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THE CABINET

Wednesday, 14th November, 2012 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, Leisure, Youth and Localism), 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, Care and Health), Ayfer Orhan (Cabinet Member for Children & Young People), Ahmet Oykener (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**

Members of the Cabinet are invited to identify any disclosable pecuniary, other pecuniary or non pecuniary interests relevant to items on 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 and Meetings) (England) Regulations 2012.

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 note that there are no items to be referred to full Council.

6. SEPTEMBER 2012 REVENUE MONITORING AND MEDIUM TERM FINANCIAL PLAN UPDATE REPORT (Pages 1 - 26)

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 September 2012, updates Cabinet on progress on balancing the Medium Term Financial Plan and plans for budget consultation. **(Key decision – reference number 3539)**

(Report No.99)
(8.20 – 8.25 pm)

7. CAPITAL PROGRAMME MONITOR SECOND QUARTER SEPTEMBER 2012 - BUDGET YEAR 2012/13 (Pages 27 - 42)

A report from the Director of Finance, Resources and Customer Services is attached. This informs Members of the current position regarding the Council's 2012 to 2015 capital programme taking into account the latest re-profiling information for all capital schemes. **(Key decision – reference number 3575)**

(Report No.100)
(8.25 – 8.30 pm)

8. REVISED TERMS OF REFERENCE FOR LOCAL PLAN (FORMERLY LDF) CABINET SUB-COMMITTEE (Pages 43 - 52)

A report from the Director of Regeneration, Leisure and Culture is attached. This seeks agreement to revised terms of reference for the newly named Local Plan Cabinet Sub-Committee to reflect changes to plan making legislation. (Non key)

(Report No.101)
(8.30 – 8.35 pm)

9. FUTURE OPTIONS FOR THE CIVIC CENTRE (Pages 53 - 64)

A report from the Director of Finance, Resources and Customer Services is attached. This considers the various options open to the Council for the future management of the building. **(Key decision – reference number 3572)**

(Report No.102)
(8.35 – 8.40 pm)

10. PROPOSAL FOR THE EXTENSION OF HOME BASED SUPPORT SERVICE CONTRACTS (Pages 65 - 72)

A report from the Director of Health, Housing and Adult Social Care is attached. This considers proposals for the extension of Home Based Support Service contracts. (Report No.104, agenda part 2 also refers) **(Key decision – reference number 3556)**

(Report No.103)
(8.40 – 8.45 pm)

11. ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY PANEL/SCRUTINY PANELS

No items have been received for consideration at this meeting.

12. CABINET AGENDA PLANNING - FUTURE ITEMS (Pages 73 - 78)

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

13. NOTICE OF KEY DECISION LIST

Members are asked to consider any forthcoming key decisions for inclusion on the Council's Notice of Key Decision List.

Note: the next Notice of Key Decision List is due to be published on 30 November 2012 and will be effective from 1 January 2013.

14. MINUTES

To confirm the minutes of the meeting of the Cabinet held on 5 November 2012.

(To Follow)

15. MINUTES OF POLICY CABINET SUB-COMMITTEE - 26 SEPTEMBER 2012 (Pages 79 - 82)

To receive, for information, the minutes of a meeting of the Policy Cabinet Sub-Committee held on 26 September 2012.

16. MINUTES OF ENFIELD RESIDENTS' PRIORITY FUND CABINET SUB-COMMITTEE - 15 OCTOBER 2012 (Pages 83 - 94)

To receive, for information, the minutes of a meeting of the Enfield Residents' Priority Fund Cabinet Sub-Committee held on 15 October 2012.

INFORMATION ITEMS

17. ENFIELD STRATEGIC PARTNERSHIP FEEDBACK

There are no written updates to be presented to this meeting.

18. DATE OF NEXT MEETING

To note that the next meeting of the Cabinet is scheduled to take place on Wednesday 5 December 2012 at 8.15pm.

CONFIDENTIAL ITEMS

19. EXCLUSION OF THE PRESS AND PUBLIC

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

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

MUNICIPAL YEAR 2012/2013 REPORT NO. **99**

MEETING TITLE AND DATE:

Cabinet -14th November 2012

REPORT OF:

Director of Finance, Resources and Customer Services

Contact:

Richard Tyler: 0208 379 4732

AGENDA PART 1

ITEM 6

Subject:

September 2012 Revenue Monitoring & Medium Term Financial Plan Update Report.

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the Council's revenue budget monitoring position based on information to the end of September 2012, updates Cabinet on progress on balancing the Medium Term Financial Plan and plans for budget consultation.
- 1.2 The report forecasts an outturn position of £191k underspend for 2012/13.

2. RECOMMENDATIONS

It is recommended that Cabinet:

- 2.1 Notes the £191k underspend revenue outturn projection.
- 2.2 Agrees that departments reporting pressures should formulate and implement action plans to ensure that they remain within budget in 2012/13.
- 2.3 Notes the progress made to date in the preparation of the 2013/14 revenue budget and review of the Medium Term Financial Plan 2013-17 including £12.4m of efficiency savings over the period of the MTFP listed in **Appendix 2**.
- 2.4 Delegates responsibility for determining and leading the 2013-14 Budget Consultation process to the lead Member for Finance and Property in consultation with the Director of Finance, Resources and Customer Services.

3. BACKGROUND

- 3.1 The Council's revenue expenditure against budget is monitored by regular reports to the 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. Areas with on-going implications are incorporated into the Medium Term Financial Plan along with other financial factors affecting the council in the medium term such as pay awards, inflation and Government requirements of local government.

REVENUE MONITORING

3.2 The Revenue Monitoring Report is a result of the monthly monitoring process carried out by 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.

3.3 This report provides information on the main budget variances as well as their causes that are affecting the Council. Although a full budget monitor is carried out each month within departments, the variations in this report are deliberately limited to +/- variances of £50,000 or over in order to provide a greater strategic focus.

3.4 The report also provides an update on progress of the development of the 2013/14 budget and Medium Term Financial Plan along with consultation proposals.

4. September 2012 Monitoring – General Fund

4.1 A summary overview of financial performance is outlined below in Table 1. The intention of this is to provide the key highlight messages in a “dashboard” style summary. It is designed to capture the key messages across the Council’s main financial areas, namely:

1. Income and expenditure;
2. Balance sheet (liquidity, debtor/creditor management, investments and use of balances); and
3. Cash flow forecasting and management.

4.2 Summary balance sheet messages on liquidity and debtor/creditor management will continue to be included in Revenue Monitor reports.

4.3 The information provided will become more comprehensive and informed as the year progresses. The inclusion of a colour-coded risk rating will help focus attention on emerging issues that need addressing, where:

- Red = corrective action needs to be taken.
- Amber = close monitoring required.
- Green = on target, no emerging issue identified.

Table 1: Financial Performance Overview

Area of review	Key highlights	Risk Rating		
		July	Aug	Sept
Income and expenditure position	<ul style="list-style-type: none"> Year end forecast variances of £191k underspend has been identified as at September 2012. These budget variances need to be managed closely to ensure timely appropriate action can be taken in order that overspending departments fall within budget at the end of the financial year. 	Green	Green	Green
	<ul style="list-style-type: none"> A greater focus on budget profiling across all departmental budgets will continue to be applied in order to better reflect predicted net spending patterns throughout the year. 	Amber	Amber	Amber
	<ul style="list-style-type: none"> The HRA is projecting an underspend of £693k for 2012/13 	Green	Green	Green
Balance Sheet	<ul style="list-style-type: none"> The current profile of cash investments continues to be in accordance with the Council's approved strategy for prioritising security of funds over rate of return. 	Green	Green	Green
	<ul style="list-style-type: none"> The year end projections for General Fund balances are in line with the Council's Medium Term Financial Strategy target levels. 	Green	Green	Green
Cash flow	<ul style="list-style-type: none"> The Council's cash balances and cashflow forecast for the year (including borrowing) will ensure sufficient funds are available to cover planned capital and revenue commitments when they fall due. 	Green	Green	Green
	<ul style="list-style-type: none"> Interest receipts forecast for the year are on target with budget. 	Green	Green	Green

4.4 A summary of the departmental and corporate projected outturns and variances against budget is set out in Table 2 as follows:

Table 2: Forecast Outturn Table- Net Controllable Budget / Spend

September 2012	Net Controllable Budget				
	Original Budget	Approved Changes	Approved Budget	Projected Outturn	Projected Variation
Department	£000s	£000s	£000s	£000s	£000s
Chief Executive	3,944	319	4,263	4,263	0
Environment	27,820	2,571	30,391	30,932	541
Finance, Resources & Customer Services	41,841	1,665	43,506	43,512	6
Health, Housing and Adult Social Care	94,619	9,046	103,665	103,129	(536)
Regeneration, Leisure & Culture	9,723	72	9,795	9,795	0
Schools & Children's Services	57,818	2,271	60,089	59,887	(202)
Total Department Budgets	235,765	15,944	251,709	251,518	(191)
Contribution to / from balances	0	(17,285)	(17,285)	(17,285)	0
Corporate Items	8,627	1,341	9,968	9,968	0
Government Funding	(122,892)	0	(122,892)	(122,892)	0
Council Tax Requirement	121,500	0	121,500	121,309	(191)

5. DEPARTMENTAL MONITORING INFORMATION – BUDGET PRESSURES & PROJECTED SAVINGS

5.1 Chief Executive's Department

The department is currently projecting a level spend for 2012/13.

5.2 Environment

The department is currently projecting a variation of £541k overspend, explanations for variances over £50k (totalling £623k) are detailed below:

- +£250k Loss of income on Building Control fees due to the continuing low level of building construction activities in the current economic climate. The Service forecasts an increase of £50k in income shortfall on the basis that there is no optimism that the construction industry will recover during 2012/13. A 6 month review on the income confirmed that the shortfall would likely be more than previously reported.
- -£91k Underspend on Fleet management, £247K saving in leasing charges which is due to the planned delay in the replacement of some refuse vehicles following an assessment of their condition earlier this year and the revision of leasing repayment rates for vehicles purchased last year has reduced the planned contribution to the Internal Leasing Fund. This is partially offset by the loss of MOT test income following a decision to cease MOT tests service from September 2012.
- +£666k Reduction in parking receipts. A number of factors impact on this income, such as the slow economic recovery, footfall, drivers' behaviours and weather conditions need to be taken into consideration when projecting parking income. This income is volatile and is closely monitored throughout the year. A recent assessment of the income trend confirmed that there was a significant reduction in income in the first 6 months in this financial year as compared to the same period last year. The performance for August was even worse than the same period last year when parking activities were badly affected by the riot.
- +£60K Overspend in stray dog service due to a higher demand for the stray dog service in the borough.
- -£87K Underspend on Community Safety Unit due to vacant posts and the reduced PCSO activity.
- -£175K Underspend on the dry co-mingled waste disposal contract and equipment purchase. A price sharing mechanism operates in this disposal contract whereby the cost per tonne can vary depending on market prices of recycling materials. Based on the trend on prices this year, the Service forecasts an underspend on contractor costs. It should, however, be noted that material prices can fluctuate significantly and the unit costs will require close monitoring throughout the year.

5.3 Finance, Resources & Customer Services

The department is currently projecting an overspend of £6k. Explanations for variances over £50k are detailed below:

- £187k overspend in Property Services due mainly to a shortfall in rent income totalling £367k across the commercial portfolio as a result of market and economic conditions. The cost of the disposals programme is expected to overspend by £64k. These pressures have been offset in part by savings from building running costs, and underspends on salaries of £244k.
- £78k overspend in Legal & Registrar's Services due to the cost of hiring additional staff to cover long term sickness and maternity leave. The service also has a £144k shortfall in income in the Registrar's service due to a lower than anticipated take up of the Citizenship service. The service is currently looking at ways to increase the take up of this service in order to manage the overspend. If necessary there is a one off contingency sum available to mitigate loss of income as a result of the downturn in the economy.
- £104k managed underspend in accountancy salaries, has increased from £69k, as reported in August. The posts relating to two members of staff leaving recently will not be filled in 2012/13 in order to manage variances in other areas of the department.
- There is a £199k overspend in Customer Services as a result of temporary staff being utilised to ensure performance levels are maintained.
- There is an estimated £354k underspend in ICT due to cancelled and re-negotiated third party annual support payments.

5.4 Health, Housing & Adult Social Care

The department is currently projecting an underspend of £536k under spend, explanations for variances over £50k are detailed below:

- -£390k Strategy & Resources are projecting an under spend. This is primarily as a result of a forecast underspend of £320k against service development arising from a mid-year review of forecasted spend on all planned projects. The balance of the underspend is a result of small forecast underspends across the department.
- -£256k Projections in Mental Health Services continue to suggest an under spend as a result of variations in net client care package costs. The movement represents progress towards agreed MTFP savings targets.
- +£472k Learning Disabilities are projecting an over spend. There is an agreed savings plan that we anticipate could reduce the over spend during the remainder of the year. The outturn projection also includes new client commitments which are based on named and known clients. The reduction in the overspend of £180k from last month reflect progress under this plan.
- +£158k The Customer Pathway is projecting an overspend position. This represents an improvement of £112k from August's reported position , arising from a mid-year review of client activity and trends.
- -£132k The under spend in Provider services is a result of variations in client income. Income projections will be monitored closely as variations in client activity will impact on the position reported. The position reported is consistent with last month.

- -£388k The care purchasing contingency has been created to manage fluctuations in care purchasing need during the year. It is normal for the budget to be redirected into service areas during the year to offset pressures as they arise.

The departmental forecast excludes a number of HHASC grants

- NHS funding for social care has been approximately £3.4m for the last 2 years. This non-recurrent grant funds projects agreed with the NHS, spanning current and future financial years. The estimated carried forward based on the indicative spending plan at September is £5.9M. The exact amounts carried forward each year are dependent on in year commitments made.
- Housing related Supporting People funding forecasts a carry forward of approximately £793k, this represents an increase of £319k from last month's position, arising from mid-year review of projections.

Community Housing

The Community Housing Division is currently projecting an underspend of £103k for 2012/13. Any overspend or underspend on this service will be managed within the Initiatives Reserve Fund which currently stands at £4,212k (31st March 2012).

The projected variances over / under £50k are set out below:

Temporary Accommodation:

- +£540k overspend on rents. The current projections show that the number of Private Sector Leases are declining and as a result the Council is having to increase the usage of the more expensive nightly paid annexes, to house homeless tenants.
- -£96k underspend on costs of repairs due to reduction in property numbers.
- -£60k underspend on furniture costs due to reduction in property numbers.
- -£227k underspend on bad debt provision contributions due to improvement in collection rates.

Housing Option and Advice:

- -£120k Income due from Home Office for housing casework supporting former Asylum seekers.
- -£61k underspend on refunds received from previous deposits scheme.

5.5 Regeneration, Leisure & Culture

The department is currently projecting a nil variation from approved budget and there are no current variances over £50k to report.

5.6 Schools & Children's Services

Departmental (General Fund Budget)

The department is currently projecting an underspend of £202k. Within this there are individual budget areas with projected variances over £50k. Explanations for these (totalling 216k underspend) are detailed below:

- Transport. £295k overspend. This projection is primarily based on current pupil numbers and route information. However a contributory factor is an overspend of £40k resulting from the withdrawal of external grant funding.
- Asset Management. There is a projected overspend of £40k relating to PFI consultancy fees plus £7k as a result of charging more eligible salaries to grants.
- Schools Building Project. This budget includes the provision for the manager of the Primary Expansion project whose costs will be charged to a number of capital projects resulting in a revenue saving estimated at £132k.
- Catering Service £200k underspend. This is based on last year's spend compared to this years budget after allowing for salary increases following the implementation of the London Living Allowance and provisions inflation.
- Prevention of Care Section 17 & No Recourse to Public Funds £179k overspend. This overspend is mainly due to Multi Systemic Therapy costs for last year and this year being included in 2012/13. The projection for rents spend is in line with last year however this has increased this month as a result of 3 new families and placement extensions in September. However, housing (rent and deposits) expenditure may well increase as the changes to the benefits system are enacted.
- Adolescent Outreach Team £100k underspend. This is a new service and we are currently recruiting establishment.
- Adoption Allowances £184k overspend. The projected overspend is due to 651 more client weeks than budgeted for as a result of higher adoption completions in the last quarter of 11/12. The projection is based only on current and planned adoption and Special Guardianship Order allowances. Fewer Inter Agency fees are expected, resulting in a reduction in recharges to other authorities.
- In-house Fostering £288k underspend. The projected underspend has reduced this month following a net increase of 5 placements during September.
- External Looked After Children Care Purchasing £132k underspend. The LAC care purchasing budgets are currently reporting an under spend because the detailed projection only includes costs for current or planned clients. However, a provision of £158k has been included for

as yet unknown placements which will be required later in 2012/13. The underspend has reduced this month mainly because of a new secure placement with a high cost.

- Looked After Children Staffing Teams £64k overspend. The LAC team is currently fully staffed in order to meet increased levels of LAC casework.
- Youth Support – Careers Service £133k underspend. This follows the creation of a traded service with schools following a change in the statutory duty for careers guidance which came into effect from September. Following a restructuring of the Careers service a majority of Enfield's secondary schools have bought into the new service which has now resulted in an income to the service.

The key risks associated with these projections are:

- The LAC external care purchasing budget projections will show increased spending if new placements are made or existing placements are extended beyond their current projected end dates. A provision for some future possible new placements has been included in the September projection but there is a risk that this will not be sufficient if existing numbers of LAC remain constant throughout 2012/13.
- Youth Justice Secure Remand Pressures - with effect from November the first impact of the new Youth Sentencing proposals will start to impact upon the Council as those young people remanded into secure custody will immediately start to obtain LAC status with leaving care cost implications after 13 weeks. This will increase LAC caseloads resulting in additional staffing to deal with it.
- Welfare Benefit Changes - although these will not be introduced until next April there is a risk that an impact will be felt before then particularly in relation to those services who support homeless families.

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

The Schools Budget is currently projecting a £105k overspend as compared to last months projected overspend of £111k. The overspend is due mainly to an increase in the number of children eligible within the Nursery Education Grant being more than was originally anticipated resulting in a projected overspend of £178k. This overspend is reduced by a number of small budget underspends the most significant of which are a £43k underspend as a result of fewer college placements and savings resulting from the relocation of Bowes to Swan Annexe plus a £47k saving projected by the Child Learning Disability service due to staff vacancies.

6. OTHER GENERAL FUND ITEMS

6.1 Treasury Management

As outlined in previous monitoring reports part of the Treasury Management Strategy in 2012/13 has been to repay borrowing during the year and to re-

finance it later in the year, as cash balances reduce. To this end, we have seen some good opportunities to borrow during September and have taken £8 million at the end of the month for one year at an average rate of 0.37%. Given this positive change in short term borrowing interest rates we will continue to seek out other sources of favourable borrowing rates during October to replace the matured existing debt.

The Council will continue to look at longer term borrowing options to finance the Capital Programme but much will depend on the movement in longer term interest rates.

As at 30th September the Council held investments of £50.2m in total this reflects a increase of £9.2m since August. These are outlined in the table below:

Enfield Investments at 30th September 2012

	Principal	Start Date	Effective Maturity	Rate	Days to Maturity*	Lowest Credit Rating
HSBC Bank Plc	£210,000	30/09/2012	01/10/2012	0.40%	1	AA-
Royal Bank Of Scotland Plc	£6,200,000	30/09/2012	01/10/2012	0.80%	1	A-
Santander UK Plc	£2,900,000	30/09/2012	01/10/2012	0.60%	1	A
Barclays Bank Plc	£7,500,000	10/07/2012	10/10/2012	0.80%	10	A
Lloyds Tsb Bank Plc	£7,500,000	06/08/2012	06/11/2012	1.35%	37	A
Nationwide Building Society	£7,500,000	05/07/2012	05/10/2012	0.60%	5	A
DEUTSCHE MANAGED STERLING LIQUIDITY FUND	£4,800,000	30/09/2012	01/10/2012	0.53%	1	AAA
HSBC STERLING LIQUIDITY FUND	£4,000,000	30/09/2012	01/10/2012	0.39%	1	AAA
Ignis Asset Management	£4,800,000	30/09/2012	01/10/2012	0.65%	1	AAA
Prime Rate Capital Management	£4,800,000	30/09/2012	01/10/2012	0.56%	1	AAA
Total - Internal Investments	£50,210,000		Average	0.74%		
Number of Investments	10					
Average Investment Size	£5,021,000					

*Where the maturity shows one day this means that cash can be called back on demand.

6.2 Corporate Items (Including Contingency & Contingent Items) General Fund

The Council maintains a general contingency of £1.0m. There are also a number of contingent items set aside for various purposes. These are monitored and allocated to departments throughout the year.

6.3 General Fund Balance and Reserves

On 18th July Cabinet noted in the 2012/13 outturn report that as at 31 March 2012 the general fund balance stands at £13.038m (excluding schools) and that earmarked reserves had prudently increased to £75m. This includes a

new Risk Reserve of £2.6m¹ to meet potential pressures in 2012/13 including regeneration scheme delivery costs, redundancy payouts and other demographic pressures.

The Council's audited Statement of Accounts 2011/12 was agreed by Audit Committee on 27th September. It was reported that the accounts had been adjusted to recognise an understatement of income in relation to Adult Social Care of £0.958m. This resulted in an increase in the General Fund balance to nearly £14m. In setting the 2012/13 Budget and Council Tax, Council accepted the Director of Finance, Resources and Customer Services advice that the General Fund should be maintained at a minimum of £13m. The update to the Medium Term Financial Plan later in this report highlights the increasing pressure on Council finances which will be taken into account when the balance is reviewed again as part of the 2013/14 Budget and Council Tax report to Cabinet and Council in February 2013.

6.4 Enfield Residents Priority Fund (ERPF)

The key aim of the ERPF is to address local need within wards, through the funding of specific projects, under the Council's wellbeing power (now general power of competence). The Fund was split into one third revenue funding and two thirds capital funding and the financing of the Fund was included as part of the budget build up for 2012/13. Each project bid is evaluated to determine if it constitutes Revenue expenditure or Capital and only expenditure which creates or enhancing an asset is determined as Capital. We are now half way through the fund cycle and the trend has been an increased number of revenue projects being requested from residents. In order for fund to continue to meet the priorities of the residents the original split of the fund is likely to be adjusted from that shown in the table below.

ERPF Status Update 30th September 2012:	Capital £000's	Revenue £000's	Total £000's
Initial allocation	1,400	700	2,100
Schemes approved to date	(242)	(390)	(632)
Balance currently available	1,158	310	1,468
Bids submitted for approval at last Sub Committee	(169)	(199)	(368)
Balance remaining if all projects approved	989	111	1,100

The use of this fund will continue to be monitored and reported during the year and the effect on both the revenue and capital budgets considered accordingly.

7. Housing Revenue Account (HRA) – Projected £693k Underspend

The Housing Revenue Account is currently projecting a £693k underspend on the approved budget. Within this there are individual budget areas with

¹ £1.835m from general revenue underspends (paragraph 4.5) plus £0.8m transferred from ICT underspend (paragraph 15.2).

projected variances over £50k. Explanations for these (totalling (£409k underspend) are detailed below:

- (£296k) Over-recovery of income in Dwellings Rent has been identified due to a reduction in the void rate, the estimated void rate was 1.6% but the current rate is 1.41%.
- (£281k) Refund on the 11/12 Final Subsidy settlement for the HRA due to a change in the consolidated rate of interest (CRI) from 3.55% used by LBE to 3.53% used by CLG. When the outturn for 11/12 was done, CLG advised us to use a rate of 3.55%.
- When calculating the 12-13 estimates a bad debt provision of £200k for welfare reform was made. As this has been delayed and will not be implemented until the new year this provision will now not be required.
- £170k Overspend on Council Tax for Void properties due to the high number of voids (from estate renewal projects) which were previously entitled to discounts. As these have been void for a significant amount of time they are not entitled to the discount and a full year charge will be applied in 12-13.
- The HRA includes the £15.63m management fee paid to Enfield Homes. Enfield Homes delegated budgets are currently reporting an overspend of £198k. This is due to additional agency staff costs in the Property and Technical services department. This budget will be monitored closely throughout the year to reduce this variance.

8. ACHIEVEMENT OF SAVINGS

- 8.1 The 2012/13 Budget Report included savings and the achievement of increased income totalling £16.7m to be made in 2012/13.
- 8.2 Information on the progress in achieving these savings for all items designated with a red or amber traffic light (indicating an issue relating to their implementation) is set out in Appendix 1.

9. MEDIUM TERM FINANCIAL PLAN UPDATE

- 9.1 Cabinet, on 18th July 2012 as part of the Revenue Outturn Report 2011/12 were updated on the preparations for the setting of the 2013/14 Revenue Budget and Review of the Medium Term Financial Plan.
- 9.2 The update set out the work taking place on the identification of savings proposals to bridge the resource gap for 2013-14 and future years. It explained that the budget process will be slightly different for this Medium Term Financial Plan with a rolling savings programme being implemented through the year rather than a large volume of savings all being presented to Cabinet in February.
- 9.3 Directors have identified savings and started the process of agreeing these with Portfolio Members ensuring that they comply with all governance requirements. It should be noted that where savings are of a level that Cabinet

approval is required, they will be agreed with the Portfolio Member and then be reported to Cabinet for approval.

- 9.4 This process will enable savings to be agreed and if possible implemented during 2012/13 thereby realising savings as early as possible.

The budget is constantly evolving with all areas under review and in particular:

- Future price inflation.
- Increasing demographic pressures across all services.
- Additional borrowing costs relating to new capital investment.
- The achievement of the 2012/13 budget savings and realisation of planned savings over the next four years.
- New risks and pressures emerging since the Council set the Medium Term Financial Plan in March 2012..
- New Central Government legislation.
- The framework for the development of the budget **must be robust** and in line with service delivery requirements.
- Risk management is a key part of the process and council reserves, contingencies and balances must be set to ensure continued financial stability.

- 9.5 Since the Cabinet meeting, work has progressed so that the latest draft 2013/14 Budget and Medium Term Financial Plan has been updated to take account of the changing position where net costs are increasing due to Government actions as well as growing demand for local services.

9.6 The Current Position

Government Announcements

The July report set out Government proposals to reform local government finance. Since then the Government has announced changes to its plans but firm details will not be available until the provisional local government finance 2013/14 announcement. The Chancellor's Autumn Statement is scheduled for the 5th December with the provisional settlement to follow although no date has been given yet. This delay is of concern as there are several developments where the budget cannot be finalised pending greater detail including:

- How funding baselines for councils will be calculated including the level of government grants to be rolled into the new local business rate retention scheme. The funding baselines will determine the level of the Council's government support in 2013/14. Unofficial indications are that the Government may re-open the 2013/14 and 2014/15 local government spending totals and make more reductions on top of those already announced. No further information is available apart from areas indicated below.
- Top-slicing national council resources for potential redistribution to councils facing financial difficulties because of reductions in local business rates and to pay for increases in the New Homes Bonus grant. This results in an initial funding cut for all councils with potentially permanent cuts depending on how much of the top-slice is needed.

Unused top-slice would be returned to councils in line with their funding baseline. At this stage, some **£2.1m** of Enfield's funding is estimated to be a risk with finalisation unlikely until towards the end of the 2013/14 financial year.

- Government figures indicating significant reductions to Early Intervention Grant although exact details have not yet been released. The 2013/14 budget has been revised on the assumption that the Council will lose around **£2.5m** of EIG in 2013/14 and this has been built into the latest MTFP assumptions.
- Government's provisional Council Tax Support Grant for Enfield of £24.75m plus £1.1m increase in grant on the assumption that allocations will be updated for more recent 2011/12 council tax benefit expenditure data. The Council is currently considering the results of consultation on its proposals for the new scheme. However, after closing consultation the Government announced a further one-off grant if councils limited benefit reductions to 8.5% along with and other changes. The Council needs to consider the implications of this offer both financially and for local residents before finalising its scheme for approval by Council on 30th January 2013. At this stage the MTFP makes no financial assumption about the Government's new offer.
- The announcement at the Conservative Party Conference that the council tax referendum threshold 2013/14 will be set at 2% with a further council tax freeze grant offer covering a 1% tax increase. The impact is a further budget pressure of **£1.8m** due to a reduction in council tax income compared to the budgeted increase of 3% in 2013/14. The MTFP has been amended to reflect a 0% tax increase at this stage.

The lack of clarity and certainty means that the Council's Medium Term Financial Plan contains assumptions which will not be resolved until the provisional settlement is issued and so at this stage, some of these items will remain a risk rather than an adjustment to the MTFP. The position will continue to be monitored although no further major announcements are anticipated in advance of the Autumn Statement and provisional settlement in December.

9.7 The Budget And Medium Term Financial Plan (MTFP)

The following section sets out the changes to the MTFP since the July report including savings identified to bridge the gap reported in July and latest assumptions on the Council's future funding in the light of the issues raised in the previous section. It also provides the latest summary position of the Medium Term Financial Plan.

9.8 Identification of Revenue Savings

Departments have been asked to develop savings to close the budget gap. Proposals have been discussed with senior officers, Cabinet members and the Labour Group. The result of this process is initial list of £12.434m of savings which are a result of improved working practices and are listed in Appendix 2. These include improved procurement and the resultant contractual savings, efficiency measures as a result of service reviews and other associated 'housekeeping' savings. Cabinet is asked to note that these savings will be implemented as soon as possible subject to governance requirements and consultation as necessary.

Departments still need to achieve further savings of £34.775m in order to balance the Medium Term Financial Plan over 4 years before taking account of the recent Government announcements discussed above. This requirement is reflected in the MTFP table below.

9.9 Budget Position Following the Savings Review

The 2013/14 budget gap is £3.395m; largely due to funding reductions resulting from the Government's reform of local government finance and austerity measures. Work will continue to identify measures to bridge the gap in the updated Medium Term Financial Plan. The aim is to balance the MTFP. However, the Government's lack of detailed plans makes this extremely difficult, especially with the Treasury targeting greater reductions in spending on local authorities following the Government's austerity plans failing to boost the economy, generate the public finances to reduce the deficit and enable public services to be maintained.

The budget position following the initial savings review is shown in the table below.

Medium Term Financial Plan Pressures	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	Total £000's
North London Waste Authority	1,212	530	1,272	2,500	5,514
New Demographic pressures	0	0	3,410	1,580	4,990
Price Inflation & pay awards	5,270	8,370	6,100	6,100	25,840
Capital financing & interest charges	1,030	2,406	173	0	3,609
Loss of Specific Government grant	6,211	300	3,928	0	10,439
Welfare reform - temporary accommodation	1,800	0	0	0	1,800
Legal Aid- Sentencing & Punishment of Offenders	690	0	0	0	690
Environmental Services	430	(70)	(70)	0	290
Other Items	850	470	210	0	1,530
Total Pressures	17,493	12,006	15,023	10,180	54,702
Full year effect of previous budgets	(8,410)	(3,415)	(1,777)	0	(13,602)
Reductions in Government Funding	2,763	5,880	7,300	6,900	22,843
Council Tax (0% increase except 3% 2015/16) ²	0	(521)	(3,004)	0	(3,525)
Efficiency savings identified to be implemented (Appendix 2)	(6,048)	(5,843)	(1,128)	585	(12,434)
Latest MTFP Resource Gap	5,798	8,107	16,414	17,665	47,984
Departmental savings targets previously set and currently being developed within departments	(2,403)	(5,279)	(11,008)	(16,085)	(34,775)
Further savings required predominantly as a result of recent Government announcements on future local government financing	(3,395)	(2,828)	(5,406)	(1,580)	(13,209)
Balanced Medium Term Financial Plan Position:	0	0	0	0	0

² £521k is the estimated taxbase increase in 2014-15

9.10 BUDGET CONSULTATION

Enfield Spending Review

Enfield's commitment to consulting local residents is crucial to its budget plans and the 2013/14 Budget Consultation Paper is currently being prepared that presents the pressures on spending, sets out areas of growth to meet the key manifesto commitments and also areas where the Cabinet is looking to find savings. The paper will seek the views on all the key decisions to be taken as part of the budget process. This will be the main consultation document to engage with all key partners and stakeholders.

Consultation at Key Public Meetings

There will be presentations by finance staff at the December /January Scrutiny Panels and Area Fora, explaining to the public the budget pressures facing the Authority in the coming years and what action is currently being taken mitigate these pressures and set a balanced budget for the coming year.

There will also be engagement with all our key stakeholders, ratepayers, partners and interest groups in order to ensure the options on the budget are considered by as wide an audience as possible. This is absolutely key to the process as the future funding limitations will require joint working with our partners to deliver priorities in a cohesive way that meets the expectation of our clients.

9.11 Outcomes

The feedback from all these consultation processes will be put together along with the Consultation Paper and presented to the Budget Scrutiny Commission in January 2013. This feedback will then directly inform decision making on where funds will be prioritised and which savings measures will be adopted in the budget report to Council in February 2013.

Cabinet is asked to delegate responsibility for determining the manner of informing and consulting with Scrutiny Panels on the 2013/14 Budget to the Lead Member for Finance and Property in consultation with the Director of Finance, Resources and Customer Services.

10. ALTERNATIVE OPTIONS CONSIDERED

Not applicable to this report.

11. REASONS FOR RECOMMENDATIONS

To ensure that Members are:

- 11.6 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.
- 11.7 Progress on developing and balancing the 2013/14 Revenue Budget and Medium Term Financial Plan.
- 11.8 Plans for consultation on the 2013/14 budget and council tax.

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

12.1 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 both in the short and medium term. This report is part of the review and planning process and confirms that there is no deterioration in the financial position of the Authority whilst plans are in place to balance the Medium Term Financial Plan. If required, measures will be put in place to address risks identified through the monitoring and planning process and to contain expenditure within current and future approved budgets.

12.2 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.

12.3 Property Implications

Not applicable in this report.

13. KEY RISKS

There are a number of general risks to the Council being able to match expenditure with resources this financial year and over the Medium Term Financial Plan:-

- 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.

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

14. IMPACT ON COUNCIL PRIORITIES

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

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

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

15. EQUALITIES IMPACT IMPLICATIONS

The Council is committed to Fairness for All to apply throughout all work and decisions made. The Council serves the whole borough fairly, tackling inequality

through the provision of excellent services for all, targeted to meet the needs of each area. The Council will listen to and understand the needs of all its communities.

The Council does not discriminate on grounds of age, colour, disability, ethnic origin, gender, HIV status, immigration status, marital status, social or economic status, nationality or national origins, race, faith, religious beliefs, responsibility for dependants, sexual orientation, gender identity, pregnancy and maternity, trade union membership or unrelated criminal conviction. The Council will promote equality of access and opportunity for those in our community who suffer from unfair treatment on any of these grounds including those disadvantaged through multiple forms of discrimination.

Financial monitoring and planning is important in ensuring resources are used to deliver equitable services to all members of the community.

16. PERFORMANCE MANAGEMENT IMPLICATIONS

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

17. PUBLIC HEALTH IMPLICATIONS

There are no public health implications directly related to this Revenue Monitoring and Medium Term Financial Plan update Report.

**2012/13 Savings- Schedule of Red & Amber Savings
September 2012 (£'000s)**

APPENDIX 1

Dept	Ref No.	Proposal Summary (from template)	Risk	Total 2012/13	Progress in Achieving the savings
Housing, Health & Adult Social Care					
HHASC	HHASCM6	Additional staff savings to be identified- 5 posts per year	Amber	(30)	Saving has been partly achieved with further work required to fully realise saving in year. This total saving has been divided across the department so £50k has been delivered through the ICES restructure, and the remaining £30k is still to be allocated against a specific post.
HHASC	HHASCE1	Enablement, price & demand management and acceleration of individual budgets	Amber	(440)	The original saving (£740k) is made up of the following: (a) Price re-negotiation with service providers saving of 300k (SS0998), which has been achieved. (b) Review of pressures funding (P02) of 300k to be released which is allocated against PD Homecare budgets (SS0242). and (c) Review of pressures funding (P20) for transition cases from children services of 140k to be released which is allocated to PD Nursing budgets (SS0213). Both (b) & (c) remain as amber for the current monitor as care purchasing budgets are demand led and are reviewed within monthly financial monitoring to ensure volatility is managed throughout the year. The savings target has been split to ensure transparency on the achievement of savings throughout the year.
HHASC	HHASCE2	Self-directed support for their own home meals services.	Amber	(154)	This saving will be made as people leave the services. £65k (£154k-£89k) achieved so far.
HHASC	HHASCE5	Learning Disability care purchasing demand & price management	Amber	(554)	LD Efficiency board in place and 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.
				(1,178)	

**2012/13 Savings- Schedule of Red & Amber Savings
September 2012 (£'000s)**

APPENDIX 1

Dept	Ref No.	Proposal Summary (from template)	Risk	Total 2012/13	Progress in Achieving the savings
Corporate					
Corporate		Procurement savings	Amber	(1,500)	Significant progress has been made in achieving this saving through contract / inflation management. It is anticipated that once the procurement savings have been built in, this saving will be marked green.
Corporate	CORPA1	Reduction in sickness absence	Amber	(250)	Sickness levels to be monitored throughout the year to see if this saving can be achieved.
				(1,750)	
Total Amber / Red Savings September 2012				(2,928)	

Efficiency Savings Identified

APPENDIX 2

Saving Proposals	Medium Term Financial Plan				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Full Year £'000
<u>Regeneration, Libraries & Culture</u>					
Capitalisation of staff costs	(255)	(503)			(758)
Income generation- general and also trimming expenditure on fun runs and walks	(15)				(15)
Deletion of a support officer SO2 post - Business & Economic Development Service	(36)				(36)
Neighbourhood Regeneration Service - consultancy / supplies & services	(15)				(15)
Millfield Arts Centre & Dugdale income generation	(50)	(50)	(50)	(50)	(200)
Leisure Olympics budget- release of funding	(15)				(15)
Reduction in Community Sports Facilities Development budget	(18)				(18)
Library Services staffing budget	(60)	(30)	(30)		(120)
Total Regeneration, Libraries & Culture	(464)	(583)	(80)	(50)	(1,177)
<u>Chief Executive</u>					
Human Resources Staffing reductions	(115)				(115)
Reduction in employees costs.	(38)				(38)
Corporate Improvement Management Review	(120)	(31)			(151)
Corporate Marketing Campaigns Budget	(15)	0	0		(15)
Chief Executive	(288)	(31)	0	0	(319)
<u>Environment</u>					
Income from late night enforcement activities (Late night levy)	(20)				(20)
Procurement of the Maintenance & Minor works contracts	(80)				(80)
Additional Temporary Traffic Order Income	(25)				(25)
Improved absence management in Waste Services	(50)				(50)
Commercial Waste review	(65)				(65)
Management review of staffing	0	(119)			(119)
Deletion of the Strategic Policy post within the Transportation Team	0	(50)			(50)
Increased income arising from setting local licence fees	0		(80)		(80)
Ponders End Advertisement	0		(5)		(5)
Highways income	0		(75)	(75)	(150)
Reduce costs of occupational health contract	(14)				(14)
Restructuring in Regulatory Services	(107)		(25)		(132)
Fleet review savings	0	(45)	(30)		(75)
Increase in Parks leases income	0	(20)			(20)
Scaffolding income	0	(10)			(10)

Efficiency Savings Identified
APPENDIX 2

Saving Proposals	Medium Term Financial Plan				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Full Year £'000
Parks efficiencies	0	(50)			(50)
Efficiencies in GIS back office systems	(25)				(25)
Reduction of 1 senior business support officer	(32)				(32)
Deletion of a vacant post in GIS	(18)				(18)
Delete a 0.5FTE vacant post in Corporate Health & Safety team	(14)				(14)
Revised funding arrangements for School Crossing Patrols as well as a reduction in management costs	(70)				(70)
London Lorry Control	(11)				(11)
Blue badge fraud - moving to existing in-house resource	(34)				(34)
Increase in New Roads & Streetworks income	(65)				(65)
Reduction in Highway & Parks tree root liability insurance	(20)				(20)
Further savings from extending the lease for refuse and SEN vehicles	0	(31)	(156)	595	408
Fleet review savings	(95)				(95)
SEN review savings	(155)				(155)
Automatic Public Convenience closures	(74)				(74)
Increase in allotments income	(20)				(20)
Co-mingled waste disposal contract	0		150	150	300
Parks Operations restructure	(50)	(50)			(100)
Smarter Travel Post	0	(28)			(28)
Restructuring of the senior management within Parking Services	0	(43)			(43)
Revised funding scheme for Lead Local Flood Authorities Responsibility	0	(30)			(30)
Streamline Business Processes	0	(20)			(20)
Increase in Waste Streetscene & Parking income	0	(50)			(50)
Reduction in Community Safety projects	0	(50)			(50)
Deletion of a vacant Business Continuity Post	0	(42)			(42)
Environment	(1,044)	(638)	(221)	670	(1,233)
Schools & Children's Services					
Children's Centre Commissioning budget	(94)				(94)
Cheviots Transport saving	(25)				(25)
Careers Service - Transfer of duty to schools, academies and colleges	(250)				(250)
Catering Services	(200)				(200)
Two Year Old Offer	(92)				(92)
Early Years Sufficiency and Access	(100)				(100)
Review of Business Systems Support	0	(30)			(30)

Efficiency Savings Identified
APPENDIX 2

Saving Proposals	Medium Term Financial Plan				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Full Year £'000
Review of Children's Area Partnership Team	0	(40)			(40)
Review of commissioning posts and traded services recharges	0	(100)			(100)
CACEY- Informed Families & Review of Information and Outreach	0	(80)			(80)
Review of Safeguarding Performance & Admin Families	0	(30)			(30)
Impact of Single Point Of Entry within Children in Need Service	0	(50)			(50)
Looked After Children - Review of Support Costs	0	(50)			(50)
Review of Leaving Care Service	0	(70)	(100)		(170)
Review of CACEY Management	0	(67)			(67)
Closure of Professional Development Centre	(70)	(80)			(150)
Procurement / Contract savings	(200)				(200)
Schools & Children's Services	(1,031)	(597)	(100)	0	(1,728)
Finance Resources & Customer Services					
Restructure in Property Services	(84)				(84)
Additional income - Clavering / Marsh House	(10)				(10)
Revenues and Benefits - reduce the subsidy provision to 0.1% in 2013-14.	(198)	198			0
Savings to be specified within the Revenues & Benefits Division	0	(200)			(200)
Procurement- deletion of post	(29)				(29)
Deletion of vacant Assurance Officer post @SO1.	(35)				(35)
Transformation of service- reduction in 3rd party maintenance costs	(100)				(100)
Reduction in Leaner operational budgets	(33)				(33)
Review of major contracts	0		(500)		(500)
Review of accountancy structure	(80)				(80)
Further service review following embedding of improved monitoring and estimate processes	0	(100)	(50)		(150)
Premiums contribution- debt restructure	(231)				(231)
Reduction in cost of banking contract	(50)				(50)
Staff Review in Facilities Management	(69)				(69)
Additional income at Wheatsheaf Hall	(30)				(30)
Reduction in running costs of St Andrews Building	(70)				(70)
Reduction in running costs at EPS Service	(15)				(15)
Additional income - other developments	(25)				(25)
Review of income collection and associated bad debt provisions	0	(150)			(150)
Deletion of IFRS implementation budget	0	(200)			(200)
Savings within the Community Alarm Service	0	(100)			(100)

Efficiency Savings Identified

APPENDIX 2

Saving Proposals	Medium Term Financial Plan				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Full Year £'000
Review the use of external legal advice and replace with internal legal resources	(50)				(50)
Finance , Resources & Customer Services	(1,109)	(552)	(550)	0	(2,211)
Housing Health & Adult Social Care					
Housing related support- Supporting People review	0	(103)			(103)
Electronic Monitoring System	(100)				(100)
Contract Renegotiations	(324)	(300)			(624)
Physical Disabilities Service Review of Residential Placements	(39)				(39)
Yorkshire Gardens respite provision	0	(91)			(91)
New Residential packages - price improvement target	(46)	(200)	(100)		(346)
Extra care- Skinners Court tender	0	(45)			(45)
Housing Related Support - Floating Support	0	(180)			(180)
Housing Related Support - Domestic Violence Womens Refuge Service	0	(17)			(17)
Housing Related Support - Ex Offenders Service	0	(50)			(50)
Housing Related Support - Older Persons Scheme	0	0		(35)	(35)
Housing Related Support- Mendip House	0	(25)			(25)
Housing Related Support - Handy Person Scheme	0		(20)		(20)
Finance & Office Services Manager (MM1)	(42)				(42)
Commissioning Manager MM2 (1.0FTE, 0.5 joint funded with Health)	(31)				(31)
Head of Safeguarding Strategy, Partnerships & Complaints (HoS)	0	(37)			(37)
Programme Management	(45)	(114)			(159)
Deletion of 3 posts within the Business Intelligence Team	(44)	(61)			(105)
Provider Services Management	(102)	(45)	(57)		(204)
Customer Pathway Management- post reductions	(133)	(41)			(174)
Community Housing Services- reduce middle management posts	(98)	(116)			(214)
Reduction in Transformation Service Development budget	(230)	(240)			(470)
Procurement of specialist equipment	(60)				(60)
Increased Training income	(100)	(100)			(200)
Special Projects Business Manager funded from NHS Social Care Funding	(45)				(45)
NHS social care grant contribution	0	(1,250)			(1,250)
Housing, Health & Adult Social Care	(1,439)	(3,015)	(177)	(35)	(4,666)
Corporate Items					
HRA Refinancing- further saving to the General Fund	(400)				(400)
Expiry of Enfield Residents Priority Fund in 2014/15	(273)	(427)			(700)

Efficiency Savings Identified

APPENDIX 2

Saving Proposals	Medium Term Financial Plan				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Full Year £'000
Corporate Expenses	(673)	(427)	0	0	(1,100)
EFFICIENCY SAVINGS IDENTIFIED IN MEDIUM TERM FINANCIAL PLAN	(6,048)	(5,843)	(1,128)	585	(12,434)

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MUNICIPAL YEAR 2012/2013 REPORT NO. **100**

MEETING TITLE AND DATE:
Cabinet 14th November 2012

REPORT OF:
Director of Finance, Resources
and Customer Services

Contact officer and telephone number:
Ann Freeman ext. 3002

E mail: ann.freeman@enfield.gov.uk

Agenda – Part: 1	Item: 7
Subject: Capital Programme Monitor Second Quarter September 2012 Budget Year 2012-13 Wards: all	
Cabinet Member consulted: Cllr Stafford	

1. EXECUTIVE SUMMARY

The purpose of this report is to inform Members of the current position regarding the Council's 2012 to 2015 capital programme taking into account the latest re-profiling information for all capital schemes.

This report provides information on:

- The current funding of the programme and its future affordability;
- The re- profiled 2012/15 capital programme;
- Proposed reductions in capital expenditure and new additions to the programme;
- The projected outturn figures for 2012/13;

The report shows that the overall expenditure is projected to be £110.4m¹ for the General Fund and £48m for the HRA for 2012/13.

The report:

- 1.1 Establishes revised estimated capital spending plans for 2012 to 2015 including proposals that match capital expenditure to capital funding;
- 1.2 Confirms that the revenue costs of the programme for unsupported and supported schemes can be accommodated within existing provision in the Medium Term Financial Plan;
- 1.3 Advises upon the Council's borrowing and investment activity.

¹ Excludes contingency

2. RECOMMENDATIONS

It is recommended that:

- The re-profiled three year programme is agreed.
- Cabinet agrees the growth of the Capital Programme of £1.2m in 2012/13, the majority of which is funded by grants and contributions.
- Cabinet agrees the net reduction of the Capital programme by £8.0m in 2012/13 to reflect slippage into future years and scheme revisions.

3. BACKGROUND

The Council's capital programme is reviewed and monitoring reports are submitted to Cabinet on a quarterly basis. This is the second quarterly report for 2012/13. The purpose of this report is to update the capital budget for the current year taking into account slippage from 2011/12, the re-profiling of scheme budgets reflecting anticipated progress in delivering projects over the life of the programme, scheme approvals since the first quarter monitor and the notification of additional funding allocations received from central government, partner agencies and other external parties.

The Prudential Code for Capital Finance requires that the forward looking prudential indicators set by the authority are regularly monitored during the year.

The re-profiled capital programme for 2012 to 2015 is set out in Appendix B. The funding implications are considered in paragraph 5.

4. 2012/13 CAPITAL BUDGET

Half way through the year the majority of the capital programme is underway. A review of the three year capital programme is continually undertaken and this quarter a number of uncommitted budgets have been removed. These budgets (£2.85m) will be placed in a capital contingency* in 2012-13. The future need for this contingency will be reviewed when setting the 4-year Capital Programme for 2013-17.

The capital budget for 2012-13 is shown in Table 1; this summarises the overall re-profiling of the budget for the current year.

Table 1 - Capital Budget 2012/13

	Capital Budget reported at Q1 £'000	Re-Profiling Expenditure Plans From 2012/13 £'000	Additions 2012/13 £'000	Proposed Reductions 2012/13 £'000	Proposed Programme 2012/13 £'000
Environment	23,265	166	341	-	23,772
Finance, Resources and Customer Services	3,765	(1,785)	-	(400)	1,580
Health, Housing and Adult Social Care	8,631	(656)	70	(2,850)	5,195
Regeneration, Leisure and Culture	14,421	(1,190)	402	-	13,633
Schools and Children's Services	67,420	(1,305)	381	(359)	66,137
Corporate Capital Contingency*				2,850	2,850
Total General Fund Expenditure	117,502	(4,770)	1,194	(759)	113,167
HRA	52,020	(3,640)	-	-	48,380
Total Capital Expenditure	169,522	(8,410)	1,194	(759)	161,547

The revised current year capital budget indicates a decrease of approx. £8.0m compared to the budget reported for quarter 1. This reflects the net re-profiling of expenditure within the capital programme and also the inclusion of additional items approved or notified subsequent to the preparation of the first quarter monitor. These additional items are set out in table 2 below and the majority are funded from additional grants and contributions.

Table 2 – Additional Capital Items 2012/13

SCHEME	FUNDING	£'000
Southgate Leisure Centre refurbishment	£115k Revenue, £70k borrowing	185
Albany Leisure Centre	£107k revenue, £110k borrowing	217
Fireproof lift at Park Ave	Revenue underspend	70
Corridors, Neighbourhoods & Supporting Measures (TFL)	TFL Grant Funded	73
Lift repair Edmonton Green Stn (TFL Funded)	TFL Grant Funded	100
Highway works @ Silver St/Water Mill Lane (S106)	S106 Contribution	95
Palace Exchange CCTV link to Safety Centre	Revenue & S106 contribution	17
Forty Hall Park - Landscaping (grant funded)	Heritage Lottery Grant Funded	56
Russet House School Extension	Govt Grant - Targeted Capital Fund	38
West Lea School - 24 Cyprus Road Learning for Life Centre	School contribution & new grant funding	247
Schools condition funding	LA Maintenance grant	12
South Street MUGA	Govt Grant - Targeted Capital Fund	10
Cheviots Children's Centre	Grant Funded	74
GENERAL FUND		1,194
HRA		0
TOTAL ADDITIONS		1,194

The principle outcomes of the current year programme are considered below:

4.1 Environment

The Environment Department's capital programme is broadly in-line with the agreed timescales and objectives.

Highways and Transportation

The delivery of Highways Programme is on target with the objective to improve 4% of the Borough Road Networks and 2% Borough Footway Networks.

TfL funded schemes in the Local Implementation Plan are scheduled to be delivered within timescales.

Alleygating

The Service forecast to spend £200K on the installation of alley gates this year and the remaining budget of £72k will be slipped to 13/14.

Waste Services

The Wheeled Bins Programme is in its final phase and will be fully delivered this year. The final costs of wheeled bins are forecast to be less than originally budgeted for by £384K. This sum needs to be carried forward to future years to fund wheeled bins for new housing developments and the replacement of broken/stolen bins.

The depot relocation project is at its implementation phase with estimated completion date scheduled for May/June 2013 as planned in the development timetable. Following a recent review of the expenditure profile, £1,063K has been allocated to 2013/14 to take into consideration the majority of the decommissioning work being carried out after all occupants in existing depots have been relocated.

Parks

The capital investment in Parks has provided new equipment in a number of parks playgrounds and improvements to changing room facilities. The Heritage Lottery Fund; funded Forty Hall Park landscaping project is underway. The recently completed statutory reservoir works have confirmed an underspend of £91k which will be re-directed to Forty Hall Landscaping Project to cover non Heritage Lottery Fund funded works.

Community Safety

New CCTV cameras are being installed in various locations such as Lychett Way, Eley Industrial Estate and IKEA Retail Estate. The schemes are progressing to plan.

Building Improvement Programme (BIP) & Disability Programme (DDA)

The BIP has identified schemes with estimated capital spend of £1.57m (the remainder of £0.848m being revenue). Both BIP and DDA are forecast to deliver on target.

4.2 Finance, Resources and Customer Services & Chief Executive Departments

The building improvement programme previously part of the FRCS Capital programme now falls with Environment department and is reported above.

The Enfield Residents Priority Fund has commenced its second year in 2012/13 with originally £1.4m available to meet Capital Priorities identified by residents and £700k to meet revenue priorities. The trend has been an increased number of revenue projects being requested from residents and the fund will be closely monitored in this respect over the year.

4.3 Health, Housing and Adult Social Care

Within the Adult Social Care capital programme all key projects are well underway for 2012-13 and are on track to deliver:

- The upgrade and integration of Social Care IT systems. The Carefirst system is continually being developed to ensure it remains fit for purpose to meet the Council's business requirements
- The commissioning and procurement of a 70 bed dual registered care provision on the Elizabeth House site. The demolition of the Elizabeth House site has been completed.

- The relocation of services currently based at the Park Avenue Resource Centre and the New Options service based at the Claverings Estate.
- The re-development of the Formont Centre
- The relocation of the Integrated Learning Disabilities Assessment and Care Management Team to St. Andrews Court.
- The re-development of the Drug and Alcohol Treatment Service based at the Claverings Estate.

4.4 The Housing Needs programme includes:

Discretionary Housing Assistance Grants

- To enable residents to remain in accommodation that is free from serious disrepair and suitable for their needs. These include Small Works Assistance, Decent Homes Grants and Safe Homes Grants.
- North London Sub Region
- The North London Sub Region grant targets the bringing of empty properties back into use through CPOs, Grants and Nominations scheme.
- Decent Homes Grants help with Cat 1 heating and Insulation Hazards and help to bring private properties up to the decent homes standard

Affordable Housing Programme

- Purchase of 4 flats at South Street and a house at Princes Avenue
- Stamp Duty/Land Tax provision
- Grants to Housing Association – London & Quadrant Housing Association – to convert 22 properties to permanent
- Other enabling schemes yet to be agreed

All schemes are progressing and the use of external funding contributions is being maximised.

4.5 Regeneration, Leisure and Culture

The main deliverables from the Regeneration Leisure & Culture Capital Programme 2012/13 are:

The regeneration of Ponders End, New Southgate, Meridian Water, and Edmonton Green.

- **Ponders End**
Ponders End High Street and The Mayor's Outer London Fund 2 (OLF2) projects are supported by an allocation of approximately £5.6m in 2012-14 to

assist land assembly which is necessary to deliver the 'Electric Quarter' and the delivery of the OLF2 projects, and it is envisaged that it will be utilised within this period. The Police Station, already acquired by the Council, is programmed for demolition and this will start on site in Spring 2013.

Other capital OLF2 projects include remodelling of Enfield Business Centre and public realm/gateway projects in North East Enfield.

- **New Southgate**

Having listened to local residents concerns, Phase 1 of the Take the High Road (Red Brick Environmental/Safety Improvements) was completed in August 2012, with a total spend of £125k. Phase 2 is now ready for implementation, with designs completed, consulted upon, and amended to final stages. Start on site is anticipated for January 2013 and will complete in 2013/14, with a budget of £500k.

- **Meridian Water**

Following discussions with the local community Rays Road Open Space will be the first project coming forward as part of the Meridian Water development. Work will start on site in December 2012 to remove all contaminated materials and the construction of open space will start in spring of 2013.

Within the framework of the Meridian Water masterplan, which is currently being finalised following public consultation, a number of infrastructure projects will be brought forward from 2013, the most noteworthy of which concerns improving heavy rail track capacity, enabling a more frequent rail service into Angel Road. This is supported by a range of key stakeholders including the Mayor's office, a number of London Boroughs and others.

- **Edmonton Green**

The South Mall refurbishment, jointly funded with our partner St Modwen, was completed in December 2011. This has really improved the shopping experience for local people, making the whole venture even more attractive..

The transformation of Green Towers, a formally dilapidated community centre, achieved practical completion in August 2012.

Ongoing Capital investment in Leisure Centres, specifically Southgate & Albany.

The Leisure Centre Capital improvements are now complete at Southbury and Albany and on 26 October we took back Southgate from the builders. Whilst the build process slightly over ran and a number of risks have come to fruition the costs are not anticipated to exceed the capital budget nor the department cash limit

Refurbishment of Dugdale Centre – Thomas Hardy House first floor.

The development of the Dugdale leisure and culture facilities are now complete, with the new first floor conference, museum and community facilities fully open. The programme was completed on time and the anticipated outturn is expected to be slightly under budget.

The restoration of Forty Hall and The Crescent and developing proposals for Broomfield House.

- **Forty Hall**

The Forty Hall project is nearing completion with the Hall works finalised. CCTV work is ongoing and the Halls development within the Estates Lottery project is

being embedded. Having opened on time and having completed the majority of the refurbishment it is anticipated that the outturn will be slightly under the budget. Officers are working with the Heritage Lottery Fund to put together the final claims

- **The Crescent**

Work at the Crescent, Edmonton, continues apace, and when complete will transform the appearance of this listed housing development. Planning permission and listed building consent has already been secured for part of the scheme, and a building contract is about to be let. In addition, the reconstruction and resurfacing of Bounces Lane, which is at the rear of the crescent, was completed in the summer

- **Broomfield House**

Following your October Cabinet, and extensive joint working with the Broomfield House Trust and Friends of Broomfield Park, the Council has submitted a Stage 1 Heritage Lottery Fund Bid in the sum of £4,175,000, to help restore Broomfield House, a distressed but much valued Grade 2* property, and if successful would propose to submit a bid to Parks for People to restore the baroque landscape and stable-block. We are in it to win it, but it's all down to the HLF decision-makers now.

4.6 Schools and Children's Services

The principal areas of capital expenditure in 2012/13 are as follows:

The provision of additional primary school places has continued. Major expansions already committed have been completed by the end of Quarter 2 at Eversley and Honilands Primary Schools. Projects to provide further pupil places were also completed as planned in September 2012 at Bowes (Edmonton Annexe), Houndsfield, Prince of Wales and Worcesters Primary Schools. New classroom extensions at Capel Manor and Churchfield Primary Schools were also completed. In addition schemes were also delivered to provide further school places for the Autumn Term at Bowes, Chesterfield, De Bohun, George Spicer (Kimberley Gardens), Grange Park, Hazelwood, Lavender, Oakthorpe, Raynham and St Matthews (Edmonton Annexe) Schools.

Considerable progress has been made in the development of the Primary Expansion Programme (PEP). Informal public consultation on the eleven school expansions concluded on 31 October. The nine schools requiring buildings have been progressed and the pre-planning public consultation process commences on 5 November, with a planned date for Planning submission of 16 November. Designs for the expansions at Chesterfield, Edmonton County, Garfield, George Spicer, Grange Park, Highfield, Prince of Wales, Walker, Worcesters have been developed with the schools. Schemes have addressed accommodation and suitability issues. Feasibility studies are underway for Enfield County School and Lea Valley High School for possible additional school places. Governors at Broomfield School have voted in favour of the school becoming all-through to include a two form entry primary school, possibly for September 2014. Plans and consultation for Broomfield are currently on hold to allow the school to build capacity and will be reviewed in Spring 2013.

The completion of the refurbishment works at Suffolks Primary School was finalised during the Autumn Half Term holiday. Significant delays have been experienced on

the second phase of the Firs Farm Primary School expansion which is not expected to finish until April 2013. However pupil intake at neither school has been affected.

The expansion of Russet House School to provide additional places for pupils with autism was completed in September 2012.

4.7 Housing Revenue Account

The principal elements of the HRA Capital Programme are the continued delivery of the Decent Homes and General Works programmes, commencement of the Alma Development scheme including the buyback and decant of Alma estate residents and progressing the redevelopment of Ladderswood and Highmead estates. The Decent Homes and General Works programmes are proceeding as planned. It is anticipated that £3.68million of the estate renewal resources will be spent in 2012/13 and the balance of £3.64million will be carried forward into next financial year.

5. CAPITAL PROGRAMME FUNDING

Table 3 Financing of Capital Expenditure

The following table sets out the current funding position for the 2012-15 capital programmes.

	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
Total General Fund Expenditure	113,167	61,924	24,888	199,979
Funded From:				
Earmarked Resources	(55,535)	(21,106)	(4,724)	(81,365)
Disposals Programme	(4,812)	(6,144)	(0)	(10,956)
Unapplied Capital Receipts B/Fwd	(1,900)	(900)	(520)	(3,320)
General Fund Capital Reserve	(1,000)	(1,000)	(1,000)	(3,000)
Estimated Usable RTB Disposals	(200)	(200)	(200)	(600)
Increase in Capital Financing Requirement – Unsupported Borrowing	49,720	32,574	18,444	100,738
Total HRA Expenditure	48,380	51,236	50,383	149,999
Funded From Earmarked Resources	(39,707)	(26,210)	(28,801)	(94,718)
Increase in Capital Financing Requirement – Unsupported Borrowing	8,673	25,026	21,582	55,281

Earmarked Resources refer to specific government grants or other contributions from external parties and the use of specific reserves within the Councils available resources; this funding is specific to certain schemes or certain types of capital investment e.g. provision for additional school places. There is a high level of certainty over these funding streams.

Disposals refer to the estimated proceeds from the sale assets (net of disposal costs) that have so far been approved for disposal over the life of the programme. Given the uncertainties that can arise in connection with the sale of assets, there are risks that the planned sales will not be achieved, will not be achieved within the projected timescales or ultimately not realise the projected capital receipts.

The funding strategy set out in Table 3 utilises all other currently available unapplied capital receipts brought forward from 2011/12 and the balance in the General Fund Capital Reserve.

Capital expenditure that cannot be funded immediately from grants, capital receipts or direct revenue/reserve contributions must be funded from the annual set aside from the revenue budget (the minimum revenue provision). The MRP is determined according to statutory regulation based on the Capital Financing Requirement. There are equivalent statutory arrangements for the funding of HRA capital expenditure which do not involve an HRA minimum revenue provision.

6. REVENUE IMPLICATIONS

The revenue implications of the capital programme are set out below:

Table 4 – Revenue Implications

	2012/13 £'000	2013/14 £'000	2014/15 £'000	Full Year Effect £'000
General Fund				
Additional MRP		1,989	3,292	4,030
Interest on Borrowing	870	2,310	3,203	3,529
Total Revenue Cost	870	4,299	6,495	7,555
HRA				
Interest on Borrowing	1,802	2,391	3,207	3,585

The revenue implications shown in the table above have been fully incorporated into the Medium Term Financial Planning process. Local Government is currently facing a volatile period due to the national financial situation and the significant changes proposed for public services. Over the same period there has been an increase in demand for our key services and the continued affordability of the Capital Programme should be viewed in this context.

The budget process will continue to review the Capital Programme alongside revenue pressures in order to ensure the Council's key priorities are delivered in best way given the financial constraints the Council currently faces

Over the last two years the Council has reduced its short term investments primarily to fund the Capital Programme. This has been a sensible approach agreed with our external treasury advisors given the relative interest earned from investments in comparison to borrowing costs. The Council is now in a position where it will need to actually borrow to finance future Capital investment. The Council has headroom in its current borrowing position to allow this to happen given that actual borrowing including the effect of the current Capital Programme is within the Council's Capital Financing Requirement but will need to review its borrowing position on a regular basis when assessing the affordability of future capital projects.

7. CAPITAL PRUDENTIAL INDICATORS

Legislation requires each authority to have regard to the CIPFA Prudential Code for Capital Finance. This means that authorities are responsible for determining whether decisions on capital investment are affordable, prudent and sustainable. Adhering to CIPFA's Prudential Code is the means by which local authorities demonstrate that they have satisfied this obligation. The Secretary of State's reserve power could be used if an authority fails to adhere to the Prudential Code. Similarly the Secretary of State has the power, on national economic grounds, to set limits in relation to borrowing by local authorities as a whole.

Members' involvement in the process is essential for good governance of the strategic decisions around capital investment and to ensure compliance with the requirements of the Prudential Code. The Council must be able to demonstrate that capital expenditure plans are affordable, external borrowing is prudent and sustainable, and that treasury decisions are taken in accordance with good practice. The structure and content of this report has been designed to comply with the Code.

When considering its programme for capital investment the Council is required, under the Prudential Code, to agree and monitor a number of mandatory prudential indicators. The Council must take account of the following matters when setting and revising the prudential indicators:

- **Affordability:** e.g. the implications for Council Tax and housing rents;
- **Prudence and sustainability:** e.g. implications for external borrowing;
- **Value for Money:** e.g. through the use of option appraisals;
- **Stewardship of Assets:** e.g. asset management planning;
- **Service objectives:** e.g. whether the proposals meet the Authority's strategic objectives;
- **Practicality:** e.g. achievement of the forward plan.

The forecast indicators set out in this report are those reported at the 2011-12 Quarter 3 report received at Cabinet on March 21st 2012. The forecast is currently higher than the indicator due to slippage from the 2011-12 programme and subsequent funded growth as referred to in Table 2 and reported at Q1. This position will continue to be monitored and reported quarterly. Any decision to amend the indicators will be reflected in the Q3 monitoring report and taken to full Council in accordance with our Constitution.

Table 5 - Capital Expenditure Indicator General Fund and HRA

Capital Programme	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
General Fund Latest Forecast	113,167	61,924	24,888	199,979
General Fund Indicator	104,673	33,853	21,747	160,273
HRA Latest Forecast	48,380	51,236	50,383	149,999
HRA Indicator	48,298	47,596	50,383	146,277
Total Latest Forecast	161,547	113,160	75,271	349,978
Total Indicator	152,971	81,449	72,130	306,550

The Capital Financing Requirement measures the extent to which the Council's capital expenditure has not yet been funded; it represents the authority's underlying need to borrow to meet its capital commitments. The Council's actual borrowing must not exceed this amount; actual borrowing is determined by the availability of internal funds such as maturing investments and cash backed reserves and balances that can provide cash resources to meet capital expenditure. As stated above, the Council cannot sustain its capital programme from these internal sources any longer and new borrowing arrangements will need to be put in place to support the capital programme.

The latest forecast of the Capital Financing Requirement for the relevant years is set out in Table 6. Whilst the General funds forecast funding requirement is within the Prudential Indicators set at Council on 29th February 2012 as part of the 2012-13 Budget Report the HRA ones are not. These are likely to need revising and will be reflected in the Q3 monitoring report and taken to full Council in accordance with our Constitution.

Table 6 – Current Forecast of Capital Financing Requirement

	Estimated as at 31st March 2013 £'000	Estimated as at 31st March 2014 £'000	Estimated as at 31st March 2015 £'000
General Fund			
Latest Forecast	294,724	315,078	320,647
Indicator	330,759	331,118	331,945
HRA			
Latest Forecast	166,402	191,427	213,009
Indicator	160,998	160,998	170,998
Total			
Latest Forecast	461,126	506,505	533,656
Indicator	491,757	492,116	502,943

Prudential Borrowing Indicators

- a) Authorised limit: The Council is prohibited from borrowing more than its Authorised Limit. The indicator should be set at a level that while not desired could be affordable but may not be sustainable. The Council's authorised borrowing limit for 2012/13 is £500m; this excludes long term liabilities under PFI Contracts and Finance Leases. Borrowing during the second quarter was well within the Council's authorised borrowing limit. The highest level of borrowing during the period was £257m. No new long or short term borrowing was undertaken during the quarter.
- b) Operational boundary: The Operational Boundary is based on the most likely level of borrowing for the year. The Council's Operational Boundary for 2012/13 is £450m. Occasional breaches of the Operational Boundary are unlikely to be significant however a sustained or regular trend above the Operational Boundary would be significant. During the past quarter the Council's gross borrowing was within the Operational Boundary.
- c) Net borrowing (i.e. long term borrowing less investments): In the medium term, net borrowing should only be used for a capital purpose. Specifically net external borrowing in 2012/13 should not exceed the estimated Capital Financing Requirement at 31st March 2013.

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

7.1 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 quarterly capital monitoring is part of this review process. If required, measures will be put in place to address risks identified through the monitoring process and to contain expenditure within approved budgets.

7.2 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.

7.3 Property Implications

All of the property implications are included within the main report.

8. KEY RISKS

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

9. IMPACT ON COUNCIL PRIORITIES

9.1 Fairness for All

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

9.2 Growth and Sustainability

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

9.3 Strong Communities

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

10. PERFORMANCE MANAGEMENT IMPLICATIONS

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

11. HEALTH AND SAFETY IMPLICATIONS

Not applicable to this Report.

12. PUBLIC HEALTH IMPLICATIONS

None specific to this Report

Appendix A - Capital Programme 2012-2015

Department/Scheme	2012/13 Current Projection £000	2013/14 Current Projection £000	2014/15 Current Projection £000	Total Current Projection £000
ENVIRONMENT				
TFL - Completion of 2011-12 Schemes	60	0	0	60
TFL 12/13 - Corridors, Neighbourhoods & Supporting Measures	2,757	0	0	2,757
TFL 12/13 – Principle Road Renewal	1,030	0	0	1,030
TFL Future years	100	2,674	2,674	5,448
Highways & Street Scene 12/13	8,669	8,522	8,450	25,641
Trimming & Dimming	1,823	2,356	0	4,179
South Street - Footway Improvements	2,134	0	0	2,134
Corridor Improvement to Hertford Rd	0	1,620	0	1,620
Highways & Street Scene Other	588	0	0	588
Community Safety	1,049	0	0	1,049
Waste & Recycling	1,242	43	341	1,626
Parks	1,829	1,076	247	3,152
Vehicle Replacement Programme	618	267	873	1,758
Depots	118	1263	0	1,381
Parking	70	0	0	70
Building Improvement Programme	1,570	1,500	1,500	4,570
Disability Programme (DDA)	115	200	200	515
ENVIRONMENT TOTAL EXPENDITURE	23,772	19,521	14,285	57,578
FINANCE, RESOURCES & CUSTOMER SERVICES/CEX				
Residents Priority Fund - Capital (2011-12 Fund)	532	0	0	532
Residents Priority Fund - Capital (2012-13 & 2013/14)	1,000	1,000	0	2,000
IT Workplan	48	0	0	48
Joint Service Centre - Ordnance Rd	0	0	0	0
FINANCE, RESOURCES & CUSTOMER SERVICES/CEX TOTAL EXPENDITURE	1,580	1,000	0	2,580
HEALTH, HOUSING AND ADULT SOCIAL CARE				
Extension to Formont Day Centre	20	0	0	20
St Andrews Court Relocation	51	0	0	51
Refurbishment/Remodelling of 12/12a Claverings Industrial Estate	28	0	0	28
Fireproof lift at Park Ave (MH clients)	70	0	0	70
Residential and Social Care Provision - Elizabeth House	74	250	250	574
Replace Park Avenue Resource Centre for Mental Health Clients	0	405	0	405
Replace New Options Day Centre for LD Clients	88	1,757	0	1,845
Welfare Adaptations	50	100	100	250
Care First - Integration and Upgrade	31	0	0	31
Disabled Facilities Grant (£1.151m grant funded)	1,677	2,371	2,000	6,048
Sub Regional Housing Grants	776	182	0	958
Housing Assistance Grants	150	989	818	1,957
Affordable Housing	2,180	2,100	2,100	6,380
HEALTH, HOUSING AND ADULT SOCIAL CARE TOTAL EXPENDITURE	5,195	8,154	5,268	18,617

Department/Scheme	2012/13 Current Projection £000	2013/14 Current Projection £000	2014/15 Current Projection £000	Total Current Projection £000
REGENERATION LEISURE & CULTURE				
Ponders End - (GAF) Growth Area fund	467	500	0	967
Ponders End (High St / South Street / OLF2)				
New Southgate	3,705	3,992	0	7,697
Edmonton Green & Infrastructure Projects	129	1,105	1,100	2,334
Meridian Water (Roads/Bridges, Rays Rd & Infrastructure)	50	1,403	600	2,053
Shires Estate	543	3,961	1,400	5,904
Market Gardening	0	300	0	300
Edmonton Green Projects – inc Green Towers refurb	909	0	0	909
Conservation & Design Projects	438	259	0	697
Industrial Estates (Meridian Bus Park & Harbet Rd Phase 3)	116	0	0	116
Enfield Town Library Heating System	87	0	0	87
QEI Stadium	32	0	0	32
Leisure Centres (Inc Albany & Southgate)	5,078	0	0	5,078
Cultural services - Simon Gardner	2,079	0	0	2,079
REGENERATION LEISURE & CULTURE TOTAL EXPENDITURE	13,633	11,657	3,200	28,490
SCHOOLS & CHILDREN'S SERVICES				
Schools Access Initiative	50	0	0	50
Targeted Capital - Special Needs	2,682	2,061	0	4,743
Targeted Capital - School Meals Programme	624	0	0	624
Schools Condition Funding (Roofs/Windows etc)	328	7	0	335
New Opportunities for PE & Sport in Schools	13	0	0	13
City Learning Centres	29	0	0	29
Basic Need - Primary School Places Sept 2012	29,553	2,945	0	32,498
Basic Need - Primary School Places Sept 2013 onwards	6,782	16,487	0	23,269
Primary Schools – Incl Churchfield Modernisation	2,179	92	2,010	4,281
Secondary Schools – Oasis Hadley Academy	20,184	0	125	20,309
Special Schools	10	0	0	10
Fire Precaution Works (5 school sites)	87	0	0	87
Non School Schemes	3,616	0	0	3,616
SCHOOLS & CHILDREN'S SERVICES TOTAL EXPENDITURE	66,137	21,592	2,135	89,864
CORPORATE CAPITAL CONTINGENCY	2,850	0	0	2,850
GRAND TOTAL GENERAL FUND PROGRAMME	113,167	61,924	24,888	199,979

Department/Scheme	2012/13 Current Projection £000	2013/14 Current Projection £000	2014/15 Current Projection £000	Total Current Projection £000
HOUSING REVENUE ACCOUNT				
Works to Stock - Decent Homes	18,000	12,000	14,606	44,606
Works to Stock - General Works	24,645	25,969	24,512	75,126
Community Halls	564	0	0	564
Buybacks	1,025	0	0	1,025
Grants to Vacate	468	0	0	468
Estate Renewals	3,678	13,267	11,265	28,210
HOUSING REVENUE ACCOUNT TOTAL EXPENDITURE	48,380	51,236	50,383	149,999
GRAND TOTAL CAPITAL PROGRAMME	161,547	113,160	75,271	349,978

MUNICIPAL YEAR 2012/2013 REPORT NO. **101**

MEETING TITLE AND DATE:
14th NOVEMBER 2012

REPORT OF:
 Director of Regeneration,
 Culture & Leisure

Agenda – Part: 1	Item: 8
Subject: Revised Terms of Reference for Local Plan (formerly LDF) Cabinet Sub-Committee	
Wards: All	
Cabinet Member consulted: Cllr Goddard	

Contact officer:

Joanne Woodward 020 8379 3881 (e-mail: joanne.woodward@enfield.gov.uk)

1. EXECUTIVE SUMMARY

- 1.1 At its meeting on 17th July 2012 the LDF Cabinet Sub Committee agreed, subject to Cabinet approval, to change its name to the 'Local Plan Cabinet Sub Committee' to reflect new terminology introduced through Government legislation and guidance.
- 1.2 This report seeks agreement to revised terms of reference for the newly named Local Plan Cabinet Sub Committee to reflect changes to plan making legislation, including the introduction of the Community Infrastructure Levy and neighbourhood planning. The report also puts forward a recommendation to increase the Sub-Committee membership from three to four voting members.

2. RECOMMENDATIONS

- 2.1 That Cabinet:
 - (a) Agree that the LDF Cabinet Sub Committee is renamed the Local Plan Sub Committee.
 - (b) Approve the revised terms of reference for the Local Plan Cabinet Sub Committee as set out in Section 4 of this report.
 - (c) Extend the membership of the Local Plan Cabinet Sub Committee to four voting members.

3. BACKGROUND

- 3.1 The LDF Cabinet Sub Committee was established when changes to the town planning system were formally introduced by the Planning and Compulsory Purchase Act 2004. The terms of reference of the Council's LDF Cabinet Sub Committee were originally agreed by the Cabinet in February 2005. Amendments were subsequently agreed by Cabinet in September 2010 following changes to legislative procedures for plan making. The existing terms of reference are attached as Appendix 1. Membership of the Local Plan Cabinet Sub Committee for the municipal year 2012/13 was agreed at the Cabinet meeting held on the 20th June 2012 as comprising Councillors Goddard (Chairman), Oykenor and Bond with one non-voting Opposition Councillor.
- 3.2 Further changes to Government legislation including changes to Local Plan making regulations, legislation for the preparation of Community Infrastructure Levy (CIL) charging schedule and the introduction of neighbourhood planning mean that further changes to the terms of reference are now required.

The Local Plan

- 3.3 Following the publication of Government's National Planning Policy Framework in March 2012, revised regulations for plan making came into force on 6th April 2012 (Town and Country Planning (Local Planning) (England) Regulations 2012). This guidance and legislation introduced new terminology and procedures for plan-making. The term Local Development Framework, which comprised of a suite of documents including Development Plan Documents and Supplementary Planning Documents, is no longer used by the Government. Instead, the term Local Plan is used to describe Development Plan Documents.

Community Infrastructure Levy

- 3.4 The Community Infrastructure Levy was introduced by the 2008 Planning Act and is a tariff based approach to raise funds for new infrastructure. The levy is charged in pounds per square metre of floorspace arising from new development. CIL Regulations came into force in April 2010 and were subsequently amended in April 2011 and 2012.

Neighbourhood Planning

- 3.5 Part 6 of the Localism Act 2011 introduced legislation for neighbourhood planning, enabling local communities to prepare Neighbourhood Plans, Neighbourhood Development Orders and Community Right to Build Orders. The Neighbourhood Planning (General) (Regulations) 2012 and Neighbourhood Planning (Referendum) Regulations 2012 set out procedures for the preparation, consultation, examination, referendum and adoption of Neighbourhood Development Plans and Orders (including Community Right to Build Order).
- 3.6 Neighbourhood Plans are planning documents that allow communities to set out their vision for their local area and the general planning policies to shape and direct development in their neighbourhood. They are led and written by the community. Neighbourhood Plans can provide detail on how the Council's borough-wide planning policies should be applied in a local area, to

reflect the aspirations of the community and local circumstances. Neighbourhood Plans must be in line with the strategic policies within Enfield's Local Plan and national policy and are subject to examination. If a Neighbourhood Plan is prepared in line with the legal requirements and then supported at a local referendum (by more than 50% of those voting) it must be formally adopted by the Council as a planning policy document. Once adopted, it will have development plan status and must be taken into account during consideration of planning applications in that area

- 3.7 The first stages in producing a Neighbourhood Plan is for a Local Planning Authority, following applications by the community, to establish a Neighbourhood Area and Neighbourhood Forum. Criteria for assessing applications for Neighbourhood Areas and Forums are set out in Schedule 9 of the Localism Act 2011. There can be only one Neighbourhood Forum for each Neighbourhood Area. The Forum must comprise not less than 21 persons comprising of people who live or work in the Neighbourhood Plan area and it may include ward councillors.
- 3.8 Neighbourhood Development Orders grant planning permission for specific types of development within a Neighbourhood Area. Community Right to Build Orders are a type of Neighbourhood Development Order which can be made by any local community organisation, not just a Neighbourhood Forum. To be eligible to develop a Community Right to Build Order at least one half of the community organisation's members must live in the area and the process is similar to that of a Neighbourhood Development Plan.

4. MEMBERSHIP AND TERMS OF REFERENCE FOR THE LOCAL PLAN SUB COMMITTEE

- 4.1 The Council's commitment to bring forward a number of local plan documents is running to an ambitious timescale that will require a high number of decisions to be made at the Local Plans Sub Committee level. It is therefore recommended that the Local Plan Sub Committee be extended from a three Cabinet Member Sub Committee to a four Cabinet Member Sub Committee plus one non-voting Opposition Councillor.

PROPOSED TERMS OF REFERENCE

1. *To deal, on behalf of Cabinet, with appropriate issues concerning the preparation and review of the Council's Local Plan, Supplementary Planning Documents to the Local Plan, Neighbourhood Planning documents and the Community Infrastructure Levy charging schedule.*
2. *To consult Scrutiny Panels, the Planning Committee and the Conservation Advisory Group as appropriate on the preparation and contents of the Council's Local Plan, Supplementary Planning Documents to the Local Plan, Neighbourhood Planning documents and the Community Infrastructure Levy charging schedule.*

Local Plan

- 3 *To approve, on behalf of Cabinet, Local Plan documents prepared for consultation in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.*
- 4 *To make recommendations to Cabinet (and ultimately Council) on the contents of Local Plan documents produced for submission to the Secretary of State ('Proposed Submission Documents') in accordance with Section 20 of the Planning and Compulsory Purchase Act 2004 as amended.*
5. *To make recommendations to Cabinet (and ultimately Council) on the adoption of Local Plan documents in accordance with Section 23 of the Planning and Compulsory Purchase Act 2004 as amended.*
6. *To adopt, on behalf of Cabinet, Supplementary Planning Documents to the Local Plan, in accordance with Section 23 of the Planning and Compulsory Purchase Act 2004 as amended.*
7. *To approve, on behalf of Cabinet, the Local Development Scheme and Monitoring Report for the Local Plan in accordance with Sections 15 and 35 respectively of the Planning and Compulsory Purchase Act as amended.*
8. *To adopt, on behalf of Cabinet, the Statement of Community Involvement for the Local Plan prepared in accordance with section 18 of the Planning and Compulsory Purchase Act 2004 as amended.*

Community Infrastructure Levy

9. *To approve, on behalf of Cabinet, the Preliminary Draft Community Infrastructure Levy Charging Schedules prepared for consultation in accordance with Regulation 15 of the Community Infrastructure Levy Regulations 2010 as amended.*

10. *To make recommendations to Cabinet (and ultimately Council) on the approval to publish and submit for examination the Draft Community Infrastructure Levy Charging Schedule, in accordance with Regulations 16 and 19 of the Community Infrastructure Levy Regulations 2010 as amended and section 212 of the Planning Act 2008.*
11. *To approve on behalf of Cabinet and make recommendations to Council on the publication of the Charging Schedule; the Regulation 123 List (the types of infrastructure that is planned to be funded from CIL); discretionary charitable relief; exceptional circumstances, and the Council's instalments policy for CIL in accordance with section 213 of the Planning Act 2008 and Regulations 25, 46, 55 and 69 of the Community Infrastructure Levy Regulations 2010 and (as amended) 201.1*

Neighbourhood Planning

12. *To recommend to Council on behalf of Cabinet the designation of Neighbourhood Areas and Neighbourhood Forums in accordance with the Town and Country Planning Act 1990 (as amended by the Section 116 and Schedule 9 of the Localism Act 2011).*
13. *To agree, on behalf of Cabinet, proposed Neighbourhood Development Plans for consultation and publicity, in accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012.*
14. *To make recommendations to Cabinet (and ultimately Council) the acceptance of the Neighbourhood Forum and Neighbourhood Area and the submission to independent examination of Neighbourhood Development Plans in accordance with the Neighbourhood Planning (General) Regulations 2012*
15. *To make recommendations to Cabinet to undertake referendum on a Neighbourhood Development Plan following independent examination in accordance with the Neighbourhood Planning (Referendum) Regulations 2012.*
16. *To make recommendations to Cabinet (and ultimately Council) on whether or not to make Neighbourhood Development Plans in accordance with the Neighbourhood Planning (General) Regulations 2012.*
17. *To agree, on behalf of Cabinet, proposed Neighbourhood Development Orders (including Community Right to Build Orders) for consultation and publicity, in accordance with Regulation 23 of the Neighbourhood Planning (General) Regulations 2012.*

18. *To make recommendations to Cabinet (and ultimately Council), on the acceptance of the Neighbourhood Development Orders (including Community Right to Build Orders) and the submission (to independent examination) of Neighbourhood Development Orders (including Community Right to Build Orders) in accordance with the Neighbourhood Planning (General) Regulations 2012.*
19. *To make recommendations to Cabinet to undertake referendum on a Neighbourhood Development Orders (including Community Right to Build Orders) following independent examination in accordance with the Neighbourhood Planning (Referendum) Regulations 2012.*
20. *To make recommendations to Cabinet (and ultimately Council) on whether or not to make Neighbourhood Development Orders (including Community Right to Build Orders), in accordance with the Neighbourhood Planning (General) Regulations 2012.*

5. ALTERNATIVE OPTIONS CONSIDERED

None

6. REASONS FOR RECOMMENDATIONS

- 6.1 Changes to the name of the sub committee and its terms of reference are necessary to ensure that decisions are made in accordance with the Government legislation and the Council's Constitution. The terms of reference seek to secure the optimum balance between accountability, efficiency and speed in preparing local planning documents and the Community Infrastructure Levy charging schedule, and responding to neighbourhood planning.

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

a. Financial Implications

There are no direct financial implications arising from this review. However there may be resource implications as a result of the requirement to devote resources to neighbourhood planning. This will involve supporting plan making, and managing the submission of documents for examination, the referendum and adoption process.

b. Legal Implications

The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 set out which functions are not to be the responsibility of the Executive and provides scope for the Council to determine arrangements for the discharge of those functions. Matters relating to the formulation of planning

policy are matters which may be delegated to the Executive while matters relating to development management applications remains a matter for Council (usually by delegation to planning committee).

Part 3 of the Constitution provides that Cabinet have the power to set up sub-committees for the efficient conduct of business. Amendments to the terms of reference for their sub-committees are therefore a matter for Cabinet. Part 3 also provides that the Cabinet is responsible for proposing the Policy Framework to Council. The terms of reference proposed provide that where alterations and additions affecting the Local Plan as part of the Policy Framework are recommended these changes will be recommended to Cabinet for approval by Council.

The Town and Country Planning (Local Planning) (England) Regulations 2012 came in to effect on 6th April 2012 and introduced new terminology and procedures for plan-making. The Localism Act 2011 introduced the concept of Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders and provided a framework in which Neighbourhood Forums could plan make for their areas. The recommendations contained within the report and the revised terms of reference incorporate the revised terminology and production processes for Local Plans.

The changes to the planning regime arising from the Localism Act and the Neighbourhood Planning Regulations 2012 may require consequential update amendments to the Council's Constitution and should be reviewed by Members and the Democratic Services Group. Any consequential amendments identified will be subject to approval by Council.

c. Property Implications

There are no direct property implications arising from this report. However, the introduction of a Community Infrastructure Levy Charging Schedule will have implications that will require further consideration at the relevant time.

8. KEY RISKS

Suggested changes are necessary in order to obviate the risk of non-compliance with legislation and the Council's Constitution. The aim is to achieve the optimal balance between accountability, efficiency, and speed in the preparation of local planning documents.

9. IMPACT ON COUNCIL PRIORITIES

Growth and Sustainability

Local plan documents are crucial to delivering growth and regeneration in the borough and in ensuring sustainable development. Revisions to the terms of reference are required to support the production of Local Plan documents.

10. EQUALITIES IMPACT IMPLICATIONS

It is not relevant or proportionate to undertake an equality impact assessment/analysis for the approval of new terms of reference and other changes to arrangements for the Local Plan Sub Committee. It is, however, noted that the Government has undertaken an Equality Impact of Assessment of neighbourhood planning which concludes that where any group within the community participates less in the preparation of a neighbourhood plan there is a risk that plans will not reflect the needs and wishes of that group. The Council in preparing its own Local Plan documents undertakes an Equalities Impact Assessments to ensure that community engagement is inclusive.

11. PERFORMANCE MANAGEMENT IMPLICATIONS

There are no direct performance management implications arising from the recommendations. However, it is noted that there are resource implications associated with neighbourhood planning which will place additional pressures on the service, which could affect the delivery of the Council's Local Plan.

12. PUBLIC HEALTH IMPLICATIONS

There are no public health implications directly related to this report. The public health implications of neighbourhood planning have yet to be determined. It is noted that neighbourhood plans must be in conformity with strategic policies in the Local Plan, of which the adopted Core Strategy has a robust policy on wider determinants of health. Neighbourhood Plans should have appropriate regard to this policy.

Background Papers

None.

APPENDIX 1

**TERMS OF REFERENCE FOR LDF CABINET SUB-COMMITTEE
(as agreed by Cabinet on the 21st September 2010)**

1. To deal, on behalf of the Cabinet, with appropriate issues concerning strategic planning, and the preparation and review of the Council's Local Development Framework and related strategies.
2. To approve documents and draft Sustainability Appraisal reports for public consultation, in accordance with Regulation 25 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations June 2008, for all Development Plan Documents.
3. To approve Supplementary Planning Documents as and when required.
4. To consult Scrutiny Panels, the Planning Committee and the Conservation Advisory Group as appropriate on the preparation and contents of Local Development Documents.
5. To make recommendations to Cabinet on the contents of Development Plan Documents following public consultation.
6. To approve the draft Statement of Community Involvement for public consultation and adoption of the finalised Statement of Community Involvement.
7. To approve submission of the draft Local Development Scheme to the Secretary of State, and to bring the Local Development Scheme into effect on approval by the Secretary of State.

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MUNICIPAL YEAR 2012/13 REPORT NO: 102**MEETING TITLE AND DATE:**

Cabinet – 14 November 2012

REPORT OF:Director of Finance, Resources
and Customer Services

Contact Officer:

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Agenda – Part 1**Item : 9****Subject: Future Options for the Civic Centre****Wards:** Town directly and all other wards indirectly**Cabinet Members consulted:**

Councillors Doug Taylor and Andrew Stafford

1. EXECUTIVE SUMMARY

- 1.1 The Civic Centre is around 40 years old, and, although it has been relatively well maintained, the building now requires some significant work to ensure it remains fit for purpose in the medium to longer term. A report has been commissioned from Drivers Jonas Deloitte to identify and consider the various options open to the Council and to assist the Council in adopting a strategy for the future management of the building.
- 1.2 The range of options includes “Do nothing” and “Do minimum”, as well as complete and staggered refurbishment, and a potential rebuild. Of these options, the most cost effective option is to phase the renewals of key plant and equipment, as well as refurbishment of the office space, over ten years, at an estimated capital cost of £15.5m. This option provides up to 25 years additional life to the building coupled with the second lowest capital outlay. It has the lowest Net Present Cost, per year of life gained, and thus offers the best value for money. The report also showed that other, cheaper options did not provide value for money and that a full scale redevelopment was not viable.

2. RECOMMENDATIONS

Cabinet is recommended to:

- 2.1 Note that the Civic Centre requires significant planned maintenance to ensure that its working life can be extended.
- 2.2 Agree that to ensure the building is safe and efficient to operate over the longer term, a phased refurbishment is necessary. This has an estimated cost of £15.5m spread over a 10 year implementation period. This is option C in the options appraisal set out later in this report.
- 2.3 Commission detailed feasibility, project management and planning work to enable the recommended strategy (option C) to proceed.

3. BACKGROUND

- 3.1 The Civic Centre is around 40 years old. It was not designed to cope with the large number of people that it now accommodates nor with the demands of those people in terms of essential office equipment, computers, air conditioning etc. Although relatively well maintained, it is expensive to run and most core elements have exceeded their original design life. Major elements due for repair or replacement include:
- Cladding and windows on “A Block” (i.e. the main tower).
 - Suspended ceilings, lighting and ducting, along with associated asbestos removal works in A Block.
 - Mechanical and electrical systems, particularly the heating/air conditioning.
 - Structural work on the frame and roof of “B Block” (the long single storey block along the eastern side of the building).
- 3.2 The building does not meet current day requirements for office accommodation. There is insufficient temperature control and parts of the building are sometimes too hot whilst others are too cold. This has resulted in the necessary use of stand alone fans and heaters to control the environment. Routine maintenance and/or adjustment of systems are unable to address such issues. Improved heat efficiency, including better temperature control, is necessary to provide a value for money solution as well as helping to deliver improved customer services.
- 3.3 As is often the case with buildings of this age and design, appropriate management of the asbestos in A Block is and will continue to be an ongoing obligation, although complete removal is not necessary to comply with current legislation. However, guidance in the approved Code of Practice reinforces legislative requirements and states that all asbestos must be removed before any other major work begins.
- 3.4 Current control measures are in place so that accessing ceiling voids, ducting etc, can only be undertaken with a permit to work system. This is subject to inspection by the Council’s Asbestos Team and reassurance air testing by an independent UKAS accredited analyst. Ongoing air monitoring is also required on all floors of A block to ensure continued effectiveness of these controls.
- 3.5 Longer term solutions provide the opportunity to improve customer facilities and the working environment as well as facilitating New Ways of Working. In addition, they address asbestos issues in a permanent fashion to prevent future uncontrolled release of asbestos fibres, and reduce maintenance costs. These are currently disproportionately high due to the legal requirements to provide control measures in connection with planned or responsive works to the Civic Centre.
- 3.6 Against this background, an appraisal of the various options for the Civic Centre has been commissioned, following the request of the Leader of the Council and Leader of the Opposition, announced at Council. The options evaluated are:

- **Option A** – reactive maintenance (i.e. respond to problems as they occur).
- **Option B** – maintain for up to 10 years (i.e. undertake the minimum level of work necessary whilst providing an adequate environment for users).
- **Option C** – phased renewals (i.e. refurbish on a phased basis over a period of up to ten years).
- **Option D** – full refurbishment, requiring a decant of the Civic Centre.
- **Option E** – re-provide a new Civic Centre.

3.7 In order to allow comparison on a like for like basis, the timescale to complete each option has been regularised to ten years. However the actual length and phasing of any works would be subject to agreement during the planning stage.

4 FINDINGS

4.1 **Option A** – this approach involves limited servicing and other work to comply with statutory requirements, and reacting to non-statutory maintenance/repair/replacement problems as they arise. As the building is 40 years old, the failure of components is likely but unpredictable and, therefore, potentially costly and disruptive if this strategy is continued. The main advantage of this option is that there can be short term savings. Disadvantages and risks of this option are:

- It is only viable as a short term measure, as explained above.
- Overall, it can be more costly than a planned approach to maintenance, or the planned refurbishment of the building.
- Increased breakdowns of old equipment are likely to be increasingly disruptive to the smooth flow of business and to users – councillors, staff and customers.
- This option relies on acting quickly in the event of a component breakdown; however the existence asbestos containing materials can cause added complication and delay to the process.
- A lack of strategy creates uncertainty for the building's future.
- Such an approach will accelerate the deterioration of the building's fabric and services (e.g. plant and equipment).
- No improvements to the performance of the building (e.g. heat efficiency) would be possible, nor the improvement of the building's look and feel.
- The existing maintenance backlog would not be addressed

Drivers Jonas Deloitte, recommend that such a strategy should only be used when a building is identified for closure, or the organisation has a funding problem. Neither of these scenarios applies to Enfield Council and this option is not recommended. It is included here to ensure that it has been considered and then dismissed rather than ignored.

4.2 **Option B** – this approach can be described as “Do minimum”. It defers the renewal of major items in the building and includes sub options for the

refurbishment of individual floors in A block. It therefore extends the life of the building for a maximum of 10 years, but not beyond as a number of components have already reached the end of their original design life. Additional controls will be necessary to maintain a safe and comfortable working environment over the period, but it is unlikely these will be fully effective within A block. Indeed there are already some issues that will require attention in the short term as illustrated with the recent unplanned closure of the 10th floor.

Advantages of this approach are:

- Business as usual could continue, at relatively low cost, and major upheaval during the works phase would be avoided.
- Some superficial measures to address user comfort, such as fitting new solar window film, could be included.
- Unless there was a major unforeseen technical problem, disruption to the building's users would be relatively minor.

Disadvantages include:

- Ageing plant and infrastructure problems would not be addressed under this option.
- Further increases in occupancy, which are planned under Phase 2 of New Ways of Working, would exacerbate temperature control problems, if they are not dealt with through other means (e.g. greater home working, working in other buildings etc).
- There would be no significant improvements in the building's performance or appearance. Inefficiencies would therefore continue, and key elements of the Council's environmental agenda would not be delivered.
- During extreme weather the building will struggle to meet the demands of its occupiers. The use of individual solutions (fans, fan heaters etc) would therefore remain.
- Although the risk and impact of equipment failure are managed, should such an event occur, it is likely to be expensive to repair and have a significant impact on the day to day business of the building.
- All works which require major refurbishment of any floor would require the planned removal of asbestos for the Council to discharge its legal obligations under the Control of Asbestos Regulations 2012.

- 4.3 **Option C** – Major elements of the building would be grouped together and renewed or refurbished, in order to give the building an additional estimated 25 year life expectancy. The internal environment issues would be addressed in a permanent fashion by upgrading the air conditioning to current standards. This together with new finishes, ceilings, data cabling and safety systems would provide a more modern flexible building with better energy efficiency.

Other essential work would also be carried out including replacing building services (e.g. plant), structural repairs, roof renewal, asbestos removal, and repair or replacement of the external cladding. Advantages of this option are:

- Better comfort and flexibility of internal spaces, so working conditions for councillors, staff and customers would be improved.
- The building would be upgraded to a relatively modern standard which therefore increases the likelihood of being able to lease out any spare space.
- Energy consumption and emissions would be reduced, so saving money and meeting some of the Council's sustainability goals. Some of the investment needed to achieve this could be funded from the Salix and REFIT programmes.
- Asbestos containing materials would be removed in a systematic fashion, thus reducing the associated risk.
- Following refurbishment, maintenance costs would be reduced and overall budget certainty increased.
- The risk of breakdowns is reduced because existing deficiencies in the building are addressed in a systematic and permanent way.
- The decant cost and disruption would be far less than Option D and E.
- Retention of existing planning consents and parking provision.

Disadvantages of this option are:

- Significant capital outlay, and some decant costs, would still be needed.
- There would be disruption to building users, although this could be limited through careful phasing and project management of the works.
- The stainless steel cladding to the tower (A block), would be difficult to replace in its entirety compared with Option D (complete refreshment).

4.4 **Option D** – this would provide a full refurbishment of the building and potentially extend its life by another 30+ years. It would include a total renewal of all building services, replacement of the external cladding, removal of all asbestos, modernisation of internal office spaces, and sustainability improvements, such as improved solar and thermal insulation. It is the most expensive of the “retain the Civic Centre” options. Advantages are:

- This option provides modern environmental standards, enabling the Council to meet its sustainability standards.
- Modern working environments for building users, so increasing the likelihood of renting out spare space and making most efficient use of the space available (e.g. for partners in the public, private or voluntary sectors).
- Maintenance costs would be reduced and budgetary control increased through greater certainty.
- Reduced energy costs and greatly reduced likelihood of breakdowns.
- Continued use of existing planning consents and parking provision.

Disadvantages are:

- Relatively high cost during particularly austere times.
- Some work undertaken in recent past would need to be redone.
- Relatively high disruption to building users.
- A Block would need to be decanted in its entirety, and phased decanting would be needed elsewhere.
- Temporary plant and enabling works could be needed¹

4.5 **Option E** – this would require the re-provision of the Civic Centre either in Enfield Town or elsewhere in the Borough. To replace the existing floor space with the same amount of floor space would cost approximately £57m (excluding land acquisition costs). Even after taking into account the estimated value from the sale of the Civic Centre site, the cost is considerably more expensive than the “Retain” options described above.

The future is likely to result in increased modern working practices, more efficient use of space and a reduction in the Council’s workforce. Therefore the provision of a new office facility with half the existing floor space might be considered more appropriate. However this variant could cost in region of £33m, which is still more than the retain options whilst providing far less capacity, and opportunity for shared service provision.

4.6 **The costs** of these options are set out in the table below (£ m):

Option	Capital Cost	Capital & Indicative Running costs	Net Present Cost	Cost per year of life gained
A – Statutory and reactive maintenance	Unable to accurately predict			
B – Do minimum. 10 year life extension	7.35	16.87	14.22	1.42
C – Phased renewal of key components. Up to 25 year life extension	15.50	26.54	21.61	0.86
D – Full refurbishment – 30 year life extension.	26.76	37.59	29.07	0.96
E – Re-provision of Civic Centre – 40 year life ²	59.76	70.59	53.46	1.33

4.6.1 The indicative capital costs quoted include professional and technical costs but exclude exceptional costs and fixed furniture and equipment. There is an existing, albeit small, revenue budget for the latter.

4.6.2 The cost per year of additional life gained (last column), is calculated by dividing the net present cost by the total additional years.

¹ For example, if work was phased with A block starting first, at some point there would be no plant to supply heating and cooling to B block, thus necessitating temporary provision.

² Nominal design life assumed to be point at which major refurbishment is required.

- 4.6.3 The detailed specification and sequence of work would be determined at planning stage. These could vary under options B and C depending on preferences, which gives rise to a cost range. However scenario testing, illustrates that there is an optimum point within the range. It is these figures that are included in above table.

4.7 **Associated Issues**

In addition to the issues referred to above, three associated issues have been identified:

4.7.1 Cladding

The cladding around the A Block tower is checked regularly to ensure it remains firmly attached to the building. Nevertheless, like the majority of the building, it is now old and requires considerable maintenance. The cladding also leaks in places and water enters the building during heavy rain. The replacement of the cladding would be best undertaken as part of a full refurbishment of the building - Option D – and, as such, need not be part of the recommended option. Replacement of the cladding would cost upwards of £3.5m and, arguably, improve the visual appearance of the building. Nevertheless, given the current economic climate, better value for money can be delivered by maintaining the current cladding.

4.7.2 Planning

Since the building was constructed, planning regulations have tightened considerably, to the extent that it is highly unlikely that a demolition and rebuilding of the Civic Centre in a similar format, would gain the necessary planning permission. If the building were demolished it generous existing consents (i.e. a ten storey high tower and extensive parking) would be expected to be lost.

4.7.3 Sustainability

The Civic Centre is relatively inefficient and has a high energy cost of £28.73/m²/per annum. A typical modern building would, by contrast, cost around £18.97/m²/per annum. Refurbishment of the Civic Centre provides an excellent opportunity to address these underlying problems, and, in November 2011, the Council signed a Memorandum of Understanding as part of the REFIT programme, to spend £403k on various measures in the building to address this energy inefficiency. This will help to reduce the Council's energy bills and has a payback period of 7 years. A phased refurbishment would also enable the Council to reduce its carbon footprint and potentially obtain a BREEAM³ rating for the building.

5 **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The five main options considered for the future of the Civic Centre are set out in section 4 above. No other options were considered as part of this work, as the five options cover all strategic choices that the Council faces.

³ **Building Research Establishment Environmental Assessment Method**, which is a voluntary energy rating system for buildings.

- 5.2 A change in tenure of the Civic Centre via a sale and leaseback arrangement was examined. However this was not considered to be an option that in itself would address the maintenance need.

6 REASONS FOR RECOMMENDATIONS

- 6.1 The recommended option – Option C – provides the best value for money to secure the long term future of the Civic Centre, ensure all relevant health and safety legislation is complied with and expenditure minimised. At the same time, retaining the Civic Centre in Enfield Town will help to ensure that staff spending power in the High Street is also preserved during the current economic downturn. It also provides the opportunity for the Civic Centre to be used by partners, as the requirement for Council use reduces. This will help to create a joined up public services hub in the heart of Enfield.

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

7.1 Financial Implications

- 7.1.1 The costing of the various options contained in the Drivers Jonas Deloitte report is summarised under paragraph 4.6 of this report. Option C is the preferred option.
- 7.1.2 There is funding for the preferred option, from existing provisions within the Corporate Repairs & Maintenance (R&M) Reserve and the Building Improvement Programme (BIP) based on the trend of expenditure in the last five years a £500k allocation has been assumed. This will need to be assessed at key milestones to ensure adequate provision is available to cover the repairs and maintenance need of other Council buildings.
- 7.1.3 A statement of capital outlay and costs of funds required for the project is set out in Appendix 1, on page 12 of this report. This is based on expected contribution of the sum of £1.0 million from Corporate R&M / BIP and an assumption of even spread of expenditure over the period of the refurbishment works. The funding statement is subject to amendment when the work phasing is agreed.
- 7.1.4 The refurbishment work is expected to modernise the internal environment and improve space utilisation at the Civic Centre, which in turn will assist the disposal programme to progress. The resultant capital receipts from the disposals would be available to reduce borrowing requirements for the Council's capital programme.
- 7.1.5 The Drivers Jonas Deloitte report refers to potential savings in running costs due to energy efficiencies as well as reduced repairs & maintenance and inspection costs, which are dependent on the extent and specification of refurbishment works. The details of the savings have not been quantified at this stage. It is also anticipated that various energy initiatives such as Salix or REFIT funding would potentially be available to provide interest free borrowing. This does not form part of the funding assumptions.

7.2 Legal Implications

- 7.2.1 The Council has duties to ensure that it provides a safe site for employees, any contractors and members of the public under the Health and Safety at Work Act 1974. The repairs and maintenance recommended as part of this report should ensure that the Council complies with these duties as part of its wider repairs and maintenance programme.
- 7.2.2 The Council has a 'duty to manage' asbestos non domestic premises, to protect anyone using or working in the premises from the risks to health that exposure to asbestos causes. Any works undertaken which may or could be likely to effect disturb or remove asbestos must be undertaken in accordance with the Control of Asbestos Regulations 2012.
- 7.2.3 The procurement of any of the works/services/goods required for any of the options would need to comply with the Councils Constitution, in particular Contract Procedure Rules and EU rules. Legal agreements would need to be in a form approved by the Assistant Director of Legal Services.

7.3 Property Implications

- 7.3.1 Removal/encapsulation of asbestos containing materials, will give rise to improved Health and Safety. Renewal of the heating and cooling systems will create a better working environment particularly for A Block users and decrease the Civic Centre's carbon footprint. There will also be longer term benefits with maintenance, both planned and reactive, at the Civic Centre.
- 7.3.2 To facilitate the works to the floors of A Block, there will be a need to decant staff from the areas concerned and this element will need to be carefully planned and programmed. Space within the Civic Centre and at Claverings could be utilised for the office moves that are required.
- 7.3.3 Subject to agreement by Cabinet, the Council will conduct appropriate procurement exercises to identify necessary consultants and contractors for the repair and maintenance activity, and the various options available for this work will be considered as part of the procurement process.

8 KEY RISKS

- 8.1 Risks and opportunities for each option are detailed under section 4. The preferred option (C) addresses the significant - and potentially expensive risks associated with the short term strategies, but with a minimum of disruption to staff. It should help ensure issues such as asbestos and health & safety are adequately addressed.
- 8.2 A clear and robust communication policy will be essential to ensure that all stakeholders are consulted and in turn support the strategy.

9 IMPACT ON COUNCIL PRIORITIES

9.1 Fairness for All

- 9.1.1 The Civic Centre will continue to provide face to face services for members of the community. Although this tends to be used people who live relatively close to the Civic Centre, the Council's overall customer service strategy ensures that all members of the community can communicate and do business with the Council. Facilities in Edmonton, Ponders End and via the Council's libraries are unaffected by the proposals in this report.
- 9.1.2 As part of the Council's channel shift strategy, increasing numbers of customers are expected to use the web and Customer Service Centre and, therefore, over time, reliance on face to face channels is expected to reduce. Given the uncertainties around this, and the need to maintain face to face contact for key customer groups, the proposals for the future of the Civic Centre ensure that this facility is maintained.

9.2 Growth and Sustainability

- 9.2.1 The continued location of the Civic Centre in Enfield Town will help to ensure the economic prosperity of the town centre. Linked to the regeneration initiatives across the Borough, particularly in Edmonton, north-east Enfield and Ponders End, the Council has a comprehensive approach to ensuring economic growth wherever possible.
- 9.2.2 The proposals for the future refurbishment and maintenance of the Civic Centre also help to comply with current and future environmental legislation, and will increase the thermal efficiency of the building from its current Display Energy Certificate 'G' rating

9.3 Strong Communities

- 9.3.1 The Civic Centre is and is planned to continue to be a major hub for use by community groups, primarily in the evenings after normal working hours. By operating this facility for community groups, the Council provides a considerable resource that is well used and appreciated by users. Further work will be undertaken to increase community use of the building wherever possible.

10 EQUALITIES IMPACT IMPLICATIONS

- 10.1 The Civic Centre already has a high level of compliance with relevant disability legislation. The recommended option for the refurbishment and maintenance of the building will ensure that this high level of compliance continues in the future.
- 10.2 The recommended option provides the most cost-effective means of continuing to provide an efficient, convenient and effective service to all residents and customers alongside a safe working environment for all staff - for this reason, it is not relevant or proportionate to carry out an equality impact assessment/analysis.

11 PERFORMANCE MANAGEMENT IMPLICATIONS

- 11.1 Options C, D and E contained in this report would to varying degree make a contribution towards achieving the Council's sustainability targets in terms of thermal efficiency etc. The recommended option, Option C secures the long term future of the Civic Centre whilst causing the least disruption to the delivery of Council Services and the achievement of key priorities.

12 HEALTH AND SAFETY IMPLICATIONS

- 12.1 There is a specific requirement for all asbestos to be removed before any other major work begins. Regulation 7 of the Control of Asbestos Regulation 2012 states;

'In cases of final demolition or major refurbishment of premises, the plan of work shall, so far as is reasonably practicable, and unless it would cause a greater risk to employees than if the asbestos had been left in place, specify that asbestos shall be removed before any other major works begin'.

Guidance in the Health & Safety Executive Approved Code of Practice – “Work with Materials Containing Asbestos” reinforces this, saying that **all** asbestos must be removed.

- 12.2 All of the options considered above address the underlying health and safety issues with the Civic Centre. The recommended option ensures that these health and safety issues are addressed effectively and at reasonable cost, as well as providing assurance that the risk of them recurring over the medium term is low.
- 12.3 The works to the Civic Centre will require significant contractor activity, and the procurement and day to day management processes will ensure that contractors fully comply with all relevant health and safety activity.

13 PUBLIC HEALTH IMPLICATIONS

- 13.1 The proposed changes to the Civic Centre have the potential to provide a better working environment for staff and to indicate that Enfield Council is seeking to reduce its impact on environmental sustainability.
- 13.2 Consideration is being given to the installation of energy saving interventions though the REFIT programme. This included potential installation of solar panels, and better heating/cooling controls. These can be integrated into a phased refurbishment and would reduce future energy costs and indicate Enfield Councils commitment to sustainability.
- 13.3 Consideration will also be given to the installation of facilities to encourage people to use active transport to the Civic Centre. It is centrally placed within the borough and thus suited for such an initiative. Due consideration will be given to the community leadership role of the Council, the potential impact of active transport on the health of the borough and impact on the Borough's 2020 strategy.

APPENDIX 1 - Funding for Option C

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Capital Cost	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Capital Cost	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	1,550.3	15,503.0
Use of R&M Fund & BIP	-500.0	-500.0	-500.0	-500.0	-500.0	-500.0	-500.0	-500.0	-500.0	-500.0	-5,000.0
Annual borrowing required	1050.3	1050.3	1050.3	1050.3	1050.3	1050.3	1050.3	1050.3	1050.3	1050.3	10,503.0
Revenue costs											
Interest	37	74	110	147	184	221	257	294	331	367	367
Principal	-	42	84	126	168	210	252	294	336	378	420
Total revenue costs	37	116	194	273	352	431	509	588	667	745	787

Assumptions:-

1. Even capital spend throughout project
2. Principal repaid over life of building - 25 years
3. Interest rate fixed at 3.5%
4. Calculated on annuity method

MUNICIPAL YEAR 2012/2013 REPORT NO. **103**

MEETING AND DATE:Cabinet 14th November 2012**REPORT OF:**

Director of Health, Housing & Adult Social Care (HHASC)

Key Decision No: KD 3556

Agenda – Part: 1**Item: 10****Subject: Proposal for the extension of Home Based Support Service contracts.****Wards: All****Cabinet Member consulted: Councillor McGowan**

Contact officer and telephone number: Pauline Kettless – Procurement and Contracting Manager
020 8379 4725

Email: Pauline.Kettless@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The Home Based Support Service Framework Contracts are the most significant social care contracts that are let by the Council with a projected value during 2012/13; in excess of £4,000,000, currently providing homecare services to approximately 650 service users. In addition there over one thousand service users receiving a Direct Payment all of whom are contracting with other care providers or purchasing their own care assistant.
- 1.2 The contracts are based on a 3-year period with an option to extend for a further two years. The current contracts are due to expire in June 2013 and this report seeks approval to take up the contractual option to extend the current contracts for two years. These contracts do not guarantee any levels of work and are based on a flat rate irrespective of evening, weekend or bank holiday working.
- 1.3 Extension of the current contracts will enable service users to receive consistent service delivering stability of care whilst future contracts for care and support services are reviewed in the context of government policy around expanding self directed care options including Individualised Budgets and Direct Payments.
- 1.4 With the expansion of Individualised Budgets and Direct Payment the level of work with the contracted providers is likely to significantly decline.
- 1.5 The Part 2 report later on in this agenda will include details of savings and efficiencies generated during the contract period and during the proposed extension period consistent with the Council's budget framework along with confidential contract related issues.

2. RECOMMENDATIONS

- 2.1 That Members note the contents of this report and the need to review over the next two years Home Based Support Services in light of the agenda around self directed care.
- 2.2 That Members consider, review and approve exercising the current contract clause option to extend the contract for a further two years.

3. BACKGROUND

- 3.1 In 2009/2010 a competitive tendering process with extensive consultations took place. These discussions involved; customers and their families, Adult Social Services Scrutiny Panel, senior managers and officers across Health and Adult Social Care (HASC); NHS Enfield colleagues, the third sector; a broad range of suppliers and other Local Authorities.
- 3.2 82 organisations expressed an interest, 47 pre qualification questionnaires (PQQ) were returned and eventually 16 organisations were short-listed and invited to tender.
- 3.3 Tender bids were assessed on the basis of most economically advantageous tender, measured against:
 - Price (weighting 30%)
 - Quality (weighting 70%)
- 3.4 This weighting responded to the nature of this highly personal service, which is provided directly in the homes of some of the most potentially vulnerable members of our local community. It also reflects the extensive work by the Scrutiny function in previous years and Members' along with other key stakeholders' desire to ensure that the weighting favours quality issues as being of paramount importance in this vital service area.
- 3.5 The original contract allowed up to £12 million annual expenditure. However the new contracts preclude no minimum commitment. Over the last 3 years the actual value of business has reduced. For 2011/12 actual spend across the four Providers is £3.2 million. This is as a result of Personalisation and increasing numbers of service users taking up Direct Payments.
- 3.6 At the Cabinet meeting on 24.3.2010 Members approved the recommendations to award contracts, for Council commissioned services, to four service providers who through the tender process, demonstrated

the ability to meet or exceed all of the evaluation requirements, comply with the requirements of the service specification and provide outcome focussed, personalised services at affordable rates to the Council.

- 3.7 The contracts were let in a number of contract areas, configured in ward clusters in order to facilitate efficient care worker rota planning and service providers may provide specialist services beyond their allocated areas in order to meet specific demand. The awards of contracts are as follows:

CONTRACT AREA	SERVICE PROVIDER	WARDS
Areas 1 & 2	London Care	Turkey Street, Enfield Lock and Enfield Highway
		Ponders End, Jubilee and Lower Edmonton
Areas 3 & 4	Westminster Homecare	Haselbury and Edmonton Green
		Bowes, Palmers Green and Upper Edmonton
Areas 5 & 6	Saga (formerly Goldsborough Homecare)	Southbury, Grange and Bush Hill Park
		Southgate, Southgate Green and Winchmore Hill
Areas 7 & 8	Mears	Chase and Cockfosters
		Highlands and Town

- 3.8 The award of these contracts has enabled the Council to ensure that appropriate and robust contractual and monitoring arrangements are in place and have allowed for:

- high quality, safe services to all members of the community
- flexible outcome focused delivery of care
- services delivered to a detailed and quality assured service specification
- the capability to address dementia, stroke, end of life care needs and promoting re-ablement as a key feature of the service.

- 3.9 Services are provided to all care groups. Older People (those over 65) constitute the majority of customers (89%) followed by younger adults with physical disabilities (10%) and younger adults with learning difficulties (1%). A small number of people with mental health needs also use the service. Home Based Support Services are provided to meet a wide variety of care needs ranging from basic support with personal care tasks to complex double-handed care packages that require specialist training.

- 3.10 The contracts are managed by the Procurement and Contracting Team which has developed robust processes to ensure that quality of service provision experienced by service users and their carer is maintained at the highest level possible. These include: regular contractor liaison meetings; quarterly analysis of comprehensive Key Performance Indicators; announced and unannounced site visits to validate performance monitoring information submitted; customer satisfaction surveys and telephone monitoring. Additionally, the Council and the four current providers have invested into an electronic monitoring system. This system adds new dimensions to performance monitoring through the capture of real time data of care being delivered and to ensure that call times are being adhered to.
- 3.11 The contractors have achieved positive inspection reports from the Care Quality Commission with evidence that good standards of care are being delivered in accordance with National Minimum Standards, that service users are satisfied with the service provided and feel that they are 'treated with respect'.
- 3.12 However, the introduction of recent policies from central government e.g. 'Our Health, our care, our say' and the development of the Directorate's Joint Commissioning Intentions and Strategies require us to review future development of support in people's own homes. This is led by the personalisation of services which is shaped by users themselves and driven by a focus on individuals and the outcomes they seek. Personalisation of care provision is seen as the key to success with choice as an underlying theme. Users will have a voice and will be empowered to take responsibility for risk and manage their own conditions as appropriate.
- 3.13 These contracts provide choice to customers accessing care services, (including self directed support, Direct Payments) to deliver new and innovative services that add to the high quality services currently being delivered, at more competitive rates. Where existing customers expressed the wish to either remain with their existing service provider at the end of the last tender process or as a new customer wishing to exercise choice and control over who and how their care is provided, this has been facilitated through the use of direct payments and individual budget arrangements with support provided by the Council. To date there are over one thousand service users self directing their own care packages in Enfield.
- 3.14 In line therefore with national policy and performance targets, there will be an increase in the take up of Direct Payments, the development of Individualised Budgets and other self directed care options. It will therefore be necessary for future social care contracts to be developed in the context of this agenda.

- 3.15 The contracts are due to expire in June 2013; in order to maintain a period of stability for all stakeholders, preserving a consistent service throughout a period of review of home based support services and to ensure that our unit costs remain comparative to other Local Authorities. Negotiations are currently in progress with the contractors to seek their agreement to extend the current contracts for a two-year period. The caveats attached to this offer will be that throughout the extension period performance will continue to improve, current rates paid to contractors are frozen and that quality is sustained.
- 3.16 Confidential contract related and financial issues are detailed in the accompanying Part 2 report later on the meeting agenda

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Allow the contracts to expire in June 2013 and revert to spot purchasing arrangements. This would result in increased process and transaction costs to manage and monitor multiple providers; higher unit cost to the Council; an un-stabilised market rate, diminished control on service quality and the inability to guarantee sufficient supply.

5. REASONS FOR RECOMMENDATIONS

- 5.1 The extension of the current contracts will:
- enable the Council to ensure that appropriate contractual and monitoring arrangements are in place whilst services are reviewed in the context of the Personalisation Agenda
 - stabilise market rates and give greater control on service quality
 - ensure continuity of care and where possible care staff for vulnerable service users already receiving a service
 - help stabilise the homecare market by limiting staff migration from one agency to another
 - provide a robust platform to continue the promotion of self directed support
 - permit the Council to focus resources on other major re-tendering and procurement projects to deliver savings and efficiencies

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

6.1 Financial Implications

6.1.1 Please refer to part of 2 of this report.

6.2 Legal Implications

6.2.1 Under Section 29 of the National Assistance Act 1948 the Council has the power to provide care services to persons in the area who are substantially and permanently disabled by illness, injury or by some other disability. Under the National Health Service and Community Care Act 1990 (Section 47 (1)), the Council has a duty to assess the need of any person for such services and decide whether it should provide such services based on that assessment. Further, Section 45 (3) of the Health Services and Public Health Act 1968 allows the Council to employ an organisation for the purposes of providing support services to promote the welfare of elderly people. In addition Section 111 of the Local Government Act 1972 gives a local authority power to do anything which is calculated to facilitate or is conducive or incidental to the discharge of any of its functions.

6.2.2 The existing three year contracts may be extended by written notice to the service providers for a further period of 2 (two) years subject to satisfactory performance. Written notice must be given to the contractor no later than 12 (twelve) weeks before the existing contract period expires on the 30th June 2013.

6.2.3 The written notice will be in the form as approved by the Council's Assistant Director of Legal Services.

7 KEY RISKS

7.1 Failure to secure agreement of all providers – this could result in the need to reconfigure contract areas and ensure that service users' continuity of care is maintained

8 IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

8.1.1 Extension of the Home Based Support contracts will ensure high quality, affordable and accessible services for all

8.2 Growth and Sustainability

8.2.1 All four of the current providers since the start of the contract have undertaken local recruitment drives in order to employ local people, bringing growth and opportunities to the borough.

8.3 Strong Communities

8.3.1 Through contract performance monitoring and user satisfaction surveys these services listen to the needs of local people to inform service delivery and improvement.

9 EQUALITIES IMPACT IMPLICATIONS

9.1 An equalities impact assessment has not been undertaken in support of this recommendation as it does represent a change of circumstance for service users and key stakeholders.

9.2 The advantage of extending current home care contracts will allow existing high quality services that meet assessed needs of customers to be continued to be provided. No customers will be adversely affected by this recommendation. This will allow time for developments related to the Personalisation Agenda to be fully considered and addressed.

10 PERFORMANCE MANAGEMENT IMPLICATIONS

10.1 Homecare services contribute significantly to the improvements in the balance of care seen in Enfield over the last 5 years. The reduction in residential & nursing admissions has meant that more people with ever more complex needs are being cared for longer within their own homes. Ensuring adequate & stable supply of provision that is of suitable quality to meet these new & changing needs is integral to meeting the modernisation of services agenda with an increasing focus on re-enablement and outcome focused care planning for service users.

10.2 Direct payments & individual budgets will also be key drivers within the empowerment & choice agendas so more & more people will be procuring homecare services for themselves. Again, if we are to enable people to make informed choices, supply of appropriate, high-quality homecare services will be key.

10.3 Extending this contract enables the Council to retain that appropriate and robust contract monitoring arrangements that are in place and consistent with quality standards and the Essential Standards of Quality & Safety as regulated by the Care Quality Commission.

10.4 The Home Based Support Contract continues to be closely monitored by the Performance and Contracting Team and involves:

- Site visits and the checking of files
- Quarterly returns of performance information
- CM2000 performance information
- Complaints and issues monitoring
- Sample telephone monitoring

There are then regular meetings with the providers to resolve issues and improve quality and performance

10.5 Changes in the continuity of service may impact upon the local indicator NI 133 – (timeliness of the social care packages following assessment) and the statutory customer satisfaction survey.

11 PUBLIC HEALTH IMPLICATIONS

11.1 This will target and support vulnerable people. Looking to the future contracted providers could possibly support Public Health in campaigns such as smoking cessation.

Background Papers

None in Part 1

THE CABINET

List of Items for Future Cabinet Meetings (NOTE: The items listed below are subject to change.)

MUNICIPAL YEAR 2012/2013

5 DECEMBER 2012

- 1. October 2012 Revenue Monitoring Report** James Rolfe

This will seek approval of the revenue monitoring position at the end of October 2012 and actions needed in order to remain within the approved budget. **(Key decision – reference number 3578)**
- 2. Primary Expansion Programme** Andrew Fraser

This will seek approval to proceed with the awarding of contracts for the Primary Expansion Programme. (Part 1) **(Key decision – reference number 3598)**
- 3. Ladderswood Renewal – Compulsory Purchase Order** Ray James

This will seek approval to extend the CPO red line of Ladderswood and New Southgate Industrial Estate. (Parts 1 and 2) **(Key decision – reference number 3487)**
- 4. English for Speakers of Other Languages (ESOL) in Enfield** Neil Rousell/Andrew Fraser

This will consider proposals to address ESOL needs in the Borough by developing an overarching policy for the Borough. (Part 1) **(Key decision – reference number 3535)**
- 5. Annual Public Health Report** Ray James

(Part 1) (Non key)
- 6. Council Business Plan Update** Rob Leak

The Council Business Plan 2012-2015 has been updated to reflect changes since it was published in 2011. (Part 1) **(Key decision – reference number 3614)**
- 7. Proposal for the Renewal of Housing Related Support Contracts** Ray James

This will seek approval to renew Housing Related Support contracts providing continuity of care for 2500 service users pending a further

programme of re-tendering. (Part 1) **(Key decision – reference number 3603)**

8. Special Purchase Vehicle, Lee Valley Heat Network Ian Davis

This will seek approval to establish a special purpose vehicle to deliver the Lee Valley Heat Network. (Part 1) **(Key decision – reference number 3583)**

9. Quarterly Corporate Performance Report Rob Leak

This will outline progress being made towards delivering the key priority indicators for Enfield. (Part 1) (Non key)

23 JANUARY 2013

1. November 2012 Revenue Monitoring Report James Rolfe

This will seek approval of the revenue monitoring position at the end of November 2012 and actions needed in order to remain within the approved budget. **(Key decision – reference number 3580)**

2. Voluntary and Community Sector Strategic Commissioning Framework 2012-2015 Ray James

This will seek approval of the voluntary and Community sector strategic commissioning framework 2012-2015. **(Key decision – reference number 3581)**

3. Joint Carers Strategy Ray James

This will seek approval of the Joint Carers Strategy. **(Key decision – reference number 3591)**

4. A Tenancy Strategy for Enfield Ray James

Section 150(1) of the Localism Act 2011 requires all local authorities to have a Tenancy Strategy in place by 14 January 2013. The Tenancy Strategy must set out the matters which registered providers of social housing in the local authority area must have regard to when formulating their Tenancy Policies. (Part 1) **(Key decision – reference number 3527)**

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. The Approach to Estate Renewal Principles Ray James

This will provide an outline of principles that will be part of the Council's Estate Renewal Process and the Council's offer to residents affected by estate regeneration. (Part 1) **(Key decision – reference number 3557)**

7. 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)**

8. Enfield 2020 Sustainability Programme and Action Plan Ian Davis

This will present for approval the Enfield 2020 Sustainability Programme and Action Plan. **(Key decision – reference number 3562)**

9. Insurance Contract James Rolfe

(Part 1) **(Key decision – reference number tbc)**

10. Council Tax Local Support Scheme James Rolfe

This will seek agreement of the local council tax support scheme for 2013/14. **(Key decision – reference number 3588)**

11. Highmead Appropriation Report Ray James/
Neil Rousell

This will ask Members to authorise the appropriation of land for the redevelopment of the Highmead site. (Parts 1 and 2) **(Key decision – reference number 3440)**

12. Council Tax Empty Discounts James Rolfe

This will consider changing the council tax discounts for empty properties. (Part 1) **(Key decision – reference number 3559)**

13. Olympic Legacy Briefing Neil Rousell

(Part 1) (Non key)

14. North Circular Road Area Action Plan Proposed Submission Neil Rousell

The formal proposed submission draft will guide the future planning and regeneration framework for the North Circular corridor in the area of Bounds Green. (Part 1) **(Key decision – reference number 3609)**

15. **Development Management Document Proposed Submission** Neil Rousell

(Part 1) **(Key decision – reference number 3612)**

13 FEBRUARY 2013

1. **Budget 2013/14 and Medium Term Financial Plan (General Fund)** James Rolfe

This will present for approval and recommendation to full Council, the Budget 2013/14 and Medium Term Financial Plan (General Fund). **(Key decision – reference number tbc)**

2. **HRA Estimates 2013/14 and Medium Term Financial Plan (Rent Setting – Housing Revenue Account)** James Rolfe/
Ray James

This will present for approval the revenue estimates of the Housing Revenue Account (HRA) for 2013/14 following consultation with residents on the HRA budget position. **(Key decision – reference number tbc)**

3. **Provision of Dual Registered Care** Ray James

This will seek approval to award a services contract for the provision of a dual registered care on the former Elizabeth House Site following a tender process. **(Key decision – reference number 3593)**

4. **Responsive Maintenance and Minor Works - Building (Non-Housing)** Ian Davis

This will seek approval to award the contract for a Measured Term Contract for Responsive Maintenance and Minor Works – Building (Non-Housing). **(Key decision – reference number 3604)**

5. **Responsive Maintenance and Minor Works - Mechanical and Electrical Services (Non-Housing)** Ian Davis

This will seek approval to award the contract for a Measured Term Contract for Responsive Maintenance and Minor Works – Mechanical and Electrical Services (Non-Housing) **(Key decision – reference number 3605)**

6. **Award of Contracts for Residential and Nursing Care Services for People with Dementia at Honeysuckle House And Parkview House** Ray James

This will seek approval to the award of contracts as detailed above. (Part 1) **(Key decision – reference number 3558)**

20 MARCH 2013

1. **Capital Programme Monitor Third Quarter 2012/13** James Rolfe

This will seek approval of the capital monitoring position and actions needed in order to remain within the approved budget. **(Key decision – reference number tbc)**

2. **January 2013 Revenue Monitoring Report** James Rolfe

This will seek approval of the revenue monitoring position at the end of January 2013 and actions needed in order to remain within the approved budget. **(Key decision – reference number 3606)**

3. **Town Centres Strategy** Neil Rousell

This will identify the priorities for promoting the health and vitality of our key town centres. (Part 1) **(Key decision – reference number 3595)**

24 APRIL 2013

1. **February 2013 Revenue Monitoring Report** James Rolfe

This will seek approval of the revenue monitoring position at the end of February 2013 and actions needed in order to remain within the approved budget. **(Key decision – reference number 3607)**

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POLICY CABINET SUB-COMMITTEE - 26.9.2012

**MINUTES OF THE MEETING OF THE POLICY CABINET SUB-COMMITTEE
HELD ON WEDNESDAY, 26 SEPTEMBER 2012****COUNCILLORS**

PRESENT Achilleas Georgiou (Deputy Leader), Bambos Charalambous (Cabinet Member for Culture, Sport and Leisure), Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health) and Doug Taylor (Leader of the Council)

OFFICERS: Rob Flynn (Corporate Policy and Research Manager, Communities, Communications, Policy and Performance), Sally McTernan (Assistant Director Community Housing Services), Kate Robertson (Assistant Director for Customer Service, Communications and Business Change), Alison Trew (Head of Corporate Policy and Performance) and James Rolfe (Director of Finance, Resources and Customer Services) Penelope Williams (Secretary)

**1
APOLOGIES FOR ABSENCE**

Apologies for lateness were received from Councillor Charalambous.

**2
DECLARATION OF INTERESTS**

There were no declarations of interest.

**3
URGENT ITEMS**

There were no urgent items.

**4
OVERVIEW OF THE KEY POINTS OF THE 2011 CENSUS INFORMATION
RELEASED TO DATE AND THE IMPLICATIONS OF THE CENSUS
RESULTS ON THE COUNCIL**

The Committee received a briefing paper from Robert Flynn, Policy and Research Manager containing information on the key points of the 2011 Census released to date and the implications for Enfield.

He highlighted the following from his paper:

- The rise in population in Enfield is 6% higher than the Officer for National Statistics 2010 estimate.

POLICY CABINET SUB-COMMITTEE - 26.9.2012

- Enfield has a young age profile. The number of people aged 10-34 is much higher than previous estimates while the number over 70 is lower.
- People in Enfield are living in larger households, than the average for the rest of London, and the UK as a whole, which may signify many living in overcrowded situations.
- The census information has implications for how the Council shapes services, particularly for children and younger people. As well as for how the Council can lobby Government in terms of the impact the population rise has on services and whether the Council is getting the right level of funding for its population.

NOTED questions and comments as follows:

1. The financial settlement from Government is likely to be based on 2011 mid year population estimates.
2. The Office for National Statistics had previously erred in not realising that people coming into the borough had larger families than the indigenous population.
3. Household size has increased across London, but more so in Enfield. This has implications for housing and partly explains why Enfield has been so badly affected by the benefit cap.
4. It is difficult to assess the transient population, but Corporate Policy was doing some research on this which could be brought back to the Committee.
5. Councillor Taylor asked that a small pocket sized card be produced for councillors containing key facts and figures about Enfield.
6. Work had already begun on drawing together information on the changes in Government and Enfield policy and the impact on Enfield.
7. It would be possible to put together a state of Enfield report including comparative data from London Councils which could be endorsed by external auditors.
8. Information would be needed by November 2012, if it were to be used to influence Enfield's next financial settlement from Government.
9. James Rolfe agreed to lead on a project to gather this information by the end of November 2012 to fit in with the budget round for the 2013/14 financial year.
10. Most of the relevant Census Information will be available by December 2012.

POLICY CABINET SUB-COMMITTEE - 26.9.2012

11. The rise in the number of 10-34 year olds adds to arguments about the need for more primary school places.
12. Census figures have been circulated to Directors.
13. It was suggested that a presentation on the Census figures be made to the whole Labour Group. The facts and figures card could be produced in time for distribution at this meeting.

AGREED to note the briefing paper on the 2011 Census.

5

POLICY GRID - AN ASSESSMENT OF NEW LEGISLATION, STRATEGIES AND PROGRAMMES

The Committee received the current policy grid assessing new legislation strategies and programmes.

NOTED

1. There had been no change to the grid since the last meeting.
2. The Council had made objections to the Government's proposed changes to planning legislation.
3. A report on the planning changes was requested for a future meeting, including information about the current situation as regards planning and house-builders in Enfield.
4. A report updating the committee on plans for individual voter registration and the bill to equalise constituencies was requested for a future meeting.
5. The Council had unanimously agreed that, in their view, constituency boundaries should remain unchanged.
6. Information on whether London Councils planned to sponsor a private members bill this year, and if so, what it would be about would be obtained and circulated to committee members.

AGREED to note the policy grid.

6

MP'S BRIEFING

NOTED

1. The next meeting with the borough's MPs is due to take place on 5 October 2012.

POLICY CABINET SUB-COMMITTEE - 26.9.2012

2. The Sony Distribution Centre had made an application for a business rates holiday following the disruption to their business when their building was burnt down during the August 2011 Disturbances. Last year, the Council had allowed some small businesses to have a rates holiday, because of the disruption, but there was no business case for Sony. Any support could be seen as providing state aid which was illegal under European Law.
3. Councillor Hamilton asked that MPs be asked to lobby, on behalf of Enfield, for an increase in the numbers of police allocated to the Borough.
4. Kate Roberston reported that she would be attending the meeting to update MPs on the welfare reform changes.

7

MINUTES - 21 JUNE 2012

AGREED that the minutes of the meeting held on 21 June 2012 be agreed as a correct record.

8

MATTERS ARISING FROM THE MINUTES

None.

9

DATE OF NEXT MEETING

NOTED the dates agreed for future meetings of the Policy Cabinet Sub Committee:

- Wednesday 21 November 2012
- Wednesday 6 March 2013

ENFIELD RESIDENTS PRIORITY FUND CABINET SUB-COMMITTEE - 15.10.2012

**MINUTES OF THE MEETING OF THE ENFIELD RESIDENTS PRIORITY FUND
CABINET SUB-COMMITTEE
HELD ON MONDAY, 15 OCTOBER 2012****COUNCILLORS**

PRESENT Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health), Chris Bond (Cabinet Member for Environment), Achilleas Georgiou (Deputy Leader) and Bambos Charalambous (Cabinet Member for Culture, Sport and Leisure)

OFFICERS: Nicholas Bowater (Interim Performance Information Manager - Policy and Performance), Peter Doherty (ERPF Administrator), Jayne Middleton-Albooye (Principal Lawyer) and Alison Trew (Head of Corporate Policy and Performance) Penelope Williams (Secretary)

**1
WELCOME AND APOLOGIES**

The Chair welcomed everyone to the meeting.

**2
DECLARATION OF INTERESTS**

Councillor Charalambous declared a non pecuniary interest in Application JUB013 as his brother was a school governor at Cuckoo Hall Academy.

**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.

**4
APPLICATIONS TO THE ENFIELD RESIDENTS PRIORITY FUND**

Councillor Bambos Charalambous introduced the report of the Chief Executive (No.93) presenting the applications that had been formally submitted up to 14 September 2012 for the Enfield Residents Priority Fund.

Nicholas Bowater presented the report to members.

NOTED

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1. The summary of the applications received as detailed in Appendix A to the report:
2. Members considered each of the applications in detail, as follows:

2.1 Additional Funding for Advocacy Project (BOW026B)

A project for Bowes Ward to cover additional costs for service provision to women attending the legal advocacy and advice service for women in the ward. Members noted that the application met the social and environmental wellbeing objective and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and training.

The application was approved.

2.2 Silver Surfing (BOW031)

A project for Bowes Ward to deliver IT sessions to elderly residents. Members noted that the application met the social and environmental wellbeing objective and the following criteria: fairness for all, and education, skills and training.

This application follows up on a successful bid last year, which provided the funds to equip a new training room and training for older people. The room had been equipped, but no training had yet taken place.

The application was deferred pending more information on the earlier project.

2.3 Improvements to Bury Lodge Park (BUSH010)

A project for Bush Hill Park Ward to improve Bury Lodge Park and to fund tools and equipment. Members noted that the application met the social and economic wellbeing objective and the following criteria: fairness for all, growth and sustainability, strong communities, employment, education, skills and training and environment.

This application was a continuation of the secret garden project, started last year, which had received strong support from the community and very positive evaluations.

The application was approved.

2.4 Keep Us Dry Project for Trent Park Animal Centre (CF008)

A project for Cockfosters Ward to provide a new animal ambulance, construct a new shelter and repair/improve the existing stable. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, strong communities, employment, education, skills and training and environment.

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The property was leased from the Council. The animal centre had a repairing lease and it was felt that it was not appropriate for the Council to provide funds to cover repairs to the property.

The application of a reduced amount of £8,400, for the costs of a new animal ambulance and health and safety measures, was approved

2.5 Bereavement Counselling Project (EDM023, HAS018, JUB014, LOE029, UPE027)

A project for Edmonton Green, Haselbury, Jubilee and Lower Edmonton, Upper Edmonton wards to provide bereavement counselling for children and parents at ward schools. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education and skills and training and crime.

The applications were deferred to find out further information about how the money is to be split between the different wards with varying numbers of schools, the consultation that had been undertaken about the need for the service in the community and for consultation with SACRE (The Standing Advisory Council on Religious Education).

2.6 The Riots Film (EDM024)

A project for Edmonton Green Ward to produce a documentary film about the 2011 riots in Enfield. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education and skills and training and crime.

The application was refused as it was felt that the issue had timed out. It was suggested that the young people involved could be invited to come up with other ideas for a film subject. Another application would be considered.

2.7 Migrant and Refugee Women's ESOL and Employment Support Project (EDM027)

A project for Edmonton Green Ward to provide entry level ESOL and job seeking support to 20 black and minority ethnic women. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education and skills and training and crime.

The application was deferred to enable members to consider the Council Report on ESOL funding which would include mapping information.

AGREED that the Chair would email Rob Leak requesting that the appropriate officer attend the next sub committee meeting to consider ESOL funding. Failure to produce this report is stopping the committee from taking decisions

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on applications involving ESOL, which had been identified as of high risk area for the Council.

2.8 DJ and MC Academy (HIWAY 22)

A project for Enfield Highway Ward to provide a mobile unit which will visit estates twice weekly and provide music and associated training for under 25's. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, strong communities, employment, education, skills and training and crime.

An earlier project had received good feedback and was well supported. All the costs applied for could be attributed to this project on its own.

The application was approved.

2.9 The Albany Pavilion Community Centre (HIWAY 23 and ENFL014)

A joint project for Enfield Highway and Enfield Lock wards to convert an unused park building into a community hub for use by local residents and park users. Members noted that the application met the social and environmental wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, employment, health and disability, education, skills and training, crime and environment.

Consultation had taken place on all sides of the park and support received. A full business plan had been produced. LBE Parks Department have placed an advertisement in the local press inviting expressions of interest to bring this derelict building back into use.

The application was approved.

2.10 Multi Use Games Area (MUGA) (LOED029)

A project for Enfield Lock Ward to create a MUGA/Children's football area and toddlers adventure playground behind Ramney Drive. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability, education and skills and training, crime and environment.

The application was deferred for further information on the ownership of the land, proposals for maintaining the equipment, the possibility of funding from Enfield Homes and on community consultation.

2.11 Enfield Town Children's Library Enhancement (GRA004)

A project for Grange Ward to improve the access to books for children and young people in the ward. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all,

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growth and sustainability, strong communities, employment, housing and crime.

The project had the support of Julie Gibson, Head of Libraries and Museums.

The application was approved.

2.12 DJ and MC Academy (JUB012)

A project for Jubilee Ward for a twice weekly mobile unit to visit estates in the ward to provide teaching and qualifications for under 25 year olds.

The application was withdrawn because of lack of support from all three Jubilee Councillors.

2.13 Community Minibus for Cuckoo Hall Academy (JUB013)

A project for Jubilee Ward to purchase a minibus for use by the school and the local community. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education, skills and training and crime.

This application was approved subject to condition that the minibus was available for use by the local community.

2.14 Talk the Walk Project (JUB015)

A project for Jubilee Ward to expand the Friends of Jubilee Park's existing programme of exercise, social contact and excursions. Members noted that the application met the social and environmental wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability and environment.

This application was approved.

2.15 Aley Croft Play Area (SOUB014)

A project for Southbury Ward to improve and redevelop the play area in Aley Croft. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities and education, skills and training.

The application was approved.

2.16 Enfield Ignations Rugby Club (SOUB015)

A project for Southbury Ward to provide a defibrillator and training for club first aiders. Members noted that the application met the social and economic

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wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities and education, skills and training.

This application was approved subject to the condition that the defibrillator should be available to all who use the Enfield Playing Fields.

2.17 Handyperson (SGT007)

A project for Southgate Green Ward to provide a handyperson for ward residents. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities and education and skills and training.

This application was deferred to enable time to assess the uptake of a similar scheme in another ward.

2.18 DJ and MC Academy (TOWN 010)

A project for Town Ward to provide a mobile unit which will visit estates twice weekly and provide music and associated training for under 25's.

The application was withdrawn.

2.19 Enfield Christmas Light's Parade (TOWN011)

A project for Town Ward to cover the costs of first aid, music licences and insurance for the Enfield Christmas Light's Parade. Members noted that the application met the social wellbeing objective and the following criteria: fairness for all and strong communities.

This application was approved.

2.20 Lets Zumbafitness (TST034)

A project for Turkey Street Ward to provide subsidised Zumba classes. Members noted that the application met the social wellbeing objective and the following criteria: fairness for all, growth and sustainability, strong communities, health and disability and education, skills and training.

This was the continuation of a successful scheme which had had good take up last year.

This application was approved.

2.21 Girls Leadership Programme (TST035)

A project for Turkey Street Ward for a girls' leadership programme. Members noted that the application met the social wellbeing objective and the following criteria: fairness for all, growth and sustainability, strong communities, education, skills and training and crime.

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The laptop and projector will be kept at St Georges Church Hall for the benefit of the whole community.

This application was approved.

2.22 St John's Church and Community Centre (UPED028)

A project for Upper Edmonton Ward to fit out and decorate a community meeting room. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education, skills and training and crime.

This application was refused because of lack of consultation and as the proposal was the completion of existing project.

2.23 Citizens Advice Bureau (CAB) Outreach Service (UPED029)

A project for Upper Edmonton Ward to provide a drop in CAB Advice Service in the ward, one day a week. Members noted that the application met the social and economic wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, education, skills and training and crime.

This application was approved.

2.24 Mentoring Training for Enfield's Unemployed (UPED030)

A project for Upper Edmonton Ward to provide mentoring training for unemployed people.

This application was withdrawn.

2.25 N21 Festival St Nicholas Fair (WMH007)

A project for Winchmore Hill Ward to provide funding for a Christmas Fair on Winchmore Hill Green. Members noted that the application met the social wellbeing objectives and the following criteria: fairness for all, growth and sustainability, strong communities, crime and environment.

A similar event held in the summer had been well attended and very popular. Profits were donated to charity. Members felt that funding marketing and publicity materials was not appropriate as this was related to the business of N21 Net.

This application was approved at a reduced level to cover the costs of the stalls, licenses and road closures, stage and stage equipment, lights, generator, light installation, toilets and the St John's Ambulance only.

Alternative Options Considered

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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, agreed that the following applications were suitable for funding from the Enfield Residents Priority Fund.

The following applications were approved:

Ward	Project Title	Amount
Bowes (BOW026B)	Additional Funding for Advocacy Project	£250
Bush Hill Park (BUSH010)	Bury Lodge Park Improvements	£14,500
Cockfosters (CF008)	Keep Us Dry Project – Trent Park Animal Centre	£8,400
Enfield Highway (HIWAY22)	DJ and MC Academy	£7,619
Enfield Highway (HIWAY23) and Enfield Lock (ENFL014)	The Albany Pavilion Community Centre	£29,000 for each ward
Grange (GRA004)	Enfield Town Children's Library Enhancement	£10,000
Jubilee (JUB013)	Cuckoo Hall Academy Minibus	£28,930
Jubilee (JUB015)	Talk the Walk Project	£600
Southbury (SOUB014)	Ayley Croft Play Area	£17,000
Southbury (SOUB015)	Enfield Ignations Rugby Club Defibrillator and Training	£3,750
Town (TOWN011)	Enfield Christmas Lights Parade	£468
Turkey Street (TST034)	Lets Zumbafitness	£2,880
Turkey Street (TST035)	Girls Leadership Programme	£3,800
Upper Edmonton (UPED029)	Citizens Advice Bureau Outreach Service	£13,000
Winchmore Hill (WMH007)	N21 Festival St Nicholas Fair	£4,150

2. The following applications were approved in principle, subject to the conditions outlined below:

The Cuckoo Hall Academy Minibus in Jubilee Ward (JUB013) was approved subject to a condition that it would be available for general use by the community.

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The Enfield Ignations Rugby Club Defibrillator and Training for Southbury Ward (SOUB015) was approved subject to a condition that it would be available to everyone who had use of the Enfield Playing Fields.

3. The following applications were deferred for consideration at a future meeting of the Sub Committee to enable more information to be provided. Details above.

Bowes (BOW031)		Silver Surfing	£2,800
Edmonton Green, Haselbury, Lower Edmonton, and Upper Edmonton (EDM023, JUB014, UPE027)	Green, Jubilee, HAS018, LOE029,	Bereavement Counselling Project	£10,320 for each ward
Edmonton (EDM027)	Green	Migrant and Refugee Women's ESOL Employment and Support Project	£5,912
Enfield Lock (ENFL013)		Multi Use Games Area (MUGA)	£65,000
Southgate (SGTG006)	Green	Handyperson Service	£13,600

4. The following applications were withdrawn:

Jubilee (JUB012)		DJ and MC Academy	£7,538
Town (TOWN010)		DJ and MC Academy	£7,828
Upper Edmonton (UPED030)		Mentoring Training for the Unemployed	£9,922

5. The following applications were refused

Edmonton (EDM024)	Green	The Riots Film	£8,525
Upper Edmonton (UPED028)	Edmonton	St John's Church and Community Centre	£12,000

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.

6. The Chair of the Sub Committee will be given delegated authority to provide final project approval in cases where applications are agreed in principle subject to certain conditions, and these conditions have been met.

5

FINANCE REPORT ON CAPITAL REVENUE FUNDING SPLIT

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This item was withdrawn and would be taken forward to the next meeting of the Sub Committee.

6

WARD MEMBERS - DECLARATIONS OF INTEREST

Councillor Charalambous reported that Councillor Lavender had put forward a motion at the last Council meeting regarding declaration of interests when making applications to the fund.

Councillor Lavender was concerned that organisations connected to councillors were benefiting from the fund and that the relevant interests were not being declared. It was suggested that the wording on the form be altered, it may be necessary to include a box for applicants to tick if they have relation to or connection with a councillor. The exact details will be discussed with legal officers. The application form does already include a section for councillors to declare their interests.

Councillor Bond thought that it would be better for transparency and probity if sub committee members did not take part in decisions on applications in their own wards. Further information was sought.

John Austin, as monitoring officer will inform Councillor Lavender about any proposed changes.

Councillor Charalambous will feed back on the outcomes to the next meeting.

7

MINUTES OF THE MEETING HELD ON 11 SEPTEMBER 2012

1. Minutes of the meeting held on 11 September 2012

AGREED that the minutes of the meeting held on 11 September 2012 were a correct record.

2. Matters arising

2.1 Community Hub (LOED025)

The sub committee had asked for further details on the terms of the lease for the property obtained for the Community Hub project in Bounces Road. The property had been let at a reduced rate because of the need for renovations. The ERPF would provide the funds to carry out these renovations.

2.2 Scout Group Minibus (SGTG006)

Ward members had not yet agreed to the proposal concerning the VAT on the purchase of the minibus.

8

DATES OF FUTURE MEETINGS

NOTED the dates agreed for future meetings of the Committee

- Monday 12 November 2012 (changed from Tuesday 13 November)
- Tuesday 11 December 2012
- Tuesday 15 January 2013
- Tuesday 19 February 2013
- Tuesday 19 March 2013
- Tuesday 16 April 2013

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