need to be determined. Any decision would need to be taken without delay and it was therefore recommended that the Cabinet delegate authority to the Leader of the Council to act on behalf of the Cabinet in accordance with the Cabinet's urgency procedures. The urgency procedures would also waive the right of call-in; the Leader of the Opposition would be briefed on the Council's proposed decision.

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AGREED that delegated authority be given to the Leader of the Council to act on behalf of the Cabinet in accordance with the Cabinet's urgency procedures, Chapter 4.3, paragraph 12 of the Council's Constitution referred.

(Exempt information as defined in Paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of Schedule 12A to the Local Government Act 1972 as amended).

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