

# Public Document Pack



Contact: Jacqui Hurst  
Cabinet Secretary  
Direct : 020 8379 4096  
or Ext: 4096

e-mail: [jacqui.hurst@enfield.gov.uk](mailto:jacqui.hurst@enfield.gov.uk)

## THE CABINET

**Wednesday, 10th February, 2016 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 of the Council), Daniel Anderson (Cabinet Member for Environment), Yasemin Brett (Cabinet Member for Community Organisations & Culture), Alev Cazimoglu (Cabinet Member for Health & Social Care), Nneka Keazor (Cabinet Member for Public Health & Sport), Ayfer Orhan (Cabinet Member for Education, Children's Services and Protection), Ahmet Oykener (Cabinet Member for Housing and Housing Regeneration), Alan Sitkin (Cabinet Member for Economic Regeneration & Business Development) and Andrew Stafford (Cabinet Member for Finance & Efficiency)

### **Associate Cabinet Members**

Note: The Associate Cabinet Member posts are non-executive, with no voting rights at Cabinet. Associate Cabinet Members are accountable to Cabinet and are invited to attend Cabinet meetings.

Bambos Charalambous (Associate Cabinet Member – Non Voting), George Savva MBE (Associate Cabinet Member – Non Voting) and Vicki Pite (Associate Cabinet Member – Non Voting)

### **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 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

To note that no requests for deputations have been received for presentation to this Cabinet meeting.

### 5. ITEMS TO BE REFERRED TO THE COUNCIL

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

1. Report Nos.171 and 178 – Budget 2016-17 and Medium Term Financial Plan 2016/17 to 2019/20 (General Fund)
2. Report No.172 – Housing Revenue Account (HRA) 30-Year Business Plan, Budget 2016/17, Rent Setting and Service Charges, Temporary Accommodation Rents
3. Report Nos.176 and 179 – Neighbourhood Regeneration Programme

### 6. BUDGET REPORT 2016-17 & MEDIUM TERM FINANCIAL PLAN 2016/17 TO 2019/20 (GENERAL FUND) (Pages 1 - 144)

A report from the Director of Finance, Resources and Customer Services is attached. This sets out a number of recommendations for approval by full Council. (Report No.178, agenda part two also refers) **(Key decision – reference number 4175)**

(Report No.171)  
(8.20 – 8.30pm)

7. **HOUSING REVENUE ACCOUNT (HRA) 30 YEAR BUSINESS PLAN, BUDGET 2016/17, RENT SETTING AND SERVICE CHARGES AND TEMPORARY ACCOMMODATION RENTS** (Pages 145 - 172)

A report from the Director of Finance, Resources and Customer Services and Director of Regeneration and Environment is attached. This will set out a number of recommendations in relation to the Housing Revenue Account for approval by full Council. **(Key decision – reference number 4174)**

(Report No.172)  
(8.30 – 8.35pm)

8. **ADULT SOCIAL CARE TRANSPORT POLICY** (Pages 173 - 296)

A report from the Director of Health, Housing and Adult Social Care is attached. This outlines the proposed changes to the way in which Enfield council assesses for and provides transport services within Adult Social Care. **(Key decision – reference number 4086)**

(Report No.173)  
(8.35 – 8.40pm)

9. **APPROVAL OF CYCLE ENFIELD PROPOSALS FOR THE A105** (Pages 297 - 450)

A report from the Director of Regeneration and Environment is attached. This seeks approval to undertake detailed design, statutory consultation and implementation for segregated cycling facilities and public realm improvements along the A105 between Enfield Town and Palmers Green. Note: Appendix E to the report will be circulated “to follow”. **(Key decision – reference number 4111)**

(Report No.174)  
(8.40 – 8.45pm)

10. **DRAFT MERIDIAN WATER REGENERATION FRAMEWORK AND ACTION PLAN** (Pages 451 - 498)

A report from the Director of Regeneration and Environment is attached. This seeks endorsement of the draft Meridian Water Regeneration Framework and Action Plan **(Key decision – reference number 4252)**

(Report No.175)  
(8.45 – 8.50pm)

11. **NEIGHBOURHOOD REGENERATION PROGRAMME**

A report from the Director of Regeneration and Environment **will be circulated as soon as possible**. This seeks approval to an increase to the neighbourhood regeneration capital programme. (Report No.179, agenda part two also refers) **(Key decision – reference number 4229)**

(Report No.176)  
(8.50 – 8.55pm)

**TO FOLLOW**

**12. IT DELIVERY**

A report from the Director of Finance, Resources and Customer Services **will be circulated as soon as possible**. (Report No.180, agenda part two also refers) **(Key decision – reference number 4263/U195)**

(Report No.177)

(8.55 – 9.00pm)

**TO FOLLOW**

**13. ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY COMMITTEE**

To note that there are no items to be considered at this meeting.

**14. CABINET AGENDA PLANNING - FUTURE ITEMS** (Pages 499 - 502)

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

**15. MINUTES** (Pages 503 - 516)

To confirm the minutes of the previous meeting of the Cabinet held on 20 January 2016.

**INFORMATION ITEMS**

**16. ENFIELD STRATEGIC PARTNERSHIP UPDATE**

To note that there are no written updates to be received at this meeting.

**17. DATE OF NEXT MEETING**

To note that the next meeting of the Cabinet is scheduled to take place on Tuesday 15 March 2016 at 8.15pm.

**CONFIDENTIAL ITEMS**

**18. 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 of business 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 two agenda)





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**MUNICIPAL YEAR 2015/16 REPORT NO: 171****MEETING TITLE AND DATE:**

Cabinet: 10 February 2016  
 Council: 24 February 2016

**REPORT OF:**

Director of Finance, Resources &  
 Customer Services

**Contact Officers:**

James Rolfe Tel: 0208 379 4600  
 Isabel Brittain Tel: 0208 379 4744  
 Jayne Fitzgerald Tel: 0208 379 5571  
 Stan Barker Tel: 0208 379 4213

<b>Agenda – Part: 1</b>	<b>Item: 6</b>
<b>Subject: Budget 2016/17 and Medium Term Financial Plan 2016/17 to 2019/20 (General Fund)</b>	
<b>Wards: All</b>	
<b>Cabinet Members consulted:</b> Cllr Doug Taylor Cllr Andrew Stafford	

**1. EXECUTIVE SUMMARY**

- 1.1 The Medium Term Financial Plan covers the next 4 years. If approved, it sets the level of Enfield's Council Tax increase in 2016/17 at 1.98%.
- 1.2 There is also a Government Social Care precept of 2%. As a result of reductions in the GLA element of the Council Tax, the overall increase over the 2015/16 Council Tax is 1.78%. It also sets out future years' plans which will be reviewed and updated as circumstances change over the period of the plan.
- 1.3 This report is the culmination of the 2016/17 budget planning process and provides:
- Information on the outcome of the recent budget consultation;
  - Details of the local government financial settlement;
  - The proposed level of the 2016/17 Council Tax;
  - The Council Tax Requirement for 2016/17;
  - The Council Tax to be levied for the year ahead including the Greater London Authority precept for 2016/17;
  - A summary of the Council's Medium Term Financial Plan over the next four years and the financial outlook for the Council and its services;
  - The advice of the Director of Finance, Resources & Customer Services regarding the recommended levels of contingencies, balances and earmarked reserves.
- 1.4 The report makes recommendations regarding future investment in the Capital Programme.
- 1.5 In accordance with the Prudential Code, the report recommends that the Council agrees the Treasury Management Strategy as well as the setting and monitoring of Prudential Indicators.
- 1.6 The report includes recommendations for the Council's contingencies and balances undertaken in the context of the risks and uncertainties associated with the budget and Medium Term Financial Plan.

1.7 The report is structured as follows:

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Budget Consultation	4
Local Government Finance Settlement	5
Council Tax Base, Business Rates and Collection Fund	6
Revenue budget proposals	7
Summary of budget proposals and Council Tax impact	8
The Prudential Code and Capital Programme	9
Medium Term Financial Plan	10
Budget risks and uncertainties	11
Contingencies and general balances	12
Comments of the Director of Finance, Resources & Customer Services	13
Alternative Options Considered	14
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<sup>1</sup> Tables may not sum exactly due to roundings

## 2. RECOMMENDATIONS

- 2.1 The attention of Members is drawn to the comments in paragraph 2.15 regarding S106 of the Local Government Finance Act 1992 which requires any Member who is two months or more in arrears on their Council Tax to declare their position and to not vote on any issue that could affect the calculation of the budget or Council Tax.
- 2.2 With regard to the revenue budget for 2016/17 it is recommended that Council:
- (i) Set the Council Tax Requirement for Enfield at £107.915m in 2016/17;
  - (ii) Set the Council Tax at Band D for Enfield's services for 2016/17 at £1,144.17 (para 8.1), being a 1.98% general Council Tax increase and a 2.00% Adult Social Care Precept.
  - (iii) Approves the statutory calculations and resolutions set out in Appendix 10.
- 2.3 With regard to the Prudential Code and the Capital Programme it is recommended that Council:
- (i) notes the information regarding the requirements of the Prudential Code (section 9);
  - (ii) agrees the Approved Capital Programme for 2016/17 to 2019/20 as set out in section 9 and (appendix 9). Also notes the Indicative Capital Programme and it is recommended that Council agrees that these indicative programmes be reviewed in the light of circumstances at the time;
  - (iii) agrees the Prudential Indicators, the Treasury Management Strategy, the Minimum Revenue Provision statement and the criteria for investments set out in section 9 and Appendices 4 & 5.
- 2.4 It is recommended that Council agrees the Medium Term Financial Plan and adopts the key principles set out in paragraph 10.11.
- 2.5 With regard to the robustness of the 2016/17 budget and the adequacy of the Council's earmarked reserves and balances it is recommended that Council:
- (i) notes the risks and uncertainties inherent in the 2016/17 budget and the Medium Term Financial Plan (sections 10 & 11) and agrees the actions in hand to mitigate them;
  - (ii) notes the advice of the Director of Finance, Resources & Customer Services regarding the recommended levels of contingencies, balances and earmarked reserves (section 12) and has regard to the Director's statement (section 13) when making final decisions on the 2016/17 budget;
  - (iii) agrees the recommended levels of central contingency and general balances (section 12).
- 2.6 To agree the Schools Budget for 2016/17 (Section 5.13 and appendix 13).
- 2.7 It is recommended that Council agrees the Fees and Charges for Environmental Services for 2016/17 (Section 10.14) and Appendix 12.
- 2.8 It is recommended that Council agrees the Fees and Charges for Adult Social Care Services for 2016/17 (Sec. 10.15) and Appendix 11, subject to consultation.

- 2.9 It is recommended that the New Homes Bonus is applied as a one-off contribution to the General Fund in 2016/17.
- 2.10 To approve the policy for the calculation of Minimum Revenue Provision (Section 9 & Appendix 4)
- 2.11 To approve the adoption of the new flexible use of capital receipts as announced by the DCLG for 2016/17 to 2019/20 and notes the Council's Initial Efficiency Plan for new capital receipts (Appendix 14)
- 2.12 To note the Government's 4 year funding offer and that a further report will be presented to Members once sufficient details to make a recommendation are made available by the Government.
- 2.13 Delegate authority to the Cabinet Member for Finance & Efficiency and the Director of Finance, Resources & Customer Services to agree any necessary changes in preparation of the Budget 2016/17 and Medium Term Financial Plan Report to Council on 24<sup>th</sup> February 2016.
- 2.14 To consider the feedback and results from the Budget Consultation and Overview and Scrutiny Committee Budget Meeting on 1<sup>st</sup> February 2016.

**2.15 Section 106 of the Local Government Finance Act 1992 requires any Member who is two months or more in arrears on their Council Tax to declare their position and not to vote on any issue that could affect the calculation of the budget or the Council Tax. Any Member affected by Section 106 who fails to declare this could be subject to prosecution.**

### **3. BACKGROUND TO THE BUDGET PROCESS**

- 3.1 The budget decisions in this report are aligned with the Administration's vision and priorities for Enfield; a better place to live and work by delivering fairness for all, growth and sustainability and strong communities.
- 3.2 The Council's Corporate Strategy, "A Fairer Future for All" sets out each of the Council's strategic aims and associated priorities. The Council Strategy is linked to the budget through the Medium Term Financial Plan and the annual budget process. The Budget and Medium Term Financial Plan (2016-20) forecasts funding requirements for the Council's General Fund services. The budget process has taken into account:
- The Council's Corporate Strategy
  - The Chancellor's 2015 Spending Review.
  - The Local Government Finance Settlement 2016/17
  - The forecast and prioritisation of the Council's revenue and capital resource requirements over the next four years

- 3.3 Enfield Council has proactively lobbied the Government for a fair share of existing and new national resources in the interest of local residents and businesses. Cabinet and lead members have been actively involved including meeting Ministers to make the case for Enfield.
- 3.4 Directors, in consultation with their portfolio holders and working with the Director of Finance, Resources & Customer Services, have finalised next years' service budget requirements and drawn up savings and additional income proposals to balance the overall budget for 2016/17. Cabinet on 22<sup>nd</sup> July and 18<sup>th</sup> November 2015 received reports on the progress of the 2016/17 budget and updates of the Medium Term Financial Plan.
- 3.5 At the 18<sup>th</sup> November Cabinet meeting, a schedule of departmental service savings, totalling £5.45m for 2016/17 were approved.
- 3.6 One of the Council's financial objectives is to keep Council Tax increases as low as possible, whilst ensuring that the Council provides quality services that continue to meet the changing and growing needs and expectations of service users. There have been no Enfield Council Tax increases since 2009/10.
- 3.7 The proposals in this report enable the Council to balance the 2016/17 budget whilst giving some protection to front line services and investing in key projects and priorities including Enfield 2017. The Medium Term Financial Plan is also balanced in 2017/18, with a relatively small gap in 2018/19. The large funding gap in 2019/20 demonstrates the difficult service decisions ahead as central government funding reductions continue to reduce the resources available to meet increasing service demands.

## 4 BUDGET CONSULTATION

### 4.1 Scope of Consultation

As in previous years, the Council is committed to consulting a range of stakeholders on its budget plans and the 2016/17 Budget Consultation Process aimed to encourage participation by the following:

- All residents and Council tax payers
- Representative voluntary and community organisations (especially those representing protected characteristic groups under the Equality Act 2010)
- Overview and Scrutiny Committee, Associate Cabinet Members

### 4.2 Methodology

The following consultation and engagement methods were made available:

- **Online questionnaire using SNAP software** – open to all residents/members of the public, stakeholders and partner organisations
- **Budget Consultation Publication** sent to all households in the Borough
- **Three Focus Groups** consisting of participants recruited from the voluntary and community sector, as well as representatives from harder to engage or disadvantaged communities

- **Three Public Meetings** of residents drawn from Associate Cabinet Member Areas (these are co-terminus with parliamentary Constituency boundaries (Enfield North, Enfield Southgate, Edmonton)
- **Additional meetings** were held with a number of groups at their specific request including Enfield Disability Action's Deaf Drop-in group, Enfield Racial Equality Council and the Over-50s Forum

#### 4.3 **Key consultation questions**

Consultation questions sought to ascertain participants views on:

- Service priorities for both protection and for offering up savings
- The degree of support for (or opposition to) Council tax increases and what level of increase is considered reasonable
- How to mitigate against the adverse effects of cuts in services
- Suggestions, options or other courses of action the Council could take to protect services, including views on charging for services

#### 4.4 **Outcomes**

The feedback from all of these consultation processes was presented to the Budget Overview and Scrutiny Panel on 1<sup>st</sup> February 2016 - Appendix 1 to this report provides a summary of findings. The minutes of the Panel are also included in the appendix.

### 5. **LOCAL GOVERNMENT FINANCE SETTLEMENT**

#### 5.1 **2015 Spending Review and Autumn Statement (SR2015)**

The Government's SR2015 was announced on the 25<sup>th</sup> November 2015. This included the first new set of public spending plans since 2010. It set out the Government's four year economic plan for public spending with debt projected to fall in every year as a share of Gross Domestic Product with a forecast surplus of £10bn by 2019/20. Total managed expenditure (i.e. pensions, benefits etc.) is forecast to decline by 3.2% of Gross Domestic Product, from 39.7% in 2015/16 to 36.5% in 2019/20.

5.2 Spending Review 2015 (SR2015) is intended to deliver £12 billion of savings to the overall Departmental spending. The government has protected a number of core priorities from the spending reductions and these include:

- Spending 2% of GDP on defence for the rest of this decade;
- Spending 0.7% of Gross National Income on overseas aid;
- Providing the NHS in England with £10 billion per year more in real terms by 2020/21 than in 2014/15;
- Protecting schools' funding in England in real terms over SR2015;
- Protecting overall police spending in real terms over SR2015.

As a result Local Government must take a greater share of the cuts in public spending than would be otherwise required.



- 5.3 SR2015 also set out significant proposals for the devolution of Local Government Funding. The Institute for Fiscal Studies observed that:

*“We are also in the middle of a revolution in the funding of English local government. In part this reflects a big cut in central government support – cuts of over 50% in this spending review period, come on top of big cuts in the last parliament. These cuts in grants have had big distributional effects – those authorities more dependent on central government funding have seen their spending power reduced much more than others.*

*Following changes in April 2013, councils’ spending power already depends, in part, on how much business rates are raised in their area. They get to keep up to 50% of the growth in their rates revenue that’s due to new development. The Chancellor confirmed plans to go further. These changes have big effects on economic incentives, financial risk and funding patterns across the country. How much councils have to spend in future will depend much more on the performance of their tax base than it did in the past. This is a big change.”*

THE IFS also reported that full retention of business rates is the culmination of a big shift from central to local funding in recent years and that there will be winners and losers.

SR2015 set out high level plans for local government spending to 2019/20 which lacked the detail to determine the financial implications for individual councils including Enfield. The Government promised that this detail would be set out in the 2016/17 Provisional Local Government Settlement in December. The information so far available is set out in the following sections.

#### 5.4 **2016/17 (Provisional) Local Government Finance Settlement**

The annual Settlement sets out the Government’s spending control totals for Local Government which is used to control council expenditure as part of the programme to reduce public expenditure and debt as set out in SR2015. The 2016 Provisional Settlement was issued on December 17th and in addition to providing figures for 2016/17, showed provisional funding information up to 2019/20.

##### **Settlement Funding Assessment (SFA)<sup>2</sup>**

For the period 2015/16 to 2019/20, there is a reduction to the Settlement Funding Assessment of 31.8% (based on the adjusted 2015/16 figure). Rather than all local authorities receiving the same percentage reduction in Revenue Support Grant (RSG) funding, the government now propose to take into account the amount that can be raised locally from Council Tax, thereby increasing the reduction in RSG funding for higher taxbase authorities (in terms of the ratio of taxbase income to SFA) and lowering the reduction for lower than average taxbase authorities. The government has also altered the split of funding between tiers of government, which would appear to favour upper tier (County) services and lead to higher funding reductions for lower (District) councils.

##### **Core Spending Power**

The Minister announced that the Spending Power calculation that has been published in previous years has been amended to exclude funding that is not directly controlled by local government and is now known as Core Spending Power. It includes:

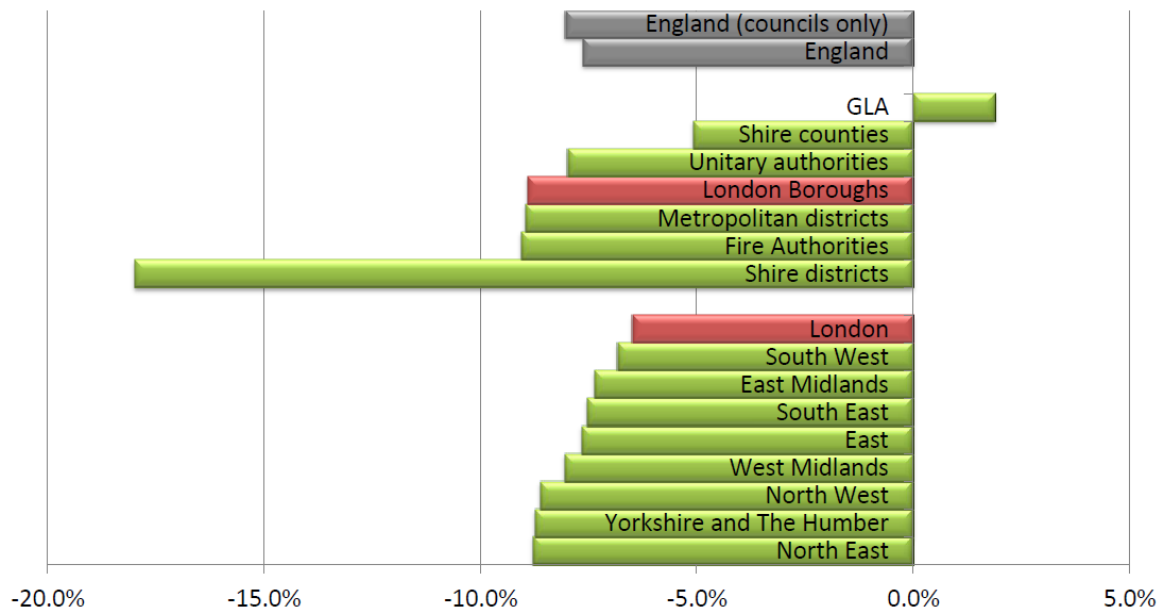
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<sup>2</sup> The SFA consists of the local share of Business Rates, and Revenue Support Grant. The first SFA was in 2013/14 which set the starting point for setting Revenue Support Grant until the planned reset in 2020.

- Settlement Funding Assessment
- Council Tax Requirement
- New Homes Bonus
- 'New' Better Care Fund (from 2017/18)
- Rural Services Grant (not applicable to Enfield Council)

There is a reduction of 2.8% for 2016/17 and an overall reduction for the period 2015/16 to 2019/20 of 0.5%. In real terms there is an 8% cut nationally. On this measure, London has fared worse in real terms with a 9% real reduction. London is actually the worst affected region if Fire Authorities and the GLA are excluded.

Table 1: Cumulative % change in Core Spending Power by region & type - 2015-16 to 2019-20 (real terms)



The Government has made a number of key assumptions to forecast Core Spending Power. Particular assumptions include:

- 1.75% average council tax increases each year as well as all eligible social care authorities taking up 2% Social Care precept
- Tax base growth based on historic trends from 2013/14 to 2015/16

The measure therefore significantly underplays the extent of overall funding cuts as council tax is exaggerated and New Homes Bonus is not guaranteed. London Councils estimates cuts to be closer to 14% using more generally accepted Council Tax assumptions. The distributional effect of the Core spending power is not quite a reversal of SFA winners and losers but it does tend to bring more tax-dependent boroughs back towards the average (see tables 3 and 4 below showing the different relative position of London authorities under the two measures).

### 5.5 Revenue Support Grant Allocations

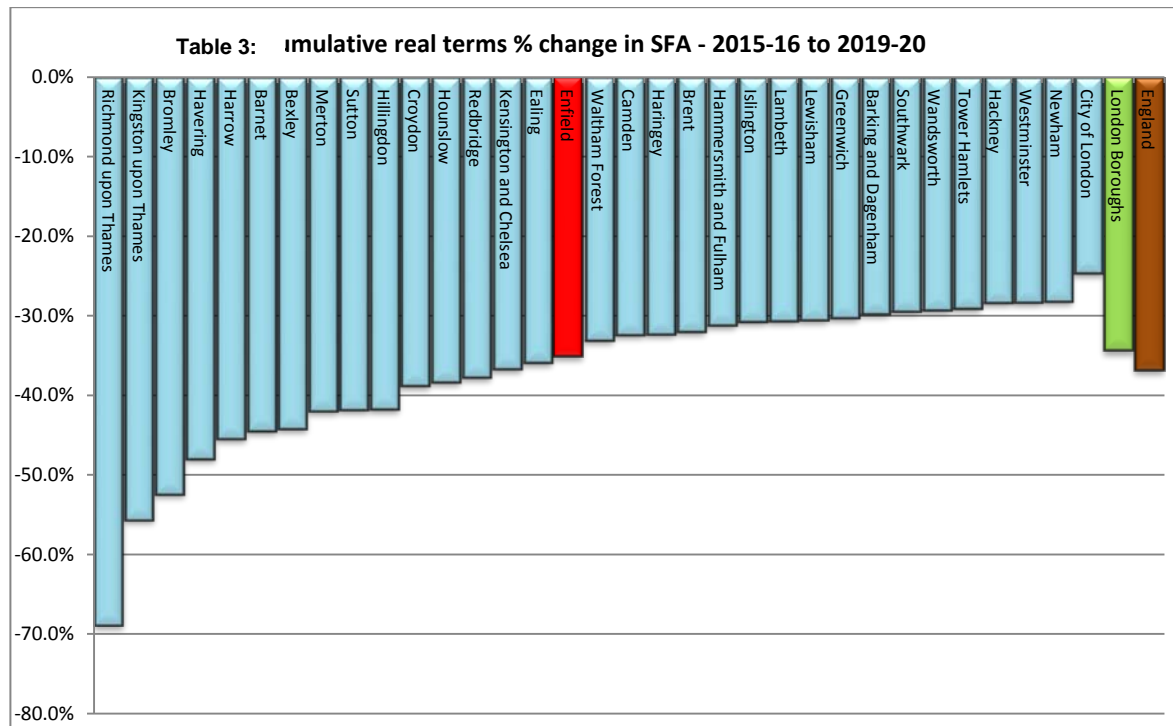
A new methodology for determining authorities' RSG allocations has been proposed within the provisional settlement. The methodology adds together authorities' SFA amount and their forecast Council Tax income for 2016/17 (based on individual authorities' actual Council Tax levels), before applying a percentage reduction. This approach means that authorities with a lower than average council

taxbase (relative to their SFA amount) have a lower reduction in grant (and those with a higher taxbase have a higher reduction in grant). By using actual Council Tax levels, rather than an assumed level, this approach also favours authorities with below average Council Tax, and disadvantages those with above average Council Tax levels. This approach means that for some authorities' their RSG will be reduced to nothing before 2019/20. The government plans to reduce top up/increase tariff amounts for these authorities, in order that the overall change in funding is consistent across all authorities.

## 5.6 Government Funding Allocations for Enfield

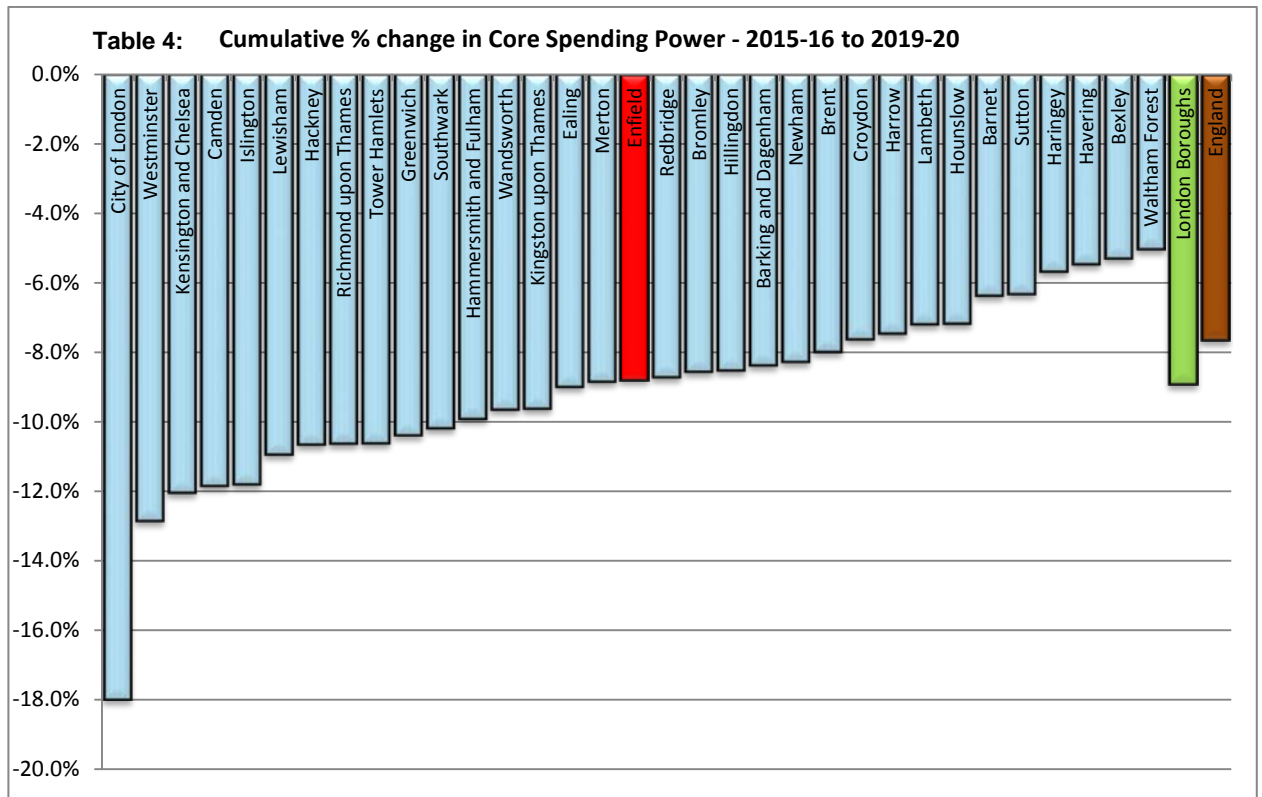
<b>Table2: Settlement Funding Assessment (SFA)</b>	<b>2015/16 Adjusted</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Provisional Settlement</b>					
Revenue Support Grant	59,325	46,553	34,050	25,732	17,289
Business Rates Top-Up	35,278	35,571	36,271	37,341	38,534
Locally Retained Business Rates <sup>3</sup>	32,036	32,303	32,938	33,910	34,993
<b>Provisional SFA</b>	<b>126,639</b>	<b>114,427</b>	<b>103,259</b>	<b>96,983</b>	<b>90,816</b>
<b>Reduction</b>		<b>(12,212)</b>	<b>(11,168)</b>	<b>(6,276)</b>	<b>(6,167)</b>
<b>Cumulative Reduction</b>		<b>(12,212)</b>	<b>(23,380)</b>	<b>(29,656)</b>	<b>(35,823)</b>
<b>Annual Reduction (%)</b>		<b>-9.6%</b>	<b>-9.8%</b>	<b>-6.1%</b>	<b>-6.4%</b>
<b>Cumulative Reduction (%)</b>		<b>-9.6%</b>	<b>-18.5%</b>	<b>-23.4%</b>	<b>-28.3%</b>

Enfield's reduction in SFA is below the average for England with provisional reductions greatest for the Counties and Districts. This does not, however, take into account the on-going impact of grant damping, under which Enfield has now lost over £100m, and which is hard wired into funding baselines.



<sup>3</sup> Note that this is the Government forecast of business rates. The Council makes its own estimate for inclusion in the annual budget and MTFP which is inevitably different to the figure shown in the table.

When comparing Enfield to London on Core Spending Power there is a significant change in the picture in that Enfield and outer London generally receives lower reductions than inner. These statistics illustrate the perverse nature of different measures being used to assess the relative impact of the settlement on regions and individual authorities.



**5.7 Damping**

Whilst noting the changes to the methodology for calculating SFA and RSG, funding allocations are still fixed in line with the 2013/14 Settlement until 2020 as a result of the Government introducing the part localisation of business rates from 1 April 2014. Even with the new methodology, Enfield’s damping will continue to be included in the funding assessment until 2020 at the earliest when funding will be reviewed by the Government and 100% business rate retention is due to take over. This presents a constant pressure to the Council as growing demand is not matched by increases in funding. The Council has lobbied long and hard against current damping arrangements. The Council has discussed the position with similarly affected London Boroughs and joint lobbying of the Government on damping was undertaken in the summer of 2015. The Government has failed to address the Council’s concerns and although this settlement now takes into account the relatively lower resource base of Enfield, this does not compensate for the level of damping still included in the 2016/17 SFA.

**5.8 Four Year Settlement: an offer to all councils**

The Government will offer any council that wishes to take it up a four-year funding settlement to 2019/20. The government states it is making a clear commitment to provide central funding allocations for each year of SR2015, should councils choose to accept the offer and if they publish an efficiency plan. This offer will be subject to taking account of the increase in the annual business rate multiplier

(based on September RPI) and transfer of functions and responsibilities to local government and any other unforeseen events.

The initial reaction by Local Government is that the “offer” is particularly vague, and that councils are being asked to sign up to a deal based on very limited information. There is a lack of detail about the process for agreeing funding allocations, in particular about what the efficiency plans to be submitted in return for a four year settlement should contain, and when councils will have to submit them. The consultation document refers to strengthening financial management and efficiency, maximising value in arrangements with suppliers and making strategic use of reserves in the interests of residents. Clarity over the requirements of efficiency plans in each of these areas is needed before councils can agree any offer.

The recent indication by the Secretary of State that the requirements for monitoring efficiency plans will be relatively “light touch” is positive, but final details are needed to confirm this.

In addition, the Government must clarify, as soon as is possible, exactly what is fixed for four years in the offer to councils. The recent shift in policy position by the Government on social rent reductions, which made the 30-year “deal” for HRA self-financing settlements obsolete, has raised doubts about the robustness of previous Government commitments.

#### **5.9 2% Social Care Council Tax Precept**

The Spending Review and Autumn Statement also announced measures to help local authorities with responsibility for adult social care to meet the needs of their population including an additional 2% flexibility on their current Council Tax referendum threshold, to be used entirely for adult social care.

There is concern in local government that the social care precept is the first time central government has moved to ring-fence an element of locally determined Council Tax to pay for a particular service. The new Better Care Fund allocations from 2017/18 will be calculated on the assumption that all eligible authorities will raise the precept, thus the pressure on councils to increase Council Tax for residents is considerable.

The Government has indicated that the reporting mechanisms will not be burdensome or bureaucratic but this will not be confirmed until the final settlement. Enfield has lobbied the Government to extend the 2% to all social services as the pressure on children’s social care is as great a budget problem as adult social care.

#### **5.10 Capital Receipts Flexibility**

Starting in 2016/17 the Government will provide a general capitalisation directive to all councils enabling them to utilise new capital receipts to finance the revenue cost of efficiency and transformation programmes. This will require an efficiency statement setting out each council’s plans as the expenditure to be met from capital receipts and the future savings that result (see appendix 14).

### 5.11 Apprenticeship Levy 2017/18

The government's 2015 Spending Review confirmed that there will be an apprenticeship levy payable by large employers in all industries to increase their contribution towards staff training, starting from 2017/18. All companies with an employee payroll bill of over £3m per annum will be subject to the levy based upon the earnings of its employees (regardless of actual apprentices employed). The levy will equate to 0.5% of the total paybill. Employers will also be able to claim back training costs which could potentially be more than the levy paid (depending on national take-up). The LGA is currently lobbying the Government for local authority exemption from this levy in the light of continuing funding reductions. The Medium Term Financial Plan will be updated once more details are available.

### 5.12 Other Specific Government Funding

The local government finance system distributes much of Government funding. The significant 'stand-alone' specific grants are set out below.

#### Department for Communities and Local Government

- **Business Rate 2014 Autumn Statement Measures (Continuation of Funding)**

It would appear that the s31 grant paid as compensation for the multiplier cap in 2014/15 and 2015/16 will continue to be paid as a specific grant and not rolled into SFA. This was worth around £1m to Enfield in 2015/16 and should be worth the same (subject to collecting similar business rate amounts) in 2016/17.

- **New Homes Bonus Grant (NHB)**

It appears that there are no changes to the NHB scheme planned before 2018/19, with in-year national allocations increasing from £1,167m in 2015/16 to £1,485m in 2016/17, £1,493m in 2017/18 and then a reduction to £938m in 2018/19 and to £900m by 2019/20. Savings are to be used toward the additional funding for BCF. NHB will continue to be funded through £250m in specific grant with the rest in top-sliced funding from business rates.

The Government has announced a total award of £4.964m NHB to Enfield in 2016/17, an increase of £1.134m over 2015/16. In 2015/16 the Government imposed a £70m top-slice on London boroughs to be pooled for use on a programme of projects across London to be agreed by the London Enterprise Panel (LEP). Enfield's top-slice was £1.08m leaving £2.75m of NHB within the Council's direct control. The Council is still waiting to hear whether a further top-slice will be imposed or if the Council will receive the full benefit of NHB.

All new NHB from 2016/17 is funded by top-slicing the cost from the Government Control Totals. Therefore NHB is financed by reduced Revenue Support Grant and does not represent additional funding. The NHB represents a considerable addition to funding for some authorities, mainly shire districts. However, for many other authorities the effect of it being mainly funded through top-sliced funding is a net reduction in resources.

- **Council Tax & Housing Benefit Administration Grant**

The Government continues to reduce the level of grant available to fund the local administration of welfare benefits. HB admin grant reduced by 7%.

<b>Table 5 :Benefits Administration Grant</b>	<b>2015/16 £'000</b>	<b>2016/17 £'000</b>	<b>Change £'000</b>	<b>Change %</b>
DWP Housing Benefits Administration	2,027	1,891	(136)	-7%
DCLG Council Tax Support Admin.	545	500 <sup>4</sup>	(45)	-8%
<b>Total Administration Grant</b>	<b>2,572</b>	<b>2,391</b>	<b>(181)</b>	<b>-7%</b>
Welfare Reform New Burdens Grant	169	0	(169)	-100%
CTS New Burdens Grant	101	0	(101)	-100%
<b>Total Administration Grant</b>	<b>2,842</b>	<b>2,391</b>	<b>(451)</b>	<b>-16%</b>

### Department for Education (DfE)

#### • Education Services Grant (ESG)

ESG is a non-ring-fenced specific grant provided for funding education services and support services to schools. It is allocated on a simple per-pupil basis to local authorities and academies according to the number of pupils for whom they are responsible. The ESG general funding rate (received for all pupils in LBE maintained mainstream schools) has been reduced in 2016/17 from £87 per pupil to £77 per pupil. The ESG retained duties rate will remain at £15 per pupil – this is received for all pupils in Enfield regardless of whether they are in LBE maintained schools or academies. Enfield's total grant in 2016/17 is £4.574m, a reduction of around £0.475m compared to £5.049m in 2015/16. This is slightly more than the reduction of £0.411m included in the MTFP for 2016/17.

### Department for Health

#### • Public Health

From April 2013, local authorities took on responsibility from the NHS, for improving the health & well-being of their local population and reducing health inequalities. The authority now has a duty to take appropriate steps to improve the health of its local population both through the overall aims, objectives and services of the Council and, more specifically using ring-fenced Public Health grant which cannot be used to support general council expenditure. The grant is designed to cover all expenditure incurred in delivering the Public Health function including all employee & overhead costs.

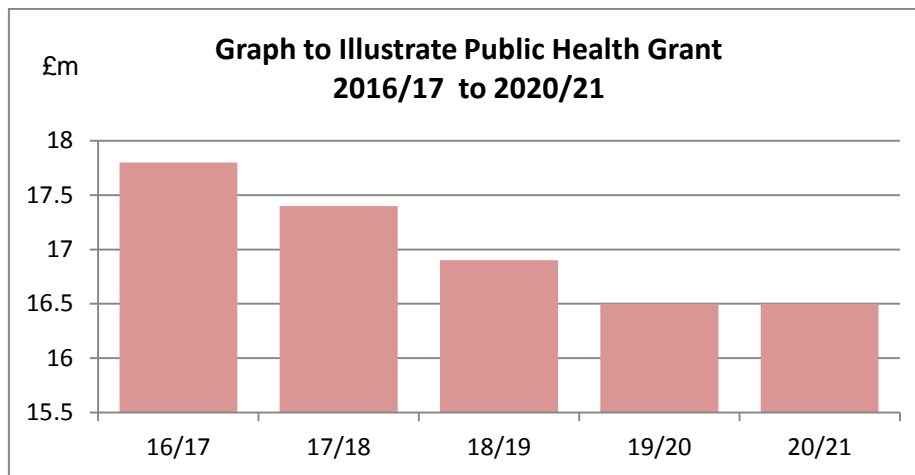
In December 2014 the Department of Health announced a 2015/16 Public Health grant of £2.8bn, with £430m to be added in October 2015 when responsibility for the commissioning of services for children aged 0-5 transferred to Local Authorities from NHS England (making a total of £3.23bn). On 4 June the Chancellor of the Exchequer announced a package of further public sector savings in 2015/16 to reduce public debt. The total savings of £3bn included £200m from the 2015/16 Public Health grant. Enfield's 2015/16 allocation of £16.70m has been reduced by £1.03m to £15.67m. This reduction has been rolled into the 2016/17 Public Health grant base.

Public Health England have advised that from the baseline, cash savings will be phased in at 2.2% in 2016/17, 2.5% in 2017/18, 2.6% in each of the following two years and flat cash in 2020/21. The Spending review made the commitment that the grant would be retained for 2016/18 but would be replaced as 100% retained business rates is introduced.

Based on the forecast reductions and ignoring the impact of changes to business rates retention, the impact on Enfield's cash grant is shown below:

<sup>4</sup> Actual grant awaited from Government





#### • **The (Improved) Better Care Fund**

The original Better Care Fund was introduced in 2015/16 having been announced as part of the 2013 Spending Round. It provides a structured system to transform local health and social care services so that people are provided with better integrated care and support. It brings together the Clinical Commissioning Group (CCG) and Local Authority and encompasses a substantial level of joint funding to help local areas manage current pressures and improve long term sustainability. This fund is made up of existing Council and Health budgets and does not represent new funding. This Fund is an important enabler to take the integration agenda forward at scale and pace, acting as a significant catalyst for change, and is being managed as part of the Enfield 2017 programme.

Starting in 2017/18, there will be an additional funding through the “Improved Better Care Fund”. By 2019/20, this will be worth £1.5bn per annum. This funding will go to authorities with Social Care responsibilities to complement the new 2% Social Care Council Tax precept, which was previously announced in Spending Review 2015. This funding will take into account the amount that each authority can raise locally through a 2% increase in Council Tax.

#### **New Burdens**

##### **a) Local Welfare Assistance**

In 2013/14, the Government transferred to the local authority the task of supporting emergency payments to individuals in the borough together with a confirmed funding allocation of £0.9m agreed for two years. In 2015/16 this funding was cut and the Government separately identified a ‘notional’ £129.6 million as part of the existing SFA. Following lobbying an additional £74m was included in the final 2015/16 Settlement. The £74m has been dropped from the 2016/17 Settlement resulting in cut of £0.5m to Enfield which has been built into the budget.

##### **b) Clients with no recourse to public funds**

Enfield, in common with other local authorities in London, are reporting an increasing financial and service pressure arising from their duty of care to those with No Recourse to Public Funds (NRPF). This arises as failed asylum seekers are not entitled to benefits after all appeals are turned down and they are awaiting decisions by the Home Office on deportation. There is a projected overspend of £843k in 2015/16 based on the families the Council has supported during 2015/16 to date. The costs have increased in recent years as it has become more difficult to



resolve the immigration status of these clients and families are now being supported longer with resultant additional costs.

Efforts to contain and manage costs in this area continue; for example Enfield participates in the NRPF Network which is a network of local authorities and partner organisations, hosted by LB Islington, with 3 key aims:

1. To provide guidance and information on social services duties to people with NRPF.
2. To embed the NRPF Connect database as an effective mechanism to share data and expedite the resolution of supported cases.
3. To work with local government partners to ensure the responsibility of providing 'safety net' services is funded.

Enfield has been linked into the Connect system since December 2014 and has found it useful in tracking and resolving cases with the Home Office. However whilst this may be helping to contain the growing pressure we have not yet seen a reduction in the numbers of families supported which had reached 139 in December 2015 compared to 130 in a full year 2015/16.

The Council along with other local authorities continues to lobby the Government to recognise that this has become an extra burden on local government.

### **c) Centrally held funds**

Once again there has been a top-slice, this time of £50 million, to pay for the difference between income from the business rates levy and that from the safety net. This is because of provision from appeals, most of them from before 2013 when the business rates retention system was introduced. The LGA and London Councils are calling for the Government to meet the cost of appeals from before 2013 in full.

## **5.13 The Schools' Budget**

### **Dedicated Schools Grant 2016/17**

The Dedicated Schools Grant (DSG) is a ring fenced grant, the majority of which is used to fund Individual Schools Budgets. There are no significant changes to the DSG methodology in 2016/17 as the Government has delayed their planned move to a National Fair Funding formula until at least 2017/18, with an extensive consultation on proposed changes planned for later in 2016. For 2016/17 the DSG will continue to be allocated to local authorities in three notional blocks, with funding methodology, changes and pressures as detailed below:

### **Schools Block**

- This is a per pupil allocation based on the October 2015 Census. For Enfield this is £5,204 per pupil. This element of the settlement will therefore be on a flat cash basis for the fourth year running.
- A significant new pressure in the school's block arises as Non Recoupment Academies (NRAs) growth will not be funded as it was in 2015/16. With effect from 2015/16 NRAs (academies with no predecessor LA school) were bought into the DSG, with Local Authorities now required to calculate their formula allocation. These are all new and growing schools which will admit an additional cohort each September until they are full and from 2016/17 Local Authorities

are required to fund this in year growth. In 2016/17 the cost of NRA growth in Enfield is estimated as £1.8m.

### **Early Years Block**

- This is a per pupil allocation initially based on the January 2015 Census and then updated for the January 2016 Census for 3 and 4 year old free entitlement.
- For Enfield this is £3,948 per pupil (FTE) for 3 and 4 year olds
- Funding for the 2 year old free entitlement is also based on January Census data at a rate of £5,016 per pupil (FTE)

### **High Needs Block**

- Funding is based on historical expenditure in this area. There are no year on year adjustments for increased numbers of high needs learners/places under the current funding regime.
- An additional £92.5m is being allocated nationally in 2016/17 to increase High Needs block allocations and Enfield's share of this is £0.656m.
- Pressures in the High Needs block have been estimated at around £1.5m including the increased demand for outborough placements, post 16 college placements and exceptional needs support in mainstream schools.

Enfield's initial 2016/17 DSG settlement was announced on 17<sup>th</sup> December 2015 as £306.142m (excluding £0.418 Early Year Pupil Premium funding). The Early Years Block allocations for 2, 3 and 4 year olds are based on January 2015 data and will be updated during 2016/17 to reflect January 2016 census data. We have estimated the likely funding adjustment as £2.249m. The authority will also receive £1.234m from the Education Funding Agency to fund post 16 pupils in special schools. The inclusion of these two adjustments increases the forecast 2016/17 DSG resources to £310.207m. The forecast resources available for 2016-17 are £0.916m less than in 2015-16 due partly to the lack of funding for NRA Growth. In 2015/16 resources were also supplemented by a one-off contribution from reserves which is not available in 2016-17.

Under Department for Education (DfE) regulations, certain specific decisions relating to the distribution of the DSG funding are subject to consultation with the Schools Forum, with the Council making the final decision on the allocation of available resources taking account of any recommendations made by the Schools Forum. The draft 2016/17 School's Budget was presented to Schools Forum on 20th January 2016 for agreement of the School Block formula funding allocations prior to submission of the data to the Education Funding Agency (EFA) by their deadline of 21st January 2016. In order to balance the budget and address the pressures outlined above savings have been identified in DSG funded services and these have been discussed and agreed with the Schools Forum. The draft budget is included in Appendix 13 for approval.

There are considerable risks in the schools budget for 2016/17 due mainly to increasing numbers of children presenting with special educational needs: this has resulted in an in year pressure in 2015/16 which is likely to worsen in 2016/17 as insufficient additional funding was received to address this increasing pressure. As detailed above the funding of NRA growth has also

placed an additional and significant pressure on the schools budget as no additional funding was received to match the additional cost.

#### **5.14 Other Schools' Funding Pupil Premium Grant**

The Pupil Premium is allocated in addition to the DSG to enable schools to work with pupils who have been registered for free school meals at any point in the last six years (known as 'Ever 6 FSM'). The Government has confirmed that the rates for 2016/17 will remain at 2015/16 levels i.e. £1,320 for primary FSM 'Ever 6' and £935 for secondary FSM 'Ever 6' pupils for 2016/17.

Looked After Children, and children who have been adopted from care, will continue to attract a higher rate of funding than children from low-income families and this will remain at £1,900 per pupil for 2016/17. Children who have parents in the armed forces are supported through the Service Child premium which remains at £300 per pupil in 2016/17.

The Pupil Premium is a specific grant that the council has to passport directly on to schools, who can then decide how they will use the additional funding to achieve improved outcomes for this group of children. The latest pupil premium allocation for 2015/16 totals £19.2m but this is expected to reduce in 2016/17 due to reductions in FSM eligibility. Allocations for 2016/17 will be based on January 2016 pupil data and will be published in June 2016.

#### **Early Years Pupil Premium (EYPP)**

EYPP was introduced in 2015/16 with schools, nurseries and child-minders receiving £300 for every 3 and 4 year-old from a low-income family, to enable these children to start school on an equal footing to their peers. This is based on the 3 and 4 year olds taking up their full entitlement of 570 hours. This will continue at the same rate in 2016/17.

#### **Sixth Form Funding**

The Education Funding Agency (EFA) is responsible for the funding of 16-19 provision in academies, general further education colleges, sixth-form colleges and independent provision. The EFA also distributes resources to local authorities for them to pass on to those schools that are not academies.

In 2016/17 funding is being maintained at 2015/16 rates i.e. base rate of £4,000 for full time students aged 16-17 years (£3,300 for 18 year olds). School sixth forms will receive their 2016/17 indicative allocations by the end of January 2016. Similarly to 2015/16 the Education Funding Agency (EFA) will set a deadline in April to receive business cases where exceptional circumstances have affected their 2016/17 indicative allocation. Considerations will be given to:

- Cases affecting lagged student numbers, 5% of students or a minimum of 50 students, whichever is lower
- Full time/part time split and other funding factors - overall impact of 5% on total funding or £250,000, whichever is lower, and
- other cases not covered above, reviewed individually

Formula Protection Funding (FPF) introduced in 2013/14 to protect funding per learner reductions (resulting from the introduction of funding per student calculation) will be phased out over the next 6 academic years (final year of FPF will be 2020/21). EFA will detail mechanism for phasing out FPF on their website by end of January 2016.

#### **5.15 Local Council Tax Support**

The Government replaced the national Council Tax Benefit scheme with local schemes of Council Tax Support in 2013/14. Enfield Council is adversely affected as it had the second highest Council Tax Benefit caseload in London before the change. Funding has now been incorporated in the Settlement Funding Assessment. Council on 28th January agreed the 2015/16 Council Tax Support Scheme.

#### **5.16 Local Referendums on Council Tax Increases**

The Localism Act requires councils to hold a referendum for proposed Council Tax increases in excess of a threshold set annually by the Secretary of State for Communities and Local Government. The Referendums Relating to Council Tax Increases (Principles) (England) Report 2016/17 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2016/17.

The Council Tax referendum limit remains at 2%; this applies to local authorities and fire authorities. However, local authorities with social care responsibilities will be able to increase council tax by up to 4%, providing that 2% is for social care. District councils with Band D Council Tax levels in the lower quartile will be able to raise Council Tax by up to £5 per annum to 2019/20.

The Council is required to determine whether its basic amount of Council Tax is excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992. The London Borough of Enfield element of the Council Tax, in accordance with the regulation, is not excessive as it is within the thresholds set by the Secretary of State.

### **6 THE TAX BASE AND THE COLLECTION FUND**

#### **6.1 The Tax Base**

This is the third year of the local Council Tax Support Scheme whereby Council Tax benefits are provided through locally determined discounts in residents' Council Tax bills. The 2016/17 scheme was approved by Council on 28<sup>th</sup> January 2016 including an increase in the contribution from 19.5% to 25% in 2016/17.

On the 28<sup>th</sup> January 2016, the Council agreed a Council Tax base of 94,317 Band D properties for 2016/17 (91,714 in 2015/16), based on the latest composite collection rate of 96.95%. The increase in the tax base of 2,603 is due to new properties and the change in the CTS. A summary of the tax base changes is set out below:

<b>Table 6: Council Tax Base 2016/17</b>	<b>Band D Equivalent</b>
<b>Tax base 2015/16</b>	<b>91,714</b>
Increase in Properties	740
Council Tax Support Scheme changed from 19.5% to 25% in 2016/17 (Net of Non-Collection)	1,136
Reduction in estimated cost of Council Tax Support Scheme (net of losses)	649
Discount on Empty Home Premium	350
Provision for non-collection on increase in tax base (excluding CTS changes)	(272)
<b>Tax Base 2016/17</b>	<b>94,317</b>

## 6.2 The Collection Fund

### Council Tax

The Council's 2014/15 audited accounts reported a surplus of £7.78m (Enfield's share £6.0m) on the Council Tax Collection Fund. The latest review of the Fund indicates that there will be an estimated surplus balance of £3.387m at 31<sup>st</sup> March 2016. This follows continued better than expected collection following the introduction of the local Council Tax Support Scheme in 2013/14. The balance will be shared between the Council (£2.671m) and the Greater London Authority (£0.716m) in proportion to their 2015/16 Band D council tax charges. Enfield's share is included in the 2016/17 council tax requirement calculation in Table 11.

### Business Rates

The Council retains 30%<sup>5</sup> of the local business rate income due to the Council based on the Government return forecast (NNDR1) of net rating income which was reported to the Council on 28<sup>th</sup> January 2016. Enfield's estimated share is £33.073m. In addition the council will receive an estimated £1.43m relating to Enfield's on-going share of the loss of business rate income to due to the 2014 Autumn Statement announcement including the capping of the increase in the business rate multiplier to 2% and various other reliefs in 2015/16. This on-going loss will be met again by the Government through a specific grant in 2016/17.

The Council's 2014/15 audited accounts reported a deficit of £9.780m (Enfield's share £2.934m) on the local Business Rates Collection Fund. The latest review of the Fund indicates that there will be an estimated deficit balance of £4.505m at 31<sup>st</sup> March 2016. The deficit is created by Enfield losing business rates because of successful backdated rateable value appeals that should have been paid for by the Government as part of the closure of the National Non-Domestic Rates Pool on 31<sup>st</sup> March 2013<sup>6</sup>. For Enfield, there is an estimated deficit on the collection of business rates of £1.352m as at 31<sup>st</sup> March 2016. The shares are as follows:

<sup>5</sup> 30% Enfield / 20% GLA / 50% Government

<sup>6</sup> The valuation of property is the responsibility of the Government's Valuation Office Agency and is not within the control of the Council.

<b>Table 7: Local Business Rates Collection Fund</b>	<b>%</b>	<b>Deficit £'000</b>
Government	50%	2,253
Greater London Authority	20%	901
London Borough of Enfield	30%	1,352
<b>Total Deficit</b>	<b>100%</b>	<b>4,506</b>

The overall estimated surplus on the Collection Fund for Enfield at 31<sup>st</sup> March 2016 is:

<b>Table 8: Enfield Collection Fund 31st March 2016</b>	<b>£'000</b>
Council Tax Surplus	2,671
Local Business Rates Deficit	(1,352)
<b>Total Surplus</b>	<b>1,319</b>

## 7. REVENUE BUDGET PROPOSALS

### 7.1 Budget Update

The overall summary of the budget proposals by each service is shown in Appendix 3. An overview of the budget position regarding pressures and savings is set out below.

### 7.2 Pressures

The Council faces additional pressures in 2016/17 especially as a result of loss of grant, demographic changes, welfare reforms increasing the cost of temporary accommodation, population growth and changing needs, totalling £26.488m. These additional pressures facing the Borough in 2016/17 are broken down in the following table:

<b>Table 9: Medium Term Financial Plan Pressures</b>	<b>2016/17 £'000</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>	<b>Total £'000</b>
<b>North London Waste Authority</b> Increasing cost in relation to the disposal of waste.	608	0	0	0	608
<b>Price Inflation &amp; pay awards</b> Provision in the MTFP includes 1% Pay Award contingency for each year as well as estimated provision for the London Living Wage payment to directly employed staff as well as provision for Business rates, and utility costs etc, over the period of the plan.	2,600	2,500	2,500	4,500	12,100
<b>Capital financing including interest charges</b> Investment in schools, regeneration and highways improvements which is met by new borrowing and is repaid over the life of the asset.	2,346	1,532	1,193	5,000	10,071
<b>Adult Social Care Precept</b> Adult Social Care Precept	2,071	2,204	2,336	2,470	9,081
<b>Welfare reform - temporary accommodation</b> Temporary Accommodation budget pressure	1,000	0	5,812	0	6,812
<b>Schools &amp; Children's Services Pressure</b> Demand led Children's services pressures arising from the 2015/16 revenue monitoring process.	2,500	0	0	0	2,500
<b>Review of Actuarial Pension Costs</b> 3 Yearly Review of the Pension fund	0	3,000	0	0	3,000
<b>Contracted out national insurance rebate abolished</b> Employers National Insurance pressure in 2016/17.	2,000	0	0	0	2,000
<b>Other Items</b> (including one-off E2017 costs)	1,659	-2,591	0	3,030	2,098
<b>Total</b>	<b>14,784</b>	<b>6,645</b>	<b>11,841</b>	<b>15,000</b>	<b>48,270</b>
<b>Reduction in Government and business rate funding</b> Loss of income from the Government from budget reductions, fall out of Council Tax Freeze Grants and change in business rate income	11,704	13,354	7,438	6,160	38,656
<b>Total Pressures</b>	<b>26,488</b>	<b>19,999</b>	<b>19,279</b>	<b>21,160</b>	<b>86,926</b>

### 7.3 Full year effect of previous year decisions

Some of the 2015/16 pressures and savings agreed by Council were for a part-year only as some items were profiled over several years. Items agreed in previous budgets but not due to come into effect until 2016/17 total (£8.143m). This includes the Year 2 savings for Enfield 2017 of (£3.6m).

### 7.4 New Savings 2016/17

The table below shows the total savings made by each service in 2016/17 which are detailed in **Appendices 2a & 2b**.

<b>Table 10: New Savings Proposals</b>	<b>2016/17 New Savings</b>			<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Total</b>
	<b>November Cabinet</b>	<b>New Proposals</b>	<b>Total</b>	<b>Future Years-New Savings Proposals</b>			
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Regeneration &amp; Environment</b>	(1,692)	(479)	<b>(2,171)</b>	(801)	(300)	0	<b>(3,272)</b>
<b>Finance, Resources &amp; Customer Services</b>	(209)	(122)	<b>(331)</b>	(909)	(682)	(58)	<b>(1,980)</b>
<b>Housing, Health &amp; Adult Social Care</b>	(2,570)	(4,299)	<b>(6,869)</b>	(4,611)	(3,733)	(3,285)	<b>(18,498)</b>
<b>Schools &amp; Children's Services</b>	(979)	(2,202)	<b>(3,181)</b>	(3,584)	(2,252)	(985)	<b>(10,002)</b>
<b>Chief Executive</b>	0	(300)	<b>(300)</b>				<b>(300)</b>
<b>Total Departmental Savings</b>	<b>(5,450)</b>	<b>(7,402)</b>	<b>(12,852)</b>	<b>(9,905)</b>	<b>(6,967)</b>	<b>(4,328)</b>	<b>(34,052)</b>

The spending and savings proposals outlined in this report were developed in the context of the Council's Strategy. These priorities take into account feedback from residents in the Budget Consultation as well as both the Council's and the external auditor's assessment of our performance.

- 7.5 In setting the Council's 2016/17 Budget and Medium Term Financial Plan, the Council's aim has been to continue to maintain, and where possible, improve services provided without increasing the Council Tax. The focus continues to be on delivering high quality services more efficiently through reductions in costs. The Council routinely, throughout the year, takes action to cut costs and make efficiency savings wherever possible. Every attempt continues to be made to minimise additional costs, but the ability to influence many of them is limited and the ability to make back office savings is increasingly difficult as a result of the scale of public spending cuts. Decisions are becoming more difficult and potentially not without significant impact.

## 7.6 Risk Based Budgeting

In the coming years more than ever the Council faces huge financial uncertainty, especially in respect of:

- Temporary accommodation
- Pressures on children's social services
- The going-live of the Care Act 2014
- Local Government funding
- Scope to make savings while maintaining services

The Council has initiated the Enfield 2017 transformation programme partly in response to these risks. It also needs to make greater use of its financial strength including its reserves to avoid unnecessary budget reductions and support a more commercial approach to capital investment with greater returns to the Council for the benefit of its residents.

The 2016/17 budget includes the best estimate of financial achievement of savings and likely pressures. Where there are potential risks of higher cost pressures as in the areas listed above or slippage in realisation of savings these have been factored into the assessment of budget robustness, balances and reserves to ensure the Council can meet any short term pressures without any impact on service delivery.

## 8. SUMMARY OF BUDGET PROPOSALS AND IMPACT ON COUNCIL TAX

- 8.1 The Localism Act requires Council approval of the Council Tax Requirement. The following table sets out the Council's budget position after taking into account the proposed changes.



<b>Table 11 Budget Position &amp; Council Tax</b>	<b>2015/16 £000's</b>	<b>2016/17 £000's</b>
<b>Net revenue budget</b>		
Schools Budget	307,837	310,207
Other Services (base budget)	257,449	243,997
Dedicated Schools' Grant	(307,837)	(310,207)
	<b>257,449</b>	<b>243,997</b>
<b>Budget Movements:</b>		
Pressure (Cost increases)	17,518	14,784
Full Year Effect of previous savings decisions	617	(8,143)
Proposals for savings ( <b>Appendix 2</b> )	(31,587)	(12,852)
<b>Net Budget</b>	<b>243,997</b>	<b>237,786</b>
<b>Less Corporate Funding:</b>		
Revenue Support Grant	(59,325)	(46,550)
Business Rate Top Up	(35,277)	(35,570)
Retained Local Business Rates	(32,573)	(34,503)
Other Core Grants	(13,080)	(11,929)
Collection Fund Net Surplus	(2,825)	(1,319)
<b>Corporate Funding</b>	<b>(143,080)</b>	<b>(129,871)</b>
<b>Council Tax Requirement</b>	<b>100,917</b>	<b>107,915</b>
Tax Base (Band D equivalents)	91,714	94,317
<b>Council Tax (Band D)</b>	<b>1,100.34</b>	<b>1,144.17</b>

8.2 The GLA Assembly reviewed the mayor's draft GLA budget on 27<sup>th</sup> January with the final draft budget due to be agreed by the London Assembly on 22<sup>nd</sup> February 2016. This is after the publication of the budget report to Council and so any changes to the GLA precept will be reported as revised statutory calculations and resolutions and a new Appendix 10 submitted for approval by Council. The budget was recommended with a decrease in the Band D precept from £295 to £276. The Band D Council Tax payable by Enfield residents for 2016/17 based on the budget proposals and GLA precept is £1,420.17. This is made up as follows:

### 8.3 Band D Charge 2016/17

<b>Table 12: Band D Charge</b>	<b>2015/16 £</b>	<b>2016/17 £</b>	<b>Change %</b>
London Borough of Enfield	1,100.34	1,122.16	1.98%
Adult Social Care Precept	-	22.01	2.00%
<b>London Borough of Enfield Total</b>	<b>1,100.34</b>	<b>1,144.17</b>	<b>3.98%</b>
Greater London Authority	295.00	276.00	(6.44%)
<b>Total</b>	<b>1,395.34</b>	<b>1,420.17</b>	<b>1.78%</b>

8.4 The statutory calculations of the proposed Council Tax for each property band and the formal Council resolutions required under the 1992 Local Government Finance Act are attached at **Appendix 10**. Revised recommendations will be submitted to Council if there is a change by the GLA at its meeting on the 22<sup>nd</sup> February.

## 9. CAPITAL PROGRAMME & THE PRUDENTIAL CODE

### 9.1 Introduction

Public expenditure reductions have significantly reduced Government funding for capital investment. Traditional funding methods on their own cannot meet the investment needs of the Council and so alternative resources have been identified including commercially based investment to both regenerate Enfield and generate increased capital receipts.

The Prudential Code and Indicators was designed to measure the affordability of traditional public sector investment and debt. Since then, Councils have started to use new financial instruments including commercial ventures to meet capital investment funding shortfalls created by the reduction in public expenditure. This report includes updated Prudential Indicators showing the division between schemes being funded by traditional public sector capital sources and schemes being undertaken using commercial investment opportunities.

9.2 This report sets out the projects being undertaken by the Council for confirmation and approval as well as the associated funding arrangements.

### 9.3 2015/16 Capital Budget

The current capital budget monitoring is reviewed on a quarterly basis at Cabinet. The outturn for the year is projected to be £184.3m for the General Fund and £55.8m for the HRA.

### 9.4 Approved Capital Programme 2016/17 onwards

The investment programme is based upon the latest financial information in the quarterly capital monitoring and a review of the existing schemes. The recommended programme is summarised below. The detailed schemes are set out in Appendix 9.

**Table 13: Approved Capital Programme Summary**

Approved Capital Programme Schemes	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2018/19 £'000	Total £'000
Schools & Children's Services	31,131	50,498	31,160	13,409	7,843	134,041
Regeneration & Environment:						0
Environment	25,571	40,905	12,611	5,163	588	84,838
Regeneration	72,549	70,900	45,730	35,590	18,370	243,139
Housing, Health & Adult Social Care:						
Housing Grants	3,026	2,574	0	0	0	5,600
Affordable Housing	2990	2100	0	0	0	5090
Housing Gateway	25,333	20,000	20,000	20,000	-	85,333
Adult Social Care	4606	7020	342	684	0	12652
Corporate						
Libraries, Leisure and Culture	3471	3300	1250	0	0	8021
Enfield 2017 & Other IT Investment	14,173	2,150	0	0	0	16,323
Other Property Schemes	1488	15848	15208	0	0	32544
<b>General Fund Programme</b>	<b>184,338</b>	<b>215,295</b>	<b>126,301</b>	<b>74,846</b>	<b>26,801</b>	<b>627,581</b>
Housing Revenue Account	55,817	46,297	50,949	60,046	44,052	257,161
<b>Approved Capital Programme</b>	<b>240,155</b>	<b>261,592</b>	<b>177,250</b>	<b>134,892</b>	<b>70,853</b>	<b>884,742</b>

9.5 The impact of the recommended Capital Programme is reflected in the current borrowing requirements set out as Prudential Indicators in **Appendix 4**. It should be noted that a substantial part of the programme will be financed using commercial returns, the split is summarised in Appendix 9:

The Approved Programme has been revised to include a number of projects which have previously been included as Indicative Projects (see below). Meridian Water is reported elsewhere on the agenda for approval and is not included below. The planned financing cost of Meridian Water will be met by capital receipts and new revenue streams i.e. self-financing. The newly approved projects will be subject to future detailed reports to Members for approval and the capital financing costs have been included in the budget and Medium Term Financial Plan.

**Table 13a: Indicative Capital Projects for Approval**

	2016/17 £'000
Transport for London funding:	
Major Schemes	3,178
Highways & Streetscene:	-
Programme	7,646
Corridor Improvements - Hertford Rd	1,619
Waste & Recycling	421
Building Improvement Programme (BIP)	1,455
Disability Access Programme	200
Affordable Housing	2,100
<b>Total Indicative Projects for Approval</b>	<b>16,619</b>

#### 9.6 Indicative Capital Programme

The General Fund programme has a number of schemes that will only proceed following a full business case being made to ensure that the schemes:

- Meet Council priorities,
- Represent value for money
- Are either funded by new government grants or new external contributions
- Are invest to save projects and can be met from the current Medium Term Financial Plan
- Replace existing approved schemes
- Meeting governance requirements

All these 'indicative' projects have been grouped together as a separate programme block for noting by Council. They include later years rolling programmes and projects where external funding is expected but not guaranteed at this stage. This block totals £125m over five years and will be subject to further reports to Cabinet and Council as necessary. **The revenue costs of these schemes are not yet provided for in the Medium Term Financial Plan.**

#### 9.7 Capital Financing

The funding of the approved programme is summarised below:

**Table 14: Capital Funding Table**

Approved Capital Programme Schemes Funding	Financing Grants £'000	Capital Receipts £'000	Revenue £'000	S106 / CIL £'000	General Resource £'000	Total £'000
Schools & Children's Services	107,789	2,415	470	1,453	21,914	134,041
Regeneration & Environment:						
Environment	38,774	0	10,506	209	35,349	84,838
Regeneration	10,403	38,740	14,735	398	178,863	243,139
Housing, Health & Adult Social Care:						
Housing Grants	2,626	0	600	0	2,374	5,600
Affordable Housing	0	0	0	0	5,090	5,090
Housing Gateway	0	0	0	0	85,333	85,333
Adult Social Care	1772	0	0	0	10,880	12,652
Corporate						
Libraries, Leisure and Culture	0	0	2496	0	5,525	8,021
Enfield 2017 & Other IT Investment	0	0	501	0	15,822	16,323
Other Property Schemes	0	0	0	0	32,544	32,544
<b>General Fund Programme</b>	<b>161,364</b>	<b>41,155</b>	<b>29,308</b>	<b>2,060</b>	<b>393,694</b>	<b>627,581</b>
Housing Revenue Account	4,831	76,699	147,238	2,000	26,393	257,161
<b>Approved Capital Programme</b>	<b>166,195</b>	<b>117,854</b>	<b>176,546</b>	<b>4,060</b>	<b>420,087</b>	<b>884,742</b>

9.8 Councils can no longer rely upon Government grants, capital receipts and developer contributions to meet the capital investment needs of the Council, and especially in respect of regeneration. The Council continues to seek external support but the cuts in public spending and economic turbulence means that there is greatly reduced funding available to councils. The Council has approved schemes based on commercial financial arrangements whereby the required borrowing is financed either by selling acquired assets at a profit or using annual income flows to meet capital financing costs such as interest and the provision for debt repayment. These schemes currently take two forms:

- Wholly owned Council companies acquire assets for housing
- Council owned land developed for housing and commercial regeneration

9.9 The financial implications are reflected in the prudential indicators in Appendix 4. It should be noted that the policy on MRP has been updated to make clear the Council's approach to providing for repayment of debt where asset disposals are part of the financing plan.

9.10 The Council recognises the risk with these commercial schemes. For that reason the associated borrowing and potential revenue costs have been built into the Director of Finance, Resources and Customer Services risk assessment and advice as to the robustness of the Council budget and reserves.

#### 9.11 **Housing Revenue Account Capital Programme**

The HRA Capital Programme has been prepared for 2016/17 in line with currently available resources, including estate renewals. The proposed HRA Capital Programme is a key element of the HRA business plan; this report forms part of tonight's agenda.

#### **The Prudential Code**

9.12 The Prudential Code for Capital Investment commenced on 1 April 2004. Within the regime, authorities must have regard to the *Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code for Capital Finance in Local Authorities- revised in 2011*. The principles behind this Code are that capital investment plans made by the Council are:

- Prudent,
- Affordable
- Sustainable.

9.13 The Code identifies a range of public sector indicators which must be considered by the Council when it makes its decisions about future capital programmes and sets its budget. Capital expenditure plans for 2015/16 to 2019/20 as proposed in this report give rise to a net borrowing requirement for the Council. This has an impact on affordability on the revenue budget due to the financing costs associated with that borrowing.

9.14 **Appendix 4** sets out the Prudential Indicators for the London Borough of Enfield, based on the Capital Programme for 2015/16 to 2018/19 as detailed in this report. As mentioned above, these indicators are specific to the public sector and do not capture the risks and opportunities offered by the debt relating to commercial projects, especially where future disposal of assets created will yield capital gains that are subject to future market forces. For this reason the indicators are split to highlight the scale of the commercially based projects that are subject to the greatest financial opportunities and also risks.

#### 9.15 **Minimum Revenue Provision (MRP)**

In accordance with the Government's Capital Finance Regulations, Councils are required to approve a statement in advance of the financial year setting out the method by which they intend to calculate Minimum Revenue Provision (MRP). This is the amount which authorities should set aside annually for the repayment of debt relating to capital expenditure financed by borrowing. It should be noted this only refers to non-HRA services – the HRA is exempt from making MRP. The Regulations require authorities to make prudent provision; guidance issued under the regulations set out options by which this can be achieved.

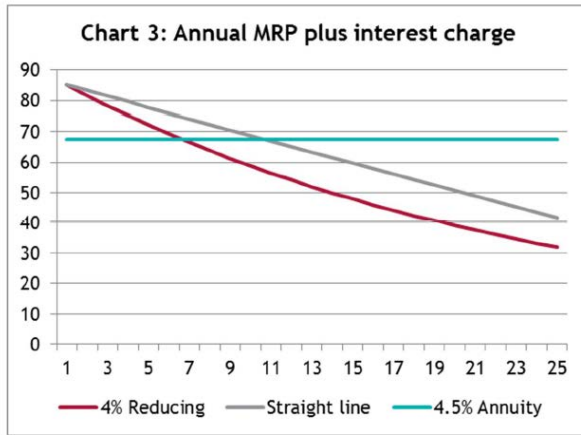
#### 9.16 External Review of the Council's MRP Policy

At a time of increasing pressure on the revenue budget, savings in the annual cost of MRP may reduce the need for savings to be made in front line services. Arlingclose (the Council's Treasury advisors at the time) was commissioned to conduct a review of the Council's existing MRP policy to establish whether there was any opportunity to secure revenue benefits whilst still setting aside a prudent level of MRP in accordance with Government guidance and good accounting practice. This included a review of the existing Capital Financing Requirement and MRP which confirmed the current balance and provision are correct.

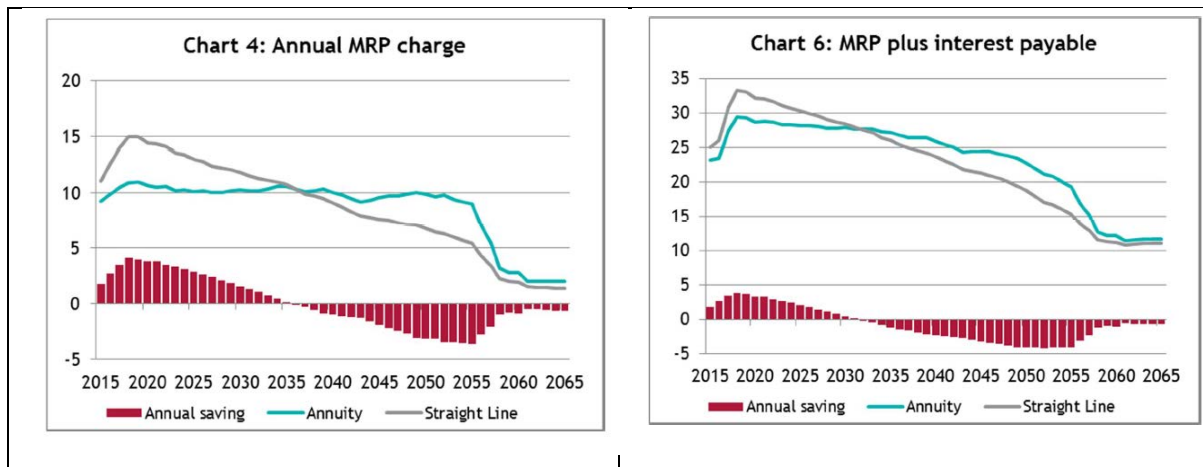
For capital expenditure financed by borrowing since April 2008, the Council has three broad options:

- The 4% reducing balance method (currently used, and only permitted, for supported borrowing)
- The straight line asset life method (currently used for prudential borrowing), and
- The annuity asset life method.

Arlingclose showed graphically (below) that when interest and MRP are taken together the annuity method shows a constant cost where the other two methods show a declining cost. On the grounds that well-maintained assets will generally provide a constant service benefit to the Council or even an increasing benefit once the effect of inflation is taken into account, the annuity method appears technically superior for the calculation of MRP. The constant cost would also be easier to budget for.



It must be recognised that the annuity element of the MRP starts much lower than with the straight line method, but increases over time. This generates much larger savings in the early years, (estimated at £33 million over the next ten years on existing CFR). Taking both MRP and interest into account the annuity method is estimated to save £31m over the next ten years (£26.6m on an NPV basis). Over 50 years there is a £7.2m NPV saving.



The Council is asked to agree to the adoption of the annuity repayment method for borrowing since 2008 with immediate effect during 2015/16. Government Guidance requires that an annual statement on the Council’s policy for its MRP should be submitted to Council for approval before the start of the financial year to which the provision will relate but that changes during the year are permitted if approved by full Council. If agreed by Council, this policy will apply from 2015/16. However this policy will be subject to external audit as part of the 2015/16 Statement of Accounts and new external auditor, BDO will review this change in policy as part of the audit of the Councils accounting provision for the repayment of debt. The 2016/17 budget and MTFP does not yet reflect this change pending certification of the annual accounts.

This review only assessed the Council's existing MRP arrangements and further reviews including the MRP provision for PFI schemes may be undertaken and reported back to Council as appropriate.

- 9.17 In the light of the above the Council is asked to approve the policy for the calculation of MRP, which is consistent with the guidance issued under the Regulations as set out in Appendix 4.

#### **9.18 Monitoring and revision to the programme**

The monitoring of the Capital Programme, which is led by the Cabinet member for Finance is reported to Cabinet on a quarterly basis, together with the quarterly reporting of the Prudential Indicators. Monitoring statements are signed off by Directors and Lead Members.

The Capital Programme is revised on a continual rolling basis by reporting changes to Cabinet for approval as part of the monitoring process. The programme recommended is based on the latest information available at the time of producing this report. The regular 2015/16 monitoring report to Cabinet will include updates subsequent to this report.

#### **9.19 Treasury Management Strategy & Prudential Indicators**

**Appendix 4** explains in detail the Prudential Indicators that the Council is required to set and their recommended values to 2019. The indicators are monitored by the Director of Finance, Resources & Customer Services, reported quarterly to Cabinet and reviewed annually by the Council. The indicators are consistent with the Council's current commitments, existing plans, the proposals for capital expenditure and financing, and with the Council's approved Treasury Management policy, statement and practices. The tables summarising the Prudential Indicators recommended by the Director of Finance, Resources & Customer Services are contained within **Appendix 4**.

#### **9.20 Treasury Management Strategy 2015 to 2019**

The Authority has adopted the CIPFA Code of Practice for Treasury Management as a statement of its intention to follow best practice. The Council adopted the Code of Practice in January 2002 and the revised Code in November 2011 that will be adopted as part of this report. The other mandatory indicators for treasury management are set out in Appendix 5. The Council is asked to approve the strategy for borrowing and investments in **Appendix 5**.

## 10. THE MEDIUM TERM FINANCIAL PLAN

- 10.1 This section sets out the implications of the budget proposals in this report for the General Fund Medium Term Financial Plan (MTFP). They include the impact of the Capital Programme on future revenue expenditure.
- 10.2 The Medium Term Financial Plan is based on an analysis of the key influences on the Council's financial position and an assessment of the main financial risks facing the Council. The financial forecast set out in paragraph 10.3 models income and expenditure and resources available over the next four years and is considered to be the most likely outcome based on the following factors and assumptions.

The key influences and assumptions are:

- **2015 Spending Review & Local Government Finance Settlement**

The Government has announced the settlement for 2016/17. The Medium Term Financial Plan incorporates the latest settlement figures.

The Government has announced radical changes to Local Government Finance arrangements, the most significant at this stage being the 100% localisation of business rates and the ending of Revenue Support Grant. This will be subject to consultation this year and the MTFP will be updated for the latest information. It is certain that the new arrangements will create winners and losers, and as such represent both an opportunity and risk to Enfield and all councils in England.

The current system's risk will remain as a pressure will be created if business rates fall due to closures, economic recession and significant losses due to appeals. There is currently limited protection through the Business Rates Retention (BRR) scheme called the safety net. In year falls in excess of 7.5% of the Council's business rate baseline will be funded by the Government's safety net scheme. Under the new system this protection is unlikely to continue in its present form if at all.

- **Inflation rates and pay increases**

A 1% pay award assumption has been built into the Medium Term Financial Plan for 2016/17. Future years' awards have also been set at 1% in line with current Government policy.

Current inflation is below 1%<sup>7</sup>. No general price inflation has been assumed from 2016/17 to 2018/19 (1% in 2019/20). All services are expected to procure services in line with this policy so that all providers of public services contribute to the reductions in public service expenditure. A central provision has been made for unavoidable increases in business rates and employers national insurance contributions. Any other inflationary increases must be managed by the service within its existing budget.

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<sup>7</sup> December 2015 Consumer Price Index (CPI) 0.2%.



- **Interest Rates**

The Council borrows to fund capital investment in priority services. The Capital Programme includes new borrowing to finance capital investment in schools, highways and regeneration. Provision has been made in the MTFP to fund the ongoing borrowing costs. Although the Council borrows at fixed rates, the cost will depend on the prevailing interest rates at the time of taking out new loans.

The Council earns interest on its cashflow, by lending surplus cash balances for short periods; these cash balances represent unapplied balances, earmarked reserves and capital receipts. The current economic downturn has directly impacted on this income. Interest rates have now been low for a prolonged period and as a result the Council has set up an Equalisation reserve which is being used to mitigate the effect of low interest rates.

- **The on-going effect of existing policies, pressures and growth in priority services**

Provision has been made in the Medium Term Financial Plan for the on-going effect of previous years' additional costs and savings. In addition, the Council has made provision for anticipated cost pressures where they can be identified.

The capital financing costs associated with planned capital investment in highways, streetscene and schools are a significant pressure in the MTFP. The affordability of future capital investment is assessed as part of the MTFP and is increasingly under pressure as the Government reduces support for capital investment. The Council is proactively working to identify external funding grants and generate commercial opportunities (e.g. Meridian Water) to support its Capital Programme and is introducing the Community Infrastructure Levy which will support future regeneration.

- **Local Demographic Pressures & International Refugees**

In revising the Medium Term Financial Plan detailed work has been undertaken on the demand for services to the vulnerable, children and the growing adult population generally. These pressures are set to continue and grow in the medium term. The population of the borough continues to rise each year and the rebasing of local government will not result in any additional funding to meet this demand.

Councils may now need to assist with the international problem of resettling Syrian refugees. Local authorities could potentially find themselves in a position where their communities were faced with the decision of having to reduce existing local services in order to meet the costs of supporting people in their areas.

Government funding to cover the costs of refugees for the first 12 months have been confirmed. It will be allocated on a per head basis. Councils will receive Government funding of £130m nationally by 2019/20 to help resettle Syrian refugees beyond their first year in the UK. If families arrive steadily over the next four years, the Government will need to monitor the situation to ensure the scheme is adequately funded. As well as accommodation, school places and employment opportunities, some of the most vulnerable will also need ongoing support from health and social care services to cope with

injuries, disabilities and to recover from the severe trauma they have experienced.

Housing costs in the London are a significant barrier to council participation in the programme. Although these refugees are entitled to public funds there is a gap between Local Housing Allowance and market rents. Without adequate Government funding both locally and regionally, councils' ability to resettle new arrivals will be limited.

A London wide scheme through the GLA is being developed with Government and details of cost recovery are still not entirely settled.

- **Risks, contingencies and balances**

There are risks inherent in the Medium Term Financial Plan for the reasons summarised above and exemplified in Section 11 of this report. A number of key items in the plan cannot be estimated with accuracy. The figures in the plan also assume that significant savings will be made. In this situation, it is essential to maintain sufficient balances, not only to deal with unforeseen events but also to cover the potential risk of not achieving the savings required. In addition, the Council will need to maintain adequate reserves for future commitments.

- 10.3 The Council will work to minimise Council Tax increases in later years. No final decision has been taken on taxation levels for 2017/18 and later years, but a 1.99% annual increase plus the Government Social Care precept of 2% has been included for planning purposes. The following table summarises the current financial forecast for the period of the plan (2016/17 – 2019/20):

<b>Table 15: Medium Term Financial Plan</b>	<b>2016/17 £'000</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>
Council Tax Base Provision	100,917	107,915	112,531	117,021
Inflation / Pay Awards	2,600	2,500	2,500	4,500
Other cost increases	12,184	4,145	9,341	10,500
Savings Identified	(12,852)	(9,905)	(6,967)	(4,328)
Reductions in Government Funding	11,704	13,354	7,438	6,160
Full Year Effect of Previous years	(8,143)	(7,919)	(5,973)	850
Surplus / (Gap still to be found)	0	1,122	(1,849)	(13,015)
Collection Fund	1,506	1,319	0	0
Council Tax Requirement	107,915	112,531	117,021	121,688
Taxbase (91,714 2015/16)	94,317	94,579	94,579	94,579
Band D Charge	£1,144.17	£1,189.81	£1,237.28	£1,286.63
% tax change	3.98%	3.99%	3.99%	3.99%

- 10.4 Many factors affect the Council's future financial position which can be estimated with some degree of confidence for the first year of the plan (2016/17) but become increasingly uncertain for later years. It is therefore essential to test the sensitivity

of the plan to changes in the main assumptions. The figures in the following table illustrate the extent to which the plan would be affected by such changes:

**Table 16: Sensitivity Indicators**

	<b>Budget impact</b>	<b>Council Tax impact</b>
	<b>£'000</b>	<b>%</b>
1% change in pay	1,500	1.5%
1% increase in departmental price inflation across income & expenditure	2,000	2.0%
0.5% increase in interest rates (benefit to the Council)	(300)	-0.3%
1% increase in homecare costs	180	0.2%
1% increase in care costs for Older People	200	0.2%
1% change in Settlement Funding Assessment based on 2015/16	1,260	1.3%

- 10.5 In future if Members wish to increase investment in existing services or develop new services, or if demographic or other changes result in greater financial pressures, additional resources will not be achievable through efficiency savings elsewhere in the budget.
- 10.6 The Council is clear as to the financial pressures it is facing and is determined to deliver cashable savings that keep Council Tax low whilst at the same time maintaining or improving the quality of priority services wherever possible. However, it also recognises that efficiency savings are not inexhaustible and continuing reductions to public sector funding make cuts to services inevitable.
- 10.7 The National Audit Office (NAO) has warned in its first assessment of the sector's financial robustness that the government must establish mechanisms for dealing with "widespread financial failure" in local authorities. The report stated that Whitehall was failing to understand the combined effects of its policy reforms on councils' finances.
- 10.8 Despite councils having "generally coped well" with the significant cuts made to their budgets, the NAO's head warned that councils would struggle to absorb further cuts over the next two years without reducing services.

#### **10.9 Bridging the budget gap from 2017/18 onwards**

Reductions in local government funding are included in the 2015 Spending review until 2019/20 at least. The impact of 100% localisation of business rates locally cannot yet be determined although nationally the Government intend the change to be cost neutral at the national level. The Council's medium term financial planning process recognises this uncertainty and it is clear that savings in addition to those in this report will be needed between 2018/19 and 2019/20 to balance the budget.

Medium Term Financial Plan Budget Gap	2016/17	2017/18	2018/19	2019/20
	£'000	£'000	£'000	£'000
Budget Gap (surplus)- future years	0	(1,122)	1,849	13,015

This remains a significant challenge with the efficiencies that have already been banked over the last four years. Despite these substantial cuts in government grants, Enfield remains a successful, high performing Council, continuing to deliver high quality services across the borough.

### 10.10 Enfield 2017

A significant element of the savings built into the Medium Term Financial Plan depend on the delivery of the Council's transformation programme, Enfield 2017. This will ensure that the Council is able to deliver services to our customers that are sustainable, efficient, cost effective, local and available when they need them, whilst improving overall access to services.

We are evolving to ensure that we continue to meet the demands being placed on us by a changing world and the expectations of our residents.

To maximise synergies across the Council, and reduce delivery risk, the Enfield 2017 programme will co-ordinate and deliver transformation across all areas of the Council, and deliver improved outcomes across all services, with over 80% of all customer outcomes being resolved at the first point of contact.

To achieve this, we will blend the best skills from a range of programme partners, including Enfield, Microsoft, PWC and Ernst & Young, who will work in partnership as one team, drawing on each other's core strengths across the next two years.

### 10.11 Key Principles of the Medium Term Financial Plan

The Medium Term Financial Plan is based on a number of key principles and assumptions. These are:

- That savings identified will be implemented to allow benefit realisation as soon as practicable.
- The Medium Term Financial Plan assumes a 1.99% (1.98% in 2016/17) increase in Council Tax and a Social Care precept of 2.0% for each year over the period of the Plan.
- That the demographic pressures the Borough faces are regularly reviewed and updated throughout the lifetime of the plan.
- That all risks related to both the delivery of the proposals in the plan and any future uncertainties are reviewed on a regular basis.
- Minimum balances of around £14m are maintained in accordance with the latest Finance Resilience Review carried out by external auditors.

**10.12 Education – schools**

The Department for Education has announced the position on schools funding for 2016/17. This is set out in the report (para 5.13).

**10.13 Housing Revenue Account (HRA)**

The Medium Term Plan for the Housing Revenue Account is included in the HRA estimates report elsewhere on this agenda.

**10.14 Fees & Charges- Regeneration & Environment 2016/17**

The current (2015/16) and proposed fees and charges for 2016/17 for services and materials provided by the Regeneration and Environment Department are set out in Appendix 12 of this report. In completing the exercise managers have sought to fully understand the cost of delivering the various functions and benchmarked the proposed charges against relevant comparators.

In several areas charge increases reflect the significant on-going investment by the council despite significant reductions in government funding. Charges related to the parks and cemetery services have been benchmarked across neighbouring boroughs and are priced accordingly and competitively. There is a clear recognition that better facilities and services are required and expected of the council and we will continue to address this need.

It should be noted that all commercial charges are included in a separate part 2 report to ensure confidentiality.

It is recommended that the revised fees and charges for Regeneration & Environmental Services are agreed as set out in **Appendix 12**. All proposed charges will become live on 1st April 2016 unless otherwise stated.

**10.15 Fees & Charges - Health, Housing and Adult Social Care 2016/17**

The current charges for 2015/16 and proposed charges for 2016/17 (subject to consultation) for services provided by Adult Social Care within Health, Housing & Adult Social Care are set out in **Appendix 11** of this report. The allowances and disregards proposed for 2016/17 are also set out in Appendix 11.

The annual review of charging for services has been completed and will be subject to a consultation period up to March 2016. All charges within the policy will reflect the commissioned cost of services provided in keeping with the requirements of the Care Act 2014 which replaces previous guidance under the Fairer Charging regulations (non-residential services) and CRAG (residential services).

**Benefit Uplifts**

Disability Benefits have not changed in 2016/17 from the levels set in 2015/16. The basic state pension rate has increased from its current rate of £115.95 per week by 2.89% to £119.30 in 2016/17.

### **Residential Charges**

The Care Act 2014 requires Social Services authorities to recover the full charge for residential care subject to the allowances and discretions available under the statutory charging scheme. The service user will contribute their assessed charge up to the full cost of the service. The full cost of the service will always be charged to other Local Authorities or Independent Agencies using the authority's services. The proposed weekly charge for in house residential care will increase in line with the uplift amount awarded for state pensions of 2.89%.

Residential respite will be charged on the basis of a flat rate contribution for people with savings below £23,250. These are based on the minimum living allowance rates minus personal allowance.

### **Community Based Services**

These are services provided under the duties of the Care Act 2014. The Care Act 2014 regulations for assessing and charging replaced from 1<sup>st</sup> April 2015 the previous legislation (S17 Health and Social Services and Social Security Adjudications Act 1983 and Department of Health Fairer Charging Guidance) which gives local authorities the power to make reasonable charges for these services.

The authority may not require the service user to pay more for these services where their means are such that it would not be reasonably practicable for them to pay that amount. For people who fund the full cost of their services, the local authority must not charge an amount which is in excess of the costs of delivering those services (for example, overhead costs like the cost of an assessment must not be charged for). However, the local authority may charge for some services it provides (the cost of brokering support plans, for example).

In keeping with national guidance only service users with sufficient available weekly income and/or savings/capital over £23,250 will be liable to pay the full charge. Currently those people whose assessed charge is below £2.50 per week receive a free service as the cost of administering and collecting payment exceeds this amount. This will remain in 2016/17.

It is recommended that the proposed charges for services arranged by Adult Social Care and the proposed allowances and disregards are agreed as set out in **Appendix 11**.

### **Transport**

Contribution will be determined by financial assessment – this will be at cost of provision for full charge clients. Transport costs to be separated out from day-care costs.

## **10.16 Fees & Charges- Council Tax Enforcement**

'Regulation 34(7) of the Council Tax (Administration and Enforcement) Regulations 1992 (SI 1992 No.613) provides that when granting a liability order the court shall make an order reflecting the aggregate of the outstanding council tax and "*a sum of an amount equal to the costs reasonably incurred by the applicant in obtaining the order.*"

From the 1<sup>st</sup> April 2016 the court costs reasonably incurred by the Council to be charged are as follows (No change from 2015/16):

	Issues of a Summons £	Issue of a Liability Order £	Total Costs £
Council Tax	70.00	25.00	95.00
Business Rates	90.00	45.00	135.00

## 11. BUDGET RISKS, UNCERTAINTIES AND OPPORTUNITIES

11.1 Throughout the budget process, officers have kept under review the key risks, uncertainties and opportunities that could have implications for the Council's financial position in 2016/17 and in the medium term. The systematic review, particularly of risks and mitigating actions is a key part of any effective planning system and therefore crucial in the budget setting process, a process reinforced by the external review of resilience discussed below.

In previous audit reviews it was recommended that the Council should continue:

- To ensure that the Medium Term Financial Plan remains responsive given the scale of the savings still required and the financial uncertainty that remains within the timeframe of the Plan.
- To maintain appropriate levels of earmarked reserves.

All of these areas and the Council's approach are reviewed as part of this report. The key assumptions are set out in paragraph 10.2 whilst the Director of Finance, Resources & Customer Services assessment of balances and resources is set out in **Appendix 8**.

## 12 CONTINGENCIES & GENERAL BALANCES

### Contingency and Contingent Items

12.1 The Budget includes a central contingency of £1m for unforeseen circumstances. The Council also holds centrally a number of contingent items relating to spending requirements that are expected to arise at some point in the budget year but about which there is some uncertainty regarding the timing or magnitude of the financial impact. In 2015/16 contingency has been utilised in order to mitigate pressures relating to No Recourse to Public Funds.

12.2 The Funding Challenge mentioned earlier in the report draws attention to the continued pressure relating to No Recourse to Public Funds resources in Enfield and across the London boroughs.

12.3 The Council's policy will continue to be one of containing spending within the budgets set for each department without recourse to the central contingency other than in exceptional circumstances. However, there are significant risks facing the Council in 2016/17 and through the period of the Medium Term Financial Plan. **Appendix 6** provides details of the high risk areas identified corporately and by

departments. In view of these levels of risk it is recommended that the central contingency be retained at £1m for 2016/17.

#### **12.4 General Balances and the 2015/16 Revenue Monitoring**

The Council's general balance (excluding schools) stood at £14m as at 31 March 2015. The latest 2015/16 Revenue Monitoring report to Cabinet forecasts a departmental overspend of £1.6m.

- 12.5 The level of balances is examined each year along with the level of reserves and contingencies, in light of the risks facing the Authority in the medium term. Following consideration of risks outlined in **Appendix 6** it is recommended that the General Fund balance be maintained at £14m.

#### **12.6 Earmarked Reserves**

Council reserves are held to meet the cost of specific one-off projects or specific risks. Any balance on reserves once the projects are completed or the risk has ceased is returned to General Fund balances.

A list of the Council's Earmarked Reserves and the purposes for which they are held is set out in **Appendix 7(a)**. Planned movements in the balances over the next three years are shown in **Appendix 7(b)**. These are split between revenue and capital projects which are included in the MTFP and Capital Programme respectively.

The current level of available general Fund specific reserves is forecast to reduce from £55.6m as at 31<sup>st</sup> March 2015 to £14.1m by 31<sup>st</sup> March 2020 based on the projects currently planned. The use of reserves will be monitored and project revised depending on competing priorities for investment to generate revenue savings.

It is also recommended that any uncommitted departmental resources at year end are added to central reserves so they can be managed more flexibly to support the achievement of corporate priorities.

### **13. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES**

#### **13.1 Financial Comments**

The Local Government Act 2003 places a duty on the Chief Finance Officer to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves. Statutory guidance in this area is provided by Local Authority Accounting Panel (LAAP) Bulletin 78 (Nov 2008) and is the basis on which the Chief Finance Officer's annual financial risk assessment has been updated in the Council Budget report to Cabinet. A full statement of robustness is provided at **Appendix 8(a)**.

The 2016/17 budget has been prepared taking into account the following:

- Specific cost pressures set out in 7.2.



- The reduction and changes in central Government funding over the period of the Medium Term Financial Plan.
- Provision for legislative change and changes to the Council's statutory responsibilities;
- The estimated impact of underlying cost pressures, evidenced by financial monitoring reports in the current year;

Taking into account the budget risks and uncertainties, and assuming that the recommendations set out above are agreed, the Council's contingencies and balances are considered prudent.

### **13.2 Legal Implications**

The report sets out the basis upon which recommendations will be made for the adoption of a lawful budget and setting of council tax. The setting of the council budget is a matter for the Council, having considered recommendations by the Cabinet. The Council's budget-setting process is set out in the Constitution.

The Council has various legal and fiduciary duties in relation to the budget and setting of council tax. The Local Government Act 2003 requires the Chief Finance Officer to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves. The Council is required by the Local Government Finance Act 1992 to make specific estimates of gross revenue expenditure and anticipated income leading to the setting of the overall budget and council tax. The amount of council tax must be sufficient to meet the Council's legal and financial commitments, ensure the proper discharge of its statutory duties and lead to a balanced budget.

Members are obliged to take into account all relevant considerations and disregard all irrelevant considerations in seeking to ensure that the Council acts lawfully in adopting a budget and setting council tax. Members should note that where a service is provided pursuant to a statutory duty, the Council cannot fail to discharge it properly.

In considering the budget for 2016/17, the Council must also consider its on-going duties under the Equality Act to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; and advance equality of opportunity between people who share a protected characteristic and those who do not and foster good relations between those who share a protected characteristic and those who do not. The Council must consider how its decisions will contribute towards meeting these duties in light of other relevant circumstances such as economic and practical considerations.

Members should note some of the actions to deliver proposed savings for future years have not yet taken place and may require specific statutory and/or legal procedures to be followed.

Finally, Members should have regard to s106 of the Local Government Finance Act 1992 which provides that members who are in arrears council tax for two or

more months may not vote on matters concerning the level of council tax or the administration of it.

### **13.3 Property Implications**

As outlined in the report, particularly in relation to the Capital Programme.

## **14. ALTERNATIVE OPTIONS CONSIDERED**

- 14.1 The Council operates a budget planning and consultation process during which a wide range of options are considered in detail before recommendations are made. Issues raised and discussed have greatly contributed to this report including information from the Budget Consultation set out elsewhere in this report.

As part of its planning for both 2016/17 and future years the Council has considered future levels of Council Tax.

## **15. REASON FOR RECOMMENDATIONS**

- 15.1 To set the Council's Budget Requirement and level of Council Tax for 2016/17 within the timescales set out in legislation.
- 15.2 To agree the Treasury Management Prudential Indicators and the Capital Programme for 2016/17.

## **16. KEY RISKS**

As outlined in section 11 and **Appendix 6**.

## **17. IMPACT ON COUNCIL PRIORITIES**

- 17.1 **Fairness for All** – The recommendations in the report fully accord with this Council priority. Where the budget proposals affect services to the public, Predictive Equality Impact Assessments have been completed by the relevant service department. The purpose of these assessments is to identify where and how proposed or changed policies and/or services could improve the Council's ability to serve all members of the community fairly and improve the effectiveness of the Council by making sure it does not discriminate and that it promotes equality.
- 17.2 **Growth and Sustainability** – The recommendations in the report accord with this Council priority. A number of initiatives in this budget support the regeneration of Enfield. In addition, the Authority procures goods and services where possible from the local area in order to generate the local economy.
- 17.3 **Strong Communities** – The recommendations in the report fully accord with this Council priority.

## **18. EQUALITIES IMPACT IMPLICATIONS**

- 18.1 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.

- 18.2 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.
- 18.3 The use of Equality Impact Assessments helps the Council to analyse and assess the impact of services and policies which will help achieve its aims. The Council recognises that undertaking full assessments will help to improve the efficiency and effectiveness of the Council by ensuring that residents and service users' needs are met
- 18.4 The Council's budget is not subject to a single Equality Impact Assessment, as it is far too complex for this approach. Instead, some budget proposals require change or new services and policies and, in these cases, the relevant service has responsibility to carry out an Equality Impact Assessment which evaluates how the proposal will impact on all parts of the community. The impact assessment must include consultation with affected people and organisations

**19. PERFORMANCE MANAGEMENT IMPLICATIONS**

The key priorities and targets within the Council's Improvement Plan have been one of the drivers for the proposals in this report regarding the allocation of the Council's capital and revenue resources.

**20. HEALTH & SAFETY IMPLICATIONS**

Health & safety implications if relevant were taken into account as part of the budget setting process.

**21. HUMAN RESOURCES IMPLICATIONS**

To date the Council has implemented a robust redeployment programme and worked closely with the trade unions to identify a number of initiatives which have minimised the number of compulsory redundancies over the past two years. Given the financial pressures identified in this report, the Council will be exploring a range of options to ensure that it's human resources are appropriately used and allocated in the future with a view to delivering efficient services with reduced budgets.

**22. PUBLIC HEALTH IMPLICATIONS**

The public health implications are referred to in section 5.12.

# Budget Consultation – 2016/17

## Summary Conclusions

- Majority support for Council Tax increase
- Support for introduction and/or increase in charges for some services
- Priority services: Refuse collection, Adult social services, road maintenance and street cleansing
- Priorities for reduction: Theatres, Museums and galleries, sports activities and car parks.
- Focus groups clearly highlighted concern over implementation and protecting vulnerable groups.

## 2016-17 Budget Consultation



APPENDIX 1

Results are based on responses from 3,334 across Enfield.  
The survey was available for completion between 15 November 2015 and 29 January 2016.

This spreadsheet only displays the results of those who provided definitive responses to the questions. Those who selected responses such as 'neither' or 'don't know', have not been accounted for in these tables.

Where results do not sum to 100%, this may be due to multiple responses, computer rounding or the exclusion of don't knows/not stated.

An asterisk (\*) represents a value of less than one half of one per cent, but greater than zero.

		Total
<b>Q1</b>	<b>In which postal district do you live?</b>	
	<b>Base:</b>	<b>3333</b>
	EN1 (Enfield Town area)	601
	EN2 (Chase area)	530
	EN3 (Ponders End area)	310
	EN4 (Cockfosters area)	90
	N9 (Edmonton Green area)	295
	N11 (Bowes and Southgate Green area)	95
	N13 (Palmers Green area)	400
	N14 (Southgate area)	387
	N18 (Upper Edmonton area)	131
	N21 (Winchmore Hill area)	421
	Prefer not to say	54
Other	19	
<b>Q2</b>	<b>Do you receive either Council Tax Support and/or Housing Benefit?</b>	
	<b>Base:</b>	<b>3330</b>
	Both	3%
	Council Tax Support	4%
	Housing Benefit	1%
	None	89%
	Prefer not to say	3%
	<b>Receives benefit</b>	<b>8%</b>
	<b>Does not receive benefit</b>	<b>89%</b>
<b>Q3</b>	<b>What services do you feel the Council should prioritise its increasingly limited resources on? <i>Multiple response</i></b>	
	<b>Base:</b>	
	Refuse collection	55%
	Adults and older people's social services	38%
	Road maintenance	35%
	Street cleansing	35%
	Security and safety	33%
	Pavement maintenance	28%
	Parks and open spaces	25%
	Children's social services	24%
	Street lighting	22%
	School improvement	21%
	Economic development	21%
	Health improvement	20%
	Facilities for young people	16%
	Libraries	14%
	Local tip / household recycling centre	13%
	Homelessness service/support	15%
	Green maintenance	14%
	Doorstep recycling	11%
	Leisure centres and swimming pools	9%
	Council Tax and benefits services (enquiries)	8%
	Sports courses and activities	4%
Public car parks	3%	
Museums and galleries	3%	
Theatres	2%	
Other	5%	

		Total
<b>Q4</b>	<b>What services do you feel the Council should prioritise for reduction? <i>Multiple response</i></b>	
	<b>Base:</b>	
	Theatres	49%
	Museums and galleries	45%
	Sports activities and courses	33%
	Public car parks	33%
	Council Tax and benefits services (enquiries)	30%
	Leisure centres and swimming pools	24%
	Doorstep recycling	16%
	Libraries	16%
	Green maintenance	15%
	Economic development	14%
	Homelessness services/support	12%
	Health improvement	11%
	School improvement	10%
	Street lighting	9%
	Parks and open spaces	8%
	Facilities for young people	8%
	Local tip / household waste recycling centre	7%
	Pavement maintenance	6%
Refuse collection	6%	
Children's social services	5%	
Road maintenance	5%	
Street cleansing	4%	
Adults and older people's social services	4%	
Security and safety	4%	
Other	10%	

<b>Q5</b>	<b>Which of the following services, provided or supported by the Council, have you or your household used or benefited from in the last 12 months? <i>Multiple response</i></b>	
	<b>Base:</b>	
	Parks and open spaces	75%
	Local tip / household waste recycling centre	67%
	Public car parks	50%
	Libraries	49%
	Leisure centres and swimming pools	33%
	Theatres	21%
	Museums and galleries	19%
	Schools	19%
	Council Tax and benefits services (enquiries)	12%
	Adults and older people's social services	10%
	Sports activities and courses	9%
	Facilities for young people	5%
	Children's social services	2%
	Homelessness services / support	1%
	None of those listed	3%

<b>Q6</b>	<b>If there are any services, that you believe are not currently provided online, or that you would like to see made available through the Council website (<a href="http://www.enfield.gov.uk">www.enfield.gov.uk</a>), let us know. <i>Open-ended question</i></b>	
	<b>Base:</b>	396
<p>Most popular issues raised: Greater functionality relating to Highways issues (for example, reporting faulty street lights or trees that need to trimming) and ability to set-up an online account for payments (for example, changing direct debit details and making payments. Both issues raised by 15 respondents</p>		

<b>Q7</b>	<b>To what extent do you agree or disagree the Council should consider raising the level of Council Tax in order to protect services?</b>	
	<b>Base: <i>Those who have a clear preference</i></b>	2925
	Strongly agree	19%
	Tend to agree	38%
	Tend to disagree	14%
	Strongly disagree	29%
	<b>Agree</b>	<b>57%</b>
	<b>Disagree</b>	<b>43%</b>
<b>Net agree</b>	<b>14%</b>	

		Total
Q8	<b>By how much do you think it is reasonable for the authority to increase Council Tax in order to protect some services? Open-ended question. NB only includes those who selected 'tend to agree' or 'strongly agree' to Q7)</b>	
	<b>Base: Those who 'agree' to Q7</b>	
	Less than 1%	1672
	1% to 1.99% (£0.21 to £0.42 per week)	11%
	2% to 2.99% (£0.42 to £0.63 per week)	15%
	3% to 3.99% (£0.63 to £0.84 per week)	21%
	4% to 4.99% (£0.85 to £1.06 per week)	9%
	5% more (£1.06 or above per week)	4%
	<b>Average Council Tax increase (mean)</b>	<b>40%</b>
	<b>4.67%</b>	

Q8	<i>N.B. a value of '0' is given to those who selected 'tend to disagree' or 'strongly disagree' to Q7</i>	
	<b>Base: Those who express a preference in Q7</b>	<b>2925</b>
	Average (mean)	2.67%

Q9	<b>Another way in which the Council can prevent some services being cut or reduced, would be to introduce or increase charges. To what extent do you agree or disagree the Council should consider this as an option?</b>	
	<b>Base: Those who expressed a clear preference</b>	
	Strongly agree	2686
	Tend to agree	12%
	Tend to disagree	43%
	Strongly disagree	20%
	<b>Agree</b>	<b>55%</b>
	<b>Disagree</b>	<b>45%</b>
	<b>Net agree</b>	<b>10%</b>

Q10	<b>If you have any comments on how the Council should prioritise spending or make savings to help find the anticipated £50million in savings by 2019/20, let us know? Open-ended</b>	
	<b>Base:</b>	<b>1647</b>
	Reduce staff and councillors / reduce wages and expense (251)	15%
	Scrap / cut / stop Cycle Enfield (210)	13%

*No other issue raised by more than 3% of respondents*

		Total
Base:		
<b>Gender</b>		
Male		46%
Female		46%
Prefer not to say / no response		8%
<b>Which age group applies to you?</b>		
18 or under		*
19-24		1%
25-29		2%
30-34		4%
35-39		5%
40-44		6%
45-49		8%
50-54		10%
55-59		11%
60-64		10%
65-69		14%
70-74		9%
75-79		5%
80 or over		8%
Prefer not to say / no response		8%
<b>Ethnicity</b>		
English/Welsh/Scottish/N Irish/British		66%
Irish		2%
Greek		1%
Greek Cypriot		3%
Turkish		*
Turkish Cypriot		1%
Italian		1%
Polish		*
Russian		0
Kurdish		*
Gypsy/ Irish Traveller		*
Romany		*
White and Black Caribbean		1%
White and Black African		1%
Mixed European		1%
Indian		3%
Pakistani		*
Bangladeshi		*
Sri Lankan		1%
Chinese		1%
Caribbean		2%
Ghanaian		*
Nigerian		*
Somali		*
Arab		0
Other		4%
Don't know/ prefer not to say		12%
<b>Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months?</b>		
Base:		
Yes, limited a little		6%
Yes, limited a lot		12%
No		74%
Prefer not to say/No response		8%



<b>New Saving Proposals 2016/17- November Cabinet</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Regeneration &amp; Environment-Savings</b>					
CRC allowances one -off reduction in estimated expenditure	(154)	154	0	0	0
Carbon Reduction Commitment one-off saving through recovery of CRC allowances purchased in advance from the Environment Agency					
Application of SFA grant in Skills for Work Service	(60)	(100)	0	0	(160)
<i>Apportionment of grant to cover element of resource time allocated to this service area £60K</i>					
Increase Lorry Park charges	(30)	0	0	0	(30)
<i>Lorry Park receipts received in 2014/15 were approximately £118K (ex VAT). Benchmarking against neighbouring lorry parks indicates that we would remain competitive with an increase of 25%.</i>					
Targeting interventions for smoking cessation and public health checks	(300)	0	0	0	(300)
<i>Currently health checks and smoking cessation is a universal service provided irrespective of need or ability to pay. It is proposed to target this work to deliver these services in the 5 wards of greatest need where health is the issue.</i>					
Increase recovery and rationalisation of costs in traffic and transportation.	(120)	0	0	0	(120)
<i>This rationalisation is based on past budget monitoring and anticipated future recharge opportunities</i>					
Increase recharge of highway inspections to the capital programme	(100)	0	0	0	(100)
<i>Increase the salary recharge for managing the repair of highway defects to the capital programme(£100K).</i>					
Management of Council Housing Contracts and Workstreams	(40)	0	0	0	(40)
<i>Apportionment of management time to ensure effective delivery of functions provided by Council Housing, namely trees, grounds maintenance, inspections of footways and roads etc.</i>					
Integration of Corporate Landlord with Corporate H&S	(70)	0	0	0	(70)
<i>Integrate Corporate Landlord responsibilities for planned maintenance with Corporate Health &amp; Safety(£70K).</i>					
Efficiencies and increased income in Corporate Health & Safety	(25)	0	0	0	(25)
<i>Efficiencies and increased income in Corporate Health &amp; Safety £18K from the contract with Health Management Ltd. £3K from Group training and £4K from equipment purchase for health and safety, such as personal protective equipment and specialist monitoring equipment, noise, vibration equipment etc.</i>					
Capital Programme Reduction	(75)	(75)	0	0	(150)
<i>Reducing capital spend on Highways by £1m creating a revenue saving of £75K.</i>					
Change from amenity grass to general grass specification. This will reduce the frequency of grass cuts to sites across the borough.	(50)	0	0	0	(50)
<i>Reduction of 2 x scale 3 staff and equipment less impact of additional time for cutting longer grass. Appearance of parks sites will significantly change with longer grass specification.</i>					
Commercial waste Additional income £20k	(20)	0	0	0	(20)
<i>Preliminary service calculations based on budget, last years outturn and anticipated/planned changes.</i>					
Parks Assets Income £70k	(70)	0	0	0	(70)
<i>Preliminary service calculations based on budget, last years outturn and anticipated/planned changes.</i>					
Parks events additional income £30k.	(30)	(50)	(50)	0	(130)
<i>Parks events additional income £30k, from Bear Grylls survival challenge and other large scale events.</i>					
Public Realm Improvement Officer post deletion £27k	(27)	0	0	0	(27)
<i>Vacant post.</i>					
Saturday OT recharge for collection of contaminated recycling bins at ECH properties	(45)	0	0	0	(45)
<i>Recovery of Saturday overtime costs to collect contaminated recycling bins at ECH properties.</i>					
Improved sales of existing and additional burial plots	0	(100)	(100)	0	(200)
<i>Cemeteries additional income £210k improved sales figures of existing and additional burial plots through making available to non residents with existing relatives buried in Enfield Cemeteries and restructure of charges to facilitate this.</i>					
Efficiencies from route optimiation software	0	(200)	0	0	(200)
<i>Saving associated with reducing vehicles through the revision of routes.</i>					
SO1 post deletion	(36)	0	0	0	(36)
<i>Post reduction through a management restructure.</i>					
Building / Dev Control income	0	(100)	(100)	0	(200)
<i>There has been a review of services and funding levels. As a result efficiencies have been achieved across Env services and the HRA. The total amount of the efficiencies is 400k.</i>					
Further efficiencies from merging Regeneration, Environment and Housing functions.	(320)	0	0	0	(320)
<i>Delivering a one team approach across Regeneration, Environment and the HRA.</i>					
Grounds maintenance tender	(60)	0	0	0	(60)
<i>Saving to be achieved from the recent re-tender of services.</i>					
Revised approach to gully cleansing	(60)	0	0	0	(60)
<i>Standardisation of gully cleansing with neighbouring boroughs.</i>					
SEN Transport operational efficiency	0	(200)	0	0	(200)
<i>Operational efficiencies emerging from the EDGE review.</i>					
Vehicle Leasing-Cage Tippers	0	0	(50)	0	(50)
<i>Extending lifetime of caged tipper vehicles across the fleet to 5 years reducing annual cost per vehicle.</i>					
<b>Regeneration &amp; Environment-Total Savings</b>	<b>(1,692)</b>	<b>(671)</b>	<b>(300)</b>	<b>0</b>	<b>(2,663)</b>

## APPENDIX 2a

<b>New Saving Proposals 2016/17- November Cabinet</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Finance, Resources &amp; Customer Services Original Savings</b>					
Arts & Culture Business Plan	(58)	0	0	0	(58)
<i>Arts &amp; Culture Business Plan - reduction in overall costs, less already agreed (FYE) savings, provides £58k Saving : The approved business plan for Arts &amp; Culture Services demonstrates that, should it be successfully achieved, a further £58k can be saved against the current budget.</i>					
Civic Restaurant income increased	(20)	0	0	0	(20)
<i>Figures have been calculated by reviewing and increasing the prices charged by the Restaurant, charging for some that have not been charged in the past, and introducing a minimum charge for catering services that covers the cost of delivery.</i>					
Salisbury House hire income increased	(10)	0	0	0	(10)
<i>Increased income generation based on securing a core tenancy and ability to increase hires.</i>					
Leisure Facilities latent defects	(20)	0	0	0	(20)
<i>This is a saving from the Leisure Facilities budget for Leisure Centres, to cover works on latent defects. The Leisure Centres contract is now at a stage where this is no longer required.</i>					
Fusion Contract Bond value decreased	(20)	0	0	0	(20)
<i>As part of the Leisure Contract with Fusion Lifestyle, the Council required a Bond to cover for the risk of the operator going in to liquidation whilst running the Council's Leisure Centres. Fusion have expanded their business and spread the cost of running Enfield's facilities, so if the Council agrees that they can reduce the Bond by half, this would provide further management fee income to the Council.</i>					
Treasury Interest Receivable increased	(60)	0	0	0	(60)
<i>Increased income from investments on short term funds. This is to be achieved by prudential lending within strict risk management guidelines.</i>					
Arts & Culture Business Plan - Future Years Savings by increased income	0	(194)	(61)	(58)	(313)
<i>Arts and Culture Business Plan- expected increased income and reduction in overall costs for future years, from the approved 4 year business plan for the Arts &amp; Culture Service.</i>					
Leisure Facilities reduced project development work	0	(50)	0	0	(50)
<i>This is a saving from the Leisure Facilities budget for work on projects; this will reduce the amount of development work that can be done on improving and introducing new leisure facilities in the Borough.</i>					
Further savings post Enfield 2017 Transition	0	(150)	0	0	(150)
<i>Further post reductions as part of the service transition.</i>					
Reduction in building running costs (Civic Centre)	(21)	0	0	0	(21)
<i>Reduction in operating costs for the Civic Centre.</i>					
<b>Finance, Resources &amp; Customer Services-Total Savings</b>	<b>(209)</b>	<b>(394)</b>	<b>(61)</b>	<b>(58)</b>	<b>(722)</b>
<b>Health, Housing &amp; Adult Social Services Original Savings</b>					
Adult Social Care Transport	(400)	0	0	0	(400)
<i>Reduction in ASC recharge for transport and spend through unit cost reduction and charges for transport services.</i>					
Independent Living Fund	(50)	(50)	(50)	0	(150)
<i>Fewer clients in place eligible for the service.</i>					
Increased Income	(150)	(150)	(150)	(125)	(575)
<i>Increasing disability related income to more people in order to generate increased income through fees and charges, supporting more people to claim disability benefits to which they may be entitled.</i>					
Supported tenancy	(1,200)	0	0	0	(1,200)
<i>Reduce external care purchasing spend with supported tenancy providers.</i>					
Public Health	(270)	(500)	0	0	(770)
<i>Budget reduction against Public Health non prescribed functions, including the Drug Treatment service.</i>					
Community Housing - cost avoidance	(500)	(500)	(500)	(500)	(2,000)
<i>Mitigating actions planned to reduce the projected £4.8m TA budget pressure and in addition to achieve a £0.5m saving.</i>					
<b>Health, Housing &amp; Adult Social Services-Total Savings</b>	<b>(2,570)</b>	<b>(1,200)</b>	<b>(700)</b>	<b>(625)</b>	<b>(5,095)</b>
<b>Schools &amp; Children's Services Original Savings</b>					
Reduction in Base Budget Contribution to Drug & Alcohol Action Team	(81)	0	0	0	(81)
<i>Removal of the SCS base budget contribution of £81,830 per annum towards the Enfield Drug and Alcohol Action Team (DAAT). The aim is to identify other options to avoid SCS pressures occurring in future beyond 2018.</i>					
Reduced tuition budget for Children in Care	(30)	0	0	0	(30)
<i>Tuition support will be funded from 2016/17 onwards from the Pupil Premium Grant. This is a DfE programme where money is made available for each child in care of statutory school age both to support their individual educational progress and to fund Local Authority work to promote the educational outcomes of children in care.</i>					
Reduction of training & equipment budgets- LAC Service	(14)	0	0	0	(14)
<i>Deletion of service specific training budget £5,000, deletion of £3,820 leaving care training and marketing allowance and reduction of the equipment budget by £5,000.</i>					
Reduced sessional hours - Edmonton Contact Centre	(25)	0	0	0	(25)
<i>Reduction in sessional hours budget at Edmonton Contact Centre.</i>					
Assessment and intervention Service - Deletion of a managers post.	(52)	0	0	0	(52)
<i>The Moorfields team works with vulnerable children and their families. This proposal is a proportionate reduction in managerial capacity within the service following other staff reductions.</i>					

## APPENDIX 2a

<b>New Saving Proposals 2016/17- November Cabinet</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
Safeguarding training programme	(41)	(24)	0	0	(65)
<i>Increasing income from trading by charging schools for safeguarding training.</i>					
Merging support and management of Children and Adults Safeguarding Boards	0	(34)	(29)	0	(63)
<i>Merger of management and support functions of the Enfield Safeguarding Children Board (ESCB) and Safeguarding Adults Board (SAB).</i>					
Commission Outreach & Intervention Service	0	(85)	0	0	(85)
<i>To commission the Outreach and Intervention service from the voluntary sector in 2017/18.</i>					
Careers Service re-modelling	(109)	(61)	(10)	0	(180)
<i>Re-modelling the service offer and reducing staffing.</i>					
Youth Engagement Panel	(25)	0	0	0	(25)
<i>Cease funding currently given to the Police to offset their expenses supporting the YEP.</i>					
Reduce Children's Centre commissioning of Counselling and English for Speakers of Other Languages (ESOL)	(112)	0	0	0	(112)
<i>Contract review and de-commissioning. This work will be undertaken by the Children's Centres Social Worker going forward. There will be a small reduction to ESOL provision (signposting to existing provision elsewhere in the borough).</i>					
Enfield Parents and Centre contract	(35)	0	0	0	(35)
<i>To amend the contract so that Enfield Parents Centre (EPC) will no longer operate in the SPOE. Referrals will be distributed by the children's centres social worker in the future.</i>					
Contract review for young carers with HHASC	(50)	0	0	0	(50)
<i>To recommission services provided to young carers, to achieve best value.</i>					
External Provision of Safeguarding Training	(25)	0	0	0	(25)
<i>Consolidate existing external providers so that costs can be reduced by 50%.</i>					
Single Provider of First Aid Training	(20)	0	0	0	(20)
<i>The saving will be achieved by using a single provider for all First-Aid training for schools, early years settings and childminders.</i>					
Contract review of all training providers	(39)	0	0	0	(39)
<i>Recommissioning existing contracts to focus on key statutory priorities.</i>					
Parent Advocacy Service for parents of children with Special Educational Needs and Disability (SEND)	(20)	0	0	0	(20)
<i>The service will be re-commissioned to deliver this saving.</i>					
Parenting Programmes	(18)	0	0	0	(18)
<i>Reduction of the Parenting Support Programmes' contract value.</i>					
School Uniform Grant	(73)	0	0	0	(73)
<i>Families with exceptional needs will be supported from existing resources.</i>					
Regionalisation of Adoption Services	0	0	0	(50)	(50)
<i>The Government has put plans in place to regionalise some aspects of adoption services within the life of the current parliament. In London this is likely to lead to some centralised services to which all local authorities will contribute. It is anticipated that the cost of the contribution will be lower than the current cost of sole delivery.</i>					
Child and Adolescent Mental Health Service (CAMHS)	(210)	0	0	0	(210)
<i>The Clinical Commissioning Group (CCG) will increase their contribution to this service, allowing for a commensurate reduction in council expenditure</i>					
<b>Schools &amp; Children's Services-Savings Total</b>	<b>(979)</b>	<b>(204)</b>	<b>(39)</b>	<b>(50)</b>	<b>(1,272)</b>
<b>Savings Total</b>	<b>(5,450)</b>	<b>(2,469)</b>	<b>(1,100)</b>	<b>(733)</b>	<b>(9,752)</b>
<b>Cumulative</b>		<b>(7,919)</b>	<b>(9,019)</b>	<b>(9,752)</b>	

## APPENDIX 2b

<b>New Saving Proposals 2016/17 Further Savings</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Regeneration &amp; Environment-Savings</b>					
Restructure (PCSO) team. The current PCSO contract comes to an end in March 2016. Work is underway to specify our future requirements. This will include increased resources on Housing Estates funded by the HRA. However general fund resources will be cut by £200k. The remaining £180k will be used to address key policing concerns in parks and further CCTV coverage will be forthcoming.	(200)	0	0	0	(200)
Review of CPZ permit charges The current receipt from Parking Permits does not fully recover the costs of the borough's CPZ's. New charges will be introduced to ensure that the schemes are cost neutral and that there is no cross subsidisation by the general fund.	(150)	0	0	0	(150)
Budget reduction in Regulatory Services Greater flexibility across regulatory services will allow for further efficiency.	(28)	0	0	0	(28)
Shopmobility Service- change in funding arrangements This service will be moved to an alternative service provider.	(11)	0	0	0	(11)
Recovery of Toilet Costs at Allotments It is proposed to increase allotment costs to ensure full cost recovery of toilet cleansing at allotment sites. Changes to allotment charges require a 12 month lead in period.	0	(16)	0	0	(16)
Public Realm- High intensity street cleaning Reduction of 2 drivers and 10 cleansing staff for 2 days per week. Standards of cleanliness will be at risk together with a slower reactive response to littering issues where resources are reduced.	(90)	0	0	0	(90)
Reduction in cleaning frequencies in parks sites across the borough It is proposed to change the volunteer agreement to target these resources into litter picking to mitigate the impact. Standards of cleansing may reduce. Increased incidence of litter and overflowing litter bins particularly during peak summer months.	0	(40)	0	0	(40)
Further 2 x Public Realm Improvement Officer post deletions The Associate Cabinet Members (ACM's) are ideally placed to work with and act as the main communication point for Friends of the Parks. This will enable a significant reduction in staff numbers. Whilst this means that The Green Flag process will not be continued with, resource will be retained for linkage to the ACM's, supporting volunteering and bidding for external funding.	0	(74)	0	0	(74)
<b>Regeneration &amp; Environment-Total Savings</b>	<b>(479)</b>	<b>(130)</b>	<b>0</b>	<b>0</b>	<b>(609)</b>
<b>Finance, Resources &amp; Customer Services</b>					
Reduce Free activities at Leisure Centres- £40k to be Public Health funded Reduction in the subsidy of free activities at Leisure Centres. £40k to be funded from Public Health.	(100)	0	0	0	(100)
Mayoral Car-reduce from two to one. Reduce the number of Mayoral cars from 2 to 1.	0	(15)	0	0	(15)
Commercial Property Capital Investment in council properties to generate increased income from business rental.	0	(500)	0	0	(500)
Gentleman's Row Review of Gentleman's Row to provide services from other buildings	0	0	(121)	0	(121)
Civic Centre -let 2 further floors of the building Reduction in the requirement for office accommodation at the Civic Centre enables the renting out of surplus office accommodation to external organisations.	0	0	(500)	0	(500)
Reduce Festivals Budget A reduction in the budget available to deliver Festivals in the Borough. The team will continue to deliver a Festivals programme, in line with the budget available.	(22)	0	0	0	(22)
<b>Finance, Resources &amp; Customer Services-Total Savings</b>	<b>(122)</b>	<b>(515)</b>	<b>(621)</b>	<b>0</b>	<b>(1,258)</b>
<b>Health, Housing &amp; Adult Social Services Original Savings</b>					
Supporting People Phase 3 To re-commission housing related support services. Includes Independent Living schemes for people with Mental Health and Learning Disabilities, Domestic Violence Services and Homelessness prevention. The suggested reductions in services will have a major impact on all clients currently accessing housing related support. 15/16 budget was £8.5 million. Savings here as well as those already approved in the medium term financial plan will reduce the overall budget to circa £3 million. Savings summary including those already approved: 16/17 £2.605m. 17/18 £2m and 18/19 £.5m	(800)	(2,000)	(500)	0	(3,300)
Learning Disabilities Care Purchasing Additional net reduction of £1.750m in personal budget allocations for LD clients. Including accumulative savings from previous years' MTFP the total saving will be £3,04m (15% of total care purchasing budget). Reducing personal budgets by an average of 15% will significant impact on quality of life and additional burdens placed on informal and family carers. Some individuals not be able to be supported within the community within existing budgets so will need to have their needs met in lower cost residential placements including out of borough. This approach is consistent with the National picture and approach in Adult Social Care.	(232)	(219)	(586)	(713)	(1,750)

## APPENDIX 2b

<b>New Saving Proposals 2016/17 Further Savings</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Physical Disabilities Care Purchasing</b>	(624)	(589)	(360)	(360)	<b>(1,933)</b>
Additional new reduction of £1.93m in personal budget allocations for PD clients. Including accumulative savings from previous years' MTFP the total saving will be £3.3m (29% of total care purchasing budget). Reducing personal budgets by an average of 29% will significant impact on quality of life and additional burdens placed on informal and family carers. Some individuals not be able to be supported within the community within existing budgets so will need to have their needs met in lower cost residential placements including out of borough. This will impact on the performance indicator C73, with the number of residential placements likely to increase. This approach is consistent with the National picture and approach in Adult Social Care.					
<b>Older People Care Purchasing</b>	(305)	(288)	(1,587)	(1,587)	<b>(3,767)</b>
Additional new reduction of £3.76m in personal budget allocations for OP clients. Including accumulative savings from previous years' MTFP the total saving will be £4.4m (29% of total care purchasing budget). Reducing personal budgets by an average of 29% will significantly impact on quality of life and additional burdens placed on informal and family carers. Some individuals not be able to be supported within the community within existing budgets so will need to have their needs met in lower cost residential placements including out of borough. This will impact on the performance indicator C72, with the number of residential placements likely to increase. This approach is consistent with the National picture and approach in Adult Social Care.					
<b>Reduction in personal budget allocations for Mental Health clients</b>	(300)	(315)	0	0	<b>(615)</b>
Additional new reduction of £616k in MH care purchasing budget. Including accumulative savings from previous years' MTFP the total saving will be £867k (22% of total care purchasing budget). Reducing personal budgets by an average of 22% will significantly impact on quality of life and additional burdens placed on informal and family carers. Some individuals not be able to be supported within the community within existing budgets so will need to have their needs met in lower cost residential placements including out of borough. This will impact on performance indicators C73 and NI149. This approach is consistent with the National picture and approach in Adult Social Care.					
<b>Reductions in the size, availability and/or cost of packages</b>	(1,208)	0	0	0	<b>(1,208)</b>
Additional savings allocations to be allocated across care purchasing budgets for people with LD, MH, PD and Older People.					
<b>Use of Public Health funding to fund Leisure Services</b>	(300)	0	0	0	<b>(300)</b>
<b>Public Health contribution to physical activity</b>					
<b>Public Health funding</b>	(530)	0	0	0	<b>(530)</b>
<b>Improved contracts management</b>					
<b>Health, Housing &amp; Adult Social Services-Total Savings</b>	<b>(4,299)</b>	<b>(3,411)</b>	<b>(3,033)</b>	<b>(2,660)</b>	<b>(13,403)</b>
<b>Schools &amp; Children's Services Original Savings</b>					
<b>Short breaks for disabled children</b>	(104)	0	0	0	<b>(104)</b>
Reduction in the offer of overnight short breaks, out of school activities including play schemes and short break grants and direct payments and home care for parents of disabled children. This will be achieved by adjusting the threshold criteria. We will continue to promote short break grants and work with the voluntary sector to promote opportunities for families to spend their grants locally and cost effectively. Families in greatest need will continue to receive overnight short breaks and substantial care packages will be reviewed.					
<b>Joint Service for Disabled Children- staffing restructure</b>	(55)	(45)	(75)	(65)	<b>(240)</b>
This restructure will be phased over 4 years to ensure that we are compliant with the SEND statutory reforms and deliver an effective service for families with disabled children.					
<b>Transport for disabled children</b>	(50)	0	0	0	<b>(50)</b>
A reduction in the provision of transport to short breaks. A reduction in running costs - including publicity information and communications and amenities. Transport eligibility criteria will be reviewed. Parent forums have been engaged in the development of the criteria for transport and will need to be informed and consulted about these latest proposed savings.					
<b>Reduction in management costs</b>	(42)	(42)	0	0	<b>(84)</b>
This saving will be achieved by reviewing the senior management posts across Children's Services.					
<b>Parenting Capacity Assessments Service</b>	(50)	(150)	0	0	<b>(200)</b>
Closing in house service and moving to spot purchasing/commissioning arrangements. The contractual process surrounding these changes will require a long lead-in time.					
<b>Young Runaways</b>	(25)	0	0	0	<b>(25)</b>
Contract variation – value reduction. St Christopher's Fellowship agreed at the start at the last contract period that when they had signed up a third local authority to provide this service to they would reduce the contract price to Enfield. This has now happened and therefore we are expecting a contract price variation of £25,000 less than the current price. Therefore giving a new total contract price of £50,000.					
<b>SEN Transport</b>	(250)	(250)	0	0	<b>(500)</b>
The saving will be achieved by reviewing the eligibility criteria, introducing the use of personal transport budgets and alternative delivery means. In spite of the current overspend, efficiencies will be found over two years through analysing the use and types of vehicles used, and by analysing the use of routes, along with other means of facilitating and enabling transport for those who are eligible under the current legislation					
<b>Youth Services</b>	(1,089)	(610)	0	0	<b>(1,699)</b>
This saving will be achieved by a significant reduction in all non-statutory Council provision. Substitute funding to maintain our youth centres will be sought from charitable organisations and income generation and by recruiting and retaining volunteers to provide a youth offer to local young people. However, the following services will no longer be provided:- • Specialist NEET prevention work • Detached Youth Services and Peripatetic Youth Work Teams • Duke of Edinburgh • YAVE • Positive Activities for Young People during School Holidays (including Summer University) • Youth Centre Workers The timeline for implementation of a restructure of this magnitude will require at least 6 months funding in 2017/18.					

## APPENDIX 2b

<b>New Saving Proposals 2016/17 Further Savings</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Full Year</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Early Years Service</b>	(251)	(242)	(84)	0	<b>(577)</b>
These savings will be made by a series of restructures of the Early Years Service and a merger with the School Improvement Service by 2018. This service has been recently re-structured in 2014/15 to refocus on the development of statutory service for EY and to ensure the LA meets its statutory responsibilities in terms of statutory Children's Centre provision of 2, 3 and 4 year old places, ensuring all settings are judged to be good or outstanding by Ofsted and to narrow the achievement gap in EY. The further re-structure needed to meet these savings will limit the Councils ability in these 4 areas. This saving will be made by reducing the numbers of staff over a period of 3 years.					
<b>Educational Psychology Service / Child &amp; Adolescent Mental Health Service</b>	(63)	(300)	(200)	(220)	<b>(783)</b>
The Joint EPS and CAMHS Service will be restructured and reduced. The core offer will be renegotiated with schools and reduced to a statutory minimum. Funding sources for both EPS and CAMHS will be re-allocated so that the income from traded services increases and the SLA with the Mental health trust becomes jointly commissioned by the Council and the CCG.					
<b>School Improvement Service</b>	(200)	(101)	(101)	(50)	<b>(452)</b>
This saving will be made by restructuring the school improvement service to ensure it still meets its statutory responsibilities for schools causing concern and monitoring standards and achievement. This will reduce Council employed staff and broker school to school support.					
<b>Children's Centres</b>	(23)	(640)	(1,003)	0	<b>(1,666)</b>
This saving will be made by a further remodelling of the current three year agreement with schools for the Children's Centre offer and the reduction to two Children's Centre hubs. Initially reducing the budget for each of the existing hubs over a 2 year period and then a major restructure during 18/19 to further reduce the number of Children's Centre Hubs in Enfield with the aim of operating 1 central Hub with a number of spokes across the LA by April 2019. We will explore maximum provision through potential third party alternatives.					
<b>Traded Services with schools and other Education Services</b>	0	(500)	(500)	(600)	<b>(1,600)</b>
This saving will be achieved by ensuring there is full cost recovery and exploring opportunities for trading both internally and externally.					
<b>Shared Services</b>	0	(250)	0	0	<b>(250)</b>
To deliver some Children's Social Care services across borough boundaries - through partnership arrangements with neighbouring local authorities and regional developments, for example, adoption services.					
<b>Reducing number of children in care</b>	0	(250)	(250)	0	<b>(500)</b>
This will be achieved through the impact of the Family Assessment and Support Hub and the Troubled Families programme. During 2015-16, Enfield has been the recipient of £2 million of additional funding through the Government's Innovation Fund; the specific project that Enfield staff have been working on is to reduce the rate of adolescents entering the care system. The project is being externally researched in terms of its effectiveness and any learning will be disseminated by the government to all local authorities. We would therefore expect there to be some reduction in the overall LAC population as an effect of this project; we have therefore estimated a reduction of 20 young people over the next two years.					
<b>Schools &amp; Children's Services-Savings Total</b>	<b>(2,202)</b>	<b>(3,380)</b>	<b>(2,213)</b>	<b>(935)</b>	<b>(8,730)</b>
<b>Chief Executive Savings</b>					
Communications- reduce marketing budget	(50)	0	0	0	<b>(50)</b>
Reduction in marketing costs across the Authority					
Agency rebate- Additional income	(250)	0	0	0	<b>(250)</b>
Additional income from the Agency contract.					
<b>Chief Executive -Savings Total</b>	<b>(300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(300)</b>
<b>Savings Total</b>	<b>(7,402)</b>	<b>(7,436)</b>	<b>(5,867)</b>	<b>(3,595)</b>	<b>(24,300)</b>
<b>Cumulative</b>		<b>(14,838)</b>	<b>(20,705)</b>	<b>(24,300)</b>	

2016/17 REVENUE BUDGET- DEPARTMENTAL CONTROL TOTALS

Appendix 3

	2015/16 Original Controllable Budget	2015/16 Permanent Virements	Revised Base	Full Year Effect Changes	Pressures	Savings	Reserves & Collection Fund	Core Grants & Business Rates	Budget Gap	2016/17 Original Controllable Budget
Chief Executive	3,372	1,869	5,241	0	0	(300)				4,941
Schools & Children's Services	49,057	(3,887)	45,171	0	2,945	(3,181)				44,935
Regeneration & Environment	29,033	(2,544)	26,489	647	0	(2,171)				24,965
Finance, Resources & Customer Services	44,365	9,688	54,053	(1,081)	13	(331)				52,654
Health, Housing & Adult Social Care	91,027	(5,253)	85,774	(3,973)	3,071	(6,869)				78,003
<b>Total Departmental</b>	<b>216,855</b>	<b>(126)</b>	<b>216,729</b>	<b>(4,407)</b>	<b>6,029</b>	<b>(12,852)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>205,499</b>
<b>Corporate Items:</b>										
Levies	6,794	(281)	6,513		608					7,121
Enfield 2017	(15,100)	4,000	(11,100)	(3,550)						(14,650)
General Contingency	1,000	0	1,000							1,000
Contingent Items	5,402	(1,322)	4,080	(187)	9,138					13,031
Bad Debt Provision	791	0	791							791
New Homes Bonus	(3,555)	3,555	0							0
ICT Investment Fund	0	0	0							0
Treasury Management	9,274	0	9,274		2,346					11,620
Minimum Revenue Provision	13,376	0	13,376							13,376
Earmarked reserves	3,337		3,337	0	(3,337)					0
<b>Corporate Items:</b>	<b>21,318</b>	<b>5,952</b>	<b>27,270</b>	<b>(3,737)</b>	<b>8,755</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,288</b>
<b>Budget Requirement</b>	<b>238,173</b>	<b>5,826</b>	<b>243,999</b>	<b>(8,143)</b>	<b>14,784</b>	<b>(12,852)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>237,786</b>
Collection Fund Surplus	(2,825)		(2,825)				1,506			(1,319)
Revenue Support Grant	(59,325)	(1,204)	(60,529)					13,979		(46,550)
Business Rates	(67,851)		(67,851)					(2,222)		(70,073)
Other Core Grants	(7,255)	(4,622)	(11,877)	0				(53)		(11,930)
<b>Totals</b>	<b>100,917</b>	<b>0</b>	<b>100,917</b>	<b>(8,143)</b>	<b>14,784</b>	<b>(12,852)</b>	<b>1,506</b>	<b>11,704</b>	<b>0</b>	<b>107,915</b>

## Prudential Indicators and MRP Statement 2016/17

### Prudential Indicators 2016/17

The Local Government Act 2003 requires the Authority to have regard to the Chartered Institute of Public Finance and Accountancy's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Authority has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

**Estimates of Capital Expenditure:** The Authority's planned capital expenditure and financing may be summarised as follows. Further detail is provided in the capital programme report Section 9 and Appendix 9.

Capital Expenditure and Financing	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
General Fund	184.3	215.3	126.3	74.9	26.8
Housing Revenue Account	55.8	46.3	50.9	60.1	44.1
<b>Total Expenditure</b>	<b>240.1</b>	<b>261.6</b>	<b>177.2</b>	<b>135.0</b>	<b>70.9</b>
Capital Receipts	1.3	24	28.4	30.3	33.9
Government Grants	37.0	67.0	35.5	4.2	4.3
Contributions (S106/CIL)	2.1	1.1	0	1.0	0
Revenue & Reserves	46.9	24.8	24.8	24.4	7
Major Repairs Reserve	12.8	13.2	13.3	13.4	13.7
General Resources (including borrowing )	140.0	131.5	75.2	61.7	12.0
<b>Total Financing</b>	<b>240.1</b>	<b>261.6</b>	<b>177.2</b>	<b>135.0</b>	<b>70.9</b>

**Estimates of Capital Financing Requirement:** The Capital Financing Requirement (CFR) measures the Authority's underlying need to borrow for a capital purpose.

Capital Financing Requirement	31.03.16 Estimate £m	31.03.17 Estimate £m	31.03.18 Estimate £m	31.03.19 Estimate £m	31.03.20 Estimate £m
General Fund	424.3	542.5	603.1	635.8	621.7
Housing Revenue Account	157.7	157.7	157.7	172.1	184.1
<b>Total CFR</b>	<b>582.0</b>	<b>700.2</b>	<b>760.8</b>	<b>807.9</b>	<b>805.8</b>

The CFR is forecast to rise by £223.8m over the programme life as capital expenditure financed by debt outweighs resources put aside for debt repayment. This increase will be reduced by repayments from the Council's wholly owned external companies, capital receipts as regeneration schemes are completed and income from land disposals realised in later years.



**Gross Debt and the Capital Financing Requirement:** In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

Debt	31.03.16 Estimate £m	31.03.17 Estimate £m	31.03.18 Estimate £m	31.03.19 Estimate £m	31.03.20 Estimate £m
Capital Financing Requirement	582.0	700.2	760.8	807.9	805.8
PFI and Finance Leases	51.0	50.0	49.0	48.0	47.0
<b>Total Capital Debt Requirement</b>	<b>633.0</b>	<b>750.2</b>	<b>809.8</b>	<b>855.9</b>	<b>852.8</b>
External Borrowing	364.0	482.0	543.0	590.0	588.0
Other Long Term Liabilities	51.0	50.0	49.0	48.0	47.0
<b>Total Debt</b>	<b>415.0</b>	<b>532.0</b>	<b>592.0</b>	<b>638.0</b>	<b>635.0</b>

Total debt is expected to remain below the CFR during the forecast period.

**Operational Boundary for External Debt:** The operational boundary is based on the Authority's estimate of most likely (i.e. prudent but not worst case) scenario for external debt. It links directly to the Authority's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance lease, Private Finance Initiative and other liabilities that are not borrowing but form part of the Authority's debt.

Operational Boundary	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
Borrowing	600	700	765	810	810
Other long-term liabilities	75	75	75	75	75
<b>Total Debt</b>	<b>675</b>	<b>775</b>	<b>840</b>	<b>885</b>	<b>885</b>

**Authorised Limit for External Debt:** The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

Authorised Limit	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
Borrowing	700	800	865	910	910
Other long-term liabilities	100	100	100	100	100
<b>Total Debt</b>	<b>800</b>	<b>900</b>	<b>965</b>	<b>1,010</b>	<b>1,010</b>

**Ratio of Financing Costs to Net Revenue Stream:** This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

The increase in the General Fund ratio is the effect not only of the additional forecast borrowing but also the fall in the Net Revenue Stream because of reductions in Government Funding. The HRA fluctuates due to the changes in revenue contributions to capital following the move to HRA self-financing.

Ratio of Financing Costs to Net Revenue Stream	2015/16 Estimate %	2016/17 Estimate %	2017/18 Estimate %	2018/19 Estimate %	2019/20 Estimate %
General Fund	7.6	10.2	11.5	12.9	13.5
HRA	80.1	56.4	58.2	61.7	39.1

**Incremental Impact of Capital Investment Decisions:** This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax and housing rent levels. The incremental impact is the difference between the total revenue budget requirement of the current approved capital programme and the additional revenue budget requirement<sup>1</sup> arising from the capital programme proposed earlier in this report.

Incremental Impact of Capital Investment Decisions	2016/17 Estimate £	2017/18 Estimate £	2018/19 Estimate £	2019/20 Estimate £
General Fund - increase in annual band D Council Tax	2.85	12.94	15.38	15.38
HRA - increase in average weekly rents	-	-	0.50	1.15

**Adoption of the CIPFA Treasury Management Code:** The Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* in February 2011.

<sup>1</sup> The additional capital financing cost of new HRA borrowing

## Annual Minimum Revenue Provision Statement 2016/17(with effect from 1<sup>st</sup> April 2015)

Where the Authority finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The Local Government Act 2003 requires the Authority to have regard to the Department for Communities and Local Government's *Guidance on Minimum Revenue Provision* (the CLG Guidance).

The broad aim of the CLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

The CLG Guidance requires the Authority to approve an Annual MRP Statement each year, and recommends a number of options for calculating a prudent amount of MRP. The following statement incorporates options recommended in the Guidance as well as locally determined prudent methods. Council is asked to approve the continuation of the existing policy for the calculation of MRP, which is consistent with the guidance issued under the regulations and the introduction of the annuity repayment method for borrowing after 1 April 2008 in (*in bold italics below*).

1. For capital expenditure incurred before 1 April 2008, the MRP policy is to follow existing practice – this requires a charge to be made to the revenue account equivalent to 4% of the outstanding debt at the start of the financial year;
2. For capital expenditure incurred from 1 April 2008 to 31 March 2011, and which is Supported Capital Expenditure (SCE), the Council follows the existing practice above, as this matches the way in which Government support is calculated in the Formula Grant. As previously reported, there will be no more SCE from 1 April 2011.
3. For unsupported borrowing incurred from 1 April 2008 onwards, MRP is calculated on the basis of amortising the amount borrowed over the estimated lives of the assets acquired (or the enhancement made) as a result of the related expenditure ***using the Annuity repayment method in accordance with DCLG Statutory guidance.***
4. Guidance on MRP. This excludes loans made to third parties to enable them to incur capital expenditure and also assets acquired with the intention of onward sale which will not be used in the delivery of services. In these events the capital receipts generated by the loan and sale will be set aside to repay debt

No MRP will be charged in respect of assets held within the Housing Revenue Account.

Capital expenditure financed from borrowing incurred during 2016/17 will not be subject to a MRP charge until 2017/18.

### **Date of implementation**

These proposals seek to amend the policy with immediate effect during 2015/16. Government Guidance requires that an annual statement on the Council's policy for its MRP should be submitted to Council for approval before the start of the financial year to which the provision will relate but that changes during the year are permitted if approved by full Council. This policy is to apply to both 2015/16 and 2016/17 onwards.

Based on the Authority's latest estimate of its Capital Financing Requirement on 31<sup>st</sup> March 2016, the budget for MRP has been set as follows:

	<b>31.03.2016 Estimated Capital Financing Requirement</b>	<b>2016/17 Estimated Minimum Revenue Provision</b>
	<b>£m</b>	<b>£m</b>
Capital expenditure before 1 April 2008 and Supported capital expenditure from 1 April 2008 to 31 March 2011	153.3	6.1
Unsupported capital expenditure after 31.03.2008	165.9	7.4
Land acquisition for regeneration and disposal	64.1	Nil
Loans to Council owned companies	41.0	Nil
<b>Total General Fund</b>	<b>424.3</b>	<b>13.5</b>
Assets in the Housing Revenue Account	128.9	Nil
HRA subsidy reform payment	28.8	Nil
<b>Total Housing Revenue Account</b>	<b>157.7</b>	<b>0</b>
<b>Total</b>	<b>582.0</b>	<b>13.5</b>

## Treasury Management Strategy Statement 2016/17

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### Introduction

The Authority has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Authority to approve a Treasury Management strategy before the start of each financial year.

In addition, the Department for Communities and Local Government (CLG) issued revised *Guidance on Local Authority Investments* in March 2010 that requires the Authority to approve an investment strategy before the start of each financial year.

This report fulfils the Authority's legal obligation under the *Local Government Act 2003* to have regard to both the CIPFA Code and the CLG Guidance.

The Authority borrows and invests substantial sums of money and is therefore exposed to potential financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

### External Context

**Economic background:** There is momentum in the UK economy, with a continued period of growth through domestically-driven activity and strong household consumption. There are signs that growth is becoming more balanced. A greater contribution from business investment should support continued expansion of GDP. Inflationary pressure is currently extremely benign and is likely to remain low in the short-term. There have been large falls in unemployment and wages rose above inflation throughout 2015.

**Interest Rate Forecast:** UK GDP growth rates in 2013 of 2.2% and 2.9% in 2014 were the strongest growth rates of any G7 country; indeed the 2014 growth rate was the strongest UK rate since 2006. The actual 2015 growth rate was 2.6%, which was in line with predictions. The November Bank of England Inflation Report included a forecast for growth to remain around 2.5 – 2.7% over the next three years, driven mainly by strong consumer demand as the squeeze on the disposable incomes of consumers has been reversed by a recovery in wage inflation at the same time that CPI inflation has fallen to, or near to, zero since February 2015. Investment expenditure is also expected to support growth. However, since the August Inflation report was issued, worldwide economic statistics have distinctly weakened and the November Inflation Report flagged up particular concerns for the potential impact on the UK.

The Inflation Report was notably subdued in respect of the forecasts for inflation; this was expected to barely get back up to the 2% target within the 2-3 year time horizon. However, once the falls in oil, gas and food prices over recent months fall out of the 12 month calculation of CPI, there will be a sharp tick up from the current zero rate to around 1 percent in the second half of 2016. The increase in the forecast for inflation at the three year horizon was the biggest in a decade and at the two year horizon was the biggest since February 2013. There is considerable uncertainty around how quickly inflation will rise in the next few years and this makes it difficult to accurately forecast

when the MPC will decide to increase Base Rates but this is not expected until the back end of 2016 at the earliest, with any increase likely to be limited to 0.25% increments.

For the purpose of setting the budget, it has been assumed that new investments will be made at an average rate of 0.5% and that new long-term loans will be borrowed at an average rate of 3.50%.

### **Local Context**

Given the significant cuts to public expenditure and in particular to local government funding, the Authority's Borrowing Strategy continues to address the key issue of affordability without compromising the longer-term stability of the Debt Portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to borrow a blend of short, medium and long term loans. A final decision will depend on interest movements during the coming year, this will be done in conjunction with our Treasury Management Consultants.

In addition, the Authority may borrow short-term loans (normally for up to one month) to cover unexpected cash flow shortages.

The following issues will be considered prior to undertaking any external borrowing:

- Affordability;
- Maturity profile of existing debt;
- Interest rate and refinancing risk;
- Borrowing source.

The timing of the borrowing decisions is delegated to the Director of Finance, Resources & Customer Services.

The Authority has previously raised the majority of its long-term borrowing from the Public Works Loan Board (PWLB), but it continues to investigate other sources of finance which are available at favourable rates. At present we have an £80m borrowing facility with the European Investment Bank which can be used for major regeneration projects, school building projects and social housing, but not for the purchase of land.

Short-term and variable rate loans leave the Authority exposed to the risk of short-term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates in the Treasury Management indicators below.

As at 31st December 2015 the Authority had £364m of borrowing and £31m of investments. This is set out in further detail at **Annex A**

The Authority has an increasing CFR due to the expanding capital programme and will therefore be required to borrow up to £442m over the forecast period.

Table 1

Capital Expenditure and Financing	2015/16 Estimate £m	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
General Fund	184.3	215.3	126.3	74.9	26.8
Housing Revenue Account	55.8	46.3	50.9	60.1	44.1
<b>Total Expenditure</b>	<b>240.1</b>	<b>261.6</b>	<b>177.2</b>	<b>135.0</b>	<b>70.9</b>
Capital Receipts	1.3	24	28.4	30.3	33.9
Government Grants	37.0	67.0	35.5	4.2	4.3
Contributions (S106/CIL)	2.1	1.1	0	1.0	0
Revenue & Reserves	46.9	24.8	24.8	24.4	7
Major Repairs Reserve	12.8	13.2	13.3	13.4	13.7
General Resources (including borrowing )	140.0	131.5	75.2	61.7	12.0
<b>Total Financing</b>	<b>240.1</b>	<b>261.6</b>	<b>177.2</b>	<b>135.0</b>	<b>70.9</b>

CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next four years. Table 2 shows that the Authority expects to comply with this recommendation during 2016/17.

Table 2

Capital Financing Requirement	31.03.16 Estimate £m	31.03.17 Estimate £m	31.03.18 Estimate £m	31.03.19 Estimate £m	31.03.20 Estimate £m
General Fund	424.3	542.5	603.1	635.8	621.7
Housing Revenue Account	157.7	157.7	157.7	172.1	184.1
<b>Total CFR</b>	<b>582.0</b>	<b>700.2</b>	<b>760.8</b>	<b>807.9</b>	<b>805.8</b>
External Borrowing	<b>364.0</b>	<b>482.0</b>	<b>543.0</b>	<b>590.0</b>	<b>588.0</b>
<b>Borrowing headroom</b>	<b>218.0</b>	<b>218.2</b>	<b>217.8</b>	<b>217.9</b>	<b>217.8</b>

### **Borrowing Strategy**

The Authority currently holds £364 million of loans, an increase of £51 million on the previous year, as part of its strategy for funding previous year Capital Programmes. The forecast in Table 2 shows the Authority expects to borrow up to £336m in 2016/17. The Authority may also borrow additional sums to pre-fund future years' requirements, providing this does not exceed the Authorised Limit for borrowing of £900m.

**Objectives:** The Authority's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Authority's long-term plans change is a secondary objective.

**Strategy:** Given the significant cuts to public expenditure and in particular to local government funding, the Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.

By doing so, the Authority is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Capita Asset Services will assist the Authority with this 'cost of carry' and breakeven analysis. Its output may determine whether the Authority borrows additional sums at long-term fixed rates in 2016/17 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

In addition, the Authority may borrow short-term loans (normally for up to one month) to cover unexpected cash flow shortages.

**Sources:** The approved sources of long-term and short-term borrowing are:

- Public Works Loan Board (PWLB) and its successor body
- any institution approved for investments (see below)
- any other bank or building society authorised to operate in the UK
- UK public and private sector pension funds (except Enfield Pension Fund)
- capital market bond investors
- Local Capital Finance Company and other special purpose companies created to enable local authority bond issues
- European Investment Bank (EIB)
- Other funding issuers e.g. European Regional Development Fund (including fund's managed by LEEF)
- Bond Issues, including the LGA Bond Agency

In addition, acquisition of non-current assets can also be financed by the following methods that are not borrowing but may be classified as other debt liabilities.

- operating and finance leases
- hire purchase
- Private Finance Initiative (PFI)
- sale and leaseback

The Authority has previously raised the majority of its long-term borrowing from the PWLB but it continues to investigate other sources of finance, such as local authority loans and commercial loans, which may be available at more favourable rates.



**Short-term and Variable Rate loans:** These loans leave the Authority exposed to the risk of short-term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates in the Treasury Management indicators below.

**Debt Rescheduling:** The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Authority may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk.

### **Investment Strategy**

The Authority holds significant invested funds, representing i) loan receipts received in advance of the related capital expenditure, and ii) balances and reserves held. In the past 12 months, the Authority's investment balance has ranged between £31 million and £97 million, and similar levels are expected to be maintained in the forthcoming year.

**Objectives:** Both the CIPFA Code and the CLG Guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults set against the risk of receiving unsuitably low returns.

There is no intention to restrict investments to bank deposits, and investments may be made with any public or private sector organisations that meet the credit rating criteria below. This reflects a lower likelihood that the UK and other governments will support failing banks as the bail-in provisions in the Banking Reform Act 2014 and the EU Bank Recovery and Resolution Directive are implemented investment income.

**Strategy:** Given the increasing risk and continued low returns from short-term unsecured bank investments, the Authority aims to reduce the level of investments held by continuing to internalise borrowing. It is also recognised that balances held by the HRA for 2016/17 maybe non-core cash, allowing for opportunities to place cash out for longer periods.

**Approved Counterparties:** The Authority has made a decision to invest surplus cash funds with any of the counterparty types in Table 3 below, subject to the cash limits (per counterparty) and the time limits shown

Table 3: Approved Investment Counterparties and Limits

<b>Credit Rating</b>	<b>Banks Unsecured</b>	<b>Banks Secured</b>	<b>Government</b>	<b>Corporates</b>	<b>Registered Providers</b>
UK Govt	n/a	n/a	£ Unlimited 50 years	n/a	n/a
AAA	£15m 5 years	£25m 20 years	25m 50 years	-	-
AA+	15m 5 years	£15m 10 years	-	£5m 10 years	£5m 10 years
AA	£15m 4 years	£15 m 5 years	-	£5m 5 years	£5m 10 years
AA-	£15m 3 years	15m 4 years	-	£5m 4 years	£5m 10 years
A+	£15m 2 years	£15m 3years	-	-	-
A	15m 12 months	£15 m 2 years	-	-	-
A-	£15m 6 months	£15 m 13 months	-	-	-
None	£1m 6 months	n/a	-	-	-
Money Market Funds	50% per fund (de-minimus level £5 million)				

The limits set out in Table 3 should be regarded as a maximum position. In practice, the Authority in consultation with our Treasury Consultants will set actual limits where appropriate, well below the maximums. It is also unlikely we will place funds out for longer than a year but it is important to have the flexibility to be able to change our strategy within limits during the year.

The Authority will continue to use Call Accounts and Money Market Funds to maintain the Council's short term liquidity and give ready access to cash funds up to three months, but the Authority will look to use secured bank deposits and Notice Accounts for any longer term deposits to help protect the Authority from bank failure and possible 'bail-in'.

If the Authority wished to increase any of the limits set out in Table 3 it would need to come back to Full Council for approval.

The actual limits are reviewed on daily basis, given the current prevailing economic conditions with special regard to the following factors:-

**Credit Rating:** Investment decisions are made by reference to the lowest published long-term credit rating from Fitch, Moody's or Standard & Poor's. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used.

**Current Account Bank:** The Authority banks with HSBC although this Service is currently out to Tender. At the current time, it does meet the minimum credit criteria of A- (or equivalent) long term. If the credit rating falls below the Authority's minimum criteria A-, it will continue to be used for short term liquidity requirements (overnight and weekend investments) and business continuity arrangements. If funds come into the bank account during the day (after daily dealing has been undertaken) and cannot be placed out with any other approved financial institutions, they can be placed into the HSBC Call Account to attract interest even if it breaches the counterparty limit (the matter will be reported to the Director of Finance, Resources & Customer Services). The temporary breach will be addressed on the next banking business day.

**Banks Unsecured:** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail.

**Banks Secured:** Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the highest of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

**Government:** Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is an insignificant risk of insolvency. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

**Corporates:** Loans, bonds and commercial paper issued by companies other than banks and registered providers. These investments are not subject to bail-in, but are exposed to the risk of the company going insolvent. Loans to unrated companies will only be made as part of a diversified pool in order to spread the risk widely.

**Registered Providers:** Loans and bonds issued by, guaranteed by or secured on the assets of Registered Providers of Social Housing, formerly known as Housing Associations. These bodies are tightly regulated by the Homes and Communities Agency and, as providers of public services, they retain a high likelihood of receiving government support if needed.

**Pooled Funds:** Shares in diversified investment vehicles consisting of the any of the above investment types, plus equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Money Market Funds that offer same-day liquidity and aim for a constant net asset value will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.

**Bond, Equity and Property Funds:** these offer the potential for enhanced returns over the longer term, but are more volatile in the short term. These allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.

**Risk Assessment and Credit Ratings:** Credit ratings are obtained and monitored by the Authority's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and
- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

**Other Information on the Security of Investments:** The Authority understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Authority will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of

security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Authority's cash balances, then the surplus will be deposited with the UK Government, via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned, but will protect the principal sum invested.

**Specified Investments:** The CLG Guidance defines specified investments as those:

- denominated in pound sterling,
- due to be repaid within 12 months of arrangement,
- not defined as capital expenditure by legislation, and
- invested with one of:
  - the UK Government,
  - a UK local authority, parish council or community council, or
  - a body or investment scheme of "high credit quality".

The Authority defines "high credit quality" organisations and securities as those having a credit rating of A -or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher. For money market funds and other pooled funds "high credit quality" is defined as those having a credit rating of AAA or higher.

**Non-specified Investments:** Any investment not meeting the definition of a specified investment is classed as non-specified. The Authority does not intend to make any investments denominated in foreign currencies, nor any that are defined as capital expenditure by legislation, such as company shares. Non-specified investments will therefore be limited to long-term investments, i.e. those that are due to mature 12 months or longer from the date of arrangement, and investments with bodies and schemes not meeting the definition on high credit quality. Limits on non-specified investments are shown in table 4 below.

**Table 4: Non-Specified Investment Limits**

	Cash limit
Total long-term investments	£20m
Total investments with institutions domiciled in foreign countries rated below [AA+]	£15m

**Investment Limits:** A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below:

**Table 5: Investment Limits**

	<b>Cash limit</b>
Any single organisation, except the UK Central Government	£15m each
UK Central Government	unlimited
Any group of organisations under the same ownership	£25m per group
Any group of pooled funds under the same management	£15m per manager
Negotiable instruments held in a broker's nominee account	£15m per broker
Foreign countries	£15m per country
Registered Providers	£5m in total
Unsecured investments with Building Societies	£5m in total
Loans to unrated corporates	£1m in total
Money Market Funds	75% of total investments

**Liquidity Management:** The Authority uses a spreadsheet modelling tool to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a pessimistic basis, with receipts under-estimated and payments over-estimated to minimise the risk of the Authority being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Authority's medium term financial plan and cash flow forecast.

### **Treasury Management Indicators**

The Authority measures and manages its exposures to treasury management risks using the following indicators.

**Security:** The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment.

	<b>Target</b>
Portfolio average credit rating	A-

**Liquidity:** The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three month period, without additional borrowing.

	<b>Target</b>
Total cash available within 3 months	£20m or 25% of all investments (whichever is lower)

**Interest Rate Exposures:** This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as a proportion of net principal borrowed / interest payable will be:

	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
Upper limit on fixed interest rate exposure	100%	100%	100%
Upper limit on variable interest rate exposure	100%	100%	100%

Fixed rate investments and borrowings are those where the rate of interest is fixed for the whole financial year. Instruments that mature during the financial year are classed as variable rate.

**Maturity Structure of Borrowing:** This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing will be:

	<b>Upper</b>	<b>Lower</b>
Under 12 months	30%	-%
12 months and within 24 months	35%	-%
24 months and within 5 years	50%	-%
5 years and within 10 years	70%	-%
10 years and above	100%	25%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

**Principal Sums Invested for Periods Longer than 364 days:** The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments.

The limits on the total principal sum invested to final maturities beyond the period end will be:-

	2016/17	2017/18	2018/19
Limit on principal invested beyond year end	£20m	£10m	£5m

### **Other Items**

There are a number of additional items that the Authority is obliged by CIPFA or CLG to include in its Treasury Management Strategy.

**Policy on Use of Financial Derivatives:** Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

The Authority will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Authority is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

**Policy on Apportioning Interest to the HRA:** On 1st April 2012, the Authority notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other. Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account.

Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (adjusted for HRA balance sheet resources available for investment) will result in a notional cash balance which may be positive or negative. This balance will be measured each month and interest transferred between the General Fund and HRA at a pre-agreed interest rate on investments, adjusted for credit risk.

**Investment Training:** The needs of the Authority's treasury management staff for training in investment management are assessed regularly as part of the staff appraisal



process, and additionally when the responsibilities of individual members of staff change.

Staff regularly attend training courses, seminars and conferences provided by Capita Asset Services, CIPFA, PWC, Grant Thornton LLP and Ernst & Young. Relevant staff are also encouraged to study professional qualifications from CIPFA, the Association of Corporate Treasurers and other appropriate organisations.

**Investment Advisers:** The Authority has appointed Capita Asset Services as Treasury Management Advisers and receives specific advice on investment, debt and capital finance issues. The quality of this service is controlled by review at the quarterly treasury management meetings.

**Investment of Money Borrowed in Advance of Need:** The Authority may, from time to time, borrow in advance of need, where this is expected to provide the best long term value for money. Since amounts borrowed will be invested until spent, the Authority is aware that it will be exposed to the risk of loss of the borrowed sums, and the risk that investment and borrowing interest rates may change in the intervening period. These risks will be managed as part of the Authority's overall management of its treasury risks.

The total amount borrowed will not exceed the authorised borrowing limit of £900 million. The maximum period between borrowing and expenditure is expected to be two years, although the Authority is not required to link particular loans with particular items of expenditure.

### **Financial Implications**

The budget for investment income in 2016/17 is £300k, based on an average investment portfolio of £60 million at an interest rate of 0.5%. The budget for debt interest payable in 2016/17 is £20million, based on an average debt portfolio of £532m million at an average interest rate of 3.7%. If actual levels of investments and borrowing, and actual interest rates differ from those forecast, performance against budget will be correspondingly different but the revenue budget will be unaffected due to utilisation of the Interest Equalisation Earmarked Reserve.

### **Other Options Considered**

The CLG Guidance and the CIPFA Code do not prescribe any particular Treasury Management Strategy for local authorities to adopt. The Director of Finance, Resources & Customer Services having consulted the Cabinet Member for Finance & Efficiency, believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses will be greater
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses will be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs will be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long term costs will be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs will be less certain

<b>Existing Investment &amp; Debt Portfolio Position</b>					
<b>31st March 2015</b>			<b>31st Dec 2015</b>		
<b>£000's</b>			<b>£000's</b>		
230,031	Public Works Loans - Fixed		264,005		
30,000	Commercial Loans - Fixed		30,000		
-	European Investment Bank		10,000		
2,501	Salix Loans		1,981		
10,000	Local Authority Loans		18,000		
-	LEEF Loan		6,000		
40,500	Temporary loans		34,000		
<b>313,032</b>	<b>Total Debt Outstanding</b>		<b>363,986</b>		

<b>London Borough of Enfield Investments at 31st December 2015</b>					
<b>Financial Institution</b>	<b>Principal</b>	<b>Start Date</b>	<b>Effective Maturity</b>	<b>Rate</b>	<b>Days to Maturity</b>
<b>Call Accounts</b>	<b>£000</b>				
HSBC	13,060		On demand	0.40%	1
<b>Money Market Funds</b>					
HSBC	5,000			0.42%	1
Ignis	5,000		On demand	0.50%	1
<b>Termed Deposits</b>					
Lloyds Bank PLC	7,500	06/05/2015	05/05/2016	1.00%	126
<b>Total - Investments</b>	<b>30,560</b>		<b>Average</b>	<b>0.58%</b>	
Number of Investments	4				

**APPENDIX 6****Summary of Budget Risks**

This Appendix sets out the main financial risks the Council faces over the period of the Medium Term Financial Plan. Risk assessment and planning will minimise risk. Risks have been categorised as:

- Corporate
- Capital
- Service Specific

**CORPORATE RISKS**

These are risks that may affect all or a number of Council services.

- **Uncertainties caused by the current economic climate including:**
  - An increase in the number of residents that are reliant on Council services;
  - The general financial risk to Enfield of businesses failing in the Borough;
  - Loss of rental income through businesses failing or moving out of commercial premises rented from the Authority,
  - Loss of other income / difficulty in collection.
- **Future impact of legislative changes:**

The Government is consulting on radical change to the existing local government finance arrangements and the continuing reduction in public expenditure generally. Local government must prepare for all these changes but the full impact will only become clear in future years especially in key areas:

  - Local government finance including 100% localisation of business rates along with proposals for increases in responsibilities
  - National and Public Health Service Reforms and transfers of responsibilities to local government
  - Universal Benefits Reform still being introduced
  - Regeneration including Government plans to increase new housing
  - Implementation of the Care Act 2014
- **Central Government funding & local government resources:**

The reduction in central government funding has been part of local government financing since 2010. The 2015 Spending Review confirmed that local government will be required to meet a significant part of the Government's public expenditure reductions in order to turn the public spending deficit into a surplus. The Government has published four year funding plans for councils up to 2019/20 with proposals of a guarantee

although details are still awaited at the time publishing this report. This is a significant boost in financial planning for the next four years subject to the changes to 100% business rate retention and reduction in the New Homes Bonus Grant to fund the Better Care Fund.

- **Retention of Business Rates and Future 100% Retention**

There is a significant risk that if the yield from business rates falls below the government forecast leaving the Council to bear 30% of the cost of this shortfall. The Government recognises significant losses through a safety net arrangement but Enfield would have to be exposed to a loss of business rates of up to £4.7m before it will be eligible for Government support. In addition there is a potential budget risk relating to business rates appeals where responsibility for significant backdated refunds could fall on back on the local authority.

These risks will increase significantly when 100% business rate retention is implemented. Enfield will be exposed to 60% of any changes (assuming the share with the GLA is the same as the current 30:20 share).

To balance the risks, the council may gain significant benefits as a result of the major regeneration going on within Enfield. The Council will need to work towards retaining these gains over the longer term by working with the Government to exclude business rate growth from the periodic resets in the business rates regime, the next one being 2020.

Business rate appeals have reduced the amount available to councils across the country. A recent development is that a number of local authorities have received requests for mandatory relief in respect of NHS trusts. There may be a similar approach to Enfield by GVA (on behalf of the NHS) but Enfield has not yet been contacted. Officers are preparing the necessary legal advice, so that we can respond promptly if or when we are approached. As a guide, the annual loss to Enfield could be up to £0.8m per annum (based on 30% retention) and £2.5m in backdated refunds.

- **Government Incentive-Based Grants**

There is an increase in incentive-based Government funding such as the New Homes Bonus Grant and retention of local business rate growth which replaces existing need-led allocations. Councils with high deprivation such as Enfield are worst hit if allocations increase to the wealthier areas as a result of this incentive based approach.

- **Litigation and Legal Actions:**

All Councils face potential litigation cases and the size and range of services provided by Enfield make this a risk that should not be ignored. There are no single specific legal items to be reported but it is recommended that the Council includes some assessment for any uninsured litigation when assessing the adequacy of balances.

- **Demographic and other changes in the Borough:**

One of the main risks to the Council's budget relate to the uncertainties surrounding demographic change. The birth rate has increased. Residents are living longer, with greater levels of disability, and have greater expectations of independence, care and achievement. Assumptions have been made in the budget about the likely increases in demand for services, particularly in respect of social services clients (both adults and children). However, the current arrangements for funding local government do not take account of the large increase in London's population and, therefore, over time the Council is losing money relative to other parts of the Country.

The recent refugee crisis may add to this pressure (see main report section 10.2) and the Council will need monitor the position and maximise recovery of costs from available Government funding. The current welfare cap on temporary accommodation may exacerbate the situation in Enfield.

- **New savings included in the 2016/17 budget:**

New departmental savings and additional income totalling £12.85m have been identified for 2016/17. Although the savings have been scrutinised and the proposals have been assessed as viable and realistic, there is still an element of risk involved in their achievement.

On top of the new 2016/17 departmental savings, agreed as part of the 2016/17 budget setting process a further £3.6m of Enfield 2017 savings have been identified for achievement in 2016/17 with further savings of £4.6m for 2017/18 and £6.0m for 2018/19 (Total including 2015/16 of £29.2m). The development and implementation of these savings is well underway, however, there is a risk that some of these savings may not be implemented as early as scheduled.

The risks in relation to the achievement of both the departmental and the Enfield 2017 savings will be taken into account in setting the level of contingencies and general balances. The monitoring of the achievement of these savings will, as in previous years, form an integral part of the 2016/17 revenue monitoring process and if required, appropriate action will be taken to ensure that they are delivered, or if not the first call will be a review of other savings measures to compensate for any shortfall, failing this reserves and balances will be considered until this major project is fully implemented.

- **Changes in external factors such as interest rates:**

Interest rates are an area that is outside the Council's control and therefore represents a continuing area of significant risk. Any increases in rates will benefit the Council's financial position as the Council's borrowings are, for the most part, at long term fixed rates. Conversely, the low rates currently experienced due to the national economic position will reduce the resources available to the Council. An Equalisation Reserve has been in place for several years to "damp down" the effect of fluctuations in interest rates and this reserve will be used in a planned way to support the MTFP. Interest rates will continue to be closely monitored and planning assumptions will be

updated as required. The low interest rate environment in short term rates does allow the Council to borrow at low historic rates. The Council however, is aware of the risk that interest rates may start to rise and we will need to finance loans for longer maturity dates.

- **Inflation and other cost increases:**

Staff pay represents a significant proportion of the Council's expenditure. Consequently, variations in pay levels represent a significant risk. It should also be noted that the Council works in a range of labour markets, and supply and demands in London are pushing up costs in certain sectors. The mandatory living wage from April 2016 will also put pressure on costs to the Council from external suppliers. In addition, in order to make savings departments have been required to contain inflationary pressures in most areas of the Council's spending. Once again in 2016/17 departments have been asked to contain price inflation. This could be a financial risk and the revenue monitoring process for 2016/17 will be important in the early identification of these potential cost pressures.

- **Increased costs of waste disposal:**

The Authority does all it can to recycle as much waste as possible in order to minimise any cost pressure from disposal charges associated with household waste. However, residual waste disposal costs continue to rise, and these are estimated in the Medium Term Financial Plan. The cost of disposal of recyclable materials is subject to the level of contamination i.e. non-recyclable material found within waste collections and the market price received for certain recyclable materials. The Council is unable to influence the market prices for materials and due to the potential fluctuations that can impact on the cost no specific funding has been identified at this time and is therefore viewed as a financial risk. The level of contamination can be influenced through engagement with residents of the borough.

- **Income, including fees and charges:**

The budget includes a number of assumptions about income levels. Although all income assumptions have been validated using the most up to date information available, there is inevitably an element of risk that they might not all be achieved.

- **Future revaluations of the Pension Fund:**

The Pension Board is continuing to closely monitor the effect of the economic downturn on the fund as this may affect the future contributions required from the Authority. An estimated provision of £3m for the 2017 Actuarial Review has been included in the MTFP.

- **VAT Exemption Limit:**

All councils are allowed to recover VAT on exempt supplies up to a limit of 5% of taxable supplies. Should an authority breach this threshold all exempt VAT becomes irrecoverable and a cost to the council. For Enfield, this would amount to £2.8m based on current levels of expenditure. The limit is monitored by finance officers who also provide training to services staff engaged in exempt VAT activities (in particular, Property Services).

- **Bellwin Scheme:**

The Government's Bellwin Scheme provides emergency financial assistance to local authorities. The scheme may be activated where councils incur expenditure on an emergency or disaster to

- safeguard life or property, or
- to prevent suffering or severe inconvenience, in their area or among its inhabitants.

There is no automatic entitlement to financial assistance: Ministers are empowered by Section 155 of the Local Government and Housing Act 1989 to decide whether or not to activate a scheme after considering the circumstances of each individual case. Council must exceed an expenditure threshold (£1.032m for Enfield latest figures) which Government may pay 85% of costs incurred.

- **Housing Benefit Subsidy for Temporary Accommodation:**

Changes were adopted by the Department of Works and Pensions from 2010/11 which affected the subsidy funding system for temporary accommodation for homeless households. These changes have reduced significantly the central government subsidy that funds the Borough's provision of temporary accommodation. Although a significant adjustment was added to the budget to resource this issue the sheer size of the budget means that this remains a potentially significant budget risk to the Council in 2016/17 and future years.

- **Welfare Benefits:**

Government changes to welfare benefits are impacting on the Council's budgets through increased homelessness and demand for housing support, pressure on children's services 'no recourse to public funds' budgets and financial hardship for many residents impacting on the collection of council tax and other income. Universal Credit commenced rolled out in Enfield in July 2015 and this will ultimately see a reduction in the Council's administration grant for housing benefit whilst increasing pressure for digital inclusion and financial planning/budgeting support.

- **Rental income from the Council's assets :**

The Council manages a substantial asset portfolio. The economic downturn has resulted in reductions in rental and service charges income from businesses and other tenancies.

## **CAPITAL RISKS**

The following risks are associated with the delivery of the Council's capital programme.

- **Generating the required level of capital receipts:**

As noted earlier in the report there are risks around achieving the level of receipts assumed in the budget where disposals may not be achieved. If new receipts are not identified the shortfall will create a funding pressure.



- **Robustness of capital project plans:**  
This could be a problem if schemes have not been sufficiently developed in detail before their inclusion in the capital programme. This is a particular risk when embarking on a substantial and complex programme. Nevertheless, the detailed work required to produce 'scheme reports' means that the risks are minimised by ensuring that commitments are not made before full costings and a project risk assessment have been completed.
- **Time and/or cost overruns:**  
In the main these problems should be minimised by good project planning and management. Progress with and expenditure on individual projects are monitored monthly.

### **SERVICE SPECIFIC RISKS**

Finance staff, working with staff in Departments, have assessed the risks associated with individual budgets. The most significant risks within departmental budgets are set out below:

#### **Schools and Children's Services Department**

- **Demand led services**  
There are a number of areas within the Department's services that are statutory and demand led, meaning that the service must be provided if the client meets the relevant criteria. Examples include supporting the placement of children with special education needs in independent and out borough settings, purchasing care packages for vulnerable children, increasing numbers of pupils in primary schools and giving financial support to families with no recourse to public funds. These budgets are at risk from any change in the numbers of children requiring services. The number of referrals of children possibly at risk remains high which can lead to increases in the number of placements needed. Whilst the implementation of the prevention strategy is helping to manage budget pressures in these areas welfare benefit and demographic changes continue to pose a risk that cannot be fully quantified at this stage, particularly in respect of services supporting homeless families and looked after children. In particular the following demand led areas have shown pressures in year that are likely to continue or worsen in 2016/17. As part of the budget setting process, budget provision of £2.5m has been built into the 2016/17 SCS base budget towards these ongoing budget pressures.
- **Looked After Children**  
Historically Enfield's numbers of looked after children have and still remain low in comparison with other local authorities. However with a growing population in Enfield the knock-on effect is likely to result in additional children and young people being taken into council care for their protection. In the last year the numbers have remained around 350 following an increase during 2014 from 310. Whilst some measures can be taken to control the costs of the placement options this is not always possible due to the challenging nature and needs of the individuals and budget pressures in the demand led services will arise.

- **No Recourse to Public Funds**

As a local authority we have a statutory responsibility under s17 of the Children's Act 1989 to support families who have no access to benefits because of their immigration status. As a result Enfield currently supports over 120 families who have had their asylum applications rejected or have overstayed on visas and are awaiting deportation. There is a continuing risk that the numbers of families we are supporting under s17 of the Children's Act will continue to increase especially if proposed changes to benefits for European nationals mean they lose their entitlement. This pressure is currently being met from corporate contingency as agreed by Cabinet 17th September 2014. Enfield subscribes to the No Recourse to Public Fund Network Connect database allowing for timely information exchange with the Home Office to ensure applications are dealt with as speedily as possible.

- **Leaving Care**

There have been a number of recent changes relating to the care of 16 year olds and over which could result in additional budget pressures arising as local authorities are required to support children who were looked after until they are much older. This means that individual young people may choose to 'stay put' with their existing carers for a few more years rather than be moved into their own independent accommodation when they turn 18. In some circumstances this can be more expensive to the authority and it reduces the number of carers available.

- **Staffing**

The Department's salaries budgets include a vacancy factor, which recognises the potential cost savings as a result of staff turnover. This can be difficult to achieve in certain areas where it is necessary to maintain higher staffing levels in order to deliver safe essential services, although some vacancy factors have been removed within the Children in Need social work teams as part of the 16/17 budget setting process to ease this ongoing pressure. Although the general success of the Council's policy for recruiting and retaining children's social workers has reduced the need to use agency staff in some areas of the service, the continuing high number of referrals to the Children in Need Service may result in an increased pressure on staffing budgets in 2016/17. The recruitment of social workers will be further improved in September 2016 when 10 student social workers complete their training.

- **Legal services**

The cost of legal representation is difficult to control due to the complexities of some of the cases relating to children. Whilst Legal Services have taken on more legal work the specialised and technical aspects of some cases still require legal representation by external solicitors, barristers and QC's, which cannot be fully predicted.

- **Special Educational Need (SEN) Transport**

A continuing increase in the number and complexity of SEN cases has translated to increased costs as additional and more expensive means of transport are

required. However, we will address this by undertaking a review of transport across all Council services.

- **Schools Budget - Dedicated Schools Grant ( DSG)**

- **School places**

- The provision of school places is continually under review and the Council's Capital Programme includes funding for additional primary school places. These are and have been partly funded by central government capital grants which have reduced the call on Council resources in the short-term. The pressure for additional places passes on to secondary schools from 2017/18 onwards and there is a risk that the cost of providing the additional places needed will not be fully funded by central government grant, leaving the Council to meet any shortfall.

- **Special Educational Needs (SEN)**

- As the school population increases the number of high needs learners has also increased and short and long term provision for places is being re-assessed. There is a risk that this may lead to unfunded increased costs to the schools budget, as under current funding arrangements capital and revenue grant funding does not fully cover the costs of the additional places needed for children with statements of SEN. There has been a significant increase in the number of pupils with SEN, particularly those on the autistic spectrum and with complex behavioural issues. These pupils are placed in expensive, specialist independent provision whilst the authority works towards the development of more in house provision. This places a significant additional pressure on the DSG budgets.

- **National Fair Funding Formula**

- In the 2015 Spending Review the Government announced their intention to consult early in 2016 on the introduction of a new national fair funding formula for the distribution of DSG from 2017/18. Schools are presently funded at per-pupil rates ranging from approximately £4,200 to £6,800 based on a formula that takes into account a variety of demographic factors, but is also partly based on historic factors. Enfield is currently funded at a rate of £5,204 per pupil. There is a risk that funding could reduce on introduction of the national formula due to re-distribution of the national funding pot. In 2015/16 and 2016/17, schools with the lowest rates were provided with a share of a £390 million grant to even out the inequities. Enfield did not receive a share of this funding as they were judged to be above average funding.

## **Health, Housing and Adult Social Care Department**

- **Social Care Demand**

- Care purchasing budgets have been prepared on the basis of known levels of activity plus those that might reasonably be foreseen, based on demographic forecasts and historic trends. There remains, however, the possibility that demand will exceed these assumptions. Enfield's population is increasing at the rate of about 3,500 people per year. Improved healthcare means that more adults with disabilities are surviving into adulthood and into old age. Older people are living longer but this has associated with it longer term health

issues. This is driving an increased demand for services and whilst Adult Social Care is moving to a more preventative model of support, the ability to offer appropriate and sustainable levels of support to an increasing number of people and delivering £10.066m of savings in 16/17 is not without risk.

### **Contractual Price**

The majority of services to local people with eligible needs are provided by the independent and voluntary sectors. In negotiating contracts with these providers the Council seeks to strike a fair balance between a meaningful recognition of providers' costs, affordability to local taxpayers and quality of services. The Council also needs to be mindful of those areas of service provision where there is a shortage or risk of insufficient capacity to meet demand. These are factors which can push prices up and working with the market and with other authorities to increase capacity which achieves value for money remains a priority. The procurement service is also working with providers of services to understand price structures and how the cost of services provided is broken down. Retaining skilled staff, payment for travel time, pension scheme requirements, paying a living wage and investing in new technologies as well as cost of living pressures are all factors which can push prices up. The Council will complete an analysis of the composition of its RAS rates in order to evidence any decision about how they may or may not be amended. A similar analysis will be completed for other types of provision in order to achieve best value and deliver our duty around market sustainability as defined within the Care Act 2014.

### **Enfield CCG & Barnet, Enfield & Haringey Mental Health Trust**

Monitoring of the Enfield CCG & BEH MH Trust financial position is reflected in the authority's budget monitoring processes and through Section 75 partnership meetings. Both the CCG and MH Trust are continuing with their own efficiency programmes. There is an inherent financial risk where spending and savings plans are not aligned between the Council and Health partners.

### **Client Income**

Given the significant income assumptions in the budget, there is a risk that they might not be achieved in full. This is especially the case in the current economic climate, where vulnerable residents will be making difficult choices regarding basic living requirements and paying charges.

### **Homelessness Procurement and Benefit changes 2015/16**

Welfare reform changes and a shortage of accommodation across all tenures has seen a lack of stability in the amount of accommodation available for homeless households, this has resulted in a rise in homeless households living in temporary accommodation during 2015/16. Work is ongoing across the sub-regional area to manage price and to source viable alternatives for families who would otherwise be moved into temporary/nightly paid accommodation. This pressure will continue into 2016/17 but is being mitigated by action being taken now.

- **Incentive Payments - Temporary Accommodation**

Rents paid on Temporary Accommodation and private sector properties that the Council uses to house homeless families are based upon Local Housing Allowance levels. Unfortunately, due to benefit caps and an increase in market rents compared to LHA levels, Local Authorities need to pay incentive payments to Landlords in order to secure affordable long term accommodation. Competition from other Local Authorities housing their homeless households in Enfield has led to incentive inflation within Enfield. Work continues on pan-London arrangements to mitigate this. However, there is a risk that the above factors will lead to an increase in incentive payments above those assumed in this report.

- **The Procurement of Temporary Accommodation**

The cost of private rented accommodation is rising in London, which is placing significant pressure on budgets to procure temporary accommodation for homeless households. The Temporary Accommodation budgets are showing a shortfall of £5.335m in 16/17 from the loss of private sector leased properties and a higher use of nightly paid accommodation. A plan is in place to manage this shortfall by achieving in-year savings. These savings are proposed by introducing mitigating factors including the procurement of a supply of temporary accommodation properties at favourable rates (£1.5m), Near London Placement of tenants (£250k) and actions to manage the market across all London boroughs to achieve price control in respect of rents paid to landlords (£3m). There is a risk of other London boroughs undertaking actions which continue to inflate the market and tenants not taking up the offer of the near London placement option.

- **Welfare Reform**

The introduction of a total benefit cap has reduced the housing benefit for households in temporary accommodation, this has increased the risk of rent arrears and increased the staffing resources required to maximise the collection of rent. The prospect of the economic outlook may also impact on the level of arrears. It is therefore a risk to the Council that the provision for bad debts will increase in 2016/17. This risk is mitigated by the use of Government funding for Discretionary Housing payments (DHP) to individuals for the payment of rent to the council. The available DHP funding for 2016/17 is unconfirmed at this stage but any reduction to the amount will reduce the Council's scope for helping people to avoid rent arrears and potentially becoming homeless, which would in turn add further budget pressures. With the introduction of the Universal Credit, Local Housing Allowance is no longer administered by local authorities so there is a risk of a loss of control over how rent allowances are spent as all allowances are merged together in a single payment. If tenants don't use the rent element to pay their rent they could build up arrears and be at risk of homelessness. Legislative changes have also had a negative impact on tax advantages for landlords and placed additional regulations upon them. This may cause any additional expenses incurred by landlords to be added to rents or even lead to landlords leaving the market, thus reducing the available property supply which could in turn increase homelessness.

- **Empty Property Compulsory Purchase Order (CPO) programme**

The Council is liable to make 'Basic Loss payments'. Basic Loss Payments are statutory entitlements payable to former owners for interest in land, subject to certain criteria being met and up to a maximum amount. There is currently a potential exposure on two CPO cases which the Council may be liable to make payments for in the future.

## **Regeneration & Environment Department**

- **Meridian Water:**

A competitive dialogue procurement process has been undertaken to appoint a development partner for the Meridian Water Project which aims to deliver a minimum of 8,000 new homes and create 3,000 new jobs over the next 20 years. The preferred partner will be known late Spring 2016 and will be on site later in 2016. Land assembly and other infrastructure works to support the project are being developed and sensitivities mapped out to mitigate against risks.

- **Local Plan**

The authority has a large number of planning policy documents that will require substantial investment to achieve a successful outcome in these examinations. The DMD and further plans are expected to be ready for examination. This includes the Community Infrastructure Levy and the North London Waste Plan which still require specialist external planning advice and legal advice to reach a successful conclusion. However, funding for the Local Plan for the financial year 16/17 has now been identified.

## **Finance, Resources & Customer Services**

- **Commercial Property Portfolio:**

The Council's commercial property portfolio is expected to generate rental income of approximately £5.4m in 2015/16. The current economic downturn, together with regeneration initiatives, continues to impact adversely on the income stream.

- **Security of Council Premises:**

Due to the heightened risk of the Council's vacant and open spaces being illegally occupied, there are potential additional costs on security to prevent illegal occupation of Council land.

## APPENDIX 7(a)

**Earmarked Reserves**

This Appendix explains the purpose of the Council's main earmarked reserves. The reserves table also shows planned movements in the balances over the period of the Medium Term Financial Plan. Comments regarding the adequacy of the reserves held are set out below while **Appendix 7(b)** summarises forecast use and commitment of the reserves.

<b>Reserves to meet specific programmes</b>
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- **Council Development Reserve**  
This reserve helps support the implementation of Council initiatives, and funds various "one off" projects.
- **Regeneration Reserve**  
This reserve is used for contributions towards and funding for the Council's regeneration agenda.
- **Vehicle & Equipment Replacement Fund**  
The Fund is to finance the planned programme of replacement vehicles and equipment.
- **General Fund Capital Reserve**  
This resource is available to fund new capital investment in the approved Capital Programme over the medium term. It supports the delivery of the Capital Programme set out in the main report.  
  
The planned use of the fund means that it will be exhausted by the end of 2015/16.
- **ICT Investment Fund**  
This reserve supports IT upgrades, new developments and implementation costs and is the principal source of funding for the corporate ICT Work Plan. The fund will be used in conjunction with the Council Development Reserve to finance the technological investment required by Enfield 2017.
- **Revenues & Benefits Systems**  
The reserve is set aside to finance system changes to the Revenues & Benefits IT and other technical changes.
- **Homelessness Initiative**  
This is for homelessness pressures. It is being used to fund initiatives that are aimed at managing the increasing demand for temporary accommodation in the borough following the Government's welfare changes.

- **European Match Funding**  
The reserve was created as part of the 2010/11 outturn finalisation so that a further £1.5m has been set aside to provide match funding for the European Social Fund schemes run by London Councils and the Greater London Authority. Support will be given for projects which improve the employability of unemployed and economically inactive people in Enfield. The planned use of the fund means that it will be exhausted by the end of 2015/16.
- **Enfield Community Capacity Building Fund**  
As part of the Council's determination to actively assist and build the capacity of all of our communities in Enfield, ring-fenced funding of £1.9m was set aside for defrayment over several years to build community capacity in the Borough – the Enfield Community Capacity Building Fund.
- **NHS Social Care Grant**  
The authority has been awarded NHS Social Care Grant over the last 3 years to fund Social care priorities which are jointly agreed between the authority and the Clinical Commissioning Group. A number of projects have slipped and as a result resources are earmarked to achieve desired outcomes in future years. Additionally, some of the funding has been allocated to contribute to the Council's Medium Term Financial Plan, in order to maintain current Adult Social Care Service levels to vulnerable Adults
- **Industrial Estates Improvements**  
Support to the North London Chamber of Commerce, to the Enfield Business & Retailers Association; to North London Business and North London Strategic Alliance, etc. to improve the state of repairs of industrial estates in order to make them attractive for letting.
- **Empty Properties (New Homes Bonus)**  
This reserve represents Government Grant Funding for New Homes Bonus. Enfield Council received £528k in 2011/12 and this has been allocated to the Private Sector Housing Team to be spent on their empty properties programme to bring back empty properties into use.
- **New Homes Bonus**  
Authorities that deliver new homes are awarded a New Homes Bonus. The Council is fully committed to the delivery of more homes in the borough and continues to progress a number of major housing renewal schemes including the Alma and Ladderswood Estates.

The Council has been awarded £12.07m of New Homes Bonus (NHB) to 2015/16. This has been used to meet temporary accommodation pressures and fund regeneration planning costs.



The Government fund New Homes Bonus by a top-slice from the existing Local Government Finance Settlement which adds to the reduction in Enfield's existing Government grants.

- **Public Health** From April 2013, local authorities took on responsibility from the NHS, for improving the health & well-being of their local population and reducing health inequalities. The Authority was awarded ring-fenced grant in 2013/14 with specific grant conditions including the carry forward of underspends to future years.
- **Other specific General Fund reserves for small projects and invest to save initiatives**  
These are considered adequate for the projects concerned.

<b>Reserves set aside to smooth expenditure between years and meet contingent risks</b>
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- **Public Finance Initiative Investment Reserve**  
These balances will equalise the funding available for the PFI Street Lighting project over the whole life. Holding an earmarked reserve for this purpose is considered prudent and good practice.
- **Insurance Fund**  
The internal Insurance Fund provides cover in full for tree root damage claims, burglary and "all risks" on specified equipment. The Fund also meets the cost of all claims within the external policy excesses for general building fire damage (including housing properties), motor, cash and public and employer liability claims. In addition there is a potential liability with a former insurer of the council which would be a call on this fund.
- **Repair & Maintenance of Council buildings**  
The revenue budget includes an annual contribution to the R & M fund. The fund supports day-to-day repairs, responsive maintenance, and service contracts in respect of Council buildings. The longer term requirement to match needs with resources will be addressed as part of the Council's policy to rationalise its accommodation needs. With an ageing portfolio of buildings, the risk of expensive repairs and maintenance is increasing. The Leaner Programme is mitigating this by reducing the number of buildings and investing in those that remain.
- **Interest Equalisation Reserve**  
This reserve is intended to address increases in interest rates. The global economic turbulence has had significant effects on the UK economy, of which the reduction in interest rates is one of the most significant. This reserve is designed to provide some cushioning against further fluctuations.

- **Restructuring and Redundancy Reserve**  
This reserve refers to funding set aside to meet the "one off" costs associated with service restructuring to achieve efficiency savings including Enfield 2017.
- **Repairs Fund for private sector housing leased to Council**  
This funding is set aside to cover the cost of repairs to PSL properties when the leases come to an end and the properties are handed back to their owners. It is "routine" business, with a low risk, and this reserve acts as a buffer to support the repairs work.

#### **Welfare Reforms & Hardship Fund**

The Housing Benefit Subsidy Bad Debt provision was reduced in 2012/13 and the saving transferred to a new reserve to mitigate new costs that may arise from welfare reforms. The provision can be reduced as most subsidy claims have now been completed without any significant amendments. However, the changes to the housing benefit regime increase the risk of residents being unable to pay council tax bills and additional costs relating to the new benefit administration and regulations. This reserve will be available to meet these potential pressures. In recognition of the hardship faced by working age households affected by the changes to Council Tax support, the Council established a Hardship Fund for 2013/14. A further contribution of £500k was agreed by Council on 28<sup>th</sup> January 2016. The balance of this fund will be continuously rolled forward for use in future years.

<b>Other Reserves</b>
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- **HRA Repairs Fund and Capital Reserve**  
These funds represent the resources available for major repairs to the Housing stock and works to achieve the Decent Homes Standard.
- **Risk Reserve**  
Set aside as a contingency sum in order to provide financial funding over the period of the Medium Term Financial Plan for potential pressures.

RESERVE	2015/16		2016/20 Programmes			Forecast Reserves as at 31 March 2020
	Balance 31 March 2015	Net Transfers 2015/16	Balance 31 March 2016	Revenue	Capital	
	£'000s	£'000s	£'000s	£'000s	£'000s	
<b>General Fund Reserves</b>						
<b>Projects / Programmes</b>						
Council Development Reserve	1,068	(968)	100	(34)	0	66
Regeneration Reserve	982	(457)	525	0	0	525
Vehicle and Equipment Replacement Fund	2,663	(957)	1,706	0	327	2,033
Capital Reserve - General Fund	85	(85)	0	0	0	0
ICT Investment Fund	5,123	(4,580)	543	0	0	543
Revenues & Benefits Systems	333	0	333	(207)	0	126
Homelessness Initiatives	2,235	(2,142)	93	0	0	93
Waste Recycling Reserve	94	(94)	0	0	0	0
European Social Fund match funding	356	(355)	1	0	0	1
Enfield Community Capacity Building Fund	924	(924)	0	0	0	0
NHS Social Care Grant	3,485	(3,180)	305	0	0	305
Project Carry Forwards	2,114	(2,113)	0	0	0	0
Industrial Estates Improvements	78	(78)	0	0	0	0
Empty Properties (New Homes Bonus 2011/12)	173	0	173	0	0	173
New Homes Bonus	1,666	(1,081)	585	(585)	0	0
Public Health	1,602	(1,036)	566	0	0	566
Other General Fund Reserves for small projects	3,598	(913)	2,685	0	0	2,685
	<b>26,575</b>	<b>(18,962)</b>	<b>7,614</b>	<b>(826)</b>	<b>327</b>	<b>7,115</b>
<b>Risk / Smoothing</b>						
PFI Investment Reserves	1,322	(356)	966	(610)	0	355
Insurance Fund	6,541	(2,000)	4,541	0	0	4,541
Repair & Maintenance of Council buildings	1,701	(320)	1,381	(1,281)	0	100
Interest Rate Equalisation Reserve	4,840	(4,390)	450	(450)	0	(0)
Restructuring and redundancy reserve	2,234	(1,358)	876	(876)	0	(0)
Repairs Fund for private sector housing leased to the Council	1,076	(100)	976	(1)	0	975
Risk Reserve	4,934	(4,718)	216	(216)	0	0
Welfare Reforms & Hardship Fund	4,782	(2,181)	2,601	(1,580)	0	1,021
	<b>27,429</b>	<b>(15,424)</b>	<b>12,005</b>	<b>(5,015)</b>	<b>0</b>	<b>6,991</b>
<b>Other Reserves</b>						
Performance reward grant receivable (LSP)	374	(374)	(0)	0		(0)
S106 Receipts	531	(25)	506	(506)		0
Residents Priority Fund	690	(690)	0	0		0
	<b>1,595</b>	<b>(1,089)</b>	<b>506</b>	<b>(506)</b>	<b>0</b>	<b>(0)</b>
<b>GENERAL FUND RESERVES</b>	<b>55,600</b>	<b>(35,475)</b>	<b>20,125</b>	<b>(6,347)</b>	<b>327</b>	<b>14,106</b>
<b>Other Ring-Fenced Reserves</b>						
Dedicated Schools Grant	6,026	0	6,026	0		6,026
HRA Repairs/Capital Reserve	24,921	0	24,921	0		24,921
<b>Total Earmarked Reserves</b>	<b>86,547</b>	<b>(35,475)</b>	<b>51,072</b>	<b>(6,347)</b>	<b>327</b>	<b>45,053</b>

**STATEMENT OF THE SECTION 151 OFFICER UNDER THE REQUIREMENTS  
OF SECTION 25 OF THE LOCAL GOVERNMENT ACT 2003**

**ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF THE  
RESERVES- FEBRUARY 2016**

## **1 Introduction**

The Local Government Act 2003 places a duty on the Chief Finance Officer (the Council's Section 151 Officer) to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves.

Guidance on balances and reserves is provided by Local Authority Accounting Panel (LAAP) Bulletin 77 (Nov 2008) which is the basis on which the Chief Finance Officer's annual financial risk assessment has been updated in the Council Budget report to Council. The LAAP emphasises the importance of taking account of the council's medium term plans and forecasts of resources, and not to focus solely on short term considerations. The majority of council services face external demand and cost pressures in future years, but two key policies that clearly fit into the council's medium term planning are:

- Enfield 2017 Transformation Programme and
- The need for capital investment as reported and agreed by Cabinet and Council.

This Appendix focuses on the robustness of estimates and the adequacy of reserves which are central to the Council's risks and uncertainties and need to be considered together. It brings together the issues included in the 2016/17 budget report, and monitoring of the 2015/16 budget and Capital Programme.

## **2 Processes**

Budget estimates are exactly that - estimates of spending and income made at a point in time. This statement about the robustness of estimates cannot give a guaranteed assurance about the budget, but gives members reasonable assurances that the budget has been based on the best available information and assumptions.

To meet the requirement on the robustness of estimates a number of key processes are in place, including:

- the issuing of clear guidance to all officers involved in the preparation of budgets;
- peer review by finance staff involved in preparing the standstill base budget i.e. the existing budget plus identified full year effects and pressures;
- the use of budget monitoring in 2015/16 in order to re-align budgets with current demand, for 2016/17 to update the medium term plan scrutiny and review via the Corporate Management Board (CMB) of proposed savings and their achievability;
- Review of the budget by the responsible Cabinet Member for the budget, along with challenge and scrutiny by Administration councillors during a series of budget working groups during the late autumn.

- the Chief Financial Officer providing advice throughout the process on robustness, including reflecting current demand and service standards (unless standards and eligibility are to be changed through a change in policy);

In addition to these arrangements, which are designed to test the budget throughout its various stage of development, considerable reliance is placed on the Service Managers having proper arrangements in place to identify issues, project demand data, and consider value for money and efficiency. These arrangements are managed via Departmental Management Teams, drawing on monthly information in the financial monitor, performance reporting systems and the Council's risk management strategy (which is in itself results in the strategic risk register being reported to and challenged by the Audit Committee on a regular basis).

### **3 Robustness of Revenue Estimates**

The 2016/17 draft budget includes over £26.5m of budget cost pressures, balanced by offsetting savings, including increased income. The savings identified to balance the 2016/17 budget have been closely scrutinised by both officers and Members and where appropriate Equality Impact Assessments (EQIAs) have been completed by departments. Savings approved in the budget round will be closely monitored through 2016 until they are fully embedded into the Council's budget, and are supported where necessary by individual action plans.

In addition to the 2016/17 departmental savings, agreed as part of the 2016/17 budget setting process, a further £3.6m of Enfield 2017 savings have been identified in 2016/17 with savings totalling £10.6m for 2017/18 and 2018/19. The Enfield 2017 transformation programme is the delivery mechanism for achieving this. Across the authority, a significant proportion of the recently achieved savings have been through modernisation of service delivery and other initiatives. The development and implementation of these savings is well underway, and, as with all complex programmes, there is risk that some of these savings may not be implemented as originally scheduled.

The risks in relation to the achievement of both the departmental and the Enfield 2017 savings are taken into account in setting the level of contingencies and general balances. The monitoring of the achievement of these savings, as in previous years, forms an integral part of the 2016/17 revenue monitoring process, which culminates in monthly reporting to Cabinet. If required, appropriate action is taken to ensure that they are delivered, or if not the first call will be a review of other savings measures to compensate for any shortfall. Failing this, reserves and balances will be considered until this major project is fully implemented.

To assess the adequacy of reserves, the key financial assumptions underpinning the budget and Medium Term Financial Plan are reviewed in accordance with the criteria recommended in LAAP 77.

1. The treatment of demand led pressures

The major demand factors affecting the 2016/17 and later years' budgets are:

- **Demographic pressures.** The draft budget and Medium Term Financial Plan provide for significant additional cost of services due to increases in client numbers. These are primarily in adult social care and children's services, but the growing population, coupled with frozen baselines in the local government settlement mean that all departments and services are seeing demographic pressures to a greater or lesser extent.
- **Future funding.** The Government has consulted on its proposals for the 4 year settlement from 2016/17, and offered councils the opportunity to agree a 4 year financial settlement. At the time of drafting this report, little detail is available on what this will mean in practice, but a certain financial envelope, set within a context of falling public expenditure and possible queries of the national and global economy, is likely to provide some cushion against further expenditure reductions.
- **Legislative Changes:** Where known, legislative changes have been factored into the financial plans sets out in this report.

All senior managers have again reviewed their base budgets including demand-led pressures based upon budget monitoring and projections made by service managers of demand in future years. Service managers are expected to put forward management and policy actions to manage the additional demand within the relevant legislation either within the relevant budget or reprioritising within their service budgets. If this is not possible and under-spending management action or policy actions in other service areas are not sufficient to cover the additional demand, then the minimum level of balances may have to be used to temporarily address the additional expenditure.

Such an eventuality has been considered in future years' budgets and it is assumed that general fund balances would need to be restored to at least the minimum prudent level in the following year.

2. The treatment of inflation and interest rates.

Inflation has not been centrally provided for in 2016/17 and the Medium Term Financial Plan. Services are required to manage inflation pressures within their budgets through procurement efficiencies and all providers of public services are expected to contribute to the management of the reductions in Government funding.

The risk that Council income will be less than budgeted due to economic problems has been factored in where possible when calculating service budgets and contingencies. Specific fees and charges are set at levels where increases can be achieved without damaging services to residents, nor significantly reducing demand. Council tax collection levels have been adjusted to take into account the local council tax support system based on actual collection since 2013/14. The 2016/17 collection estimate is projected over the life of the MTFP as achievable and will continue to be closely monitored to ensure collection estimates used are achievable.

Interest rates for 2016/17 have been assumed at 0.5% for temporary investment. Most of the Council's debt is long term with fixed interest rates, with 3.5% assumed for any long term new borrowing resulting from the draft Capital Programme. The revenue financing costs for the approved Capital Programme are provided for in the draft revenue budget.

3. Estimates of the level and timing of capital receipts.

In the short term, unapplied capital receipts are treated as general cash balances. Capital receipts are used in the long term to finance new capital investment. Delays in capital receipts may add to short term borrowing costs but current low interest rates mean this is a small risk to the Council's financial standing at present. This risk will increase in future where major projects are to be financed by disposal of the land involved.

4. The treatment of efficiency savings/ productivity gains.

All service managers have a responsibility to ensure the efficient delivery of services and when efficiency savings are proposed that those savings are both realistic in terms of the level of savings and timing. Should the level and timing of such savings vary due to unforeseen events and under-spending, management action or policy actions within the relevant department and corporately if appropriate, will be implemented.

5. The financial risks inherent in any significant new funding partnerships, major outsourcing deals or major capital developments.

The sharing of risk is in accordance with the principle of the risks being borne by the party best placed to manage that risk. Inherent risks include any guarantee or variation of service throughput (service volumes). If risks materialise they will be considered in future years' budgets and General Fund reserves restored to at least the minimum prudent level.

The Council is undertaking regeneration within the borough using commercial opportunities to increase investment and generate greater revenue income and capital receipts in the longer term. This approach involves greater risk to the Council which has been included in the risk assessment but will be refined as the schemes progress.

6. The availability of other funds and insurance to deal with major contingencies.

Besides the general budget contingency of £1m, there are also General Balances of £14m and estimated General Fund Earmarked Reserves estimated at 31<sup>st</sup> March 2016 to be £51.0m (**Appendix 7(b)**).

The minimum level of general balances assumes that management actions will be taken to address major issues that might arise. Should these be insufficient, general balances may have to be used temporarily and restored to at least their minimum prudent level or the optimal level through future budgets.

The Council's insurance arrangements are a balance between external insurance premiums and internal funds to "self-insure" some areas. External premiums are also managed by an excess payable by Enfield Council for claims received. Premiums

and self-funds are reactive to external perceptions of the risks faced by the Council which includes both risks that are generic to all organisations and those specific to the authority.

The level of the Insurance Reserve was subject to an actuarial review in 2015. At present it is judged to be adequate, the position being that estimated outstanding liabilities are covered by the balance on the Reserve.

7. The overall financial standing of the authority

In addition to the revenue spend that the Council will incur in 2016/17, it also has a Capital Programme that requires significant borrowing in 2016/17 and future years (Appendix 9). This is assessed as affordable based on key projects meeting revenue income stream and capital receipt targets, and for compensating decisions being made on other revenue costs and income to live within the overall affordability envelope set by the revenue budget. However, the Council has a large capital programme, and this will continue to put increasing pressure on the revenue budget which will require further reductions over time to services provided by the Council in order to keep the revenue budget in balance. This risk has been recognised in the adequacy of reserves assessment.

The assumed Council Tax collection rate for 2016/17 is 96.95% and is judged to be achievable. For each 1% not collected, the cost is approximately £1.0m in lost income to the Council. Legislation requires that any Collection Fund deficit be corrected through the Council Tax in the next year. The Council Tax Collection Fund is forecast to be in surplus at 31<sup>st</sup> March 2016.

The Government sets the business rates and the Valuation Office Agency determines rateable values and deals with appeals. The Council has made prudent estimates of business rates reliefs and collection levels based on recent experience. Reductions in business rates are subject to a 7.5% floor protection below which the Government will meet any shortfall. Whilst local business rates generate significant income, the 30% share attributable to Enfield reduces the risk significantly in relation to 2015/16 and future years. No assumptions have been included in this budget paper about the future plans for business rates retention and the figures are therefore based on the current system. The government is expected to consult on the proposals for business rates retention during the course of 2016.

The Collection Fund for Business Rates as at 31<sup>st</sup> March 2016 is estimated to be in deficit. This arises from back dated business rate appeals that should have been met by the Government before closing the former NNDR Pool on 31 March 2013. The level of back dated appeals should reduce in 2016/17 as a large part of the outstanding back dated appeals were settled in 2015/16.

8. The authority's track record in budget and financial management.

The Council's recent track record in budget and financial management is one of underspending. The latest revenue monitoring forecasts a departmental overspend of £1.7m in 2015/16. The Council will face increased pressure on its budget with continuing reductions in Government funding and will need to maintain its strict monitoring regime as part of its risk management approach to the budget.



The full year effect of previous decisions, demographic growth and legislative change has been identified and will continue to be identified during the budget and Medium Term Planning process.

Ultimately, financial performance relies on all budget managers actively managing their budgets and complying with financial regulations, including not committing expenditure if there is insufficient budget provision, either within individual managers' cost centres, or in the department or council more generally. In other words, the first call on any underspend is and will continue to be the council's overall financial position, which must be sustained in order to ensure the Council remains a going concern..

9. The authority's capacity to manage in-year budget pressures.

The Council has a good track record in managing in year pressures. These pressures have been identified and reported at an early stage through the monitoring process and departments have in most cases been able to identify plans to contain the cost. Specific contingent items have been identified and put aside to mitigate significant risks. For example a contingent item was set aside and subsequently allocated for the loss of income departments have experienced as a result of the economic downturn.

10. The strength of the financial information and reporting arrangements.

It is good practice to ensure that financial information and reporting arrangements are robust and can be used as a management decision making tool. To support this requirement, the Council is continuing to improve the usability of the system (SAP) for non-financial users.

The key driver for the programme is to maximise the investment made to date in SAP as a key business system. This in turn will underpin effective service delivery by exploiting additional functionality available and lead to enhanced financial and budgetary management information across the Council.

The programme consists of over a dozen projects that will help to deliver enhanced data quality and processes leading to improved management information. The following tasks were completed before the end of January,

- base salary estimates
- risk based balances calculation;
- prudential borrowing – a model was tested with advisors

**4 Risk**

It is expected that the key budget risks will be:

- Adult and children social care - demographic pressures and new statutory responsibilities, such as temporary accommodation, where increasing demand for services places considerable financial pressure on the Council's services. Action taken to date has ensured that the budget has remained in balance, but continued and concerted effort will be needed in order to maintain this equilibrium.
- Care Act 2014, Better Care Fund and Welfare Reform.

- Scope to make savings while maintaining services
- Further reductions in public expenditure and future legislation creating extra burdens that are not fully funded
- Capital programme. Managing the programme to meet deadlines within agreed allocations, income and capital receipt targets

The budget assumptions and potential changing circumstances will require forecasts for future years to be reviewed early in each financial year leading to more detailed budgets being prepared for the next financial year and the medium term during the autumn of each financial year.

## **5 Capital Budget 2016-2020**

The approved programme's revenue implications are incorporated in the MTFP and Risk Assessment. The Council's policy is to include the revenue cost of its Approved Capital Programme over the four year MTF cycle, mainly from three sources, capital receipts, grants and borrowing. New commercial schemes will increase the risk to the Council should property and financial markets not perform as expected.

The Capital Programme (Appendix 9) clearly sets out those projects where approval has already been agreed and funding fully incorporated within the Medium Term Financial Plan. However, the report includes an additional table of indicative items where further review and evaluation should be undertaken before funding is committed and built into the MTFP.

These schemes will be reviewed by officers and proposals brought forward to future Cabinet meetings for decisions on their affordability and value in the current economic climate.

The Council may consider the overall affordability of the Capital Programme in future years and may choose to "cash limit" it based on resourcing available for future years. In the meantime regular programme updates are presented to Cabinet throughout the year to inform decision making and to show progress against agreed budgets.

Risks include:

- A shortfall in capital funding (eg such as new capital grants and contributions) that would result in an increased need to borrow or delay schemes.
- Risk of the economy faltering resulting in housing market falls and reduction in land and asset values resulting in lower income and capital receipts than planned which may affect the viability of the commercial elements of the capital programme.
- The ability of the Council to fully deliver the programme within the agreed timescales and resultant unplanned cost of delays

The Council's Capital Programme set out elsewhere in this report. All the various major capital projects require clear business cases to be completed including a full assessment of affordability and management of risk at each major stage before they are progressed.

## 6 Adequacy of the level of General Balances

Under the 2003 Act, the Secretary of State has reserve powers to set a minimum level of reserves. The most likely use of this power is where an authority is running down its reserves against the advice of their Chief Financial Officer.

Determining the appropriate levels of reserves is not a precise science or a formula e.g. a percentage of the Council's budget. It is the Council's "safety net" for unforeseen or other circumstances and must last the lifetime of the Council unless contributions are made from future years' revenue budgets. The minimum level of balances cannot be judged merely against the current risks facing the Council as these can and will change over time.

Determining the appropriate levels of balances is a professional judgement based on local circumstances including the overall budget size, risks, robustness of budgets, major initiatives being undertaken, budget assumptions, other earmarked reserves and provisions, and the Council's track record in budget management.

The table below brings together the risk quantification, the current level of General Fund balances and the value of specific reserves as yet not committed and which could be available to temporarily meet unplanned costs. The summary indicates that the Council has sufficient funds available to meet one-off expenditure in the short term based on the likely cost if the risks materialised. In the longer term reserves and the statistical risk are only just matched. The Council will need to monitor this position and look to increase reserves or reduce risks if possible.

<b>MTFP Risk summary (Excluding Schools &amp; HRA)</b>	<b>Likely £m</b>
Risk Evaluation (appendix 8(b), column 5)	8.606
Estimated General Fund Balance at 31 March 2014	(13.996)
Forecast Reserves uncommitted (Appendix 7(b))	(14.106)
2015/16 latest forecast outturn	1.700
<b>MTFP Resources to risks at 31 March 2016</b>	<b>(17.796)</b>
Future risks if not addressed in 2016/17 MTFP	17.775
<b>MTFP Resources Shortfall to risks in longer term</b>	<b>(0.021)</b>

It should be noted that the consequences of not keeping a minimum prudent level of balances can be serious. **Appendix 8(b)** identifies total risks significantly in excess of the balances and reserves shown above and whilst this scenario would never arise, in the event of a major problem or a series of events, the Council might run a serious risk of a deficit or of being forced to cut spending during the year in a damaging and arbitrary way.

Any drawing from balances to meet non-budgeted expenditure or loss of income has to be made good in the following year's base budget, which would compound the risks in that year and weaken the Council's financial standing should the minimum level be breached.

## 7. External Auditor's Review of the Council's arrangements for securing financial resilience.

As part of the external auditor's work on Value for Money, an annual review is undertaken to determine if the Council has proper arrangements in place for securing financial resilience. The review looked at:

- Key indicators of financial performance
- Its approach to strategic financial planning
- Its approach to financial governance: and
- Its approach to financial control
- The report concluded that all areas were assessed as 'green' with no cause for concern and that the Council has adequate arrangements in place for achieving financial resilience. However, the following recommendations are important to the financial standing of the Council:
  - To continue to ensure that the arrangements in place to support financial planning remain comprehensive and robust.
  - To continue to monitor and maintain adequate and appropriate levels of reserves.
  - To ensure value for money and where possible, take action to monitor and take action on costs through the transformation programme and service reviews

Whilst the Council continues to receive overall good ratings from the external auditor, two key points should be borne in mind. First, the scale of these financial resilience reviews are now lighter than previously and, therefore, cannot examine in as much detail as before. This means that greater reliance necessarily needs to be placed on the advice of the Council's s151 officer. Second, for the first time, Enfield received an "Amber" rating for its long term financial sustainability. This is not unusual – Grant Thornton have given this rating to many of the local authorities they audit in this latest round of reviews – but it serves to underline the need to maintain and strengthen financial management in the Council, and to take prompt and possibly difficult decisions in order to manage costs over the long run.

## 8. Conclusions, Statutory Advice and Guidance of the S151 Officer

The continuing reduction in public spending and growing demand for services requires the Council to ensure its financial planning is robust. The National Audit Office (NAO) has warned in its first assessment of the sector's financial robustness that the government must establish mechanisms for dealing with "widespread financial failure" in local authorities. The report stated that Whitehall was failing to understand the combined effects of its policy reforms on councils' finances. Despite councils having "generally coped well" with the significant cuts made to their budgets, the NAO's Head warned that councils would struggle to absorb further cuts over the next two years without reducing services.

The 2015 Spending Review confirmed the continuation of reduction in local government funding until 2020, and at that point, the funding mechanism for local government is expected to change dramatically. The Council's medium term financial

planning process recognises this and has identified that in excess of £70m of savings will be needed between 2016/17 and 2019/20 to balance the budget. This is clearly a significant challenge given the extent of efficiencies that have already been identified over the last four years. By agreeing to this budget and MTFS, the council will balance its budget over the next 2 years, and provide adequate preparation and planning time in order to make what are expected to be complex and difficult decisions in 2019/20. By doing this, Enfield will continue to remain a successful, high performing Council, delivering high quality services across the borough, whilst driving forward improvements in our local communities and acting as a first choice employer for many local people.

Taking account of all the above considerations, the Director of Finance, Resources & Customer Services is of the view that the 2016-17 budget is robust.

In the light of the risks facing the authority, the Director of Finance, Resources & Customer Services recommends that the General Fund balance is maintained at £14m and that this recommendation is taken into account when determining the level of transfers to and from reserves in the 2015/16 revenue outturn.

**ADEQUACY OF RESERVES: RISK EVALUATION 2016/17**

Appendix 8(b)

Probability	Grade	Range	% Used
High	A	>80%	100.0%
Probable	B	60%-80%	75.0%
Possible	C	30%-60%	40.0%
Low	D	<30%	15.0%

1	Risk Period 2	Risk Cost 3	Risk Level 4	Risk Assessed Impact Profiled				Total Assessed Risk 9
				2015/16	2016/17	2017/18	2018/19	
				5	6	7	8	
		£'000		£'000	£'000	£'000	£'000	£'000
<b>General Fund Revenue</b>								
Inflation. No provision for service inflation which must be contained by service savings. 2% risk assumption	pa	8,000	D	300	300	300	300	1,200
National pay awards	p.a. 2016/17 onwards	6,000	D	225	225	225	225	900
Reduction in Income / Non-Payment	One-off	1,000	D	150	0	0	0	150
Non-Achievement of Service Savings 2016/17	Total	24,000	D	900	900	900	900	3,600
Severance relating to efficiency savings	Total	6,000	A	3,000	1,500	1,500	0	6,000
Non-Achievement of Enfield 2017 Savings 2015/19	Total	14,000	D	525	525	675	0	1,725
Localisation of Council Tax support. Non collection of former benefit debt and increase in caseload	One-off	500	D	75	0	0	0	75
Temporary Accommodation Costs exceed budget provision following welfare reform changes	One-off	4,000	C	400	400	400	400	1,600
Business rates reduction Government safety net threshold	One-off	4,709	D	706	0	0	0	706
VAT Exemption Limit	One-off	2,800	D	420	0	0	0	420
Bellwin Scheme (2013/14 threshold)	One-off	1,032	D	155	0	0	0	155
Demographics	One-off	4,000	D	150	150	150	150	600
Litigation costs	One-off	2,000	D	300	0	0	0	300
North London Waste Authority Levy - increased costs	One-off	1,000	D	0	150	0	0	150
NHS Rates Mandatory Rate Relief Appeal	One-off	2,500	C	1,000	0	0	0	1,000
<b>Capital (Revenue Implications)</b>								
Capital Financing Revenue Cost of shortfall in General Resources @ £5m @ 7.5%pa	One-off	375	C	150	0	0	0	150
Major Regeneration and Development Schemes	One-off	0	D	0	0	3,750	3,750	7,500
Capital project overspend of £5m	One-off	375	C	150	0	0	0	150
<b>General Fund Total</b>		<b>82,291</b>		<b>8,606</b>	<b>4,150</b>	<b>7,900</b>	<b>5,725</b>	<b>26,381</b>

## Appendix 9

### Capital Programme 2015/16 to 2019/20

#### Background

As in 2015/16, the capital programme is split into blocks as follows:

1. **Approved schemes** that are supported by business cases, have been through the necessary governance and reported to Cabinet or Council for funding in accordance with Financial Regulations. The associated capital financing costs are built into the Medium Term Financial Plan.
2. **Indicative schemes** (especially in later years) still require detailed business cases so that the schemes and funding can be agreed in accordance with Financial Regulations. Schemes where grant allocations are anticipated but not yet certain are also included here.

The Capital Programme table shows detailed estimates of the financing for the schemes. The Council funds capital expenditure by:

- Government grants
- Capital receipts
- Developer contributions (including S106 and in the future the community Infrastructure Levy (CIL))
- Borrowing

These methods are set out in more detail later in this appendix. The reductions in public expenditure means that the Council cannot rely solely upon these funding streams to meet the capital investment needs of the Council, especially in respect of regeneration. The Council continues to seek external support to replace the greatly reduced public funding available to councils. The Council has agreed to undertake commercial projects using wholly owned Council companies to acquire assets for housing and regeneration that can fund the necessary borrowing either by selling acquired assets at a profit or using annual income flows to meet capital financing costs such as interest and provision for debt repayment.

#### Capital Programme and Financing 2015/16 to 2019/20

The tables included in this Appendix are:

##### **Table**

- A** This is the **summary of the capital programme and financing** by department split between approved and indicative schemes as explained above.
- B** These tables analyse the proposed method to repay borrowing. This is broken down as follows:
  - **Minimum revenue provision.** General Fund borrowing will be repaid over the life of the asset along with interest and is provided for in the annual budget as part of Corporate Expenses.

- **Council Owned Companies** - Income Generation. This covers schemes involving Housing Gateway and the Lee Valley heat Network. Investment in the project via Council owned companies will involve financing by borrowing. The companies will finance the borrowing from the income generated by trading which will be returned to the Council to meet capital financing costs including interest and the provision for the repayment of debt.
- **Regeneration Land Development.** This includes Meridian Water where the Council will acquire and dispose of land following development. Financing costs will repaid from the receipts from disposal thereby reducing revenue financing cost pressures.

**C** This sets out the **detailed programme schemes and funding** as summarised in Table A.

Appendix 4 sets out the **Prudential Indicators** resulting from the **Approved Capital Programme**. The Indicative Programme is not yet included in the indicators as detailed funding and scheme proposals have not been agreed and approved.

## **Capital Financing Resources**

### **General Fund Borrowing**

The Council makes decisions on the level of borrowing, in the context of the Prudential Code criteria set out in the Treasury Management Strategy. The Government no longer provides revenue support for new borrowing, only capital grants.

### **Capital Grants**

The Council has already been notified of the amounts involved of many of the grant allocations that can be expected to be received in 2016/17. It is possible that additional capital grant allocations may be announced for 2016/17 onwards, but it is unknown as to whether the funding would be earmarked for spending on specific Government rather than local priorities. Should any further grant allocations become available during 2016/17, information will be included in the quarterly capital monitoring reports to Cabinet.

The Council receives highways capital funding via Transport for London (TfL) as the London strategic highways authority rather than the Highways Agency. This funding is used to support the Council's highways improvement programme.

### **Capital Receipts**

The Council estimates that new capital receipts of £4m pa will be generated in 2016/17 and 2017/18. Future capital receipts depend on decisions about existing assets and on detailed reviews where the sale of underperforming assets could be set against the improvement of other more valued facilities. Following the recent Government announcement allowing the use of capital receipts to fund the revenue costs of saving efficiency programmes, the Council is being asked to set



new capital receipts aside for revenue purposes rather than the capital programme.

The Council is undertaking alternative methods of capital investment including the use of wholly owned Council Private Companies to both regenerate areas of Enfield whilst also generating profits that can be used to increase the Council's resources for capital investment within the borough. This approach also takes into account the current uncertain economic circumstances and that it may be necessary to take a longer term view on the timing of disposals to achieve the best possible level of capital receipts.

### **Section 106 Agreements**

A Section 106 Agreement is a legal agreement between the Council and a developer under Section 106 of the 1990 Town and Country Planning Act, or a unilateral undertaking by the developer, to ensure that certain extra works related to a development are undertaken. The Council can enter into a Section 106 Agreement, otherwise known as a 'planning obligation', with a developer where it is necessary to provide contributions to offset negative impacts caused by construction and development. Examples of such contributions range from the provision of affordable homes and new open space to funding of school places or employment training schemes. The developer will either implement these or make payments to the council for them to be carried out. The s106 agreements generally contain several of these elements and the responsibility of managing the expenditure is split across the relevant departments. The majority of S106 agreements are usually very specific about what and where the monies can be spent. The Community Infrastructure Levy (explained below) is taking over but S106 will remain in a reduced form.

### **Community Infrastructure Levy (CIL)**

CIL is a new standard developer charge that local authorities can apply in their area. Monies collected from CIL will help to fund essential infrastructure needed to support planned growth in the Borough such as transport improvements. In October 2014, the Council approved the CIL Draft Charging Schedule for a six week public consultation and subsequent submission to the Secretary of State for Examination. This consultation was extended to enable all agents and developers working in the borough the opportunity to comment on the proposals for CIL charging. Once agreed, the CIL charge will be implemented and it's financing of the capital programme determined and reported to Cabinet as part of quarterly capital monitoring.

As stated above, the Council currently seeks developer contributions via a Section 106 (S106) agreement and the requirements for this are set out in the S106 Supplementary Planning Document (SPD) adopted in November 2011. For the introduction of an Enfield CIL the S106 SPD is now revised to take account of CIL as well as changes to national planning policy, particularly guidance relating to contributions on small housing sites.

The Draft CIL Charging Schedule has now been approved. Enfield Council will formally adopt the Charging Schedule in Spring 2016. Once adopted, rates within

the CIL Charging Schedule will be used to calculate developer contributions for CIL liable developments.

### **General Fund Capital Reserve**

The Council has maintained a capital reserve to support the Capital Programme in recent years. After 31 March 2016 the reserve will be exhausted if no further contributions to the fund can be identified in 2015/16.

### **Vehicle Replacement Fund**

The Council operates an investment fund for the replacement of vehicles and equipment. This is built up from repayments from revenue over the life of the vehicles.

Table A: Approved Capital Programme Schemes	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2018/19 £'000	Total £'000	Financing					Total £'000
							Grants £'000	Capital Receipts £'000	Revenue £'000	S106 / CIL £'000	General Resource £'000	
Schools & Children's Services	31,131	50,498	31,160	13,409	7,843	134,041	89,561	2,416	18,322	1,551	22,191	134,041
Regeneration & Environment:												
Environment	25,571	40,905	12,611	5,163	588	84,838	38,774	0	10,506	209	35,349	84,838
Regeneration	72,549	70,900	45,730	35,590	18,370	243,139	10,403	38,740	14,735	398	178,863	243,139
Housing, Health & Adult Social Care:												
Housing Grants	3,026	2,574	0	0	0	5,600	2,626	0	600	0	2,374	5,600
Affordable Housing	2990	2100	0	0	0	5090	0	0	0	0	5090	5090
Housing Gateway	25,333	20,000	20,000	20,000	-	85,333	0	0	0	0	85,333	85,333
Adult Social Care	4606	7020	342	684	0	12652	1772	0	0	0	10880	12652
Corporate												
Libraries, Leisure and Culture	3471	3300	1250	0	0	8021	0	0	2496	0	5525	8021
Enfield 2017 & Other IT Investment	14,173	2,150	0	0	0	16,323	0	0	501	0	15,822	16,323
Other Property Schemes	1488	15848	15208	0	0	32544	0	0	0	0	32544	32544
<b>General Fund Programme</b>	<b>184,338</b>	<b>215,295</b>	<b>126,301</b>	<b>74,846</b>	<b>26,801</b>	<b>627,581</b>	<b>143,136</b>	<b>41,156</b>	<b>47,160</b>	<b>2,158</b>	<b>393,971</b>	<b>627,581</b>
Housing Revenue Account	55,817	46,297	50,949	60,046	44,052	257,161	4,831	76,699	147,238	2,000	26,393	257,161
<b>Approved Capital Programme</b>	<b>240,155</b>	<b>261,592</b>	<b>177,250</b>	<b>134,892</b>	<b>70,853</b>	<b>884,742</b>	<b>147,967</b>	<b>117,855</b>	<b>194,398</b>	<b>4,158</b>	<b>420,364</b>	<b>884,742</b>

Table B: Financing of Borrowing	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2018/19 £'000	Total £'000
<b>Loan Repayment</b>						
Minimum Revenue Provision	50,192	46,310	16,391	14,409	0	127,302
Council Owned Company: Income Generation	27,602	35,848	35,208	20,000	0	118,658
Regeneration & Land Development	62,081	49,370	23,630	12,930	0	148,011
<b>General Fund Programme Loan</b>	<b>139,875</b>	<b>131,528</b>	<b>75,229</b>	<b>47,339</b>	<b>0</b>	<b>393,971</b>

Table c: 4 Year Programme							Capital Programme Budget				Total Earmarked Funding				General Resources by Years					Total Funding £'000
APPROVED PROGRAMME	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	Total 16-17 to 19-20 £000	Capital Grants £'000	Capital Receipts £'000	Revenue & MRR £'000	S106 & CIL £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000					
<b>Environment &amp; Regeneration</b>																				
Transport for London funding:																				
Major Schemes	1,650	3,178	-	-	-	4,828	4,828	0	0	0	0	0	0	0	0	4,828				
Cycle Enfield 2015/16	1,913	17,563	9,281	543	-	29,300	29,300	0	0	0	0	0	0	0	0	29,300				
Highways & Streetscene Programme	3,114	-	-	-	-	3,114	3,114	0	0	0	0	0	0	0	0	3,114				
Corridor Improvements - Hertford Rd	-	1,619	-	-	-	1,619	0	0	0	0	9,513	7,646	0	0	0	18,053				
Environmental Protection	178	-	-	-	-	178	0	0	0	0	0	0	0	0	0	178				
Community Safety	462	160	-	-	-	622	0	0	309	0	153	160	0	0	0	622				
Waste & Recycling	390	466	-	-	-	856	0	0	100	0	290	466	0	0	0	856				
Parks	2,382	1,490	1,053	-	-	4,925	875	0	0	62	1,445	1,490	1,053	0	0	4,925				
Vehicle Replacement Programme	48	4,358	343	4,620	588	9,957	0	0	9,957	0	0	0	0	0	0	9,957				
Parking	50	-	-	-	-	50	0	0	50	0	0	0	0	0	0	50				
Building Improvement Programme (BIP)	1,342	1,455	-	-	-	2,797	0	0	0	0	1,342	1,455	0	0	0	2,797				
Civic Centre (BIP)	3,280	2,770	1,934	-	-	7,984	0	0	0	0	3,280	2,770	1,934	0	0	7,984				
Disability Access Programme	355	200	-	-	-	555	0	0	0	0	355	200	0	0	0	555				
Regeneration:																				
Meridian Water	63,226	60,290	37,070	28,190	18,370	207,146	8,831	38,740	14,560	314	62,081	47,690	22,400	12,530	0	207,146				
Meridian Water Hinterland	-	1,680	1,230	400	-	3,310	0	0	0	0	0	1,680	1,230	400	0	3,310				
Ponders End	16	6,080	2,430	3,500	-	12,026	0	0	0	0	16	6,080	2,430	3,500	0	12,026				
Electric Quarter	7,146	-	-	-	-	7,146	933	0	0	0	6,213	0	0	0	0	7,146				
New Southgate	4	-	500	500	-	1,004	0	0	0	0	4	0	500	500	0	1,004				
Edmonton Green	-	-	2,000	2,000	-	4,000	0	0	0	0	0	0	2,000	2,000	0	4,000				
Enfield Town	-	-	1,000	1,000	-	2,000	0	0	0	0	0	0	1,000	1,000	0	2,000				
Angel Edmonton	50	-	-	-	-	50	0	0	0	0	50	0	0	0	0	50				
Market Gardening	80	2,169	1,500	-	-	3,749	0	0	0	0	80	2,169	1,500	0	0	3,749				
Lea Valley Heat Network	1,464	-	-	-	-	1,464	0	0	95	0	1,369	0	0	0	0	1,464				
Broomfield House	150	180	-	-	-	330	179	0	0	0	0	151	0	0	0	330				
The Crescent - Edmonton	290	-	-	-	-	290	0	0	0	0	290	0	0	0	0	290				
Business & Economic Development/Regeneration	123	501	-	-	-	624	460	0	80	84	0	0	0	0	0	624				
<b>REGENERATION &amp; ENVIRONMENT</b>	<b>98,120</b>	<b>111,805</b>	<b>58,341</b>	<b>40,753</b>	<b>18,958</b>	<b>327,977</b>	<b>49,177</b>	<b>38,740</b>	<b>25,241</b>	<b>607</b>	<b>86,659</b>	<b>73,576</b>	<b>34,047</b>	<b>19,930</b>	<b>-</b>	<b>327,977</b>				
<b>Corporate Schemes</b>																				
Southgate Town Hall & Library Enabling Works	86	-	-	-	-	86	0	0	0	0	86	0	0	0	0	86				
Residents Priority Fund	439	-	-	-	-	439	0	0	0	0	439	0	0	0	0	439				
Community Libraries	200	800	-	-	-	1,000	0	0	0	0	200	800	0	0	0	1,000				
Edmonton Green Library	250	2,500	1,250	-	-	4,000	0	0	0	0	250	2,500	1,250	0	0	4,000				
Palmer's Green & Enfield Library	2,342	-	-	-	-	2,342	0	0	2,342	0	0	0	0	0	0	2,342				
Leisure	5	-	-	-	-	5	0	0	5	0	0	0	0	0	0	5				
Culture	149	-	-	-	-	149	0	0	149	0	0	0	0	0	0	149				
IT Work Plan	1,273	-	-	-	-	1,273	0	0	485	0	788	0	0	0	0	1,273				
Enfield 2017	12,900	2,150	-	-	-	15,050	0	0	16	0	12,884	2,150	0	0	0	15,050				
Bury Street Depot Redevelopment	900	15,848	15,208	-	-	31,956	0	0	0	0	900	15,848	15,208	0	0	31,956				
Joint Service Centre	588	-	-	-	-	588	0	0	0	0	588	0	0	0	0	588				
<b>FRCS / CE TOTAL</b>	<b>19,132</b>	<b>21,298</b>	<b>16,458</b>	<b>-</b>	<b>-</b>	<b>56,888</b>	<b>-</b>	<b>-</b>	<b>2,997</b>	<b>-</b>	<b>16,135</b>	<b>21,298</b>	<b>16,458</b>	<b>-</b>	<b>-</b>	<b>56,888</b>				

4 Year Programme							Capital Programme Budget				Total Earmarked Funding				General Resources by Years					Total Funding £'000
APPROVED PROGRAMME	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	Total 16-17 to 19-20 £000	Capital Grants £'000	Capital Receipts £'000	Revenue & MRR £'000	S106 & CIL £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 Onwards £'000					
<b>Health, Housing &amp; Adult Social Care</b>																				
<b>Housing</b>																				
Disabled Facilities Grant (£1.156m grant funded)	2,159	1,156	-	-	-	3,315	2,501	0	0	0	814	0	0	0	0	3,315				
Sub Regional Housing Grants	262	100	-	-	-	362	125	0	100	0	37	100	0	0	0	362				
Housing Assistance Grants	605	1,318	-	-	-	1,923	0	0	500	0	605	818	0	0	0	1,923				
Affordable Housing	2,990	2,100	-	-	-	5,090	0	0	0	0	2,990	2,100	0	0	0	5,090				
Housing Gateway	25,333	20,000	20,000	20,000	-	85,333	0	0	0	0	25,333	20,000	20,000	20,000	0	85,333				
<b>Adult Social Care</b>																				
Residential and Social Care Provision - Elizabeth House	4,306	6,574	-	-	-	10,880	0	0	0	0	4,306	6,574	0	0	0	10,880				
New Options	150	-	-	-	-	150	150	0	0	0	0	0	0	0	0	150				
Mental Health and Wellbeing Centre	150	446	342	684	-	1,622	1,622	0	0	0	0	0	0	0	0	1,622				
<b>HHASC TOTAL</b>	<b>35,955</b>	<b>31,694</b>	<b>20,342</b>	<b>20,684</b>	<b>-</b>	<b>108,675</b>	<b>4,398</b>	<b>-</b>	<b>600</b>	<b>-</b>	<b>34,085</b>	<b>29,592</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>108,675</b>				
<b>Schools &amp; Children's Services</b>																				
Schools Access Initiative	265	330	-	-	-	595	595	0	0	0	0	0	0	0	0	595				
Target Capital - Special Needs	754	6,814	2,598	-	-	10,166	7,285	876	0	0	0	0	2,005	0	0	10,166				
Childrens Centres	777	-	-	-	-	777	686	0	91	0	0	0	0	0	0	777				
Targeted Capital - School Meals Programme	1,686	3,509	2,872	-	-	8,067	8,067	0	0	0	0	0	0	0	0	8,067				
Schools Condition Funding	2,093	13,041	5,300	-	-	20,434	20,434	0	0	0	0	0	0	0	0	20,434				
Basic Need - Primary School Places	1,456	-	-	-	-	1,456	900	0	173	0	383	0	0	0	0	1,456				
Primary Expansion Plan Phase 1	3,749	-	-	-	-	3,749	2,167	0	352	569	661	0	0	0	0	3,749				
Primary Expansion Plan Phase 2 - Grange School	1,026	-	-	-	-	1,026	726	0	0	0	300	0	0	0	0	1,026				
Primary Expansion Plan Phase 2 - Garfield School	7,225	1,875	-	-	-	9,100	5,327	1,540	0	884	940	409	0	0	0	9,100				
Primary Expansion Plan Phase 2 - Chase Farm	600	6,621	-	-	1,843	9,064	9,064	0	0	0	0	0	0	0	0	9,064				
Primary Expansion Plan Phase 2	3,833	5,065	14,190	7,409	-	30,497	20,185	0	0	98	0	86	2,719	7,409	0	30,497				
Minchenden School (Upper Autism)	565	6,500	-	-	-	7,125	0	0	0	0	565	6,560	0	0	0	7,125				
Secondary Schools	95	-	-	-	-	95	0	0	0	0	95	0	0	0	0	95				
Fire Precaution Works	955	576	200	-	-	1,731	1,625	0	106	0	0	0	0	0	0	1,731				
Non School Schemes	52	107	-	-	-	159	0	0	100	0	52	7	0	0	0	159				
<b>Programme before Devolved Funding</b>	<b>25,131</b>	<b>44,498</b>	<b>25,160</b>	<b>7,409</b>	<b>1,843</b>	<b>104,041</b>	<b>77,061</b>	<b>2,416</b>	<b>822</b>	<b>1,551</b>	<b>2,996</b>	<b>7,062</b>	<b>4,724</b>	<b>7,409</b>	<b>-</b>	<b>104,041</b>				
Devolved Schools Capital Schemes	6,000	6,000	6,000	6,000	6,000	30,000	12,500	0	17,500	0	0	0	0	0	0	30,000				
<b>SCS TOTAL</b>	<b>31,131</b>	<b>50,498</b>	<b>31,160</b>	<b>13,409</b>	<b>7,843</b>	<b>134,041</b>	<b>89,561</b>	<b>2,416</b>	<b>18,322</b>	<b>1,551</b>	<b>2,996</b>	<b>7,062</b>	<b>4,724</b>	<b>7,409</b>	<b>-</b>	<b>134,041</b>				
<b>TOTAL GENERAL FUND</b>	<b>184,338</b>	<b>215,295</b>	<b>126,301</b>	<b>74,846</b>	<b>26,801</b>	<b>627,581</b>	<b>143,136</b>	<b>41,156</b>	<b>47,160</b>	<b>2,158</b>	<b>139,875</b>	<b>131,528</b>	<b>75,229</b>	<b>47,339</b>	<b>-</b>	<b>627,581</b>				
<b>Housing Revenue Account</b>																				
Major Works to the Stock	39,565	24,512	22,314	17,994	17,502	121,887														
Estate Renewal Schemes	15,152	14,245	17,449	17,479	13,835	78,160														
Non- Estate Renewal RTB projects match funded with HRA resources		6,540	3,402	19,573	10,715	40,230	4,831	76,699	147,238	2,000	0	0	0	14,407	11,986	257,161				
RTB projects match funded outside of the HRA		-	7,784	5,000	2,000	14,784														
Grants to Vacate	1,100	1,000	-	-	-	2,100														
<b>HRA TOTAL</b>	<b>55,817</b>	<b>46,297</b>	<b>50,949</b>	<b>60,046</b>	<b>44,052</b>	<b>257,161</b>	<b>4,831</b>	<b>76,699</b>	<b>147,238</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,407</b>	<b>11,986</b>	<b>257,161</b>				
<b>APPROVED CAPITAL PROGRAMME</b>	<b>240,155</b>	<b>261,592</b>	<b>177,250</b>	<b>134,892</b>	<b>70,853</b>	<b>884,742</b>	<b>147,967</b>	<b>117,855</b>	<b>194,398</b>	<b>4,158</b>	<b>139,875</b>	<b>131,528</b>	<b>75,229</b>	<b>61,746</b>	<b>11,986</b>	<b>884,742</b>				

INDICATIVE PROGRAMME	Capital Programme Budget					Total £000	Total Earmarked Funding				General Resources by Years					Total £010
	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000			Capital Grants £'000	Capital Receipts £'000	Revenue & MRR £'000	S106 & CIL £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 Onwards £'000	
<b>Environment &amp; Regeneration</b>																
TFL						-										
Future Years	-	-	3,178	3,178	3,178	9,534	9,534									
Highways & Streetscene:			7,450	8,450	8,450	24,350						7,450	8,450	8,450	24,350	
Waste & Recycling	-	-	18	-	-	18						18			18	
Building Improvement Programme (BIP)	-	-	1,500	1,500	1,500	4,500						1,500	1,500	1,500	4,500	
Disability Access Programme	-	-	200	200	200	600						200	200	200	600	
<b>Regeneration:</b>																
Lea Valley Heat Network	-	-	23,172	-	-	23,172						23,172			23,172	
<b>REGENERATION &amp; ENVIRONMENT</b>	-	-	35,518	13,328	13,328	62,174	9,534	-	-	-	-	32,340	10,150	10,150	62,174	
<b>Health, Housing &amp; Adult Social Care</b>																
<b>Housing</b>																
Disabled Facilities Grant	1,000	844	2,000	2,000	2,000	7,844	0	0	0	0	1,000	844	2,000	2,000	2,000	
Housing Assistance Grants	1,200	-	818	818	818	3,654	0	0	0	0	1,200	0	818	818	818	
Affordable Housing	2,529	2,529	2,100	2,100	2,100	11,358	0	0	0	0	2,529	2,529	2,100	2,100	2,100	
<b>Adult Social Care</b>																
Welfare Adaptations	100	100	100	100	100	500	0	0	0	0	100	100	100	100	100	
<b>HHASC TOTAL</b>	4,829	3,473	5,018	5,018	5,018	23,356	-	-	-	-	4,829	3,473	5,018	5,018	5,018	
<b>Schools &amp; Children's Services</b>																
Schools Access Initiative	-	-	250	250	250	750	750	0	0	0	0	0	0	0	0	
Schools Condition Funding	-	-	2,850	4,483	4,483	11,816	11,816	0	0	0	0	0	0	0	0	
School Expansion Plan Phase 2				13,000	13,000	26,000	26,000									
Fire Precaution Works	-	-	267	500	500	1,267	1,267	0	0	0	0	0	0	0	0	
<b>SCS TOTAL</b>	-	-	3,367	18,233	18,233	39,833	39,833	-	-	-	-	-	-	-	-	
<b>GENERAL FUND INDICATIVE</b>	4,829	3,473	43,903	36,579	36,579	125,363	49,367	-	-	-	4,829	3,473	37,358	15,168	15,168	
<b>TOTAL INDICATIVE PROGRAMME</b>	4,829	3,473	43,903	36,579	36,579	125,363	49,367	-	-	-	4,829	3,473	37,358	15,168	15,168	

## STATUTORY CALCULATIONS AND RESOLUTIONS

The calculation of the Council's Council Tax Requirement is governed by the Local Government Finance Act 1992 (the Act) as amended by the Localism Act 2011.

Subject to Members agreeing the budget in this report, the following formal resolutions will need to be considered by Council:

- 1) it be noted that at its meeting on 28<sup>th</sup> January 2016, Council agreed the number of as its Council Tax base for 2015/16, in accordance with the Local Authorities (Calculation of Tax base) Regulations.
- 2) the following amounts be now calculated by the Council for the year 2016/17 in accordance with Section 31 to 36 of the Act as amended:

- (a) **£x,xxx,xxx,xxx** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act (**gross revenue expenditure**),
- (b) **£xxx,xxx,xxx** being the aggregate of the amounts, which the Council estimates for items set out in section 31A(3) of the Act (**revenue income including government grants**),.
- (c) **£107,915,000** being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above (**net revenue expenditure**), calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year.
- (d) **£ 1,144.17** being the amount at (c) above, all divided by the Council Tax base of **94,317** (1 above) calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of Council Tax for the year 2016/17.

Gross and Net figures to be provided for Council

(e)

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	762.78
B	7/9	889.91
C	8/9	1017.04
D	9/9	1144.17
E	11/9	1398.43
F	13/9	1652.69
G	15/9	1906.95
H	18/9	2288.34

being the amounts given by multiplying the amount at (d) above by the number which, in proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by

### STATUTORY CALCULATIONS AND RESOLUTIONS

the Council in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands;

- f) it will be noted that, for the year 2016/17, the Greater London Authority (GLA) has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below:

<b>Valuation Band</b>	<b>Proportion in relation to Band D</b>	<b>GLA £</b>
A	6/9	184.00
B	7/9	214.67
C	8/9	245.33
D	9/9	276.00
E	11/9	337.33
F	13/9	398.67
G	15/9	460.00
H	18/9	552.00

- g) having calculated the aggregate amount in each case of the amounts at 2(e) and (f) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, sets the following amounts as the amounts of Council Tax for the year 2016/17 for each of the categories of dwellings shown below:

<b>Valuation Band</b>	<b>Proportion in relation to Band D</b>	<b>Total £</b>
A	6/9	946.78
B	7/9	1104.58
C	8/9	1262.37
D	9/9	1420.17
E	11/9	1735.76
F	13/9	2051.36
G	15/9	2366.95
H	18/9	2840.34



**STATUTORY CALCULATIONS AND RESOLUTIONS**

- 3) The Referendums Relating to Council Tax Increases (Principles) (England) Report 2015/16 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2016/17.

The Council hereby determines that its relevant basic amount of council tax for the financial year 2016/17 for the London Borough of Enfield element of the Council Tax, is not excessive.

<b>Adult Social Care Proposed Charges, Allowance &amp; Disregards</b>				
	<b>2015/16 Charge</b>	<b>Proposed 2016/17 Charge</b>		
<b><u>Residential Care</u></b>				
LB Enfield managed Homes for Older People (maximum)	£738 per week	£759.15 per week/ £108.45 per day		
Private or Voluntary sector homes	Maximum is full cost as determined by the home	Maximum is full cost as determined by the home		
Charges for residents placed by other Local Authorities in Enfield Homes are made at the full cost of the service.				
<b><u>Community Based Services</u></b>				
<b><u>Day Services (In house) cannot currently be purchased through a direct payment</u></b>				
<b><u>Day Services provided externally will be charged at the cost of provision (TBA)</u></b>				
Physically disabled	At cost of provision	At cost of provision		
Mental Health	At cost of provision	At cost of provision		
Learning Disabilities	At cost of provision	At cost of provision		
Older People	At cost of provision	At cost of provision		
Meal contribution	£3.50	£3.60		
- Snacks at Centre	At cost of provision	At cost of provision		
Day care attendance for less than 4 hours will be charged at half the full day rate. Where clients attend a "drop in" service there is no charge as this service is usually for a brief period, e.g. 30 mins to 1 hour.				
<b><u>Transport</u></b>	Contribution determined by financial assessment - At cost of provision for full charge clients. Transport costs to be separated out from daycare costs.			
<b><u>Home Care:</u></b> Maximum (incl. Additional Support)	At cost of provision	At cost of provision		
<b><u>Brokerage of support plans</u></b> (for self-funding clients)	£250	£250		
<b><u>Emergency Card Scheme</u></b>	£1.50 per week (plus £10 set up fee and Safe and Connected costs)	£1.50 per week (plus £10 set up fee and Safe and Connected costs)		
<b><u>Blue Badge</u></b>	Administration charge (valid for up to 3 years) £10	Administration charge (valid for up to 3 years) £10		
<b><u>Supported Housing</u></b>	Charges may apply	Charges may apply		
<b><u>Respite</u></b>	A flat rate contribution for respite care for people with savings below £23,250. These are based on MIG rates minus personal allowance. As detailed below:	A flat rate contribution for respite care for people with savings below £23,250. These are based on MIG rates minus personal allowance. As detailed below:		
	<b>Age</b>	<b>Relationship status</b>	<b>Daily rate</b>	<b>Weekly rate</b>
	18-24 TBA dependent on benefit uplift	Single	£ 9.30	£ 65.10
	From 25 and under pension age TBA dependent on benefit uplift	Single	£11.45	£ 80.15

Pension age <b>TBA dependent on benefit uplift</b>	Single	£18.00	£126.00
From 18 and under pension age <b>TBA dependent on benefit uplift</b>	In a couple	£ 7.90	£ 55.30
Pension age <b>TBA dependent on benefit uplift</b>	In a couple	£12.90	£ 90.30
<b>Direct Payments</b>	Assessed as a weekly contribution in accordance with Care Act 2014 guidelines as part of a Personal Budget.		
<b>Adults Placements</b>	Assessed as a weekly contribution in accordance with Care Act 2014 guidelines. The maximum charge for placements in the private or voluntary sector is the full cost as determined by the placement.		
<b>Enablement</b>	Enablement may be provided for up to 6 weeks. There is no charge for this service.		

## APPENDIX 11

	2015/16 Charge per client	Proposed 2016/17 Charge per client
Safe & Connected Monitoring Service only	£3.50 p.w	TBA
Safe & Connected Monitoring & Response service	£5.50 p.w	TBA
Safe & Connected Monitoring & Response & Keep in Touch service	£7.50 p.w	TBA
Equipment/adaptations under £1000	Nil	Nil
For equipment/adaptations in excess of £1000, there may be a charge subject to financial assessment. For works carried out through the Disabled Facilities Grant process there may also be a charge subject to financial assessment, unless the disabled person for whom work is being completed is a child for whom child benefit is being claimed.		
Personal Expense Allowance (determined by Department of Health)	£24.90	£tba
<b>Treatment of an Individuals Capital Resources (determined by Department of Health)</b>		
(i) Capital Resources Retained	£14,250	£14,250
(ii) Income Assumed for every £250 in excess of (i) above	£1.00	£1.00
(iii) Maximum charge applies where Capital Resources exceed	£23,250	£23,250
<b>NB: The department applies the values above as determined by the Department of Health</b>		
Interest Charge for late payment	Bank of England base rate plus 1%	
Legal charge for setting up agreement	£200	£200
Property Valuation Fee	£300	£300
Land Registry Fee	£45	£45
Set up Administration costs	£325	£325
Annual Administration fee	£100	£100
Termination fee	£50	£50
Interest charges on Deferred Payment Loans	From Jan 16 – 2.15%	2.15%
<b>Disability Related Expenditure Allowances</b>		
(i) DRE applicable under a full assessment	Increase by 2.5% (rounded to nearest £0.05)	
(ii) Optional minimum flat rate (Individuals are able to request a full assessment if required)	Now subject to full DRE assessment & supporting evidence	
The minimum cost of the service for charging is set at £2.50 per week.		



Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>1</b>	<b>GIS MAPPING</b>		1						
	Colour Copying - A4			2.60	0.00	2.60	2.60	0.00	2.60
	Colour Copying - A3			4.10	0.00	4.10	4.10	0.00	4.10
	Colour Copying - A2			5.50	0.00	5.50	5.50	0.00	5.50
	Colour Copying - A1			10.50	0.00	10.50	10.60	0.00	10.60
	Colour Copying - A0			19.50	0.00	19.50	19.70	0.00	19.70
	Colour Copying - A1/A0 Glossy Paper			45.00	0.00	45.00	45.40	0.00	45.40
<b>2</b>	<b>STREET NAMING &amp; NUMBERING</b>		1						
	List of streets, places & footpaths in LBE (- Alphabetical Street Index) on hard copy or CD			48.00	0.00	48.00	48.40	0.00	48.40
	Amendments to the LSPF (annual charge)			53.30	0.00	53.30	53.80	0.00	53.80
	Postage & Packing			Standard Council charges apply			Standard Council charges apply		
	Numbering New Residential & Commercial Units – per unit			105.00	0.00	105.00	105.90	0.00	105.90
	Naming a Street – per street			280.00	0.00	280.00	282.40	0.00	282.40
	Naming a Block – per block			170.00	0.00	170.00	171.50	0.00	171.50
	Penalty for retrospective engagement with Street Naming & Numbering Process			100.00	0.00	100.00	100.90	0.00	100.90
	Provision of historical information for Street Naming & Numbering			25.00	0.00	25.00	25.20	0.00	25.20
<b>3</b>	<b>PROVISION OF INFORMATION</b>		1						
3a	PROVISION OF INFORMATION (External & Internal)								
	Mapping Work OR Technical advice per Hour			37.00	0.00	37.00	37.30	0.00	37.30
	1/2 day Map info Training (up to 3 people) Internal only			257.00	0.00	257.00	259.20	0.00	259.20
	External trading activities -Other authorities gazetteers			Price on application			Price on application		
3b	<b>ADOPTED ROAD ENQUIRIES</b>								
	Up to 3 Questions			25.00	0.00	25.00	25.20	0.00	25.20
	4 or more Questions			50.00	0.00	50.00	50.40	0.00	50.40
<b>4</b>	<b>PROVISION OF PLANNING / BUILDING CONTROL INFORMATION</b>		1						
4a	<b>COPYING / SCANNING</b>								
	A4 Sheet (includes VAT at standard rate)	V		5.10	1.00	6.10	5.17	1.03	6.20
	Extra Copy (includes VAT at standard rate)	V		0.50	0.10	0.60	0.50	0.10	0.60
	A3 Sheet			6.20	0.00	6.20	6.30	0.00	6.30
	Extra Copy			1.10	0.00	1.10	1.10	0.00	1.10
	A3 Plan			6.20	0.00	6.20	6.30	0.00	6.30
	Extra Copy			1.10	0.00	1.10	1.10	0.00	1.10
	A2 Plan			9.20	0.00	9.20	9.30	0.00	9.30
	Extra Copy			1.60	0.00	1.60	1.60	0.00	1.60
	A1 Plan			10.30	0.00	10.30	10.40	0.00	10.40
	Extra Copy			2.60	0.00	2.60	2.60	0.00	2.60
	A0 Plan			12.30	0.00	12.30	12.40	0.00	12.40
	Extra Copy			3.10	0.00	3.10	3.10	0.00	3.10
	<b>Discount for Conservation Study Groups:</b>								
	Discount for Conservation Area Study Groups - 50% reduction in fees identified in 4a								
4b	<b>Postage for letters, large letters and packets.</b>			Standard Council charges apply			Standard Council charges apply		
<b>5</b>	<b>FOOTPATH CROSSINGS &amp; PATHS ACROSS VERGES</b>		1						
	Costs associated with amending Traffic Management Orders to facilitate footway crossovers in Controlled Parking Zones			128.00	0.00	128.00	129.10	0.00	129.10
	Application for Footway Crossovers - The Local Authorities (Transport Charges) Regulation 1998. The application process includes a maximum of three site visits. The application process includes a maximum of three visits.			166.00	0.00	166.00	170.00	0.00	170.00
	<b>New:</b> Additional Site visits for approval and estimation of vehicle crossover applications. Up to half hour of officer's time per visit.			30.00	0.00	30.00	33.00	0.00	33.00
	Construction of a crossover <b>per square metre</b> in paving slabs/blocks or asphalt. Excluding existing obstructions e.g. street lighting columns, street furniture, trees or utility apparatus. <b>Note:</b> Where a footway is currently constructed in asphalt / tarmacadam a new footway crossing will only be permitted to be constructed in asphalt / tarmacadam			195.00	0.00	195.00	198.00	0.00	198.00
	Provision of a footway crossover when constructed as part of a planned footway reconstruction scheme - ( <b>20% discount</b> on full price shown above) (per square metre). <b>Note:</b> crossover specification to comply with scheme construction.			156.00	0.00	156.00	158.40	0.00	158.40
	<b>There will be no discount where it is identified that a resident is crossing the footway illegally and contributing to damage of the footway.</b>								
	Renewal of existing White line Entrance Marking on Highway			137.00	0.00	137.00	138.00	0.00	138.00
	New White line Entrance Marking on Highway			137.00	0.00	137.00	138.00	0.00	138.00
	Removal and replanting of shrub bed elsewhere in the Borough - per square metre			67.00	0.00	67.00	102.00	0.00	102.00
	Removal and replanting of grass verge elsewhere in the Borough - per square metre			60.00	0.00	60.00	88.00	0.00	88.00
	Application to request a tree removal in accordance with the tree strategy.			150.00	0.00	150.00	151.00	0.00	151.00
	Application for Heavy Duty Footway crossover - The Local Authorities (Transport Charges) Regulation 1998			820.00	0.00	820.00	827.00	0.00	827.00
	Construction and site supervision of Heavy Duty crossover excluding statutory utility diversions.			Price on Application			Price on Application		

Section Reference	Description of Fees & Charges	Service is V/T/A/B/L/E	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>6</b>	<b>PROVISION OF STREET SEATS</b>		1						
	Per seat (Estimate will be provided on request at actual contractors cost, officer time and actual cost of plaque)				Price on Application			Price on Application	
<b>7</b>	<b>PROVISION OF STREET NAME PLATES</b>		1						
	Per Street Name Plate				Price on Application			Price on Application	
	Relocation only of existing Street Name Plate for footway crossing application				Price on Application			Price on Application	
<b>8</b>	<b>TEMPORARY TRAFFIC ORDER</b>		1						
	TTO Standard Charge			1,870.00	0.00	1,870.00	1,886.00	0.00	1,886.00
	Notice Standard Charge			775.00	0.00	775.00	781.60	0.00	781.60
	A Special Event Orders - (excluding community street parties)			775.00	0.00	775.00	781.60	0.00	781.60
	<b>Enforcement of Temporary Traffic Orders - Resident &amp; Business bays, waiting and loading:</b>								
	Admin fee	V		69.00	13.80	82.80	70.00	14.00	84.00
	Cancellation charge			30.00	0.00	30.00	30.00	0.00	30.00
	Enforcement by Civil Enforcement Officer per day			70.80	0.00	70.80	71.00	0.00	71.00
	Use of removal vehicle (per removal)			200.00	0.00	200.00	202.00	0.00	202.00
	<b>Pay &amp; Display bays:</b>								
	<b>On Street:</b>								
	On street Inner Zone per day per space			15.80	0.00	15.80	16.00	0.00	16.00
	On street Outer Zone per day per space			12.60	0.00	12.60	13.00	0.00	13.00
	On street Outer Zone per day per space off peak bay			8.40	0.00	8.40	9.00	0.00	9.00
	<b>Off Street:</b>								
	Off Street Inner Zone per day per space			6.00	0.00	6.00	6.00	0.00	6.00
	Off street Outer Zone per day per space			5.00	0.00	5.00	5.00	0.00	5.00
	Please note the charges for Enforcement detailed above are separate and in addition to any charges which the applicant may incur in obtaining a Temporary Traffic Order or Street Works permits								
	<b>Road Closure for a Street Party or other Event</b>								
	Approval by the Highway authority to close a road for a street party or other event on the highway (including provision of road closure barriers by the authority)							Price on application	
	Please note a separate Licence is needed if selling food or drinks, or providing entertainment.								
<b>9</b>	<b>RETRIEVE KEYS ETC. FROM ROAD GULLIES</b>		1						
	Per occasion This service is not provided out of hours.	Note		186.00	0.00	186.00	188.00	0.00	188.00
<b>10</b>	<b>LICENCE FOR SKIPS</b>		1						
	Skip Licence - 14 days			50.00	0.00	50.00	53.00	0.00	53.00
	Continuation Licence - 14 days			30.00	0.00	30.00	35.00	0.00	35.00
<b>11</b>	<b>LICENCE FOR HOARDING/SCAFFOLDING</b>		1						
	<b>Deposit before commencement of works (refundable against damage)</b>								
	Per square metre of highway occupied by scaffold/hoarding (minimum deposit of £510)						51.00	0.00	51.00
	<b>Licence:</b>								
	<b>Application Fee</b> all scaffolds/hoardings (Non Refundable)						100.00	0.00	100.00
	<b>Licence Fee</b> for 60 days per square metre of highway occupied by scaffold/hoarding (minimum cost to be £200, max to be £1,000)						20.00	0.00	20.00
	<b>Licence Extension Fee</b> for each 30 day period per square metre of highway occupied by scaffold/hoarding (minimum cost to be £100, maximum to be £500)						10.00	0.00	10.00
<b>12</b>	<b>LICENCE FOR THE ISSUE OF A STREET WORKS LICENCE UNDER S50 OF THE NEW ROADS &amp; STREET WORKS ACT 1991</b>		1						
	Administration fee			194.00	0.00	194.00	196.00	0.00	196.00
	Capitalisation fee in lieu of annual charge			643.00	0.00	643.00	649.00	0.00	649.00
<b>12a</b>	<b>Licence for Cranes</b>								
	Licence for Cranes on the Highway up to 50 Tonnes			103.00	0.00	103.00	110.00	0.00	110.00
	Licence for Cranes on the Highway over 50 Tonnes			180.00	0.00	180.00	190.00	0.00	190.00
	Deposit before commencement of works (refundable against damage)			5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
<b>13</b>	<b>CONTAMINATED LAND INFORMATION</b>		1						
	Contaminated Land Enquiry - Site History - where no records held			30.00	0.00	30.00	30.30	0.00	30.30
	Contaminated Land Enquiry - Site History - where records are held			128.00	0.00	128.00	129.10	0.00	129.10

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>14</b>	<b>DEVELOPMENT CONTROL SERVICES</b>		1						
	Provision of Information including Solicitors & Developers Inquires - per hour (1 hour minimum charge)			55.00	0.00	55.00	55.50	0.00	55.50
	Providing written confirmation of compliance with planning permission, including a site visit.	V		240.00	48.00	288.00	250.00	50.00	300.00
	Planning Decision Notice			12.50	0.00	12.50	12.60	0.00	12.60
	Retrieval of planning files from storage (1948 to 2005)			5.10	0.00	5.10	5.10	0.00	5.10
	London Local Authorities (Charges for Stopping Up Orders) Regulations 2000			2,610.00	0.00	2,610.00	2,632.30	0.00	2,632.30
	Temporary signs for housing developments a returnable deposit of per sign to cover our costs in removing the signs in default			115.00	0.00	115.00	116.00	0.00	116.00
<b>15</b>	<b>TRANSPORTATION SERVICES</b>		1						
	Requests for Advice and Policy Guidance on Directional Signs			52.00	0.00	52.00	52.40	0.00	52.40
	Checking fee for S38 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)			Flat rate of <b>£2,500.00</b> for works up to £10,000 in value + 8% of the value of			Flat rate of <b>£2,500.00</b> for works up to £10,000 in value + 8% of the value of works		
	Checking & supervision fee for S278 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)			Flat rate of <b>£2,500.00</b> for works up to £10,000 in value + 10% of the value of			Flat rate of <b>£2,500.00</b> for works up to £10,000 in value + 10% of the value of works		
<b>16</b>	<b>BUILDING CONTROL SERVICES</b>		1						
	Viewing Building Control Plans	V		26.67	5.33	32.00	26.92	5.38	32.30
	Completion Letter or Certificate on Building Regulations Applications	V		52.50	10.50	63.00	52.92	10.58	63.50
	Building control information including Solicitor's enquiries	V		56.67	11.33	68.00	57.17	11.43	68.60
	Copy of Decision Notice	V		11.67	2.33	14.00	11.75	2.35	14.10
	Issuing of Completion Certificate	V		56.67	11.33	68.00	57.17	11.43	68.60
	Demolition Notice			217.00	0.00	217.00	218.90	0.00	218.90
	<b>BUILDING CONTROL FEES</b>								
<b>16a</b>	<b>Standard Domestic Charges for Estimate of costs less than £200,000</b>								
	<u>Loft conversions &lt; 40m<sup>2</sup></u>								
	Full plan	V		184.17	36.83	221.00	185.75	37.15	222.90
	Inspection charge	V		276.67	55.33	332.00	279.00	55.80	334.80
	<u>Loft conversions 40m<sup>2</sup> - 60m<sup>2</sup></u>								
	Full plan	V		215.00	43.00	258.00	216.83	43.37	260.20
	Inspection charge	V		323.33	64.67	388.00	326.08	65.22	391.30
	<u>Each additional 20m<sup>2</sup> over 60m<sup>2</sup></u>								
	Full plan	V		23.33	4.67	28.00	23.50	4.70	28.20
	Inspection charge	V		35.00	7.00	42.00	35.33	7.07	42.40
	<u>Extension &lt;6m<sup>2</sup></u>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<u>Extension 6m<sup>2</sup> - 40m<sup>2</sup></u>								
	Full plan	V		215.00	43.00	258.00	216.83	43.37	260.20
	Inspection charge	V		323.33	64.67	388.00	326.08	65.22	391.30
	<u>Extension 40m<sup>2</sup> - 60m<sup>2</sup></u>								
	Full plan	V		261.67	52.33	314.00	263.92	52.78	316.70
	Inspection charge	V		391.67	78.33	470.00	395.00	79.00	474.00
	<u>Extension 60m<sup>2</sup> - 100m<sup>2</sup></u>								
	Full plan	V		338.33	67.67	406.00	341.25	68.25	409.50
	Inspection charge	V		508.33	101.67	610.00	512.67	102.53	615.20
	<u>Each additional 20m<sup>2</sup> over 100m<sup>2</sup></u>								
	Full plan	V		45.83	9.17	55.00	46.25	9.25	55.50
	Inspection charge	V		69.17	13.83	83.00	69.75	13.95	83.70
	<u>Basements as extension above plus</u>								
	Full plan	V		123.33	24.67	148.00	124.42	24.88	149.30
	Inspection charge	V		184.17	36.83	221.00	185.75	37.15	222.90
	<u>Attached garage &lt;30m<sup>2</sup></u>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<u>Detached garage 30m<sup>2</sup> - 60m<sup>2</sup></u>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<u>Through lounge</u>								
	Full plan	V		61.67	12.33	74.00	62.17	12.43	74.60
	Inspection charge	V		91.67	18.33	110.00	92.42	18.48	110.90
	<u>Removal of chimney breasts</u>								
	Full plan	V		61.67	12.33	74.00	62.17	12.43	74.60
	Inspection charge	V		91.67	18.33	110.00	92.42	18.48	110.90
	<u>Installation of new wc/shower/utility</u>								
	Full plan	V		61.67	12.33	74.00	62.17	12.43	74.60
	Inspection charge	V		91.67	18.33	110.00	92.42	18.48	110.90
	<u>Garage conversion</u>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<u>Replacement windows up to 5 windows</u>								
	Full plan	V		61.67	12.33	74.00	62.17	12.43	74.60
	Inspection charge	V		91.67	18.33	110.00	92.42	18.48	110.90
	<u>per extra 10 windows</u>								
	Full plan	V		30.83	6.17	37.00	31.08	6.22	37.30
	Inspection charge	V		45.83	9.17	55.00	46.25	9.25	55.50

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<i>Italics denotes statutory fees</i>									
	<b>Re-roofing</b>								
	Full plan	V		76.67	15.33	92.00	77.33	15.47	92.80
	Inspection charge	V		115.00	23.00	138.00	116.00	23.20	139.20
	<b>New wiring (non competent person)</b>								
	Full plan	V		91.67	18.33	110.00	92.42	18.48	110.90
	Inspection charge	V		138.33	27.67	166.00	139.50	27.90	167.40
	<b>Discount for each multiple works above</b>								
	Full plan	V		30.83	6.17	37.00	31.08	6.22	37.30
	Inspection charge	V		45.83	9.17	55.00	46.25	9.25	55.50
	<b>NEW BUILD DWELLINGS</b>								
	(<300m <sup>2</sup> per dwelling)								
	<b>1 new dwelling</b>								
	Full plan	V		260.83	52.17	313.00	263.08	52.62	315.70
	Inspection charge	V		393.33	78.67	472.00	396.67	79.33	476.00
	<b>2-5 dwellings per extra dwelling</b>								
	Full plan	V		108.33	21.67	130.00	109.25	21.85	131.10
	Inspection charge	V		161.67	32.33	194.00	163.08	32.62	195.70
	<b>6 -20 new dwellings per extra dwelling</b>								
	Full plan	V		693.33	138.67	832.00	699.25	139.85	839.10
	Inspection charge	V		1,039.17	207.83	1,247.00	1,048.08	209.62	1,257.70
	<b>Extra dwelling over 5</b>								
	Full plan	V		91.67	18.33	110.00	66.67	13.33	80.00
	Inspection charge	V		138.33	27.67	166.00	100.00	20.00	120.00
	<b>Flat conversion to form 2 flats</b>								
	Full plan	V		215.00	43.00	258.00	216.83	43.37	260.20
	Inspection charge	V		323.33	64.67	388.00	326.08	65.22	391.30
	<b>Plus for each additional flat</b>								
	Full plan	V		76.67	15.33	92.00	77.33	15.47	92.80
	Inspection charge	V		115.00	23.00	138.00	116.00	23.20	139.20
	<b>Other works -Estimate of cost:</b>								
	<b>&lt;£5000</b>								
	Full plan	V		90.83	18.17	109.00	91.58	18.32	109.90
	Inspection charge	V		136.67	27.33	164.00	137.83	27.57	165.40
	<b>£5001 - £10,000</b>								
	Full plan	V		109.17	21.83	131.00	110.08	22.02	132.10
	Inspection charge	V		164.17	32.83	197.00	165.58	33.12	198.70
	<b>£10,001 - £20,000</b>								
	Full plan	V		155.00	31.00	186.00	156.33	31.27	187.60
	Inspection charge	V		233.33	46.67	280.00	235.33	47.07	282.40
	<b>£20,001 - £30,000</b>								
	Full plan	V		200.83	40.17	241.00	202.58	40.52	243.10
	Inspection charge	V		301.67	60.33	362.00	304.25	60.85	365.10
	<b>£30,001 - £40,000</b>								
	Full plan	V		246.67	49.33	296.00	248.75	49.75	298.50
	Inspection charge	V		370.00	74.00	444.00	373.17	74.63	447.80
	<b>£40,001 - £50,000</b>								
	Full plan	V		291.67	58.33	350.00	294.17	58.83	353.00
	Inspection charge	V		438.33	87.67	526.00	442.08	88.42	530.50
	<b>£50,001 - £60,000</b>								
	Full plan	V		329.17	65.83	395.00	332.00	66.40	398.40
	Inspection charge	V		493.33	98.67	592.00	497.58	99.52	597.10
	<b>£60,001 - £70,000</b>								
	Full plan	V		365.83	73.17	439.00	368.92	73.78	442.70
	Inspection charge	V		548.33	109.67	658.00	553.00	110.60	663.60
	<b>£70,001 - £80,000</b>								
	Full plan	V		401.67	80.33	482.00	405.08	81.02	486.10
	Inspection charge	V		603.33	120.67	724.00	608.50	121.70	730.20
	<b>£80,001 - £90,000</b>								
	Full plan	V		438.33	87.67	526.00	442.08	88.42	530.50
	Inspection charge	V		658.33	131.67	790.00	663.92	132.78	796.70
	<b>£90,001 - £100,000</b>								
	Full plan	V		475.00	95.00	570.00	479.08	95.82	574.90
	Inspection charge	V		711.67	142.33	854.00	717.75	143.55	861.30
	<b>£100,001 - £120,000</b>								
	Full plan	V		511.67	102.33	614.00	516.08	103.22	619.30
	Inspection charge	V		766.67	153.33	920.00	773.25	154.65	927.90



Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	<b>£120,001 - £140,000</b>								
	Full plan	V		548.33	109.67	658.00	553.00	110.60	663.60
	Inspection charge	V		821.67	164.33	986.00	828.67	165.73	994.40
	<b>£140,001 - £160,000</b>								
	Full plan	V		585.00	117.00	702.00	590.00	118.00	708.00
	Inspection charge	V		875.83	175.17	1,051.00	883.33	176.67	1,060.00
	<b>£160,001 - £180,000</b>								
	Full plan	V		620.83	124.17	745.00	626.17	125.23	751.40
	Inspection charge	V		930.83	186.17	1,117.00	938.75	187.75	1,126.50
	<b>£180,001 - £200,000</b>								
	Full plan	V		658.33	131.67	790.00	663.92	132.78	796.70
	Inspection charge	V		986.67	197.33	1,184.00	995.08	199.02	1,194.10
<b>16b</b>	<b>Standard Non Domestic Charges for work less than £200,000</b>								
	<b>Non Domestic New Builds &amp; extensions up to 100m<sup>2</sup></b>								
	<b>Other Residential/Institutional/Assembly/Recreational (&lt;6m<sup>2</sup>)</b>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<b>Industrial and Storage(&lt;6m<sup>2</sup>)</b>								
	Full plan	V		123.33	24.67	148.00	124.42	24.88	149.30
	Inspection charge	V		185.00	37.00	222.00	186.58	37.32	223.90
	<b>Office and Shops(&lt;6m<sup>2</sup>)</b>								
	Full plan	V		154.17	30.83	185.00	155.50	31.10	186.60
	Inspection charge	V		230.83	46.17	277.00	232.83	46.57	279.40
	<b>Other Residential/Institutional/Assembly/Recreational (&lt;6-40m<sup>2</sup>)</b>								
	Full plan	V		276.67	55.33	332.00	279.00	55.80	334.80
	Inspection charge	V		415.83	83.17	499.00	419.42	83.88	503.30
	<b>Industrial and Storage(&lt;6-40m<sup>2</sup>)</b>								
	Full plan	V		185.00	37.00	222.00	186.58	37.32	223.90
	Inspection charge	V		276.67	55.33	332.00	279.00	55.80	334.80
	<b>Office and Shops(&lt;6-40m<sup>2</sup>)</b>								
	Full plan	V		215.00	43.00	258.00	216.83	43.37	260.20
	Inspection charge	V		324.17	64.83	389.00	326.92	65.38	392.30
	<b>Other Residential/Institutional/Assembly/Recreational (&lt;40-100m<sup>2</sup>)</b>								
	Full plan	V		430.83	86.17	517.00	434.50	86.90	521.40
	Inspection charge	V		646.67	129.33	776.00	652.17	130.43	782.60
	<b>Industrial and Storage(&lt;40-100m<sup>2</sup>)</b>								
	Full plan	V		276.67	55.33	332.00	279.00	55.80	334.80
	Inspection charge	V		415.83	83.17	499.00	419.42	83.88	503.30
	<b>Office and Shops(&lt;40-100m<sup>2</sup>)</b>								
	Full plan	V		339.17	67.83	407.00	342.08	68.42	410.50
	Inspection charge	V		508.33	101.67	610.00	512.67	102.53	615.20
<b>16c</b>	<b>Shop Fit out each 100m<sup>2</sup> or part</b>								
	Full plan	V		110.83	22.17	133.00	111.75	22.35	134.10
	Inspection charge	V		166.67	33.33	200.00	168.08	33.62	201.70
	<b>Shop Front</b>								
	Full plan	V		95.83	19.17	115.00	96.67	19.33	116.00
	Inspection charge	V		144.17	28.83	173.00	145.42	29.08	174.50
	<b>Office Partitioning per 50m run</b>								
	Full plan	V		95.83	19.17	115.00	96.67	19.33	116.00
	Inspection charge	V		144.17	28.83	173.00	145.42	29.08	174.50
	<b>New Windows up to 10</b>								
	Full plan	V		95.83	19.17	115.00	96.67	19.33	116.00
	Inspection charge	V		144.17	28.83	173.00	145.42	29.08	174.50
	<b>Per Extra 10</b>								
	Full plan	V		31.67	6.33	38.00	31.92	6.38	38.30
	Inspection charge	V		48.33	9.67	58.00	48.75	9.75	58.50
	<b>Mezzanine Floor per 500m<sup>2</sup> or part</b>								
	Full plan	V		190.00	38.00	228.00	191.58	38.32	229.90
	Inspection charge	V		285.83	57.17	343.00	288.25	57.65	345.90
	<b>Other Works-Estimate of cost:</b>								
	<b>&lt;£5,000</b>								
	Full plan	V		90.83	18.17	109.00	91.58	18.32	109.90
	Inspection charge	V		136.67	27.33	164.00	137.83	27.57	165.40
	<b>£5001-10,000</b>								
	Full plan	V		109.17	21.83	131.00	110.08	22.02	132.10
	Inspection charge	V		164.17	32.83	197.00	165.58	33.12	198.70
	<b>£10,001-£20,000</b>								

Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	Full plan	V		155.00	31.00	186.00	156.33	31.27	187.60
	Inspection charge	V		233.33	46.67	280.00	235.33	47.07	282.40
	<b>£20,001-£30,000</b>								
	Full plan	V		200.83	40.17	241.00	202.58	40.52	243.10
	Inspection charge	V		301.67	60.33	362.00	304.25	60.85	365.10
	<b>£30,001-£40,000</b>								
	Full plan	V		246.67	49.33	296.00	248.75	49.75	298.50
	Inspection charge	V		370.00	74.00	444.00	373.17	74.63	447.80
	<b>£40,001-£50,000</b>								
	Full plan	V		291.67	58.33	350.00	294.17	58.83	353.00
	Inspection charge	V		438.33	87.67	526.00	442.08	88.42	530.50
	<b>£50,001-£60,000</b>								
	Full plan	V		329.17	65.83	395.00	332.00	66.40	398.40
	Inspection charge	V		493.33	98.67	592.00	497.58	99.52	597.10
	<b>£60,001-£70,000</b>								
	Full plan	V		365.83	73.17	439.00	368.92	73.78	442.70
	Inspection charge	V		548.33	109.67	658.00	553.00	110.60	663.60
	<b>£70,001-£80,000</b>								
	Full plan	V		400.83	80.17	481.00	404.25	80.85	485.10
	Inspection charge	V		601.67	120.33	722.00	606.83	121.37	728.20
	<b>£80,001-£90,000</b>								
	Full plan	V		438.33	87.67	526.00	442.08	88.42	530.50
	Inspection charge	V		658.33	131.67	790.00	663.92	132.78	796.70
	<b>£90,001-£100,000</b>								
	Full plan	V		475.00	95.00	570.00	479.08	95.82	574.90
	Inspection charge	V		711.67	142.33	854.00	717.75	143.55	861.30
	<b>£100,001-£120,000</b>								
	Full plan	V		511.67	102.33	614.00	516.08	103.22	619.30
	Inspection charge	V		766.67	153.33	920.00	773.25	154.65	927.90
	<b>£120,001-£140,000</b>								
	Full plan	V		548.33	109.67	658.00	553.00	110.60	663.60
	Inspection charge	V		821.67	164.33	986.00	828.67	165.73	994.40
	<b>£140,001-£160,000</b>								
	Full plan	V		585.00	117.00	702.00	590.00	118.00	708.00
	Inspection charge	V		876.67	175.33	1,052.00	884.17	176.83	1,061.00
	<b>£160,001-£180,000</b>								
	Full plan	V		620.83	124.17	745.00	626.17	125.23	751.40
	Inspection charge	V		930.83	186.17	1,117.00	938.75	187.75	1,126.50
	<b>£180,001-£200,000</b>								
	Full plan	V		658.33	131.67	790.00	663.92	132.78	796.70
	Inspection charge	V		986.67	197.33	1,184.00	995.08	199.02	1,194.10
17	<b>Planning Application Fees</b>		1						
	<i>Prior Approval under the General Permitted Development Order (Amendment) 2013</i>								
	<i>An application which involves the making of any material change in the use of any buildings, or other land under Classes J, K and M of the General Permitted Development Order</i>			80	0	80	80	0.00	80.00
	<i>Application Type</i>								
	<i>Householder</i>								
	<i>Relating to one dwelling</i>			172	0	172	172	0.00	172.00
	<i>Relating to 2 or more dwellings</i>			339	0	339	339	0.00	339.00
	<i>Certificate of Lawfulness</i>								
	<i>Section 191 (1) (c) - Establish Use</i>			195	0	195	195	0.00	195.00
	<i>Section 191 (1) (a) or (b) - Existing per unit</i>			385	0	385	385	0.00	385.00
	<i>Section 191 (1) (a) or (b) - Existing 50 units</i>			19049	0	19049	19049	0.00	19,049.00
	<i>Section 191 (1) (a) or (b) - Existing 51 and over units - per unit</i>			115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
	<i>Section 192 - Proposed</i>			Half full fee	0	Half full fee	Half full fee	0.00	Half full fee
	<i>Outline</i>								
	<i>Site area not exceeding 2.5 ha - per 0.1ha</i>			385	0	385	385	0.00	385.00
	<i>Site area of 2.5 ha</i>			9527	0	9527	9527	0.00	9,527.00
	<i>Site in excess of 2.5ha - per 0.1ha</i>			115 Max 125,000	0	115 Max 125,000	115 Max 125,000	0.00	115 Max 125,000
	<i>Dwellings</i>								
	<i>Per dwelling created - below 50</i>			385	0	385	385	0.00	385.00
	<i>50 dwellings</i>			19049	0	19049	19049	0.00	19,049.00
	<i>Per dwelling - above 50</i>			115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
	<i>Change of use</i>			385	0	385	385	0.00	385.00

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<i>Italics denotes statutory fees</i>									
<b>Other buildings</b>									
<i>No additional floor space and Floor space up to 40 sq.m</i>	195	0	195	195	0.00	195.00			
<i>Floor space between 40 sq.m. and 75 sq.m.</i>	385	0	385	385	0.00	385.00			
<i>Floor space between 75 sq.m. and 3750 sq.m. - for each additional 75 sq.m.</i>	385	0	385	385	0.00	385.00			
<i>3750 sq.m. created</i>	19049	0	19049	19049	0.00	19,049.00			
<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>	115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000			
<b>Erection, on land used for the purpose of agriculture</b>									
<i>Works up to 465 sq.m.</i>	80	0	80	80	0.00	80.00			
<i>Floor space between 465 sq.m. and 540 sq.m.</i>	385	0	385	385	0.00	385.00			
<i>Floor space between 540 sq.m. and 4215 sq.m. - for each additional 75 sq.m</i>	385	0	385	385	0.00	385.00			
<i>4215 sq.m. created</i>	19049	0	19049	19049	0.00	19,049.00			
<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>	115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000			
<b>Erection of glasshouses on land used for the purposes of agriculture</b>									
<i>Works up to 465 sq.m.</i>	80	0	80	80	0.00	80.00			
<i>Works creating more than 465 sq.m.</i>	2150	0	2150	2150	0.00	2,150.00			
<b>The erection, alteration or replacement of plant or machinery</b>									
<i>Site area not exceeding 5ha- each 0.1ha or part thereof</i>	385	0	385	385	0.00	385.00			
<i>Site area of 5ha</i>	19049	0	19049	19049	0.00	19,049.00			
<i>Site area in excess of 5ha - each additional 0.1ha or part thereof</i>	115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000			
<b>The carrying out of any operations not coming within any of the above categories - for each 0.1 ha of site area</b>									
<i>Operations connected with exploratory drilling for oil or natural gas</i>	195 Max 1,690	0	195 Max 1,690	195 Max 1,690	0.00	195 Max 1,690			
<b>Operations connected with exploratory drilling for oil or natural gas</b>									
<i>Site area not exceeding 7.5 ha - for each 0.1 ha of site area</i>	385	0	385	385	0.00	385.00			
<i>Site area of 7.5 ha</i>	28750	0	28750	28750	0.00	28,750.00			
<i>Per 0.1ha in excess of 7.5ha</i>	115 Max 250,000	0	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000			
<b>Winning and working of materials</b>									
<i>Per 0.1 ha site area to maximum 15 ha</i>	195	0	195	195	0.00	195.00			
<i>Site area of 15 ha</i>	29112	0	29112	29112	0.00	29,112.00			
<i>Per 0.1 ha site area in excess of 15 ha</i>	115 Max 65,000	0	115 Max 65,000	115 Max 65,000	0.00	115 Max 65,000			
<b>Disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from the land or for the storage of minerals in the open.</b>									
<i>Per 0.1 ha site area to maximum 15 ha</i>	195	0	195	195	0.00	195.00			
<i>Site area of 15 ha</i>	29112	0	29112	29112	0.00	29,112.00			
<i>Per 0.1 ha site area in excess of 15 ha</i>	115 Max 65,000	0	115 Max 65,000	115 Max 65,000	0.00	115 Max 65,000			
<b>Construction of car parks, service roads and access for the purpose of a single undertaking</b>									
<i>Extant Planning Permission</i>	195	0	195	195	0.00	195.00			
<b>Householder</b>									
<i>Householder</i>	57	0	57	57	0.00	57.00			
<i>Major development</i>	575	0	575	575	0.00	575.00			
<i>All other applications</i>	195	0	195	195	0.00	195.00			
<b>Non-Material Amendment</b>									
<b>Householder</b>									
<i>Householder</i>	28	0	28	28	0.00	28.00			
<i>All other applications</i>	195	0	195	195	0.00	195.00			
<b>Minor Material Amendment</b>									
<i>Minor Material Amendment</i>	195	0	195	195	0.00	195.00			
<b>Reserved matters</b>									
<i>Reserved matters</i>	385	0	385	385	0.00	385.00			
<b>For non-compliance with conditions, variation or renewal of a temporary permission</b>									
<i>For non-compliance with conditions, variation or renewal of a temporary permission</i>	195	0	195	195	0.00	195.00			
<b>Request for written confirmation of compliance with condition(s)</b>									
<b>Householder</b>									
<i>Householder</i>	28	0	28	28	0.00	28.00			
<i>All other applications</i>	97	0	97	97	0.00	97.00			
<b>Playing Fields</b>									
<i>Playing Fields</i>	385	0	385	385	0.00	385.00			
<b>Telecoms prior approval</b>									
<i>Telecoms prior approval</i>	385	0	385	385	0.00	385.00			
<b>Buildings and roads constructed under PD for agriculture/forestry</b>									
<i>Buildings and roads constructed under PD for agriculture/forestry</i>	80	0	80	80	0.00	80.00			
<b>Demolition prior approval</b>									
<i>Demolition prior approval</i>	80	0	80	80	0.00	80.00			
<b>Advert to premises</b>									
<i>Advert to premises</i>	110	0	110	110	0.00	110.00			

Section Reference	Description of Fees & Charges	Service is VATA/BLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD		LONDON BOROUGH OF ENFIELD			
				REG & ENVIRONMENT DEPARTMENT		REG & ENVIRONMENT DEPARTMENT			
				AGREED CHARGES 2015/16		PROPOSED CHARGES 2016/17			
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	<i>Directional advert</i>			110	0	110	110	0.00	110.00
	<i>All other adverts</i>			385	0	385	385	0.00	385.00
<b>18</b>	<b>Coordinated Development Process &amp; Sustainability Assessment Services-Development Control</b>		1						
<b>18a</b>	<b>Coordinated Plan Drawing and Approval Service</b>								
	<b>N.B. 20% discount on Building Control Application fees included in the fees shown below.</b>								
	Single Storey Extension	V		1,500.00	300.00	1,800.00	1,512.83	302.57	1,815.40
	Two Storey Extension	V		1,800.00	360.00	2,160.00	1,815.42	363.08	2,178.50
	Loft Conversion	V		1,750.00	350.00	2,100.00	1,765.00	353.00	2,118.00
	Combination Loft & Extension	V		2,750.00	550.00	3,300.00	2,773.50	554.70	3,328.20
	Lawful Development Certificate	V		85.00	17.00	102.00	85.75	17.15	102.90
<b>18b</b>	<b>Comprehensive Code for Sustainable Homes Assessment</b>								
	For One Unit	V		5,551.67	1,110.33	6,662.00	5,599.17	1,119.83	6,719.00
<b>18c</b>	<b>BREEAM Assessment</b>	V		13,053.33	2,610.67	15,664.00	13,164.92	2,632.98	15,797.90
<b>19</b>	<b>HIGHWAY RELATED CHARGES</b>		1						
<b>A</b>	<b>Emergency Call-Out Service</b>								
	(a) Daytime Monday – Friday					Price on Application			Price on Application
	Supervisor per hour (minimum 1 hour)					Price on Application			Price on Application
	Highways Road gang (2 men) per hour (Minimum 1 hour)					Price on Application			Price on Application
	(b) Overtime Monday - Saturday					Price on Application			Price on Application
	Callout (Minimum of 2 hours)					Price on Application			Price on Application
	Callout over 2 hours (per hour)					Price on Application			Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)					Price on Application			Price on Application
	Callout of Road Gang over 2 hours (per hour)					Price on Application			Price on Application
	(c) Overtime Sunday & Bank Holidays & After Midnight					Price on Application			Price on Application
	Callout (Minimum of 2 hours)					Price on Application			Price on Application
	Callout (over 2 hours) per hour					Price on Application			Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)					Price on Application			Price on Application
	Callout of Road Gang over 2 hours (per hour)					Price on Application			Price on Application
	(d) Bag of Granules used in Road Traffic					Price on Application			Price on Application
	Accidents, per Bag					Price on Application			Price on Application
	(e) Lost Lamp					Price on Application			Price on Application
<b>B</b>	<b>Replace Pedestrian Guardrails</b>					Price on Application			Price on Application
	One panel					Price on Application			Price on Application
	Two panels					Price on Application			Price on Application
	Three panels					Price on Application			Price on Application
	Four panels					Price on Application			Price on Application
	Five panels					Price on Application			Price on Application
	Six panels					Price on Application			Price on Application
<b>C</b>	<b>Street Lighting &amp; Illuminated Street Furniture – (Removal of damaged items, &amp; replaced to working order)</b>					Price on Application			Price on Application
	Illuminated bollards per unit					Price on Application			Price on Application
	Haldo Bollard					Price on Application			Price on Application
	600 'O' Bollard					Price on Application			Price on Application
	Pearce Gowshall Bollard					Price on Application			Price on Application
	Lamp Columns per unit					Price on Application			Price on Application
	Street Lighting Column - up to 5 metre					Price on Application			Price on Application
	Street Lighting Column – 6 metre					Price on Application			Price on Application
	Street Lighting Column – 8 metre					Price on Application			Price on Application
	Street Lighting Column – 10 metre					Price on Application			Price on Application
	Illuminated Large Base Sign Post/ Directional Sign per unit					Price on Application			Price on Application
	Double Bracket/Post					Price on Application			Price on Application
	Single Bracket/Post					Price on Application			Price on Application
<b>D</b>	<b>Repairs to Footways – Patching &amp; Repairs on footways e.g. Bituminous, Artificial Stone Paving, Modular Block Paving, Block Paving and Seeding/Turfing as required</b>					Price on Application			Price on Application
	Per m <sup>2</sup> (over 1m2)					Price on Application			Price on Application

Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>E</b>	<b>Bollards</b>								
	Supply and fix concrete bollard - (per bollard)			Price on Application			Price on Application		
	Supply & fix metal bollard - (per bollard)			Price on Application			Price on Application		
	Supply & fix timber bollard - (per bollard)			Price on Application			Price on Application		
<b>F</b>	<b>Brickwork</b>								
	Provision of all material & construction of brick wall up to 1.3 metre high, 225 mm thick using sand faced Fletton or equivalent stretcher bond per square metre			Price on Application			Price on Application		
<b>G</b>	<b>Grounds &amp; Arboricultural Maintenance</b>								
	Shrub Replacement per item			Price on Application			Price on Application		
	Up to 5 litre pot			Price on Application			Price on Application		
	Up to 10 litre pot			Price on Application			Price on Application		
	Up to 15 litre pot			Price on Application			Price on Application		
	Trees Hedges & Shrubs Causing Obstructions			Price on Application			Price on Application		
	Per tree, hedge or shrub fallen from privately owned land onto Public Highway			Price on Application			Price on Application		
	Per roots from tree, hedge or shrub from privately owned land causing damage to public highway			Price on Application			Price on Application		
	Per tree, hedge or shrub from privately owned land obstructing Council owned Street Lighting or Street			Price on Application			Price on Application		
	Removal after an accident			Price on Application			Price on Application		
	Per tree - removal and replacement of tree following vehicle damage or public interference			Price on Application			Price on Application		
	Up to 320 mm - DBH			Price on Application			Price on Application		
	Up to 400 mm - DBH			Price on Application			Price on Application		
	Up to 450 mm - DBH			Price on Application			Price on Application		
	Removal of Tree for Provision of Vehicle/Garage Crossover & Replacement Elsewhere			Price on Application			Price on Application		
	Up to 50 mm DBH			Price on Application			Price on Application		
	Up to 160 mm DBH			Price on Application			Price on Application		
	Up to 240 mm DBH			Price on Application			Price on Application		
	Up to 320 mm DBH			Price on Application			Price on Application		
	Up to 400 mm DBH			Price on Application			Price on Application		
	Up to 450 mm DBH			Price on Application			Price on Application		
	Root Pruning per m2			Price on Application			Price on Application		
	Repairs to footway per m2			Price on Application			Price on Application		
	Root chasing per linear metre			Price on Application			Price on Application		
	<b>Memorial Tree Planting and Plaque</b>								
	To supply and plant tree with 2 year after care. Tree species from contractors planting list. Plaque size 6"x 4" limited to 60 characters (additional charge over 60 characters)			585.00	0.00	585.00	612.00	0.00	612.00
<b>21</b>	<b>FOOD CERTIFICATES</b>		1						
	Certificate			84.00	0.00	84.00	85.00	0.00	85.00
	Additional Charge per certificate if physical examination is required			180.00	0.00	180.00	182.00	0.00	182.00
<b>22</b>	<b>FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY COURSES – HELD AT CIVIC CENTRE</b>		1						
	<b>(i) BASIC HEALTH &amp; SAFETY COURSES</b>								
	(include materials & exam registration)								
	Total Fee per person			72.00	0.00	72.00	90.00	0.00	90.00
	<b>(ii) FOOD HYGIENE COURSES</b>								
	(include materials & exam registration)								
	Total Fee per person			72.00	0.00	72.00	90.00	0.00	90.00
	(i) Replacement Certificates			32.00	0.00	32.00	33.00	0.00	33.00
	(ii) Examination Certificates			24.00	0.00	24.00	25.00	0.00	25.00
<b>23</b>	<b>FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY TRAINING - OFF SITE</b>		1						
	<b>(i) BASIC HEALTH &amp; SAFETY COURSES</b>								
	(include materials & exam registration)								
	Per Course (No VAT applicable)			632.00	0.00	632.00	700.00	0.00	700.00
	Exam Registration charged by CIEH			0.00	0.00	0.00			
	<b>(ii) FOOD HYGIENE COURSES</b>								
	(include materials & exam registration)								
	Per Course (No VAT applicable)			632.00	0.00	632.00	700.00	0.00	700.00
	Exam Registration charged by CIEH			0.00	0.00	0.00			

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12						
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD			
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT			
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17			
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total					
<b>24</b>	<b>PUBLIC REGISTER COPIES</b>		1							
	IPC Authorised Premises Provision of copies – per premise – per officer half hour or part thereof			23.00	0.00	23.00	23.20	0.00	23.20	
	Environmental Regulation of Industrial Plant					Price on Application			Price on Application	
	Notification of Cooling Towers register									
	Copy of full register			30.00	0.00	30.00	32.00	0.00	32.00	
<b>25</b>	<b>ENVIRONMENTAL CRIME UNIT</b>		1							
	Daily storage fee in pound for vehicles and goods (other than an abandoned vehicle or untaxed vehicle)			40.00	0.00	40.00	40.00	0.00	40.00	
	Removal fee to pound for vehicles (other than an abandoned vehicle or untaxed vehicle)			200.00	0.00	200.00	200.00	0.00	200.00	
	<i>Abandoned vehicle disposal fee</i>			70.00	0.00	70.00	70.00	0.00	70.00	
	<i>Abandoned vehicle removal fee</i>			200.00	0.00	200.00	200.00	0.00	200.00	
	<i>Abandoned vehicle daily storage fee</i>			40.00	0.00	40.00	40.00	0.00	40.00	
	<i>DVLA untaxed vehicle release fee within 24 hours</i>			100.00	0.00	100.00	100.00	0.00	100.00	
	<i>DVLA untaxed vehicle release fee over 24 hours</i>			200.00	0.00	200.00	200.00	0.00	200.00	
	<i>DVLA untaxed vehicle daily pound storage fees after 48 hours in Pound</i>			21.00	0.00	21.00	21.00	0.00	21.00	
	<i>Surety fee Payable if unable to provide current tax disc at time of vehicle collection. This fee is refundable if the tax disc is produced within 14 days.</i>			160.00	0.00	160.00	160.00	0.00	160.00	
	<i>Bond payable if unable to prove vehicle has current road tax and or produce MOT certificate at time of collection of an abandoned vehicle. This fee is refundable if the tax and or Mot is produced before or at time collection</i>			120.00	0.00	120.00	120.00	0.00	120.00	
	Fee for a formal complaint made in respect of high hedges and trees, under part 8 of the Anti-Social Behaviour Act 2003			359.00	0.00	359.00	950.00	0.00	950.00	
<b>26</b>	<b>LICENCES</b>		1							
	<b>A. ANIMAL BOARDING ESTABLISHMENT</b>			378.00	0.00	378.00	382.00	0.00	382.00	
	<b>B. BREEDING OF DOGS</b>			298.00	0.00	298.00	301.00	0.00	301.00	
	<b>C. DANGEROUS WILD ANIMALS</b>			426.00	0.00	426.00	430.00	0.00	430.00	
	<b>D. PERFORMING ANIMALS</b>									
	Registration			171.00	0.00	171.00	173.00	0.00	173.00	
	Certification			48.00	0.00	48.00	49.00	0.00	49.00	
	<b>E. PET SHOPS</b>			272.00	0.00	272.00	275.00	0.00	275.00	
	<b>F. STREET TRADING</b>									
	Vans/Stalls			176.00	0.00	176.00	178.00	0.00	178.00	
	Forecourt of shops and cafes/restaurants in designated areas			845.00	0.00	845.00	853.00	0.00	853.00	
	<b>G. OCCASIONAL SALES</b>									
	Initial Application			339.00	0.00	339.00	342.00	0.00	342.00	
	Subsequent Applications			171.00	0.00	171.00	173.00	0.00	173.00	
	<b>H. RIDING ESTABLISHMENTS</b>			596.00	0.00	596.00	602.00	0.00	602.00	
	<b>I. SEX SHOPS</b>			21,748.00	0.00	21,748.00	21,934.00	0.00	21,934.00	
	<b>J. TABLES &amp; CHAIRS</b>									
	Up to 3 sq. m			210.00	0.00	210.00	212.00	0.00	212.00	
	Between 3 and 10 sq. m			418.00	0.00	418.00	422.00	0.00	422.00	
	Between 10 and 15 sq. m			837.00	0.00	837.00	845.00	0.00	845.00	
	Between 15 and (maximum) 25 sq. m			1,664.00	0.00	1,664.00	1,679.00	0.00	1,679.00	
	<b>K. Zoos</b>									
	Notification of intention to apply for a zoo licence			111.00	0.00	111.00	112.00	0.00	112.00	
	New application for a zoo licence			888.00	0.00	888.00	896.00	0.00	896.00	
	Renewal of licence			555.00	0.00	555.00	560.00	0.00	560.00	
	Transfer of licence			665.00	0.00	665.00	671.00	0.00	671.00	
	Variation of a zoo licence (plus the costs of inspection where applicable)			665.00	0.00	665.00	671.00	0.00	671.00	
	<b>L. Pleasure Boats</b>									
	Application for a boat hire licence			221.00	0.00	221.00	223.00	0.00	223.00	
	Variation of a boat hire licence			111.00	0.00	111.00	112.00	0.00	112.00	
	<b>M. Hypnotism</b>									
	Application for consent to conduct an exhibition, demonstration or performance of hypnotism			111.00	0.00	111.00	112.00	0.00	112.00	
	<b>TEMPORARY STREET TRADING LICENCE</b>									
	Single event for a 'Seasonal' or 'Farmers' Market of up to 20 stalls for a maximum of 4 days' duration within a designated street trading area (3 Types)									
	1. Market which requires the closure of a non-classified road			179.00	0.00	179.00	181.00	0.00	181.00	
	2. Market on the footway only			72.00	0.00	72.00	73.00	0.00	73.00	
	3. Any other market / event, a licence fee will be set to recover the Council's costs					Price on application			Price on application	
	<b>Note: a licence will only be granted for an area where the Council is satisfied that highway safety and free pedestrian passage requirements are not compromised. Where the Council concludes that a Market cannot be held without compromising these requirements, a refusal fee will be applied as indicated for the relevant category of temporary licence</b>									



Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12						
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD			
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT			
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17			
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total					
	MANDATORY HMO LICENCES									
	Licence applicaton fee (per let)					120.00	0.00			120.00
<b>27</b>	<b>APPROVALS</b>		1							
	CIVIL MARRIAGE VENUES - Inspection Fee:									
	(3 year approval)			735.00	0.00	735.00	742.00	0.00		742.00
	Registrars Inspection fee - C495			148.00	0.00	148.00	150.00	0.00		150.00
<b>28</b>	<b>LICENSING ACT 2003 - FEES AND EXEMPTIONS (statutory fee VAT Exempt)</b>		1							
<b>A</b>	<b>FEES PAYABLE:</b>									
	1.1 The fee for an application for the grant or variation of a premises licence is based on the rateable value of the property and the band specified for that rateable value, is as follows:			GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT		GRANT & VARIATION FEE PAYABLE
	<b>RATEABLE VALUES</b>									
	No rateable value to £4,300			100.00	0.00	100.00	100.00	0.00		100.00
	£4,300 to £33,000			190.00	0.00	190.00	190.00	0.00		190.00
	£33,001 to £87,000			315.00	0.00	315.00	315.00	0.00		315.00
	£87,001 to £125,000			450.00	0.00	450.00	450.00	0.00		450.00
	£125,001 and above			635.00	0.00	635.00	635.00	0.00		635.00
	1.2 In addition, premises in Bands D and E, where an application relates exclusively or primarily for the supply of alcohol for consumption on a premises located in a city or town centre, must pay a further fee, as follows:			GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT		GRANT & VARIATION FEE PAYABLE
	<b>RATEABLE VALUES</b>									
	£87,001 to £125,000			450.00	0.00	450.00	450.00	0.00		450.00
	£125,001 and above			1,270.00	0.00	1,270.00	1,270.00	0.00		1,270.00
	1.3 In addition, where 5,000 or more persons are admitted at the same time to a premises when the existing licence authorises licensable activities to take place, the application must be accompanied by a fee corresponding to the range of number of persons within which falls the maximum number of persons allowed as follows:			GRANT & VARIATION ADDITIONAL FEE	VAT	GRANT & VARIATION ADDITIONAL FEE	GRANT & VARIATION ADDITIONAL FEE	VAT		GRANT & VARIATION ADDITIONAL FEE
	<b>MAXIMUM NUMBER OF PERSONS</b>									
	5,000 to 9,999			1,000.00	0.00	1000.00	1,000.00	0.00		1,000.00
	10,000 to 14,999			2,000.00	0.00	2000.00	2,000.00	0.00		2,000.00
	15,000 to 19,999			4,000.00	0.00	4000.00	4,000.00	0.00		4,000.00
	20,000 to 29,999			8,000.00	0.00	8000.00	8,000.00	0.00		8,000.00
	30,000 to 39,999			16,000.00	0.00	16000.00	16,000.00	0.00		16,000.00
	40,000 to 49,999			24,000.00	0.00	24000.00	24,000.00	0.00		24,000.00
	50,000 to 59,999			32,000.00	0.00	32000.00	32,000.00	0.00		32,000.00
	60,000 to 69,999			40,000.00	0.00	40000.00	40,000.00	0.00		40,000.00
	70,000 to 79,999			48,000.00	0.00	48000.00	48,000.00	0.00		48,000.00
	80,000 to 89,999			56,000.00	0.00	56000.00	56,000.00	0.00		56,000.00
	90,000 and over			64,000.00	0.00	64000.00	64,000.00	0.00		64,000.00
	1.4 The annual fee payable for a premises licence, is based on the rateable value of the property and the band specified for that rateable value, as follows:			ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE	ANNUAL FEE PAYABLE	VAT		ANNUAL FEE PAYABLE
	<b>RATEABLE VALUES</b>									
	No rateable value to £4,300			70.00	0.00	70.00	70.00	0.00		70.00
	£4,300 to £33,000			180.00	0.00	180.00	180.00	0.00		180.00
	£33,001 to £87,000			295.00	0.00	295.00	295.00	0.00		295.00
	£87,001 to £125,000			320.00	0.00	320.00	320.00	0.00		320.00
	£125,001 and above			350.00	0.00	350.00	350.00	0.00		350.00
	1.5 In addition, premises in Bands D and E, where an application relates exclusively or primarily for the supply of alcohol for consumption on a premises located in a city or town centre, must pay a further fee, as follows:			ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT		ANNUAL ADDITIONAL FEE
	<b>RATEABLE VALUES</b>									
	£87,001 to £125,000			640.00	0.00	640.00	640.00	0.00		640.00
	£125,001 and above			1050.00	0.00	1050.00	1050.00	0.00		1,050.00
	1.6 In addition, where 5,000 or more persons are admitted at the same time to a premises when the existing licence authorises licensable activities to take place, the application must be accompanied by a fee corresponding to the range of number of persons within which falls the maximum number of persons allowed as follows:			ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT		ANNUAL ADDITIONAL FEE
	<b>MAXIMUM NUMBER OF PERSONS</b>									
	5,000 to 9,999			500.00	0.00	500.00	500.00	0.00		500.00
	10,000 to 14,999			1000.00	0.00	1000.00	1000.00	0.00		1,000.00
	15,000 to 19,999			2000.00	0.00	2000.00	2000.00	0.00		2,000.00
	20,000 to 29,999			4000.00	0.00	4000.00	4000.00	0.00		4,000.00
	30,000 to 39,999			8000.00	0.00	8000.00	8000.00	0.00		8,000.00
	40,000 to 49,999			12000.00	0.00	12000.00	12000.00	0.00		12,000.00
	50,000 to 59,999			16000.00	0.00	16000.00	16000.00	0.00		16,000.00
	60,000 to 69,999			20000.00	0.00	20000.00	20000.00	0.00		20,000.00
	70,000 to 79,999			24000.00	0.00	24000.00	24000.00	0.00		24,000.00
	80,000 to 89,999			28000.00	0.00	28000.00	28000.00	0.00		28,000.00
	90,000 and over			32000.00	0.00	32000.00	32000.00	0.00		32,000.00
<b>B</b>	<b>FEES PAYABLE:</b>									

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	<i>2.1 The fee for an application for the grant or variation of a club premises certificate is based on the rateable value of the property and the band specified for that rateable value, is as follows:</i>			GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	<i>RATEABLE VALUES</i>								
	<i>No rateable value to £4,300</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>£4,300 to £33,000</i>			190.00	0.00	190.00	190.00	0.00	190.00
	<i>£33,001 to £87,000</i>			315.00	0.00	315.00	315.00	0.00	315.00
	<i>£87,001 to £125,000</i>			450.00	0.00	450.00	450.00	0.00	450.00
	<i>£125,001 and above</i>			635.00	0.00	635.00	635.00	0.00	635.00
	<i>2.2 The annual fee payable for club premises certificate is based on the rateable value of the property and the band specified for that rateable value, is as follows:</i>			ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE	ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE
	<i>RATEABLE VALUES</i>								
	<i>No rateable value to £4,300</i>			70.00	0.00	70.00	70.00	0.00	70.00
	<i>£4,300 to £33,000</i>			180.00	0.00	180.00	180.00	0.00	180.00
	<i>£33,001 to £87,000</i>			295.00	0.00	295.00	295.00	0.00	295.00
	<i>£87,001 to £125,000</i>			320.00	0.00	320.00	320.00	0.00	320.00
	<i>£125,001 and above</i>			350.00	0.00	350.00	350.00	0.00	350.00
<b>C</b>	<b>OTHER FEES PAYABLE IN RESPECT OF APPLICATIONS MADE OR NOTICES GIVEN, ARE AS FOLLOWS</b>			FEE PAYABLE	VAT	FEE PAYABLE	FEE PAYABLE	VAT	FEE PAYABLE
	<b>APPLICATION OR NOTICE</b>								
	<i>Notification of theft, loss, etc. of premises licence or summary</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application for provisional statement where premises being built, etc.</i>			315.00	0.00	315.00	315.00	0.00	315.00
	<i>Notification of change of name or address of premises licence holder or designated premises supervisor</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application to vary premises licence to specify individual as designated premises supervisor</i>			23.00	0.00	23.00	23.00	0.00	23.00
	<i>Application for transfer of premises licence</i>			23.00	0.00	23.00	23.00	0.00	23.00
	<i>Application for a minor variation to a premises licence</i>			89.00	0.00	89.00	89.00	0.00	89.00
	<i>Notice of interim authority following death etc. of the premises licence holder</i>			23.00	0.00	23.00	23.00	0.00	23.00
	<i>Notification of theft, loss, etc. of club premises certificate or summary</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of name or alteration of rules of club</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of relevant registered address of the club</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application for temporary event notice</i>			21.00	0.00	21.00	21.00	0.00	21.00
	<i>Notification of theft, loss, etc. of temporary event notice</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application for grant of a personal licence</i>			37.00	0.00	37.00	37.00	0.00	37.00
	<i>Notification of theft, loss, etc. of personal licence</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of name or address of personal licence holder</i>			10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of right of freeholder to be notified of licensing matters</i>			21.00	0.00	21.00	21.00	0.00	21.00
<b>29</b>	<b>SPECIAL TREATMENT LICENCE FEES &amp; EXEMPTIONS ANNUAL LICENCES</b>		1						
	<b>GROUP A</b>								
	Establishments that offer invasive and high risk procedures such as lasers, electrolysis, tattooing, body piercing, body message.								
	The treatments are:								
	Anthroposophical Medicine								
	Polarity Therapy								
	Aromatherapy								
	Qi Gong								
	Body Massage								
	Remedial/Sports Massage								
	Bowen Technique								
	Rolfing								
	Champiassage/Indian Head Massage								
	Shiatsu								
	Endermologie								
	Fairbane/Tangent Method								
	Stone Therapy								
	Gyratory Massage								
	Thai Massage								
	Manual Lymphatic Drainage								
	Therapeutic/Holistic Massage								
	Marma Therapy								
	Metamorphic Technique								
	Physiotherapy								
	Tui-Na								
	Acupressure								
	Botox								
	Lasers/Intense Pulse Light								
	Collagen Implants								
	Moxibustion (if not accompanied by acupuncture it will be Group B)								
	Osteopathy								
	Sclerotherapy								
	Acupuncture								
	Micropigmentation								
	Beading								
	Bio Skin Jetting								
	Namripad Allergy Elimination Technique								



Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	Body Piercing								
	Electrolysis								
	Tattoo Removal								
	Korean Hand Therapy								
	Tattooing								
	<b>NEW LICENCES</b>			672.00	0.00	672.00	678.00	0.00	678.00
	<b>RENEWALS</b>			503.00	0.00	503.00	508.00	0.00	508.00
	<b>VARIATIONS</b>			336.00	0.00	336.00	339.00	0.00	339.00
	<b>TRANSFER</b>			252.00	0.00	252.00	255.00	0.00	255.00
	<b>OCCASIONAL LICENCE</b>			336.00	0.00	336.00	339.00	0.00	339.00
	<b>GROUP B</b>								
	Establishments that offer medium risk and non invasive treatments such as UV tanning, facials and others.								
	The treatments are:								
	Ayurvedic Medicine								
	Reiki								
	Sauna								
	Chiropody/Podiatry								
	Spa								
	Steam Room/Bath								
	Foot Detox								
	Hydrotherapy								
	Thalassotherapy								
	Thermo Auricular Therapy/Hopi Ear candles								
	Infra Red								
	Micro Currant Therapy/Non-Surgical Face lifts								
	Colour Therapy								
	Detox Box								
	Facials								
	Faradism								
	Reflexology								
	Floatation Tank								
	Galvanism								
	Ultra Sonic								
	High Frequency								
	Ultra Violet Tanning								
	Trichology								
	<b>NEW LICENCES</b>			503.00	0.00	503.00	508.00	0.00	508.00
	<b>RENEWALS</b>			392.00	0.00	392.00	396.00	0.00	396.00
	<b>VARIATIONS</b>			223.00	0.00	223.00	225.00	0.00	225.00
	<b>TRANSFER</b>			140.00	0.00	140.00	142.00	0.00	142.00
	<b>OCCASIONAL LICENCE</b>			252.00	0.00	252.00	255.00	0.00	255.00
	<b>GROUP C</b>								
	Establishments that offer manicures, pedicures, nail extensions and/or ear piercing only.								
	The treatments are:								
	Nail Extensions								
	Pedicure								
	Manicure								
	Ear Piercing								
	<b>NEW LICENCES</b>			336.00	0.00	336.00	339.00	0.00	339.00
	<b>RENEWALS</b>			281.00	0.00	281.00	284.00	0.00	284.00
	<b>VARIATIONS</b>			196.00	0.00	196.00	198.00	0.00	198.00
	<b>TRANSFER</b>			84.00	0.00	84.00	85.00	0.00	85.00
	<b>OCCASIONAL LICENCE</b>			169.00	0.00	169.00	171.00	0.00	171.00
	<b>REPLACEMENT COPY OF LICENCE</b>			29.00	0.00	29.00	30.00	0.00	30.00

Section Reference	Description of Fees & Charges	Service is V/TABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>30</b>	<b>SCRAP METAL DEALERS</b>								
	Now covered by Scrap Metal Dealers Act 2013								
	Site Licence:								
	New		716.00	0.00	716.00	723.00	0.00	723.00	
	Variation		130.00	0.00	130.00	132.00	0.00	132.00	
	Renewal		504.00	0.00	504.00	509.00	0.00	509.00	
	Collector's Licence:								
	New		342.00	0.00	342.00	345.00	0.00	345.00	
	Variation		103.00	0.00	103.00	104.00	0.00	104.00	
	Renewal		203.00	0.00	203.00	205.00	0.00	205.00	
<b>31</b>	<b>WEIGHTS AND MEASURES FEES</b>		1						
	(Where hourly rates are quoted, these are computed up to the nearest half hour.)								
	<b>Fees for the purpose of Section II(5) of the Weights and Measures Act 1985 &amp; EEC Measuring Instrument (Fees) (as amended)</b>								
	<b>(A) SPECIAL WEIGHING AND MEASURING EQUIPMENT</b>								
	The charges for examining, adjusting, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment be based on officer's time per hour or part hour at the place where the service is provided. Such types of equipment specifically excluded from tables (C) to (G) below include:		98.90 per hour or part hour	0.00	98.90 per hour or part hour	99.75 per hour or part hour	0.00	99.75 per hour or part hour	
	(i) Automatic or totalising weighing machines								
	(ii) Equipment designed to weigh loads in motion								
	(iii) Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence								
	(iv) Weighing or measuring equipment tested by means of statistical sampling								
	(v) The establishment of calibration curves for templets								
	(vi) Templets graduated in millilitres								
	(vii) Testing or other services in pursuance of a community obligation other than EC initial or partial verification								
	<b>(B) SPECIAL CIRCUMSTANCES</b>								
	Where work is requested to be undertaken during unsocial hours, including weekends, the fee shall be charged at double the hourly rate.		197.80 per hour or part hour	0.00	197.80 per hour or part hour	199.50 per hour or part hour	0.00	199.50 per hour or part hour	
	A minimum callout charge of 1 meter / 1 scale / 1 item will be charged for appointments cancelled on the day of the appointment								
	Waiting time / down time, at the cause of the customer, will be charged at an hourly rate .		98.90 per hour or part hour	0.00	98.90 per hour or part hour	99.75 per hour or part hour	0.00	99.75 per hour or part hour	
	<b>(C) WEIGHTS</b>								
	For weights submitted at the same time and on the same order there will be a fee added per weight tested as in the table below:		68.00	0.00	68.00	68.60	0.00	68.60	
	(i) Weights not exceeding 25kg		16.50	0.00	16.50	16.60	0.00	16.60	
	<b>(D) MEASURES</b>								
	For measures submitted at the same time and on the same order there will be a fee added per measure tested as in the table below:		68.00	0.00	68.00	68.60	0.00	68.60	
	(i) Linear measures not exceeding 3m or 10ft each scale		16.50	0.00	16.50	16.60	0.00	16.60	
	(ii) Linear measures exceeding 3m each scale		16.50	0.00	16.50	16.60	0.00	16.60	
	(iii) Capacity measures without divisions		16.50	0.00	16.50	16.60	0.00	16.60	
	(iv) Cubic ballast measures (other than brim measures)		157.00	0.00	157.00	158.30	0.00	158.30	
	(v) Liquid capacity measures for making up and checking average quantity packages		38.00	0.00	38.00	38.30	0.00	38.30	
	(vi) Templets								
	(a) per scale - first item		64.00	0.00	64.00	64.50	0.00	64.50	
	(b) second and subsequent items		23.00	0.00	23.00	23.20	0.00	23.20	

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
(E) WEIGHING INSTRUMENTS Where an officer has to travel to the location of the weighing instrument for verification a fee will be charged in addition to the amount in the table below:									
Exceeding Not Exceeding									
15kg 15 kg									
100kg 100kg									
250kg 250kg									
500kg 500kg									
*Where an instrument exceeds 500kg, the fee will be based on per officer hour or part hour plus the cost of hiring the test unit where applicable									
(F) MEASURING INSTRUMENTS FOR INTOXICATING LIQUOR									
(i) Not exceeding 150ml.									
(ii) Other									
(G) MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS									
(i) Container type (unsubdivided)									
(ii) Other types – single outlets									
(iii) Other types – multi outlets									
(iv) A charge to cover any additional costs involved in testing ancillary equipment which requires additional testing on site, such as credit card acceptors, be based upon the basic fee given above plus additional costs per officer hour									
<b>CALIBRATION AND CERTIFICATION FEES FOR THE PURPOSE OF SECTION 74 OF THE WEIGHTS AND MEASURES ACT 1985.</b>									
For weights submitted at the same time and on the same order there will be a fee added to which will be the fee per weight tested as in the table below:	V								
<b>WEIGHTS</b>									
Up to 500g – tolerance M1/M2)	V								
Stated value	V								
(ii) 1kg to 5kg – tolerance M1/M2)	V								
Stated value	V								
(iii) 10kg to 25kg – tolerance M1/M2)	V								
Stated value	V								
Adjustment – (per weight)	V								
ID marking – (per weight)	V								
<b>MEASURES</b>									
(NB: These fees are subject to VAT at the standard rate).									
For measures submitted at the same time and on the same order there will be a fee added to which will be the fee per measure tested as in the table below:	V								
(i) Linear measures not exceeding 1m	V								
(ii) Capacity measures not exceeding 2L without subdivisions	V								
(iii) Capacity measures not exceeding 2L with subdivisions	V								
For each additional graduation	V								
All other measurements and tests to be based on a fee per officer hour or part hour	V								
A further discount of up to 10% may be available for bulk orders with the agreement of the Head of Trading Standards.									
Where a collection, delivery, courier or postal service is requested by the customer a 10% administration charge/arrangement fee will be added to the cost of collection, delivery, courier or postal charge.									
<b>32 GREATER LONDON (GENERAL POWERS ACT) 1984</b>			1						
Registration to hold sales by competitive bidding									
Exemption from registration									
<b>33 LICENSING OF STORES AND REGISTRATION OF PREMISES FOR THE KEEPING OF EXPLOSIVES</b>			1						
<b>STATUTORY FEES</b>									
<i>New licence to store explosives UNDER 250kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, no minimum separation distance or a 0 metres separation is prescribed</i>									
1 YEAR							105.00	0.00	105.00
2 YEARS							136.00	0.00	136.00
3 YEARS							166.00	0.00	166.00
4 YEARS							198.00	0.00	198.00
5 YEARS							229.00	0.00	229.00

		APPENDIX 12							
Section Reference	Description of Fees & Charges	Service is Vatable	Part 1 or 2	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>								
	<i>Renewal of licence to store explosives UNDER 250kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, no minimum separation distance or a 0 metres separation is prescribed</i>								
	<i>1 YEAR</i>				52.00	0.00	52.00		
	<i>2 YEARS</i>				83.00	0.00	83.00		
	<i>3 YEARS</i>				115.00	0.00	115.00		
	<i>4 YEARS</i>				146.00	0.00	146.00		
	<i>5 YEARS</i>				178.00	0.00	178.00		
	<i>New licence to store explosives OVER 250kg BUT LESS than 2,000kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed</i>								
	<i>1 YEAR</i>				178.00	0.00	178.00		
	<i>2 YEARS</i>				234.00	0.00	234.00		
	<i>3 YEARS</i>				292.00	0.00	292.00		
	<i>4 YEARS</i>				360.00	0.00	360.00		
	<i>5 YEARS</i>				407.00	0.00	407.00		
	<i>Renewal of licence to store explosives OVER 250kg BUT LESS than 2,000kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed</i>								
	<i>1 YEAR</i>				83.00	0.00	83.00		
	<i>2 YEARS</i>				141.00	0.00	141.00		
	<i>3 YEARS</i>				198.00	0.00	198.00		
	<i>4 YEARS</i>				256.00	0.00	256.00		
	<i>5 YEARS</i>				313.00	0.00	313.00		
	<i>Any kind of variation</i>								
	<i>Transfer of licence or registration</i>				34.00	0.00	34.00	34.00	
	<i>Replacement licence document</i>				34.00	0.00	34.00	34.00	
	<i>All year Fireworks supply licence</i>				510.00	0.00	510.00	510.00	
<b>34</b>	<b>CESSPOOL EMPTYING</b>		1						
	<b>Domestic Properties (No VAT)</b>								
	Normal time per hour	V			Price on Application		Price on Application		
	Call out (time and ½ rates)	V			Price on Application		Price on Application		
	Sundays, Bank Holidays or after Midnight	V			Price on Application		Price on Application		
	Thames Water disposal charge to be added to above rates.								

Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD		LONDON BOROUGH OF ENFIELD			
				REG & ENVIRONMENT DEPARTMENT		REG & ENVIRONMENT DEPARTMENT			
				AGREED CHARGES 2015/16		PROPOSED CHARGES 2016/17			
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
<b>37</b>	<b>DOMESTIC COLLECTIONS</b>		1						
	N.B. Domestic Bin Hire/Collection is Non Business - i.e. no VAT to be charged								
	<b>Special Bulky Waste Collections</b>								
	<b>Bulky waste collection in 12 months:</b>								
	1 item			36.00	0.00	36.00	36.50	0.00	36.50
	2 Items			40.00	0.00	40.00	40.50	0.00	40.50
	3 Items			44.00	0.00	44.00	44.50	0.00	44.50
	4 Items			48.00	0.00	48.00	48.50	0.00	48.50
	5 Items			52.00	0.00	52.00	52.50	0.00	52.50
	6 Items			56.00	0.00	56.00	56.50	0.00	56.50
	Premium Service (24hr Removal) £9.50 fee or 20% of total order						9.50	0.00	9.50
	Bulky waste collection cancellation charge for between 1-3 days notice			15.00	0.00	15.00	15.50	0.00	15.50
	Additional charge for non standard sized items			54.80	0.00	54.80	55.50	0.00	55.50
	GREEN WASTE BIN (per extra bin)			52.80	0.00	52.80	53.50	0.00	53.50
	<b>Electrical bulky item collections:</b>								
	1 item			36.00	0.00	36.00	36.50	0.00	36.50
	2 Items			40.00	0.00	40.00	40.50	0.00	40.50
	3 Items			44.00	0.00	44.00	44.50	0.00	44.50
	4 Items			48.00	0.00	48.00	48.50	0.00	48.50
	5 Items			52.00	0.00	52.00	52.50	0.00	52.50
	6 Items			56.00	0.00	56.00	56.50	0.00	56.50
	Premium Service (24hr Removal) £9.50 fee or 20% of total order						Price on application		
	Bulky electrical item collection cancellation charge for between 1-3 days notice			15.00	0.00	15.00	15.50	0.00	15.50
	<b>New bin and bin replacements:</b>								
	Delivery and provision of 1 domestic 140 or 240 litre wheeled bin			51.00	0.00	51.00	51.50	0.00	51.50
	Delivery of each additional 140 or 240 litre wheeled bin (limited to a maximum of two additions per property)			25.00	0.00	25.00	25.50	0.00	25.50
	New bin and bin replacement cancellation charge for between 1-3 days notice			15.00	0.00	15.00	15.50	0.00	15.50
<b>38</b>	<b>GAMBLING ACT 2005</b>		1						
	<b>FEES AND EXEMPTIONS (VAT exempt)</b>								
	<i>NB Fee capped by Government</i>								
	<b>New Applications</b>								
	<i>Bingo</i>			3500.00	0.00	3,500.00	3500.00	0.00	3,500.00
	<i>Betting Shop</i>			3000.00	0.00	3,000.00	3000.00	0.00	3,000.00
	<i>Adult Gaming Centre</i>			2000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	<i>Track</i>			2500.00	0.00	2,500.00	2500.00	0.00	2,500.00
	<i>Family Entertainment Centre</i>			2000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	<b>New Applications - where provisional statement already issued</b>								
	<i>Bingo</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Betting Shop</i>			1250.00	0.00	1,250.00	1250.00	0.00	1,250.00
	<i>Adult Gaming Centre</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Track</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<i>Family Entertainment Centre</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<b>Provisional Statement Applications</b>								
	<i>Bingo</i>			3500.00	0.00	3,500.00	3500.00	0.00	3,500.00
	<i>Betting Shop</i>			3000.00	0.00	3,000.00	3000.00	0.00	3,000.00
	<i>Adult Gaming Centre</i>			2000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	<i>Track</i>			2500.00	0.00	2,500.00	2500.00	0.00	2,500.00
	<i>Family Entertainment Centre</i>			2000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	<b>Transfer Applications</b>								
	<i>Bingo</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Betting Shop</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Adult Gaming Centre</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Track</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<i>Family Entertainment Centre</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<b>Reinstatement Applications</b>								
	<i>Bingo</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Betting Shop</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Adult Gaming Centre</i>			1200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Track</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<i>Family Entertainment Centre</i>			950.00	0.00	950.00	950.00	0.00	950.00
	<b>Variation Applications</b>								
	<i>Bingo</i>			1750.00	0.00	1,750.00	1750.00	0.00	1,750.00
	<i>Betting Shop</i>			1500.00	0.00	1,500.00	1500.00	0.00	1,500.00

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	<i>Adult Gaming Centre</i>			1000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	<i>Track</i>			1250.00	0.00	1,250.00	1250.00	0.00	1,250.00
	<i>Family Entertainment Centre</i>			1000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	<i>Annual Fees</i>								
	<i>Bingo</i>			870.00	0.00	870.00	870.00	0.00	870.00
	<i>Betting Shop</i>			470.00	0.00	470.00	470.00	0.00	470.00
	<i>Adult Gaming Centre</i>			840.00	0.00	840.00	840.00	0.00	840.00
	<i>Track</i>			1000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	<i>Family Entertainment Centre</i>			750.00	0.00	750.00	750.00	0.00	750.00
	<i>Notification of Change of Circumstances</i>			37.00	0.00	37.00	37.00	0.00	37.00
	<i>Request for copy of Premises Licence</i>			25.00	0.00	25.00	25.00	0.00	25.00
	<b>GAMBLING ACT 2005 - FEES AND EXEMPTIONS (STATUTORY FEE VAT exempt)</b>								
	<i>Alcohol Licensed Premises Gaming Machine Permit Fees</i>								
	<i>New</i>			150.00	0.00	150.00	150.00	0.00	150.00
	<i>New Existing S34 Permit holder (more than 2 machines)</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Variation of information on permit e.g. number of machines</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Notification of 2 machines or less (new &amp; existing)</i>			50.00	0.00	50.00	50.00	0.00	50.00
	<i>Transfer - If transfer of Premises Licence to sell alcohol granted</i>			25.00	0.00	25.00	25.00	0.00	25.00
	<i>Name change i.e. new married name etc.</i>			25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>			15.00	0.00	15.00	15.00	0.00	15.00
	<i>Annual fee (payable by premises with three or more machines)</i>			50.00	0.00	50.00	50.00	0.00	50.00
	<i>Club Gaming &amp; Club Gaming Machine Permit Fees</i>								
	<i>New</i>			200.00	0.00	200.00	200.00	0.00	200.00
	<i>New Existing Part II or Part III Gaming Act 1968 registrations</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>New (fast track) holder of Club Premises Certificate under Licensing Act 2003</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Variation</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Replacement permit</i>			15.00	0.00	15.00	15.00	0.00	15.00
	<i>Annual fee</i>			50.00	0.00	50.00	50.00	0.00	50.00
	<i>Unlicensed Family Entertainment Centre Gaming Machine Permit Fees</i>								
	<i>New</i>			300.00	0.00	300.00	300.00	0.00	300.00
	<i>New Existing Part II and Part III Gaming Act 1968 registrations</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal</i>			300.00	0.00	300.00	300.00	0.00	300.00
	<i>Change of Name</i>			25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>			15.00	0.00	15.00	15.00	0.00	15.00
	<i>Prize Gaming Permit Fees</i>								
	<i>New</i>			300.00	0.00	300.00	300.00	0.00	300.00
	<i>New Existing Section 16 Lotteries &amp; Amusement Act 1976 Permit holder</i>			100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal (every 10 years)</i>			300.00	0.00	300.00	300.00	0.00	300.00
	<i>Change of name</i>			25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>			15.00	0.00	15.00	15.00	0.00	15.00
	<i>Temporary Use Notice</i>			250.00	0.00	250.00	250.00	0.00	250.00
	<i>Small Society Lotteries</i>								
	<i>New</i>			40.00	0.00	40.00	40.00	0.00	40.00
	<i>Annual fee</i>			20.00	0.00	20.00	20.00	0.00	20.00
<b>39</b>	<b>STREET CLEANING</b>		1						
	<b>Flytip removals from private land</b>								
	Flytip removals from private land - small items - first hour only	V				Price on application			Price on application
	Flytip removals from private land - large items - first hour only	V				Price on application			Price on application
	Area cleansing - Deep clean, clearance and/or tidy - first hour only	V				Price on application			Price on application
	Admin Charge (charge shall apply per job request)	V				Price on application			Price on application
	<b>Removal of Supermarket Trolleys</b>								
	<b>Removal of abandoned trolley from land and Return to stores or disposal:</b>								
	Cost per trolley (Up to 10 trolleys)	V		25.00	5.00	30.00			Price on application
	Cost per trolley (Over 10 trolleys)	V				Special Charges apply			Special Charges apply
	Cost of storage after notification (per day per trolley) (maximum 6 weeks before automatic disposal)	V		1.67	0.33	2.00			Price on application
	Administrative fee per transaction	V		38.00	7.60	45.60			Price on application
<b>41</b>	<b>TRANSPORTATION PLANNING</b>		1						
	Monitoring outputs of travel plans secured by S106 Obligations			3,620.00	0.00	3,620.00	3,650.00	0.00	3,650.00
<b>42</b>	<b>SAFETY CERTIFICATES FOR SPORTS GROUNDS</b>		1						

Section Reference	Description of Fees & Charges	Service is VAILABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>Sports Grounds:</b>									
	Application for a sport ground safety certificate			2,050.00	0.00	2,050.00	2,070.00	0.00	2,070.00
	Application to change a safety certificate for a sports ground			1,538.00	0.00	1,538.00	1,550.00	0.00	1,550.00
<b>Regulated Stands at sports grounds:</b>									
	Application to certify a regulated stand at a sports ground			1,538.00	0.00	1,538.00	1,550.00	0.00	1,550.00
	Application to change a safety certificate for a regulated stand at a sports ground			1,025.00	0.00	1,025.00	1,030.00	0.00	1,030.00
<b>43</b>	<b>ENVIRONMENTAL PERMITTING (PPC)</b>		<b>1</b>						
	<i>Statutory fee (set by DEFRA)</i>								
<b>43a</b>	<b>LAPPC Application Fees:</b>								
	<i>Application for an environmental permit part B - Standard Activities</i>			1,579.00	0.00	1,579.00	1,579.00	0.00	1,579.00
	<i>Additional Fee for operating without a permit</i>			1,137.00	0.00	1,137.00	1,137.00	0.00	1,137.00
	<i>PVRI, SWOB and Dry Cleaners Reduced Fee Activities</i>			148.00	0.00	148.00	148.00	0.00	148.00
	<i>PVRI &amp; II Combined</i>			246.00	0.00	246.00	246.00	0.00	246.00
	<i>VRs and Other Reduced Fee Activities</i>			346.00	0.00	346.00	346.00	0.00	346.00
	<i>Reduced fee activities: Additional fee for operating without a permit</i>			68.00	0.00	68.00	68.00	0.00	68.00
	<i>Mobile screening and crushing plant</i>			1,579.00	0.00	1,579.00	1,579.00	0.00	1,579.00
	<i>Application fee for mobile crusher 3rd - 7th Permit</i>			943.00	0.00	943.00	943.00	0.00	943.00
	<i>Application fee for mobile crusher 8th Permit and higher</i>			477.00	0.00	477.00	477.00	0.00	477.00
	<i>Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts</i>			297.00	0.00	297.00	297.00	0.00	297.00
<b>43b</b>	<b>LAPPC Annual Subsistence Charge</b>								
	<i>Standard Processes- Low Risk</i>			739.00	0.00	739.00	739.00	0.00	739.00
	<i>Standard Processes- Low Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>			99.00	0.00	99.00	99.00	0.00	99.00
	<i>Standard Processes- Medium Risk</i>			1,111.00	0.00	1,111.00	1,111.00	0.00	1,111.00
	<i>Standard Processes- Medium Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>			149.00	0.00	149.00	149.00	0.00	149.00
	<i>Standard Processes- High Risk</i>			1,672.00	0.00	1,672.00	1,672.00	0.00	1,672.00
	<i>Standard Processes- High Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>			198.00	0.00	198.00	198.00	0.00	198.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - Low Risk</i>			76.00	0.00	76.00	76.00	0.00	76.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - Medium Risk</i>			151.00	0.00	151.00	151.00	0.00	151.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - High Risk</i>			227.00	0.00	227.00	227.00	0.00	227.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -Low Risk</i>			108.00	0.00	108.00	108.00	0.00	108.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -Medium Risk</i>			216.00	0.00	216.00	216.00	0.00	216.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -High Risk</i>			326.00	0.00	326.00	326.00	0.00	326.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Low Risk</i>			218.00	0.00	218.00	218.00	0.00	218.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Medium Risk</i>			349.00	0.00	349.00	349.00	0.00	349.00
	<i>Annual Subsistence Fee - Vehicle Respraying - High Risk</i>			524.00	0.00	524.00	524.00	0.00	524.00
	<i>Annual Subsistence Fee - Mobile Crushing - Low Risk</i>			618.00	0.00	618.00	618.00	0.00	618.00
	<i>Annual Subsistence Fee - Mobile Crushing - Medium Risk</i>			989.00	0.00	989.00	989.00	0.00	989.00
	<i>Annual Subsistence Fee - Mobile Crushing - High Risk</i>			1,484.00	0.00	1,484.00	1,484.00	0.00	1,484.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Low Risk</i>			368.00	0.00	368.00	368.00	0.00	368.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Medium Risk</i>			590.00	0.00	590.00	590.00	0.00	590.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - High Risk</i>			884.00	0.00	884.00	884.00	0.00	884.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - Low Risk</i>			189.00	0.00	189.00	189.00	0.00	189.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - Medium Risk</i>			302.00	0.00	302.00	302.00	0.00	302.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - High Risk</i>			453.00	0.00	453.00	453.00	0.00	453.00
	<i>Late payment fee</i>			50.00	0.00	50.00	50.00	0.00	50.00
	<i>Where a Part B installation is subject to reporting under E-PRTR Regulation add an extra £99 to the above amounts</i>			99.00	0.00	99.00	99.00	0.00	99.00
	<i>Where subsistence charges are paid in four equal instalments the total amount payable is increased by £36</i>								
<b>43c</b>	<b>Transfer &amp; Surrender</b>								
	<i>Standard process transfer</i>			162.00	0.00	162.00	162.00	0.00	162.00
	<i>Standard process partial transfer</i>			476.00	0.00	476.00	476.00	0.00	476.00
	<i>New operator at low risk reduced fee activity</i>			75.00	0.00	75.00	75.00	0.00	75.00
	<i>Surrender: all Part B activities</i>			0.00	0.00	0.00	0.00	0.00	0.00
	<i>Reduced fee activities: transfer</i>			0.00	0.00	0.00	0.00	0.00	0.00
	<i>Reduced fee activities: partial transfer</i>			45.00	0.00	45.00	45.00	0.00	45.00
	<i>Temporary transfer for mobiles: first transfer</i>			51.00	0.00	51.00	51.00	0.00	51.00
	<i>Temporary transfer for mobiles: repeat following enforcement or warning</i>			51.00	0.00	51.00	51.00	0.00	51.00
<b>43d</b>	<b>Substantial Change</b>								
	<i>Standard process</i>			1,005.00	0.00	1,005.00	1,005.00	0.00	1,005.00



Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12			
				LONDON BOROUGH OF ENFIELD		LONDON BOROUGH OF ENFIELD	
				REG & ENVIRONMENT DEPARTMENT		REG & ENVIRONMENT DEPARTMENT	
				AGREED CHARGES 2015/16		PROPOSED CHARGES 2016/17	
		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>						
	<i>Standard process where the substantial change results in a new PPC activity</i>			1,579.00	0.00	1,579.00	1,579.00
	<i>Reduced fee activities</i>			98.00	0.00	98.00	98.00
<b>43e</b>	<b>LA-IPPC Charges:</b>						
	<i>Application</i>			3,218.00	0.00	3,218.00	3,218.00
	<i>Additional fee for operating without a permit</i>			1,137.00	0.00	1,137.00	1,137.00
	<i>Annual subsistence fee: Low risk</i>			1,384.00	0.00	1,384.00	1,384.00
	<i>Annual subsistence fee: Medium risk</i>			1,541.00	0.00	1,541.00	1,541.00
	<i>Annual subsistence fee: High risk</i>			2,233.00	0.00	2,233.00	2,233.00
	<i>Late payment fee</i>			50.00	0.00	50.00	50.00
	<i>Substantial variation</i>			1,309.00	0.00	1,309.00	1,309.00
	<i>Transfer</i>			225.00	0.00	225.00	225.00
	<i>Partial transfer</i>			668.00	0.00	668.00	668.00
	<i>Surrender</i>			668.00	0.00	668.00	668.00
	<i>Where subsistence charges are paid in four equal instalments the total amount payable is increased by £36</i>						
<b>44</b>	<b>STRAY DOGS SERVICE</b>		1				
	<i>Reclaim of a stray dog:</i>						
	<i>Statutory Fee</i>			25.00	0.00	25.00	25.00
	<i>Kennelling fee (per day)</i>			20.00	0.00	20.00	21.00
	<i>Seizure fee</i>			88.00	0.00	88.00	90.00
	<i>Veterinary fees(Depends on any treatment that is needed)</i>					Price on application	Price on application
<b>45</b>	<b>PARKS AND OUTDOOR FACILITIES</b>		1				
	<b>Charges marked ** do not include VAT, which will be added in certain circumstances in accordance with VAT Regulations</b>						
	<b>Public Liability Insurance is not included in these charges.</b>						
	<b>IN COMMEMORATION</b>						
	<i>Sponsor the planting of a tree</i>	V		433.33	86.67	520.00	437.50
	<i>Bench or Tree plaque &amp; Fixing</i>	V		116.67	23.33	140.00	270.83
	<i>Memorial Bench</i>	V		708.33	141.67	850.00	1,250.00
	<b>CRICKET **</b>						
	<i>Season bookings can be made for 10 or 20 matches</i>						
	<i>Grade 1 - Saturdays (10 Matches)</i>			600.00	0.00	600.00	620.00
	<i>Grade 1 - Sundays (10 Matches)</i>			655.00	0.00	655.00	675.00
	<i>Grade 2 - Saturdays or Sundays (10 Matches)</i>			510.00	0.00	510.00	530.00
	<b>Casual matches, per day</b>						
	<i>Grade 1</i>	V		75.00	15.00	90.00	79.17
	<i>Grade 2</i>	V		62.50	12.50	75.00	66.67
	<b>BASEBALL – Enfield Playing Fields</b>						
	<i>Grade 1 (Inc. changing rooms &amp; showers) Sat or Sun per session</i>	V		41.67	8.33	50.00	62.50
	<b>FISHING (15 June - 15 March)</b>						
	<b>Grovelands Park &amp; Trent Country Park</b>						
	<i>Licensed adult, per day</i>	V		6.67	1.33	8.00	6.67
	<i>Licensed junior, per day</i>	V			FREE		FREE
	<i>Season Ticket - adult</i>	V		50.00	10.00	60.00	50.00
	<i>Season Ticket - junior</i>	V			FREE		FREE
	<b>FOOTBALL / GAELIC FOOTBALL / RUGBY **</b>						
	<i>Season bookings can be made for 16 or 32 games</i>						
	<b>SENIOR</b>						
	<i>Grade 1 - Saturdays (16 games)</i>			680.00	0.00	680.00	700.00
	<i>Grade 1 - Sundays (16 games)</i>			785.00	0.00	785.00	805.00
	<i>Grade 2 - Saturdays (16 games)</i>			450.00	0.00	450.00	470.00
	<i>Grade 2 - Sundays (16 games)</i>			490.00	0.00	490.00	510.00
	<b>Casual matches, per match</b>						
	<i>Grade 1 Saturday</i>	V		72.50	14.50	87.00	75.00
	<i>Grade 1 Sunday</i>	V		79.17	15.83	95.00	81.67
	<i>Grade 2 Saturday</i>	V		53.33	10.67	64.00	55.83
	<i>Grade 2 Sunday</i>	V		58.33	11.67	70.00	60.83
	<b>JUNIOR</b>						
	<i>Grade 2 - Saturdays or Sundays (16 games)</i>			260.00	0.00	260.00	260.00
	<b>Casual matches, per match</b>						
	<i>Grade 2</i>	V		30.00	6.00	36.00	30.00



Section Reference	Description of Fees & Charges	Service is VARIABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
<b>Mini-Soccer</b>									
Every Saturday or Sunday (32 Matches)									
Casual, per match	V		330.00	0.00	330.00	330.00	0.00	330.00	
			14.17	2.83	17.00	14.17	2.83	17.00	
<b>5-a-side Football, per pitch, casual</b>									
Casual, per match	V		14.08	2.82	16.90	14.17	2.83	17.00	
Every Saturday or Sunday (32 Matches)			330.00	0.00	330.00	330.00	0.00	330.00	
<b>9-a-side Football, per pitch</b>									
Grade 2 - Saturdays / Sundays (16 games)			375.00	0.00	375.00	375.00	0.00	375.00	
Grade 2 Saturday /Sunday, casual	V		44.17	8.83	53.00	44.17	8.83	53.00	
<b>Floodlit Training - Henry Barrass Stadium, per hour</b>									
Available Mon/Tues/Wed/Thurs 6-9pm for 32 games			855.00	0.00	855.00	860.00	0.00	860.00	
Post Football litter clearance	V		43.33	8.67	52.00	45.83	9.17	55.00	
<b>GOLF (WHITEWEBBS)</b>									
<b>Golf Card: Adults only</b>									
5 day Season	V		50.00	10.00	60.00	54.17	10.83	65.00	
Weekday per round discount for Golf card holders (5 day season)	V		2.92	0.58	3.50	2.92	0.58	3.50	
Maximum total payment (5 day season)	V		471.25	94.25	565.50	487.92	97.58	585.50	
<b>Annual Season Tickets:</b>									
7 Days play	V		541.67	108.33	650.00	558.33	111.67	670.00	
5 Days play excluding week-ends	V		375.00	75.00	450.00	391.67	78.33	470.00	
<b>Green fees:</b>									
Standard weekday (Adults)	V		14.17	2.83	17.00	15.00	3.00	18.00	
Standard weekend (Adults)	V		19.17	3.83	23.00	20.00	4.00	24.00	
Early bird weekends only (before 7am)	V		12.50	2.50	15.00	12.92	2.58	15.50	
Standard weekday (Adults) - loyalty offer six rounds for price of five			New						
Winter Green fee off-peak	V		8.75	1.75	10.50	9.17	1.83	11.00	
Weekend off peak ticket (variable times through year)	V		15.00	3.00	18.00	15.42	3.08	18.50	
Weekday off peak ticket (variable times through year)	V		8.75	1.75	10.50	9.17	1.83	11.00	
Juniors weekday	V		6.25	1.25	7.50	6.25	1.25	7.50	
Juniors weekend (variable times throughout year)	V		7.50	1.50	9.00	7.50	1.50	9.00	
Twilight ticket (2pm GMT 4pm BST)	V		8.75	1.75	10.50	9.17	1.83	11.00	
60+ Monday to Thursday	V		9.17	1.83	11.00	9.58	1.92	11.50	
Super Twilight ticket 2 hours before dusk( BST)	V		5.83	1.17	7.00	6.25	1.25	7.50	
<b>Golf Lessons</b>									
Adult per half hour	V		15.42	3.08	18.50	15.83	3.17	19.00	
Adult per 60 mins	V		25.00	5.00	30.00	25.42	5.08	30.50	
Up to 3 adults sessions per half hour	V		42.67	8.53	51.20	42.92	8.58	51.50	
Up to 3 adults sessions per 60 mins	V		64.08	12.82	76.90	64.17	12.83	77.00	
Up to 5 adults sessions per half hour	V		68.83	13.77	82.60	69.58	13.92	83.50	
Up to 5 adults sessions per 60 mins	V		100.83	20.17	121.00	101.67	20.33	122.00	
Juniors 5 - 8 yrs per hour group lessons only (min 8 persons)	V		3.42	0.68	4.10	3.33	0.67	4.00	
Juniors 9 - 12 yrs per hour group lessons only (min 8)	V		4.33	0.87	5.20	4.17	0.83	5.00	
Juniors 13 - 18 yrs per hour group lessons only (min 8)	V		5.08	1.02	6.10	5.00	1.00	6.00	
<b>Equipment Hire</b>									
Buggy Hire - Peak	V		16.67	3.33	20.00	17.50	3.50	21.00	
Buggy Hire - Off Peak	V		8.33	1.67	10.00	8.75	1.75	10.50	
Buggy Hire 9 holes	V		9.00	1.80	10.80	9.17	1.83	11.00	
Trolley hire - 18 holes	V		3.00	0.60	3.60	3.17	0.63	3.80	
Club hire - 18 holes (13 clubs)	V		5.08	1.02	6.10	5.42	1.08	6.50	
<b>Golf Society Days</b>									
Spoon	V		34.58	6.92	41.50	35.00	7.00	42.00	
Brassie	V		28.17	5.63	33.80	28.33	5.67	34.00	
Mashie	V		26.50	5.30	31.80	26.67	5.33	32.00	
Niblick	V		23.94	4.66	28.60	24.17	4.83	29.00	
<b>NETBALL**</b>									
Adult Teams per court, per hour (incl changing rooms & showers)	V		12.50	2.50	15.00	12.92	2.58	15.50	
Junior Teams per court, per hour (incl changing rooms & showers)	V		8.75	1.75	10.50	8.75	1.75	10.50	

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD		LONDON BOROUGH OF ENFIELD			
				REG & ENVIRONMENT DEPARTMENT		REG & ENVIRONMENT DEPARTMENT			
				AGREED CHARGES 2015/16		PROPOSED CHARGES 2016/17			
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	<b>ROUNDERS</b>								
	Per match (all Parks sites)	V		11.25	2.25	13.50	11.67	2.33	14.00
	<b>ATHLETIC TRACK-QEII</b>								
	Per hour (Mon- Friday)	V		27.92	5.58	33.50	28.33	5.67	34.00
	<b>HIRE OF PITCHES FOR SCHOOLS</b>								
	(the charges are normally VATable but the supply to LBE maintained schools is outside the scope of VAT)								
	<b>FOOTBALL</b>								
	Junior Pitch	V		20.00	4.00	24.00	20.42	4.08	24.50
	Senior Pitch	V		39.17	7.83	47.00	39.58	7.92	47.50
	<b>NETBALL</b>								
		V		8.75	1.75	10.50	8.75	1.75	10.50
	<b>ROUNDERS</b>								
		V		6.67	1.33	8.00	7.08	1.42	8.50
	<b>RUGBY</b>								
	Senior Pitch	V		39.17	7.83	47.00	39.58	7.92	47.50
	<b>Athletics</b>								
	Per hour (Mon- Friday)	V		27.92	5.58	33.50	28.33	5.67	34.00
46	<b>CEMETERY CHARGES</b>		1						
	The service is non-business for VAT where marked * i.e. no VAT to be charged.								
	<b>DIGGING FEES (including interment fee and soil box on request)</b>								
	Depth:								
	5'0" (Aged 2 years and under - fee waived for residents only)			535.00	0.00	535.00	1,500.00	0.00	1,500.00
	7'0" (Minimum depth applies to all new graves)			630.00	0.00	630.00	1,600.00	0.00	1,600.00
	9'0"			830.00	0.00	830.00	1,700.00	0.00	1,700.00
	10'6"			930.00	0.00	930.00	1,800.00	0.00	1,800.00
	12'0"			1,020.00	0.00	1,020.00	1,900.00	0.00	1,900.00
	14'0"			1,260.00	0.00	1,260.00	2,000.00	0.00	2,000.00
	Caskets or coffins in excess of 6'10" x 2'6" x 1'10"			240.00	0.00	240.00	250.00	0.00	250.00
	<b>SCATTERING OF CREMATED REMAINS ON GRAVES</b>			46.00	0.00	46.00	50.00	0.00	50.00
	<b>BURIAL OF CREMATED REMAINS IN GRAVES</b>			240.00	0.00	240.00	250.00	0.00	250.00
	<b>BURIAL OF CREMATED REMAINS IN COFFIN</b>			133.30	0.00	133.30	140.00	0.00	140.00
	<b>CHAPEL (per half hour)</b>			105.00	0.00	105.00	105.00	0.00	105.00
	<b>Rose Petal service</b>			85.00	0.00	85.00	25.00	0.00	25.00
	<b>GREEN BURIALS</b>								
	TREE PLANTING ASSOCIATED WITH GREEN BURIALS			At cost	As for Grave digging		At cost	As for Grave digging	
	<b>PRIVATE GRAVES</b>								
	(Exclusive Right of Burial 100 years)								
	(Charge includes £45.00 for Grave Deed)								
	Reservation fee for Traditional graves [subject to location and availability].			350.00	0.00	350.00	360.00	0.00	360.00
	Buyback of Unused Traditional Graves				50% of current market value			50% of current market value	
	Baby Graves			345.00	0.00	345.00	360.00	0.00	360.00
	Traditional Grave 6' 6" x 2' 6"			3,250.00	0.00	3,250.00	3,350.00	0.00	3,350.00
	Lawn Grave (including base)			2,100.00	0.00	2,100.00	2,200.00	0.00	2,200.00
	Traditional Grave Outer Circle 9' x 4'			4,400.00	0.00	4,400.00	4,500.00	0.00	4,500.00
	Traditional Grave Inner Circle 9' x 4'			3,400.00	0.00	3,400.00	3,500.00	0.00	3,500.00
	<b>Non Residents may purchase graves where the Exclusive Right of Burial will be DOUBLED .To qualify for the residency rate, proof of residency of the proposed registered owner must be provided at time of booking otherwise non resident fees will be charged Current Council tax bill or electoral roll. The Exclusive Right of Burial is non transferable except upon death or from one resident to another resident.</b>								
	<b>MAINTENANCE on traditional graves</b>								
	Tidying p.a. 6'6" x 2'6"	V		179.17	35.83	215.00	183.33	36.67	220.00
	Tidying p.a. 9'0" x 4'0"	V		258.33	51.67	310.00	266.67	53.33	320.00
	Planting twice 6'6" x 2'6"	V		262.50	52.50	315.00	270.83	54.17	325.00
	Planting twice 9'0" x 4'0"	V		345.83	69.17	415.00	358.33	71.67	430.00
	Purchase of ground surround at time of grave purchase	V		108.33	21.67	130.00	112.50	22.50	135.00
	Purchase of ground surround subsequent to burial	V		208.33	41.67	250.00	216.67	43.33	260.00
	<b>MEMORIAL permit fees [Includes Replacement Memorials]</b>								

Section Reference	Description of Fees & Charges	Service is VATABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	Up to 3'0" with headstone only			185.00	0.00	185.00	190.00	0.00	190.00
	Mini kerbs 1'6" x 2' 6"			70.00	0.00	70.00	75.00	0.00	75.00
	Kerbs only(Traditional)			185.00	0.00	185.00	190.00	0.00	190.00
	Up to 3'0" with headstone and kerb			270.00	0.00	270.00	280.00	0.00	280.00
	3'0" to 6'6" with headstone and kerb			380.00	0.00	380.00	395.00	0.00	395.00
	Up to 9'0"			740.00	0.00	740.00	765.00	0.00	765.00
	Inscription fee			75.00	0.00	75.00	80.00	0.00	80.00
	Vase			75.00	0.00	75.00	80.00	0.00	80.00
	Headstone and kerb for baby grave				1/2 above rates			1/2 above rates	
	<b>EXHUMATION</b>								
	Pricing is specific to individual grave.				Special charge			Special charge	
	<b>COPY OF GRAVE DEED</b>			43.00	0.00	43.00	45.00	0.00	45.00
	<b>REGISTRATION OF TRANSFER OF RIGHTS:</b>								
	Assignment or Probate			72.00	0.00	72.00	75.00	0.00	75.00
	Statutory Declaration			85.00	0.00	85.00	88.00	0.00	88.00
	<b>SEARCH FEE PER ENTRY</b>	V		15.00	3.00	18.00	15.83	3.17	19.00
	<b>Grave inspection including photo or map</b>	V		16.67	3.33	20.00	17.50	3.50	21.00
	<b>GARDEN OF REMEMBRANCE</b>								
	Scattering of cremated remains:								
	- resident			95.00	0.00	95.00	100.00	0.00	100.00
	Memorial bench with plaque including maintenance (10 years lease)	V		1,000.00	200.00	1,200.00	1,250.00	250.00	1,500.00
	Sponsor the planting of a tree	V		433.33	86.67	520.00	437.03	87.41	525.00
	Plaque	V		266.67	53.33	320.00	270.83	54.17	325.00
	<b>Burial of cremated remains:</b>								
	- resident			345.00	0.00	345.00	355.00	0.00	355.00
	<b>Kerbside memorial plot</b>								
	Exclusive Right of Burial site fee [50 years] (DOUBLE for non residents)			255.00	0.00	255.00	260.00	0.00	260.00
	Kerbside Memorial including plaque, inscription & vase	V		325.00	65.00	390.00	329.17	65.83	395.00
	<b>The Book of Remembrance:</b>								
	2 line entry	V		158.92	31.78	190.70	160.25	32.05	192.30
	5 line entry	V		220.42	44.08	264.50	222.33	44.47	266.80
	5 line entry with emblem	V		420.33	84.07	504.40	423.92	84.78	508.70
	<b>Remembrance card:</b>								
	2 line entry	V		92.33	18.47	110.80	93.08	18.62	111.70
	5 line entry	V		128.08	25.62	153.70	129.17	25.83	155.00
	5 line entry with emblem	V		328.00	65.60	393.60	330.83	66.17	397.00
	<b>GARDENS OF REST:</b>								
	Exclusive Right of Burial site fee [50 years] (DOUBLE for non residents)			550.00	0.00	550.00	570.00	0.00	570.00
	Memorials			120.00	0.00	120.00	125.00	0.00	125.00
	Inscription fee			75.00	0.00	75.00	80.00	0.00	80.00
	Interment fees			250.00	0.00	250.00	255.00	0.00	255.00
	Reservation Fee			190.00	0.00	190.00	195.00	0.00	195.00
	Extension of Lease - 5 years			150.00	0.00	150.00	155.00	0.00	155.00
	<b>SHARED/COMMON GRAVES</b>								
	<b>Adult</b>								
	Contribution towards headstone	V		58.33	11.67	70.00	62.50	12.50	75.00
	<b>Interment fee</b>								
	<b>Baby</b>								
	Maximum coffin size 18" x 9"				No charge			No charge	
	Remove / replace headstone			90.00	0.00	90.00	95.00	0.00	95.00
	Remove / replace monument			250.00	0.00	250.00	260.00	0.00	260.00
	<b>Boards</b>	V		66.67	13.33	80.00	67.25	13.45	80.70
	<b>Concrete chamber for shallow graves</b>	V		125.00	25.00	150.00	291.67	58.33	350.00
	<b>MAUSOLEUM/VAULTED BURIAL CHAMBER</b>								

Section Reference	Description of Fees & Charges	Service is V/TABLE	Part 1 or 2	APPENDIX 12					
				LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	Mausoleum Chamber (one burial)			8,000.00	0.00	8,000.00	7,000.00	0.00	7,000.00
	Double Vaulted Burial Chamber (for two burial)			6,800.00	0.00	6,800.00	7,300.00	0.00	7,300.00
	Premium Double Vaulted Chamber with Niche (for two burials and four cremated remains)						8,000.00	0.00	8,000.00
	Non residents additional purchase fee						1,500.00	0.00	1,500.00
	Keepsake Niche			900.00	0.00	900.00	900.00	0.00	900.00
	Interment fee - Burial			650.00	0.00	650.00	670.00	0.00	670.00
	Interment fee - Cremated Remains						250.00	0.00	250.00
	Inscription fee per line	V		41.67	8.33	50.00	43.33	8.67	52.00
	<b>Posy holder</b>	V		To delete					
	Posy holder (Bronze) 12.5cm high	V		133.33	26.67	160.00	135.00	27.00	162.00
	Vase (Bronze) 16cm x 8cm x 9cm with plastic insert	V		154.17	30.83	185.00	155.83	31.17	187.00
	Motifs up to 200mm high	V		41.67	8.33	50.00	42.50	8.50	51.00
	Custom motif	V			POA			POA	
	Remove and refit charge	V		58.33	11.67	70.00	60.00	12.00	72.00
	Oval ceramic plaque 5cm x 7cm (colour)	V		70.83	14.17	85.00	72.50	14.50	87.00
	Oval ceramic plaque 5cm x 7cm (black and white)	V		50.00	10.00	60.00	51.67	10.33	62.00
	Oval ceramic plaque 7cm x 9cm (colour)	V		91.67	18.33	110.00	93.33	18.67	112.00
	Oval ceramic plaque 7cm x 9cm (black and white)	V		66.67	13.33	80.00	68.33	13.67	82.00
	Decorative Memorial Cross	V		158.33	31.67	190.00	160.00	32.00	192.00
	Decorative Candle Box	V		100.00	20.00	120.00	101.67	20.33	122.00
<b>47</b>	<b>EVENTS</b>		1						
	<b>Commercial Events/National Charities (Inc. Funfair and Circus's)</b>								
	Administration Fee (Non refundable) Per application per venue			158.00	0.00	158.00	120.00	0.00	120.00
	<b>Booking Fee (non refundable) Per application per venue</b>								
	Small			New	New	New	50.00	0.00	50.00
	Medium			New	New	New	200.00	0.00	200.00
	Large			New	New	New	500.00	0.00	500.00
	<b>Funfairs</b>								
	Per Operating Day			630.00	0.00	630.00	650.00	0.00	650.00
	Non Operating Day			300.00	0.00	300.00	320.00	0.00	320.00
	<b>Circus's</b>								
	Per Operating Day			475.00	0.00	475.00	480.00	0.00	480.00
	Per Non Operating Day			205.00	0.00	205.00	210.00	0.00	210.00
	<b>Commercial Events/National charities</b>								
	<b>Small 50- 201 attendance</b>								
	Per Operating Day			210.00	0.00	210.00	215.00	0.00	215.00
	Per Non Operating Day			105.00	0.00	105.00	110.00	0.00	110.00
	<b>Medium Between 201-999 attendance</b>								
	Per Operating Day			530.00	0.00	530.00	540.00	0.00	540.00
	Per Non Operating Day			255.00	0.00	255.00	260.00	0.00	260.00
	<b>Large Over 1000 attendance</b>								
	Per Operating Day			790.00	0.00	790.00	800.00	0.00	800.00
	Per Non Operating Day			385.00	0.00	385.00	390.00	0.00	390.00
	<b>Community/Charities/Schools/Sporting/Internal departments</b>								
	Administration Fee for events over 201 attendance (Non refundable)			110.00	0.00	110.00	120.00	0.00	120.00
	75% Discount on Operating and Non Operating day (only applies for small and medium events)								
	Ticketed Events - 10% of Gate Receipts for Community and Local Charities and internal departments or £1000 minimum fee (whichever is greater)								
	Ticketed Events - minimum of 12% of Gate Receipts for National Charities or £1200 minimum fee (whichever is greater)								
	<b>Environmental Impact Fee (Commercial Events/National Charity only)</b>								
	Large Events (Over 1000 people-£1000 or £0.20 per person whichever is greater)		1	New	New	New	1,000.00	0.00	1,000.00
	Medium Event (between 200-999)		1	New	New	New	200.00	0.00	200.00
	Small (between 50-200)		1	New	New	New	50.00	0.00	50.00

Section Reference	Description of Fees & Charges	Service is V/TABLE	Part 1 or 2	APPENDIX 12					
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				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	<b>Bonds</b>								
	Funfair and Circus's			5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
	Medium Events Over 500 -999attending			500.00	0.00	500.00	500.00	0.00	500.00
	Large Events 1000 – 5000 attending			2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00
	Extra Large Events 5001+ attending			5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
	Activities - Private commercial Enfield based organisation (exercise/running classes) per day per park (annual fee)			153.00	0.00	153.00	155.00	0.00	155.00
	Activities - Charitable/Community (exercise/running classes) per day per park (annual fee)			102.50	0.00	102.50	105.00	0.00	105.00
	Activities - Private commercial National Organisation (exercise/running classes) per day per park (annual fee)			510.00	0.00	510.00	515.00	0.00	515.00
	Exemptions - Memorial /remembrance services				FREE			FREE	
	Post event parks staff clear up (per hour)	V		27.83	5.57	33.40	29.17	5.83	35.00
<b>49</b>	<b>ALLOTMENTS</b>		1	<b>AGREED CHARGES FOR 2016/17</b>			<b>PROPOSED CHARGES FOR 2017/18</b>		
	These charges require 1 year notice to allotment plot holders, therefore the proposed charges in this schedule relate to 2017/18. Allotment charges for 2016/17 were agreed at Full Council meeting in March 2015. They are shown below for the purpose of comparison.								
	<b>Residents:</b>								
	Grade A, 25 sq. metres (per pole)			10.50	0.00	10.50	13.00	0.00	13.00
	Grade B, 25 sq. metres (per pole)			7.25	0.00	7.25	9.80	0.00	9.80
	Concessionary rate - age concession/low Inc./unemployed (Enfield Residents only from 1 April 2012)			25% Reduction above					
	Water charge per pole			2.15	0.00	2.15	2.30	0.00	2.30
	Shed rentals			20.50	0.00	20.50	21.00	0.00	21.00
	Key deposits			10.00	0.00	10.00	15.00	0.00	15.00
	Plot deposit			20.00	0.00	20.00	30.00	0.00	30.00
	<b>Non-Enfield Residents</b>								
	Grade A, 25 sq. metres (per pole)			13.50	0.00	13.50	16.50	0.00	16.50
	Grade B, 25 sq. metres (per pole)			10.00	0.00	10.00	13.00	0.00	13.00
	Water charge per pole			2.15	0.00	2.15	2.30	0.00	2.30
	Shed rentals			25.50	0.00	25.50	28.00	0.00	28.00
	Key deposits			10.00	0.00	10.00	15.00	0.00	15.00
	Plot deposit			20.00	0.00	20.00	30.00	0.00	30.00
<b>51</b>	<b>Charges for Notices served under the Housing Act 2004</b>		1						
	Hazard Awareness Notice (if a subsequent notice is not required)						0.00	0.00	0.00
	Hazard Awareness Notice (if a subsequent notice is required)						175.00	0.00	175.00
	Improvement Notice						350.00	0.00	350.00
	Prohibition Order						350.00	0.00	350.00
	Emergency Prohibition Order						350.00	0.00	350.00
	Emergency Remedial Action						350.00	0.00	350.00
	Demolition Order						350.00	0.00	350.00
	Review of a suspended Improvement Notice						200.00	0.00	200.00
	Review of a suspended Prohibition Order						200.00	0.00	200.00
	Charge for any subsequent notice served at the same time for the same property						150.00	0.00	150.00
<b>52</b>	<b>COMMUNITY HALLS</b>		1						
	<b>Community Halls Hire :</b>								
	Commercial rates per hour			24.80	0.00	24.80	26.00	0.00	26.00
	Concessionary rate per hour ( for voluntary organisations or those deemed to be providing services of organisational benefit)			14.00	0.00	14.00	15.00	0.00	15.00
	(A further concessionary rate will be offered to recognised Tenants and Residents Associations who will be offered space once a month at no charge for meetings) maximum period of 4 hrs								
	Daily rate 11am-11pm (for those paying full rate )			248.00	0.00	248.00	262.00	0.00	262.00
	Daily rate 11am-11pm (for those paying concessionary rate )			140.00	0.00	140.00	160.00	0.00	160.00
<b>53</b>	<b>FLEET SERVICES</b>								
<b>53a</b>	<b>Car Service Maintenance Repair &amp; grounds equipment self propelled</b>								
	This includes Car derived vans. I.E Vauxhall Corsa Van								
	All Services are undertaken based on Autodata times								
	Labour Rate per Hour	V	1				50.00	10.00	60.00
	Preimum guaranteed workshop slot AM or PM. Wwork under 3 hours will be started and finished if presented before 09:00hrs AM and 15:00hrs PM. (NOTE any additional work discovered during this period may not be completed in the agreed time slot)	V	1				Plus £10.00 above agreed labour rate	2.00	12.00
	Parts	V	1				Cost +15% capped at retail		

Section Reference	Description of Fees & Charges	Service is V/TABLE	Part 1 or 2	APPENDIX 12					
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				REG & ENVIRONMENT DEPARTMENT			REG & ENVIRONMENT DEPARTMENT		
				AGREED CHARGES 2015/16			PROPOSED CHARGES 2016/17		
Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total				
	Consumable items	V	1				5.00	1.00	6.00
	Environmental charge (disposal of oils when changed)	V	1				3.00	0.60	3.60
	Any work of specialist nature outsourced to 3rd party	V	1				10% capped at £100 per job out sourced		
	Collection and delivery within London Borough of Enfield 08:00 - 16:00hrs	V	1				20.00	4.00	24.00
	Collection and delivery within London Borough of Enfield outside of 08:00 - 16:00hrs	V	1				30.00	6.00	36.00
	MOT test class 4		1				As per prevailing DVSA cost.		
	MOT retest		1				As per prevailing DVSA cost.		
<b>53b</b>	<b>LCV up to 3.5t Service Maintenance Repair</b>								
	<b>All Services are undertaken based on Autodata times</b>								
	Labour Rate per hour	V	1				50.00	10.00	60.00
	Preimum guranteed workshop slot AM or PM. Wwork under 3 hours will be started and finished if presented before 09:00hrs AM and 15:00hrs PM. (NOTE any additional work discovered during this period may not be completed in the agreed time slot)	V	1				Plus £10.00 above agreed labour rate	2.00	12.00
	Parts	V	1				Cost + 15% capped at retail		
	Consumable items	V	1				5.00	1.00	6.00
	Environmental charge (disposal of oils when changed)	V	1				3.00	0.60	3.60
	Any work of specialist nature outsourced to 3rd party	V	1				10% capped at £100 per job out sourced		
	Collection and delivery within London Borough of Enfield 08:00 - 16:00hrs	V	1				20.00	4.00	24.00
	Collection and delivery within London Borough of Enfield outside of 08:00 - 16:00hrs	V	1				30.00	6.00	36.00
	MOT test class 7		1				As per prevailing DVSA cost.		
	MOT retest		1				As per prevailing DVSA cost.		
	LOLER testing tail lifts	V	1				60.00	12.00	72.00
<b>53c</b>	<b>Section 19 &amp; 22 mini bus Service Maintenance Repair and vehicles up to 7.5t</b>								
	<b>All Services where possible are undertaken based on autodata times</b>								
	Labour Rate	V	1				55.0	11.0	66.0
	Preimum guranteed workshop slot AM or PM. Wwork under 3 hours will be started and finished if presented before 09:00hrs AM and 15:00hrs PM. (NOTE any additional work discovered during this period may not be completed in the agreed time slot)	V	1				Plus £10.00 above agreed labour rate	2.00	12.00
	Parts	V	1				cost + 15% capped at retail		
	Consumable items	V	1				5.00	1.00	6.00
	Environmental charge (disposal of oils when changed)	V	1				3.00	0.60	3.60
	Any work of specialist nature outsourced to 3rd party	V	1				10% capped at £100 per job out sourced		
	Collection and delivery within London Borough of Enfield 08:00 - 16:00hrs	V	1				20.00	4.00	24.00
	Collection and delivery within London Borough of Enfield outside of 08:00 - 16:00hrs	V	1				30.00	6.00	36.00
	DVSA safety inspection including interior fitting up to 22 seats	V	1				97.50	19.50	117.00
	DVSA standard brake test with print out	V	1				32.50	6.50	39.00
	DVSA standard Headlamp test	V	1				16.25	3.25	19.50
	MOT test class 5 - 5a		1				As per prevailing DVSA cost.		
	MOT retest		1				As per prevailing DVSA cost.		
	LOLER testing tail lifts	V	1				60.00	12.00	72.00
<b>53d</b>	<b>LGV / RCV and vehicles above 7.5t</b>								
	All Services where possible based on industry standard times								
	Labour Rate		1				60.00	12.00	72.00
	Preimum guranteed workshop slot AM or PM. Wwork under 3 hours will be started and finished if presented before 09:00hrs AM and 15:00hrs PM. (NOTE any additional work discovered during this period may not be completed in the agreed time slot)	V	1				Plus £10.00 above agreed labour rate	2.00	12.00
	Parts		1				Cost + 15% capped at retail		
	Consumable items		1				5.00	1.00	6.00
	Environmental charge (disposal of oils when changed)		1				3.00	0.60	3.60
	Any work of specialist nature outsourced to 3rd party	V	1				10% capped at £100 per job out sourced		
	Collection and delivery within London Borough of Enfield 08:00 - 16:00hrs	V	1				20.00	4.00	24.00
	Collection and delivery within London Borough of Enfield outside of 08:00 - 16:00hrs	V	1				30.00	6.00	36.00
	HGV DVSA safety inspection	V	1			1.5hrs	90.00	18.00	108.00
	RCV DVSA Safety inspection	V	1			2.0hrs (includes bin inpection)	120.00	24.00	144.00
	DVSA standard brake test with print out + DVSA h/lamp test	V	1			0.5hr	30.00	6.00	36.00
	DVSA standard Hedlamp test only	V	1			0.25hr	15.00	3.00	18.00
	HGV rigid MOT test (in house)	V	1				As per prevailing DVSA fee and Lane Fee		
	MOT retest (In house)	V	1				As per prevailing DVSA fee and Lane Fee		
	LOLER testing tail lifts	V	1				60.00	12.00	72.00

## APPENDIX 13

<b>SCHOOLS BUDGET 2016/17</b>	<b>£</b>
<b>INCOME</b>	
Schools Block - 5-16 year olds	258,529,578
Early Years Block - 3-4 Year Olds	13,838,707
Early Years Block - 2 Year Olds	5,718,240
High Needs Block	30,886,302
<b>TOTAL DSG</b>	<b>308,972,827</b>
Post 16 pupils in Special Schools (Education Funding Agency)	1,234,000
<b>TOTAL RESOURCES</b>	<b>310,206,827</b>
<b>EXPENDITURE</b>	
<b>SCHOOLS BLOCK</b>	
Schools Delegated Formula Funding:	
Primary Formula	142,492,453
Secondary Formula	103,097,808
Central Licences	226,150
Growth Fund-New Expansions, Ongoing Protection and Sept Adjustment	1,162,661
Schools Block Central Functions	2,574,570
<b>SCHOOLS BLOCK TOTAL</b>	<b>249,553,642</b>
<b>EARLY YEARS BLOCK</b>	
Maintained 3 & 4 Year Old Places	5,570,550
Private Voluntary & Independent (PVI) 3 & 4 Year Old Places	7,909,659
2 year olds - Place Funding	5,911,488
Early Years Central Functions	604,231
<b>EARLY YEARS TOTAL</b>	<b>19,995,928</b>
<b>HIGH NEEDS BLOCK</b>	
Delegated:	
Special Schools pre 16 (at full capacity)	11,798,506
Outreach programme	672,000
SEN Support for Post 16 pupils in FE placements	1,400,000
PRU - Enfield Secondary Tuition Centre	2,141,460
SEN exceptional needs	4,781,315
Additionally Resourced Provision (ARP), Language and Nurture Units	3,291,392
Home and Hospital Support	307,540
Centrally Held High Needs Budgets - incl £6.9m outborough SEN placements	15,031,044
<b>HIGH NEEDS BLOCK TOTAL</b>	<b>39,423,257</b>
Post 16 pupils in Special Schools	1,234,000
	-
<b>TOTAL BUDGET</b>	<b>310,206,827</b>

## Capital Receipts Flexibility & Efficiency Strategy

The Government will permit revenue expenditure<sup>1</sup> to be treated as capital expenditure, and thus funded by capital receipts, where expenditure is “incurred on projects designed to reduce future revenue costs and/or transform service delivery”. Examples given include developing integrated or shared services, joint working arrangements or new ways of working. Only initial set up costs, not ongoing expenses, can be capitalised. Typical examples of what might be included are:

- Feasibility studies,
- Pilot schemes,
- Consultancy fees,
- Redundancy payments
- Staff training.

All authorities are required to approve an efficiency strategy annually as part of the revenue budget setting process and before the start of the financial year. The strategy needs to show that any projects funded from this capital receipts flexibility are expected to result in a saving overall including a cost benefit analysis. The concession is currently only intended to apply until 31 March 2019.

### Enfield's Efficiency Strategy

The Government advises that the Council approves a list of projects to make use of the capital receipts flexibility.

**Starting from 1<sup>st</sup> April 2016, the Council is asked to note the new flexibility to use new capital receipts to fund redundancy costs arising from efficiency savings and to note that specific proposals will be provided to Cabinet as appropriate.**

The annual capital receipts target is £4m for 2016/17 and 2017/18. Future years will be subject to the identification of more surplus assets to dispose of. Therefore, the plan assumes all capital receipts will be applied in the first instance to fund redundancy costs as proposed above. At this stage the very short timescale of the announcement means that greater detail will be worked up and monitored by Cabinet. Significant changes will be reported to Council if necessary in the year. A revised plan will be submitted to Council as part of the 2017/18 Budget Report.

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<sup>1</sup> Government guidance included as an annex to this Appendix.



## **Government Guidance on qualifying expenditure**

### **Types of qualifying expenditure**

Qualifying expenditure is expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs or to improve the quality of service delivery in future years. Within this definition, it is for individual local authorities to decide whether or not a project qualifies for the flexibility.

Set up and implementation costs of any new processes or arrangements can be counted as qualifying expenditure. The ongoing revenue costs of the new processes or arrangements cannot be classified as qualifying expenditure.

### **Examples of qualifying expenditure**

There are a wide range of projects that could generate qualifying expenditure and the list below is not prescriptive. Examples of projects include:

- Sharing back-office and administrative services with one or more other council or public sector bodies
- Investment in service reform feasibility work, e.g. setting up pilot schemes
- Collaboration between local authorities and central government departments to free up land for economic use
- Funding the cost of service reconfiguration, restructuring or rationalisation (staff or non-staff), where this leads to ongoing efficiency savings or service transformation
- Sharing Chief-Executives, management teams or staffing structures
- Driving a digital approach to the delivery of more efficient public services and how the public interacts with constituent authorities where possible
- Aggregating procurement on common goods and services where possible, either as part of local arrangements or using Crown Commercial Services or regional procurement hubs or Professional Buying Organisations
- Improving systems and processes to tackle fraud and corruption in line with the Local Government Fraud and Corruption Strategy – this could include an element of staff training
- Setting up commercial or alternative delivery models to deliver services more efficiently and bring in revenue (for example, through selling services to others)
- Integrating public facing services across two or more public sector bodies (for example children's social care, trading standards) to generate savings or to transform service delivery.

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**MUNICIPAL YEAR 2015/16 REPORT NO. 172**

**MEETING TITLE AND DATE:**  
**CABINET – 10<sup>th</sup> February 2016**

**Agenda – Part: 1**

**Item: 7**

**JOINT REPORT OF:**

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

## Contact Officers:

Helen Waring, extn 4058

Email: Helen.waring@enfield.gov.uk

Paul Davey, extn 5258

Email: Paul.davey@enfield.gov.uk

**SUBJECT:**

**Housing Revenue Account (HRA) 30-Year Business Plan, Budget 2016/17, Rent Setting and Service Charges**

**Temporary Accommodation Rents**

**ALL WARDS**

CABINET MEMBERS CONSULTED: CLLR OYKENER  
 CLLR STAFFORD

**1. EXECUTIVE SUMMARY**

- 1.1 This report sets out the proposed HRA 30-Year Business Plan, the detailed HRA Revenue Budget for 2016/17 and the five year HRA Capital Programme and Right to Buy (RTB) One for One Receipts Programme (2016/17 to 2020/21). See Paragraphs 4-8.
- 1.2 It also presents the levels of rents, service charges and heating charges to be operative with effect from 4<sup>th</sup> April 2016 for HRA Council tenants and rents for tenants in Temporary Accommodation. See Paragraphs 9-13.
- 1.3 The report has been prepared in the context of the Government's Welfare Reform and Work Bill and Housing and Planning Bill, both of which are progressing through Parliament. The announcement in the Welfare Reform and Work Bill that Social Rents will reduce by 1% per annum for four years commencing in 2016/17 has had a significant impact on the Council's HRA and work has been ongoing since July to address this impact and rebalance the HRA 30-Year Business Plan.

**2. RECOMMENDATIONS**

- 2.1 That Cabinet recommends to Council:
  - a) Approval of the HRA 30-Year Business Plan
  - b) Approval of the detailed HRA Revenue Budget for 2016/17
  - c) Approval of the HRA Capital Programme and RTB One for One Receipts Programme as set out in Paragraph 7 of this report
  - d) To note the rent levels for 2016/17 for HRA properties and Temporary Accommodation properties subject to the Welfare Reform and Work Bill receiving Royal Assent in April 2016
  - e) Approval of the level of service charges as set out in Paragraph 10 for those properties receiving the services
  - f) To note the heating charges for 2016/17 as set out in Paragraph 12 for those properties on communal heating systems
  - g) Approval of the proposals for increases in garages and parking bay rents as detailed in Appendix F
- 2.2 That authority should be delegated to the Cabinet Member for Housing and Housing Regeneration and the Director of Regeneration and Environment to approve tenders for Major Works.

### **3. BACKGROUND**

- 3.1 This report is brought to Cabinet on an annual basis for three reasons:
- a) To ensure that a balanced 30-Year HRA Business Plan is approved by the Council
  - b) To ensure that the HRA budget for 2016/17 is set by the Council, and that this budget does not put the HRA into deficit
  - c) To set the rent and service charge levels for HRA properties and Temporary Accommodation properties for the 2016/17 year. The decision must be taken early enough for tenants to be advised of any change at least 4 weeks prior to the date of that change.
- 3.2 This year, the report is prepared in the context of the Government's Welfare Reform and Work Bill and Housing and Planning Bill, both of which are progressing through Parliament.
- 3.3 One of the provisions in the Welfare Reform and Work Bill replaces previous National Social Rent Policy with a legal requirement for Social Housing providers to reduce rents by 1% per annum over the next four years commencing in 2016/17. The Housing and Planning Bill contains two provisions that will directly impact on the HRA 30-Year Business Plan:
- a) The requirement that tenants on higher incomes (over £40,000 in London and over £30,000 outside London) will be required to pay market rate, or near market rate, rents. This is known as the "Pay to Stay" policy.
  - b) The requirement that stock-holding Local Authorities should sell their vacant high value stock.
- 3.4 The impact of the rent reduction has been factored into the HRA 30-Year Business Plan and 2016/17 budget. The impacts of the Pay to Stay and Sale of Vacant High Value Stock policies are not yet clear, so have only been registered as risks to the HRA 30-Year Business Plan at this stage.

### **4. HRA 30-YEAR BUSINESS PLAN**

- 4.1 Cabinet approved an updated 30-Year HRA Business Plan at its meeting in November 2015. This plan had been updated following the announcement regarding rent decreases for four years, and was balanced.
- 4.2 The detailed figures included in the latest version of the Business Plan are attached as Appendix A. Only minor amendments have been made since November 2015 – not adding inflation to supplies and services, reducing the interest rate on balances from 0.75% to 0.35%, reflecting the introduction of new service charges as set out in this report and updating the plan to reflect the latest predicted stock numbers. These changes have improved the Business Plan position by £500k in 2016/17, and the plan still remains balanced over the next 30 years.

4.3 The overarching assumptions in the HRA business plan are as follows:

**TABLE 1 – BUSINESS PLAN ASSUMPTIONS**

	<b>Assumption</b>	<b>Notes</b>
Inflation on supplies and services	0% in 2016/17 then 2.5% Retail Prices Index (RPI) increases each year thereafter	A 1% increase has been allowed for the pay award
Rent Increases	- 1% for four years and then Consumer Prices Index (CPI) + 1% thereafter	CPI is assumed as 2%
Repairs and Maintenance cost increases	0% in 2016/17 then 2.5% per annum	Signs are that the new contracts will deliver efficiencies in 2015/16, so inflation has not been added to the budget
Capital Programme – Major Works	Annual amounts based on the updated estimated cost of replacing components (windows, roofs, kitchens, bathrooms, etc) in the year that they fall due for replacement	
Capital Programme – Estate Renewal	Costs of current Estate Renewals included in the Business Plan based on the latest Capital Monitoring information (Quarter 2). 11 future Estate Renewals are included using generic figures commencing in 2017/18 and starting every two years thereafter	
RTB Sales	100 for 16/17 and 17/18, 30 from 18/19 to 23/24, then 0 from 24/25 onwards	It is assumed that sales will reduce due to increases in market prices rendering RTB less affordable, and less desirable stock will be available for purchase
Operation of the Government's RTB One for One Replacement Scheme	The Council will operate the scheme without returning receipts to Government. The 30% receipts are match funded by the HRA in 2015/16 and 2016/17. Between 2017/18 and 2020/21, £15m will have to be matched outside of the HRA	

Sale of Vacant High Value Assets	No assumptions built in at present	The Government is likely to request lump sum payments, but it is not clear when these will start and how much they will be. This is a risk to the HRA Business Plan
Pay to Stay Policy	No assumptions built in at present	This policy may result in additional administration costs, but this is not yet known. It may also lead to an increase in Right to Buy take-up. This is a risk to the HRA Business Plan
Interest rate on borrowing	5.5% on existing debt 3.48% on self financing debt 4% on new debt	Reflects actual debt costs and estimates from Treasury Management
Interest rate on balances	0.35%	Estimated 7-Day London Inter Bank Bid (LIBID) rate

- 4.4 The two types of potential change (sensitivities) which have the biggest impact on the HRA 30-Year Business Plan are changes to rent levels and changes in the number of RTB sales. The current Business Plan assumes that rents will revert to annual increases of CPI + 1% after the four year rent reduction period. This may not be the case, so it is prudent to test alternative scenarios. It also assumes that RTB Sales will fall from the currently predicted 200 per year (in 2015/16) to 100 per year in 2016/17 and 2017/18, and then 30 per year for the following six years. Latest estimates for 2015/16 suggest that there may now only be 150 RTB sales this year. However, one of the potential impacts of the "Pay to Stay" Policy is that the tenants affected will opt to buy their homes rather than pay higher rents, thereby increasing future sales.

4.5 Table 2 below describes each sensitivity modelled and the outcome.

**TABLE 2 - SENSITIVITIES**

	<b>Revenue Balance 2024/25 £000's</b>	<b>Capital Shortfall 2015/16 to 2024/25 £000's</b>	<b>Amount of RTB Receipts to be funded outside of the HRA £000s</b>
<b>Base</b>	<b>43,179</b>	<b>0</b>	<b>15,000</b>
<b>Sensitivities:</b>			
1. Rent continues to decrease by 1% per year for a further five years after the initial four years' decrease	3,778	3,711	15,000
2. Rent does not increase each year for five years after the initial four years' decrease	17,014	0	15,000
3. Rent increases by 2% each year (ie CPI is only 1% and not 2%) for five years after the initial four years' decrease	33,989	0	15,000
4. Increase RTB sales to 200 per annum in 2016/17 to 2019/20, then 100 per annum in 2020/21 to 2024/25*	46,964	0	56,300

4.6 Clearly, if rent continues to decrease by 1% per year for a further five years as shown in sensitivity 1, then measures will need to be taken to rebalance both the revenue expenditure (so that the minimum balance rises back to the required £6.250m) and the capital expenditure (to address the shortfall). If RTB sales increase as shown in sensitivity 4, although the revenue balance improves, a significant RTB One for One Receipts Programme would need to be put in place which did not rely on HRA resources.

## **5. BASE BUDGET FOR 2016/17**

### **5.1 Financial Monitoring 2015/16**

During the 2015/16 year, work has been ongoing to identify net savings of £1.5m per annum from the HRA. This target was set in response to the predicted loss of rental income arising from 2016/17, and has been met in full. The main reductions to the budget were as follows:

#### **a) Insurance Costs (£166k)**

The 2014/15 outturn showed that, following reprocurement of the Council's insurance contract and a review of the assets covered by the policy, this budget could be reduced by £166k per annum.

#### **b) Energy (£100k)**

Recent reductions in energy prices and energy saving improvements to the stock through the major repairs programme have meant that this budget can be reduced by £100k per annum.

#### **c) Sheltered Housing (£177k)**

The loss of Supporting People funding with effect from 1<sup>st</sup> April 2015 has prompted a review of the service, leading to ongoing savings in salary and running costs of £177k.

#### **d) Deletion of "One-Off" Budgets (£460k)**

Two budgets brought forward from 2014/15, one for tree survey work and one for an IT project, were included in the 2015/16 budget, but were no longer required. These have been deleted.

#### **e) Enfield 2017 (£452k)**

The HRA share of savings flowing from the Enfield 2017 project will be £452k per year.

#### **f) Base Budget Review (net £145k)**

During the 2015/16 year, a review of all HRA budgets has been undertaken, resulting in net ongoing savings amounting to £145k per annum.

It should be noted that the latest monitoring report (November 2015) indicates that there is also likely to be an ongoing saving of £500k per year arising from the new Repairs and Maintenance contracts. This is due to lower average costs of Day to Day repairs jobs. As the contracts have not yet been in place for a full year, no reduction has been made to the 2016/17 budget, but this will be kept under review.



## 5.2 2016/17 Base Budget

Appendix B sets out the base budget for 2016/17 compared to the 2015/16 figures. The assumptions and explanations of the changes between 2016/17 and 2015/16 are outlined below.

### INCOME

#### **Dwelling Rents and Service Charges – decrease of £732k**

The income from rents has reduced by £1,159k as a result of the 1% rent reduction and the loss of properties through RTB and Estate Renewal. This has been partially offset by a predicted increase in service charges income from tenants arising from the new proposed charges as explained in Paragraph 10 below.

#### **Leaseholder Service Charges – increase of £424k**

This is due to a combination of factors:

- a) the increase in the number of leaseholders because of the increase in RTB
- b) increases in service charges as explained in Paragraph 10 below
- c) an increase in the amount being billed in respect of repair works

#### **Shops and Commercial Income – increase of £308k**

This arises due to an increase in aeriels income and the Council's managing agents, Spencer Craig, estimating an increase in shop rental income for 2016/17.

#### **Interest on Balances – decrease of £276k**

The amount of interest receivable is expected to reduce from £478k to £202k due to a lower rate of interest being applied.

### EXPENDITURE

#### **General Management – increase of £252k**

Less administration income will be received this year due to the anticipated reduction in RTB sales from 200 in 2015/16 down to 100 in 2016/17. Also, some management recharges have been increased.

#### **Special Services – increase of £669k**

This increase is due to the addition of a new communal cleaning service and anticipated additional costs of the Concierge and Grounds Maintenance contracts (which will be paid for through tenants' and leaseholders' service charges). There will also be a 5% increase in electricity costs between 2015/16 and 2016/17.

#### **Depreciation – decrease of £196k**

The amount set aside for depreciation is expected to reduce because of the reduction in the number of properties held in the HRA.

#### **Repairs and Maintenance (Admin) – decrease of £118k**

Two one-off budgets for 2015/16 have now been removed. These related to the setting up of the new contracts.

**Revenue Surplus to Fund Future Capital Expenditure – decrease of £950k**

This represents the amount set aside from revenue to fund future years' capital expenditure. This figure is determined by the HRA business plan and the surplus on the HRA. This takes account of the capital programme and the other sources of funding available.

**6. CAPITAL FINANCE AND PRUDENTIAL CODE**

- 6.1 The Prudential Code for Capital Finance requires the authority to have regard to affordability, prudence and sustainability when considering its capital investment plans and to set and keep under review a range of prudential indicators. The prudential indicators for the HRA are:
- estimated capital financing charges as a percentage of net revenue stream
  - estimated capital expenditure
  - estimated capital financing requirement
  - incremental effect of capital investment decisions on housing rents
- 6.2 The General Fund Budget report for 2016/17 elsewhere on the agenda sets out the background to the prudential code and shows the indicators for the HRA and the General Fund.
- 6.3 As part of the self financing determination the government imposed a cap on HRA borrowing. This relates to the valuation calculation as determined by the self financing model. The cap for this Council is £198.015m. Actual borrowing at the end of 2015/16 is estimated to be £157.72m.
- 6.4 In essence the Prudential regime gives scope for the HRA to borrow for capital investment if the forecasts show that the resulting charges can be afforded over the medium to long term.
- 6.5 The Code, subject to an assessment of prudence, affordability and sustainability, gives scope to borrow above current levels. There is no additional HRA borrowing planned for 2016/17. However, the HRA business plan includes assumptions about borrowing in future years and about repaying debt during the lifetime of the business plan.

## 7. CAPITAL PROGRAMME

7.1 The table below sets out the overall capital expenditure planned for the next five years. The programme is broken down into five areas and these are detailed below.

**TABLE 3: HRA 5 Year Capital Programme**

	<b>2016/17 £000</b>	<b>2017/18 £000</b>	<b>2018/19 £000</b>	<b>2019/20 £000</b>	<b>2020/21 £000</b>
Major Works to the Stock	24,512	22,314	17,994	17,502	11,388
Estate Renewal Schemes	14,245	17,449	17,479	13,835	7,665
Non- Estate Renewal RTB projects match funded with HRA resources	6,540	3,402	19,573	10,715	17,159
RTB projects match funded outside of the HRA	0	7,784	5,000	2,000	180
Grants to Vacate	1,000	0	0	0	0
<b>Total</b>	<b>46,297</b>	<b>50,949</b>	<b>60,046</b>	<b>44,052</b>	<b>36,392</b>

7.2 The programme, totalling £237,736k, will be funded as follows:

- Grants - £3,875k
- Capital Receipts - £47,746k
- RTB One for One Receipts - £34,637k
- Revenue - £41,964k
- S106 - £2,000k
- Major Repairs - £67,228k
- Borrowing - £40,286k

7.3 The total capital expenditure for 2015/16 is estimated to be £61.3m. The most recent monitor (Quarter 2) shows a projected underspend of £3.9m. This amount has been committed and will be carried forward into 2016/17.

### 7.4 Major Works to the Stock

The table above shows the programme reducing across the five years. This is because a catch-up programme to replace components which were overdue for replacement has been in operation for four years now. This means that there is less backlog and better information about individual assets and investment requirements. In addition, replacing components with better quality materials will prolong the useful life and save money in the long term. A list of schemes due to start in 2016/17 is attached at Appendix C.

## 7.5 Estate Renewal Schemes

In addition to the works to the stock it is anticipated that £70.7m will be spent on an Estate Renewal Programme over the next five years. This is reflected in the updated HRA business plan. A list of schemes and budgets is attached at Appendix D.

## 7.6 RTB One for One Replacement Receipts and Related Expenditure

The following three Estate Renewal Schemes have already been agreed and all will use some of the RTB One for One Replacement Scheme receipts as part of their funding. This will enable the Council to retain the receipts:

- Small Sites
- Dujardin Mews
- New Avenue

In addition, Ordnance Road has been agreed and is fully eligible for the scheme. Other schemes proposed to be match funded with HRA receipts include:

- Small Sites Rolling Programme
- Lytchet Way/Other Additional Storeys on Existing Blocks
- Leaseholder Buybacks and Other Property Purchases

In order to spend receipts outside of the HRA, the Council is working with Registered Providers who are developing property in the Borough to identify suitable schemes for investment, and has agreed to set up a minority interest Registered Provider Company. Appendix E sets out the RTB Programme for the next five years and updates the 2015/16 Programme (Grants to Vacate have now been excluded from the scheme and Purchase of Properties has been amalgamated into one scheme to allow more flexibility).

## 8. HRA BALANCES

8.1 The estimated position on balances is set out below.

**TABLE 4: HRA BALANCES**

	<b>Balance at 31/03/15</b>	<b>Movement in 2015/16</b>	<b>Estimated balance as at 31/03/16</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
HRA General Balances	13.46	(0.08)	13.38
Repairs Fund	2.90	2.25	5.15
MRA to fund capital expenditure	12.82	5.84	18.66
RTB receipts held for 1-4-1 replacement	5.93	3.88	9.81
Capital Reserve	24.03	(4.60)	19.43
<b>Total</b>	<b>59.14</b>	<b>7.29</b>	<b>66.43</b>

- 8.2 It is considered prudent to retain at least £6m in General Balances given the risks and uncertainties associated with running a business of this size. In addition, the HRA retains a further £250k as a contingency for asbestos.
- 8.3 In reality the business plan has considerably greater balances than £6m next year. The balances are outlined above and are estimated to total £66.43m by the end of this year. The balances will be used to fund the capital programme over the next three years and will reduce to £35.7m by 2018/19.
- 8.4 The £5.15m in the repairs fund is intended for any significant increase in repairs costs. This is particularly likely in years where there are severe weather conditions.
- 8.5 In addition to the above reserves, a bad debt provision of £1.3m existed at 31 March 2015. The adequacy of this amount will be reassessed at the end of the financial year to reflect the level of rent arrears. It is considered prudent to sustain the current level of provision as there is a risk associated with the Government changes to the benefit system and introduction of Universal Credit.

## **9. PROPOSED RENT CHARGES FOR HRA PROPERTIES FOR 2016/17**

- 9.1 The Welfare Reform and Work Bill requires that Social Rents will reduce by 1% per annum for four years commencing in 2016/17, and that this will be law. This will replace the previous National Social Rent Policy and the Council will have no choice but to comply with the Bill once it receives Royal Assent.
- 9.2 Appendix F shows examples of the rents for 2016/17 for different property types and sizes across the Borough. It should be noted that these will vary for each tenant. The new rents will be operative from 4<sup>th</sup> April 2016 (the first Monday in the month).
- 9.3 In October 2015, Cabinet agreed the updated HRA Rent-Setting Policy (KD4126). This allowed the Council to consider letting properties at a higher rent level ("affordable rent") where it builds or acquires new or additional properties. Additional properties funded by the Greater London Authority or through the Government's RTB One for One Replacement Scheme were always intended to be offered at affordable rent levels, with the Council determining what it means by affordable rent levels, ie not necessarily as high as 80% of market rent. Currently no HRA tenants are being charged a higher rent level, but some new properties will be available in 2016/17. The proposed rent levels to apply to these properties will be brought back for decision prior to them being let.

**10. PROPOSED SERVICE CHARGES FOR 2016/17**

10.1 It is recommended that the following service charges are made to those tenants in receipt of the services listed below:

**TABLE 5 – PROPOSED SERVICE CHARGES 2016/17**

	<b>Charge per week 2015/16 £</b>	<b>Charge per week 2016/17 £</b>
Caretaking level (1) (non-resident)	3.19	3.38
Caretaking level (2) (resident)	5.18	5.44
Caretaking level (2) Sheltered	From 1.45 to 3.18	From 1.49 to 3.27
Cleaning level (2) Sheltered	1.79	1.84
Cleaning level (3) Sheltered	2.56	2.62
Communal Cleaning	N/A	0.59
Concierge	10.61	11.23
Grounds maintenance	1.25	1.44
CCTV internal cameras	1.37	1.37
CCTV external cameras	N/A	0.82
Communal electricity for lighting/lifts/door entry	From 0.15 to 3.00	From 0.20 to 3.00

10.2 These charges aim to recover the full cost of the service. Concierge and Grounds Maintenance have increased due to the introduction of new contracts and management arrangements. Caretaking, Cleaning and Communal electricity charges have increased due to the provision of an enhanced service and inflation. The charges for CCTV internal cameras have remained the same and reflect the cost of the current contracts.

10.3 Two new charges are proposed:

- CCTV external cameras – 82p per week. The provision of CCTV cameras on external walls will better protect tenants and leaseholders and their homes from antisocial behaviour and crime. The charge is based on the estimated costs of providing the cameras and supporting surveillance and will affect 937 properties.
- An enhanced cleaning service in communal areas – 59p per week. It is proposed that 15 new cleaners will be appointed to clean the communal areas in blocks of flats. This will enhance the appearance and safety of the blocks. The charge will be based on the estimated costs of providing the new service and will affect 6,349 properties.

- 10.4 The Council's Housing Board and Customer Voice (the tenant and leaseholder consultation body) have considered these charges and are of the view that higher charges and new charges are acceptable so long as they are linked with better quality services that make a difference to their homes.
- 10.5 In addition to the above charges, water and sewerage charges will continue to be collected through the rents on behalf of the water authorities.
- 10.6 It is proposed that garage rents and parking bay charges will increase as set out in Appendix G.

## **11. LEASEHOLDER SERVICE CHARGES**

- 11.1 Details of estimated service charges for leaseholders are included at Appendix H. This Appendix includes an estimate of all charges to leaseholders.
- 11.2 The administrative fee proposed for 2016/17 is £196.20 per leasehold unit. This is a 2.4% decrease from 2015/16.
- 11.3 The charges outlined in Paragraph 10 have also been built in to the expected income from leaseholders where appropriate.

## **12. HEATING CHARGES**

- 12.1 The Council has some 2,000 properties in 71 blocks of flats serviced by communal heating systems.
- 12.2 **Electricity Charges**

Whilst the cost of electricity itself has decreased and is looking likely to decrease further next year, the Government has announced that it will add "non-commodity" charges to electricity bills next year. These include 'feed-in-tariffs', 'Climate Change Levy' and 'Contract for Difference' charges. At the moment, the charges have not been confirmed by the Government, but the Council's buying agents "LASER" are estimating that the average electricity bill will increase by 5% next year.

- 12.3 **Gas Charges**

The cost of gas will not increase in 2016/17. However, a review of the charges made in 2015/16 has revealed a number of adjustments that will need to be made in 2016/17 to those blocks which are heated by gas.

- 12.4 **Other Charges**

The gas standing charge and fuel oil charges will remain unchanged next year.

## 12.5 Work Undertaken by the Council to Reduce Heat Loss and Bills and Make Billing Fairer

### *Major Works*

Over the past five years, the Council has sought to reduce heat loss and tackle fuel poverty issues in its blocks of flats by undertaking the following works:

- a) Replacing single-glazed windows with double-glazing – 65% of blocks have now been upgraded.
- b) Upgrading gas boilers with newer energy efficient models.
- c) Negotiating eco-works with Energy Companies such as British Gas and EDF who have funded energy efficiency measures at Scott House and at six other tower blocks on the Kettering and Exeter Road estates. These works have included External Wall Insulation, Window Replacement, Roof Insulation upgrades and a heating fuel change (from Oil at Scott House and Electric heating on the other blocks).
- d) The introduction of individually metered heating and electricity usage at Scott House.
- e) Attracting Renewable Heat Initiative payments to supplement funding for ground source heat pump powered heating systems on the Exeter Road Estate. This heating renewal work will be undertaken in this financial year and will allow the introduction of individually metered heating and electricity usage on this estate from April 2016 onwards.

This type of work will continue into the future as blocks are upgraded.

### *Estate Renewal*

All new properties built by the Council through the Estate Renewal Programme will be built to sustainable code 4 and will be more energy efficient than current accommodation.

In addition, Ladderswood will house the first CHP (Combined Heat Power) boiler which will be connected to the Lea Valley Heat Network. A heat network is a system of highly insulated pipes that move energy in the form of hot water from low carbon, low cost heat sources where it is produced, to where it is needed, much like an electricity network.

The Lee Valley Heat Network will initially use heat from the Energy from Waste facility at the Edmonton EcoPark. This facility already generates enough heat which can be used to kick-start a strategic network.

The network will also connect additional heat sources elsewhere in the Lee Valley, including local gas-fired Combined Heat and Power schemes, with the intention to use renewable fuels in the future.



### *Education*

During 2016/17, the Council will work with tenants and leaseholders to ensure that they take all reasonable and safe measures to reduce their energy consumption and remain warm.

## **13. TEMPORARY ACCOMMODATION RENTS**

- 13.1 As part of the Comprehensive Spending Review the Government has announced intended changes to the funding for temporary accommodation. The management fee for temporary accommodation will no longer be administered through the housing benefit system, as local authorities will be given funding directly to enable them to manage temporary accommodation and homelessness pressures as they see fit. Further details on this are awaited.
- 13.2 Until this change is implemented the current subsidy formula remains in place, ie 90% of the local housing allowance plus a management fee of £40. The local housing allowance remains pegged at the 2011 rate for temporary accommodation. This means that the rents will remain unchanged for 2016/17. A cap of £375 per week continues to limit rents for 4 and 5 bedroom accommodation. Where temporary accommodation is procured outside of Enfield, the formula used to calculate the rental charge will be 90% of Local Housing Allowance for that area, pegged at 2011 rates, plus a £40 per week management fee. Temporary Accommodation rents for 2016/17 are attached at Appendix I.

## **14. ALTERNATIVE OPTIONS CONSIDERED**

The Council no longer has a choice about the level of rents it sets for Council tenants and Temporary Accommodation tenants. A number of different options have been considered around budget levels required both for 2016/17 and in the medium term, and the preferred option, to meet the priorities of the service and the Council, is presented in this report. Service charges can be set at alternative levels, but those set out in Paragraph 10 will result in improved services to tenants and leaseholders.

## **15. REASONS FOR RECOMMENDATIONS**

- 15.1 The Council must comply with the law in setting its rents for Council tenants and Temporary Accommodation tenants. Setting an annual budget, capital programme and balanced HRA 30-Year Business Plan are also legal requirements. Increasing service charges will allow the Council to provide new and better services to tenants, and the charges set out in this report are supported by the Council's Housing Board and Customer Voice (the Tenant and Leaseholder representative body).
- 15.2 Cabinet is requested to delegate authority to the Cabinet Member for Housing and Housing Regeneration and the Director of Regeneration and Environment to approve tenders for Major Works in order that contracts can be let and works carried out more efficiently. This delegation has been in place for a number of years.

## **16. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES & CUSTOMER SERVICES OTHER DEPARTMENTS**

### **16.1 Financial Implications**

The Local Government Act 2003 requires the Chief Finance Officer to report on the robustness of estimates and the adequacy of proposed financial reserves. The 2016/17 HRA estimates have been prepared taking into account the following:

- The estimated impact of inflationary pressures. Allowance has been made for cost increases over and above the general rate of inflation where these are known;
- The estimated impact of increasing demands on resources where these are unavoidable;
- The estimated impact of underlying cost pressures, evidenced by financial monitoring reports in the current year; and
- An assessment of key risks and uncertainties.

It is therefore the view of the Director of Finance and Corporate Resources that the HRA budget is robust and that the balances held are prudent.

### **16.2 Legal Implications**

Local authorities have the ability to set their own rents under section 24 of the Housing Act 1985. The charge must be reasonable for the tenancy or occupation of their premises. Section 24 also requires local authorities to periodically review rents and make such changes as circumstances may require. The section confers a broad discretion as to rents and charges made to tenants. However when the Welfare Reform and Work Bill comes into force in March or April 2016, landlords of social housing would be required to reduce social housing rents by 1% for the next four years.

Under Section 76 of the Local Government and Housing Act 1989, the Council is required to prepare proposals in January and February each year relating to the income of the authority from rents and other charges, expenditure in respect of repair, maintenance, supervision and management of HRA property and other prescribed matters. The proposals should be based on the best assumptions and estimates available and should be designed to secure that the housing revenue account for the coming year does not show a debit balance.

In relation to Temporary Accommodation rent, local authorities also have discretion over the rents charged to their tenants and consequently have the power to review the rent so long as some notice is given. The statutory 4 week notice does not apply to this category of tenants as they are not secure tenants but it is advised that a comparable amount of notice is given. The Welfare Reform and Work Bill will also apply to this category of tenancies and the local authority will have to decrease the rent by 1% for the next four years.

The Council is required to act in accordance with the public sector equality duty under the Equality Act 2010 and have due regard to the duty when carrying out its functions, which includes making decisions in the current context.

The Council also has a duty to show they have consciously addressed their mind to carrying out an Equality Impact Assessment (which includes any decision to increase or introduce charges to tenants).

## **17. KEY RISKS**

### **17.1 HRA 30 year business plan and self financing**

The reform of the HRA has had a major impact on the operation of the Housing Revenue Account from 2012/13. The freedoms and flexibilities for the HRA have been in operation for four years and are a major change for the management of the HRA. The HRA has a significant capital programme and the flexibility to decide on borrowing.

### **17.2 Rent Levels**

As discussed in the report, there is a risk that rents will not increase by 3% a year (CPI +1%) after 2020/21. The impacts of rents increasing at less than 3% are shown in Table 2. The sensitivity testing carried out in respect of this risk will be used to formulate a mitigation plan in the event that future rent increases are lower than expected.

### **17.3 Right to Buy**

The assumption that numbers of Right to Buy sales will reduce with effect from 2016/17 to 100 per year for two years, then to 30 from 2018/19 per year for six years carries potential risks, especially since the Governments "Pay to Stay" policy announcement. The projected total of sales for 2015/16 is 200. The sensitivity testing carried out in respect of this risk will be used to formulate a mitigation plan in the event that sales do increase.

### **17.4 Estate Renewals**

As outlined in the report, there is a predicted spend of £70.7m on estate renewal projects over the next five years. They are factored into the HRA business plan and assumptions regularly updated as the schemes progress but any additional costs or receipts can have a significant effect on the business plan.

### **17.5 Council tax on void properties**

Due to the high number of estate renewal properties being decanted and held void there has been an increase in council tax charges. There are currently 296 void estate renewal properties resulting in an increased charge of £440k.

### **17.6 Interest rates**

The HRA is not likely to borrow for another years but interest rates are likely to rise during this period and this remains a risk.

### **17.7 Benefit changes**

The implementation of benefit changes will impact on the HRA. Implementation started in 2013/14. However Universal Credit has not been implemented yet. The change to the method of payment of benefit and the cap on benefits will impact significantly on tenants' ability to pay their rent and potentially on the level of arrears. The prospect of the economic outlook may also impact on the level of arrears. It is therefore prudent to keep the bad debt provision under review; the business plan assumes an increase will be needed when Universal Credit is implemented.

**17.8 Sale of “High Value” Void Properties**

This Government policy could have a significant impact on the Council’s HRA business, but currently the size of the impact is unknown. It is hoped that the Government will make its intentions clearer on this issue prior to the February Cabinet meeting.

**18. IMPACT ON COUNCIL PRIORITIES**

**Fairness for All**

The budgets and charges proposed in this report are designed to allow the Council to continue to provide high quality housing.

**Growth and Sustainability**

The recommendations in the report will ensure that there is a sustainable HRA. The proposals will promote positive investment in the housing stock and ensure that adequate funding is made available for the Council’s landlord function.

**Strong Communities**

Setting fair charges, investing in the Council’s housing stock and effective management of the Council’s housing stock are some of the areas of this report that will have a positive effect on the local community.

**19. EQUALITIES IMPACT ASSESSMENT**

The HRA 30-Year Business Plan supports the delivery of high quality services that promote equality, and value diversity.

**20. PERFORMANCE MANAGEMENT IMPLICATIONS**

Setting a balanced budget for 2016/17 should enable the HRA performance targets to be met. Sound medium term financial plans are essential to support the delivery of excellent services and the efficient use of resources across the organisation. The budget proposals set out in this paper will ensure that the Council’s limited capital and revenue resources are targeted on these key priorities.

**21. PUBLIC HEALTH IMPLICATIONS**

Good quality housing plays an essential role in improving public health and wellbeing.

**Background Papers**

None

## APPENDIX A (i)

## Housing Five Year Capital Programme – Business Plan

	2016/17	2017/18	2018/19	2019/20	2020/21	Total
	£000's	£000's	£000's	£000's	£000's	£000's
<b><u>CAPITAL PROGRAMME</u></b>						
HRA Planned Renewals	-22,478	-20,754	-16,395	-15,864	-10,238	-85,730
New Build Properties - Eligible	-12,414	-5,689	-19,601	-10,715	-17,159	-65,578
New Build Properties - Non-Eligible	-8,371	-15,162	-17,451	-13,835	-7,665	-62,484
Receipts Used For Replacement Homes Non HRA		-7,784	-5,000	-2,000	-180	-14,964
Non Dwelling Assets	-1,009	-1,034	-1,060	-1,087	-583	-4,773
Aids And Adaptations	-1,025	-525	-538	-552	-566	-3,206
Other Capital Costs	-1,000					-1,000
<b>Total Capital Programme</b>	<b>-46,296</b>	<b>-50,949</b>	<b>-60,045</b>	<b>-44,053</b>	<b>-36,392</b>	<b>-237,735</b>
<b><u>CAPITAL RESOURCES</u></b>						
HRA Use Of Major Repairs Reserve	13,185	13,278	13,362	13,658	13,746	67,227
Borrowing			14,407	11,986	13,893	40,286
Grant Funding	1,400		1,400			2,800
Useable One-to-One RTB Receipts	3,724	1,707	5,880	3,214	5,148	19,673
Other RTB Useable Capital Receipts	2,783	2,855	1,066	1,095	1,126	8,924
Receipts Used For Replacement Homes Non HRA		7,784	5,000	2,000	180	14,964
Other Capital Receipts*	12,632	12,191	4,142	10,739	2,192	41,897
Revenue Contributions To Capital Total	12,573	13,135	14,788	1,361	107	41,963
<b>Total Capital Resources Detail</b>	<b>46,296</b>	<b>50,949</b>	<b>60,046</b>	<b>44,053</b>	<b>36,392</b>	<b>237,735</b>

\* Includes contributions from developers and non-RTB receipts

## APPENDIX A (ii)

## Housing Revenue Account 5 year Plan - Business Plan

	2016/17	2017/18	2018/19	2019/20	2020/21
	£000's	£000's	£000's	£000's	£000's
Dwelling Rents	55,952	54,403	53,474	53,798	54,824
Service Charges Tenants	2,793	2,819	2,848	2,877	2,905
Service Charges Leaseholders	3,785	3,954	4,104	4,240	4,358
Voids	-1,032	-1,012	-993	-999	-1,009
Non Dwelling Rents	3,262	3,403	3,653	3,744	3,838
RTB Administration Income	285	285	86	86	86
<b>Total Income</b>	<b>65,045</b>	<b>63,852</b>	<b>63,172</b>	<b>63,746</b>	<b>65,002</b>
Responsive Repairs	13,991	14,341	14,699	15,067	15,443
Supervision And Management	12,532	12,845	13,166	13,495	13,832
Special Services	7,002	7,072	7,143	7,214	7,286
Rents Rates Taxes & Other Charges	528	535	302	309	317
Bad Debt	469	1,401	1,374	1,366	1,391
Depreciation of Fixed Assets	13,885	13,624	13,362	13,658	13,746
<b>Total Expenditure</b>	<b>48,407</b>	<b>49,818</b>	<b>50,046</b>	<b>51,109</b>	<b>52,015</b>
<b>Net (Cost) Of Services</b>	<b>16,638</b>	<b>14,034</b>	<b>13,126</b>	<b>12,637</b>	<b>12,987</b>
Loan Interest	-8,159	-8,159	-8,433	-8,370	-8,887
Notional Cash Interest	202	195	175	184	196
Mortgage Interest	-2	-2			
<b>Capital Account Adjustments</b>	<b>-7,959</b>	<b>-7,966</b>	<b>-8,258</b>	<b>-8,186</b>	<b>-8,691</b>
<b>Net Operating Income / (Expenditure)</b>	<b>8,679</b>	<b>6,068</b>	<b>4,868</b>	<b>4,451</b>	<b>4,296</b>
Revenue Contributions To Capital Total	12,573	13,135	14,788	1,361	107
<b>Appropriations</b>	<b>-12,573</b>	<b>-13,135</b>	<b>-14,788</b>	<b>-1,361</b>	<b>-107</b>
<b>HRA Surplus/Deficit</b>	<b>-3,894</b>	<b>-7,067</b>	<b>-9,920</b>	<b>3,090</b>	<b>4,189</b>
<b>BALANCE BROUGHT FORWARD</b>	<b>47,365</b>	<b>43,471</b>	<b>36,404</b>	<b>26,484</b>	<b>29,574</b>
<b>BALANCE CARRIED FORWARD</b>	<b>43,471</b>	<b>36,404</b>	<b>26,484</b>	<b>29,574</b>	<b>33,763</b>

## APPENDIX B

## HOUSING REVENUE ACCOUNT COMPARISON 2015/16 TO 2016/17

	2015-16 Estimate	2016-17 Estimate	Variations
<b>Expenditure</b>			
General Management	11,995,310	12,247,230	251,920
Special Services	6,332,630	7,001,570	668,940
Rent Rates and other Charges	508,800	527,850	19,050
Cost of Borrowing	8,159,380	8,159,380	0
Depreciation set aside to fund future repairs	14,080,700	13,884,700	-196,000
Repairs and Maintenance	14,108,290	13,990,530	-117,760
Provision for bad and doubtful debts	468,530	468,530	0
<b>Total Expenditure</b>	<b>55,653,640</b>	<b>56,279,790</b>	<b>626,150</b>
<b>Income</b>			
Dwellings rent and service charges	-58,444,370	-57,712,850	731,520
Non Dwellings rent	-781,290	-732,180	49,110
Shops/Commercial	-2,221,560	-2,529,320	-307,760
Leaseholder service charges	-3,360,450	-3,784,580	-424,130
<b>Total Income</b>	<b>-64,807,670</b>	<b>-64,758,930</b>	<b>48,740</b>
<b>Net cost of services</b>	<b>-9,154,030</b>	<b>-8,479,140</b>	<b>674,890</b>
Interest on Balances	-477,940	-202,350	275,590
<b>Net Operating expenditure</b>	<b>-9,631,970</b>	<b>-8,681,490</b>	<b>950,480</b>
<b>Contribution to Reserves for future capital expenditure</b>			
	9,631,970	8,681,490	-950,480
<b>Net Operating expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX C

<b>Proposed Housing Capital Programme 2016/17</b>	
<b>Scheme Description</b>	<b>Budget Estimates £</b>
<b>Decent Homes</b>	
New Southgate	3,800,000
Upper Edmonton	4,400,000
Enfield North	2,300,000
Brimsdown POD Replacement	3,200,000
Cambridge Road West	5,200,000
Enfield Wide Decent Homes*	3,500,000
Hertford Road*	3,000,000
Ashburton & Crediton	850,000
<b>DECENT HOMES TOTAL</b>	<b>26,250,000</b>
<b>Consultant Fees (3.5%)</b>	<b>918,750</b>
<b>General Works</b>	
Aids & Adaptations	500,000
Adaptations (HOP)	200,000
Boiler Replacement Programme	50,000
Voids Capitalisation	400,000
Legionella (Water Safety Programme)	200,000
Fire Safety Programme	200,000
Environmental Improvements	100,000
Lift Renewal 2016/17	920,000
Minor Capital Works Programme	100,000
Asbestos Programme	40,000
Structural Repairs	25,000
Energy Performance Upgrades (E,F and G)	300,000
Garchey Removals and Associated Kitchen Works	450,000
Door Entry/Security	100,000
<b>GENERAL WORKS TOTAL</b>	<b>3,585,000</b>
<b>Capitalised Staff Costs (Decent Homes and General Works)</b>	<b>1,257,810</b>
<b>HRA TOTAL</b>	<b>32,011,560</b>
<b>Approved Budget (Cash Expenditure) as per HRA Business Plan</b>	24,512,000
<b>Carry Forward into 2017/18</b>	7,500,000
<b>TOTAL</b>	<b>32,012,000</b>
<b>Balance</b>	<b>440</b>

\* These two schemes may be replaced by heat changeover schemes subject to external funding being made available



## APPENDIX D

## ESTATE RENEWAL EXPENDITURE

<b>Schemes</b>	<b>Total resources allocated over the next 5 years £000</b>
Ladderswood	3,102
Dujardin	1,922
Alma	41,226
New Avenue	3,922
Ordnance Road	3,881
New Schemes (generic)	16,620

These figures represent gross expenditure as included in the latest housing capital monitor. If there are any underspends on the projects in 2015/16, these resources will be carried forward to 2016/17.

## APPENDIX E

**RIGHT TO BUY ONE FOR ONE REPLACEMENT SCHEME PROGRAMME  
(EXCLUDING ESTATE RENEWAL)**

Scheme	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	TOTAL
	£000	£000	£000	£000	£000	£000	£000
<b>Projects Match Funded with HRA Resources</b>							
Purchase of Properties (Buybacks or S106)	1,500.0	3,000.0	1,600.0	3,600.0	3,600.0	3,600.0	<b>16,900.0</b>
Lytchet Way/Additional Storeys on Existing Blocks		3,000.0	1,600.0	1,600.0	1,600.0	1,000.0	<b>8,800.0</b>
Upton Road/Garage Sites/Next Regeneration Phase		539.6	202.3	14,372.7	5,514.6	12,558.8	<b>33,188.0</b>
<b>Projects Match Funded Outside of the HRA</b>							
Payments to Registered Providers/Upton Road/Garage Sites/Next Regeneration Phase (Delivered by the New Registered Provider Company)	249.9		7,784.0	5,000.0	2,000.0	180.0	<b>15,213.9</b>
<b>TOTAL</b>	<b>1,749.9</b>	<b>6,539.6</b>	<b>11,186.3</b>	<b>24,572.7</b>	<b>12,714.6</b>	<b>17,338.8</b>	<b>74,101.9</b>

For projects match funded with HRA resources, the full cost is shown (ie the 30% RTB receipts plus the 70% HRA match funding). The amount for projects match funded outside of the HRA is the 30% RTB receipts sum only.

## APPENDIX F

## HRA PROPERTIES - AVERAGE RENTS

Property Type	Average Rent 2015/16	Average Rent 2016/17	£ Decrease	% Decrease
Bedsit	82.91	82.08	0.83	1.01%
1 bed flat	88.82	87.96	0.86	0.98%
1 bed house	100.74	99.86	0.88	0.88%
2 bed flat	98.29	97.32	0.97	1.00%
2 bed house	112.16	111.02	1.14	1.03%
3 bed flat	109.20	108.10	1.10	1.02%
3 bed house	123.59	122.36	1.23	1.01%
4 bed flat	115.22	114.07	1.15	1.01%
4 bed house	131.22	129.95	1.27	0.98%
5 bed house	140.62	139.21	1.41	1.01%
6 bed house	162.99	161.37	1.62	1.01%
Average	102.75	101.78	0.97	0.95%

\* Average rent for 2015/16 is adjusted to reflect the removal of properties under RTB

The above are examples of the average rents likely to be charged for specific property types. They are not necessarily typical, nor the maximum or minimum rents which will be charged.

Service charges have been excluded, but will be payable in addition to the rent subject to the services provided to each property.

**GARAGE RENTS**

The garages which are let to Council tenants, leaseholders and private tenants are standard lock-up.

A 'non Council tenant premium' is also charged on all lets to private tenants, and any Council tenant or leaseholder who rents more than 2 garages. The proposed charges for 2016/17 are:

	<b>2015/16 Weekly Net Rent £</b>	<b>2016/17 Proposed Net Rent £</b>
Category (G1) Standard Lock-up Garages	9.81	10.00
Non Council tenant premium (NCTP)	2.60	2.66
Parking Bay	4.95	5.00

**ADMINISTRATION/MANAGEMENT/SERVICE CHARGES FOR LEASEHOLD UNITS**

1. The administration and management charge is a flat rate added to the cost of services to cover the preparation of estimates and actual costs, billing consultation on repairs and improvement works and estate management.
2. It is estimated that by 31 March 2016 a total of 4,700 properties will have been sold under leasehold arrangements.
3. At the end of each financial year, the actual cost is determined and an appropriate adjustment made to the charge.
4. The cost of administration and management for 2016/17 is estimated at £922k and it is therefore recommended that the charge for 2016/17 is set at £196.20 per leasehold unit. This compares with the 2015/16 charge of £200.97 per leaseholder unit.
5. The charges below are estimates for 2016/17. Adjustments will be made mid-year to reflect actual charges.

	<b>Charge per week 2015/16 £</b>	<b>Charge per week 2016/17 £</b>
Administration & Management Charge	3.86	3.77
Caretaking level (1) (non-resident)	3.19	3.38
Caretaking level (2) (resident)	5.18	5.44
Communal Cleaning	N/A	0.59
Communal Electricity	From 0.15 to 3.00	From 0.20 to 3.00
Concierge	10.61	11.23
CCTV Internal Cameras	1.37	1.37
CCTV External Cameras	N/A	0.82
Grounds Maintenance	1.25	1.44
Paladin Bins	1.80	1.75
<i>Insurance:</i>		
1 Bed	1.80	1.80
2 Bed	2.03	2.03
3 Bed	2.32	2.32
4 Bed	2.59	2.59
Flat Repairs (Annual Charge)	1.00	1.00
Ground Rent (Annual Charge)	10.00	10.00
Estate Charge (Annual Charge)	13.00	13.00

**TEMPORARY ACCOMMODATION RENTS**

The rents charged for properties in Enfield are as follows:

<b>Category</b>	<b>Weekly rent 2015/16</b>	<b>Weekly rent 2016/17</b>
	<b>£</b>	<b>£</b>
Shared accommodation	178.85	178.85
1 bedroom self contained	200.97	200.97
2 bedroom	247.90	247.90
3 bedroom	310.00	310.00
4 bedroom	375.00	375.00
5 bedroom and larger	375.00	375.00

Where temporary accommodation is procured outside of Enfield, the formula used to calculate the rental charge will be 90% of Local Housing Allowance for that area – pegged at 2011 - plus a £40 per week management fee.

## MUNICIPAL YEAR 2015/2016 REPORT NO. **173**

### MEETING TITLE AND DATE:

Cabinet – 10 February 2016

### REPORT OF:

**Bindi Nagra,**  
**Assistant Director of Health, Housing and Adult**  
**Social Care**

Contact officer and telephone number:

Mr Doug Wilson

0208 379 1540

Doug.Wilson@enfield.gov.uk

<b>Agenda - Part: 1</b>	<b>Item: 8</b>
<b>Subject: Adult Social Care Transport Policy</b>	
<b>Wards: All KD 4086</b>	
<b>Cabinet Member consulted: Councillor Alev Cazimoglu</b>	

### 1 EXECUTIVE SUMMARY

- 1.1 The Council agreed as part of its medium term financial planning process to review Adult Social Care Transport provision, subject to a public consultation.
- 1.2 This report outlines the proposed changes to the way in which Enfield Council assesses for and provides transport services within Adult Social Care and its approach to charging.
- 1.3 The proposed changes seek to ensure that the provision of transport related support aligns with the Council's commitment to greater personalisation, promotes independence through the services offered and provides value for money whilst delivering savings within the Council's Medium Term Financial Plan.
- 1.4 This report proposes a new Transport Policy, as attached in Appendix A
- 1.5 A public consultation took place between August 10th and November 10th 2015, enabling service users / families and carers, independent and voluntary sector providers and other key stakeholders the opportunity to understand and provide feedback on the draft policy
- 1.6 The consultation elicited a significant amount of feedback from the 19 events attended by 300 participants, and also from in excess of 500 responses received through completed questionnaires and e-mail and letter submissions. A high level summary of their responses to the questions are detailed in section 4.13. For a detailed analysis of the Transport consultation please see the Transport Consultation Report, as attached in Appendix E.
- 1.7 Following the consultation, a number of amendments were made to the draft

Transport Policy, which have been summarised below:

- The Council will not, when undertaking the needs assessment for determining needs for support to travel, take into account mobility benefit.

and

- The Minimum Income Guarantee (MIG) appendix and the series of examples showing how various transport options were to be funded has also been removed. (With the removal of the mobility benefit principle the normal financial assessment and charging rules will apply to people who receive support from the Council, including transport.)

1.8 The Council re-issued the amended draft policy from the 15<sup>th</sup> December 2015 up until the 19<sup>th</sup> January 2016, allowing a further period for service users / families and carers, independent and voluntary sector providers and other key stakeholders to provide feedback on the changes that had been made to the draft policy. The Council also ran three public sessions which enabled all interested parties to ask questions and feedback comments about the changes to policy. Feedback received on the amended draft Transport Policy and the Council's proposed response is attached in Appendix F.

## **2. RECOMMENDATIONS**

Members are asked to:

- I. Note the Consultation process followed, feedback received and the responses provided in Appendix E; and
- II. Approve the Transport Policy as attached at Appendix A including removal of consideration of mobility benefit and revised charging process as part of the financial assessment; and
- III. Agree the implementation of this policy from the 01/04/16; and
- IV. Agree to a programme managed project with the purpose of delivering a more personalised and cost effective transport offer for Adult Social Care which will work in partnership across Adult Social Care, Children's services (Special Educational Needs (SEN) and Environment which currently manages and delivers transport for both areas. This project will contribute towards delivery of the savings plan in Adult Social Care for transport.



### **3. BACKGROUND**

- 3.1 Due to reductions in funding received from central government, the Council needs to deliver savings in excess of £70m by 2020. This includes a saving of £24m from Adult Social Care. Achieving better value for money along with an expectation of providing personalised community care services provides the context for the need to review Adult Social Care transport.
- 3.2 There are 305 individuals using Council Transport to access Council run day services. Of these 135 have a learning disability, 158 are 65 or over with a mixture of physical frailty and dementia and 12 adults with a physical disability. There are a further 349 people who access transport to externally run day services. Of these 186 have a learning disability and the other 163 have a range of conditions related to physical frailty or physical disability. Transport is used to access a range of activities including day opportunities, respite care, leisure services and other related activities. There are also other service users who buy their transport using a personal budget.
- 3.3 Council transport is commissioned and funded by Adult Social Care and is provided by Environment Management Services, in the main through a fleet of leased vehicles (supplemented by taxis as required).
- 3.4 In 2014/15 Adult Social Care spent in excess of £1.3 million on providing transport for 304 adults with eligible social care needs attending day services run by the Council.
- 3.5 The Council agreed as part of its budget setting process in February 2015, to review Adult Social Care Transport provision, and, to conduct a consultation on a draft Transport Policy. It was also agreed that a further report would be submitted to Cabinet on the outcome of the consultation, together with any proposed revisions to the draft Transport Policy made as a result of the consultation.

#### **3.6 Review of Adult Social Care Transport**

The total spend on Adult Social Care transport for 14/15, was in excess of £1.3 million. Work was undertaken by Enfield 2017 Transformation Programme, supported by Ernst & Young, to model the implications of an overarching shift in the Council's approach to Adult Social Care transport. This review looked at a sample of 50 service users and determined that 6% of them would not be eligible for Council funded transport. This would be equivalent to approximately 20 people accessing in house day services and around 50 people in total to include all people accessing day services. The approach recognises that the current transport offer does not fit with the Council's Personalisation agenda; that for some people the existing model of adapted and assisted travel will continue to be appropriate, though at a reduced cost and that for others, alternative and cheaper forms of transport, such as friends and family / carers, public and community transport options, and taxis will be appropriate. There will be cases where, with support if needed, people will make their own arrangements and the need for adapted and assisted vehicles currently in use will be reduced. Enfield Council's Cabinet has agreed a savings proposal for this area of spend that would deliver £100k of savings in 2015/16 with a further £800k of savings in 2016/17, subject to consultation.

- 3.7 Adopting an approach to transport which promotes independence and the use of community based options, is also commensurate with the Council's preventative approach,

enabling individuals to have more choice and control over care by accessing mainstream services where possible. The current transport service is a traditional model that provides transport for service users from door to door and can, therefore, encourage dependency.

- 3.8 A programme managed project is proposed with the purpose of delivering a more personalised and cost effective transport offer for Adult Social Care which will work in partnership across Adult Social Care, Children's services (Special Educational Needs (SEN) and Environment which currently manages and delivers transport for both areas. This project will contribute towards delivery of the savings plan in Adult Social Care for transport.
- 3.9 The approach proposed in the draft consultation policy is consistent with that adopted by many Councils across the country.

### 3.10 **Summary of Transport Policy**

3.11 The proposed changes, outlined in the draft Transport Policy document (Appendix A), apply to those who have been assessed, in accordance with the Council's statutory duties under the Care Act 2014, as eligible for support from Adult Social Services. The provision of transport will be considered as part of the assessment and support planning process, where a service user's need to attend community services or other activities has been identified as part of their support plan. The Council will assess eligible social care needs in line with the Care Act 2014 and Enfield Council policies.

3.12 The proposed policy is underpinned by the following high level principles:

- (I) The overriding principle is that the decision to provide support with travel is based on a person's individual circumstances including their needs, risks, outcomes and in line with promoting independence. Travel arrangements will be subject to a risk assessment and, where appropriate, will include independent travel options, assistance to help you travel independently, as well as help from family, friends and other support networks.
- (II) This policy rests upon a general assumption and expectation that wherever possible and in line with promoting independence, you will meet your own needs for travel.
- (III) Your assessment or review for care and support will determine whether you have a need for support to enable you to travel to an assessed eligible service, work, activity, education or training and whether this is an eligible need or not.
- (IV) At the care and support planning stage the Council will give you information about your transport options and the best value appropriate option for you will be identified and shown in your care and support plan. This will also include any transport needs which the Council is not meeting and a contingency plan for arrangements in the event that the transport support you receive fails (for example if a carer is unable or unwilling to continue to offer it).
- (V) Where you are able to travel to an assessed eligible service, activity, work, education or training with the help of family or friends (unpaid carers) we will ask them, either as part of your assessment/review or a carer assessment, whether they are willing and able to continue to do this.

- (VI) If you are able to travel independently to an assessed eligible service, work, education or training, you will be expected to do so.
- (VII) If you have a Motability vehicle which you drive yourself you are expected to use this to travel to an assessed eligible service, work, activity, education or training where this is reasonable.
- (VIII) If you have a Motability vehicle and you are not normally the driver, we would expect the vehicle to be available when you need it to travel to an assessed eligible service, work, activity, education or training. If the person who drives your vehicle is an unpaid carer, we will discuss with them, in conjunction with a carers assessment where appropriate, whether they are able to help meet your transport needs in this way.
- (IX) If your assets are below the upper capital limit you may have to contribute towards the costs of the Council's support for your travel needs. The upper capital limit is set by Government and is subject to an annual review. In 2015-16 the upper capital limit is £23,250. If you receive services within the community and you own your own home, its value will not be taken into account when we work out how much you have to pay. If you live in a residential care setting, the value of any property you own that is regarded as capital will count towards the upper capital limit. Please see our adult social care charging policies for full information.
- (X) Where you are in receipt of disability related benefits, you can claim for necessary disability related expenditure to meet any needs necessitated by your illness or disability, which are not being met by the Council. Where you are claiming Disability Related Expenditure for transport costs necessitated by your illness or disability we will only allow for the costs of the cheapest appropriate option and for amounts over and above the mobility component of Disability Living Allowance or Personal Independence Payment where you are receiving it.
- (XI) If your assets are above the upper capital limit (currently £23,250), you will have to pay the full cost of the Council supporting your travel needs if you ask the council to provide support.
- (XII) If you live in a residential care setting, we would expect your travel needs will be met within the cost of your placement.
- (XIII) Where you cannot arrange your own transport to meet needs under the Care Act 2014, the Council can arrange transport on your behalf through its brokerage service. There may be a charge for this depending on your financial circumstances.

3.13 Section 3 of the draft policy (as attached in Appendix A) sets out the process to be used when assessing a service user's transport needs. This will involve consideration of all options available to meet an individual's requirements. This approach seeks to align with the Council's commitment to promoting independence across all service areas ensuring that people are enabled to live independently for as long as practicable in their own homes.

3.14 Appendix 1 of the draft policy outlines the range of transport alternatives available which will be explored with service users. This will ensure that a range of transport options are

considered, allowing clients the control and choice to access services that meet their individual requirements.

#### **4. ADULT SOCIAL CARE DRAFT TRANSPORT POLICY CONSULTATION**

- 4.1 A public consultation took place between August 10th and November 10<sup>th</sup> 2015, enabling service users / families and carers, independent and voluntary sector providers and other key stakeholders the opportunity to understand and provide feedback on the draft policy. This included an 11 day extension, which was granted as a direct response to participants who asked for the consultation to be extended, so that they may have additional time to consider the proposals and respond accordingly.
- 4.2 The draft Transport policy and Transport consultation questionnaire was published on the Council's website on the 10th August 2015 and an Easy Read version was also uploaded to the Council's website on the 3rd of September 2015.
- 4.3 Invitations to participate in the consultation were sent out via e-mail to 470 participants on August 11<sup>th</sup> 2015, (along with the draft policy, and a link to Adult Social Care's consultation page and transport questionnaire) to a wide range of partnership boards, social care providers, voluntary sector organisations, housing schemes, residential homes, NHS staff/ Council staff and the customer network (a group of Enfield residents who regularly get involved in consultations to support the development of Adult Social Care Services) Subsequent reminder e-mails to participate in the consultation were sent out on October 12<sup>th</sup> 2015, October 16<sup>th</sup> 2015 and October 30<sup>th</sup> 2015. Additionally, an e-mail was sent to 421 recipients on the Council's VCS database on August 11<sup>th</sup> 2015, advising them of the consultation and how to get involved, and a subsequent e-mail sent on October 12<sup>th</sup> 2015 informing the recipients of 3 Transport Engagement Events scheduled to take place on the 19<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> of October 2015.
- 4.4 Hard copies of the draft policy, a standard transport questionnaire, an Easy Read version, and a return freepost envelope were sent out week commencing the 5<sup>th</sup> October 2015, to circa 1,700 service users with a current community care package. In addition, a total of 53 packs were sent out to the Voluntary and Community Sector organisations and Day Centres, week commencing the 5<sup>th</sup> October 2015. Each pack contained 30 copies of the transport policy, 30 copies of the transport consultation questionnaire and also 30 copies of the Easy Read version.
- 4.5 The questionnaires asked respondents to express whether they were in favour or not in favour of the key principles of the draft policy, whilst also asking them to provide further comment to explain their view. The questionnaire also asked some questions about the respondent such as the types of transport services they use and their background. Respondents were able to complete and return the two printed questionnaires by using either the Freepost envelope provided with our letter or by using the freepost address displayed on the questionnaire.
- 4.6 There were six different means of responding to the consultation, they were:
  1. The online questionnaire
  2. Printed copies of the questionnaire
  3. A printed easy read version of the questionnaire
  4. Face to face meetings

- 5. Emails
- 6. Telephone

#### 4.7 **Adult Social Care Transport draft policy consultation events**

- 4.8 Council staff held consultation events, and also attended customer groups and forums to present and discuss the draft transport policy. In total 19 Consultation Events were held, with in excess of 300 participants attending across these events.
- 4.9 At these meetings the draft policy and the governance of the consultation (i.e. the approval process) was explained in detail, time was allocated for questions and answers and people were encouraged to respond to the consultation via the different means listed above.
- 4.10 For face to face meetings arranged with people who require support to understand the key messages of the draft policy and to respond to the consultation due to their disability or communication problems an easy read presentation was used. The presentation covered the key principles of the draft policy using pictures printed on large cards. Attendees were able to tell the Council how they felt about these principles by holding up pictorial cards that showed if they agreed or disagreed or if they were unsure.
- 4.11 These meetings and events provided an important avenue for eliciting opinions on the proposals. The details of these events and meetings are listed below:

<b>Title</b>	<b>Where</b>	<b>Date</b>	<b>Time</b>
Working Group Engagement Meeting 1	Park Avenue Disability Resource Centre	15.07.15	10am
Working Group Engagement Meeting 2	Rose Taylor	16.07.15	1pm
Working Group Engagement Meeting 3	Civic Centre	20.07.15	3pm
Learning Difficulties Partnership Board	Community House	17.08.15	10:30am
Older Peoples Partnership Board	Dugdale Centre	16.09.15	10:30am
CAPE	Community House	24.08.15	7pm
Carers Hub (Carers VCS Orgs)	Enfield Carers Centre	26.08.15	10:30am
Evening Carers Drop in	Enfield Carers Centre	26.08.15	6pm
Person Centred Day Opportunities	92 Chase Side	28.09.15	11am
Rose Taylor	55b The Sunny Road	17.09.15	1pm
New Options	25 Connop Rd, Enfield EN3 5FB	08.10.15	11am
Formont Centre	Waverley Road, Enfield, EN2 7BP	09.10.15	10:30am
Community Link	(Enfield Town)	13.10.15	09:30am
Community Link	(Edmonton)	19.10.15	2pm
Provider & VCS Event	Green Towers, Edmonton	19.10.15	10am

Public Event	Dugdale Centre, Enfield Town	21.10.15	10am
Person Centred Day Opportunities	92 Chase Side	26.10.15	11am
Reardon Court	Winchmore Hill	28.10.15	11am
Public Event	Park Avenue Disability Resource Centre	28.10.15	1pm

#### 4.12 Summary of consultation responses

In excess of 500 consultation responses were received through completed questionnaires, e-mail and letter submissions.

A total of 472 questionnaires have been completed and returned. This consists of:

- 419 paper based copies (which can be further broken down into 244 Standard questionnaires and 175 Easy Read questionnaires (88.7%))
- 53 on-line submissions received (11.3%)

An analysis of the consultation responses has been undertaken and a detailed consultation report has been produced. This has been attached for consideration in Appendix E

#### 4.13 Summary of the Key findings from the consultation questionnaires

The key findings derived from this questionnaire were (excluding responses from people who neither agreed or disagreed or didn't know). Agree combines strongly agree and tend to agree. Disagree includes strongly disagree and tend to disagree:

- **Q1** To what extent do you agree or disagree that people with savings above the upper capital limit should pay the full cost of their transport?

**58% of respondents were in favour of people with savings above the capital limit paying the full cost of their transport, with 42% disagreeing.**

- **Q2** To what extent do you agree or disagree that people receiving mobility benefit should use this to fund the cost of transport to meet their social care needs?

**61% of respondents were not in favour of those receiving mobility benefit using this to fund the cost of transport to meet their social care needs, with 39% agreeing**

- **Q3** If the Council contributes towards your transport costs, would you prefer to receive our contribution through a Direct Payment?

**58% of respondents were in favour of receiving a Council contribution to their transport costs via a direct payment, (where the Council contributes to transport costs) with 42% not in favour**

- **Q4** To what extent do you feel the current transport service is tailored to meet your needs?

**82% of respondents felt that the current transport service is tailored to meet their needs, (met their needs well/some of their needs well) with 18% feeling that their needs were not met or some needs not met**

- **Q5** To what extent do you agree or disagree that the Council should work with people who have care and support needs to enable them to travel more independently, where it is appropriate to do so?

**85% were in favour of the Council working with people who have care and support needs to enable them to travel more independently, (where appropriate to do so) with 15% disagreeing**

#### 4.14 Draft Transport Policy amendments

Following the consultation, a number of amendments were made to the draft Transport Policy. Those changes have been summarised below:

- The Council will not, when undertaking the needs assessment for determining needs for support to travel, take into account mobility benefit.

and

- The Minimum Income Guarantee (MIG) appendix and the series of examples showing how various transport options were to be funded has also been removed. (With the removal of the mobility benefit principle the normal financial assessment and charging rules will apply to people who receive support from the Council, including transport.)

#### 4.15 Draft Transport Policy Feedback process

The following process was used to gain feedback on the policy amendments:

- The amended draft Transport Policy was published on the Council's website on the 18<sup>th</sup> of December 2015, and an Easy Read version was also uploaded to the Council's website on the 8<sup>th</sup> January 2016. The website campaign asked interested parties to provide feedback on the specific changes that had been made, in writing to the freepost consultation address, or via e-mail to the Transport Consultation mailbox
- Hard copies of the revised draft transport policy were sent out on the 17th December, along with a letter which invited recipients to provide feedback on the specific changes that had been made, in writing to the freepost consultation address, or via e-mail to the Transport Consultation mailbox. This mailshot was sent out to circa 1,700 service users with a current community care package and Carers.
- In addition, an invitation to provide feedback on the specific amendments to the draft transport policy was sent out via e-mail to 470 participants on the 7<sup>th</sup> January 2016, (along with the draft policy, and a link to Adult Social Care's consultation page) to a wide range of partnership boards, social care providers, voluntary sector organisations, housing schemes, residential homes, NHS staff/ Council staff and the

customer network (a group of Enfield residents who regularly get involved in consultations to support the development of Adult Social Care Services)

- An e-mail was sent to 421 recipients on the Council's VCS database on the 7<sup>th</sup> of January 2016, along with amended draft policy, advising them of the changes to the policy, and inviting recipients to provide feedback in writing to the freepost consultation address, or via e-mail to the Transport Consultation mailbox
- Council staff also held three open forums, to enable those attending to ask questions about the amendments to the policy, and to provide feedback on the policy changes. These meetings were publicised via the Council website, the mailshot and e-mail correspondence. These meetings are detailed below:

Title	Where	Date	Time	Attendance
<b>Events before consultation</b>				
Feedback forum meeting	Community House	5/1/16	2pm	5
Feedback forum meeting	Park Avenue Disability Resource Centre	8/1/16	9:30am	13
Feedback forum meeting	Enfield Carers Centre	11/1/16	11am	4

- The process for providing feedback ran from the 15<sup>th</sup> December 2015 up until the 19<sup>th</sup> of January 2016.

#### 4.16 Adult Social Care Transport policy implementation costs

There will be resources associated with the implementation of the Transport policy (if agreed), these areas are broadly summarised below:

##### i. **Project Management**

Project Management resource will be required to develop a detailed implementation plan, and to lead and manage the project up to implementation and review, whilst being cognisant of the tight timelines involved.

##### ii. **Developing a transport offer**

Developing an appropriate transport offer for individuals is a time consuming and critical piece of work.

##### iii. **Transport needs assessment**

Social Care staff will use current assessments and reviews to complete support plans which identify transport options to meet eligible needs. Given the volume of support plans which will need to be reviewed, in excess 650, there will be short term resource requirements for this task.

##### iv. **Staff training**



Frontline staff will be provided with additional training and support in order to carry out individual Transport Needs assessments and understand the new policy framework.

**v. Developing a mechanism to accept Transport payments from service users**

An automated process will be developed for receiving and processing service user transport payments.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

### **Do nothing**

- In light of the current financial challenges faced within the Council and existing service delivery model, this is not considered a financially viable option. It also does not allow for the reconfiguration of current provision to fit with our commitment to promoting independence and personalisation.

### **Alternative savings options suggested during the consultation**

- The draft Transport Policy for Adult Social Care is clear about the scale of the financial funding gap facing the Council by 2020 as part of the context within which the new draft policy has been drafted and consulted upon. There is a very strongly held view, widely shared within those consulted, that the draft Transport Policy targets vulnerable disabled groups unfairly and that alternative savings options should be explored. There have been a number of potential savings proposals communicated back to Council officers during the consultation period. Recurrent themes include increasing Council Tax, agreement that reducing the cost of the current transport service is sensible, reduced frequency of refuse collection and proposed changes to the way business rates are distributed. The response from Council officers has been consistent, that given the scale of the savings required, every department within the Council will be exploring all options available to them in order to deliver savings.

## **6. REASONS FOR RECOMMENDATIONS**

- The proposed approach is in line with the Council's commitment to the personalisation of services and enabling clients to live independently for as long as possible.
- The policy is necessary so that the provision of assisted transport is equitable and consistent for service users.
- The implementation of the policy provides an opportunity to commission a more cost effective transport offer and delivery models representing better value for money.

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

### **7.1 Financial Implications**

As the report states the implementation of this policy provides an opportunity to commission a more cost effective transport offer and delivery models which will result in greater value for money.

The current forecasted cost of HHASC transport in 2015/16 is £1.10m. In comparison the total cost in 2014/15 was in approximately £1.3m. There has been a route reduction part way through 2015/16 with the closure of William Preye Day centre which accounts for the reduction between years. The current total HHASC budget for transport is £0.980m, therefore resulting in a forecast overspend position. These forecasted costs are being kept under review and any variance reported through the financial monitoring process.

Furthermore savings proposed of £800k in Medium Term Financial Plan for 2016/17 depend upon any approach taken to re-provide the current service using. The implementation of this policy will form part of the management actions to address the overspend position and contribute towards the Medium Financial Plan.

However, the existing contract for bus provision ends in December 2016, which will limit the savings that could be achieved. Therefore, the achievement of the proposed savings should be regarded as a financial risk for 2016/17.

It should be noted that additional costs may arise within People Transport Service as a result of the proposed changes, such as potential redundancy implications and contractual termination obligations. These costs are as yet unknown and are dependent on how the proposals are phased in and will require a future report on the value of these costs and how they will be managed. It is suggested that this is included in the recommended joint review.

The costs associated with the provision of transport include central and management overheads. Therefore, if the changes proposed are accepted this is a significant reduction in the total cost and an approach to how these management overheads are reduced must be agreed.

The report recommends a joint review of transport provision and it is recommended that financial modelling is undertaken as part of this review to determine the full financial costs and benefits of the proposed policy.

## **7.2 Legal Implications**

The Care Act 2014 ("CA 2014") provides the legal framework for charging for care and support. Section 14 of the CA 2014 gives the Council a general discretionary power to charge for certain types of care and support. This includes support for travel. Section 17 CA 2014 imposes a duty on the local authority to carry out a financial assessment before charging under section 14. The Council may charge where it has a duty to meet an assessed eligible need for support for travel under section 18 CA 2014 and/or where it uses its discretionary power to provide support for travel under section 19 Care Act. Where the local authority charges, it must follow the Care and Support (Charging and Assessment of Resources) Regulations 2014 and must act under the Care and Support Statutory Guidance 2014 in determining its charging policy and undertaking its financial assessments.

There may be a common law duty to consult where a Council withdraws or substantially changes a benefit enjoyed by a defined class of people without consultation. The Council has chosen to consult. Proper consultation requires the following: consultation when the proposals are still at a formative stage; sufficient reasons for any proposal to permit of intelligent consideration and response; adequate time for consideration and response; conscientiously taking the product of consultation into account in finalising the proposals;

alternative options to be referred to, and that the consultation period should not be too short. The report demonstrates that the Council has undertaken a proper consultation.

The Council has a legal obligation under section 149 Equality Act 2010 to have due regard to the need to eliminate discrimination, advance equality, and foster good relations between those with a protected characteristic (pregnancy and maternity, age discrimination, disability, gender reassignment, marriage and civil partnerships, race, religion or belief, sex and sexual orientation) and those who do not share it. The responses from the consultation will assist the Council to determine the likely adverse impacts on protected groups and should be taken into account, along with the Equality Impact Assessment, by each individual member when having due regard to their section 149 duty.

The power to charge was intended to be subject to a capping provision as part of Phase Two of the implementation of the Care Act 2014 (England). Phase Two has been put on hold by central government until April 2020.

### **7.3 Property Implications**

Not Applicable

## **8. KEY RISKS**

The key risks associated with the implementation of the Transport Policy are

- (i) Adult Social Care will be unable to make the proposed efficiency within the Timescales required.

#### **Mitigation**

A Project Manager will be identified to develop a detailed implementation plan, and to lead and manage the project leading up to the change and also after the transition.

- (ii) Policy will be legally challenged

#### **Mitigation**

Legal input has been received and taken into consideration whilst developing the draft Transport Policy. Legal guidance was also sought during the consultation, and proposed changes to the policy have also been subject to legal consultation and consideration.

- (iii) Transport offer will not be in place at the time of 'go live'

#### **Mitigation**

A Project Manager will be identified, whose remit will include developing a transport offer.

- (iv) Insufficient resource to complete service user Transport needs assessment

#### **Mitigation**

Analysis will be undertaken during the planning stages to understand the resource requirements needed to complete the transport needs assessments reviews. Any

risks or issues associated with the resourcing of service user Transport needs assessments will be addressed by the Council.

A robust project management approach will be applied in order to complete the service users Transport needs assessments, within the timescales required

- (v) Potential for social isolation if service users decide not to attend day centres as a result of the Transport Policy being implemented

### **Mitigation**

An Equalities Impact Assessment has been undertaken to assess the impact that the introduction of this policy would have upon transport users, and this will be used to inform how the Council safeguards against social isolation.

## **9. IMPACT ON COUNCIL PRIORITIES**

### **9.1 Fairness for All**

- The proposed policy will ensure consistency in our approach to assessing services user needs and the equitable allocation of transport related services so that the most vulnerable clients have access to the required support/services.
- Ensure that the use of existing community based resources and universal services is maximised and that the allocation of Council resource are targeted and represent maximum value for money.

### **9.2 Growth and Sustainability**

- Ensures Adult Social Care clients have access to and are supported in using a diverse range of transportation options (e.g. Dial-a-Ride, Public Transport, Volunteer Drivers)

### **9.3 Strong Communities**

- The policy encourages the use of community based and universal services ensuring that capacity is built to meet the needs of all residents.
- It encourages and supports service users to live independently within their communities for as long as possible.

## **10. EQUALITIES IMPACT IMPLICATIONS**

- An Equality Impact Assessment has been written.
- This assessment will be used to inform and develop any additional support required to ensure vulnerable service users are not adversely impacted by the changes. The proposals are intended to support social inclusion and enable people with disabilities to access mainstream transport wherever possible enabling them to lead full and active lives in their communities.

## **11. PERFORMANCE MANAGEMENT IMPLICATIONS**

- There may be performance management implications following the implementation of the proposed policy. These will be considered in detail through the development of a comprehensive implementation plan.

## **12. HEALTH AND SAFETY IMPLICATIONS**

- Full consideration of any Health and Safety implications relating to the implementation of the proposed policy will be considered as part of the detailed planning and implementation phase.

## **13. HR IMPLICATIONS**

- Any HR implications relating to the implementation of the approach will be considered throughout the planning and delivery of any proposed changes.

## **14. PUBLIC HEALTH IMPLICATIONS**

- Transport is a major determinant of public health for all. It is particularly important for people with disability or illness in terms of promoting health and wellbeing. Good and appropriate transport enables access to education, employment, social networks, health and social care services and a wide range of universal services (like recreation, for example). The personalisation of transport services, ensuring that people are supported to access the type of transport which is most appropriate, safe and enabling for them, promotes independence whilst ensuring that risk is appropriately managed. Transport itself supports people to get out and about and improves their access to a whole range of potential activities which promote physical activity. This is a priority given rising levels of obesity and other linked long term conditions. It also reduces social isolation which does itself impact significantly on individual wellbeing. This policy it is likely to be beneficial in promoting more physical activity and the use of public transport (itself regarded as active transport by Transport for London). For those who are unable to travel independently thought must be given to support for them and carers to ensure that they are not disadvantaged by this policy.

The precise implications of this policy will depend upon its implementation. The policy is clear that the availability of funds does not remove the duty of the Council to assess people or limit access to appropriate transport to meet eligible needs. The implementation of this policy should not reduce opportunities for people with illness or disability to appropriate transport. Increasing opportunities for people to maximise their independence where this is appropriate is a good thing. It should, however, not reduce opportunities to get out and about and increase levels of social isolation.

## **15. BACKGROUND PAPERS**

None

### **Appendices**

Please refer to Appendices A, B, C, D, E and F (As attached)

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# Appendix A

# Adult Social Care Transport Policy

## 1. POLICY CONTEXT

This policy sets out Enfield Council's position with regards to the provision and funding of transport for those with assessed eligible needs.

Due to reductions in funding received by the Council from Central Government, the Council needs to deliver savings of £70m by April 2020. This includes a saving of £24m from Adult Social Care.

New legislation introduced by the Government (the Care Act 2014) means that councils now have a duty to provide support to more people. In addition, more people are living longer but in poor health or with significant disabilities. Rightfully, people expect to maintain a good quality of life. The Council's priority is to protect the delivery of front line services for the most vulnerable people in Enfield. This means moving to more cost effective and sustainable transport solutions.

In 2014/15 Adult Social Care spent just over £1.3 million on providing transport for adults with eligible social care needs. Transport is the most heavily subsidised service within the Department. Enfield Council's Cabinet has allocated savings of £500,000 to be delivered by 2016-17, with a proposal to deliver a further £400,000 of potential savings in 2016-17. A total saving of £900,000 in 2016/17 has been agreed by Cabinet.

Under the Care Act 2014 Enfield Council, generally speaking, has a duty to arrange care and support for those with eligible assessed needs. This includes an assessed eligible need to enable you to get around in the community safely to make use of necessary services and to use public transport. The Council also has a power to provide support for non-eligible needs. The Council will provide support where it is required to enable you to travel to an assessed and eligible service, work, education or training where you are eligible for such support in line with the principles set out below. The Council also has a power to charge for meeting needs. Depending on individual circumstances and whether you request the Council's support to meet your travel needs you may be required to contribute to the cost of that support.

Subject to agreement by Council Cabinet, this policy will be implemented from the 1<sup>st</sup> April 2016.

## 2. PRINCIPLES OF THIS POLICY

1. The overriding principle is that the decision to provide support with travel is based on a person's individual circumstances including their needs, risks, outcomes and in line with promoting independence. Travel arrangements will be subject to a risk assessment and, where appropriate, will include



independent travel options, assistance to help you travel independently, as well as help from family, friends and other support networks.

- II. This policy rests upon a general assumption and expectation that wherever possible, and in line with promoting independence, you will meet your own needs for travel.
- III. Your assessment or review for care and support will determine whether you have a need for support to enable you to travel to an assessed eligible service, work, activity, education or training and whether this is an eligible need or not.
- IV. At the care and support planning stage the Council will give you information about your transport options and the best value appropriate option for you will be identified and shown in your care and support plan. This will also include any transport needs which the Council is not meeting and a contingency plan for arrangements in the event that the transport support you receive fails (for example if a carer is unable or unwilling to continue to offer it).
- V. Where you are able to travel to an assessed eligible service, activity, work, education or training with the help of family or friends (unpaid carers) we will ask them, either as part of your assessment/review or a carer assessment, whether they are willing and able to continue to do this.
- VI. If you are able to travel independently to an assessed eligible service, work, education or training, you will be expected to do so.
- VII. If you have a Motability vehicle which you drive yourself you are expected to use this to travel to an assessed eligible service, work, activity, education or training where this is reasonable.
- VIII. If you have a Motability vehicle and you are not normally the driver, we would expect the vehicle to be available when you need it to travel to an assessed eligible service, work, activity, education or training. If the person who drives your vehicle is an unpaid carer, we will discuss with them, in conjunction with a carer's assessment where appropriate, whether they are able to help meet your transport needs in this way.
- IX. If your assets are below the upper capital limit you may have to contribute towards the costs of the Council's support for your travel needs. The upper capital limit is set by Government and is subject to an annual review. In 2015-16 the upper capital limit is £23,250. If you receive services within the community and you own your own home, its value will not be taken into account when we work out how much you have to pay. If you live in a residential care setting, the value of any property you own that is regarded as capital will count towards the upper capital limit. Please see our adult social care charging policies for full information.
- X. Where you are in receipt of disability related benefits, you can claim for necessary disability related expenditure to meet any needs necessitated by your illness or disability, which are not being met by the Council. Where you

are claiming Disability Related Expenditure for transport costs necessitated by your illness or disability we will only allow for the costs of the cheapest appropriate option and for amounts over and above the mobility component of Disability Living Allowance (DLA) or Personal Independence Payment (PIP) where you are receiving it.

- XI. If your assets are above the upper capital limit ( currently £23,250), you will have to pay the full cost of the Council supporting your travel needs if you ask the council to provide support.
- XII. If you live in a residential care setting we would expect your travel needs to be met within the cost of your placement.
- XIII. Where you cannot arrange your own transport to meet needs under the Care Act 2014, the Council can arrange transport on your behalf through its brokerage service. There may be a charge for this depending on your financial circumstances.

### 3. YOUR NEEDS ASSESSMENT AND CARE AND SUPPORT PLAN

- 3.1 Your assessment or review for care and support will identify whether you have an eligible need to enable you to get around in the community safely and to use public transport. It will also identify whether you need support to enable you to travel to an assessed and eligible service and whether you qualify for such support from the Council.
- 3.2 Your care and support plan will show how your eligible assessed needs will be met as well as any information and advice given to you to meet non-eligible needs. The Council will not support travel needs that are not included within your care and support plan. Your assessor will discuss with you and/or your representative the national eligibility criteria, your use of existing transport options, including privately funded options, the availability of other transport options including, a motability car, concessionary travel options, family or friends who can help you with transport, and any other options available to you.
- 3.3 You can ask for a family member, independent advocate or other representative to attend your assessment and care and support planning meeting with you. Their views will be taken into account.
- 3.4 If you have a family member or friend who helps with your care, we will involve them in the assessment and support planning process, and they will be offered an assessment in their own right (called a carer's assessment). We will discuss with them whether they are willing or able to help with your travel needs, and any potential impact on their own health and wellbeing. This will include a contingency plan to ensure your needs continue to be met in the event that any travel arrangements not provided by the Council fail, for example, if your unpaid carers are either unable or unwilling to continue to provide you with this support.

- 3.5 If you have recently been discharged from hospital following an accident or illness, your assessor will look at whether a period of enablement support would help you get out and about more easily or what equipment could be loaned to you to help you travel more independently. Any risk assessment will also identify your potential to learn independent travel skills. The assessor may look at whether you would benefit from road safety training or help to improve your orientation skills so that you can travel more independently. Short term support can be provided to improve your knowledge and increase your confidence so that you can travel independently to and from places you go regularly. This type of support is most likely to apply to users of Learning Disability Services.
- 3.6 If you do have an assessed eligible need to get around the community safely to make use of necessary services or use public transport and the need is not met by a carer your assessor will discuss with you and/or your representative your transport options and these will be shown in your care and support plan. For example, if it is clear from an assessment of your needs that you require specially adapted and assisted transport to travel around the community safely, this will be shown in your care and support plan. We will always look at the best value appropriate transport option for you.
- 3.7 Where you do not have an assessed eligible need to get around the community safely or use public transport your assessor will determine whether you require support to enable you to travel to an assessed and eligible service, work, education or training and whether you are eligible for such support in line with the principles set out above. If support is required and you are eligible your assessor will discuss with you, and/or your representative, your transport options and this will be shown in your support plan. We will always look at the best value appropriate transport option for you.
- 3.8 If you are not eligible for support to enable you to travel to an assessed and eligible service work, education or training or you are eligible and do not wish for support you and/or your representative will be given information about local transport options, including how much they cost and any appropriate support to access them.

## 4. PAYING FOR YOUR TRANSPORT

- 4.1 How much you pay towards your care and support under the Care Act 2014, is worked out with you at your financial assessment and will take into account the principles set out above. This policy should be read in conjunction with the Council's 'Charges for Community Care Services For People Living at Home'.
- 4.2 If the Council pays towards the cost of your services, our contribution will be included in your 'Personal Budget'. Your Personal Budget is money allocated to pay for your care and support to meet your eligible assessed needs, as

shown in your support plan. If you take some or all of your Personal Budget as a Direct Payment, the amount you contribute towards the cost of your services will be deducted from your Direct Payment.

- 4.3 Where you are in receipt of disability related benefits, you can claim for necessary disability related expenditure to meet any needs necessitated by your illness or disability, which are not being met by the Council. Where you are claiming Disability Related Expenditure for transport costs necessitated by your illness or disability we will only allow for the costs of the cheapest appropriate option and for amounts over and above the mobility component of DLA or PIP where you are receiving it.
- 4.4 If you have exchanged your higher rate mobility allowance for a Motability car you cannot claim any Disability Related Expenditure for transport as this is expected to meet all your transport needs (where it is reasonable to expect you to use it). However, any ongoing costs incurred due to the need to make a down payment for your motability car which has to be repaid from your benefits will be taken into account as Disability Related Expenditure where mobility benefit is taken in its entirety in exchange for the car.
- 4.5 Disability Related Expenditure for car running costs, fuel or parking will only be taken into account where any travel costs you have due to your disability exceed the value of any mobility benefit you receive (if you do receive it). If you have a Blue Badge displayed on your car, you are exempt from most parking fees.
- 4.6 When claiming Disability Related Expenditure for travel to work, education or training the amount we pay will be less the cost of the standard journey by public transport.
- 4.7 If your savings are above the upper capital limit you cannot claim Disability Related Expenditure.
- 4.8 The Council will not charge for enablement support (for example any travel training we provide to enable you to travel more independently).

Care Act Statutory Guidance, Item 38, Disability Related Expenditure  
*(xv) other transport costs necessitated by illness or disability, including costs of transport to day centres, over and above the mobility component of DLA or PIP, if in payment and available for these costs. In some cases, it may be reasonable for a council not to take account of claimed transport costs – if, for example, a suitable, cheaper form of transport.... has not been used.*

## 5. HOW TO ACCESS TRANSPORT SERVICES

- 5.1 When we complete your care and support plan with you the Council will ensure you have information about all suitable transport options for you and these will be included in your care and support plan. The Council will work with you to ensure you have the information you need to access transport services independently wherever possible. However, if you are unable to arrange your

own transport and there is no-one who can help you, we have a brokerage service which can arrange transport for you, if appropriate (which may be charged for).

- 5.2 You can also look at our Website <http://adultsocialcaremarketplace.enfield.gov.uk/> for information about what transport options are available in Enfield. This will include information about how much transport costs.
- 5.3 We will help to ensure that you can travel safely and help you to travel as independently as possible. We can also help you with cost effective transport options and tell you what transport options are least harmful to the environment.

## 6. EXCEPTIONS

You will not have to pay for social care services if any of the following applies to you:-

- You qualify for statutory after care under Section 117 of the Mental Health Act 1983
- You have been diagnosed with Creutzfeldt Jacob Disease (CJD)

# APPENDIX 1. TRANSPORT OPTIONS FOR PEOPLE SUPPORTED BY ADULT SOCIAL CARE

<p>Public transport – buses</p>	<p>Most routes have visual and audible announcements for passengers.</p> <p>Travel is free anytime in Greater London for residents with a Freedom Pass.</p>
<p>Public transport – tube, London Overground, TfL rail and DLR</p>	<p>There is limited step free access at stations in Enfield and, indeed, in London as a whole. Transport for London has a programme to install step free access in all stations across the capital. However, at the present time, most stations do not have step free access and few have lifts. Step free access means an alternative to stairs, i.e. an escalator, lift or both, through to street level.</p> <p>Travel is free anytime in Greater London for residents with a Freedom Pass.</p>
<p>Driving and the Blue Badge</p>	<p>Disabled drivers and passengers, whether they travel in a private vehicle or rent a Motability vehicle, can apply for a Blue Badge. Blue Badge holders can park for free on most roads, however, there are exceptions where they can only park in designated bays, for example, on red routes.</p> <p>Blue badge holders can also claim exemption from the Congestion Charge (registration is required and a fee is payable).</p> <p>Disabled drivers can also claim exemption from road tax.</p>
<p>Motability vehicles</p>	<p>Higher rate mobility allowance can be exchanged for a Motability vehicle from any participating dealership. Full information can be found at <a href="http://motability.co.uk">http://motability.co.uk</a></p> <p>You can have a Motability vehicle and a Blue Badge. Insurance, breakdown cover, service, maintenance and repairs are covered by your agreement. You will need to pay for your own petrol.</p> <p>An agreement for a Motability vehicle is for three years, so if you choose this option you cannot claim any other transport costs for the period of</p>

	your agreement.
Motability scooters and powered wheelchairs	People in receipt of mobility allowance can use some of it to rent a Motability scooter or powered wheelchair. Full details can be found at <a href="http://www.motability.co.uk/scooters-and-powered-wheelchairs/">www.motability.co.uk/scooters-and-powered-wheelchairs/</a>
Dial-a-Ride	<p>To be eligible for Dial-a-Ride you must have a permanent or long-term disability which means you are unable to use public transport some or all of the time.</p> <p>You are automatically eligible for membership if you are:</p> <ul style="list-style-type: none"> <li>• A Taxicard member</li> <li>• Getting the Higher Rate Mobility Component of Disability Living Allowance</li> <li>• Getting the Standard or Enhanced Mobility Rate of the Personal Independence Payment (PIP)</li> <li>• Registered blind or partially sighted</li> <li>• Aged 85 or over</li> <li>• Getting a Higher Rate Attendance Allowance</li> <li>• Getting a War Pension Mobility Supplement</li> </ul> <p>If none of the above apply to you, you may still be able to join Dial-a-Ride but you will have to undergo a paper-based mobility assessment to establish your eligibility for the service</p> <p>Dial-a-Ride will not provide travel to and from day care centres. More information is available from Transport for London at <a href="http://www.tfl.gov.uk/modes/dial-a-ride/membership?intcmp=4002">www.tfl.gov.uk/modes/dial-a-ride/membership?intcmp=4002</a></p>
London Taxicard Scheme	<p>The London Taxicard Scheme provides subsidised transport in taxis and private hire vehicles for people with mobility problems or a visual impairment. The application form can be downloaded from: <a href="http://www.enfield.gov.uk/info/1000000833/help_getting_out_and_about/3265/london_taxicard_scheme">www.enfield.gov.uk/info/1000000833/help_getting_out_and_about/3265/london_taxicard_scheme</a></p> <p>Full details about the London Taxicard Scheme can be found at: <a href="http://www.londoncouncils.gov.uk/services/taxicard">www.londoncouncils.gov.uk/services/taxicard</a></p>
Voluntary transport schemes	There are a number of voluntary schemes locally and some day care providers have a transport option.
Transport provided by Service Providers	Some service providers provide their own transport. Eligibility for access to this transport will be determined by your assessment or review

<p>Council Transport</p>	<p>The Council provides buses which are adapted and assisted. Eligibility to access to this service is determined by your assessment or review</p>
<p>Personal assistants and chaperones</p>	<p>Where a person requires accompaniment to travel and there is no family member or friend available to travel with them, there are agencies who can provide travel assistants for this purpose. These agencies can be found on the Council's Adult Social Care e-market place.</p>



# Appendices B

# Enfield Adult Social Care Transport Draft Policy

## Consultation Questionnaire

The closing date for responses is Friday 30 October 2015 (5pm)



Transport services in Enfield for people who have an assessed eligible need for adult social care are changing. The way these services are accessed and arranged, the providers of these services and the way these services are paid for are all proposed to change in April 2016. To find out about these proposed changes please read the Draft Transport Policy - Adult Social Care.

Before finalising this policy Enfield Council would like to hear your views on how you feel it would be best to access and arrange your transport services in the future.

Once you have read the Draft Transport Policy - Adult Social Care please complete this questionnaire. Once you have done this, please return the questionnaire in an envelope to the freepost address below. You do not need a stamp.

Transport Consultation  
Adult Social Care  
Enfield Council  
FREEPOST NW5036

Civic Centre  
Enfield EN1 3BR

You can also complete the questionnaire online at this address:  
[www.enfield.gov.uk/consultation](http://www.enfield.gov.uk/consultation)

### Section 1 - Questions on the draft policy

Section 4 of the draft policy explains that people with assets above the upper capital limit (this is £23,250 in 2015-16) will have to pay for all their own transport. The upper capital limit is reviewed by Central Government each year. Your own home, if you continue to live there, will not be regarded as capital so will not count towards the upper capital limit. If you live in a residential care setting, the value of any property you own will be included (unless someone who is eligible continues to live there) so your assets will be above the upper capital limit

**Q1 To what extent do you agree or disagree that people with savings above the upper capital limit should pay the full cost of their transport?**

		Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know
Strongly agree	Tend to agree				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have any comments about this proposal  
please let us know  
(please use the space below)

Under Section 2 iv of the draft policy it explains that people who receive the mobility component of Disability Living Allowance (DLA) or Personal Independence Payment (PIP), or War Pensioner's Mobility Supplement, will be expected to use this money to fund or pay towards the costs of their transport.

**Q2 To what extent do you agree or disagree that people receiving mobility benefit should use this to fund the cost of transport to meet their social care needs?**

Strostrongly agree

Tend to

Neither agree  
nor disagree

Tend to  
disagree

Strongly  
disagree

Don't know

If you have any comments about this proposal  
please let us know  
(please use the space below)

Under Section 6 of the draft policy it explains that if a persons needs and financial assessments identify that the Council will contribute to their transport costs, then this money can be given as Direct payment.

**Q3 If the Council contributes towards your transport costs, would you prefer to receive our contribution through a Direct Payment?**

Yes	No	Don't know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have any other comments please let us know (please use the space below)

**Q4 To what extent do you feel the current transport service is tailored to meet your needs?**

Meets my needs very well	Meets some of my needs well	Some of my needs are not met	Does not meet my needs at all	Don't know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have any comments about the current Transport service please let us know (please use the space below)

**Q5 To what extent do you agree or disagree that the Council should work with people who have care and support needs to enable them to travel more independently, where it is appropriate to do so?**

Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have any comments about how the Council works with people who have care and support needs to enable them to travel more independently please let us know (please use the space below)

**Q6** Please use the space below If you have any other comments you would like to make about the Draft Adult Social Care Transport Policy

## Section 2 - About you

All questions are voluntary and will be treated in the strictest confidence.

**Q7** Please tell us your post code

Prefer  
not to  
say

EN1 EN2 EN3 EN4 EN8 N9 N11 N13 N14 N18 N21 N22 Other

□ □ □ □ □ □ □ □ □ □ □ □ □ □

If you selected other please tell us your post code here:

\_\_\_\_\_

Q8 On what basis are you responding to this consultation?

- A person who currently receives adult social care transport services from the council .....
- A friend or relative who provides care for someone who receives adult social care transport services from the council .....
- A representative of an organisation who provides care for someone who receives adult social care transport services from the council .....
- A Enfield resident who does not currently receive a service from the adult social care transport service .....
- Another interested party (please say in the space below) .....

\_\_\_\_\_

Q9 If you currently receive adult social care transport services and any of the services or benefits below, please tell us. (Please cross all that apply)

- A bus pass .....
- A Taxicard .....
- A discounted railcard .....
- Disability Living Allowance/Personal Independence Payment.....
- A Motability vehicle.....
- A Blue Badge.....
- The Councils minibuses (transport from door-to-door) .....
- Community transport e.g. Dial-a-ride .....
- Cars driven by volunteer drivers .....
- Taxis arranged by the Council.....
- Transport provided by friends or family.....
- A direct payment from the Council for door-to-door transport.....
- Other (please specify in the space below) .....

\_\_\_\_\_

Q10 Are you

- Male.....
- Female.....





- Greek.....
- Greek Cypriot .....
- Turkish.....
- Turkish Cypriot .....
- Kurdish .....
- Italian .....
- Polish.....
- Russian .....
- Traveller.....
- Gypsy / Romany.....
- White and Black African .....
- White and Black Caribbean.....
- White and Asian .....
- Indian.....
- Pakistani.....
- Bangladeshi.....
- Sri Lankan .....
- Caribbean.....
- African .....
- Ghanaian.....
- Nigerian .....
- Somali.....
- Chinese .....
- Other.....
- Do not wish to state.....

If you selected 'Other' please tell us your ethnicity in the space below:

Thank you for taking the time to give us your views



**Q10 Are you**

- Male.....
- Female.....

**Q11 Please tell us which age group you belong to?**

- 16-24 .....
- 25-34 .....
- 35-44 .....
- 45-54 .....
- 55-64 .....
- 65-74 .....
- 75-84 .....
- 85+ .....

**Q12 Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes health issues related to old age. (Please cross one box only)**

- Yes, limited a lot .....
- Yes, limited a little.....
- No.....

**Q13 If you answered 'yes' to question 11, please indicate which of the following applies to you? (Please cross all that apply)**

- Physical impairment that causes mobility issues (e.g. wheelchair use) .....
- Mental health issue .....
- Visual impairment.....
- Hearing impairment.....
- Learning disability or difficulty .....
- Long standing illness or health condition .....
- N/A.....
- Other (please specify in the space below) .....

Q14 Please tick the box that best describes your ethnicity (Please select one answer only)

- British.....
- Irish.....
- Greek.....
- Greek Cypriot .....
- Turkish.....
- Turkish Cypriot .....
- Kurdish .....
- Italian .....
- Polish.....
- Russian .....
- Traveller.....
- Gypsy / Romany.....
- White and Black African .....
- White and Black Caribbean.....
- White and Asian .....
- Indian.....
- Pakistani.....
- Bangladeshi.....
- Sri Lankan .....
- Caribbean.....
- African .....
- Ghanaian.....
- Nigerian .....
- Somali.....
- Chinese .....
- Other.....
- Do not wish to state.....

If you selected 'Other' please tell us your ethnicity in the space below:

Thank you for taking the time to give us your views



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# Enfield Transport Policy Adult Social Care



## Easy Read

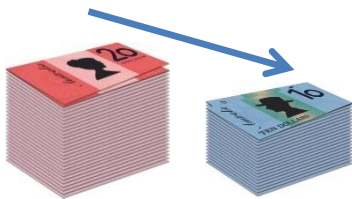
# Why we need a policy



This policy will tell you how Enfield Council will help people with assessed and eligible needs access transport.



We need a new policy because there is a new Care Act (2014). This gives Councils new duties, which mean we will need to support more people.



We also need a new policy because the Council is getting less money from the Government.



This means the Council needs to make £70 million savings by 2020.

This includes a saving of £24 million from Adult Social Care.



Also more people are now living longer, sometimes with complex health conditions and significant disabilities.





People are right to expect a good quality of life. The council's priority is to protect services for the most vulnerable people in Enfield.



In 2014/15 the Council spent over £1.3 million on transport for adults with eligible social care needs.



To achieve its priority for protecting services for vulnerable people, the council needs to find a more efficient way of meeting transport needs.



Enfield Council's Cabinet has allocated savings of £500, 000 for 2016/17 (and proposes a further £400,000) Cabinet is still to approve this.



Once agreed by Council Cabinet, this policy will be implemented from April 1<sup>st</sup> 2016

# Principles of the policy



The council believes in promoting independence. If you can travel independently, you will be expected to do so.



The Council is committed to doing everything the Care Act says it should do. For the purpose of this transport policy this means -



The council will work with you at your Assessment (or review) to identify your eligible needs around transport.

**Jargon Buster** – Eligible needs are things you need help with because of your disability or illnesses that have a significant impact on your wellbeing.



This includes needs to get out and about in the community, and use community resources, like public transport.



The Council will work with you to identify your needs, risks and outcomes, with a focus on promoting independence.



**Jargon Buster** – In social care, an 'outcome' refers to an aim or objective you would like to achieve.



The Council will plan together with you to meet your transport needs in personalised ways that are individual to you.



The Council will give you information you can understand to help you arrange to meet your transport needs, where possible.



If you cannot arrange to meet you transport needs yourself, the Council will arrange this for you.



If the Council does arrange to meet your transport needs for you, you may be expected to contribute to the costs. There is more about this later.



The Council will work in partnership with you to make sure your transport needs are recorded in your Care and Support plan. There is more about this in the next section.

# Your Needs Assessment and Care & Support Plan



There is more information on assessments and care and support planning on the council website [here](#)



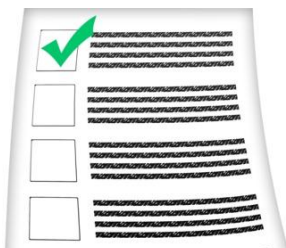
You can have someone help you at you assessment, or making your Care & Support Plan. This could be a family member or friend.



If you do not have anyone to help you, and have substantial difficulty taking part, the Council will appoint an advocate for you.



At your assessment (or review) the Council will work with you to assess your needs around getting out and about and using public transport.



We will explain which needs are eligible under the Care Act national eligibility criteria.

**Jargon Buster** – National Eligibility Criteria is the level at which your needs reach the point that the Council, by law, has to meet them.



The Council will work with you to create a 'Care & Support Plan'. This will say how these needs will be met.



We will discuss with you all the appropriate options for meeting your transport needs. This could include -



- What you are doing now
- Things you can buy yourself
- A motability car
- Concessionary travel
- Support from Family or friends
- Many other things



You may have some needs that are not eligible under the Care Act. We will give you information and advice to help you meet these needs yourself.





The Council will always talk to your family or friends to make sure they are willing and able to do the things that your support plan says they will do.



You family carers can have their own separate assessment, if they want one.



Your Care and Support Plan will also record a 'contingency plan'. This is what to do if something changes, for example, a carer is no longer willing or able to provide support.



If you have recently been discharged from hospital after an accident or illness, you assessor may suggest 'Enablement' support.



**Jargon Buster** – Enablement is a way of helping you to become more independent by gaining the ability to move around and do everyday tasks for yourself. It usually lasts for around six weeks, takes place in your own home, and you won't have to pay.



Travel training, or sometimes special equipment, may help you travel more independently. We will always do a risk assessment before putting this in your Care & Support Plan



Your assessment may have identified some eligible needs you cannot meet yourself, or cannot be met with support from family or friends.



For example, you may need a specially adapted vehicle, or need special support for your journey.



You may not have an eligible transport need, but need help with transport to get to something that does meet an eligible need. For example; work, education, training or a service.



We will discuss with you all the options for meeting these transport needs.



Your Care & Support plan will record how the council helps arrange for these needs to be met.





The Council will only pay towards things that are recorded in your Care & Support plan.



If the Council pays towards your transport, we will always look at the best value appropriate option for you.

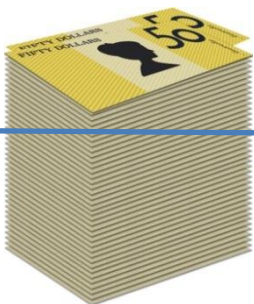
## Paying for your transport



How much you contribute to the costs of your care and support is worked out at your financial assessment.



This policy sits alongside the overall charging policy. You can read about this in the 'Charges for Community Care Services for People Living at Home' leaflet.



If your assets are above the 'upper capital limit', (currently £23,250) the Council will not contribute to the costs of meeting your travel needs.



If your assets are below the upper capital limit, and the Council is contributing to your personal budget for travel, you may have to pay a contribution.



We will discuss this with you at your financial assessment.



If the council contributes to the costs of meeting your care and support needs, it will be included in your personal budget.

**Jargon Buster** – Your Personal Budget is Money that is allocated to you by your local council to pay for care or support to meet your assessed needs.



If you have additional transport expenses due to your illness or disability you can claim these as 'Disability Related Expenditure' (DRE).

**Jargon Buster** - Disability Related Expenditure is money that you have to spend on things because of your disability that you would not have to spend otherwise.



If you are claiming transport disability related expenditure, you can only claim for the cheapest appropriate option for you.



You can only claim DRE for transport expenses above and beyond you mobility benefits (mobility component of DLA or PIP)



When claiming DRE for travel to work, education or training the amount we pay will be less the cost of the standard journey by public transport.



If you have a Motability vehicle that you drive, the Council will expect you to use this to meet your transport need, where ever reasonable.



If you have a Motability vehicle but do not drive, the Council expects the vehicle to be available to you to meet your transport needs.



If an unpaid carer, like a family member or friend, normally drives your car, the council will talk to them about how they are able to meet your transport needs.



You cannot claim DRE for car running costs, like fuel or parking. These are expenses that everyone with a car has to pay.



**BLUE BADGE  
HOLDER**

If you have a Blue Badge displayed on your car, you are exempt from most parking fees.



If you live in a residential care setting, the Council generally expects the costs of your transport needs to be included in the cost of your service.



There are some exceptions where people do not pay towards their care and support –

- If you qualify for statutory aftercare under section 117 of the Mental Health Act.
- If you have Creutzfeldt Jacob Disease.

# Appendix 1. Transport options for people supported by adult social care



All **public transport buses** are now wheelchair accessible. Most buses can accommodate two wheelchairs.

Most routes have visual and audible announcements for passengers.

Travel is free anytime in Greater London for residents with a Freedom Pass.



**TfL Trains and tube.** Transport for London is working to install 'step free' access in all its stations. This will take a long time to complete, but TfL have a useful accessibility page [here](#).

Travel is free anytime in Greater London for residents with a Freedom Pass.

Disabled drivers and passengers can apply for a **Blue Badge**.

Blue Badge holders can park for free on most roads (with some exceptions).

Blue badge holders can also claim exemption from the Congestion Charge.







Disabled drivers can also claim exemption from road tax.



All public car parks in London have designated disabled parking bays. Enfield Town has full disabled access to all shops and restaurants.



Higher rate mobility allowance can be exchanged for a **Motability vehicle** from any participating dealership. Full information can be found [here](#)

Insurance, breakdown cover, service, maintenance and repairs are covered by your agreement.

An agreement for a Motability vehicle is for three years, so if you choose this option you cannot claim any other transport costs for the period of your agreement.



People in receipt of mobility allowance can use some of it to rent a **Motability scooter or powered wheelchair**. Full details can be found [here](#)



The **London Taxicard Scheme** provides subsidised transport in taxis and private hire vehicles for people with mobility problems or a visual impairment. The application form can be downloaded [here](#).

Full details about the London Taxicard Scheme can be found [here](#)



To be eligible for **Dial-a-Ride**, you must have a permanent or long-term disability which means you cannot use public transport some or all of the time.

You are automatically eligible for membership of Dial-a-Ride if you are:

- a Taxicard member getting higher rate mobility benefit or War Pensioner's mobility supplement
- registered blind or partially sighted
- aged 85 or over

If none of the above applies, you may still be able to join Dial-a-Ride, but you will have to complete a mobility assessment form.

Dial-a-Ride will not provide travel to and from day care centres. More information is available from Transport for London [here](#)



There are a number of **voluntary schemes** locally and some day care providers have a transport option.



**Personal Assistants and Chaperones.** Where a person requires accompaniment to travel and there is no family member or friend available to travel with them, there are agencies who can provide travel assistants for this purpose. These agencies can be found on the Council's Adult Social Care [e-market place](#).





**Made with  
Photosymbols**



**Jargon busters  
from TLAP**

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**NB if there is likely to be an impact on different groups of staff as a result of this proposal, please also complete a restructuring predictive EQIA form**

<b>Department:</b>	Health Housing and Social Care	<b>Service:</b>	Adult Social Care
<b>Title of decision:</b>		<b>Date completed:</b>	29/10/15
<b>Author:</b>	Helen Finnemore	<b>Contact details:</b>	<a href="mailto:Helen.finnemore@enfield.gov.uk">Helen.finnemore@enfield.gov.uk</a>  Telephone: 020 8379 3162

<b>1</b>	<p><b>Type of change being proposed: Adult Social Care Transport Policy</b></p> <p>This assessment addresses the equality impact of Enfield Council's proposal to introduce a policy in relation to Adult Social Care Transport for people with an assessed eligible need.</p>
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Service delivery change/ new service/cut in service		Policy change or new policy	✓	Grants and commissioning		Budget change	
---	--	-----------------------------	---	--------------------------	--	---------------	--

<b>2</b>	<p><b>Describe the change, why it is needed, what is the objective of the change and what is the possible impact of the change:</b></p> <p>There are 305 individuals using Council Transport to access Council run day services. Of these 135 have a learning disability, 158 are 65 or over with a mixture of physical frailty and dementia and 12 adults with a physical disability. There are a further 349 people who access transport to externally run day services. Of these 186 have a learning disability and the other 163 have a range of conditions related to physical frailty or physical disability. Transport is used to access a range of activities including day opportunities, respite care, leisure services and other related activities. There are also other service users who buy their transport using a personal budget.</p> <p>Council transport is commissioned and funded by Adult Social Care and is provided by Environment Management Services, in the main through a fleet of leased vehicles (supplemented by taxis as required).</p>
----------	--

In 2014/15 Adult Social Care spent in excess of £1.3 million on providing transport for 654 adults with eligible social care needs, such as transport to day care centres or care homes.

Under the Care Act 2014 Enfield Council, generally speaking, has a duty to arrange care and support for those with eligible assessed needs. This includes an assessed eligible need to enable service users to get around in the community safely to make use of necessary services and to use public transport. The Council also has a power to provide support for non-eligible needs. The Council will provide support where it is required to enable service users to travel to an assessed and eligible service, work, education or training where you are eligible for such support in line with the principles set out below. The Council also has a power to charge for meeting needs. Depending on individual circumstances and whether a service user requests the Council's support to meet their travel needs they may be required to contribute to the cost of that support.

Enfield Council is proposing to introduce a Transport Policy within Adult Social Care, which will change the way in which it assesses for and provides transport services within Adult Social Care to those with an assessed eligible need. It is important to stress, that the Council is not proposing to remove transport for people who need this service.

Subject to agreement by Council Cabinet, this policy will be implemented from the 1<sup>st</sup> April 2016.

Changing the Council's approach to transport through promoting independence and the usage of community based options, is commensurate with the Council's preventative approach and supports individuals to have more choice and control over care through accessing mainstream services wherever possible. The current transport service is a traditional model that provides transport for service users from door to door and can, therefore, encourage dependency. The approach being proposed through the Transport Policy recognises that the current transport offer does not fit with the Council's Personalisation agenda; that for some people the existing model of adapted and assisted travel will continue to be appropriate, though at a reduced cost and that for others, alternative and cheaper forms of transport will be appropriate.

Furthermore, reductions in funding received by the Council from central government, means that the Council needs to deliver savings in excess of £70m by 2020. This includes a saving of £24m from Adult Social Care. (A key part of delivering the department's medium term financial plan savings will require a significant reduction in the unit cost of any transport service.)

New legislation introduced by the Government (the Care Act 2014) means that councils now have a duty to provide support to more people. In addition, more people are living longer but with fewer years of good health and many with significant disabilities. The Council's priority therefore must be to protect the delivery of front line services for the most vulnerable people in Enfield.

The proposed Transport policy (Appendix A) is underpinned by the following high principles:

## **SUMMARY OF THIS POLICY**

- I. The overriding principle is that the decision to provide support with travel is based on a person's individual circumstances including their needs, risks, outcomes and in line with promoting independence. Travel arrangements will be subject to a risk assessment and,

where appropriate, will include independent travel options, assistance to help you travel independently, as well as help from family, friends and other support networks.

- II. This policy rests upon a general assumption and expectation that wherever possible, and in line with promoting independence, you will meet your own needs for travel.
- III. Your assessment or review for care and support will determine whether you have a need for support to enable you to travel to an assessed eligible service, work, activity, education or training and whether this is an eligible need or not.
- IV. At the care and support planning stage the Council will give you information about your transport options and the best value appropriate option for you will be identified and shown in your care and support plan. This will also include any transport needs which the Council is not meeting and a contingency plan for arrangements in the event that the transport support you receive fails (for example if a carer is unable or unwilling to continue to offer it).
- V. Where you are able to travel to an assessed eligible service, activity, work, education or training with the help of family or friends (unpaid carers) we will ask them, either as part of your assessment/review or a carer assessment, whether they are willing and able to continue to do this.
- VI. If you are able to travel independently to an assessed eligible service, work, education or training, you will be expected to do so.
- VII. If you have a Motability vehicle which you drive yourself you are expected to use this to travel to an assessed eligible service, work, activity, education or training where this is reasonable.
- VIII. If you have a Motability vehicle and you are not normally the driver, we would expect the vehicle to be available when you need it to travel to an assessed eligible service, work, activity, education or training. If the person who drives your vehicle is an unpaid carer, we will discuss with them, in conjunction with a carers assessment where appropriate, whether they are able or willing to help meet your transport needs in this way.
- IX. If your assets are below the upper capital limit you may have to contribute towards the costs of the Council's support for your travel needs. The upper capital limit is set by Government and is subject to an annual review. In 2015-16 the upper capital limit is £23,250. If you receive services within the community and you own your own home, its value will not be taken into account when we work out how much you have to pay. If you live in a residential care setting, the value of any property you own that is regarded as capital will count towards the upper capital limit. Please see our adult social care charging policies for full information.
- X. Where you are in receipt of disability related benefits, you can claim for necessary disability related expenditure to meet any needs necessitated by your illness or disability, which are not being met by the Council. Where you are claiming Disability Related Expenditure for transport costs necessitated by your illness or disability we will only allow for the costs of the cheapest appropriate

option and for amounts over and above the mobility component of Disability Living Allowance (DLA) or Personal Independence Payment (PIP) where you are receiving it.

- XI. If your assets are above the upper capital limit (£23,250), you will have to pay the full cost of the Council supporting your travel needs if you ask the council to provide support.
- XII. If you live in a residential care setting, in most cases your travel needs will be met within the cost of your placement.
- XIII. Where you cannot arrange your own transport to meet needs under the Care Act 2014, the Council can arrange transport on your behalf through its brokerage service. There may be a charge for this depending on your financial circumstances.

The proposed changes, outlined by the core principles (detailed above) apply to those who have been assessed as eligible for support from Adult Social Services. This policy proposes that provision of transport is considered as part of the assessment and support planning process, where a service users need to attend community services or other activities has been identified as part of their support plan.

Where service users have specific transport needs the Council will ensure that appropriate resources are available.

**Monitoring Information**

Monitoring information / data has been included and is displayed in the tables below.

Adult Social Care service users with Day Care (External and Internal)

Summary by Primary Client Type

Service user group		
Learning Disabilities	321	49%
Mental Health	69	11%
Physical Disability	243	37%
Other	21	3%
Grand Total	<b>654</b>	

Summary by ethnicity

Ethnicity	
AFRICAN	26

ALBANIAN	2
ANY OTHER MIXED BACKGROUND	1
ASIAN AND CHINESE	1
BANGLADESHI OR BRITISH BANGLADESHI	7
Belgian	1
BLACK AND WHITE	1
BLACK BRITISH	23
BRITISH ASIAN	13
British White	21
CARIBBEAN	52
CHINESE	6
CYPRIT (PART NOT STATED)	2
EAST AFRICAN ASIAN	4
ENGLISH	49
GREEK	9
GREEK CYPRIT	40
INDIAN OR BRITISH INDIAN	18
IRANIAN	1
IRISH	12
ITALIAN	15
KURDISH	1
MAURITIAN	1
NIGERIAN	4
NOT YET OBTAINED / NOT ESTABLISHED	8
NOT YET OBTAINED/NOT ESTABLISHED	1
OTHER ASIAN, ASIAN UNSPECIFIED	6
OTHER GROUP	20
OTHER WHITE, WHITE UNSPECIFIED	2
PAKISTANI OR BRITISH PAKISTANI	3
PORTUGESE	1
PUNJABI	1
REFUSED / DECLINED	1
SOMALIAN	2

SOUTH AFRICAN	1
SRI LANKAN	3
TURKISH	16
TURKISH CYPRIOT	25
VIETNAMESE	1
WELSH	2
WHITE AND BLACK AFRICAN	1
WHITE AND BLACK CARIBBEAN	3
WHITE BRITISH, MIXED BRITISH	236
WHITE EUROPEAN, EUROPEAN UNSPECIFIED, EUROPEAN MXD	11
<b>Grand Total</b>	<b>654</b>



## Summary by Ward

Ward	
BOWES	27
BUSH HILL PARK	42
CHASE	40
COCKFOSTERS	20
EDMONTON GREEN	45
ENFIELD HIGHWAY	31
ENFIELD LOCK	29
GRANGE	9
HASELBURY	38
HIGHLANDS	39
JUBILEE	33
LOWER EDMONTON	21
Out of borough	5
PALMERS GREEN	33
PONDERS END	28
SOUTHBURY	17
SOUTHGATE	29
SOUTHGATE GREEN	21
TOWN	36
TURKEY STREET	42
UPPER EDMONTON	32
WINCHMORE HILL	37
<b>Grand Total</b>	<b>654</b>

Enfield Council is cognisant of its responsibilities in relation to the changes being proposed, whilst maintaining its Public Sector Equality Duty in relation to having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and

persons who do not share it involves having due regard, in particular, the need to—

- (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (iii) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- (iv) take the steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

**3 Do you carry out equalities monitoring of your service? If No please state why?**

**Yes**

	Disability	Gender	Age	Race	Religion & Belief	Sexual Orientation	Gender reassignment	Pregnancy & Maternity	Marriage & Civil Partnerships
1. Does equalities monitoring of your service show people from the following groups benefit from your service? (recipients of the service, policy or budget, and the proposed change)	Y	Y	Y	Y	Y	Y	Y	N	Y
2. Does the service or policy contribute to eliminating discrimination, promote equality of opportunity, and foster good relations between different groups in the community?	Y	Y	Y	Y	Y	Y	Y	Not Applicable	Y
3. Could the proposal discriminate, directly or indirectly these groups?	N	N	N	N	N	N	N	N	N
4. Could this proposal affect access to your service by different	N	N	N	N	N	N	N	N	N

groups in the community?									
5. Could this proposal affect access <u>to information</u> about your service by different groups in the community?	N	N	N	N	N	N	N	N	N
6. Could the proposal have an adverse impact on relations between different groups?	N	N	N	N	N	N	N	N	N
<p>If Yes answered to questions 3-6 above – please describe the impact of the change (including any positive impact on equalities) and what the service will be doing to reduce the negative impact it will have.</p> <p>Not applicable</p> <p>*If you have ticked yes to discrimination, please state how this is justifiable under legislation.</p>									

<b>4. Tackling Socio-economic inequality</b> Indicate Yes, No or Not Known for each group	Communities living in deprived wards/areas	People not in employment, education or training	People with low academic qualifications	People living in social housing	Lone parents	People on low incomes	People in poor health	Any other socio-economic factor Please state;
Will the proposal specifically impact on communities disadvantaged through the following socio-economic factors?	N	N	N	N	N	N	N	N
Does the service or policy contribute to eliminating discrimination, promote equality of opportunity, and foster good relations between different groups in the community?	Y	N/A	Not known	Not known	Not known	N	N	N/A
Could this proposal affect access to your service by different groups in the community?	N	N	N	N	N	N	N	N/A

If Yes answered above – please describe the impact (including any positive impact on social economic inequality) and any mitigation if applicable.

The provision of a personalised transport service will offer service users more choice and control over what transport options they access to get out and about. Supporting social inclusion and enabling people with disabilities to access mainstream transport, (wherever possible) thus enabling service users to lead full and active lives in their communities.

The Council will still provide support and advice to help those individuals affected while still providing travel assistance to those most in-need and on very low incomes who do not get mobility benefits. The Council will also support people who may be eligible to apply for disability benefits to do so.

To reduce any negative impact as a result of the proposed Transport policy, the Council will:

- Support service users, families and carers to maximise the benefits available to them, wherever appropriate
- Include transport options as part of the care and support planning process, ensuring that service users have the support they need to identify transport which is appropriate to help meet their needs. This will include independent travel options, assistance to help travel independently, as well as help from family, friends and other support networks.
- For those services users with an assessed eligible need, (unable to arrange their own transport) the Council can arrange transport on their behalf through the brokerage function. (Service users will be charged up to the full cost of this transport, depending on their financial assessment.
- Ensure that any impact from this policy associated with carers' and their 'carer role', will be reduced by identifying any associated carer issues, through individual reviews and/or carer assessments.

Please nb; as part of the assessment, support planning and review process Transport arrangements will always be subject to a risk assessment.

## **5. Review**

How and when will you monitor and review the effects of this proposal?

Assessments, Support Plans and Reviews will monitor the impact on Service Users and their Carers

This activity will take place appropriate to the needs of the Service User.

**NB if there is likely to be an impact on different groups of staff as a result of this proposal, please also complete a restructuring predictive EQIA form**

### Action plan template for proposed changes to service, policy or budget

Title of decision:.....

Team:..... Department:.....

Service manager:.....

Identified Issue	Action Required	Lead Officer	Timescale/ By When	Costs	Review Date/ Comments
<b>Ensure that the draft Adult Social Care Transport Policy and Adult Social Care Transport Consultation Questionnaire is written in a way that can be clearly understood by service users, carers and families, and residents</b>	Organise pre consultation - Working Group engagement meetings with service users and carers to review the Transport Consultation packs accessibility, and to gain feedback and make appropriate changes to ensure that the draft policy and questionnaire is written in a way that is clear and easy to understand.	Janice Abraham/Chris O'Donnell	15/7/15 16/7/15 20/7/15		3 pre-consultation Working Group engagement meetings held on the 15/7, 16/7 and 20/7/15. Feedback provided by service users, family and carers. Appropriate changes have been made to draft policy and the questionnaire to improve accessibility of the information

<b>Consultation &amp; Engagement</b> Informing existing service users, family / carers and residents of the draft policy	Consultation and engagement campaign (Web, e-mail, consultation events, letters, newsletters.) <i>Please refer to the Consultation and Engagement Plan for further detail.</i>	Cenk Orhan	Consultation and engagement campaign To commence 10 <sup>th</sup> of August and run until 10 <sup>th</sup> November 2015		
Publication of consultation outcomes	Publish on Council's website and provide hard copies / other accessible formats as required	Cenk Orhan	Following consultation close		
Publish amendments to draft policy	Publish amendments to draft process, and set up feedback process on the amendemnts	Cenk Orhan / Helen Finnemore	15 <sup>th</sup> December 2015 – January 2016		
Complete service user transport needs assessment	Analysis of existing demographic and service information to establish picture of service user transport needs	Doug Wilson	TBC		
Service Planning	Conduct service planning	Doug Wilson	August 2015 – Feb 2016		

Please insert additional rows if needed

Date to be Reviewed: .....

**APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME..... SIGNATURE.....**

**This form should be emailed to [joanne.stacey@enfield.gov.uk](mailto:joanne.stacey@enfield.gov.uk) and be appended to any decision report that follows.**

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LONDON BOROUGH OF ENFIELD

# Appendix E

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Health, Housing and Adult Social Care

# TRANSPORT POLICY CONSULTATION REPORT







## Introduction

This report describes the design and results of the consultation for the Enfield Adult Social Care DRAFT Transport Policy. This report will demonstrate how the consultation not only sought to inform residents of the draft policy's proposed changes to the provision of transport for clients of adult social care, but first and foremost engaged regular users of transport services in having their say on the proposals.

The primary transport service available in Enfield is the Council-run fleet service that uses vehicles specially adapted to safely transport people with a wide range of social care needs. However the policy covers all transport services from statutory, private and voluntary providers, whilst also including resident's own vehicles.

Transport services are most commonly used to access day-care provision also referred to as door to door transport, however the policy covers transport used to access any assessed eligible social care service.

A great deal of work went into the organisation and delivery of the consultation from teams across the Council, especially the day care centres from Enfield's Independence and Wellbeing Service.

## Getting ready for the consultation

To ensure that our draft policy document, questionnaire and consultation plan was clear and would adequately enable residents to participate in the consultation, we ran three events with key groups of residents that most commonly use transport services (please see appendix C for details about these events). The feedback we received helped us to make our documents clearer and easier to understand. The feedback we received on our consultation plan informed us of key groups we should meet with and present the draft policy.

We would like to thank all those that gave their time to review our draft documents and continued to give feedback throughout the consultation.

## The consultation

The consultation began on 10th August and ended on 10th November 2015 lasting for 13 weeks. The closing date was originally 30th October 2015 but was extended a further 11 days.

To take part in the consultation residents were asked to read the draft policy documents and complete the questionnaire. Respondents were also able to give written feedback on any points regarding the proposed policy through the questionnaire.

### Publicity

The consultation was advertised using a wide range of methods, including:

- The Council website
- Letters sent to residents with a current community care package
- Letters sent to local organisations providing social care services
- Emails and reminder emails sent to local providers, Council staff, staff of partner organisations and residents that most commonly engage with the Council
- Enfield Voluntary Action e-newsletter (September and October editions)
- Enfield Racial Equality Council e-newsletter (October edition)

### Letters

The Council sent letters to 1,690 addresses of people with a current community care package containing 1 letter, 1 draft policy document, 1 easy read version, 1 questionnaire and 1 freepost return envelope.

The Council also sent parcels to 53 Council-run, voluntary and private organisations containing 1 letter, 30 draft policy documents, 30 easy read versions, 30 questionnaires each.

## Accessibility

There were six different means of responding to the consultation, these were:

1. The online questionnaire
2. Printed copies of the questionnaire
3. A printed easy read version of the questionnaire
4. Face to face meetings
5. Emails
6. Telephone

The questionnaires asked respondents to express whether they were in favour or not in favour of the key principles of the draft policy, whilst also asking them to provide further comment to explain their decision. The questionnaire also asked **some questions about the respondent such as** the types of transport services they use and their background. Respondents were able to complete and return the two printed questionnaires by using either the Freepost envelope provided with our letter or by using the freepost address displayed on the questionnaire. This proved to be the most common way people responded to the consultation with 419 out of the total number of completed questionnaires, 472, being completed and posted. The full results of the questionnaire can be seen in Appendix A.

Our face to face meetings were either arranged with providers and their clients or were arranged by the Council and were open to the general public. At these meetings the draft policy and the governance of the consultation (i.e. the approval process) was explained in detail, time was allocated for questions and answers and people were encouraged to respond to the consultation via the different means listed above.

For face to face meetings arranged with people who require support to understand the key messages of the draft policy and to respond to the consultation due to their disability or communication problems an easy read presentation was used. The presentation covered the key principles of the draft policy using pictures printed on large cards. Attendees were able to tell the Council how they felt about these principles by holding up pictorial cards that showed if they agreed or disagreed or if they were unsure.

A number of respondents communicated with council staff, that were responsible for the draft policy, through emails sent to either staff's own email addresses or to a generic email account created for the consultation (transport.consultation@enfield.gov.uk). All comments received through emails were added to the **Record of literal responses to the consultation** (Appendix B) and were replied to directly via email.

A number of respondents who had difficulty **completing either the online or printed questionnaire or attending one of the face to face meetings** due to their disability or illness responded via the telephone. A telephone number was provided on the letter and people who called this number expressing their difficulty to respond to the consultation were taken through the questionnaire with a Council officer over the telephone.

## Engagement

Letters and emails sent by the Council encouraged any group or organisation to contact the Council to arrange a face to face meeting. In total 19 meetings were organised, 3 of which were **public meetings before the consultation began** and 16 meetings were held the consultation period. The attendance of these meetings was not counted for 7 of them and the attendance of the remaining 12 meetings was 150 in total. The meetings that were arranged and their attendance can be seen in Appendix C.

## Next steps

Following the close of the consultation on 10 November 2015 a report, which shows our proposals and what people have said about them, will be presented to the Councillors who sit on the Council's Cabinet. The Cabinet will then make a decision about what the Council will do next at their meeting in February 2016. Any changes agreed by Cabinet will happen from 1st April 2016.

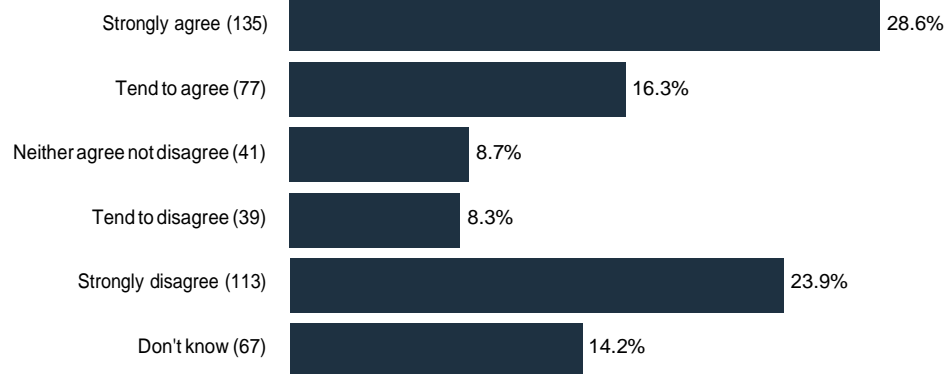


# Results of the Enfield Adult Social Care Draft Transport Policy Questionnaire

## Appendix A

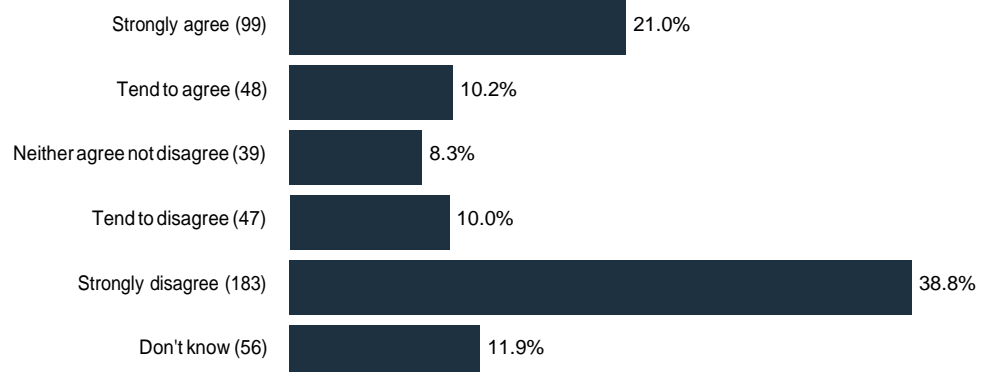
### Question 1

To what extent do you agree or disagree that people with savings above the upper capital limit should pay the full cost of their transport?



### Question 2

To what extent do you agree or disagree that people receiving mobility benefit should use this to fund the cost of transport to meet their social care needs?



### Question 3

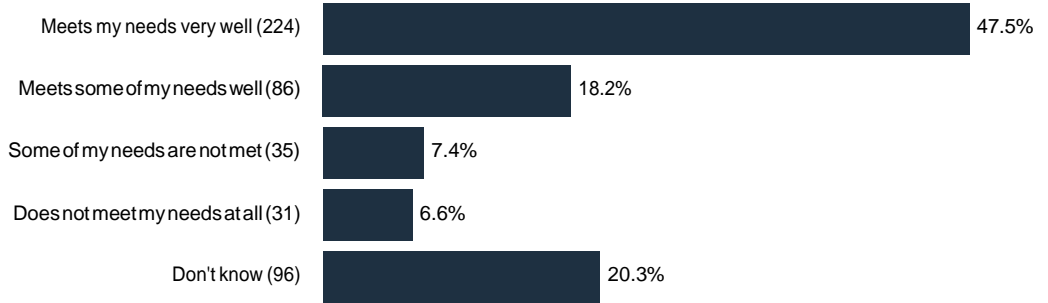
If the Council contributes towards your transport costs, would you prefer to receive our contribution through a Direct Payment?



TRANSPORT POLICY CONSULTATION REPORT

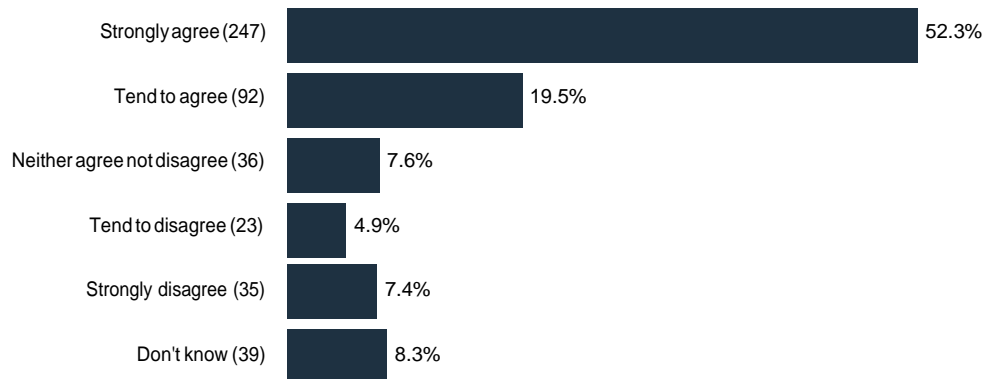
**Question 4**

To what extent do you feel the current transport service is tailored to meet your needs?



**Question 5**

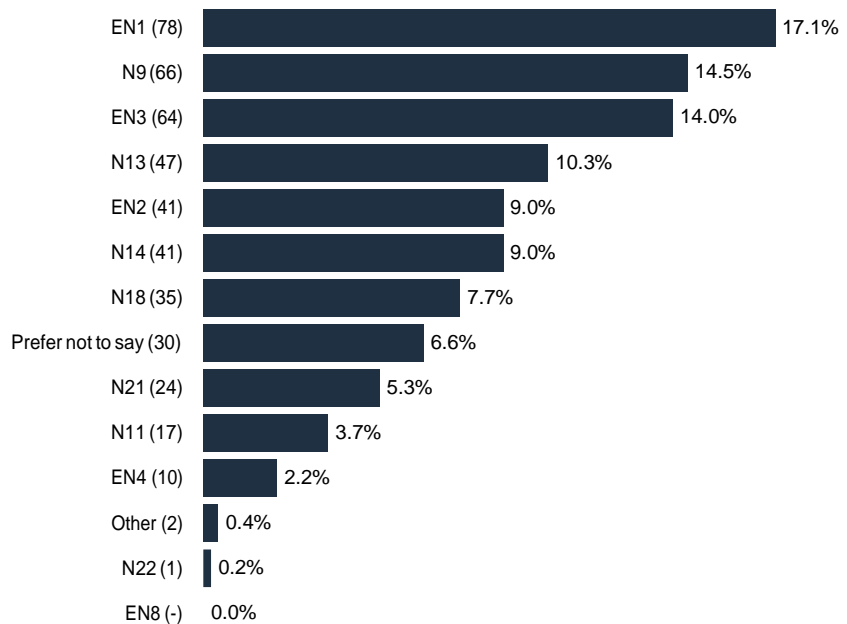
To what extent do you agree or disagree that the Council should work with people who have care and support needs to enable them to travel more independently, where it is appropriate to do so?



**About you**

**Question 7**

Please tell us your post code





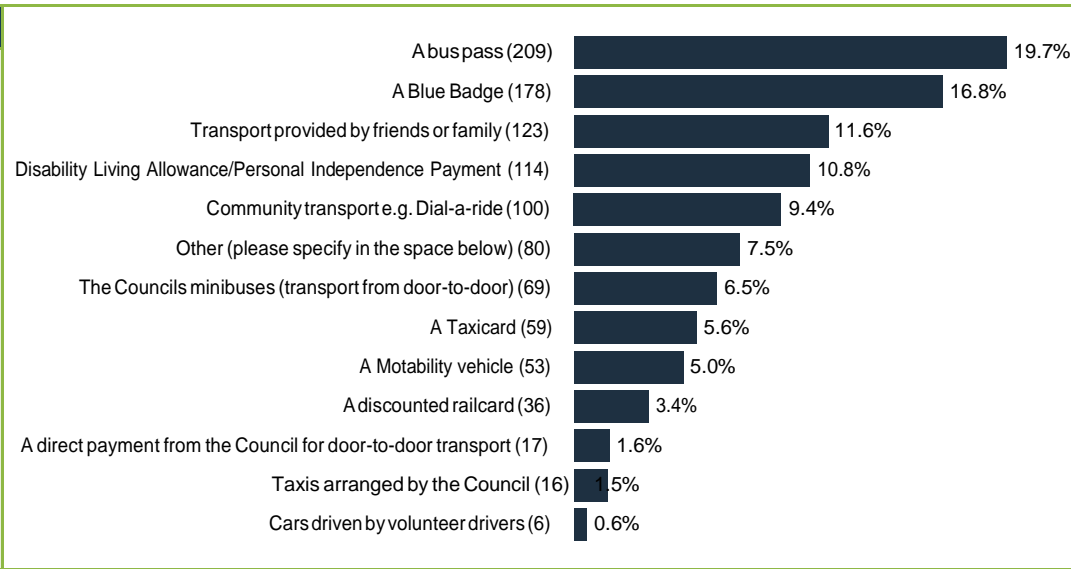
**Question 8**

On what basis are you responding to this consultation?

A person who currently receives adult social care transport services from the council	44.2%
A friend or relative who provides care for someone who receives adult social care transport services from the council	17.4%
A representative of an organisation who provides care for someone who receives adult social care transport services from the council	2.1%
A Enfield resident who does not currently receive a service from the adult social care transport service	29.9%
Another interested party (please say in the space below)	6.5%

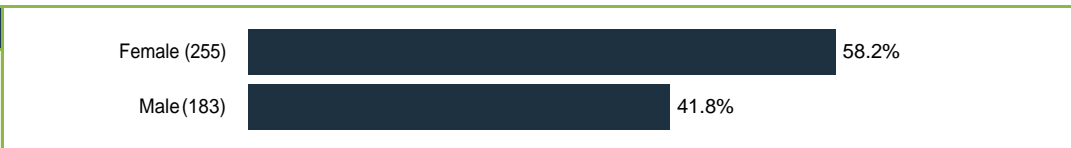
**Question 9**

If you currently receive adult social care transport services and any of the services or benefits below, please tell us. (Please cross all that apply)



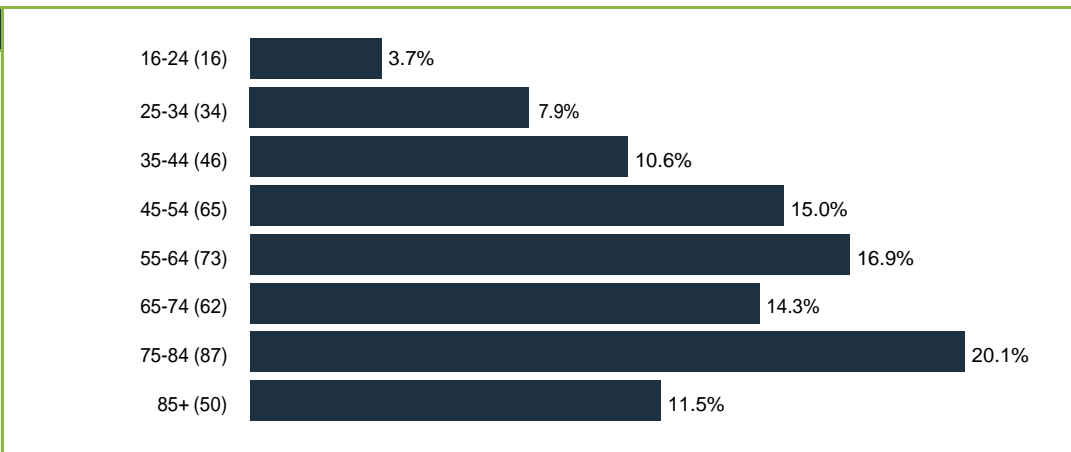
**Question 10**

Are you



**Question 11**

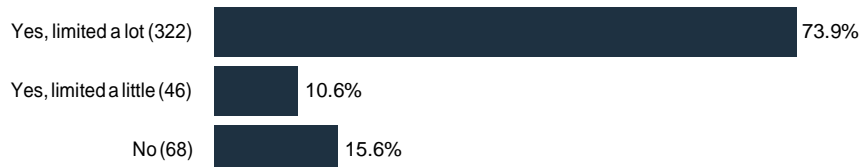
Please tell us which age group you belong to?





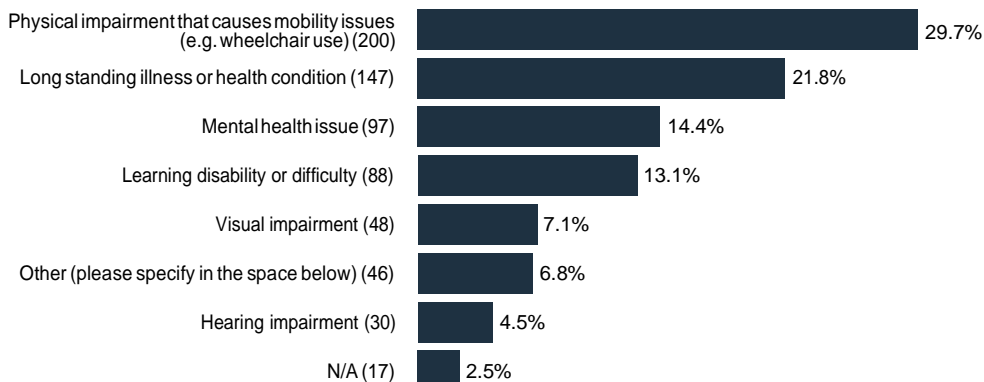
**Question 12**

Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes health issues related to old age.



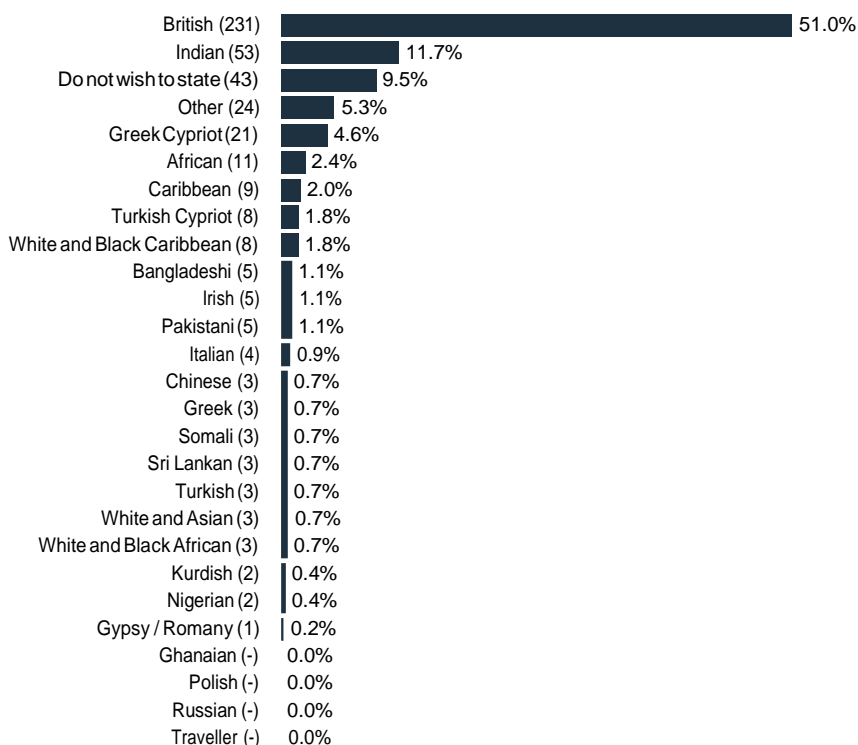
**Question 13**

If you answered 'yes' to question 12, please indicate which of the following applies to you? (Please cross all that apply)



**Question 14**

Please tick the box that best describes your ethnicity (Please select one answer only)





# Record of literal responses to the consultation

## Appendix B

Comment	Council response	Amendment to Policy
Will the policy apply to all providers, not just to in house Council provided transport services?	Yes, the policy applies to all transport, regardless of which type of provider you use. (Council, private or voluntary sector)	ASC Transport Policy to show that it applies to transport provided by the Council, private and voluntary sector providers.
Does the £1.3m you state was spent last year on adult social care transport include transport provided by the private and voluntary sector?	The Council spent £1.3m on Council fleet transport and 'spot purchase' transport provision through the Council contract where fleet transport was either not available or not able to meet specific needs (e.g. taxis and ambulance transport).	None
Can you clarify the period over which the £900,000 savings will be made?	£500k saving agreed by Cabinet for 2015/16 and 2016/17. A further £400k to be agreed for 2016/17.	Policy now states that the full £900k saving has been allocated to 2016/17.
How many people will be affected by the changes?	650-700	None
This is a breach of human rights.	This policy does not affect or deny anyone's rights under the European Convention on Human Rights. The Council is seeking to provide personalised and appropriate transport options for people with eligible needs which promote independence and choice.	None

## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
<p>The policy does not refer to carers needs. This will affect carers a lot. Carers desperately need respite. If the carers is not willing or able to meet the person's needs, then the Council has a duty to do so. Any entitlement to mobility benefits does not affect that duty and the Personal Budget must be sufficient to meet that eligible need. Would it be helpful to say in the policy that assessment of needs is 'carer blind' and that the LAs' duty to meet eligible assessed needs applies unless a carer is willing and able to meet any of those needs.</p>	<p>When assessing what care and support a service user will need, the needs of any (informal) carer must also be taken into account and clearly evidence what the carer can and cannot continue to do or is willing or unwilling to do. This also includes help with transport to meet eligible needs. If the carer is not willing or not able to meet eligible any needs, then they are not performing an informal carer role so they would not receive a needs assessment in their own right. The Care Act explains how an assessment is done independently of the support that an informal carer is willing or able to provide. It is not relevant to the transport policy.</p>	<p>Policy updated to clearly state that wellbeing of the carer/s will also be taken into account when assessing and support planning. Examples also updated to reflect this in policy.</p>
<p>People will be isolated in their homes through no fault of their own. When people go to day care centres they don't just stay there, they go on outings and the transport for outings needs to be paid for. Escorts need to be provided for outings and trips from the day centre. Will the Council continue to pay for transport and the people needed to escort them on trips? It is really unfair that people with disabilities are being compelled to suffer even more.</p>	<p>Transport services which meet eligible needs are not being removed from people who need them. The Council is seeking to reduce the cost of transport to a level which represents good value for money and to provide transport options which are appropriate, personalised and promotes choice and control. Paying for these services will depend on financial means available to each individual and weekly income will not be reduced below the MIG plus 25%.</p>	<p>None</p>
<p>If someone is severely disabled, the day service is part of their assessed package of care to meet their needs. This group of people are likely to attend day services more often than people less disability and also receive mobility allowance. Therefore, they will lose all their allowance if they have to pay £10 per day.</p>	<p>Principle which describes taking mobility benefit into account when planning for transport support has now been removed. Normal charging rules within the charging policy will apply.</p>	<p>Policy amended to reflect this.</p>



Comment	Council response	Amendment to Policy
<p>Some people may stop attending services and be at risk through loss of services. Day services are a lifeline to the most vulnerable and ensure assessed needs are met.</p>	<p>Day services are one way of meeting eligible assessed needs but they are not the only way. For some people, day centres will be their first choice, but others would prefer not to go to a day centre. The proposals in this policy will give people the freedom and choice to use their Personal Budget in the way that suits them best by encouraging a range of different transport options. The policy is not saying transport will be withdrawn from people who need it. It describes how transport must be <b>more personalised and options for funding</b>, which do include potential use of mobility benefit if receiving and available to meet costs.</p>	<p>Purpose of the policy has been clarified.</p>
<p>People will lose the opportunity to travel anywhere except day centres.</p>	<p>On the contrary, the proposals in this policy promote independence and choice. Rather than depend on Council fleet transport to take people to day centres, the Council is <b>increasing the options available</b> to people so that they can use their Personal Budget in the ways that suit them best.</p>	<p>Policy amended to reflect this.</p>
<p>I would be happy to come by minicab, but I need help getting in and out of my home and in and out of the car and minicab drivers won't help me as they are not insured for this.</p>	<p>If the only way you can travel is with assisted transport, this will be determined at your needs assessment and shown in your support plan. Transport is not being taken away. We are simply ensuring that people have access to the <b>cheapest and most appropriate form</b> of transport for them.</p>	<p>None</p>
<p>You are cost shunting to people with learning disabilities. This policy only appears to affect people with Learning Disabilities.</p>	<p>The policy applies to all client groups, of which the largest group affected is older people.</p>	<p>Mobility principle removed from policy.</p>

## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
<p>Younger adults are currently worse off than older people by £60 a week, this being the difference in the Minimum Income Guarantee. Is Enfield Council discriminating against young adults by maintaining an unequitable MIG level? Anything above the MIG is not disposable income.</p>	<p>The draft policy has been revised to reflect feedback, particularly with regards to mobility benefit. It is not a charging policy. Any comments regarding MIG levels applied by the Council will be covered under the charging policy which will be revised early in the new year for 2016/17.</p>	<p>None</p>
<p>You cannot take all of someone's mobility benefit as it is provided by government to help with other things, including to help people get out and about, it is not just about meeting assessed eligible needs. Mobility benefit is supposed to allow choice, not to have enforced payments which reduces the person's already low income. Have you accounted for the fact that people with the highest mobility allowance have the highest level needs and will have used their mobility benefit for other things like attending GP and hospital appointments.</p>	<p>Mobility benefit principle has been removed.</p>	<p>Policy updated to reflect this.</p>



Comment	Council response	Amendment to Policy
<p>The examples you give at the end which show that mobility allowance will be taken into account as part of the financial assessment. This is misleading as the Care Act states that mobility benefit should be disregarded as part of the financial assessment. If someone has an eligible assessed need and the carer is not willing or able to meet that need, then the LA has a duty to do so. Any mobility allowance does not affect that duty and the Personal Budget must be sufficient to meet that eligible need. Mobility benefits must not be included as income. We have problems with the examples for many reasons, but particularly how to do comply with the requirement to exclude mobility benefit as income when calculating any service user charge.</p>	<p>Mobility benefit principle has been removed.</p>	<p>Policy updated to reflect this.</p>
<p>Where the changes recommended in the policy to the way that mobility benefits are used in assessing charged proposed because of the new Care Act? If so, which specific part of the Act supports these changes.</p>	<p>Mobility benefit principle has been removed.</p>	<p>Policy updated to reflect this.</p>
<p>What happens if people are contributing to their transport and they are ill and cannot use it? Will they still have to pay?</p>	<p>Individual providers will have their own policy and this may include advanced warning to avoid charges. The same rule applies to providers of other services such as homecare or daycare.</p>	<p><b>Charges for cancelled services</b> will be covered under the new charging policies for 2016/17.</p>
<p>How will providers charge and collect payment?</p>	<p>There will be no separate charges for transport now. Any charges payable for adult social care services will be covered under the current charging policies.</p>	<p>Policy updated to reflect this.</p>

## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
My son is totally dependent on those who care for him. This has a huge effect on the family and coping can be difficult. My son has had to find £500 per year for food at his centre, how much more do you want to deprive him of?	Mobility benefit principle has been removed.	Policy updated to reflect this.
Transport services for people with very high needs can be complex and I would rather than the Council identified the services and arranged them.	This can be done through our Brokerage Service, either separately or as part of a Council Managed Service package. The same transport charges will apply regardless of whether you arrange your own transport or the Council arranges it for you.	The policy does explain that any support or services needed can be brokered by the Council on your behalf, including transport.
How much per day will Council transport actually cost for people with savings above the upper capital limit? The consultation is not telling us what we are going to have to pay.	The Council will be working to reduce the cost of the type of service it currently offers directly. As with any other service, we will be clear and up front about how much each different type of service will cost.	Transport charges for Council transport for next year will be included in the Adult Social Care Charging Policies for 2016-17.
Will you be giving a car usage allowance? Will you pay for petrol?	No, every family that runs a car has running costs and expenses, so car expenses are not solely for the benefit of the person with the disability. If you have a Motability Car all your servicing, maintenance, insurance and breakdown cover is paid for under the terms of your Agreement. However, where a family for example takes a disabled family member out and about (not part of their assessed needs) it is reasonable that they would contribute towards the costs of doing this.	Policy updated to reflect this.
If someone has a Motability car that someone else drives, then the cost of a carer to take them to and from the day care centre in the car would be £30 so an extra £30 would need to be included in the Personal Budget.	When a personal budget is allocated to a service user it will be based on a support plan which considers how to make best use of all available resources. A Motability car, for example, is intended for the benefit of the disabled person and to enable them to be mobile. This does not have to be day care, it could be time out and about.	Policy updated to reflect that the vehicle must be available to the person when they need it. Principle updated to reflect this.





Comment	Council response	Amendment to Policy
<p>I have a Motability Car. When my car is broken down or the garage I become housebound and unable to work.</p>	<p>All repairs and maintenance are covered in your agreement. Many people who use their car for work or travel cannot do so whilst their car is being serviced or repaired. However, employers must make reasonable adjustments and where you are unable to physically get into work you may be able to work from home, for example.</p>	<p>None</p>
<p>Under item 5.107 of the Care Act, it states '<i>Local authorities should consider whether the adult has an opportunity to apply themselves and contribute to society through work, training, education or volunteering subject to their own wishes in this regard. This includes the physical access to any facility and support with the participation in the relevant activity.</i>' This indicates that physical access to a facility includes transport, so transport is a social care service in itself.</p>	<p>This section does not indicate this. Transport to the facility and physical access to the facility are not the same thing. Transport covers the getting there and physical access how you enter once you get there, for example, wheelchair accessibility.</p>	<p>The policy has been amended to reflect how needs will be <b>discussed, agreed and met.</b></p>
<p>Should there be a reference to the fact that Direct Payments would not normally be used to purchase services provided by the Council?</p>	<p>Payment for transport via a direct payment will be covered within the new charging policy for 2016/17.</p>	<p>None</p>
<p>Transport costs' is very vague. Do you include the cost of escorts in transport. I presume other things, such as petrol, use of family vehicle, parking, cleaning driver, etc. are included?</p>	<p>If you need an escort to travel independently, this will be included in your support plan. If you need <b>assisted transport, the escort is included in the cost.</b> Other transport costs necessitated by illness or disability, including costs of transport to day centres, over and above the mobility component of DLA or PIP, if in payment and available for these costs. In some cases, it may be reasonable for a council not to take <b>account of claimed transport costs – if, for example, a suitable, cheaper form of transport, e.g. council-provided transport to day centres is available, but has not been used.</b></p>	<p><b>Reference to this in the policy is made.</b></p>



## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
<p>Will you confirm that no reduction will be made to a service user's personal budget (which includes services provided by an independent provider) unless changes are made to the service user support plan and the financial assessment linked to that. Where a Direct Payment is used to purchase transport, will that direct Payment be affected by this Policy.</p>	<p>A person's personal budget will be appropriate to meet their assessed needs as described in their support plan. The support plan reflects which needs are eligible and funded and at what level. The financial assessment is an assessment linked to funding provided through the personal budget. Where any support is provided through other means (e.g. unpaid carers) this will not be part of the personal budget or financial assessment. Any direct payments made are always net (minus) of any contribution a service user makes.</p>	<p>Section on assessment and support planning and personal budget expanded in policy.</p>
<p>Transport should be organised efficiently.</p>	<p>We absolutely agree and this is why we want to make the proposed changes. We are aiming for cost effective, efficient and safe transport options for everyone who has eligible assessed social care needs.</p>	<p>None</p>
<p>We are self-funders. It is not fair that self-funders have to pay the full cost of transport while others pay nothing.</p>	<p>Current charging rules for Adult Social Care support will apply. Where people self fund they will continue to pay the full cost of their service.</p>	<p>None</p>
<p>Will you be having discussions with day care centre providers?</p>	<p>Yes and discussions have been taking place.</p>	<p>None</p>
<p>Do you intend to consult with Dial A Ride?</p>	<p>London Dial A Ride is a national service for people with disabilities who are unable to travel on public transport. Dial A Ride is accessed independently by service users. More people may choose to use this service as a result of this policy so we will discuss any potential impact on the service with them.</p>	<p>None</p>
<p>How will you have carried out the required assessments in time for April 2016? Does the Council have the staff and resources to do this?</p>	<p>The Council will ensure that sufficient resources are available to review the support plans of people affected by the policy.</p>	<p>None</p>



Comment	Council response	Amendment to Policy
The policy is unclear about how people living in residential accommodation will be affected by the changes.	It is normally expected that the cost of any outings or activities is included within the cost of a placement. Any discussion about additional costs will be subject to individual discussions with placement providers.	None
Will training will be given to staff to implement the policy?	Yes, training will be organised through the Council's Organisational Development Service. There will also be online guidance for staff to ensure consistency in the application of the policy.	None
What is the cost of implementing the policy and will it be greater than any savings generated?	The cost of implementing this policy will be managed within existing Council resources.	None
How will you let service users and carers know about the planned changes?	Once the consultation process is complete we will write to all people affected by this policy providing an update on any changes made, a copy of the revised draft policy and the product of the consultation process, including this Q&A document.	Revisions to policy will be subject to a further period of consideration before going to cabinet in February 2016.
Is the review referred to in the policy to be at the next planned review (normally only undertaken if there is a change of needs or circumstances).or is it an additional unplanned review.	Where a review is planned this will take place as normal. Where there is no scheduled review, a meeting will be scheduled to complete a review.	None
Various extracts from statutory guidance have been quoted in the policy, but these are out of context and therefore misleading. I suggest that they are removed and accurately paraphrased if necessary. Particularly the DRE references which do not state that DRE only applies to needs which are not being met by the Council.	We will add relevant extracts from the Care Act to the policy, including extracts about DRE.	Mobility principle removed from policy.
Some children in Enfield get mobility benefit. Are you going to be taking their mobility benefits too? If not, then you are not treating people equally.	This policy only covers adults, so children's transport and mobility benefits are not affected by this policy.	None

## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
<p>Government has announced that all business rates collected will be kept by Local Authorities as a new funding stream. This is a significant amount of money so should be used towards paying for transport instead of charging people.</p>	<p>It is correct that from 2020 local authorities can keep all the monies collected from business rates to pay for local services. However, this is not a new funding stream. Currently, the business rates collected go to central government who give each local authority an allocation in the form of a 'revenue support grant' to pay for local services. From 2020, the Government won't be giving local authorities a revenue support grant. It won't be known what financial impact this will have in Enfield until nearer the time. However, the Government is keen that local authorities reduce business rates to attract new businesses and employment and to boost economic growth.</p>	<p>The cabinet report will reflect the comments people have made about potential savings the Council could seek to make from other means as part of the consultation feedback section.</p>
<p>Will this mean that the transport workforce will be reviewed and people will lose their jobs?</p>	<p>All Council services are being reviewed under the Enfield 2017 transformation programme. Where efficiencies can be made that include a reduction in posts then staff may be redeployed into other jobs or made redundant.</p>	<p>None</p>
<p>The Council must be spending a lot on its 50th anniversary celebrations. The Council must waste millions on publishing. Can you stop publishing all this material and divert that money to adult social care where it is needed?</p>	<p>The Council wants people to access services and information online where this is appropriate, as this is the most efficient and cheapest option. However, we recognise that many people cannot or do not want to use online services, so we have to communicate with them in other ways. Any printed publications cover a wide subject matter wherever practical. The Council does not print materials unnecessarily.</p>	<p>Reference to these suggestions in the Cabinet report.</p>
<p>Are Councillors and Members allowances being reviewed to contribute to part of the savings plans? Their expenses claims and contributions should be reduced too.</p>	<p>This is a matter dealt with by Democratic Services within the Council.</p>	<p>Reference to these suggestions in the Cabinet report.</p>



Comment	Council response	Amendment to Policy
<p>Will the consultation be extended as the timing for vulnerable groups was not long enough, as the easy read version of the policy?</p>	<p>The council has extended the consultation period from 30th October to the 10th November in response to feedback. There will be a further period of 5 weeks for comment until the 19th January 2016 on the revised draft policy.</p>	<p>Any feedback received will be considered with regards to both the draft policy and the Cabinet report.</p>
<p>1. I have attached an LAC issued by the Department of Health which details the treatment of the mobility component of DLA at paragraphs 9-11. Section 73(14) reads as follows: A payment to or in respect of any person which is attributable to his entitlement to the mobility component, and the right to receive such a payment, shall (except in prescribed circumstances and for prescribed purposes) be disregarded in applying any enactment or instrument under which regard is to be had to a person's means. (Local-Authority-Circular-DH201231). As such it is difficult, if not impossible to reconcile the Department's advice with that explained in the consultation document.</p>	<p>Mobility benefit principle has been removed.</p>	<p>Policy updated to reflect this.</p>

## TRANSPORT POLICY CONSULTATION REPORT

Comment	Council response	Amendment to Policy
<p>2. I have also attached Professor Clements' Autumn Newsletter and refer you to page 2, the comments on DLA and charging and Wellbeing. Professor Clements makes the point the Department's advice remains good law. In addition the approach (as I understood your comments you were invoking the Wellbeing principle to permit a crossover between council funding and individual funding) in the consultation document is compromised by both the Department's advice and the Wellbeing principle itself i.e. Individuals are best placed to judge their own well-being so why would they enter into an "arrangement" with an authority which involved contributing some or all of the mobility component when they had already been financially assessed? (See row below for text from newsletter quoted)</p>	<p>See above</p>	<p>See above</p>
<p>I understand what you have said. However, it does not throw light as to how the Wellbeing principle permits an authority to prescribe the best use of an individual's resource including mobility benefits leaving aside the applicability of section 73(14) and the Care and Support (Charging and Assessment of Resources) Regulations. In short the authority appears to hold the opinion that the legislation permits a two phase calculation/approach. I do not believe that is correct.</p>	<p>Mobility benefit principle has been removed.</p>	<p>Policy updated to reflect this.</p>



# List of Events

## Appendix C

Title	Where	Date	Time	Lead LBE Offi	Attendance
<b>Events before consultation</b>					
Working Group Engagement Meeting 1	Park Avenue Disability Resource Centre	15.07.15	10am	Doug Wilson Janice Abraham Cenk Orhan	Not counted
Working Group Engagement Meeting 2	Rose Taylor	16.07.15	1pm	Janice Abraham Cenk Orhan	Not counted
Working Group Engagement Meeting 3	Civic Centre	20.07.15	3pm	Doug Wilson Janice Abraham Cenk Orhan	Not counted
<b>Events during consultation period (10 Aug to 10 Nov)</b>					
Learning Difficulties Partnership Board	Community House	17.08.15	10:30am	Janice Abraham Cenk Orhan	19
Older Peoples Partnership Board	Dugdale Centre	16.09.15	10:30am	Doug Wilson Cenk Orhan	13
CAPE	Community House	24.08.15	7pm	Peppa Aubyn Tracey Owen	Not counted
Carers Hub (Carers VCS Orgs)	Enfield Carers Centre	26.08.15	10:30am	Janice Abraham	Not counted
Evening Carers Drop in	Enfield Carers Centre	26.08.15	6pm	Janice Abraham	Not counted
Person Centred Day Opportunities	92 Chase Side	28.09.15	11am	Cenk Orhan	Not counted
Rose Taylor	55b The Sunny Road	17.09.15	1pm	Janice Abraham Cenk Orhan	20
New Options	25 Connop Road, Enfield EN3 5FB	08.10.15	11am	Chris O'Donnell Cenk Orhan	20
Formont Centre	Waverley Road, Enfield, EN2 7BP	09.10.15	10:30am	Peppa Aubyn Cenk Orhan	28
Community Link	(Enfield Town)	13.10.15	9:30am	Chris O'Donnell Cenk Orhan	11
Community Link	(Edmonton)	19.10.15	2pm	Chris O'Donnell Cenk Orhan	7
Provider & VCS Event	Green Towers, Edmonton	19.10.15	10am	Doug Wilson Cenk Orhan	3
Public Event	Dugdale Centre, Enfield Town	21.10.15	10am	Doug Wilson Cenk Orhan	1
Person Centred Day Opportunities	92 Chase Side	26.10.15	11am	Doug Wilson Peppa Aubyn	19
Reardon Court	Winchmore Hill	28.10.15	11am	Janice Abraham Cenk Orhan	7
Public Event	Park Avenue Disability Resource Centre	28.10.15	1pm	Doug Wilson Cenk Orhan	2
<b>19 events</b>					<b>150 attendees</b>

## Notes

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# Appendix F

## Feedback received on the amended draft Adult Social Care Transport Policy

Comment	Council Response	Amendment
<p>It is abundantly clear to me that 'accessible' and 'user friendly' are not the same thing as far as buses are concerned. It seems that the only mobility consideration is for wheelchair users. Whilst this is obviously important, there are many other people using buses that have difficulty in walking, standing and sitting. If passengers have knee problems - very common in ex-footballers as well as the elderly - they need extra leg room, but the seats designated as being for 'those less able to stand' are at the front of the bus where there is actually less leg room than in the usual seats. Also if you suffer back pain, or weakened leg muscles, you need a higher seat otherwise it is impossible to get up,</p>	<p>This is a very valid point. Transport options section of the policy should reflect the varying degrees of accessibility in public transport and this should certainly be taken into account when support planning to meet transport needs.</p>	<p>1. Transport options section amended and text on all vehicles being fully accessible and able to take 2 wheelchairs has been removed.</p>

and again the front seats are often even lower than standard. I don't know if this is supposed to be helpful for children, but I find most kids can clamber up anywhere far more easily than adults!

In order to get ever more passengers into each bus the seats have become smaller and more tightly packed. People with decreased mobility often have a weight problem as well, so this also causes discomfort.

It is high time those who are supposed to be considering the freedom of movement and the independent travelling of those with mobility issues liaised with the designers of buses, instead of just allowing them to give a nod to it by creating space for one wheelchair per bus (especially when mums with buggies don't want to give up the space)

Then again the drivers are not all co-operative. There is a great facility for lowering the side of the bus to allow easy access on and off for both

buggies and those with mobility issues, but often this is not deployed and very often the bus is not driven near enough to the kerb when approaching a bus stop, so that passengers have to step down into the road and back up the kerb to the pavement.

I appreciate that this is not the fault of the council, or the government, but I submit it as a reason why people who have any sort of health problem would be hesitant to use the bus service if they are used to a more convenient method of transport. So far I have mentioned only physical issues, but I can easily imagine the fear engendered in anyone with mental or psychological issues if they have to travel when the buses are crowded, which is most of the time.

I am not one to criticise the public transport services in our area. As one who uses buses train and tubes almost every day I think we are privileged to have such a comprehensive service. I just feel for

<p>those less able than myself.</p>		
<p>First, many thanks for sight of the outcome of the recently held consultation on the Enfield Adult Social Care Transport Policy. I read with interest and found, on the whole, not much to criticise. However, there are a few observations on the draft policy that you have asked for comments against. With this in mind, please accept the below observations/comments as our contribution to the next phase of your iteration that's due to go before your Cabinet Members in February 2016. Observation 1: Despite the best intention, the Policy comes across as a 'legal' document that is only accessible to those very familiar with such speak/language. I read the 'easy to read version' but that too failed to demonstrate fully what the Policy will facilitate and that which will be fully outside its remit. For example, the Policy would benefit from a section that outlines clearly some of the key 'activities' within the</p>	<p>1. You are right in that some parts of the policy are quite technical. However, any public material that we produce to inform people of options will be carefully considered in order that it is accessible and easy to read.  2.This policy is targeted at people who have an eligible need but your point is a good one and for people who do not meet the Adult Social Care eligibility threshold there should be information readily available to advise on travel options for people with more limited mobility. We will consider what information is available in order that for those people who are not eligible for social care support, good information and advice is easily available and accessible.  3. There are no eligible services as such. The assessment process identifies eligible and non eligible needs which can be met in a variety of different ways. The Council is working to ensure that we provide as</p>	

<p>transport realm that will be affected directly either by its reduction or cessation and those that are liable to 'additional' cost from those with eligible assessed needs. In this regards, it does seem that the Policy is geared to a 'limited and targeted' audience who are already in scope to the current machinery rather than those who are either at the cusp of finding themselves in this situation or recently diagnosed and seeking to wend their way through the many challenges that now lay ahead of them.</p> <p>Observation 2: this is partly linked to the above but differs in that throughout the Policy document there is mention of "eligible assessed service, activity, work, education or training" and yet there was no indication as to what this actually meant. For example, page 2, para. V talks about travelling to an "assessed eligible service, activity etc.." but there is no definition as to what constitutes an 'assessed eligible</p>	<p>much information as possible on services available within the borough regarding their accessibility and what adjustments they make for people with disabilities or limited mobility.</p>	
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service or activity' which could be construed as there being certain types of activities and/or services that assumes 'eligibility' status. If this is the case, would a support project such as the Shane Project, be deemed 'assessed eligible service', for instance? If there is such a 'register' (as I assume to be assessed one would hold a register of those so assessed?), how are organisations made aware of this and what will they have to do? The implication is clear: if we were not deemed eligible, for example, then members wanting to attend our sessions and who may require transport assistance as per your 'duties and powers', then they'd not be supported through this Policy. So, we would like to see a better delineation of what you mean by 'assessed eligible services etc' and if that is linked to any form of registration process.

I hope some of the above points make sense and you are able to reflect on them and consider whether



<p>they offer any improvement/clarity to the current draft Policy framework.</p>		
<p>Motability Allowance DOES not always cover a disabled persons transport needs. For example when purchasing a motability vehicle a down payment may be needed and this can run into thousands depending on the persons need, meaning the disabled person would have to save this from there weekly income. If the full motability allowance is taken to pay for the vehicle each month this leaves no money for petrol, meter payments and other travel expenses. This should be a Disability Related Expense.</p> <p>The comment " these are expenses that everyone has to pay" is wrong as we are discussing people with severe mental, physical and complex needs which brings many challenges, which is NOT something everyone has to contend with!</p> <p>The council needs to take into account DRE when carrying out a</p>	<p>1: Yes, there may be cases where a down payment has to be made and repaid so this will be allowable as DRE where the mobility benefit is fully committed to the motability care.</p> <p>2. DRE for car running costs is a disability related expense where any costs exceed the value of mobility benefit (if it is being received).</p> <p>3. You are right that access is extremely variable to public transport and transport run by the Council or other providers was omitted. The transport options section has been amended to reflect this.</p>	<p>1. Policy amended to reflect this. 2. Policy amended to reflect this. 3. Policy amended to reflect this.</p>

financial assessment as these additional expenses are incurred because of disability.

Looking at the Transport Options there are mistakes or the wrong information given.

There is only one space for a wheelchair on a public bus and these are mostly taken by push chairs! People in wheelchairs are often left at bus stops as it is taken as a bother to wait for the ramp to be put in place and the time it takes to get the wheelchair and the user safely on the bus.

Enfield Town will be inaccessible if and when the cycle lanes are put there. This will be another big problem for disabled people with regards to access and transport.

On the Transport Options, Centre run Mini buses and Council run buses have been left off why is this?

I hope you read these comments and use them when finalising the Transport Draft as these are important points.

<p>Comments on the Revised Adult Social Care Transport Policy.</p> <p>The Revised Policy is a considerable improvement on the previous draft and it is good to see that many of the problems have been addressed. I would ask that the following points re the revised policy should be considered:</p> <p>Page 1.</p> <p>1. POLICY CONTEXT</p> <p>The second para refers to savings of £70 million, with £24 million from ASC to be delivered by 2020. Presumably that is by April 2020 (or is it April 2021). It is not stated whether or not these savings include any anticipated changes to Council Tax during that period. I think that therefore these figures are misleading. There is no mention of the recently announced 2% ASC Precept or any other general rises which the L.A. could implement. It looks a little strange that the savings of £500k and £400k are both scheduled for the same year (2016-2017), but will be agreed separately.</p>	<p>Page 1.</p> <p>1. POLICY CONTEXT -</p> <ul style="list-style-type: none"> <li>● This needs to be delivered by April 2020, so in effect by the financial year end of 2018/19.</li> <li>● The £24 million savings does not take into account any potential to realise a 2% ASC precept, as a decision has not yet been taken by Enfield Council in relation to its implementation.</li> </ul> <p>Initially, the potential savings proposals for this area were for consideration and implementation over a 2 year period. (15/16 and 16/17) However, in order to conduct a proper consultation process it was agreed that the 2015/16 savings proposal would be deferred. Now the consultation has taken place, this leaves the Council with a potential savings of £900k to be delivered in 16/17.</p> <p>Page 5. -</p> <p>4. PAYING FOR YOUR TRANSPORT (DRE) THROUGH TO 4.6 SECTION OF COMMENTS</p>	<p>Policy amended to reflect cases where DRE may be allowable when in receipt of a motability car or car running costs</p>
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<p>It is very difficult to see how these savings will be delivered. Page 5.</p> <p><b>4. PAYING FOR YOUR TRANSPORT</b></p> <p>These comments concern the requirement under the 2014 Care Act regarding the consideration of DRE: DRE is described in para 4.3 and I think it may be helpful to add the following sentence from the 2014 Care Act Guidance, Annex C - ‘any reasonable additional costs directly related to a person’s disability should be included’.</p> <p>I believe the following 3 paragraphs in the policy (4.4, 4.5 and 4.6) should therefore be removed, or significantly modified as they specify unreasonable blanket approaches to transport DRE which conflict with the explanation of DRE as stated in Government Guidance. All DRE should be looked at on an individual basis to consider each service user’s needs and circumstances.</p> <p>Supporting arguments for my</p>	<p>There will be cases where additional costs are incurred, for example with a down payment requirement for a motability car or when using a private car and these should be allowed for.</p>	
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<p>proposal:</p> <p>4.4 I would suggest that this blanket approach to DRE for Motability car users, as stated here, would not comply with the DRE requirements under the Care Act.</p> <p>Please refer to the attached conditions of use for a Motability vehicle (see note 1) – ‘the vehicle must be used for the benefit of the service user’ - nowhere in the terms of condition is it stated that it ‘ is expected to meet all your transport needs’. If this were to be a requirement for the hire, then there is a potential problem for service users. To exclude all DRE for Motability vehicle users would appear to be unreasonable as fuel is one of the most basic transport costs for a disabled person. There may well also be an additional cost (over and above the Mobility Component) for the Motability vehicle if an advanced payment is paid, because a more expensive vehicle is a necessity. This would certainly be required for a</p>		
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WAV, which is leased over 5 years. (see note 2, giving information from Motability regarding advance payments).

It must be remembered that a person would only qualify for a Motability vehicle if he/she were unable or virtually unable to walk, or had a severe learning disability with extremely challenging and disruptive behaviour. A non-disabled person in similar circumstances – age financial, etc., would possibly not require a car at all – they could walk, cycle, ride a small motorcycle or use a bus – they would have friends, hobbies, read, etc. – activities which are not available to the most disabled service users. A severely learning disabled person would also always require a driver and possibly an escort when using a Motability vehicle, they would also require a person to clean the vehicle and perform regular routine maintenance tasks. It must be reasonable for any of these costs to be considered when assessing

transport DRE for a particular individual, as they directly related to that person's disability.

4.5 Again, this blanket approach to vehicle costs would not comply with the DRE requirements under the Care Act. The comment that running costs, fuel or parking 'are expenses that everyone with a car has to pay' shows a lack of understanding about the way that transport has to be used for service users with disabilities. If a disabled person lives with a family then it must be reasonable to consider any additional requirements specifically arising for the disabled person – e.g. additional mileage (e.g. medical visits, therapeutic use of vehicle, accessing specialist holidays, attending therapies, shopping, accessing quiet recreational facilities, etc.), the need for a larger, higher spec or specialist vehicle (possibly to accommodate a wheelchair), or any other costs which have to be incurred due to that person's disability.

4.6 Again, this blanket approach to

<p>only allowing transport costs in excess of public transport would not comply with the DRE requirements under the Care Act. There are a number of factors which make this proposal invalid. A non-disabled person could well walk or cycle to participate in activities, whereas a disabled person may well HAVE to use specialist transport. A non-disabled person can choose where and when to access activities, whereas a disabled person may well have to travel longer distances to find an appropriate activity. It is difficult to see that it would be reasonable to deduct the cost of public transport from any transport costs incurred by the disabled person.</p>		
<p>APPENDIX 1. TRANSPOR OPTIONS FOR PEOPLE SUPPORTED BY ADULT SOVIAL CARE Page 7. Motability Vehicles Should say 'Some or all of the higher rate mobility allowance, with possibly an additional advance payment, can</p>	<p>As above Dial - a - Ride - this has been noted, and automatic eligibility criteria has been changed to reflect Dial -a- Rides published eligibility criteria. ● Omission of Assisted Transport done as above.</p>	<p>Policy amended to reflect Local Authority provided and Provider transport options. Dial - a - Ride published eligibility criteria inserted.</p>



<p>be exchanged for a Motability vehicle.....’</p> <p>The paragraph beginning ‘an agreement for a Motability vehicle is for three years’ should be removed (see earlier notes).</p> <p>Page 8.</p> <p>Dial-a-Ride</p> <p>The automatic eligibility criteria are incorrectly stated.</p> <p>They should state:</p> <ul style="list-style-type: none"><li>• A Taxicard member</li><li>• Getting the Higher Rate Mobility Component of Disability Living Allowance</li><li>• Getting the Standard or Enhanced Mobility Rate of the Personal Independence Payment (PIP)</li><li>• Registered blind or partially sighted</li><li>• Aged 85 or over</li><li>• Getting a Higher Rate Attendance Allowance</li><li>• Getting a War Pension Mobility Supplement</li></ul> <p>Omission</p> <p>The list of travel options does not include the main option (probably)</p>		
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supported by adult social care – i.e. specialist transport provide by an independent provider or by the L.A. Note 1.

#### Use of your car

Before you can lease a car on the Motability Scheme, you'll need to make sure you're happy to lease a car within the Scheme's terms and conditions.

We'll ask you to make sure:

- The car is used by, or for the benefit of, the disabled person. This does not mean that the disabled person needs to be in the car for every journey. In practice, this means other named drivers in the household can use the car for shopping and other routine activities, as long as the disabled customer will benefit
- Only named drivers listed on your Certificate of Motor Insurance can drive the car\*
- That you let us know about any changes that may affect your lease.

\* We will only accept drivers who

have a legally valid driving licence. Drivers with a non-UK driving licence will be subject to additional checks. At the time of ordering your new car , you, your nominated drivers and the Motability dealer will need to sign a Statement of Responsibilities (PDF 467KB) – summarised below:  
'I understand and confirm that I will abide by the following rules throughout the Contract Hire Agreement: • The car will only be used for the benefit of the disabled customer. • The car will be kept at the address provided. • The car will only be driven by the drivers approved and listed on the Certificate of Motor Insurance. • All drivers must have a legally valid driving licence. • I will notify Motability Operations or any of their relevant partners of any change in circumstances that may affect the above'.  
to confirm you understand and agree to follow the terms and conditions for using your Motability car.  
Misuse would include:

- Not giving the disabled person the benefit of the car
- Driving whilst uninsured or banned
- Using the car in a criminal act
- Lending, sub-leasing or selling the car
- Using the car for unauthorised business purposes, for example, as a taxi or delivery vehicle
- Not taking proper care of your car

Note 2.

Advance Payments

- What it is This is an amount payable upfront to your Motability dealer in addition to your weekly mobility allowance
- Why it's needed Your mobility allowance may not cover the cost for some larger or more expensive cars. These cars are allocated with an Advance Payment which represents the difference between the amount your allowance covers over the three-year agreement period and the overall cost of the car you choose
- How it works The Advance Payment

is not a deposit and is therefore non-refundable. If an Advance Payment is required, the amount is fixed at the price available when you order your car

- How it's calculated Each Advance Payment is calculated by considering factors such as the cost of the car, its servicing and maintenance and its expected resale value at the end of contract. Our expert team negotiates with manufacturers every three months to get the best price for Motability customers
- When you pay it The amount is payable in one lump sum to your Motability dealer either before or on the day you collect your new car. Some dealers do ask for a holding deposit when you place your order, but any deposit paid will be deducted from the Advance Payment you pay when collecting your car. If you want to pay by cheque, this must be given to your dealer at least seven days before you collect your car, to allow funds to clear.

<p>Advance Payments for WAVs All new WAVs come with an Advance Payment to cover the cost of the five-year lease. The Advance Payment varies across the range of WAVs from a few hundred to several thousand pounds. If you're looking for a more affordable way to lease a WAV then a Nearly New WAV might be for you. Nearly New WAVs have a lower Advance Payment than the equivalent new WAV and are sometimes available at no Advance Payment. Speak to the relevant WAV converter for more information.</p>		
<p>Assessments of need under the revised policy (i) Bearing in mind that the case brought against Salford CC was not decided by individual assessments it is important what steer is given by the revised policy to assessors. (See paras. 50 and 51 of the judgement.) In that regard the policy</p>	<p>Assessment is an individual discussion and point 7 does complete with "where this is reasonable" given there may be cases where it is not possible to apply. The assessment, review and support planning processes are conversations rather than a formulaic set of questions. They are</p>	<p>No changes made significant changes to the policy to reflect feedback from our many contributors have been made which I hope they will find beneficial.</p>

<p>is not completely clear. Point IV notes:  The overriding principle is that the decision to provide support with travel is based on individual circumstances...  However, point VII with regard to those with a motability vehicle states: If you have a motability vehicle which you drive yourself you are expected to use this to travel...  So on the one hand there are "individual circumstances" and on the other there is an "expectation" which, it is at least arguable, gives rise to a tension to be resolved by assessors. Accordingly the resolution of that tension by assessors will require that the statutory guidance be followed.  (ii) It would, of course, considerably assist both assessors (and assessees) to resolve that tension if the questions to be asked at the assessment were communicated at an early stage. The statutory guidance is clear (perhaps</p>	<p>also based on an assessment of risk. assessing needs will come down to a professional judgement based on the individual's abilities, barriers and where possible, a progression through training or enablement which may see a person progress from fully supported transport to semi-independent or fully independent travel options. the policy is an attempt to ensure that where people have needs which involve transport, they have as much choice and control as possible.</p>	
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mandatory) on the matter: 6.38. To help the adult with needs for care and support, or the carer, prepare for the assessment the local authority should provide in advance, and in an accessible format, the list of questions to be covered in the assessment. This will help the individual or carer prepare for their assessment and think through what their needs are and the outcomes they want to achieve. However, I was told that such a list will not be issued before the assessments. To what extent this will result in difficulties for both the authority and assessed individuals remains to be seen.

Financial Assessments under the revised policy

Point 4.4 makes what appears to be a strong point that DRE for transport costs cannot be claimed on the basis that the motability vehicle covers all transport needs. This needs to be considered in the light of a policy, permitting exceptions, not amounting



to a rule, see R(Stephenson) v. Stockton on Tees. Furthermore, car running costs, fuel or parking cannot be claimed. With respect approach may not stand close scrutiny with the quoted guidance at para. 38.

- an individual with a motability vehicle is "expected" to use it to meet their travel needs
- this may, in fact, be a necessitated because of the assessed individual's disability e.g. challenging behaviour that makes travel by other means impossible, and
- the mobility component will not be available to meet those needs,
- hence the expenditure incurred in such travel must be capable of being considered DRE. How else would the promotion of independent living and well being be achieved, see para. 6, R(B) v. Cornwall County Council where it was noted: It has been said, with justification, that: "The promotion of independent living is a core - perhaps the core - principle

<p>underpinning the community care legislation" ("Community Care and the Law", Clements &amp; Thompson It has been said, with justification, that: "The promotion of independent living is a core - perhaps the core - principle underpinning the community care legislation" ("Community Care and the Law", Clements &amp; Thompson It is understandable that the authority faced with difficult financial position needs to make savings. However, as written the policy almost invites challenges.</p>		
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## MUNICIPAL YEAR 2015/2016 REPORT NO. **174**

**MEETING TITLE AND DATE:**

Cabinet 10 February 2016

**REPORT OF:**

Ian Davis  
 Director - Regeneration and  
 Environment

<b>Agenda – Part: 1</b>	<b>Item: 9</b>
<b>Subject: Approval of Cycle Enfield Proposals for the A105</b>	
<b>Wards: Grange, Bush Hill Park, Winchmore Hill and Palmers Green</b>	
<b>Cabinet Member consulted: Cllr. Daniel Anderson</b>	

Contact officer and telephone number:

Paul Rogers: 020 8379 3304

E mail: [paul.rogers@enfield.gov.uk](mailto:paul.rogers@enfield.gov.uk)

### 1. EXECUTIVE SUMMARY

This report seeks approval to undertake detailed design, statutory consultation and implementation for segregated cycling facilities and public realm improvements along the A105 between Enfield Town and Palmers Green A105. These proposals are part of the Mayor's Cycle Vision for London and will be fully funded by Transport for London (TfL). The proposals contained in this report are expected to deliver economic, health and transport benefits for local residents, businesses and visitors to Enfield.

### 2. RECOMMENDATIONS

- 2.1 To note the results of the public consultation.
- 2.2 That approval be granted to undertake detailed design, statutory consultation and implementation for lightly segregated cycling facilities and public realm improvements along the A105 between Enfield Town and Palmers Green.
- 2.3 That subject to TfL's Surface Board releasing the next tranche of Mini Holland funding, approval be granted for capital expenditure of £5.9m for detailed design, statutory consultation, implementation and client costs.
- 2.4 That delegated authority be granted to the Cabinet Member for Environment to approve and implement the final design of the scheme subject to consultation and completion of all necessary statutory procedures.

### 3. INTRODUCTION

3.1 In March 2013 the Mayor of London published his Vision for Cycling with the overarching aim to double the number of people cycling by 2023. The Vision, which is supported by funding of £913m over 10 years, set out four key elements:

- A Tube Network for the Bike – providing a network of cycle route across London
- Safer Streets for the Bike – a range of measures to improve cycle safety at junctions and to improve lorry safety
- More People Traveling by Bike – making cycling a mainstream and popular mode of transport
- Better Places for Everyone – more cycling will benefit everyone, not just people that cycle.

3.2 One of the key elements of the vision was the ‘mini-Hollands’ programme, which allocated £100m to help boroughs deliver a step change in cycling and emulate some of the best practice seen in Holland and elsewhere. The programme was open to all outer London boroughs with funding awarded following a competitive bidding process.

3.3 Enfield’s bid, which had cross-party support, was based on the following elements:

- Providing segregated cycle lanes along the length of the A105 (Enfield Town to Palmers Green), A110 (Enfield Town to Lee Valley Road) and A1010 (Waltham Cross to Angel Edmonton).
- Revitalising Enfield Town and Edmonton Green town centres by rebalancing space for traffic, pedestrians and cyclists
- Introducing ‘Quieter Neighbourhoods’ to address traffic rat-running through residential streets
- Extending the Greenway network to promote leisure cycling
- Addressing severance caused by the A10 and A406 North Circular Road
- Introducing ‘Cycle Hubs’ at Enfield Town and Edmonton Green
- A range of supporting measures to encourage more people of all ages to take up cycling.

3.4 Enfield, Waltham Forest and Kingston were announced as the three successful bids in March 2014, each receiving in the region of £30m from the Mayor’s Mini-Hollands fund. Enfield has allocated further external funding to the project (principally significant elements of its annual LIP allocation from TfL), taking the total funding available for the project (locally branded as ‘Cycle Enfield’) to £42m.

3.5 The Council is fully committed to creating a vibrant mixed economy and believes that the Cycle Enfield programme will generate long-term benefits to town centres and residents alike. We anticipate that there

will be substantial changes to the demographic make-up of Enfield. This and changing retail habits will lead to local high streets adapting to meet the demands of existing and newer residents moving from other areas of London. More varied and safer transport options afforded through Cycle Enfield will enhance the attractiveness of the area.

- 3.6 The programme is also expected to create new business opportunities for different types of cycle users whether simply as a cheap and accessible form of transport, to leisure activities and competitive sport, these could include retail outlets selling bicycles and associated paraphernalia, cycle cafes, cycle repair services, fashion accessories as well as support services such as training in safe road use and confidence-building for former cyclists.
- 3.7 Enfield's emerging inward investment programme seeks to create new jobs and opportunities through attracting new businesses to the borough. We are confident that a greener, less congested Enfield will appeal to businesses seeking not only premises for relocation from more crowded parts of London, but also a good quality of life for their employees.
- 3.8 In July 2014 the Cabinet Member for Environment and Community Safety agreed to the expenditure of £700,000 to commence the design and consultation process. In September 2014 Cabinet agreed to the governance arrangements for the project, including the establishment of three Partnership Boards to allow a wide range of stakeholders to participate in the project. In April 2015 Cabinet agreed to the expenditure of an additional £1.9m to support the design and consultation process.
- 3.9 Whilst all elements of the project are proceeding, the proposals for the A105 are the most advanced. The report sets out the consultation undertaken to date on the A105 scheme and how this has helped shape the design. However, there will be further opportunities for public engagement as part of the detailed design process. In particular, many of the scheme elements, including the mandatory cycle lanes, amendments to waiting and loading arrangements, banned turns etc. will require the making of traffic management orders. As part of the order making process there is a statutory requirement to consult a number of prescribed organisations and affected parties and to consider any objections or representation made.
- 3.10 Should the scheme proceed, there are also several aspects of the detailed design yet to finalised, including the designs of the public realm improvements at Palmers Green Triangle and Winchmore Hill Broadway. These will be developed in conjunction with the local community, with co-design workshops planned for the Spring. In addition, further detailed design will be undertaken covering issues such as signing and lining; drainage; lighting and surfacing materials. This important stage will allow further consideration of a number of

detailed concerns raised during the consultation process, including the need to minimise the risk of conflict with pedestrians at bus borders.

- 3.11 The remainder of the report describes the A105 consultation process; sets out the impact of the scheme on parking, town centre vitality, air quality and congestion; and highlights how the scheme has been amended to address other concerns raised during the consultation.

#### **4. CONSULTATION PROCESS**

- 4.1 The A105 is the first of five main road cycling schemes to be delivered as part of the Cycle Enfield programme. The Enfield Town, A110 Southbury Road, A1010 Hertford Road South and A1010 Hertford Road North schemes are later in the programme and will be the subject of separate reports to Cabinet.
- 4.2 The purpose of the A105 consultation exercise was to inform decision making and help shape the proposed scheme aimed at providing high quality, segregated facilities to encourage more people to cycle. The consultation process included a series of awareness raising campaigns to encourage both debate and participation in the 12 week consultation.
- 4.3 On 11 February 2015, the Council held a public engagement event at the Fox Public House in Palmers Green. This event was attended by 320 people. Local residents and businesses were able to find out about the alignment and scope of the A105 scheme and make comments using post-it notes.
- 4.4 On 15 May 2015, the A105 scheme underwent a TfL sponsor review. This meeting was attended by Jacobs (the Council's designers), LBE officers and representatives from different parts of TfL. As a result of this review, various amendments were made to the designs to improve alignment with the London Cycle Design Standards. On 27 May 2015, the A105 scheme was reviewed at a design surgery by Urban Design London. The notes/ recommendations from that meeting can be found in Appendix F. On 6 July 2015 TfL approved the base traffic modelling for the A105 scheme.

#### **12 Weeks' Consultation**

- 4.5 On 16 July 2015, the Council held a business event at the Fox Public House at Palmers Green. Local business owners/managers were able to book a slot or just turn up. This event was attended by 47 people. It provided an opportunity for them to find out about the proposals and to let us know how and when goods are delivered and where their customers park etc.

- 4.6 On 17 & 18 July 2015, the Council held a public exhibition at the Fox Public House in Palmers Green. This event was attended by 425 people. It provided an opportunity for local residents to peruse the detailed proposals and discuss any concerns with officers and the designers.
- 4.7 Between 17 July and 9 October, the Council undertook a public consultation. We wrote to 14,000 properties within 400 metres of the proposed route, inviting local residents and business owners/managers to attend an exhibition and participate in the consultation. We also consulted residents associations, disability rights groups, cycling groups, the Police and the other emergency services, transport user groups and bus operators. Detailed information on the proposals was published at <http://cycleenfield.co.uk/have-your-say/a105-scheme-consultation>. We provided copies of the consultation documents to those people that requested them in hard copy and accessible formats e.g. large print, Braille and audio.
- 4.8 On 6 September 2015 Cycle Enfield had a presence at the Palmers Green Festival. One gazebo was used to display the A105 proposals and to enable local residents to complete hard copies of the questionnaire. Two other gazebos were used to promote supportive measures e.g. free cycle training, £10 bike loan scheme and Dr Bike sessions etc.
- 4.9 On 12 & 13 September, Cycle Enfield had a presence at the Enfield Town Show. One gazebo was used to display the A105 proposals and enable local residents to complete hard copies of the questionnaire. Another gazebo was used to promote supportive measures e.g. free cycle training, £10 bike loan scheme and Dr Bike sessions.
- 4.10 On 26 & 27 September 2015, 60,000 booklets were delivered to a wider area to raise awareness of the consultation and ensure that people knew how to have their say.
- 4.11 During the 12 week consultation period, officers took the A105 exhibition boards to the Ruth Winston Centre, day centres and sheltered housing complexes to explain the proposals to older residents and hand out questionnaires to those people that wanted them.
- 4.12 Enfield Council received a total of 1,646 responses to the A105 consultation. The majority of respondents supported the overall proposals with 50.7% (835) fully supporting and 8.6% (142) partially supporting the scheme. 38.9% of respondents (640) did not support the scheme and 1.8% (29) either had no opinion or were unsure. An executive summary containing the results of the consultation and design changes can be found at Appendix B.

### **Impact Assessments**

- 4.13 On 28 October 2015, we commissioned Cambridge Environmental Research Consultants to undertake an air quality assessment for the A105.
- 4.14 On 4 November 2015, an interactive planning session with the consultants and contractor was held to map out the key activities that need to be undertaken to enable construction to start in May 2016.
- 4.15 On 19 November 2015, we commissioned Regeneris Consultants to assess the economic impacts of the A105 scheme on Palmers Green and Winchmore Hill town centres.
- 4.16 In December 2015 a predictive equalities impact assessment was undertaken. This assessment confirms that the scheme will have a generally positive effect in tackling socio-economic inequality and be found at Appendix E.

### **Impact on Blue Light Services**

- 4.17 On 18 November 2015, officers met with the London Fire Brigade (LFB) to discuss the proposals and impacts on response times. LFB did not raise any concerns at the meeting or via the consultation. Despite repeated attempts, the London Ambulance Service have not so far engaged in the design process, although there will be a further opportunity for any comments to be considered as part of the statutory consultation process. It is anticipated that in the absence of feedback that the requirements of one blue-light service will not be different from that of another blue-light service.
- 4.18 On 24 November 2015, officers met the Metropolitan Police Traffic Unit to review the proposals in detail. Though no concerns were raised about response times, written comments were provided about light segregation, buffer strips at bus stop boarders, positioning of cycle lanes and positioning of traffic separators e.g. Armadillos/Orcas. These can be found in Appendix F together with the designer's response.
- 4.19 On 11 January 2016, officers met the Mayor's Cycling Commissioner to take him through the A105 drawings. He was supportive of the proposals and requested a few amendments, which have been incorporated in the scheme design proposals.
- 4.20 In accordance with the Cycle Enfield governance arrangements agreed by Cabinet on 17 September 2014, presentations were made to the Partnership Board (Enfield West) on 21 January 2016 and Project Board on 2 February 2016. A pack containing comments from both



Boards was emailed to Members in advance of the meeting to enable Cabinet to consider them as part of the decision making process.

## **5. SCHEME DESIGN PROPOSALS**

- 5.1 The scheme involves the installation of lightly segregated cycle lanes on both sides of the A105 between Enfield Town and Palmers Green; additional traffic signals to reduce conflicts and enable cyclists to pass safely through junctions; significant public realm improvements at Palmers Green and Winchmore Hill; the installation of bus stop boarders and bus stop by-passes, new zebra crossings, side road entry treatments and raised tables; remodelling of key junctions; improvements to Lodge Drive car park and the introduction of pay & display parking at Fords Grove car park. The scheme drawings can be found at Appendix A.
- 5.2 Light segregation is defined in the London Cycle Design Standards (2014) as “the use of physical objects intermittently placed alongside a cycle lane marking to give additional protection from motorised traffic”.
- 5.3 Based on the feedback from the extensive public consultation, it is proposed to progress the option that retains the triangle and signalised junction at the junction of Green Lanes with Alderman’s Hill and to progress the Palmerston Crescent option that links up with a Quietway in Haringey.

### **Bus Stops**

- 5.4 Under the original proposals, 10 bus stops were due to be relocated and three bus stops were due to be removed e.g. the northbound bus stop at Bush Hill Park. Respondents who rely on public transport were concerned that this would increase the distance between bus stops, affect connectivity between bus services and be less convenient. As a result of feedback from the extensive public consultation, several bus stops will be retained in their original locations.
- 5.5 Under the original proposals, the informal crossing at Regency Court was due to be removed. Elderly residents living there were concerned that this would make it more difficult for them to cross the road to access the northbound bus stop. As a result of feedback from the extensive consultation, we will introduce a new zebra crossing outside Regency Court.
- 5.6 Under the original proposals, bus stops were located immediately adjacent to the cycle lanes. Many respondents, particularly older respondents and those with impaired mobility/vision were concerned about stepping on/off the bus into a cycle lane. As a result of feedback from the extensive consultation, we will introduce buffer strips (at

pavement height) at 22 bus stop boarders. The consultation results and a full list of design changes can be found at Appendix B.

- 5.7 To accommodate the new cycle lanes, it will be necessary to remove all central refuges, two sections of bus lane and make changes to parking and loading as outlined in paragraph 5.9 below.

## **5.8 Public Realm Improvements**

5.8.1 The public realm improvements comprise of the following:

- Conversion of service road between the Chapel and Lincoln Road to shared space and widened footway.
- Upgraded footways to shared space around the junction of London Road with Uvedale Road and Bush Hill.
- Conversion of service road between Berkeley Gardens and Bush Hill Road to shared space.
- Conversion of slips roads to shared space with upgraded footways, planting, seating and cycle parking at the junction of Green Lanes with Station Road and Fords Grove.
- Upgraded footways, planting and seating at the junction of Green Lanes with Hedge Lane and Bourne Hill.
- Upgraded footways, planting, seating and cycle parking at the junction of Green Lanes and Compton Road.
- Upgraded footways, planting, seating and cycle parking at the junction of Green Lanes with Aldermans Hill.
- Greening of the A105 corridor

## **5.9 Parking Implications**

5.9.1 The potential displacement of parking created by this scheme has been one of the greatest causes of concern for respondents, therefore officers have worked hard to mitigate this issue.

### **Residential Corridor**

5.9.2 In the residential corridor (approx. 3.5Km long) there are currently 143 parking spaces of various types e.g. residents' bays, uncontrolled parking bays, shared use bays, short term bays and pay & display bays. Under the proposal, 99 parking spaces (69%) would be retained. However, most properties along the corridor have vehicular crossovers and driveways and parking surveys have shown that there is spare capacity in side roads. As part of the scheme we will offer a free crossover to anyone who can no longer park on the A105, subject to the planning process.

Parking Type	Existing	Proposed	Net Loss/Gain
Residents' bays	19	72	+53
Average occupancy of lost uncontrolled parking	88	0	-88
Shared use	18	21	+3
Short term	10	6	-4
Pay & display	8	0	-8
Total	143	99	-44
Mitigation	Where people currently park on the road and parking is displaced by Cycle Enfield, we will offer to provide a vehicular crossover free of charge, subject to the planning process		

5.9.3 Apart from in Ford's Grove and Lodge Drive car parks, there are currently no disabled parking bays on the A105. We will re-designate some of the residents' parking bays or pay & display bays as disabled parking bays during the detailed design phase. In addition, if a disabled person moved to a property on the A105, they could apply for a nearby parking bay to be converted to a disabled parking bay subject to them meeting the relevant criteria.

5.9.4 Blue badge holders (including Dial-a-Ride) will be permitted to pick up and set down passengers in lightly segregated cycle lanes.

### Winchmore Hill

5.9.5 In the Ford's Grove to Sainsbury's section of Winchmore Hill, there are currently 59 on-street pay & display parking bays. Under the proposal, 45 parking bays (76%) would be retained. To mitigate the loss of 14 on-street car parking bays here, it is proposed to convert Ford's Grove Car Park (Total 71 bays) to pay & display. This will increase parking turnover that is currently static. Twenty of these bays will be free for the first 45 minutes to enable people to visit local shops and take-aways. All parking bays will be free after 6:30pm to support the evening economy. The two loading bays in this section of Winchmore Hill will be retained.

Parking Type	Existing	Proposed	Net Loss/Gain
Pay & display	59	45	-14
Loading	2	2	0
Mitigations	<ol style="list-style-type: none"> <li>1. Introduce pay &amp; display parking to increase turnover</li> <li>2. Create a zone of 20 free for 45 minutes parking bays in Ford's Grove Car Park that will now contain regulated parking bays</li> </ol>		

5.9.6 In the Elm Park Road to Elsiedene Road section of Winchmore Hill, there are currently 55 short term parking spaces. Under the proposal, 49 of these parking spaces (89%) would be retained. Surveys suggest that the remaining spaces can cater for demand. However, the loss of spaces could be mitigated by reducing the maximum length of stay (currently 2 hours) to encourage a greater turnover of spaces. It is also proposed to incorporate 10 spaces on-street to offset the loss of unrestricted kerb space (average occupancy 10 vehicles). The two loading bays in this section of Winchmore Hill will be retained.

Parking Type	Existing	Proposed	Net Loss/Gain
Pay & display	55	49	-6
Loading	2	2	0
Mitigation	Reduce maximum length of stay to encourage a greater turnover of spaces		

### Palmers Green

5.9.7 In the Bourne Hill to Fox Lane section of Palmers Green there are currently 37 pay and display parking bays. Under the proposal, 26 of these parking bays (70%) would be retained. The two loading bays in this section of Palmers Green will be retained.

Parking Type	Existing	Proposed	Net Loss/Gain
Pay & display	37	26	-11
Loading	2	2	0
Mitigation	Surveys indicate there are spare pay & display Parking spaces in Park Avenue, Windsor Road and Osbourne Road		

5.9.8 In the Fox Lane to Broomfield Lane section of Palmers Green there are currently 47 pay & display parking bays. Under the proposal, 41 of these parking bays (87%) would be retained. To mitigate the loss of 6 on-street car parking bays, it is proposed to create an additional 20 car parking spaces at Lodge Drive car park (current total 149 parking bays) and install security measures and variable message signs, showing the number of car parking spaces available. A zone of 20 parking bays will be free for the first 45 minutes to enable people to visit local shops and takeaways. All parking bays here will be free after 6:30pm to support the evening economy. The three loading bays in this section of Palmers Green will be retained.

Parking Type	Existing	Proposed	Net Loss/Gain
Pay & display	47	61	+14
Loading	3	3	0
Mitigation	Create an additional 20 parking bays (in addition to the 149 parking bays) free for the first 45 minutes in Lodge Drive Car Park		

## 5.10 Economic Impact Assessment

5.10.1 Regeneris Consulting were commissioned to undertake an economic impact assessment of the Cycle Enfield Scheme on the economic vitality of Palmers Green, Winchmore Hill Broadway and Winchmore Hill Green Dragon. The assessment focuses on the current turnover of each town centre and assesses how this may be affected by Cycle Enfield both during the construction phase and the operational phase, once the scheme has been implemented. It also recognises that the potential transformational effect of the proposals could, if achieved, lead to a 10-15% spend uplift. An executive summary of the report is attached as Appendix D, but the overall conclusions are summarised in the table below:

	Construction Phase			Operational Phase		
	Better Case	Base Case	Worst Case	Better Case	Base Case	Worst Case
<b>Palmers Green</b>	Negligible	Minor Negative	Minor Negative	Minor Positive	Negligible	Minor negative
<b>Winchmore Hill Broadway</b>	Negligible	Negligible	Minor Negative	Minor Positive	Negligible	Minor Negative
<b>Winchmore Hill Green Dragon</b>	Negligible	Negligible	Minor Negative	Minor Positive	Negligible	Negligible

5.10.2 The following mitigation measures have been identified by the consultants and will be implemented to ensure that impact of construction and operation is minimised and to enable the operational phase to reach either a neutral or positive level:

### Construction Phase Mitigation

5.10.3 The ongoing design and planning process provides an opportunity to develop important pre-construction mitigation approaches. These are valid across all three A105 town centres:

- **Design of construction works** – plans should seek to maintain two-way access on street and phase A105 works sensibly to minimise disruption to visitors through each centre.
- **Traffic management plan** – should seek to scope out congestion issues and ensure that alternative provisions are put in place where possible.
- **Publicity and business liaison** – ensuring plans are widely published to ensure that both town centre businesses and users are aware of what the work entails, how they might be impacted and when.

5.10.4 Once construction work is underway, additional mitigation measures can help reduce disruption:

- **Ongoing business liaison** – having a business liaison officer located on site and responsible for liaising with local businesses on a day to day basis regarding the construction process.

- **Proactive efforts to maintain footfall flows** e.g. review of temporary parking restrictions, to maintain and encourage footfall and local wayfinding to guide pedestrians.

### **Operational Phase Mitigation**

5.10.5 Once the scheme is operational, a number of measures could help mitigate negative impacts, or maximise positive impacts of the scheme on town centre economic vitality.

- **Car parking policy and arrangements** could help address impacts of loss of on-street parking. This may include: ensuring clear signage to off-street car parks and clear and attractive routes from these car parks into the town centres; plans for some 45-minute free spaces to cater for those visitors seeking to stop and shop quickly; and considering shorter maximum stay bays in some areas to increase number of cars able to use on-street spaces.
- **Traffic flow** – the scheme should go ahead with plans to introduce SCOOT, which will constantly optimise the signal timings and reduce congestion effects.
- **Individual businesses particularly impacted** (e.g. by changes to loading bays or changed location of parking bays) could be supported by the Council to address challenges created, depending on individual needs.
- **Town centre management** e.g. through town teams, could help to enhance overall economic vitality of the centres, helping to develop stakeholder relationships, identify and respond to issues, and offer opportunities for proactive work to enhance town centre vitality.

## **5.11 Air Quality Impact**

5.11.1 Without any of the Cycle Enfield proposals, the air quality objective for annual average NO<sub>2</sub> is predicted to be exceeded along the A105, although excesses are limited to roadside locations. Concentrations of PM<sub>10</sub> and PM<sub>2.5</sub> are not predicted to exceed air quality objectives.

5.11.2 With the introduction of the proposals and assuming a 2.5% reduction in traffic, annual average NO<sub>2</sub> concentrations are predicted to reduce by between 0.25 micro grammes per cubic metre and 0.5 micro grammes per cubic metre at roadside locations. The scheme will result in some increases in queue length and delay time, leading to increases in concentrations at junctions, however, the area of these increases will be much smaller than the area of air quality improvements resulting from reduced traffic flows. As a result, the majority of residents along this road will experience an improvement in air quality and corresponding health benefits. The air quality assessment can be found at Appendix C.

## 5.12 Congestion and Journey Times

5.12.1 The average journey time from one end of the corridor to the other is approximately 10-15 minutes depending on the time of day. Taking account of junction modelling and the introduction of bus stop boarders and bus stop by-passes, the estimated increases in journey times are as follows:

AM peak northbound: 1.8 minutes or 33 seconds per mile  
AM peak southbound: 1.3 minutes or 24 seconds per mile  
PM peak northbound: 1.3 minutes or 25 seconds per mile  
PM peak southbound: 2.5 minutes or 47 seconds per mile

For further detail, please refer to Appendix G.

5.12.2 Subject to Cabinet approval, the detailed design and construction will be undertaken by Ringway Jacobs via the London Highways Alliance Contract (LoHAC). This contract was the subject of a competitive tendering process and is expected to deliver significant long-term benefits for London. Implementation is programmed to start by May 2016 and take approximately 6 months to complete. Construction will be carried out in phases and is not expected to last more than two weeks outside any premises.

5.12.3 We will work hard to minimise the temporary impacts of construction on town centres by bringing forward the recommendations from the Economic Impact Assessment.

## 6. ALTERNATIVE OPTIONS CONSIDERED

6.1 The Council could decline the Mini Holland funding. However, this would mean forgoing £5.9million of investment in the borough on this scheme, £24.1million of investment on other Mini Holland schemes and the associated economic, health and transport benefits.

6.2 Some people have suggested that we should consider rerouting the cycle lanes along an alternative road route parallel to Green Lanes or via the banks of the New River. These alternative options were ruled out for the following reasons:

- To provide a successful borough-wide cycling strategy, it is considered essential to have a hierarchy of routes, which includes quietways/greenways as well as routes on strategic roads such as Green Lanes
- A successful cycle network must include direct access to key town centres such as Palmers Green and Winchmore Hill as this is where people want to go, whichever way they choose to travel.
- Providing the route through Palmers Green and Winchmore Hill gives us the opportunity to enhance the town centre, as well as delivering cycle schemes.

- Palmers Green and Winchmore Hill currently operate as busy traffic corridors rather than places. This scheme gives us the opportunity to give both areas a greater sense of place, with these town centre improvements.
- The Mini Holland investment secured from Transport for London is intended to make cycling a more practical transport option for people of all ages. TfL deem a cycle path along the New River to be a leisure cycling route rather than a transport route for everyday journeys and therefore would not fund the building of such a route.
- We plan to deliver a cycle route parallel to Green Lanes on quieter residential roads as part of the Greenway programme. However, it won't give people cycling direct access to the high streets along Green Lanes or provide a direct and convenient link between Palmers Green and Enfield Town.

## **7. REASONS FOR RECOMMENDATIONS**

- To make places cycle-friendly and provide better streets and places for everyone;
- To make cycling a safe & enjoyable choice for local travel;
- To create better, healthier communities;
- To provide better travel choices for the 34% of Enfield households who have no access to a car and an alternative travel choice for the 66% that do;
- To transform cycling in Enfield;
- To encourage more people to cycle;
- To enable people to make short journeys by bike instead of by car;
- To increase physical activity and therefore the health of cyclists;
- To reduce overcrowding on public transport;
- To enable transformational change to our town centres

## **8. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS**

### **8.1 Financial Implications**

8.1.1 The total estimated cost of the proposals identified in this report is £5,970,468 which will be fully funded by TfL. No expenditure shall be incurred until TfL's Surface Board has released the next tranche of Mini Holland funding.

8.1.2 Expenditure once approved by TfL will be fully funded by means of direct grant from TfL. The funding arrangements are governed through the TfL Borough Portal and no costs will fall on the Council. The release of funds by TfL is based on a process that records the progress of the works against approved spending profiles. TfL makes payments against certified claims



as soon as costs are incurred, ensuring the Council benefits from prompt reimbursement.

- 8.1.3 Use of the funding for purposes other than those for which it is provided may result in TfL requiring repayment of any funding already provided and/or withholding provision of further funding. TfL also retains the right to carry out random or specific audits in respect of the financial assistance provided.

## **8.2 Legal Implications**

- 8.2.1 Under the GLA Act, the Mayor is empowered, through TfL, to provide grants to London Boroughs to assist with the implementation of the Transport Strategy. TfL is charged with responsibility of ensuring that the key rationale for allocating grants is the delivery of the Mayor's Transport Strategy.

- 8.2.2 The generic matters to which TfL will have regard in allocating financial assistance and the generic conditions that will apply to any such assistance are:

- Under section 159 of the GLA Act, financial assistance provided by TfL must be for a purpose which in TfL's opinion is conducive to the provision of safe, integrated, efficient and economic transport facilities or services to, from or within Greater London.
- In order to ensure this purpose is met, TfL may have regard to the following matters when exercising its functions under section 159:
  - Any financial assistance previously given
  - The use made by the authority of such assistance
- Conditions – section 159(6) of the GLA Act also allows TfL to impose conditions on any financial assistance it provides and in specified circumstances to require repayment. Other more detailed conditions may be imposed that relate to particular projects.

- 8.2.3 Under section 65 of the Highways Act 1980, a highway authority may, in or by the side of a highway maintainable at public expense, construct a cycle track as part of the highway; and they may light any cycle track constructed by them under this section.

- 8.2.4 Under the Localism Act 2011, local authorities have a general power of competence.

- 8.2.5 Leading Counsel has confirmed that the recommendations contained in this report are within the Council's powers and duties.

### **8.3 Property Implications**

There are no corporate property implications arising from this report.

## **9. KEY RISKS**

9.1 The Cycle Enfield Project Delivery Team monitors and considers risk management issues at its regular meetings, and directs remedial action as necessary.

9.2 If the Council proceeds with these proposals there is a risk of delays due to traffic order objections, delays due to traffic signal approvals and delays due to Statutory Undertaker consents and works. If the Council does not proceed with these proposals there is a risk of increased congestion, increased pollution and no economic, health and transport benefits.

## **10. IMPACT ON COUNCIL PRIORITIES**

### **10.1 Fairness for All**

10.1.1 The A105 is part of a safe, convenient and extensive cycle route network that will make cycling a viable transport choice for all. 32.5% of households in the borough do not have access to a car or van. This scheme will improve transport for all and increase cycling amongst all age groups. As car ownership is lower in areas of deprivation and air pollution higher this scheme will be of particular benefit in tackling health and wealth inequalities.

### **10.2 Growth and Sustainability**

10.2.1 With forecast growth in the borough, the A105 scheme will help to provide a safe and efficient means of accessing both Winchmore Hill and Palmers Green, contributing to their long-term vitality.

10.2.2 Cycling is a sustainable mode of transport with virtually no environmental impact compared to motorised transport. GLA population projections of an additional 45,526 people in the borough by 2040 indicate that congestion will become ever more common without a modal shift towards more sustainable transport.

### **10.3 Strong Communities**

10.3.1 The A105 scheme will have a positive impact on people living in deprived wards/areas by improving air quality and personal health and fitness. It is recognised that more people on the streets will provide 'passive surveillance' making streets more accessible for communities to use for play, meeting and social activities.

## **11. EQUALITIES IMPACT IMPLICATIONS**

- 11.1 The Council has a duty when introducing new policies and making changes to services to have due regard to the need to eliminate discrimination, advance equality of opportunity between persons who share a relevant protected characteristic, and foster good relations between persons who share a relevant protected characteristic and persons who do not share it. This includes persons of different ages, disability, race and sex (along with other protected characteristics). The content of the duty is set out in section 149 of the Equality Act 2010 (attached as part of Appendix E). The particular duties in respect of the disabled should be noted (section 149(4)).
- 11.2 With respect to the proposals for the A105, Council officers have produced an Equality Impact Assessment (“EQIA”) (see Appendix E). This identifies whether or not (and to what extent) the proposals have an impact (positive or negative) on a particular equality target group, or whether any adverse impacts identified have been appropriately mitigated. The Cabinet should review the EQIA when exercising their duty under section 149 of the Equality Act 2010 in considering whether to approve the proposals.
- 11.3 In accordance with the Cycle Enfield governance arrangements agreed by Cabinet on 17 September 2014, we held four Partnership Board meetings for the A105 scheme on 8 January 2015, 14 May 2015, 15 June 2015 and 21 January 2016. Meeting invitations were sent to Members of Parliament; ward councillors; residents’ associations; cycling groups; disabilities groups, including Enfield Disability Action, Enfield Vision, RNIB, Age UK and Enfield Over 50s Forum and interest groups. These meetings were an excellent opportunity for representatives to influence the designs and to feed information back to the groups and organisations that they represent.
- 11.4 The Council also engaged with and elicited information from disabilities groups and older people’s groups as follows:
- Presentation to the Deaf drop-in group at Community House, Edmonton on 23 April 2015.
  - Presentation to Enfield Over 50s Forum at Millfield House, Edmonton on 13 August 2015
  - Presentation to the Older People’s Partnership Board at the Dugdale Centre, Enfield on 16 September 2015

The main concerns from these groups are included in the EQIA at Appendix E.

## **12. PERFORMANCE MANAGEMENT IMPLICATIONS**

- 12.1 The A105 scheme will directly contribute to the Council Business Plan as follows:

Aim 2.2 - improve the public realm, introducing better design, cleaner streets, and a greener, more sustainable environment

Aim 2.5 – Improved sustainability of transport and reduce its impact in the borough

Aim 2.6 – Reduced number of casualties on Enfield's roads

Aim 2.11 – An improved local economy

Aim 3.6 – Effective local partnership working to improve the health and wellbeing of all Enfield's residents

### **13. HEALTH AND SAFETY IMPLICATIONS**

- 13.1 Arrangements have been made for Transport for London to undertake an independent stage 1 safety audit in January 2016 to ensure that the A105 scheme does not have an adverse effect on road safety.
- 13.2 The Construction, Design and Management Regulations are being followed to ensure that risks are designed out/mitigated and the A105 scheme can be constructed safely.

### **14. PUBLIC HEALTH IMPLICATIONS**

- 14.1 The A105 scheme is part of Cycle Enfield which provides a unique opportunity to improve the health of the borough's residents and address health inequality.
- 14.2 Compared to those who are least active sufficient physical activity reduces all-cause mortality and the risk of heart disease, cancer, mental health issues and musculo-skeletal disease by approximately 20 to 40%. These conditions account for 70% of the NHS budget.
- 14.3 Guidelines on physical activity have been published by (amongst others) the World Health Organisation (WHO) and the Chief Medical Officers of the Four Home Countries.
- 14.4 Health Survey (HSE) 2012 self-report data indicates that 33% males and 44% of females aged 16+ report not meeting the current Chief Medical Officer (CMO) guidelines of 150 minutes of physical activity per week. Objective data indicates that in actuality some 95% of the population may not be meeting physical activity guidelines.
- 14.5 Cycling is a very effective means of integrating physical activity into everyday life. In the Netherlands cycling accounts for some 34% of journeys up to 7.5km (4.6 miles). The population attributable fraction of

mortality due to inactivity in the Netherlands is 1/3 to 1/2 that of the UK. The Netherlands also has the lowest prevalence of diabetes in Europe.

- 14.6 Improving cycling facilities in the borough has the potential to significantly increase the disposable income of those least well-off in the borough. Academic studies indicate that those in the least wealthy quintile spend approximately 30% of their income on transport.
- 14.7 Other benefits to the individual will include greater access to employment, education, shops, recreation, health facilities and the Countryside.
- 14.8 Public health benefits to the wider Enfield community relate to the avoided costs of motorised transport that would be achieved by a modal shift towards cycling. These include pollution (particulates, carbon monoxide, nitrogen oxides, hydrocarbons, ozone, carbon dioxide, lead, benzene, noise, vibration, odour, climate change, stress / anxiety, danger, loss of land and planning blight and community severance. Nitrogen oxides and PM2.5 are associated with 17% of deaths in Enfield. It should be noted that this does not include PM0.5 for which the evidence is still emerging.
- 14.9 It is noted that in the Guardian 'Enfield experiment' series a graduate could not take a job in Barnet because commuting by bus was impractical. It is unlikely this would have happened if a cycling culture existed.
- 14.10 Although no local data is available it is noted that congestion is estimated to cost the country £10 billion a year. The cost of this will only increase in Enfield with population growth unless a modal shift is achieved.
- 14.11 Studies have shown that greater motorised traffic volumes are associated with greater community severance i.e. the greater the traffic volume the fewer people know each other on a street.
- 14.12 Cycling has been described by the Chief Medical Officer as a 'public health best buy' and that if it were a pill we'd be rushing to prescribe it. Thought should be given to how the reach and influence of Cycle Enfield can be further extended for individual and population health and to protect the NHS budget.

#### **List of Appendices:**

- Appendix A: Scheme drawings (Available in the Members' Library and Group Offices)
- Appendix B: Consultation executive summary
- Appendix C: Air quality assessment
- Appendix D: Economic impact study executive summary
- Appendix E: Predictive equalities impact assessment
- Appendix F: Comments of critical friends
- Appendix G: Preliminary traffic modelling assessment

Additional information will be available in the Members' library and Group Offices as follows:

- Consultation results
- Economic impact study

**APPENDIX B**  
**CONSULTATION**  
**EXECUTIVE SUMMARY**

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# A105 Scheme

## Consultation Report

(Executive Summary plus additional annexes showing detailed methodology and qualitative analysis)

Dated 29 January 2016

Contact Officer and telephone number:

Richard Eason (020 8379 3501)

E mail: [richard.eason@enfield.gov.uk](mailto:richard.eason@enfield.gov.uk)



 **CycleEnfield**  **@cycleenfield**

[www.cycleenfield.co.uk](http://www.cycleenfield.co.uk)



## 1.0 A105 Executive Summary of Consultation Results

1.1 In 2015 Enfield Council conducted a 12 week public consultation (from Friday 17<sup>th</sup> July – Friday 9<sup>th</sup> October) on the proposal to introduce a cycle lane along the A105, from Palmers Green to Enfield Town.

1.2 Information about the proposals were made available at a 3 day exhibition, online on a dedicated Cycle Enfield website, at a permanent display at the Civic Centre and at a range of events throughout the 12 week period. Members of the public and stakeholders were invited to give their views either by filling in the questionnaire online (hosted on internationally used consultation software). Owing to the A105 scheme covering a large geographic area, the consultation materials showing detailed drawings formed a significant pack of materials. Whilst not practical to issue these to individual homes, printed copies of the consultation materials were available and issued to those that made a request (these were also available in alternative formats such as large print).

1.3 The consultation was advertised extensively:

- a. Sending over 14,000 letters to homes and businesses along the route and a further 60,000 consultation booklets to homes in the surrounding area (this booklet promoted the availability of printed materials on request)
- b. Displaying posters in the high street, on buses and in public buildings.
- c. Secured 64 notices to lampposts along the route.
- d. Advertised in local newspapers and community magazines.
- e. At ward forums, community events and visits to local venues such as the Ruth Winston Centre.

1.4 The formal consultation generated 1646 responses in total (received either online or via returned paper copies). Other responses were also received which are discussed at para 2.0 and 2.1 of this summary. Each respondent was required to indicate whether they supported the overall proposals for the A105 scheme.

**Table 1 – Overall responses**

Answer	Number of Responses	% of overall responses
Yes	835	51%
Partially	142	9%
No	640	39%
Not Sure	26	1%

1.5 Responses were not limited to people who live in the borough. The A105 scheme proposes significant changes and as such it was appropriate that anyone impacted by the proposals were offered the opportunity to comment, such as those visiting or working in Enfield, or living near the boundary border. Despite this, more than 84% (1383) responses were from local people living in Enfield. Indeed, the vast majority (73%) of responses were received from people with N13 (432 responses), N21 (431 responses), EN1 (179 responses) and EN2 (161 responses) postcodes. This significant local participation ensured that the consultation generated a range of valuable insights into how the scheme could be developed. Table 2 illustrates the overall support responses for those 1383 respondents who had an Enfield postcode.

**Table 2 – Overall responses, Enfield postcodes only**

Answer	Number of Responses	% of overall responses
Yes	624	45%
Partially	121	9%
No	613	44%
Not Sure	25	2%

1.6 A significant number of comments were received in support of the overall responses that people selected. Following detailed analysis of this qualitative data, the key trends are summarised in the tables below.

**Table 3 – most common comments by those who supported the scheme**

Reason/explanation	Number of comments
To make cycling safer	201
More attractive, better public spaces, more liveable, improved town centres etc.	99
Improvements to public health/fitness/wellbeing tackling obesity etc.	96
More people will cycle/will give more people the confidence to cycle etc.	93
Better air quality/environmentally-friendly, less pollution etc.	88
Will have a positive impact on passing trade, local shops, businesses etc. (including a few saying that it will be neutral or it will change but not for the worse)	71
Reduce congestion, improve traffic flow, a more efficient use of road space etc.	58

**Table 4 – most common comments by those who did not support the scheme**

Reason/explanation	Number of comments
Impact on shops and businesses	238
Impact on congestion (including mentions of the changes to bus stops requiring buses to wait in the main carriageway)	228
Concerns about the arrangement at bus stops (boarders and bypasses) with potential for conflict between bus passengers and passing cyclists	122
There are not enough cyclists currently (or the new scheme will not attract enough new cyclists) to make it worthwhile	115
Impact on air quality/air pollution etc.	105
It's a waste of money/resources, money should be spent on something else etc.	96

**Table 5 – most common comments by those who partial supported the scheme**

Reason/explanation	Number of comments
Concerns about bus lane arrangements at bus stops (bypasses and bus boarders)	18
Impact on shops/businesses due to lack of parking	12
Rat running or impact on congestion on residential streets	10
The route chosen for the scheme – it should avoid the main road and follow quieter streets (or the riverside path)	10

The demand for cycling doesn't justify the scheme	10
The proposed provision is not good or safe enough – should be more segregation	10
Concerns about the impact on congestion on the main road/shopping streets	10

1.7 Of the 1646 responses received, 56% were from males, 42% from females and 2% a combination of those who were transgender or preferred not to say.

1.8 Responses were received from a range of age groups; the table below offers an insight into how the responses to the overall support question varied dependent on age.

**Table 6 – level of support for the scheme by different age groups (from those living in Enfield)**

Answer	0 – 59 (929 responses)	60+ (439 responses)
Yes	56%	24%
Partially	8%	10%
No	35%	62%
Not sure	1%	4%

1.9 Participants were also asked to provide their views on the consultation process. In all cases, the majority of people either agreed or strongly agreed that the consultation provided the necessary information, was understandable and provided the opportunity for people to have their say.

**Table 7 – views on the consultation process**

Response	The consultation gave me all the information I needed (1,186 responses)	The consultation was clear and easy to understand (1,191 responses)	The consultation allowed me an opportunity to have my say (1,191 responses)
Agreed or strongly agreed	55% (650)	56% (665)	68% (811)
Neither agreed or disagreed	16% (189)	17% (204)	12% (144)
Disagreed or strongly disagreed	29% (347)	26% (309)	18% (218)

1.10 In addition to providing an indication of their overall level of support, respondents were also able to offer their view on individual sections of the route, and provide additional supporting comments. The key issues raised from these elements of the consultation were collated and subject to detailed review by the design team. This process contributed to the design changes that are detailed in table 9 below.

1.11 In addition to the high level of responses to the formal consultation, a local campaign group against the proposals produced a postcard that they encouraged local residents to return. Enfield Council received 841 copies of this postcard. Each postcard received was recorded into a database and analysed. Of the 841 cards returned, 57% had postcodes that duplicated those received via the formal consultation, 41% were pre-printed with the words 'No Thank you' and just over 6% were completely anonymous. Where comments were provided, the reasons stated were analysed and found to align with those received via the consultation process. Consequently, the postcards received did not generate any additional insight to the key themes described in Table 3 - 5 above.

1.12 A total of 22 e-mails and 11 letters were also received as responses to the A105 consultation. It was clear that some of these were duplicate responses to those received via the consultation process described at para 1.4 (identical responses seen in the software). For others it was not always apparent whether they were duplications or not. All of the responses received were analysed and the key issues raised were found to align with the issues listed in table 3, 4, & 5 above. Additional correspondence was received throughout the period, requesting clarification on various aspects of the scheme. This communication has not been included in the numbers above.

1.13 Enfield Council maintains the view that Cycle Enfield can bring a range of economic, health and transport benefits to the borough. In respect to the A105 scheme, it is clear that this view is also held by a significant number of the community who have echoed these factors in their reasons for supporting the proposals. However, it is also clear that there are a significant number of concerns raised via the consultation. The table below provides a response by Enfield Council to the major concerns raised via the consultation process.

**Table 8 – Enfield Council Response to key concerns raised in the A105 consultation**

Ser	Consultation Issue	Enfield Council Response
1	Concerns that the proposals may have a negative impact on shops & businesses along the A105.	<p>The proposals for the A105 have been subjected to an independent economic impact assessment which concluded that once installed the cycling infrastructure would have a negligible impact on town centre impact viability (with some minor negative/negligible impacts during construction). However the report identified a series of measures that if implemented could result in a neutral or positive level of impact. They further identified that if as anticipated, the scheme has a transformational effect on town centre attractiveness and liveability, there could be a longer term uplift of up to 10-15% of town centre revenue.</p> <p>In both Palmers Green and Winchmore Hill, the plans result in a net increase of overall shopper car parking. Whilst in places there is a reduction in some on street car parking spaces, significant on street parking is retained (and will be increased as a result of the consultation).</p> <p>In Palmers Green, Lodge Drive car park will be re-designed to include an additional 20 spaces. Improved signage from the high street will be provided. Additionally, a 30 minute free parking zone will be created within the car park containing 20 spaces, encouraging the car park to be used for shorter shopping trips.</p> <p>In Winchmore Hill, Fords Grove car park will be converted to pay and display to discourage people driving short journeys to park for the station and create additional capacity for shopper parking. Following the consultation, the number of high street parking spaces will also be increased (see table 9 below). Additionally, a 30 minute free parking zone will be</p>

		<p>created within the car park containing 20 spaces, encouraging the car park to be used for shorter shopping trips.</p> <p>We are aware that these concerns have been heightened by claims from anti-campaign groups such as ‘Local people wouldn’t be able to park in Palmers Green and Winchmore Hill to use their local shops restaurants etc’. These suggestions were factually incorrect, but we understand that their constant repetition by a vocal minority will naturally have caused concern for a number of local residents and business owners.</p>
2	Concerns that proposals may increase congestion.	<p>Increases in the population in Enfield and any forecast growth in traffic volumes will lead to increased pressure on our roads, resulting in significant increases in congestion and further reductions in air quality. Doing nothing will lead to increasing levels of congestion.</p> <p>An assessment has been carried out on the impact on journey times along the length of the corridor, factoring in both the re-designed junctions and the impact of the bus stop boarders.</p> <p>The average journey time for the length of the corridor is approximately 10-15 minutes depending on the time of day. The modelling suggests the following increase in journey times:</p> <ul style="list-style-type: none"> <li>• AM Peak northbound 1.8 minutes or 33 secs per mile</li> <li>• AM Peak southbound 1.3 minutes or 24 secs per mile</li> <li>• PM Peak northbound 1.3 minutes or 25 secs per mile</li> <li>• PM Peak southbound 2.5 minutes or 47 secs per mile</li> </ul> <p>Providing infrastructure like that proposed, to enable increasing levels of active travel in future years, will provide an ongoing means of addressing the issue of congestion.</p>
3	Concerns that proposals will cause danger at bus stops.	<p>The bus stop bypass and bus stop boarder designs that are proposed have been used in other parts of London and the UK. There are a number of councils who have implemented these designs (e.g. Camden Council and Brighton &amp; Hove Council) who have monitored their impact and have not reported any significant issues.</p> <p>Whilst it is acknowledged that this is a design not previously seen in Enfield, it is apparent from the consultation comments there are some misunderstanding of how the bus stop boarders will work. To better illustrate the layout of bus stops a detailed explanation has been added to the Cycle Enfield website. There will also be some adjustments to the design</p>

		explained in table 8.
4	Concerns that there are not enough people cycling to justify the proposals.	<p>Enfield Council understands that there are currently very low levels of cycling in the Borough. Indeed, it is believed this is one of the reasons why Enfield was successful in securing this external investment from TfL.</p> <p>We know from our survey of Enfield residents (we asked 3,516 people across the borough) that the number one thing that the council could do to increase cycling is to create safe cycling routes. Evidence from across the UK and beyond indicate that these routes need to be direct and convenient in order to encourage some people to choose cycling instead of the car for some of their local journeys.</p>
5	Concerns that the proposals may have a negative impact on air quality.	<p>The proposals for the A105 have been subject to an independent Air Quality Assessment. This report concluded that although there are some increases in concentrations at junctions, with a 2.5% reduction in traffic, annual average NO<sub>2</sub> concentration is predicted to decrease by 0.25 µg/m<sup>3</sup> to 0.5 µg/m<sup>3</sup> at roadside locations. This would bring improvements to air quality, a foundation to be built upon as active travel is increased further in future years.</p>
6	Suggestions that the money should be spent on other issues.	<p>It is not possible for Enfield Council to spend this money received from TfL on other council services.</p> <p>It is anticipated that implementing our Cycle Enfield proposals across the entire borough will cost approximately £42m over 4 years. The significant majority of this funding comes from the successful 'Mini Holland' bid which secured £30m from the Mayors of London cycling budget. A further £7.7m is funding that Enfield would always have received from TfL to contribute towards transport improvement programmes. A further £1.5m will be received from Network Rail and £1m gathered as developer contributions.</p> <p>All but two of the twenty outer London boroughs bid for the opportunity to attract the 'Mini Holland' funding because they all recognised what a significant opportunity this was to bring economic, health and transport benefits to those boroughs that would be successful in their bids.</p>
7	Concerns that alternative routes should be chosen, away from major roads.	<p>The New River route was investigated but would not be a workable solution. In the first instance, there are a range of land ownership and access issues. Those aside, this scheme is intended to increase cycling as a normal form of transport. The routes selected need to connect the places that people</p>

		<p>want to travel to on a daily basis (shops, train stations etc) and should be accessible at all times of day and night. Other quieter routes are also part of the overall Cycle Enfield network. Like any transport system, the network should be made up of quieter smaller routes, connecting to major routes that enable direct and convenient travel.</p> <p>More detail of why the A105 route was developed instead of a New River route is at Annex C.</p>
8	Concerns that 'rat running' may increase.	<p>In addition to the main road routes, Enfield Council intend on implementing an initiative called Quieter Neighbourhoods. This programme divides the borough into approximately 40 residential zones and will consider ways in which traffic can be calmed and 'rat running' reduced through these residential areas. The scheme will be resident led, which means the council will hold workshops to discuss the various measures that are available to a particular area, and allow local residents to decide what measures they wish to implement. Some initial pilot work for Quieter Neighbourhoods has already started. However, the full rollout of this work will be sequenced in concert with the major Cycle Enfield road schemes, providing an opportunity for any 'rat running' issues to be addressed.</p>
9	Concerns that the proposals do not do enough to make cycling safe.	<p>The proposals for the A105 will provide a transformational improvement in safety for people cycling. As part of the wider Cycle Enfield programme, the Council are striving to create a borough wide network of cycling infrastructure. This is an ambitious programme and as much as possible will be achieved with the resources available, whilst delivering balance with the needs of other road users.</p>

2.3 As a result of the feedback from the consultation, a number of design amendments have been made. Some general points are listed first, followed by more geographic specific issues listed in order from the most northerly parts of the scheme (near Enfield Town) to the most southerly aspects (Palmers Green).

**Table 9 – A105 Consultation You Said, We Did**

Ser	You said	We did
<b>General changes along the route</b>		
1	You said you were concerned about stepping on/off the bus into the cycle lane.	A buffer strip (at pavement height) will be introduced at 22 of the bus stop boarders, creating an additional space between the bus and the cycle lane, 6 bus stop boarders will remain as



		<p>the original design.</p> <p>We have produced an illustration available on the Cycle Enfield website to help better illustrate how bus stop boarders will be designed as from the comments received it is clear that there were some misunderstanding of how this would work. This illustration shows that bus users will not have to jump down from the bus into the cycle lane and then up onto the pavement. The design of these areas will ensure that pedestrians have priority, extending the pavement area across the cycle lane. This design will now be developed further by the introduction of the buffer strips.</p>
2	You said you were concerned that the cycle lane would prevent access to places by people with a disability who are transported by private vehicles. You were also concerned that the cycle lane would restrict the dial-a-ride from operating at locations such as the Ruth Winston Centre.	Any blue badge holder will be able to set down and pick up passengers at any point along the route, even if that means temporarily entering the cycle lane to position their vehicle by the kerb edge. The situation is the same for the dial-a-ride buses operating in Enfield.
3	You said you were concerned about loading at points along the route where we have not designed loading bays.	The same volume of formal loading bays in the high street areas as currently exists is incorporated into the designs. We are currently investigating the feasibility of temporary loading permits for loading / unloading in additional areas along the route. This would be assessed on a case-by-case basis.
4	You said you were concerned that in places the cycle lane was located on the outside of parking bays, when it could be located on the inside of parking to provide greater protection.	We have amended the designs so that they cycle lane will now remain on the inside of parked vehicles along the entirety of the route, providing a greater sense of safety and distance from moving motor traffic.
<b>Location specific changes (listed from Enfield Town in the north to Palmers Green in the south)</b>		
5	You said the removal of the informal crossing point outside of Regency Court would make it difficult for residents to cross the road to access the north bound bus stop.	We will introduce a new zebra crossing directly outside of Regency Court, this new addition will mean that the bus stops will now remain in their current position (minor movements were proposed in the original consultation).
6	You said you did not want to see the removal of the northbound bus stop located outside Bush Hill Gardens.	We will change the design to ensure this bus stop is included in the designs. This will result in the removal of the three car parking spaces at this location. The consultation demonstrated some confusion over the car parking that is currently available in the service road by Bush Hill parade – all of these car parking

		<p>spaces will be retained in the design.</p> <p>We will also amend the proposed junction of Bush Hill Road/Church Street/Park Avenue. This will provide improvements for pedestrians, stopping all motor traffic when pedestrians are able to cross – enabling pedestrians to cross diagonally (should they wish) from one shopping parade to another. It will also enable left turns (travelling North) into Bush Hill. Finally, the new junction design will also improve the connection between the A105 route and the Quietway that will connect Enfield Town to Edmonton Green.</p>
7	You said that you did not like seeing Vicars Moor Lane converted to an exit only junction.	Vicars Moor Lane will now remain as two-way operation but with the northbound slip road removed. This will enable the increase in public space and improve cycle safety without restricting access.
8	You said you did not like the proposed closure of the left hand turn traveling northbound from Green Lanes into Station Road.	We will amend the designs to maintain a slip road that allows northbound traffic to turn left into Station Road.
9	You asked where the 125 bus would terminate if we removed the stopping point by Station Road,	The original proposals were for the 125 bus to terminate off the route. However, we will now include a bus stand in the same vicinity as it is currently.
10	You said that you wanted to see some more of the high street car parking kept within Winchmore Hill high street areas.	<p>Along Winchmore Hill Broadway we will introduce an additional 3 high street car parking spaces compared to the original consultation proposals. One of these spaces will be incorporated into the design of the left hand slip road into Station Road, and a further two will be incorporated into the designs for Compton Road by converting some of this parking into diagonal bays. This will result in a slight reduction of the new public space created in this area.</p> <p>Fords Grove car park will be converted to pay and display to discourage people driving short journeys to park for the station and create additional capacity for shopper parking. Additionally, a 30 minute free parking zone will be created within the car park containing 20 spaces, encouraging the car park to be used for shorter shopping trips. Parking in this car park will be free to all users after 6.30pm to support the evening economy.</p> <p>In Winchmore Hill, from Fords Grove to Sainsbury's 76% of the high street car parking spaces (proposed 45 spaces versus the current 59) will be retained.</p>

		From Elm Park Road to Elsiedene Road, 89% of the high street car parking spaces (proposed 49 spaces versus the current 55) will be retained. A marked bay(s) for 10 parking spaces will also be provided to offset the loss of unrestricted kerb space in this area (surveys show an average occupancy of 10 vehicles).
11	You said that our proposals to move the Southbound bus stop at Sainsbury's further away from the store would be inconvenient.	We have relocated the bus stops to maintain convenient access to Sainsbury's. In addition, we will merge the two zebra crossings in this location, to provide one central crossing directly by the access to the store, conveniently located between both the northbound and southbound bus stops.
12	You said you were concerned about the re-location of the northbound bus stop outside of St Monica's church.	In the designs, we have put the northbound bus stop back to its current position. This does mean that we have also moved the southbound bus stop back to its current position south of Hedge Lane (it's not possible to have both bus stops outside of St Monica's). The return of the southbound bus stop does mean a reduction of 2 car parking spaces to that described in the original consultation. Based on the town centres survey, and the understanding that more people travel by bus than car, this was deemed to be the best approach. This also resolves some issues that were raised regarding the use of this bus stop as an interchange. The informal crossing by St Monica's will be upgraded to a zebra crossing.
13	You said you were concerned about reducing the flow of traffic through the Fox Lane junction.	We have converted the Fox Lane junction, removing the proposed traffic lights and created a T-junction. This will reduce the potential of northbound traffic queuing through Palmers Green. This does result in the removal of the proposed signalised pedestrian crossing at the junction. Pedestrians will continue to cross via informal crossings however the junction will become a raised area to reduce speed.
14	You said you were concerned about converting Hazelwood Lane into exit only.	In the designs, we have reverted Hazelwood Lane to two-way working.
15	You said you were concerned about the removal of The Fox Pub bus stop.	In response to the consultation, whilst we still propose to remove one of the northbound bus stops between the triangle and Fox Lane, we will locate the new bus stop into a more balanced central position on the high street, which will ensure the distance between bus stops remains less than the TfL maximum guideline of 400 meters.  This will mean that the southbound bus stop is located in the designs closer to its current location and will convert from a bus stop bypass to a bus stop boarder. At this bus stop boarder, a one metre buffer strip will be introduced between the kerb

		edge and the cycle lane. This change will also result in an additional car parking space on the high street.
16	You said you were concerned about the number of high street parking spaces in Palmers Green.	<p>In the amended designs, in the Palmers Green high street from Fox Lane to Alderman’s Hill, the designs incorporate 87% of the current on street car parking spaces (41 spaces proposed versus the current 47).</p> <p>For the Palmers Green section from Fox Lane to Bourne Hill 70% of the high street car parking spaces are included in the designs (26 spaces proposed versus the current 37).</p> <p>However, we will re-design the number of available car parking spaces in Lodge Drive car park, which will result in an increase of 20 car parking spaces.</p> <p>We will improve the signage to this parking from the high street. Additionally, a 30 minute free parking zone will be created within the car park containing 20 spaces, encouraging the car park to be used for shorter shopping trips. The open hours of this car park will also be extended to allow access at any time (currently closes at 9pm). Parking will continue to be free after 6.30pm. This and increased night time accessibility will assist the night time economy.</p>
17	We asked you to provide feedback on two different options for the junction at Alderman’s Hill.	<p>Based on your responses, the design process will move forward using the options that retains the triangle and signalised junction.</p> <p>As outlined in the consultation process, there will be further opportunity for the local community to influence what the final design will look like on the footprint of the public space contained with the triangle island.</p>
18	We asked you to provide feedback on two different options for how the route could link with the cycle route into Haringey.	Based on your responses, the design process will move forward which routes people cycling via Palmerston Crescent.

1.14 This consultation was delivered using a robust methodology, was promoted widely and led to extensive engagement. The level of participation generated constructive insights from people who were able to provide informed comment by considering the designs. The majority of people who participated in this consultation supported the A105 proposals. However, a significant number did not support the proposals and the key themes of reasoning for this position were identified through detailed qualitative analysis. This Executive Summary has considered those reasons in detail and provided a response to the major concerns highlighted, where appropriate, providing explanatory and mitigating information. In addition, this Executive Summary has highlighted the many

ways in which the designs are to be amended in light of the comments received via the consultation process, demonstrating how the consultation process has shaped the designs. It is recommended that the contents of this report be considered as part of the decision making process for the A105 scheme.

**Executive Summary Annex:**

**[A. Alternative Routes](#)**

*Note: the additional annexes that form the full consultation report are listed on the next page.*

## **Additional Annexes to Form Full Consultation Report**

In addition to Annex A that forms part of the Executive summary, this version of the Consultation Report contains a series of further annexes which provide additional detail on the consultation process and results:

### **B. Detailed Methodology**

Provides a detailed overview of the methodology used for the consultation.

### **C. Additional Demographic Data**

Provides insights into the age, gender and whether respondents had any disability that limited mobility.

### **D. Respondents Priorities for the Scheme**

Respondents were asked to provide a priority rating on a scale of 1 (low priority) to 5 (high priority) of how important certain elements were to the design.

### **E. Quantitative Results for Individual Route Sections**

A chart illustrating the results were respondents opted to provide a quantitative level of support for individual sections of the route.

### **F. Full Analysis of Qualitative Data from Overall Support Results**

Table 3, 4, 5 of the Executive Summary illustrate the key themes that emerged from the consultation. Table 8 of the Executive Summary provides a response to these issues. Annex F provides the full list of themes that were drawn out from the qualitative analysis of the reasons people provided to accompany their response to their overall support for the scheme.

### **G. Full Qualitative Analysis of Section Specific Responses**

This annex lists geographic specific points that were raised by respondents in the individual route sections of the consultation. This full list of points has been considered by designers as part of the design review post consultation. Changes to the design as a result of the consultation are listed in Table 9 of the Executive Summary.

## Annex A – Alternative Routes

Some people have suggested that we should consider alternative routes. Here are some reasons why the A105 has been selected as a key part of the Cycle Enfield programme:

- To provide a successful borough-wide cycle strategy, it is considered essential to have a hierarchy of routes, which includes quietways/greenways, as well as routes on strategic corridors, such as Green Lanes.
- A successful cycle network must include direct access to key town centres such as Palmers Green and Winchmore Hill as this is where people want to go, however they travel.
- By providing the route through Palmers Green and Winchmore Hill it gives us the opportunity to enhance the town centre, as well as delivering cycle schemes.

### Alternative route along the New River

The New River has been mentioned specifically. However, the additional investment secured from Transport for London is intended to make cycling a more practical transport option for people of all ages. A cycle path along the New River could be a viable leisure cycling route, but not a transport route for everyday journeys and therefore could not be constructed from the TfL funding. Below are the plus and minus points of a New River route:

#### Developing a New River Cycle Path

##### Plus Points

- + Great opportunity for a leisure style route
- + Good air quality for people riding
- + Positive safety benefits of people cycling separated from motorised vehicles for the majority of the route (except road crossings)
- + Positive experience of interaction with green environment
- + Quiet and peaceful
- + Manageable gradients along majority of route

##### Minus Points

- Feeling of safety reduced for users as route not overlooked by busy town centre environment. Many people would not use after dark so could not be used for commuting journeys 6 months of the year
- Poor access to the areas users wish to get to (shops, banks, libraries, schools, post offices, doctors surgeries, churches, police station, etc)
- Numerous break points require expensive works to create safe crossing environment for pedestrians and people using bikes
- Longer journey times due to the number of road crossings that would be required
- Little scope to expand infrastructure for future growth in cycling levels
- Insufficient widths at several locations to create a two way cycle facility
- Lack of involvement for people on bicycles in the town centre community space
- Potential impacts to local wildlife by construction next to the river
- Lack of connectivity with other transport methods, such as train stations
- Would not address road safety for people cycling on Green Lanes

### Alternative road route parallel to Green Lanes

We do intend to incorporate this quieter route into our wider network of cycle routes. However it does not give people cycling direct access to the high streets along Green Lanes or provide a direct and convenient link between Palmers Green and Enfield Town.

## **Annex B – Detailed Methodology**

### **1.0 Methodology**

#### **1.1 Introduction**

1.1.1 The A105 Cycle Enfield scheme proposals consist of considerable change. It was therefore important that there was significant opportunity for the community and other stakeholders to engage in the development of the scheme.

1.1.2 To encourage early participation in the process, an early engagement event was held in February 2014, prior to any detail design starting. The purpose of this event was to raise awareness of the A105 Cycle Enfield scheme, but importantly, allow stakeholders the opportunity to influence the look and feel of the scheme, before the detailed design phase started. To enable maximum access, this event was held on a weekday from 3pm – 8pm in The Fox Pub, Palmers Green, in the heart of the scheme area. The event outlined the rationale for the scheme, and illustrated a range of different approaches that the scheme could follow. Designers and Council Officers were present to discuss the scheme, and those attending were encouraged to provide feedback.

1.1.3 Following this early engagement, using the feedback from the early engagement event, design work for the scheme started in readiness for the full public consultation to start in July 2015. From the outset, it was deemed essential that anyone participating in the consultation process was able to access the significant details of the proposals, rather than simply commenting in principle on the idea of investing in cycling within Enfield. This became a key premise that shaped the subsequent consultation methodology.

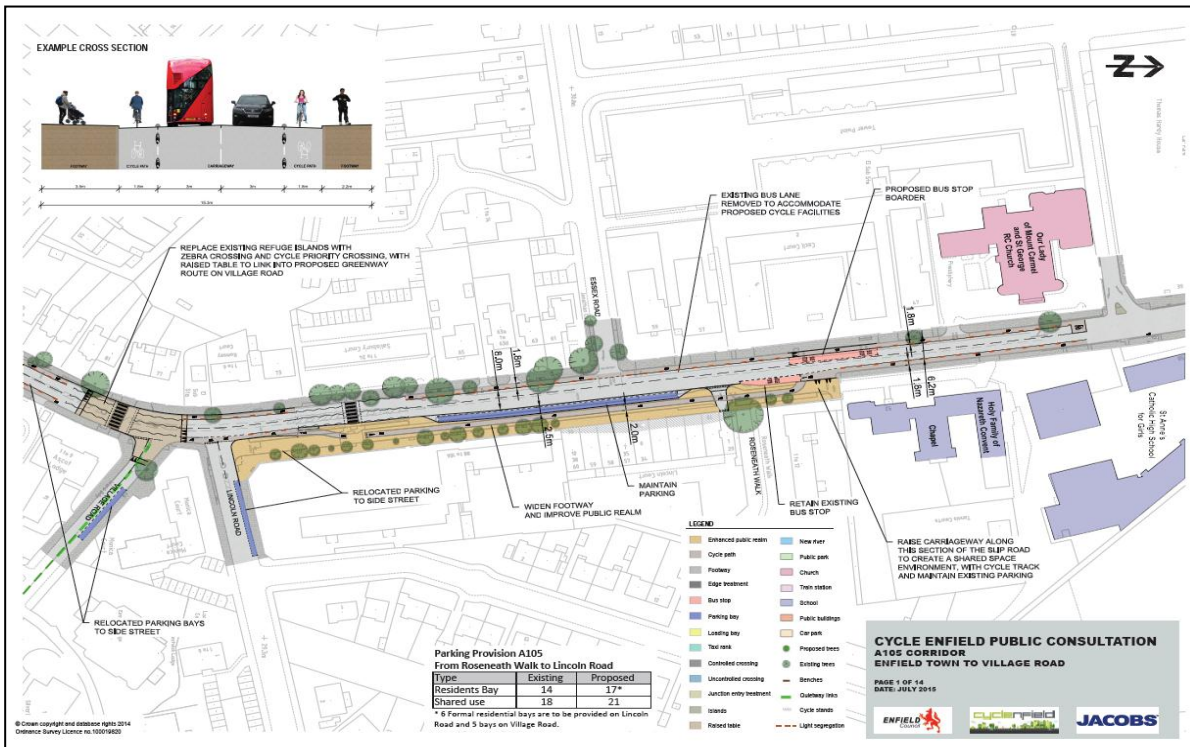
#### **1.2 Capturing the detail**

1.2.1 In order to be able to illustrate the detail of the scheme proposals, the engineering drawings for the scheme were reproduced to create coloured scaled drawings to illustrate the exact proposed layout of the scheme at any point along the route. Providing this level of detail would ensure that anyone who wished, could examine the drawings in any particular location (e.g. outside their residence or business property) and be able to see a scaled drawing layout of the proposal in that area.

1.2.2 Creating this detail for the A105 scheme resulted in a pack of 14 drawings. The best way to view these drawings was online, in PDF form, allowing the user to zoom in and out of the detail as required. In printed form, the minimum size to form a useable document was A3 size and the print needed to be in colour in order to appreciate the coloured key illustrating the different types of intervention along the route.



Example of scheme drawing for consultation



1.3 The Consultation Framework

1.3.1 Distributing the full set of drawings to 1000's of locations was not considered a practical approach. Therefore, to enable as many people as possible to be able to access these detailed drawings, it was decided that the best approach would be to share them online and include a mechanism for people to comment on the proposals.

1.3.2 Specialist consultation software was used which enabled the drawings to be displayed in a structured way and feedback captured. The software used was called Citizens Space, developed by a UK company who focus on the non-commercial sector. The software has been used extensively by local authorities and it is the consultation software used by Transport for London. More detail on the company and software can be found via their website: <http://www.citizenspace.com/info>

1.3.3 The online consultation was structured in such way that respondents were required to complete some demographic detail and were then asked a compulsory question which asked the respondent whether they supported the overall proposals or otherwise, along with the opportunity to provide reasons to support their answer. The reasons were deemed to be the essential element in order to be able to respond to any concerns raised. Following the overall question, the consultation then illustrated each of the detailed drawings in a separate section of the consultation. These additional sections were voluntary, and a respondent could complete as many or as few as they wished. This allowed respondents to provide detailed comments on individual sections of the route where they had particular knowledge / interest.

## Overall level of support question

Citizen Space - Print Survey 15/09/2015 07:59

### Scheme overall

This section is about the planned route of the A105 scheme.

Enfield Council believes this scheme will generate the following benefits:

- Improved and safer roads for everyone, however they choose to travel
- Improved facilities will encourage more people to walk and cycle
- Improved public realm will encourage people to spend more time and money in town centres along the route and new public spaces will create more opportunities for local businesses and community events
- Creation of a calmer traffic corridor through this part of the community will enhance the area as a place to live

This street design provides people of all ages with a range of safe options for how they wish to travel, be that walking, cycling, using a bus or driving a car.

We understand that different types of journeys will lead to different decisions on how to travel. There is no suggestion that we should choose one permanent way of getting around.

**1 Do you support the overall proposals for the A105 scheme?**  
(Required)  
Please select only one item

Yes  Partially  No  Not sure  No opinion

Please tell us more about why you have selected the above response

1.3.4 Whilst the supportive documentation (drawings) relevant to the consultation meant that it was not practical to provide paper copies for every resident / stakeholder, it was recognised that these would be required by some people. Consequently, printed copies of the questionnaire (x A4 pages) and a pack of scheme drawings (x A3 pages) were printed and posted (with a pre-paid self-addressed envelope) to those who requested it. Returned copies of the questionnaire were then manually inputted into the consultation software to ensure that these responses were incorporated into the overall results.

1.3.5 The consultation questionnaires were also available in alternative formats including audio, large print and braille.

## 1.4 Consultation Period

1.4.1 In order to allow as much opportunity as possible for engagement in the consultation process it was decided to run the consultation over an extensive twelve week period. The consultation period for the A105 scheme was held from Friday 17<sup>th</sup> July to Friday 9<sup>th</sup> October 2015.

## 1.5 The consultation launch exhibition

1.5.1 To launch the start of the consultation period, a three day exhibition was held. This exhibition was held in The Fox Pub, Palmers Green, in the heart of the community where the scheme was proposed. The first day (Thursday, 3pm – 8pm) was for local business owners and the second and third day (Friday, 3pm – 8pm and Saturday, 10am – 4pm) for the general public. The exhibition displayed large copies of the entire route of the scheme, and designers and Council Officers were present to discuss the proposals with those attending.

1.5.2 Over 16,000 letters of invitation were sent to residents and local business owners encouraging them to attend the exhibition and make them aware that a consultation of the A105 scheme was going to be taking place. Business owners were also offered the opportunity to book a one-to-one appointment with scheme designers, providing an opportunity to discuss any individual concerns that they may have had.

Map of distribution area



1.5.3 Over the 3 days, the exhibition was attended by over 400 people. On the Friday, the online consultation was opened and visitors to the exhibition were encouraged to go online to be able to view the drawings further and

provide their feedback. It was also made clear that paper copies were available and Council Officers collected the names and addresses of visitors to the exhibition who requested these and consultation packs were subsequently posted.

## **1.6 Ongoing promotion**

1.6.1 In addition to the launch exhibition, the council promoted the consultation extensively:

- b. Displaying posters in the high street, on buses and in public buildings.
- c. Secured 64 notices to lampposts along the route.
- d. Advertised in local newspapers and community magazines.
- e. At ward forums, community events and visits to local venues such as the Ruth Winston Centre.
- f. E-mails to stakeholders.
- g. Engagement with the respective Cycle Enfield Partnership Board; part of the remit of members was to assist in disseminating information to those who they represented.

1.6.2 In addition to the launch exhibition, two significant community festivals were held within the consultation period; Palmers Green Festival and Enfield Town Show. At both these events, Cycle Enfield presented a stall, which included copies of the plans and designers and Council Officers were available to discuss the proposals. For the full twelve weeks, there was also a permanent display of the proposals in the Civic Centre, which was accessible to the public without appointment during normal Civic Centre opening hours.

1.6.3 Towards the end of the consultation period to ensure that residents and businesses were aware of the consultation, a booklet providing further explanation of the scheme, and an explanation of how people could have their say (including the opportunity to request printed copies), was issued to over 60,000 businesses and residents homes in the wider area surrounding the scheme.



## Copy of back page of consultation booklet

**How can I find out more?**  
 More information about the whole project is available on our website.

**Where can I view the proposals for the main road schemes?**  
 Detailed proposals of the main road schemes will be available to view at:

- Our public exhibitions
- Civic Centre, Enfield Town
- Local libraries along the route
- Community festivals
- Online – during each consultation period

Please visit our website to find out the dates and locations of our public exhibitions.

**When is the next public exhibition?**  
 Enfield Town & Southbury Road Public Exhibition at the Dugdale Centre, 39 London Road, Enfield EN2 6DS on Friday 25th (3pm-8pm) and Saturday 26th September (10am-4pm).

**How can I have my say?**  
 Each segment of the scheme will have a 12-week consultation period. The one for Green Lanes (A105) is currently in progress and closes on the 9th October. The consultation document for all segments can be completed online. Documents are also available in accessible formats e.g. large print, Braille and audio. Alternatively, paper versions can be requested by e-mail to [cycle@enfield.gov.uk](mailto:cycle@enfield.gov.uk) or by writing to:

**Cycle Enfield Consultation  
 Enfield Council  
 Civic Centre  
 Enfield  
 EN1 3XA**

Please state which Cycle Enfield consultation you would like paper copies of. Please also say if you would like a short or long version of the questionnaire and whether you would like a copy of the drawings for that particular scheme. Please provide your contact details so that if required we can confirm exactly what you need.

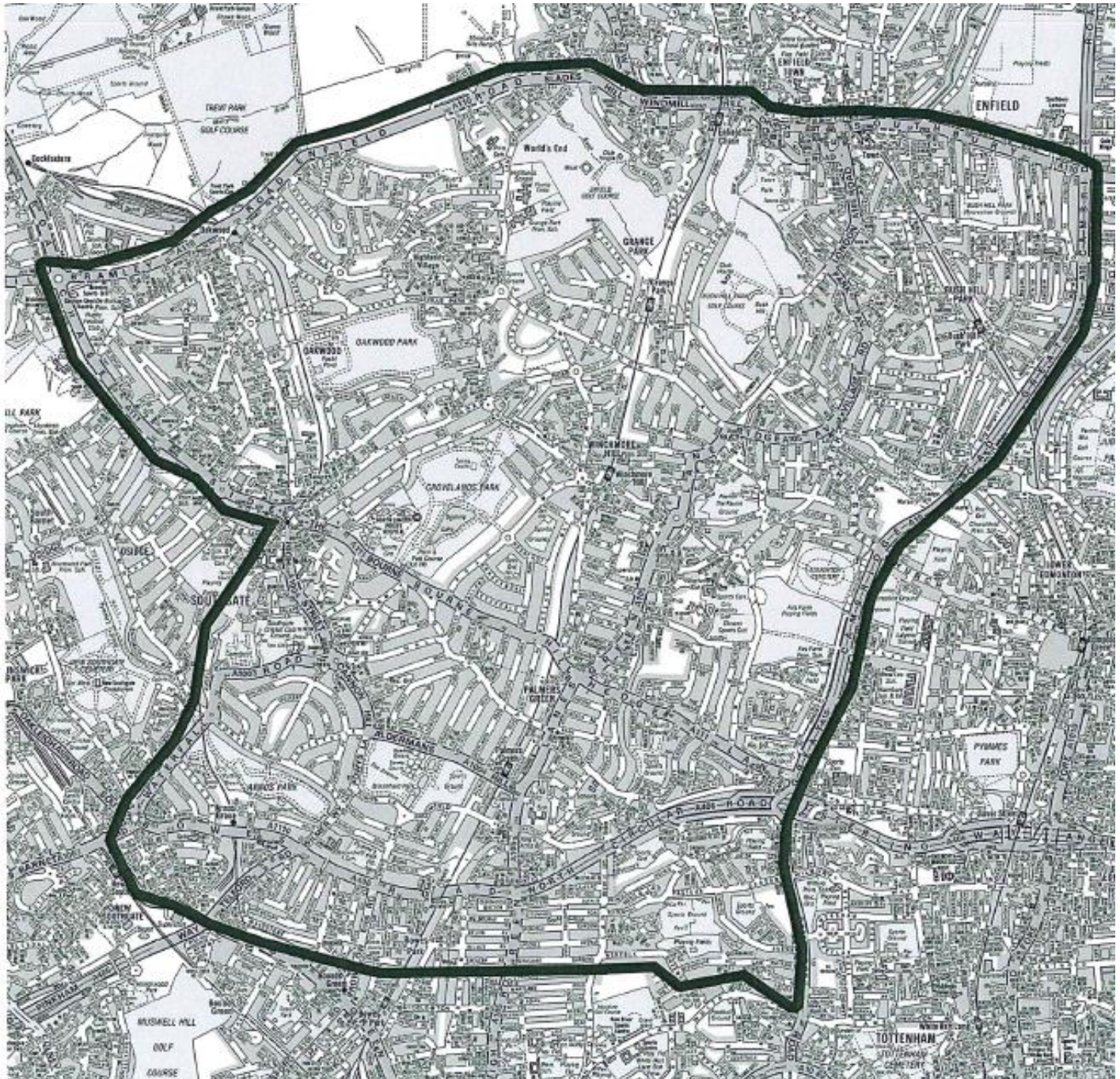
**Connect with us**  
 More information is available on our website under 'Have your say'.  
 Sign up to our e-newsletter to receive updates direct to your inbox.

 CycleEnfield
  @cycleenfield

[www.cycleenfield.co.uk](http://www.cycleenfield.co.uk)

 Transport for London
 

## Map of distribution area



### 1.7 Additional responses to the consultation

1.7.1 Although the methodology for the consultation is based around the online (or printed) structure of Citizen Space, inevitably, additional responses were received outside of this framework. Predominately these responses were in the form of letters or e-mails. All of these responses were reviewed and the key issues raised were found to align with the key themes raised by the online consultation process.

### 1.8 Validity of the Consultation

1.8.1 The core purpose of the consultation was to gain insights into how the designs could be improved, enabling the community to provide feedback on the proposals. Therefore, it is important that anyone commenting on the proposals had the opportunity to review the detail of the proposals. This is the reason for adopting the



comprehensive approach above, and not, for example, sending a simple form to residents asking whether they support the scheme or not.

1.8.2 In any consultation, there is the potential for people to be unscrupulous and attempt to subvert the process. They could try to achieve this by attempting to submit multiple responses, either online, by letters / e-mail, or submitting multiple forms should these be made freely available. By adopting a predominantly online approach to consultation, these issues were mitigated in the following ways:

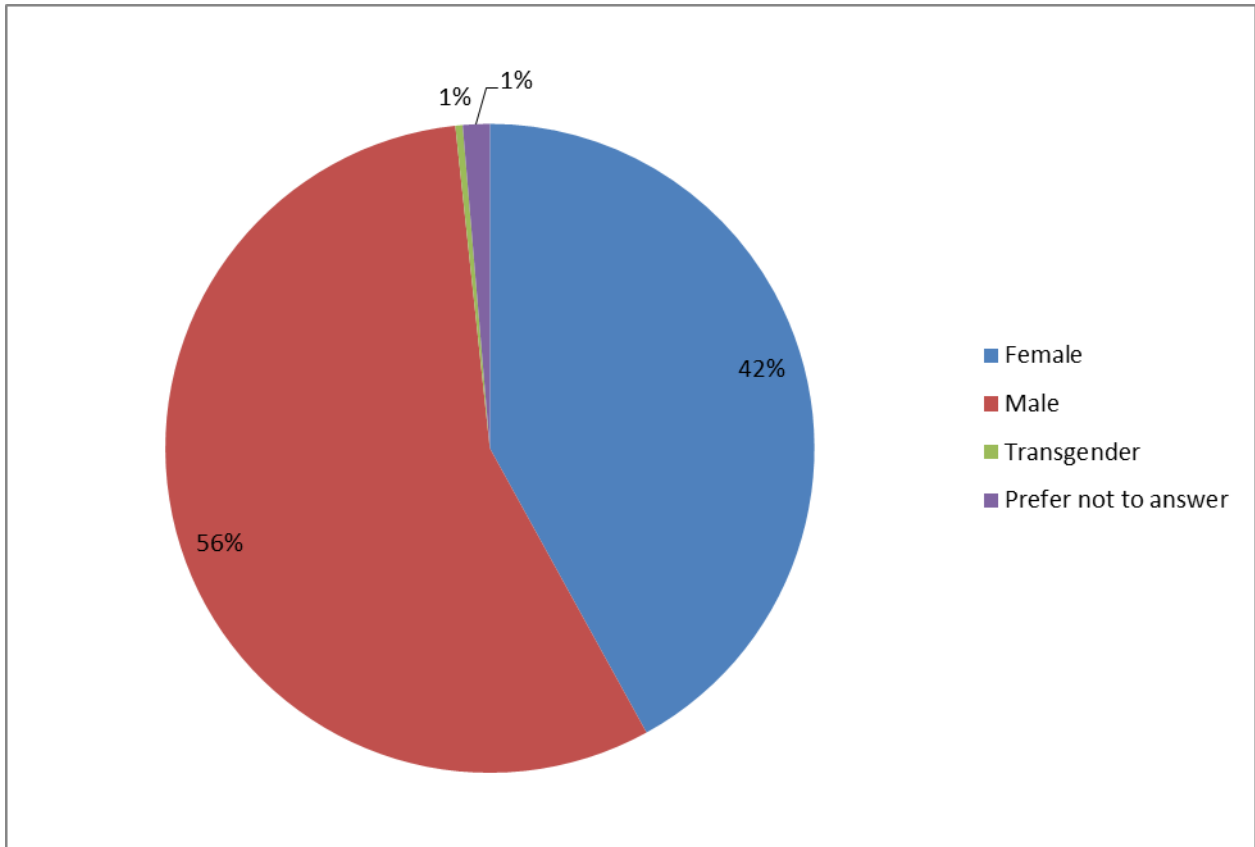
- a. The consultation software we have used collects additional information from respondents, such as IP address and very specific operating system, which to a certain extent can be used to identify multiple responses. However, it should be noted that whilst technically feasible, it would not be appropriate to restrict responses to just one per IP address. This would have the potential to restrict the number of people who could complete the consultation, for example, members of a family sharing an IP address, or different individuals sharing an IP address at work.
- b. We set a range of demographic questions that were required to be completed before a response could be submitted. This provides an additional barrier to multiple responses when compared to other approaches, such as widely available pre-printed forms.
- c. The collection of the data into the structured software format (including those paper based versions that are entered into the software) allows data to be filtered to help identify duplicate responses in a way that is much harder to achieve with a series of letters / e-mail.
- d. When online responses are submitted the date and time the submission was started, along with the date and time it was submitted, is also captured – further information that can be considered if any duplicate responses are suspected.

1.8.3 The key issue when considering the methodology for this consultation is that the purpose was to obtain feedback on the proposals in order to help design the best scheme possible that considers the needs of everyone in the community. Therefore it is the analysis of the qualitative reasoning that people provided that is essential, rather than simply viewing the quantitative data set. At any point where the Council asked people to provide their views, it was ensured that the full details of the proposals were present, enabling the opportunity for informed comment to be provided on the detail of the proposals.

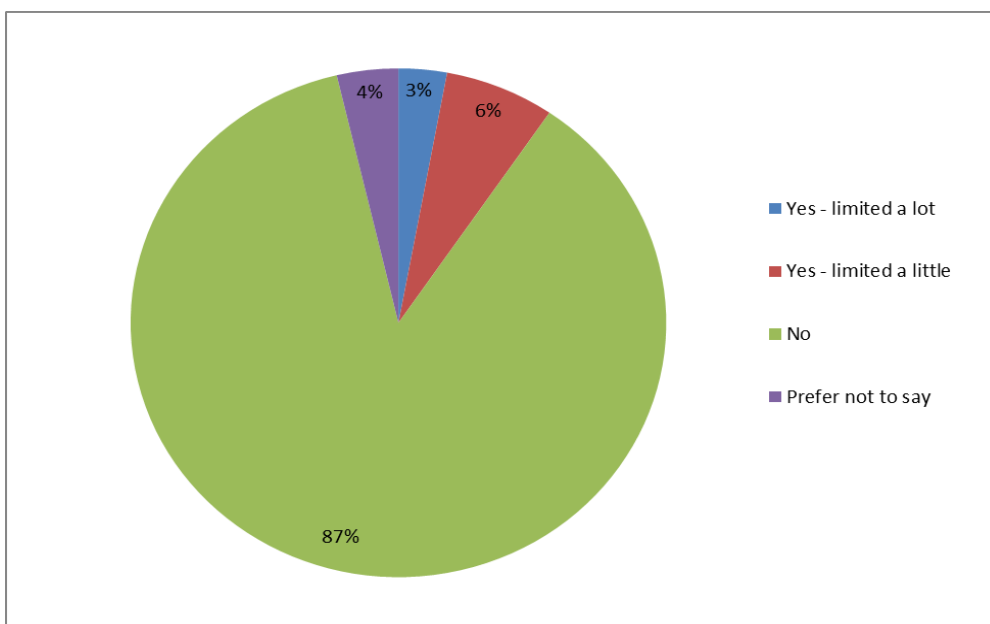
**Annex C – Additional Demographic Data**

In order to provide a little more insight into who responded below are a range of graphs which illustrate some of the demographic data collected as part of the consultation.

**Gender of Respondents**

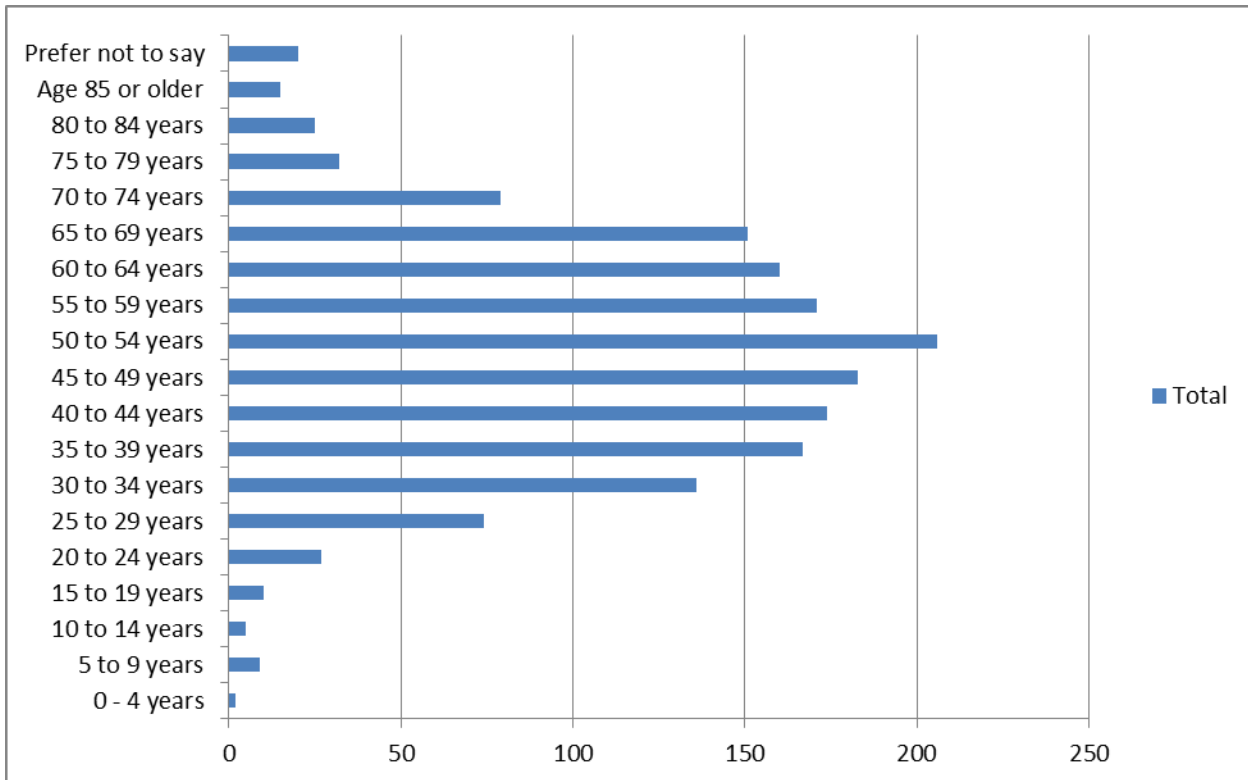


**Did respondents have a disability?**





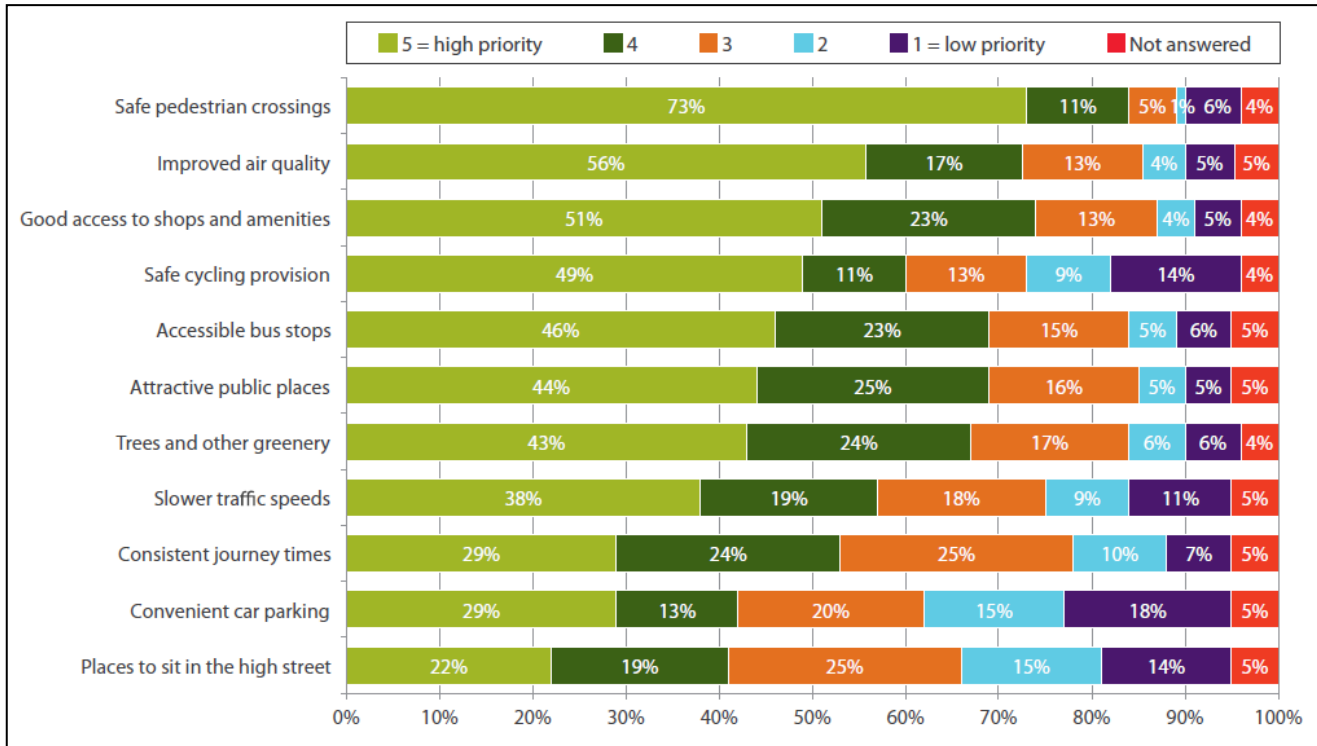
What age were respondents?



**Annex D - Respondents Priorities for the Scheme**

Respondents were provided with a list of factors that the scheme could consider, and were offered the opportunity to rate how important they thought each of these factors should be when considering the scheme.

**Priorities for the scheme**



### Annex E - Quantitative Results for Individual Route Sections

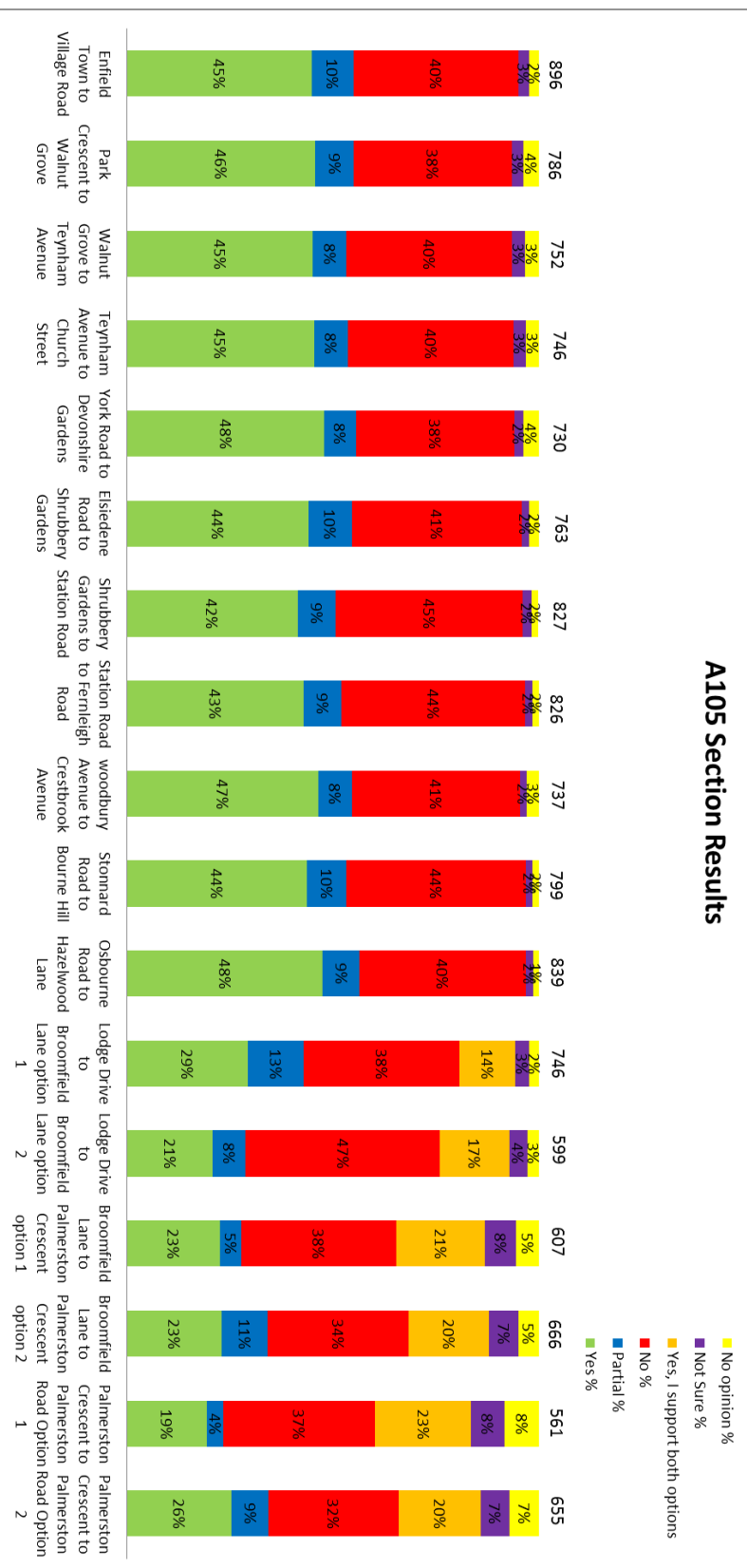
In addition to the overall levels of support that are illustrated in the Executive Summary, respondents were also provided with the option of indicating their support for individual sections of the route.

The chart below shows the quantitative results by section.

The options illustrated towards the end of the chart are explained below:

- Lodge Drive to Broomfield Lane Option 1: this option proposed the retention of the triangle feature – it is **this option that will be taken forward in the proposals.**
- Lodge Drive to Broomfield Lane Option 2: this option proposed a Dutch style roundabout – this option will not be taken forward.
- Broomfield Lane to Palmerston Crescent Option 1: this option proposed that the cycle lane would connect with Harringay via Palmerston Crescent – it is **this option that will be taken forward in the proposals.** Following consideration, it was deemed appropriate to maintain the entire route as part of the existing road network, rather than using the New River route for this final element.
- Broomfield Lane to Palmerston Crescent Option 2: this option proposed that the cycle lane would connect with Harringay via a New River Route - this option will not be taken forward.
- Palmerston Crescent to Palmerston Road Option 1: a continuation of the route to connect the cycle lane with Harringay via Palmerston Crescent – it is **this option that will be taken forward in the proposals.**
- Palmerston Crescent to Palmerston Road Option 2: a continuation of the route to connect the cycle lane with Harringay via a New River Route - this option will not be taken forward.

A105 Section Results



**Annex F – Full Qualitative Analysis of Overall Support Results**

Tables 3 – 5 of the Executive summary illustrates the most common responses that were provided when respondents answered the overall support question. The table below illustrates the full list of themed responses that have been considered by designers.

**Comments for those respondents who indicated yes for their overall support of the scheme**

<b>Reason/explanation</b>	<b>Number of respondents</b>
To make cycling safer	201
More attractive, better public spaces, more liveable, improved town centres etc.	99
Improvements to public health/fitness/wellbeing tackling obesity etc.	96
More people will cycle/will give more people the confidence to cycle etc.	93
Better air quality/environmentally-friendly, less pollution etc.	88
Will have a positive impact on passing trade, local shops, businesses etc. (including a few saying that it will be neutral or it will change but not for the worse)	71
Reduce congestion, improve traffic flow, a more efficient use of road space etc.	58
Better/safer for pedestrians, more crossings, encourage more walking	51
A happier Enfield, good for the community, civic pride, better quality of life etc.	47
Better conditions, more attractive, more appealing etc. for cycling	39
Would cycle more with children, as a family etc.	37
Less car dependence/use/domination	20
Keen on the proposed segregation	17
Reduced speeds, the traffic calming impact of the proposals	16
Will encourage a mode switch to the bike (mainly from car, some bus, one walk)	15
Great idea, great opportunity, looks great	10
Light segregation is not enough – better options needed	9
Good for children – children would cycle more	9
More equitable use of road space/better mix of traffic/better use of space	9
More cycling to school	8
There is sufficient road width/capacity on the A105	7
Greener	7
Would shop by bike locally	7
Cleaner	6
It's a good concept/a good thing	6
Less noise pollution	6
General improvements to safety (not cycling specific)	6
Better for all road users/better for transport	6
Save money/reduced transport costs	5
More transport choice	5
Reduce anti-social cycling	4
Encourage commuter cycling	4
More traffic calming needed	3
Will encourage shopping by bike	3
Better for buses	3
Worried about more rat running	3
Consider New River or other alignment	3
Will be quieter	2
Will make cycling a mode of transport rather than leisure	2

Will encourage leisure cycling	2
Will improve driver attitude to/awareness of cyclists	2
More sustainable transport	2
Need more cycle routes	2
A more people-friendly layout	2
A good, direct route chosen	2
More space for people	2
Selected route has appropriate speed limit (30mph)	2

**Comments for those respondents who indicated no to overall support for the scheme**

<b>Reason/explanation</b>	<b>Number of respondents</b>
Impact on shops and businesses	238
Impact on congestion (including mentions of the changes to bus stops requiring buses to wait in the main carriageway)	228
Concerns about the arrangement at bus stops (boarders and bypasses) with potential for conflict between bus passengers and passing cyclists	122
There are not enough cyclists currently (or the new scheme will not attract enough new cyclists) to make it worthwhile	115
Impact on air quality/air pollution etc.	105
It's a waste of money/resources, money should be spent on something else etc.	96
The route should follow a different alignment (with most respondents suggesting the New River or residential streets)	80
Unjustifiable resource for a small minority group	80
Will cause an increase in traffic and rat-running on residential streets and side roads	68
Impact on elderly people, people with a mobility impairment, and those with young children	65
Will cause an increase in parking pressures on residential streets	56
Impact on deliveries e.g. Royal Mail, home visits, refuse, taxi drop-offs etc.	46
Concerns about anti-social cycling	43
Impact on bus services and journey times	41
Concerns about the loss of pedestrian crossings/refuges	36
Delays to emergency vehicles	36
Loss of car parking generally (including the likelihood of more charged parking)	34
Impact on pedestrians and pedestrian safety	31
Bus stop removal and/or relocation	27
Concerns about road safety, increases in danger, accidents etc.	23
General impact on residents and the wider community	22
The proposals are too dangerous for cycling (or not safe enough, not enough segregation etc.)	19
The road is too narrow or not safe enough	16
Cyclists won't use the proposed facilities/cycle lanes don't work/committed cyclists don't need segregation	15
Lack of demand for cycling in poor weather/winter, and pollution episodes	10
Disruption caused during construction	10
Building driveways on gardens (replacing on-street parking), bad for environment	10
Local area has the wrong demographic (e.g. older) for cycling unlike central London	8
Reduction in Blue Badge/disabled parking places	8
Should spend the money promoting/improving public transport	6

Cycle lane inside parking – risk of ‘dooring’	6
Keep cycling on road – existing conditions are good enough	6
Cyclists don’t pay ‘road tax’	6
Can’t carry shopping (and heavy things generally) on a bike	5
Who will fund maintenance or remedial measures if it goes wrong?	4
No economic impact, equality assessment or air quality information reports, absence of formal consultation plans etc.	4
Impact on house prices	4
Impact on the visually impaired	4
Impact on motorists (or scheme is anti-motorist)	4
There has been insufficient consultation	3
Will cause a mode switch from bus to car	3
Negative impact on children (including child cyclists)	3
It’s not flat enough for mass cycling	3
Wouldn’t cycle to shops due to concerns about bike theft	3
Need more of a focus on cycle parking e.g. at railway stations	3
Should make walking safer as priority	3
Can’t carry things/people on a bike	3
Concerns about motorcycles using the cycling facilities	2
Will cause road rage	2
Removal of church car parking	2
There should be more greenery/trees	2
Too much clutter	2
Will result in longer journeys	2
Focus more on calming traffic and public realm measures (new flush central reservations, informal roundabouts etc.)	2
Keep the cycling facility on one side	2
Scheme focuses on commuter cyclists	2
Manoeuvring problems for large vehicles at junctions	2
Impact of physical segregation (including armadillos) on motorcycles	2
Concerned about personal safety of having to walk a longer way to parked car	2
Worried about the impact on motorcycles (e.g. of light segregation)	2
The scheme isn’t practical or needed	2
We need fewer signals, not more	2
Should do 20mph zones instead	2
Would disrupt the village atmosphere	2
No (or shortage of) residential cycle parking	2

#### Comments for those respondents who indicated partial overall support for the scheme

Reason/explanation	Number of respondents
Concerns about bus lane arrangements at bus stops (bypasses and bus boarders)	18
Impact on shops/businesses due to lack of parking	12
Rat running or impact on congestion on residential streets	10
The route chosen for the scheme – it should avoid the main road and follow quieter streets (or the riverside path)	10
The demand for cycling doesn’t justify the scheme	10
The proposed provision is not good or safe enough – should be more segregation	10
Concerns about the impact on congestion on the main road/shopping streets	10

Concerns about the impact on parking on local/residential streets	7
The lack of proposed cycle parking (or information on it in consultation materials)	6
Impact of scheme on older people or those with mobility impairments	6
Risk of 'dooring' from having cycle lane outside parking bays	6
Impact on bus service and journey times due to removal of bus lanes	6
General concerns about safety of scheme, increased risk of collisions etc.	5
Worried about (or object to) proposal to replace Triangle with roundabout	4
Impact of scheme (e.g. congestion/banned turns) on air pollution	4
Loss of Blue Badge parking places	3
General concerns about impact on pedestrians	3
Should have continuous footways (or pedestrian priority) over side roads	2
Concerned about bus stop relocation or removal	2
Not worth the £30m price tag	2
Would prefer more of a shared space scheme	2
Risk of parking on an Armadillo	2
Need more controlled pedestrian crossings	2
Loss of loading bay (e.g. impact on minibuses for the elderly)	2
Need more bus stop bypasses	2
Concerns about more cyclists breaking the law	2



**Annex G – Full Qualitative Analysis of Section Specific Responses**

Many respondents took the opportunity to provide detailed comment on individual sections of the route. This qualitative data has been analysed and considered by the designers of the scheme.

<b>Page 1 drawing – Enfield Town to Village Road</b>	
For those who do <b>not</b> support the proposal	
Reference	Comment
1.01	Buses will be less effective and attractive as a mode choice due to loss of bus lane
1.02	Concerned about relocation of parking (e.g. on Lincoln Road)
1.03	Concerns regarding the High Street's commercial viability, due to perceived lack/relocation of parking, increased congestion and pollution
1.04	Landscaping or shared use space issues: lack of trees, worries about people with impaired vision or mobility having to have to share space with cyclists and other traffic.
1.05	The two Zebra crossings are too close to each other (north of Lincoln Road and south of the Village Road).
1.06	No crossing provided at the proposed bus stop boarder outside Cecil House.
For those who <b>do</b> support the proposal	
1.07	Cycle parking has been omitted from the proposals
<b>Suggestions</b>	
1.08	Consider signalling junctions in this section and/or provide cycle traffic lights, especially at the junction with Essex Road.
1.09	A pedestrian crossing is required to the north of Essex Road. The current desire line is for people wanting to cross London Road in order to get to the shopping parade but there is no safe crossing provided.
1.10	Bike lanes should continue across Zebra crossings
1.11	All side roads that cross the cycle lane should have a 'Copenhagen Crossing' or similar treatments, especially where cars are clearly signalled to give way to pedestrians and people on bikes.
1.12	Provide seamless cycle lanes, continuing also across Zebra crossings
<b>Page 2 drawing – Park Crescent to Walnut Grove</b>	
For those who do <b>not</b> support the proposal	
2.01	Concerns over insufficient road width for the proposed scheme (Uvedale Road, Walnut Grove)
2.02	Reduction in the number of pedestrian's crossings
2.03	Concerns over lack of space for proposed parking spaces (Walnut Grove, Park Crescent)
2.04	Pedestrian's safety concerns (long suggested crossing - no central refuge islands at A105/Regency Court and A105/Park Avenue) (proposed Zebra crossing close to a junction at A105/Bush Hill/Uvedale Road junction)
2.05	Concerns over the location of proposed pedestrian crossing (unsuitable for resident's needs) Bush Hill/Uvedale Road junction
2.06	Concerns over the conflict between pedestrians and cyclists in shared spaces (A105 and Bush Hill Junction)
2.07	Concerns about increased congestion and journey delays (Walsingham Road, Uvedale Road and Bush Hill junctions with A105) (Bus stops at Park Crescent)
2.08	Concerns over the conflict between suggested parking spaces and Thames Water Lorries access to New River Gate (Walnut Grove)
2.09	Concerns over Sainsbury's lorries losing parking space (Walsingham Road/A105)
2.10	Concerns over vision impaired people crossing the street (no tactile paving to guide)
2.11	Noise concerns caused by the proposed raised table at some crossing (especially at night) (A105/Bush Hill/Uvedale Road junction)

2.12	Concerns over changes in bus stops locations (A105/Regency Road)	
For those who <b>partially</b> support the proposal		
2.14	Concerns over the location of proposed pedestrian's crossing (unsuitable for resident's needs - unsafe) (Bush Hill/Uvedale Road junction)	
2.15	Concerns over the raised junction table (A105/Bush Hill/Uvedale Road junction)	
2.16	Concerns over the discontinuity of light segregation over junctions	
2.17	Concerns over changes in bus stops locations (A105/Regency Road)	
2.18	Concerns over increased congestion caused by the parking bays (Park Crescent)	
2.19	Concerns over the conflict between pedestrians and cyclists in shared spaces (A105 and Bush Hill Junction)	
2.20	Concerns over car and bus passengers comfort over the proposed raised junction table (Bush Hill Road junction)	
2.21	Concerns over priority conflicts between cyclist and motorists at raised junction table (A105/Bush Hill/Uvedale Road junction)	
<b>Suggestions</b>		
2.23	Raise cycle track at Zebra crossings	
2.24	Cyclists' segregation (Armadillo) to continue over junctions	
2.25	Roads to be marked to give way to cycle track	
2.26	Include a raised junction table at Walsingham Road	
2.27	Allow mobility scooters to use the cycle track	
<b>Page 3 drawing – Walnut Grove to Teynham Avenue</b>		
For those who do <b>not</b> support the proposal		
3.01	Criticism of need for drivers to cross the cycle lane to access footway parking south of Faversham Avenue	
3.02	Village Road and Park Avenue already have a lot of parked vehicles	
3.03	Mortimer Drive is not suitable for additional parking because it is too narrow and has a sharp bend	
3.04	Access problems for Mortimer Drive and Hayden Close due to sharp bend	
3.05	Concern that a residents parking zone will mean that there will not be anywhere for St Stephens church users to park	
3.06	Concern that lack of parking for St Stephens church users will impact on disabled people	
3.07	Concern that additional parking provision on Village Road near St Stephens church will make junction visibility worse	
3.08	Concern that bus stop boarder opposite St Stephens Church will restrict traffic flow	
3.09	Concern that location of bus stop on north side of A105 will cause congestion	
3.10	Concern at loss of pedestrian crossing refuge at the junction A105/Village Road	
3.11	Concern about access to the Disability Resource Centre	
3.12	Criticism of new location of informal crossing	
3.13	Concern about difficulty turning right from Park Avenue into the A105	
3.14	Concern that traffic turning right into Park Avenue from the A105 will be impeded	
3.15	Concern about queuing vehicles on A105 waiting to turn right into Park Avenue	
3.16	Concern that the junction design Park Avenue – A105 is not safe for pedestrians	
3.17	Concern about how road traffic turning right into Village Road/Park Avenue will give way – could be a potential accident spot	
3.18	Concern that the positioning of the Give Way lines back from the junction will lead to traffic blocking the cycle lane	
3.19	Concern about tree loss during works	
3.20	Concern that the removal of bollards will create a safety hazard	
For those who <b>do</b> support the proposal		

3.21	Parked cars currently impede traffic flow along this section of the A105	
3.22	Lack of parking space near Bush Hill Park station	
3.23	Narrowing of First Avenue junction will increase congestion and could increase the risk of collision if waiting traffic blocks the view of southbound cyclists	
For those who <b>partially</b> support the proposal		
3.26	A Zebra crossing would be better than an informal crossing	
3.27	Concern that it's not clear who has priority at the junction with Village Road towards Winchmore Hill	
3.28	Concern that the Park Avenue – Village Road junction design will result in traffic blocking the cycleway	
3.29	Concern that removal of the informal crossing at Park Avenue/Village Road junction may lead to faster traffic on bend	
3.30	Narrowing of Faversham Avenue junction will increase congestion and could increase the risk of collision if waiting traffic blocks the view of southbound cyclists	
3.31	Concern that removal of the informal crossing at junction with Village Road may lead to faster traffic on bend	
3.32	The junction of Park Avenue and Village Road needs to be made safer for cyclists	
3.33	The change in number of parking spaces is unclear	
<b>Suggestions</b>		
3.34	Move the northbound bus stop closer to the kerb and interrupt the cycle lane so traffic can pass	
3.35	Retain the right-turn turn filter lanes	
3.36	Ensure that side roads must give way to cycle track	
3.37	Junction design - Use segregated left and right turn lanes instead of constricting the junction Park Avenue/ Village Road	
3.38	Change the road centre line to allow traffic to pass the bus stop at the south end of the section	
3.39	Protection should go closer to the junction to prevent drivers cutting the corner	
3.40	Move the bus stop and maintain the crossing	
3.41	Southbound bus stop should be bypass	
3.42	Remove all parking provision from A105	
3.43	Swap the location of the cycle lane and footway parking so that drivers do not cross the cycleway	
<b>Page 4 drawing – Teynham Avenue to Church Street</b>		
For those who do <b>not</b> support the proposal		
4.01	No left turn into Bush Hill Road will divert traffic into Berkley Gardens and Cranwich Avenue, creating a 'rat run', and restricts access for residents to their properties – displacement effect.	
4.02	Concerns over the impact of reduced parking provision on local shops in Avenue Parade, the library, Chase Farm Hospital and accessibility for the disabled and the elderly.	
4.03	Removal of the Northbound interchange bus stop alongside Bush Hill Garden – the first stop for both 329 and W8 buses – may deter visitors shopping in the local area	
4.04	Proposed bus boarders may cause conflict between cyclists and pedestrians, especially the one near Berkeley Gardens	
For those who <b>do</b> support the proposal		
4.05	Concerns over turning right into Church Street from A105 without conflicting with cyclists	
For those who <b>partially</b> support the proposal		
4.06	Staggered traffic light phasing is needed to control cycling and traffic separately at the intersection between Bush Hill Rd, A105 and Church Street	
4.07	Safety concerns over potential conflict of cyclists and traffic when entering/exiting A105 from Church Street, Bush Hill Rd	

4.08	Motorists may shortcut the junction via the slip road northbound towards Bush Hill Road	
4.09	Concerns about the left-hook of traffic turning left from Green Lane(s) into the shopping parade – reduced visibility	
4.10	More clarification of the usage of the shared surface is needed from the A105 onto Bush Hill Road	
4.11	Concerns over the right turns into Bush Hill Road from both directions, raising safety concerns mixing cyclists and motorists together	
4.12	Clarification over how the cycle lanes accommodates left/right turns (Church Street/A105/Bush Hill Gardens)	
<b>Suggestions</b>		
4.13	Staggered traffic lights to control cyclists and motorists separately at the intersection between Bush Hill Rd, A105 and Church Street	
4.14	Raised pavement for cyclists and pedestrians towards Church Street to give them priority ahead of motorists	
4.15	Traffic island between the cycle lanes and the road to accommodate a bus stop bypass if space available permits (A105/near Borden Avenue)	
4.16	Move the stop lines further towards the junction, thus allowing more freedom of movement for left-turning traffic (Northbound Church Street approach to the junction)	
4.17	Pedestrian/cycle Zebra crossing needed to connect the North/South and East/West cycle tracks on the east side of the junction	
<b>Page 5 drawing – York Road to Devonshire Gardens</b>		
For those who do <b>not</b> support the proposal		
5.01	Concerns over removal of parking/ insufficient parking/ parking being displaced to side roads.	
5.02	Concerns over safety for cyclists due to potential conflict with vehicles trying to park.	
5.03	Controlled crossing required on Ridge Avenue east of Solna Road.	
For those who <b>do</b> support the proposal		
5.04	More parking required on this stretch especially on wider sections of road.	
5.05	Want cycle lane between pavement and parking on the section on the section east of Devonshire Gardens and south of Oxford Gardens.	
For those who <b>partially</b> support the proposal		
5.06	Do not want cycle lane outside parking. Want cycle lane between pavement and parking on the section on the section east of Devonshire Gardens and south of Oxford Gardens.	
5.07	Concerns over safety for cyclists due to potential conflict with vehicles opening car doors into the path of cyclists.	
<b>Suggestions</b>		
5.08	Controlled crossing across A105 east of Solna Road	
5.09	Uncontrolled crossing east of Percy Road is dangerous and should be fixed.	
5.10	Kerb or wand segregation is needed as Armadillos don't prevent vehicles using the cycle lanes.	
5.11	Build a car park down beside Green Fox cars or open up some of the new river area for parking.	
<b>Page 6 drawing – Elsie Road to Shrubbery Gardens</b>		
For those who do <b>not</b> support the proposal		
6.01	Concerns over increased air and noise pollution to residential areas as a result of banning left turns from the A105.	
6.02	Concern that the scheme will force more traffic through the 20 mph zone around St. Paul's School, and reduce road safety for children coming to and from the school.	
6.03	Concern about weight limits on the railway bridges up the hill as HGV's would be using this route more frequently.	

6.04	Concern that no traffic calming scheme has been proposed	
6.05	Concern over business deliveries due to inability to park.	
6.06	Concerns over increased congestion on this stretch of road that will result in the displacement of vehicles to Ringwood Way and more traffic outside St. Paul's CE Primary School.	
6.07	Concerns the scheme will push parking onto Sherbrook gardens and Vicars Moor Lane.	
6.08	Concern over loss of access to Winchmore Hill Green.	
6.09	Concerns that the banned turn at Station Road will increase traffic on many side roads that are unsuitable for these volumes of traffic.	
6.10	Concerns that the car parking space, which is used by a mini-cab office (just west of Bridge Gate) is boxed in and is impractical for cars to use easily.	
6.11	Concerns the scheme will cause parking congestion on Bush Hill & Grange Park Avenue, blocking streets and roads that are already very busy.	
6.12	Concern that making Vicars Moor Lane into an exit only will add to congestion in adjacent roads, in particularly increasing the amount of traffic using Shrubbery Gardens.	
6.13	Concerns that the closure of Vicars Moor Lane will increase the distance that residents will have to travel to and from their homes, and increase vehicle emissions as a consequence, contrary to the claims made for the scheme	
6.14	Concerns that speeds are always higher on one-way roads and near-one way roads (Vicars Moor Lane).	
6.15	Concerns over the relocation of the Green Dragons Lane Zebra crossing - existing crossing is located where people need to cross to access bus stop and local shops.	
6.16	Concern over the safety of pedestrians who will need to cross from the area south of Green Dragon Lane as it is a busy road.	
6.17	Concern over clarity of what happens to the cycle lanes at the junction with Green Dragon Lane	
6.18	Concern over the removal of the existing Zebra crossing as it allows for the occasional break in flow of traffic allowing cars to turn in and out of Green Dragon Lane more easily.	
6.19	Concern over safety at existing junction at Green Dragon Lane - suggestion that a full roundabout be built.	
6.20	Concern that the positioning of the new Zebra crossing shall cause tailbacks at the junction.	
6.21	Concern that the narrowing of the entrance at Green Dragon Lane will make it difficult for large vehicles turning left, and threaten the safety of pedestrians as well as cyclists trying to exit.	
6.22	Concern that the spare parking capacity on Firs Lane and Green Dragons Lane is unrealistic.	
6.23	Concern that the removal of right turn refuge in the centre of the road for Green Dragon Lane will delay traffic and increase the probability of accidents.	
6.24	Concern that there is a blocked entrance to the Garage workshop.	
6.25	Concern that moving the bus stop near the end of Shrubbery Gardens will make a very difficult left turn into Green Lanes, especially if lorries are parked in the loading bay.	
6.26	Concern that moving the pedestrian crossing near the junction of Green Lanes and Green Dragon Lane could lead to accidents as vehicles often come round that corner at faster speeds as the road is wider here.	
6.27	Concern that removing the parking areas near this proposed crossing will be very detrimental to the businesses at Mason's Corner on this junction.	
For those who <b>do</b> support the proposal		
6.28	Concern over shared space at the Bush Hill/ Green Dragon Lane junction/ quiet way connection, facilitating movements from Green Lanes onto/ from Bush Hill.	
6.29	Concern over safety of cyclists, suggestion - set cycle paths at Green Dragon Lane, Firs Lane and Vicars Moor Lane at least 1 car's length from the mouth of the road.	
6.30	Concerns over lack of traffic control measures at Green Dragon Lane junction to slow down traffic.	
6.31	Concerns over safety for cyclists, traffic and pedestrians when turning out of Green Dragon Lane.	
6.32	Concern over lack of space used at Bush Hill, which could be utilised to improve the scheme.	

For those who <b>partially</b> support the proposal	
6.33	Concern that the refuge islands create a pinch point and will only serve to frustrate drivers who can't overtake cyclists in the small space – leading to dangerous overtaking on the bend.
6.34	Suggestion – raise table at Le Peloton bike shop at Mason's Corner to the same level as the pavement so that cyclists can easily dismount and go to the shops at this point.
6.35	Concern over location of new crossing being too far away from shops.
6.36	Suggestion - Remove parking provision opposite the two northbound bus boarders to provide space to widen the road and allow free 2-way traffic.
6.37	Concern that Sherbrook Gardens will be left with no parking on-street places for residents, bringing forward the need for resident's permits, or alternatively make Fords Grove car park a pay facility to decant commuter vehicles on to surrounding streets
6.38	Concern that traffic signals on Firs Lane do not have arrow(s) signals for traffic turning into Firs Lane, necessary if walking & cycling is to be encouraged.
6.39	Concern over Firs Lane junction being too dangerous as it can be used as a through route and the angle between the cycle track and road is quite acute so drivers will not have good visibility to give way. Angle should be made larger by retracting the island and moving the pavement outward, as well as positioning the cycle track in the middle to provide a waiting area. This will allow continuity between the bus stop and the other side of Firs lane – improving safety.
6.40	Concern over Firs Lane Junction being an unsuitable place for pedestrians to cross.
6.41	Run a filter cycle path from the A105 path to Bush Hill across where the pavement and 3 trees are at the moment - just a couple of metres after Green Dragon Lane.
6.42	There is currently a couple of metres of path from the bottom of Bush Hill to the start of Green Dragon Lane - but this needs to be repositioned so that it leads on to the cycle path instead.
6.43	Concern that moving the crossing north of Green Dragon Lane will leave many vulnerable residents to negotiate what is already a very busy and difficult junction.
6.44	Concern that there isn't a physical separation for southbound cycles to cross directly into Green Dragon Lane.
6.45	Concern over cyclist safety at junction - Green Dragon Lane and the A105. Needs to be maybe some way of alerting drivers (giving visual priority of the cycle route) to the needs of cyclists - even a convex mirror or a sign with a picture of a cyclist travelling at speed would put drivers and cyclists minds at ease.
6.46	Concern that it will become difficult to turn right into Green Dragon lane from Green Lanes due to new crossing.
6.47	Concern that cars turning onto and from Green Dragon Lanes will not give right of way to cyclists.
6.48	Unclear how cyclists travelling north on Green Lanes can continue onto the 'Quietway' on Bush Hill. At the moment to make this manoeuvre cyclists are required to turn left into Green Dragon Lane then immediately turn right, crossing two lanes of traffic at a busy junction and dodging around a traffic island. Could the short cycle lane linking Bush Hill and Green Dragon Lane be moved slightly to the north and connect directly to Green Lanes so that cyclists only need to make a simple left turn instead of the manoeuvre described above.
6.49	Concern over cyclists turning from southbound side to Green Dragon Lane leading to accidents due to short distance to switch into the traffic stream to be able to then turn right at the junction before what appears to be full segregation.
6.50	Concern that the A105 / Vicars Moor Lane junction exit only will force a large increase in traffic on surrounding residential roads given Enfield Council have just given permission for the Green Dragon PH to become a branch of a national supermarket chain and the car park and no doubt delivery bays will be in Vicars Moor Lane.
6.51	Concern that more parking is needed around Vicars Moor Lane.
6.52	Closing the slip road at Vicars Moor Lane would be good for everyone - closing the road and making it greener, with places to sit that include some form of shelter or planters with herbs and flowers would please everyone - it also would encourage pedestrians around there to walk.



6.53	Concern that it is not possible to turn into Winchmore Hill 'village' due to Vicars Moor Lane becoming exit only.	
6.54	Concern that it is difficult for pedestrians to cross to the bus stop next to Shrubbery Gardens.	
<b>Suggestions</b>		
6.55	Can the cycle track not be set back at the first southbound bus stop (starting from the left)? I assume that the land is not all publicly owned due to the difference in pavement. Perhaps a land purchase? Inexplicable movement of the cycle track at Shrubbery Gardens. This needs to be straight (plus priority must be made clear).	
6.56	The cycle track should move further into Green Dragon Lane to add a waiting area.	
6.57	Parking could be increased at the Vicars Moor Lane junction in order to reduce the impact of the loss	
6.58	Suggestion to close Vicars Moor Lane to allow space for an urban pedestrianised square.	
<b>Page 7 drawing – Shrubbery Gardens to Station Road</b>		
For those who do <b>not</b> support the proposal		
7.01	Proposal of making Ford Grove's car park as 'pay and display' will displace those that park there (commuters and shoppers) to park on residential streets such as Radcliffe Rd and Shrubbery Gardens.	
7.02	The removal of the roundabout will only increase congestion, potential accidents and collisions (Station Road/Green Lanes) – backlog of traffic	
7.03	Cycle lanes reduces safety for pedestrians, given the area includes St Paul's Primary School, GP surgery and Winchmore Hill station.	
7.04	Existing issue of a 'rat run' with vehicles along the single carriageway bridges (Fords Grove and Farm Rd) will be exacerbated as a result of introducing signalised traffic lights and cross roads	
7.05	The removal of both slip roads (Green Lanes/Station Road) creates difficulties for motorists to turn onto Station Rd/Ford's Grove from Green Lanes, forcing them to make unfeasible, acute turns, especially for HGVs, Lorries etc.	
7.06	Removal of slip road (left turn) from A105 onto Station Road will create a 'rat run' on Compton Road, which is already narrow, increasing congestion and reduces safety.	
7.07	Removal of slip road from Green Lane onto Fords Grove southbound may encourage motorists to take alternative routes to access Station Rd/Ford Grove, creating a 'rat run' on quieter roads such as Radcliffe Rd and Shrubbery Gardens.	
7.08	Increased traffic on Radcliffe Rd raises safety concerns due to a blind spot at the bottom of Radcliffe Rd (intersects with Station Rd)	
7.09	Cycling lanes and removal of slip roads restricts accessibility to local businesses, in particular access to Capitol House and deliveries to Tesco.	
7.10	Removal of bus terminus 125 at the slip road (Green Lane onto Fords Grove) – more clarification needed of re-route and where the terminus will be relocated.	
7.11	No access to Vicars More Lane diverts traffic onto Shrubbery Gardens	
7.12	Concerns over increased noise and air pollution around the whole area, in particular noise pollution around residential streets (Radcliffe Rd, Compton Rd)	
For those who <b>do</b> support the proposal		
7.13	Clarification needed over signalling near the junction of Station Rd/Green Lanes/ Fords Grove	
For those who <b>partially</b> support the proposal		
7.14	Concerns over the existing crossings near the roundabout (Green Lanes/Station Road/Fords Grove), Station Rd, Shrubbery Gardens and Green Lanes – either staggered or non-existent.	
7.15	Removal of roundabout may create backlog of traffic, conflicting with uncontrolled crossings near junction of A105 and Radcliffe Rd.	
7.16	Parking on the south side of Station Rd will restrict the view of oncoming traffic for cyclists exiting the cycle lanes.	

<b>Suggestions</b>	
7.17	More cycle parking provision is needed to attract more cyclists
7.18	Cycle lane to be situated next to the pavement and moved outside of the cycle lane near Radcliffe Rd and Berry Cl
7.19	Signalised controlled pedestrian crossings on all arms of Station Rd/Ford Groves junction
7.20	Replace the current roundabout within the intersection of A105/Station Rd/Fords Grove with a Dutch-style roundabout
7.21	Separate signalised traffic light phasing for cyclists and motorists at the intersection of Station Rd/A105/Fords Grove, reducing the likelihood of collision
7.22	A scheme needs to be implemented to meet the growing demand of car parking around the area, perhaps create a drop-off bay near key businesses (e.g. GP surgery) on Broadway.
<b>Page 8 drawing – Station Road to Fernleigh Road</b>	
For those who do <b>not</b> support the proposal	
8.01	Concern that moving the Southbound bus stop further from Sainsbury's will adversely impact shoppers
8.02	Southbound bus stop was previously relocated from proposed position due to pedestrian congestion
8.03	Northbound bus stop less convenient for Sainsbury's shoppers
8.04	Relocation of bus stop south of Queens Ave will particularly impact on library users with mobility problems
8.05	Concern that bus stop closer to Fernleigh Road will impact on visibility for cars turning right
8.06	Bus stop at Compton Road will result in insufficient parking space for 2 vehicles
8.07	Consultation documents do not mention loss of parking on west side of Broadway
8.08	Concern that charging at Ford's Grove car park will push commuter parking on to side streets
8.09	Introduction of Pay & Display at Fords Grove will be of little use to shoppers with mobility problems
8.10	Reduced parking on Green Lanes will result in more parking on Woodberry Avenue/ Fernleigh Road
8.11	Concern about reduced parking for elderly or disabled customers and church visitors
8.12	Retail parking on Compton Road restricts access to the Baptist Church
8.13	Too many retail parking spaces are provided adjacent to Holy Trinity Church
8.14	Query whether entrance to fuel station opposite Sainsbury's will be subject to traffic light control
8.15	Concern that closure of left turn from Green Lanes into Station Road will result in rat running in residential streets, and will increase vehicles on Compton Road
8.16	Concern that restricting access to Compton Road or Station Road will make Fernleigh Road and Hoppers Road busier
8.17	Additional parking on Compton Road will make it difficult for vehicles to turn around and create traffic conflict
8.18	Concern that the entrance to Compton Road from Green Lanes is too narrow/ unsuitable for larger vehicles
8.19	Raised table at junction A105/ Fernleigh Rd will be a hazard to emergency vehicles
8.20	Too many Zebra crossings between Library and Compton Road
8.21	Query about absence of Broadway from consultation documents
8.22	Question purpose of cycle gate
8.23	Disapprove of narrow footway on Broadway
8.24	Junction changes will divert traffic on to Radcliffe Road
8.25	Congestion will displace vehicles to Ringwood Way, The Green and Hoppers Road
8.26	Seating on the Broadway could attract anti-social loitering and affect nearby residents
For those who <b>do</b> support the proposal	



8.27	Concern there could have been more effort to create better bus stop bypass (at least outside Sainsbury)	
For those who <b>partially</b> support the proposal		
8.28	"No Right Turn" into Station Road will impact badly on Fernleigh Road and Woodberry Ave	
8.29	Concern that moving the Southbound bus stop further from Sainsbury's will adversely impact shoppers	
8.30	Fernleigh Road bus stop is too close to Sainsbury's bus stop	
8.31	Anti-social behaviour at 24h bus stop near Fernleigh Road impacts on residents of adjacent building	
8.32	Concern about current bus passengers crossing the A105 near the Fernleigh Road bus stop	
8.33	Relocation of parking space at Fernleigh Road will restrict access to garage of 1 Fernleigh Road	
8.34	The Zebra crossings are pinch points	
8.35	Concern about lack of cyclist protection on A105 before signalised junction	
8.36	Concern that Compton Rd junction will not allow safe right turn entry and exit	
8.37	Concern about impact of reduction of parking spaces on vulnerable church visitors	
8.38	Query priority at Compton Road junction for cyclists/ cars turning left into Compton Road	
<b>Suggestions</b>		
8.39	Sainsbury's junction should be a roundabout or mini roundabout	
8.40	Formal signalised pedestrian crossing at Sainsbury's junction	
8.41	Sainsbury's junction - synchronise signals at ped crossing to the south	
8.42	Right turn into Sainsbury's should include protected space for cyclists	
8.43	Alternative design for Sainsbury's junction provided at [link provided and considered]	
8.44	Allow cyclists to enter Sainsbury's via main entrance instead of the car entrance	
8.45	Segregate the length of the southbound lane at Sainsbury's to prevent drivers going round a right-turning vehicle	
8.46	Reposition one of the proposed Zebra crossings directly in front of Sainsbury's and offset the north and southbound bus stops by a few yards each	
8.47	Paint a prominent STOP sign on the cycle lane ahead of the bus stop by the Sainsbury's pedestrian entrance	
8.48	Yellow boxes at junctions to enable right turns from these roads through traffic stopped behind buses or Sainsbury's traffic lights	
8.49	Raised table at Sainsbury's junction	
8.50	Raised sections at other side roads as well as Fernleigh Rd	
8.51	Zebra crossing should be raised to pavement level for wheelchairs/ buggies	
8.52	20mph speed limit in shopping area between Compton Road and Station Road	
8.53	Replace some of the on-road retail car parking space with cycle parking	
8.54	Add bike parking in front of shops/ outside library/ around Compton Road	
8.55	Continue the armadillos on the approach to the pedestrian crossings	
8.56	Cycle provision for crossing Highfield Road	
8.57	Cycle track at Compton Rd/ Queens Ave junction should have a smooth turn	
8.58	Increase width of cycle lane adjacent to shops	
8.59	Indicate parking spaces using road markings instead of paving to make parking easier and safer	
8.60	Move the Fernleigh Road bus stop further South along A105 to improve visibility for right turns out of Fernleigh Rd	
8.61	Retain southbound bus stop near Sainsbury's by relocating northbound bus stop and Zebra crossing, or put pedestrian crossing near Fernleigh Road junction	
8.62	Relocate existing Fernleigh Road bus stop to the proposed parking area in front of Winchmore Hill Methodist Church and use the space at Fernleigh Road for parking	
8.63	Pedestrian refuge island at Compton Road junction	
8.64	Protect Fords Grove car park from being sold off for housing in the future	
8.65	Revisit CPZ option on Compton Road so that bays earmarked for retail parking can be reserved	

	for residential use	
8.66	Set back cycle lane from entrance of Compton Road to allow better visibility of turning cars	
<b>Page 9 drawing – Woodberry Avenue to Crestbrook Avenue</b>		
For those who do <b>not</b> support the proposal		
9.01	Concerns over reducing available on-street parking along Green Lanes, especially those in close proximity to the Doctor's Surgery and the Methodist church	
9.02	Restricting access into Barrowell Green will force residents to take alternative routes to go to the only recycling & waste centre in the Borough and create congestion	
9.03	Removing the uncontrolled crossing near Eaton Park Road reduces safety for pedestrians	
For those who <b>partially</b> support the proposal		
9.04	Calls to move the bus stop near Fernleigh Rd southbound closer to Woodberry Avenue, providing a more convenient trip for bus alighters to reach the Doctor's surgery or the church	
<b>Suggestions</b>		
9.05	Move the Zebra crossing near Barrowell Green further away from the intersection of A105/Barrowell Green to increase the safety of pedestrians	
9.06	More parking provision near the Doctor's surgery and the Methodist Church (Woodberry Avenue)	
9.07	Provide additional pedestrian crossings (A105), in particular near River Avenue/Meadowcroft Rd	
<b>Page 10 drawing – Stonard Road to Bourne Hill</b>		
For those who do <b>not</b> support the proposal		
10.01	Relocated southbound bus stop may increase traffic build up	
10.01	New southbound bus stop location is too close to the next stop	
10.02	New southbound bus stop location has less space for waiting passengers	
10.03	New bus stop locations mean more passengers have to cross at the busy junction	
10.04	Demand for functioning bus stop is greater than demand for parking	
10.05	New bus stop location would mean elderly residents from Caversham, Burford, Cranley having to cross the busy junction	
10.06	Southbound bus stop will make it more hazardous for pedestrians crossing road in front of the church	
10.07	New southbound bus stop location is further from the shops	
10.08	New northbound bus stop/ removal of existing bus stop is inconvenient for church/ theatre visitors	
10.09	Loss of interchange bus stop serving the W6 route and 329 together	
10.10	Loss of parking for church/ theatre visitors will impact on residents	
10.11	The proposal will cause access problems for church congregations, including elderly, disabled, children	
10.12	The catholic church has a wider catchment and larger congregation than a C of E church would because there are fewer Catholic churches	
10.13	The Anglican church community is mainly elderly	
10.14	No provision to improve uncontrolled pedestrian crossings at Hedge Lane junction	
10.15	Need more info on segregated cycle stage timings at junction	
10.16	Concern about integrating cyclist and ped crossing times when cyclists are turning	
10.17	Removal of slip road from Green Lanes will increase traffic build-up	
10.18	Removal of slip road will make it difficult for lorries/ buses to turn the corner	
10.19	Removal of slip road in Hedge Lane will increase traffic on River Ave and Firs Lane	
10.20	Removal of slip road is dangerous for pedestrians (removal of refuge island)	
10.21	Cyclists will cut across the footway to turn left at Hedge Lane	

10.22	The current proposal does not provide enough protection for cyclists from turning motorists	
10.23	Stonard St/ Oaktree Ave will become rat runs	
10.24	Volume of traffic at the junction makes segregated cycle lane unviable	
10.25	Removal of pedestrian crossing refuge in front of St Monica church was not noted on drawings	
10.26	The traffic island near Stonard Road is necessary for pedestrians crossing fast moving traffic	
For those who <b>do</b> support the proposal		
10.27	Conflict between turning motorists and cycle lane users at Hedge Lane junction	
10.28	Right turns will be no easier for cars or cycles at Hedge Lane junction	
10.29	St Monica's Church car park is a key source of traffic congestion due to cars entering and exiting	
For those who <b>partially</b> support the proposals		
10.30	Large gap for W6 route passengers	
10.31	New bus stop locations are dangerous for passengers who have to cross the junction to get to bus stop	
10.32	No provision for loading/ unloading between Bourne Hill and Osborne Road	
10.33	Left turn slip road is needed for large lorries to reach A406	
10.34	Removal of left turn lane into Hedge Lane will increase the number of cars turning left across cyclists paths	
10.35	Cycle lane ends at the stop line for other traffic, making it difficult for cyclists to get into middle or right lane	
10.36	Need more info on traffic light phases - Scheme drawings are unclear on segregated stages of cycle lanes at the junction	
10.37	Proposed cycling provision is dangerous to those turning right	
10.38	Informal crossing outside St Monicas church is used by many children and older people	
10.39	Concerned about displaced traffic and rat running north of Green Lanes	
10.40	Cycle lane across Osbourne Road might be dangerous in terms of right of way	
10.41	Query whether there will be provision of cycle paths going up Bourne Hill	
<b>Suggestions</b>		
10.42	Install signalised pedestrian crossings at the Hedge Lane junction	
10.43	Zebra crossings at the Hedge Lane junction, Install additional Zebra crossings close to junction if crossings are not improved at the junction itself	
10.44	Replace informal crossings at Hedge Lane with a roundabout, Zebra crossings and central refuges	
10.44	Roundabout with segregation for cyclists and pedestrians	
10.45	Staggered early release for cyclists at the traffic lights	
10.46	Advanced Stop Line for cyclists northbound and southbound at Hedge Lane junction	
10.47	Provide cycle segregation for East-West movements across Hedge Lane junction	
10.48	Hedge Lane junction needs filter lights and yellow box to stop people jumping the lights when turning right	
10.49	Speed bumps at ends of Stonard St to prevent rat running	
10.50	"free" left turn for cycles at Bourne Hill junction with cycle track behind ped crossing	
10.51	Don't pave in the ends of parking bays along the A106	
10.52	Convert the pedestrian refuge outside St Monica's church to a full signalised ped crossing	
10.53	Provide a loading bay outside 460 Green Lanes	
10.54	Consider solutions to congestion caused by Yasir Halim supermarket car park	
10.55	Bus stop opposite St Monica's hall could have a bypass via a traffic island	
10.56	Cycle parking at the shops	
10.57	Utilise the fact that cyclists can reach Bourne Hill without going through the junction if they go via Stonard Road and Hoppers Road	
10.58	Extend cycle provision along Hedge Lane because it is a major connector to A10/ A406	
10.59	Designate St Monica's Church car park for disabled badge holders only, to reduce on-street parking required nearby	

10.60	Council funded minibus for St Monica's church to reduce traffic from elderly visitors	
10.61	Northbound cycleway should be raised and fully segregated	
10.62	Southbound cycleway should pass behind the parked cars	
<b>Page 11 drawing – Osborne Road to Hazelwood Lane</b>		
For those who do <b>not</b> support the proposal		
11.01	Concerns over replacing the roundabout by Fox Lane/Green Lanes with signalised traffic lights – increase of congestion and backlog of traffic along Green Lane and surrounding side streets (e.g. Fox Lane, Park Avenue, Hazelwood Lane, Devonshire Rd)	
11.02	Proposed 'entry only' at Hazelwood Lane, Osborne Road and Windsor Road from Green Lanes will only encourage those wishing to exit onto Green Lane to find an alternative route, creating more traffic on Park Avenue and Lodge Drive, i.e. a rat run – displacement effect	
11.03	Two-way traffic on Hazelwood Lane should be retained as parents will need to enter/exit the Lane to drop off/pick up children from Hazelwood Infant and Junior School.	
11.04	Safety concerns due to: Fear of increase rat-runs on Park Avenue, Fox Lane, Devonshire Rd, Windsor Rd; Cycle lanes will create difficulty for vehicles pulling out of Park Avenue as their visibility of Green Lane will be obscured if vehicles cannot edge out	
11.05	Concerns over the merging of the bus stop near Fox Lane with the Southern bus stop near Devonshire Road. Bus stop next to Fox Lane should be retained as it is widely used by residents from Fox Lane, residents of Lake Estates, predominantly elderly and disabled residents. The gap between the proposed bus stop and the next stop northbound will be longer, causing inconvenience for those that regularly use the existing bus stop by Fox Lane	
11.06	Increased parking at Lodge Drive car park will not be beneficial enough to those visiting Green Lanes due to lack of proximity.	
11.07	Potential increase of traffic on residential streets such as Park Avenue, Fox Lane and Windsor Road will not synchronise with the "Quieter Neighbourhood" initiative that is being campaigned for currently.	
11.08	Zebra crossing outside Osborne Road is hazardous as it is located near a busy junction	
For those who <b>do</b> support the proposal		
11.09	Improved accessibility for pedestrians and cyclists at Fox Lane bridge	
<b>Suggestions</b>		
11.10	Consider a pay & display parking on Devonshire Rd and Green Lanes to accommodate visitors to local businesses	
11.11	Introduce 20mph speed limit on Green Lane	
11.12	Additional pedestrian crossing needed along Green Lane, in particular between Windsor Road and Park Avenue	
11.13	Segregation northbound (Green Lanes) needs to continue beyond the proposed Zebra crossing	
11.14	Create a Zebra crossing from south of Park Avenue to north of Fox Lane due to high volume of pedestrians crossing at this point, in particular pupils coming from Hazelwood Lane.	
11.15	Propose a raised table at the entry of Devonshire Road from A105 to slow traffic and prevent 'rat runs'	
<b>Page 12 Lodge Drive to Broomfield Lane (N.B. two proposals consulted on)</b>		
For those who do <b>not</b> support <b>either</b> proposal		
12.01	Want to keep the Triangle as a public/ historic space etc.	
12.02	Dutch style roundabout will increase congestion	
12.03	New crossing arrangements at Aldermans Hill Junction not safe for pedestrians	
12.04	Removal of railings is dangerous for pedestrians	
12.05	Single lane left turn to Aldermans hill may be blocked by vehicles parking on double yellow	

12.06	Creation of two lanes outside WHSmith will result in accidents between buses and drivers turning into Devonshire Road	
12.07	Aldermans Hill north of Triangle would be too narrow for security vehicles to stop outside the bank	
12.08	New location of southbound bus stop is too far from the station	
12.09	Merging of bus stops will inconvenience elderly post office customers	
12.10	Option 2 bus stops opposite each other south of Aldermans Hill will create a pinch point	
12.11	Traffic turning out of Lodge Drive will increase	
12.12	Cycle lane in middle of raised area will make it difficult for pedestrians to cross Lodge Drive	
12.13	No provision for business deliveries	
12.14	Concern about lack of drop-off space in front of Winston's Centre for disabled people	
12.15	Lodge Drive car park feels unsafe	
12.16	Lodge Drive car park is too far away for quick trips to the high street	
12.17	Concern that parking pressure will increase on Devonshire Road	
12.18	Lack of information on section between Lodge Drive and Hazelwood Lane	
12.19	Closure of Hazelwood Lane turning will increase rat running	
12.20	Planned planting of trees at Triangle won't be possible due to underground utilities etc.	
12.21	The most dangerous part of Green Lanes for cyclists is the roundabout by the Fox pub	
For those who <b>partially</b> support <b>Option 1</b>		
12.22	Traffic turning right into Broomfield lane will block traffic going straight or left	
12.23	Disapprove of changes to pedestrian crossing on Green Lanes at junction with Aldermans Hill- existing direct crossing is heavily used	
12.24	Traffic waiting to turn right into Aldermans Hill likely to back up over crossing	
12.25	Removal of railings at the Triangle is dangerous for pedestrians	
12.26	Unclear how cyclists will turn left into Aldermans Hill	
12.27	Concern that option 1 will encourage traffic travelling along Green Lanes to divert on to Aldermans Hill	
12.28	New location of southbound bus stop will make it difficult to interchange to Palmers Green station	
12.29	Current entry/ exit to Lodge Drive Car Park is dangerous	
12.30	Cycle pre-signals at junctions will not be enough to turn right southbound or avoid being left hooked northbound and do nothing for people who arrive after the signal	
For those who <b>partially</b> support <b>Option 2</b>		
12.31	Under current layout cars turning out of Aldermans Hill frequently block the junction	
12.32	Roundabout geometry is wrong – need 90o for best visibility	
12.33	Less safe for pedestrians crossing Aldermans Hill and Green Lanes	
For those who <b>do</b> support <b>Option 1</b>		
12.34	Junction with Aldermans Hill does not have equal demand in all directions – main demand is along A105	
12.35	Existing issue of conflict between cyclists and northbound traffic turning left	
12.36	Concern that Devonshire Road will become a rat run	
<b>Suggestions</b>		
12.37	Link the Triangle to the footway on the north side/ have road on south side of Triangle only	
12.38	Reduce entry to Aldermans Hill to one lane to increase size of Triangle	
12.39	Close gaps in fencing at Triangle to prevent pedestrians making unsafe crossings	
12.40	Add central refuge to A105 crossing at Triangle	
12.41	More greenery on Triangle	
12.42	Make the bus stop boarders near the Triangle large enough to accommodate large volumes of students from St Anne's school	
12.43	Remove fencing at the Triangle to improve visibility for vehicles and crossing pedestrians	
12.44	At Aldermans Hill junction remove the traffic island and make a simple T junction	

12.45	Pre-signal for cycles turning into Aldermans hill needs to be of substantial length or a separate phase for cyclists	
12.46	Cycle Lane through Aldermans Hill junction should proceed southbound without signal control	
12.47	Remove retail parking on one side of A105 north of Aldermans Hill to reduce accidents	
12.48	20mph limit north of Triangle	
12.49	Aldermans Hill ped crossing should be directly in front of Morrisons	
12.50	Central refuges on all arms of Broomfield Lane junction	
12.51	Extend cycle lane on Oakthorpe Road, Aldermans Hill and Broomfield Lane	
12.52	Better controls to improve pedestrian safety across entrance to Lodge Drive car park	
12.53	Widen the taxi rank on Lodge Drive to create a wider pavement	
12.54	Provide drop-off facility at Ruth Winston Centre for elderly/ disabled	
12.55	More trees between Lodge Drive and Broomfield Lane	
12.56	Signs to direct shoppers to Lodge Drive like in Enfield Town	
12.57	Combine northbound bus stops on Alderman Hill and Green Lanes to free space on Green Lanes	
12.58	Close the junction between Riverway and Oakthorpe Road to create a cul de sac	
12.59	Make space for W6 to stop opposite Morrisons	
12.60	Allow 1 hour free parking, limit on-street parking to 20 mins and make it free	
12.61	Find a way to have both a shared space and a triangular community space	
12.62	Prevent parking creep from retail parking south of Aldermans Hill by keeping the nosing as small as possible	
12.63	Retain 10kph limit for cyclists along both lanes till after Oakthorpe Road	
<b>Page 13 Broomfield Lane to Palmerston Crescent (N.B. two proposals consulted on)</b>		
For those who said <b>yes</b> to <b>Option 1</b>		
13.01	Extend the cycle lane on the A105 southbound	
13.02	A form of turning-pocket needs to be in place to allow southbound cyclists to make a right turn into Palmerston Crescent from the A105	
For those who <b>partially support Option 1</b>		
13.03	Removal of the bus stop (stop K) by the river will add considerable journey time for those travelling southbound – it was well positioned near housing, new development and St. Ann's school	
For those who said <b>yes</b> to <b>Option 2</b>		
13.04	Opposed to moving southbound bus stop from the current position and removal of bus lane, which will increase journey time and is widely used by residents and commuters travelling to Wood Green tube station.	
For those who <b>partially support Option 2</b>		
13.05	Adequate lighting needs to be provided along the New River cycle route	
For those who said <b>yes</b> to both options		
13.06	Cyclists heading northbound appear forced to turn into Palmerston Crescent	
<b>Suggestions</b>		
13.07	Extend route on A105 southbound direct towards Haringey and along the A406. Extend cycle route along the whole of New River as well.	
13.08	Cycle path along New River should be extended further west	
13.09	Extend the cycle lane along Palmerston Crescent and fully signalise the junction for all traffic	
13.10	The cycle crossing facilities should be north of Palmerston Crescent to ease accessibility into that road for cyclists travelling southbound	
13.11	Introduce a lower speed limit along the A105, making it safer for cyclists to use this route, particularly when cyclists want to turn into Palmerston Crescent	
<b>Page 14 Palmerston Crescent to Palmerston Road (N.B. two proposals consulted on)</b>		



For those who said <b>yes</b> to <b>Option 1</b>	
14.01	Personal safety concerns with regards to lighting and secluded nature of canal path (potential for crime or anti-social behaviour)
14.02	Concerns about moving cyclists off the main road for a relatively short stretch of road - it slows journey times and reinforces the view in motorists' mind that the roads are prioritised for car/bus traffic.
14.03	Maintenance concerns (e.g. keeping surface clear of debris, etc.) with regards to the isolated location of the canal route.
14.04	Safety concerns for cyclists due to the rat running along Palmerston Road.
14.05	Concerns over the cost of engineering works required (especially since Palmerston Crescent provides an alternative), which would also change the character of the route.
14.07	Concerns regarding the time delay at the two stage crossing at the junction of A406 and Palmerston Crescent; the crossing of the A406 ought to be direct to allow cycles to cross in one movement
14.08	The New River route is not convenient for anyone heading south to access the Hackney cycling network; the Palmerston Crescent route is more convenient.
For those who <b>partially support Option 1</b>	
14.09	Safety concerns with regards to potential crime due to the canal's secluded nature and (current) lack of CCTV cover.
14.10	Lack of (seamless) integration between Palmerston Crescent and Palmerston Road
14.11	Concerns whether 'backstreet' Palmerstone Crescent will be able to cope with larger volume of cyclists and that A105 Green Lanes might be more suitable.
14.12	Concerns regarding type of surface and barrier/handrail chosen for the cycling/walking route along New River.
For those who <b>partially support Option 2</b>	
14.13	A dedicated path along the river would be used infrequently for pleasure cycles, therefore a well-lit, on-street cycle path would be preferable.
14.14	Safety concerns for cyclists due to the rat running along Palmerston Road.
For those who said <b>no</b> to both options	
14.15	Concerns with regards to conflict between pedestrians and cyclists due to the New River canal path width.
14.16	Safety concerns regarding lighting, and cyclists not ringing their bell to warn pedestrians of their approach along New River canal path.
14.17	Concerns that the cycle route through Palmerston Crescent or along New River towpath is not direct or straight, therefore cyclists will still cycle through Green Lanes.
14.18	Palmerston Crescent is unsuitable as a cycling route because of high traffic volumes (rat running), traffic speeds, parking saturation (double parking is common); no traffic calming measures have been proposed to mitigate against these traffic and parking issues.
Suggestions	
14.19	Suggestion to improve general cycling provision along A105 Green Lanes (e.g. introduce segregation)
14.20	Suggestion to improve cycling provision at the junction of A105 Green Lanes and A406.
14.21	Suggestion to convert the Toucan crossing across the A406 to a single stage crossing with reduced waiting times since it currently creates delays for pedestrians and cyclists.
14.22	Suggestion to convert the Toucan crossing across the A406 to a single stage crossing with reduced waiting times since it currently creates delays for pedestrians and cyclists.

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# **APPENDIX C**

## **AIR QUALITY ASSESSMENT**

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**Cambridge  
Environmental  
Research  
Consultants**

**Air quality assessment for  
Cycle Enfield A105 proposals**

**Draft Report**

*Prepared for*  
**Enfield Council**

*13<sup>th</sup> January 2016*

**CERC**

**Report Information**

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CERC Job Number: FM1032

Job Title: Air quality assessment for Cycle Enfield  
A105 proposals

Prepared for: Enfield Council

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1	30/11/15	Draft
2	13/01/16	Revised draft – new baseline contours

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Main File(s): FM1065\_A105R2\_13Jan16.pdf

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# 1 Summary

Cycle Enfield is proposing to introduce segregated cycle lanes along the A1010, A105 and A110, including changes to the road layout in Enfield Town. Currently 0.7% of journeys in Enfield are by bike. As well as the introduction of safe cycle routes, Cycle Enfield is also providing free cycle training for anyone that lives, works or studies in Enfield, installing more cycle parking and introducing a £10 bike loan scheme. These are expected to increase the modal share to 5% by 2020.

The whole of the Borough of Enfield is declared an Air Quality Management Area due to concentrations of nitrogen dioxide (NO<sub>2</sub>) and particulate matter (PM<sub>10</sub>) exceeding the UK air quality objectives.

Air quality modelling was carried out for the area around the A105 using the ADMS-Urban model. Modelling was carried out for a base case, with no changes to the road, and for predicted reductions to the traffic flow of 2.5%, 5% and 10%. The modelling used traffic flow and queuing data for the A105 supplied by the Council, with data for the rest of London taken from the London Atmospheric Emissions Inventory.

Model verification was carried out to check that the model input data and assumptions were suitable for the area. Pollutant concentrations were calculated for the locations of the nearest monitoring sites and compared with measured data. The modelled concentrations showed good agreement with measured data giving confidence to the modelling for the different scenarios.

Without implementation of any of the Cycle Enfield proposals, the air quality objective for annual average NO<sub>2</sub> is predicted to be exceeded along the A105, although exceedences are limited to roadside locations. Concentrations of PM<sub>10</sub> and PM<sub>2.5</sub> are not predicted to exceed the air quality objectives.

With the introduction of the proposals, and assuming a 2.5% reduction in traffic, annual average NO<sub>2</sub> concentrations are predicted to reduce by between 0.25 µg/m<sup>3</sup> and 0.5 µg/m<sup>3</sup> at roadside locations. The scheme will result in some increases in queue length and delay time, leading to increases in concentrations at junctions, however, the area of these increases will be much smaller than the area of air quality improvements resulting from reduced traffic flows. As a result, the majority of residents along this road will experience an improvement in air quality and corresponding health benefits.

With greater reductions in traffic flows, the increases in concentrations at queues generally become smaller and the decreases in concentrations along the rest of road become greater. With a traffic reduction of 10%, roadside annual average NO<sub>2</sub> concentrations are predicted to decrease by up to 1.5 µg/m<sup>3</sup>.

The changes to the traffic flows along the A105 are predicted to bring about only small decreases in PM<sub>10</sub> and PM<sub>2.5</sub> concentrations. The effect of the increased queuing on particulate concentrations is not as noticeable as for NO<sub>2</sub> because queuing emissions were assumed to consist only of exhaust emissions without any contribution from brake wear, tyre wear, road wear or resuspension.

## 2 Introduction

Cycle Enfield is proposing to introduce segregated cycle lanes along the A1010, A105 and A110, including changes to the road layout in Enfield Town. Currently 0.7% of journeys in Enfield are by bike. As well as the introduction of safe cycle routes, Cycle Enfield is also providing free cycle training for anyone that lives, works or studies in Enfield, installing more cycle parking and introducing a £10 bike loan scheme. These are expected to increase the modal share to 5% by 2020.

Changes to the road layout, traffic flows and speeds and levels of congestion could all have an impact on air quality.

Cambridge Environmental Research Consultants Ltd (CERC) was commissioned by Enfield Council to carry out air dispersion modelling to assess the impact of the proposed changes on nitrogen dioxide (NO<sub>2</sub>) and particulate matter (PM<sub>10</sub> and PM<sub>2.5</sub>) concentrations in the area surrounding these roads. Four scenarios were modelled for 2016:

- a baseline scenario without the proposed scheme; and
- three scenarios with the scheme in place representing 2.5%, 5% and 10% reductions in traffic flows with corresponding changes to traffic queues.

This report describes the data and assumptions used in the modelling, and presents the model results. Section 3 sets out the air quality standards, with which the calculated concentrations are compared. The traffic and emissions data and model set-up are summarised in Sections 4 and 5, respectively. Model verification was carried out to check the data and assumptions are valid and this is described in Section 6. The results of the modelling for each of the scenarios are presented in Section 7. A discussion of the results is presented in Section 8.

### 3 Air quality standards

The EU *ambient air quality directive* (2008/50/EC) sets binding limits for concentrations of air pollutants, which take into account the effects of each pollutant on the health of those who are most sensitive to air quality. The directive has been transposed into English legislation as the *Air Quality Standards Regulations 2010*<sup>1</sup>, which also incorporates the provisions of the *4th air quality daughter directive* (2004/107/EC).

The *Air Quality Standards Regulations 2010* include limit values and target values. Local authorities are required to work towards air quality objectives. In doing so, they assist the Government in meeting the limit values. The limit values are presented in Table 3.1.

**Table 3.1: Air quality limit values**

	Value ( $\mu\text{g}/\text{m}^3$ )	Description of standard
NO <sub>2</sub>	200	Hourly mean not to be exceeded more than 18 times a calendar year (modelled as 99.79 <sup>th</sup> percentile)
	40	Annual average
PM <sub>10</sub>	50	24-hour mean not to be exceeded more than 35 times a calendar year (modelled as 90.41 <sup>st</sup> percentile)
	40	Annual average
PM <sub>2.5</sub>	25	Annual average

The regulations also include national exposure reduction targets for PM<sub>2.5</sub>, as set out in Table 3.2. These are based on the average exposure indicator (AEI) which is calculated as the three-year average of all measured PM<sub>2.5</sub> concentrations at urban background locations, e.g. the AEI for 2010 must be based on measurements for the years 2009, 2010 and 2011.

**Table 3.2: Exposure reduction target for PM<sub>2.5</sub> relative to the AEI in 2010**

Initial concentration ( $\mu\text{g}/\text{m}^3$ )	Reduction target (%)	Year by which exposure reduction target should be met
Less than or equal to 8.5	0	2020
More than 8.5 but less than 13	10	
13 to less than 18	15	
18 to less than 22	20	
22 or more	All appropriate measures to reach 18 $\mu\text{g}/\text{m}^3$	

<sup>1</sup> <http://www.legislation.gov.uk/ukxi/2010/1001/contents/made>



The short-term objectives, i.e. those measured hourly or over 24 hours, are specified in terms of the number of times during a year that a concentration measured over a short period of time is permitted to exceed a specified value. For example, the concentration of NO<sub>2</sub> measured as the average value recorded over a one-hour period is permitted to exceed the concentration of 200 µg/m<sup>3</sup> up to 18 times per year. Any more exceedences than this during a one-year period would represent a breach of the objective.

It is convenient to model objectives of this form in terms of the equivalent percentile concentration value. A percentile is the concentration below which lie a specified percentage of concentration measurements. For example, consider the 98<sup>th</sup> percentile of one-hour concentrations over a year. Taking all of the 8760 one-hour concentration values that occur in a year, the 98<sup>th</sup> percentile value is the concentration below which 98% of those concentrations lie. Or, in other words, it is the concentration exceeded by 2% (100 – 98) of those hours, that is, 175 hours per year. Taking the NO<sub>2</sub> objective considered above, allowing 18 exceedences per year is equivalent to not exceeding for 8742 hours or for 99.79% of the year. This is therefore equivalent to the 99.79<sup>th</sup> percentile value. It is important to note that modelling exceedences of short term averages is generally not as accurate as modelling annual averages.

## 4 Emissions data

Modelling was carried out for four scenarios for 2016:

- a baseline scenario without the proposed scheme; and
- three scenarios with the scheme in place representing 2.5%, 5% and 10% reductions in traffic flows with corresponding changes to traffic queues.

### 4.1 Traffic emissions

#### 4.1.1 Traffic flows

Traffic data for the roads affected by the scheme were provided by the Council. Data for all other roads in London were taken from the LAEI (London Atmospheric Emissions Inventory) 2010.

Traffic count data for the A105 were provided for four traffic count sites. The data included hourly traffic counts for sixteen days recorded in July 2014. The data included counts for 10 vehicle categories; these were mapped to the categories required for emissions calculations using the equivalent data for each road in the LAEI. Table 4.1 gives a summary of the baseline traffic data.

*Table 4.1: Baseline A105 traffic data*

Count ID	Speed (mph)	AADT							
		Total	M'cycle	Car	Taxi	LGV	Bus	Rigid HGV	Artic. HGV
5814-004-NB	23	10939	113	8707	134	1212	339	404	31
5814-004-SB	27	9474	137	7516	115	1046	333	306	20
5814-005-EB	23	10412	131	8289	127	1154	298	393	19
5814-005-WB	23	10196	93	8248	127	1148	236	326	19
5814-006-NB	27	9695	179	7628	117	1062	252	421	36
5814-006-SB	26	10360	121	8282	127	1152	297	354	26
5814-007-NB	24	9381	221	7383	182	788	520	246	41
5814-007-SB	23	9884	187	7839	193	837	531	269	28

The assessment considered reductions in traffic flows of 2.5%, 5% and 10%. It was assumed that these reductions would be brought about through reductions in car trips only. Reductions in car flows were therefore applied to reduce the total flow to the required level, while keeping the flows of all other vehicle categories unchanged. Table 4.2 shows the AADTs for the total traffic and cars only used in the assessment.

**Table 4.2: Traffic reductions due to scheme**

Count ID	Baseline		2.5% reduction		5% reduction		10% reduction	
	Total	Car	Total	Car	Total	Car	Total	Car
5814-004-NB	10939	8707	10666	8434	10392	8160	9845	7613
5814-004-SB	9474	7516	9237	7279	9000	7042	8526	6569
5814-005-EB	10412	8289	10152	8029	9891	7769	9371	7248
5814-005-WB	10196	8248	9941	7993	9686	7738	9177	7228
5814-006-NB	9695	7628	9452	7386	9210	7144	8725	6659
5814-006-SB	10360	8282	10101	8023	9842	7764	9324	7246
5814-007-NB	9381	7383	9147	7149	8912	6914	8443	6445
5814-007-SB	9884	7839	9637	7592	9390	7345	8896	6851

#### 4.1.2 Traffic queues

Queuing was modelled at peak hours for a number of junctions along the A105, based on traffic modelling data for the current and future scenarios provided by the Council. Queuing was assumed to take place from 07:00 to 09:00 and from 17:00 to 19:00 on weekdays.

Mean maximum queue lengths, in Passenger Car Units (PCUs), were provided for seven major junctions along the A105 for the base case scenario. An average queue length of 5.75m per PCU was used<sup>2</sup>. The average queue length was assumed to be equal to half the mean maximum queue length for each junction for each modelled scenario, assuming that the queue is fully cleared in each cycle.

The total vehicle idling time per peak hour for each queue was calculated from the average delay time using the traffic flow data described in Sections 4.1.1, using the assumption that all traffic on the link joined a queue (i.e. that no traffic was free-flowing).

In cases for which the vehicle idling seconds calculated in this way represent a surplus of traffic relative to a continuous queue of the observed queue length, the total vehicle idling seconds were scaled to the measured queue length in order to account for free-flowing traffic.

Idling emission factors were derived from emissions for the lowest available speed in the published emission factors described in Section 4.1.5.

Table 4.3 and Table 4.4 present the modelled AM and PM peak queue lengths, traffic flows, and emissions for the modelled queues for each of the scenarios under consideration. NO<sub>x</sub> emissions are also presented for each of the modelled scenarios. At many modelled junctions, the proposed development is expected to significantly increase queue lengths and delay times, an effect which will counteract the expected reduction in traffic around junctions.

<sup>2</sup>Transport for London, *Traffic Directorate, Model Auditing Process: Traffic Schemes in London Urban Networks, Design Engineer Guide Version 3.0*, March 2011

**Table 4.3: Modelled AM peak queue data**

Location	Baseline			2.5% reduction			5% reduction			10% reduction		
	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)
Ridge Avenue Ahead & Left	54.6	60.5	0.025	41.1	50.6	0.021	37.1	46	0.019	31.1	40	0.016
Ridge Avenue Right	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000
Village Road Ahead & Left	45.1	50.7	0.017	67.3	69	0.024	60.7	62.5	0.021	50.0	53.8	0.018
Church Street	31.6	41.7	0.014	33.1	43.1	0.015	30.8	40.6	0.014	27.6	37.6	0.012
Green Lanes N/bound Ah & Rt	3.7	7.6	0.002	25.9	18.9	0.004	25.6	18.5	0.004	22.7	17.3	0.004
Green Lanes S/bound	14.1	23.7	0.006	69.3	34.9	0.009	64.1	33.1	0.008	57.5	29.8	0.007
Fords Grove	3.5	9.1	0.001	33.4	58.4	0.009	31.6	55.8	0.008	27.9	52.5	0.007
Station Road	2.6	10.6	0.001	37.1	86.7	0.008	32.8	72.1	0.007	29.6	66.8	0.006
Green Lanes N/bound	0.0	0	0.000	31.6	17.7	0.000	29.6	17	0.000	27.3	15.9	0.000
Green Lanes S/bound	1.2	10.2	0.001	27.6	12	0.001	25.9	11.5	0.001	23.3	10.6	0.001
Green Lanes N/bound	21.9	29	0.011	40.5	39.4	0.014	38.2	37	0.013	32.8	31.3	0.011
Green Lanes S/bound Ah & Rt	18.1	31.7	0.008	70.2	62.3	0.015	62.1	53.6	0.013	47.2	37.2	0.009
Green Lanes S/bound Ah & Lt	33.1	41.6	0.015	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000
Bourne Hill	38.8	44.9	0.014	36.5	53.1	0.016	33.1	50.1	0.015	31.1	50	0.015
Hedge Lane	53.5	72.8	0.020	60.7	63.9	0.017	59.2	62.5	0.016	26.2	35.2	0.009
Green Lanes N/bound	9.5	8.2	0.004	56.4	40.7	0.021	50.3	34.9	0.017	46.0	32.8	0.016
Green Lanes S/bound	4.0	8.8	0.002	34.5	44.5	0.010	32.8	42.9	0.010	27.6	34.6	0.008
Fox Lane	3.7	16.2	0.001	32.2	77.3	0.006	30.5	72.5	0.006	29.0	74.3	0.006
Green Lanes N/bound Ahead & Left	14.1	22.9	0.007	22.4	24.2	0.007	21.0	22.6	0.007	19.3	21.8	0.006
Green Lanes S/bound Ahead	33.6	60.4	0.017	14.1	16.5	0.005	14.1	16.8	0.005	14.1	17.6	0.005
Green Lane S/bound Right	33.6	74	0.017	14.1	0	0.000	14.1	0	0.000	14.1	0	0.000
Alderman's Hill	25.6	71.4	0.010	17.5	43	0.006	17.0	42.3	0.006	15.0	38.2	0.005
Green Lanes N/bound	31.6	30.6	0.016	45.4	30.1	0.015	43.4	29.2	0.014	39.7	27.7	0.013
Green Lanes S/bound	48.3	109	0.024	25.3	25	0.006	24.2	24.6	0.005	22.4	23.7	0.005
Broomfield Lane	12.7	45.9	0.006	14.1	62.5	0.008	13.5	61.2	0.008	12.1	57.9	0.007
Oakthorpe Road	3.2	38.5	0.002	4.0	54.6	0.002	4.0	54.1	0.002	3.7	52.9	0.002

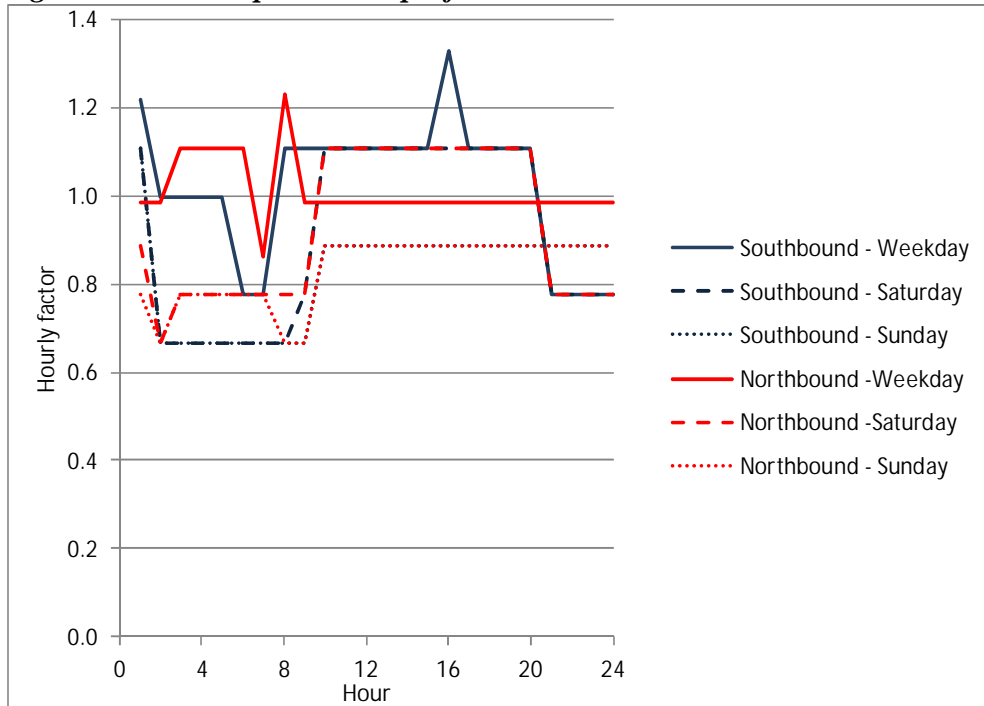
**Table 4.4: Modelled PM peak queue data**

Location	Baseline			2.5% reduction			5% reduction			10% reduction		
	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)	Queue Length (m)	Delay time (s)	NO <sub>x</sub> (g/s)
Ridge Avenue Ahead & Left	43.4	46.4	0.023	44.9	55.8	0.027	40.3	49.7	0.024	33.1	42.1	0.020
Ridge Avenue Right	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000
Village Road Ahead & Left	54.6	69	0.027	69.0	69.1	0.027	62.1	62.3	0.024	51.8	53.6	0.020
Church Street	25.3	33.6	0.013	22.7	32.8	0.013	21.9	32.2	0.013	20.1	31.3	0.012
Green Lanes N/bound Ah & Rt	15.8	16.3	0.008	69.0	33.4	0.017	64.4	31	0.015	55.5	27.4	0.013
Green Lanes S/bound	2.0	25.3	0.001	59.5	54.6	0.002	55.2	49.9	0.002	48.9	44	0.002
Fords Grove	11.5	6.8	0.004	21.9	50	0.029	20.1	48.6	0.028	18.1	46.5	0.026
Station Road	3.7	16.2	0.002	34.8	73.4	0.007	31.9	66.5	0.007	28.5	60.1	0.006
Green Lanes N/bound	0.0	0	0.000	56.9	24.3	0.000	52.6	22.2	0.000	46.0	19.4	0.000
Green Lanes S/bound	2.0	13.2	0.001	17.8	12	0.001	17.3	11.5	0.001	15.8	10.7	0.001
Green Lanes N/bound	65.6	54.4	0.032	81.9	74	0.043	71.6	61.8	0.035	53.2	39.8	0.022
Green Lanes S/bound Ah & Rt	15.2	45.5	0.008	41.1	35.9	0.006	38.2	34.6	0.006	32.2	29.2	0.005
Green Lanes S/bound Ah & Lt	18.4	19.7	0.009	0.0	0	0.000	0.0	0	0.000	0.0	0	0.000
Bourne Hill	38.8	46.8	0.016	32.5	50.9	0.017	30.5	48.6	0.016	29.6	49.6	0.016
Hedge Lane	66.7	76.1	0.028	68.4	77	0.028	66.4	75.7	0.027	27.3	37.5	0.013
Green Lanes N/bound	17.3	28.1	0.010	84.8	59.9	0.021	77.1	52.1	0.018	61.5	37.1	0.012
Green Lanes S/bound	4.9	8.8	0.003	43.4	61	0.019	39.7	55	0.017	32.5	43.4	0.013
Fox Lane	2.9	16.2	0.001	39.7	140.5	0.010	31.9	105	0.007	28.8	99.2	0.007
Green Lanes N/bound Ah & Lt	30.2	35.1	0.017	54.6	38	0.018	49.7	34.3	0.016	41.7	29.4	0.014
Green Lanes S/bound Ahead	19.8	23.7	0.012	19.0	30	0.014	17.3	26.7	0.013	15.0	22.7	0.011
Green Lane S/bound Right	19.8	46	0.012	19.0	0	0.000	17.3	0	0.000	15.0	0	0.000
Alderman's Hill	28.8	71	0.013	28.2	72	0.014	24.2	65.7	0.012	21.6	56.7	0.010
Green Lanes N/bound	75.0	76.8	0.042	74.2	50.4	0.027	67.6	44.3	0.024	58.7	37.5	0.020
Green Lanes S/bound	38.2	83.5	0.022	26.7	30.1	0.008	25.6	28.9	0.008	23.6	26	0.007
Broomfield Lane	35.9	137.6	0.019	22.4	87	0.012	20.7	81.5	0.011	17.5	71.7	0.010
Oakthorpe Road	8.3	52	0.005	13.5	105.5	0.010	12.9	102.7	0.009	11.5	94.2	0.008

### 4.1.3 Bus stops

Each bus stop was modelled as a 30-metre long road source. The total emission rate for each source was calculated based on the daily average bus flow, assuming that each bus waited at each stop for 60 seconds. Emissions from the bus stops were varied according to timetable information, as shown in Figure 4.1.

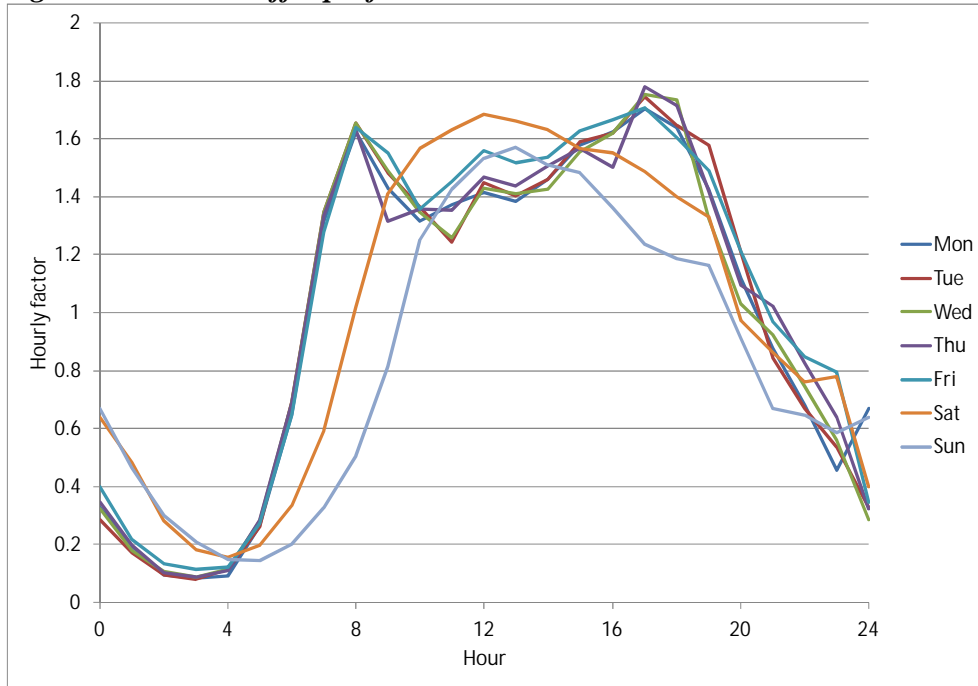
**Figure 4.1: Bus stop emission profile**



### 4.1.4 Time varying profiles

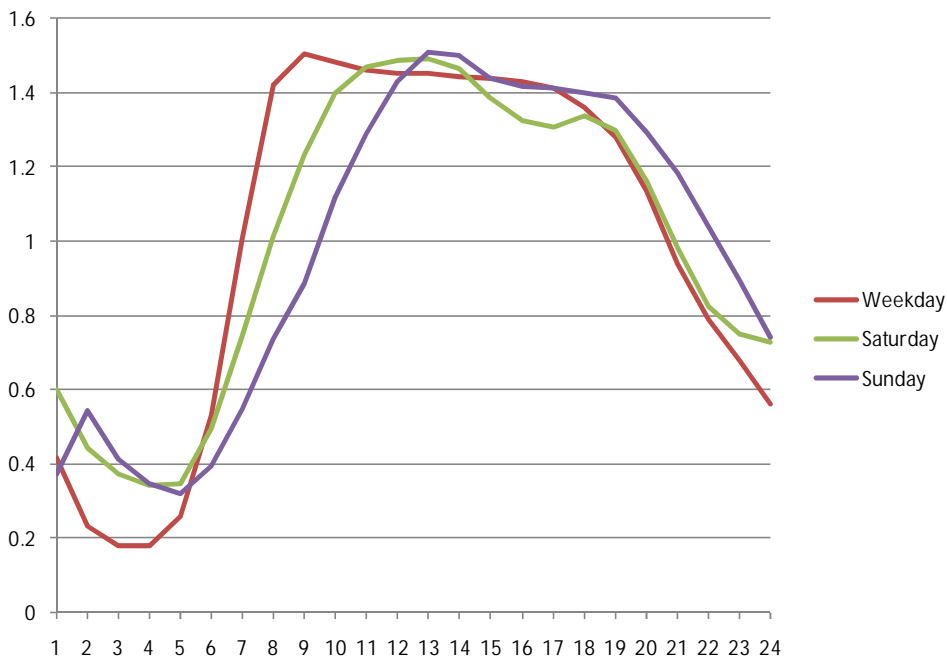
The variation of traffic flow during the day has been taken into account by applying a set of diurnal profiles to the road emissions. Road-specific profiles for the A105 were calculated from the traffic count data; average profiles for all the A105 road links are shown in Figure 4.2.

**Figure 4.2: A105 traffic profiles**



Hourly profiles for roads in the rest of London were taken from the report *Air pollution and emissions trends in London*<sup>3</sup> used in the compilation of the LAEI, and are shown in Figure 4.3.

**Figure 4.3: LAEI traffic profiles**



<sup>3</sup> *Air pollution and emissions trends in London*, King’s College London, Environmental Research Group and Leeds University, Institute for Transport studies  
[http://www.airquality.co.uk/reports/cat05/1004010934\\_MeasurementvsEmissionsTrends.pdf](http://www.airquality.co.uk/reports/cat05/1004010934_MeasurementvsEmissionsTrends.pdf)

#### 4.1.5 Traffic emission factors

Traffic emissions were calculated from this traffic flow data using DfT emission factors released in 2012. Note that there is large uncertainty surrounding the current emissions estimates of NO<sub>x</sub> from all vehicle types, in particular diesel vehicles, in these factors; refer to for example an AQEG report from 2007<sup>4</sup> and a Defra report from 2011<sup>5</sup>. In order to address this discrepancy, the NO<sub>x</sub> emission factors were modified based on recently published Remote Sensing Data (RSD)<sup>6</sup> for vehicle NO<sub>x</sub> emissions. Scaling factors were applied to each vehicle category and Euro standard in order to better represent emissions from vehicles in London.

Road traffic PM<sub>10</sub> and PM<sub>2.5</sub> emissions include contributions from brake, tyre and road wear, as well as resuspension.

#### 4.2 Other emissions

Emission rates for all other sources were taken from the LAEI and modelled as aggregated 1-kilometre resolution grid sources covering the whole of London.

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<sup>4</sup> Trends in primary nitrogen dioxide in the UK

<sup>5</sup> Trends in NO<sub>x</sub> and NO<sub>2</sub> emissions and ambient measurements in the UK

<sup>6</sup> Carslaw, D and Rhys-Tyler, G 2013: New insights from comprehensive on-road measurements of NO<sub>x</sub>, NO<sub>2</sub> and NH<sub>3</sub> from vehicle emission remote sensing in London, UK. *Atmos. Env.* **81** pp 339–347.



## 5 Model set-up

Modelling was carried out using the ADMS-Urban<sup>7</sup> model (version 3.4.5). The model uses the detailed emissions data described in Section 4 together with a range of other input data to calculate the dispersion of pollutants. This section summarises the data and assumptions used in the modelling.

### 5.1 Surface roughness

A length scale parameter called the surface roughness length is used in the model to characterise the study area in terms of the effects it will have on wind speed and turbulence, which are key factors in the modelling. A value of 1.0 m was used to represent the modelled area, representing the built-up nature of the area.

### 5.2 Street canyons

Tall buildings lining the edges of roads have the effect of trapping and recirculating pollutants emitted by traffic and therefore increasing roadside pollutant concentrations. This street canyon effect has been modelled using the ADMS-Urban Advanced Street Canyon option.

The advanced street canyon modelling option in ADMS-Urban modifies the dispersion of pollutants from a road source according to the presence and properties of canyon walls on one or both sides of the road. It takes into account the following effects:

- Pollutants channelled along street canyons;
- Pollutants dispersed across street canyons by circulating flow at road height;
- Pollutants trapped in recirculation regions;
- Pollutants leaving the canyon through gaps between buildings as if there was no canyon; and
- Pollutants leaving the canyon from the canyon top.

Building geometry from OpenStreetMap and Ordnance Survey were used to calculate canyon data for each side of each road including:

- Whether there is a canyon wall, the minimum height and building length;
- The average, minimum and maximum height;
- The distance of the canyon wall from the road; and
- The canyon wall porosity, i.e. the proportion of canyon wall without buildings

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<sup>7</sup> <http://www.cerc.co.uk/environmental-software/ADMS-Urban-model.html>

### 5.3 Monin-Obukhov length

In urban and suburban areas a significant amount of heat is emitted by buildings and traffic, which warms the air within and above a city. This is known as the urban heat island and its effect is to prevent the atmosphere from becoming very stable. In general, the larger the urban area the more heat is generated and the stronger the effect becomes.

In the ADMS-Urban model, the stability of the atmosphere is represented by the Monin-Obukhov parameter, which has the dimension of length. In very stable conditions it has a positive value of between 2 metres and 20 metres. In near neutral conditions its magnitude is very large, and it has either a positive or negative value depending on whether the surface is being heated or cooled by the air above it. In very convective conditions it is negative with a magnitude of typically less than 20 metres.

The effect of the urban heat island is that, in stable conditions, the Monin-Obukhov length will never fall below some minimum value; the larger the city, the larger the minimum value. A value of 75 metres was used in the modelling.

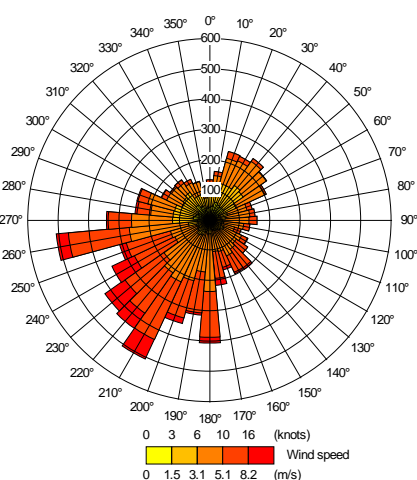
### 5.4 Meteorological data

Meteorological data from Heathrow for the year 2014 were used in the modelling. A summary of the data is given in Table 5.1. Figure 6.1 shows a wind rose giving the frequency of occurrence of wind from different directions for a number of wind speed ranges.

*Table 5.1: Summary of meteorological data*

	Minimum	Maximum	Mean
Temperature (°C)	-3.5	29.7	11.5
Wind speed (m/s)	0	17.5	4.2
Cloud cover (oktas)	0	8.0	3.9

*Figure 5.1: Wind rose for Heathrow, 2014*



## 5.5 Background concentrations

Nitrogen dioxide (NO<sub>2</sub>) results from direct emissions from combustion sources together with chemical reactions in the atmosphere involving NO<sub>2</sub>, nitric oxide (NO) and ozone (O<sub>3</sub>). The combination of NO and NO<sub>2</sub> is referred to as nitrogen oxides (NO<sub>x</sub>).

The chemical reactions taking place in the atmosphere were taken into account in the modelling using the Generic Reaction Set (GRS) of equations. These use hourly average background concentrations of NO<sub>x</sub>, NO<sub>2</sub> and O<sub>3</sub>, together with meteorological and modelled emissions data to calculate the NO<sub>2</sub> concentration at a given point.

Hourly background data for these pollutants and ozone were input to the model to represent the concentrations in the air being blown into the city.

NO<sub>x</sub>, NO<sub>2</sub> and O<sub>3</sub> concentrations from Rochester, Harwell, Lullington Heath and Wicken Fen were input to the model, the monitored concentration used for each hour depending upon the wind direction for that hour, as shown in Figure 5.1.

Two sources of PM<sub>10</sub>, PM<sub>2.5</sub>, and SO<sub>2</sub> background data were used for the modelling. For hours for which the wind direction was from the west, rural data from Harwell were used, and for hours for which the wind direction was from the east, rural measurements from Rochester were used.

**Figure 5.2: Wind direction segments used to calculate background concentrations for NO<sub>x</sub>, NO<sub>2</sub> and O<sub>3</sub> (left) and PM<sub>10</sub>, PM<sub>2.5</sub> and SO<sub>2</sub> (right)**

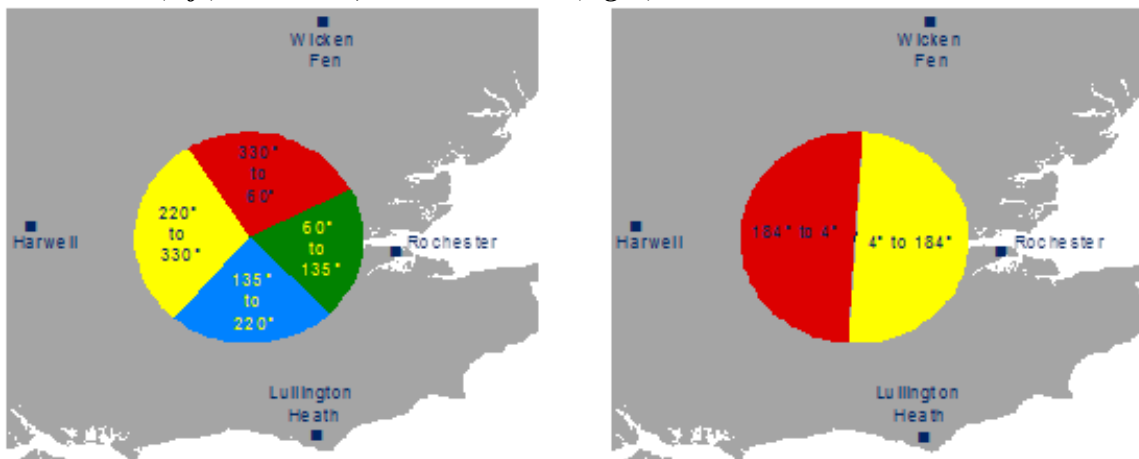


Table 5.2 summarises the annual statistics of the resulting background concentrations used in the modelling for 2014. It was assumed that background concentrations would not change significantly between 2014 and 2016.

**Table 5.2: Background concentrations for 2014 (µg/m<sup>3</sup>)**

	NO <sub>x</sub>	NO <sub>2</sub>	O <sub>3</sub>	PM <sub>10</sub>	PM <sub>2.5</sub>	SO <sub>2</sub>
Annual average	9.8	7.5	54.6	15.4	10.7	1.3
99.79 <sup>th</sup> percentile of hourly average	103.8	59.4	112.9	-	-	-
90.41 <sup>st</sup> percentile of 24-hour average	-	-	-	26.5	25.6	2.2

## 6 Model verification

The first stage of a modelling study is to model a current case in order to verify that the input data and model set-up are representative for the area. This was carried out by calculating hourly average concentrations of NO<sub>2</sub> and PM<sub>10</sub> at the three monitoring sites located closest to the model area, and comparing the measured and modelled concentrations. Concentrations were calculated at these monitoring locations for 2014. Table 6.1 summarises these locations. Figure 6.1 shows the locations of the monitoring sites.

**Table 6.1: Monitoring sites**

Description	Site type	Site type	Location	Distance to kerb (m)
Bowes Road	Automatic	Roadside	529893, 192224	3
Enfield 9	Diffusion tube	Roadside	529893, 192224	3
Enfield 4	Diffusion tube	Urban Background	530349, 193283	24

**Figure 6.1: Monitoring locations used for verification**

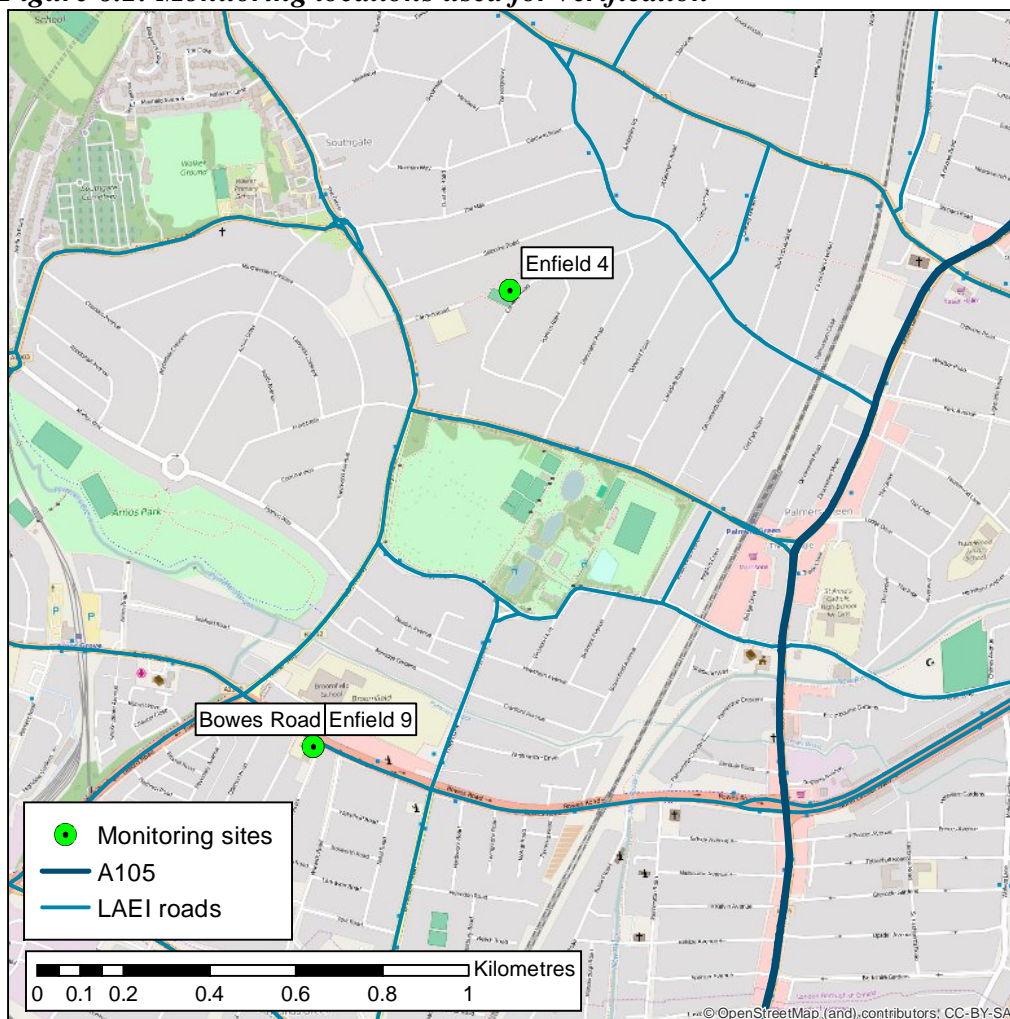


Table 6.2 presents the measured and modelled concentrations of NO<sub>2</sub> at the monitoring locations for 2014. Note that the Bowes Road automatic monitoring station had poor data capture for 2014, with only 15% of the year having valid data.

The modelled annual average NO<sub>2</sub> concentrations show good agreement for both the urban background location and the roadside location.

**Table 6.2: Measured and modelled NO<sub>x</sub> and NO<sub>2</sub> concentrations, 2014, µg/m<sup>3</sup>**

Site name	Annual average NO <sub>x</sub>		Annual average NO <sub>2</sub>		99.79 <sup>th</sup> percentile of hourly-average NO <sub>2</sub> concentrations	
	Measured	Modelled	Measured	Modelled	Measured	Modelled
Bowes Road	99.0	73.1	41.1	36.8	133.0	174.9
Enfield 9	-	100.9	43.1	46.1	-	159.6
Enfield 4	-	31.9	21.6	24.0	-	94.7

Table 6.3 presents the monitored and modelled concentrations of PM<sub>10</sub> at the monitoring locations for 2014. Both the predicted annual average PM<sub>10</sub> concentration and predicted 90.41<sup>st</sup> percentile of 24-hourly average PM<sub>10</sub> concentrations shows good agreement with the monitored values.

**Table 6.3: Modelled and monitored PM<sub>10</sub> concentrations, 2014, µg/m<sup>3</sup>**

Site name	Site type	Annual average PM <sub>10</sub>		90.41 <sup>st</sup> percentile of 24-hour average PM <sub>10</sub> concentrations	
		Measured	Modelled	Measured	Modelled
Bowes Road	Roadside	21.4	20.4	36.8	37.8

These results show that the model setup accurately predicts concentrations at urban background and roadside locations in Enfield, and provides confidence in model results for future scenarios.

## 7 2016 scenario modelling

Ground level concentrations of NO<sub>2</sub> and PM<sub>10</sub> were calculated on a grid of receptor points for the area around the A105 and other affected roads, with a resolution of 10m close to the roads, with additional points added along the roads where the concentration gradients are steepest. Concentrations were predicted to allow comparison against the air quality standards presented in Section 3, and presented in the form of coloured contour maps.

### 7.1 NO<sub>2</sub> air quality maps

Figure 7.1 and Figure 7.2 show contour plots of the annual average and 99.79<sup>th</sup> percentile of hourly average NO<sub>2</sub> concentrations for 2016 without the Cycle Enfield proposals. The plots show the air quality objective for annual average NO<sub>2</sub> concentrations of 40 µg/m<sup>3</sup> is predicted to be exceeded along the A105, although exceedences are expected to be confined to very close to the road. The air quality objective for hourly average concentrations is predicted to be exceeded along sections of the A105, particularly where queues have been modelled, and along the North Circular.

Figure 7.3 to Figure 7.5 show the predicted annual average NO<sub>2</sub> concentrations for 2016 with the proposed scheme in place, taking into account the traffic reductions of 2.5%, 5% and 10% and the corresponding changes to traffic queues. Also shown are difference plots, showing the change in concentrations from the base case.

With the introduction of the proposals, and assuming a 2.5% reduction in traffic, annual average NO<sub>2</sub> concentrations are predicted to reduce by between 0.2 µg/m<sup>3</sup> and 0.5 µg/m<sup>3</sup> at roadside locations. The introduction of the scheme is predicted to result in an increase in queue length and delay time, leading to increases in concentrations of similar magnitude at junctions.

With greater reductions in traffic flows, the increases in concentrations at queues generally become smaller and the decreases in concentrations along the rest of road become greater. With a 10% reduction in traffic, annual average NO<sub>2</sub> concentrations at roadside locations are predicted to decrease by up to 1.5 µg/m<sup>3</sup>. However, none of the scenarios considered is predicted to eliminate exceedences of the air quality objectives along the A105.



Figure 7.1: Annual average NO<sub>2</sub> concentration for baseline scenario

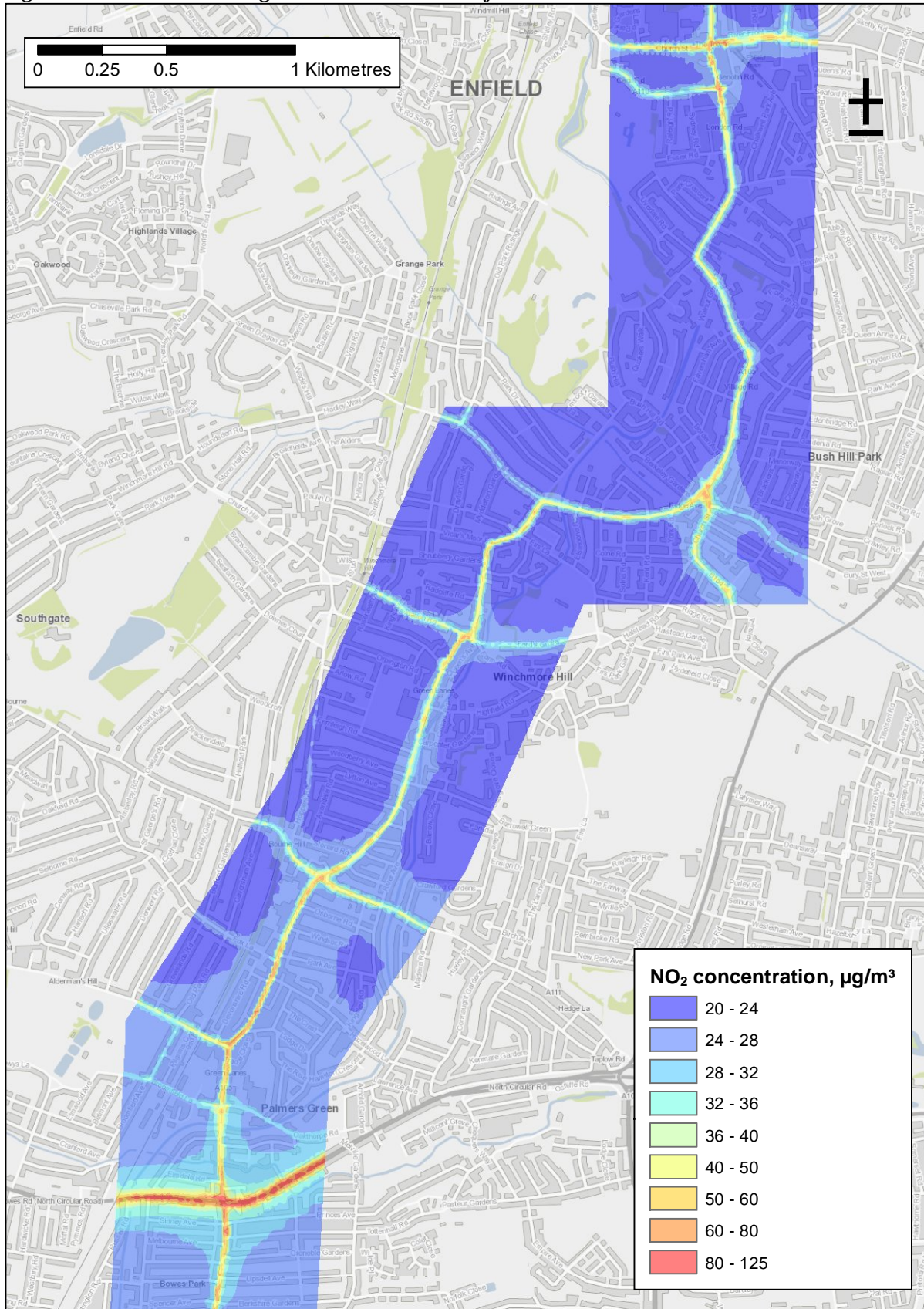




Figure 7.2: 99.79<sup>th</sup> percentile of hourly average NO<sub>2</sub> concentrations for baseline scenario

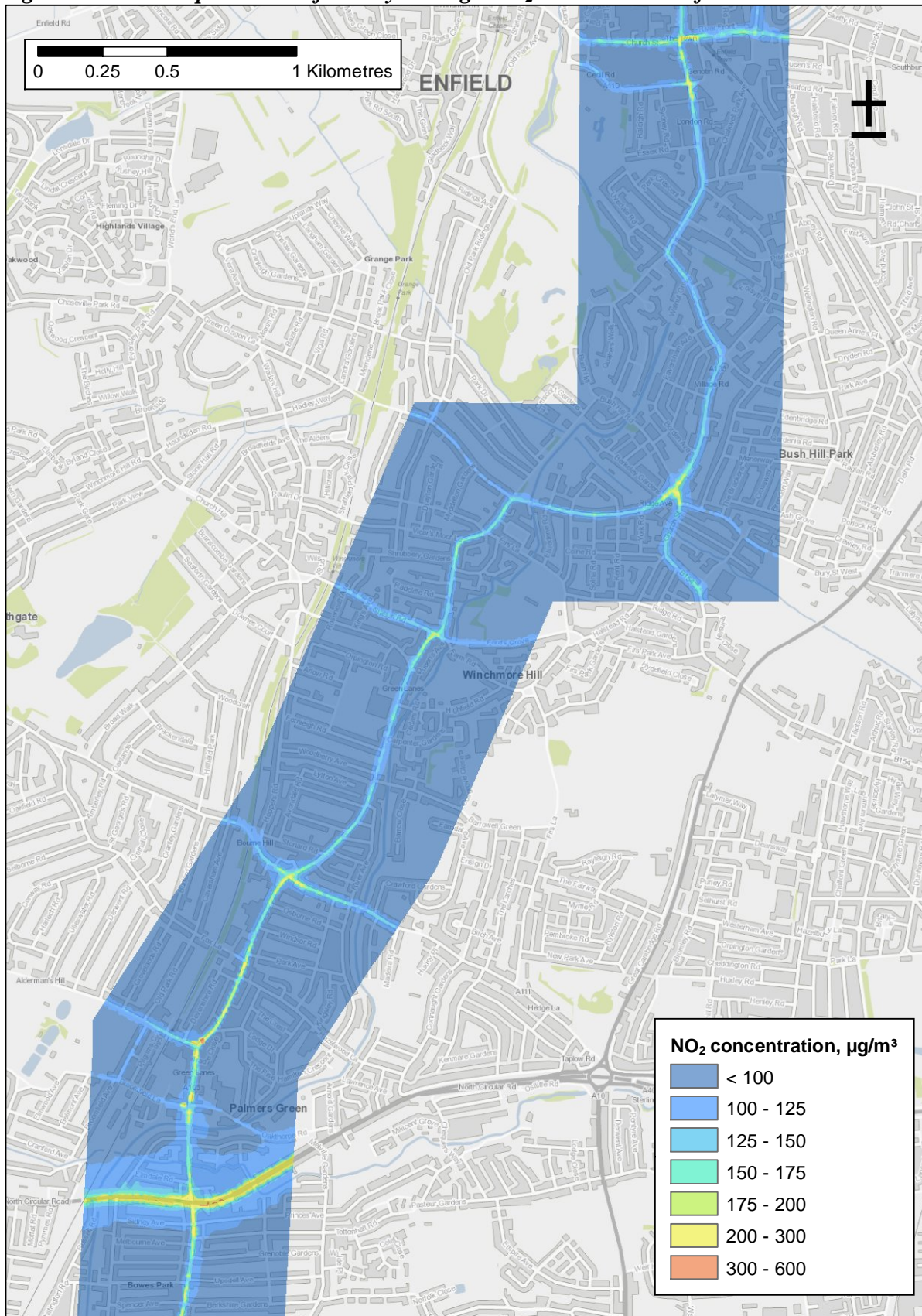




Figure 7.3: Annual average NO<sub>2</sub> concentrations for 2.5% traffic reduction scenario (left) and difference plot (right)

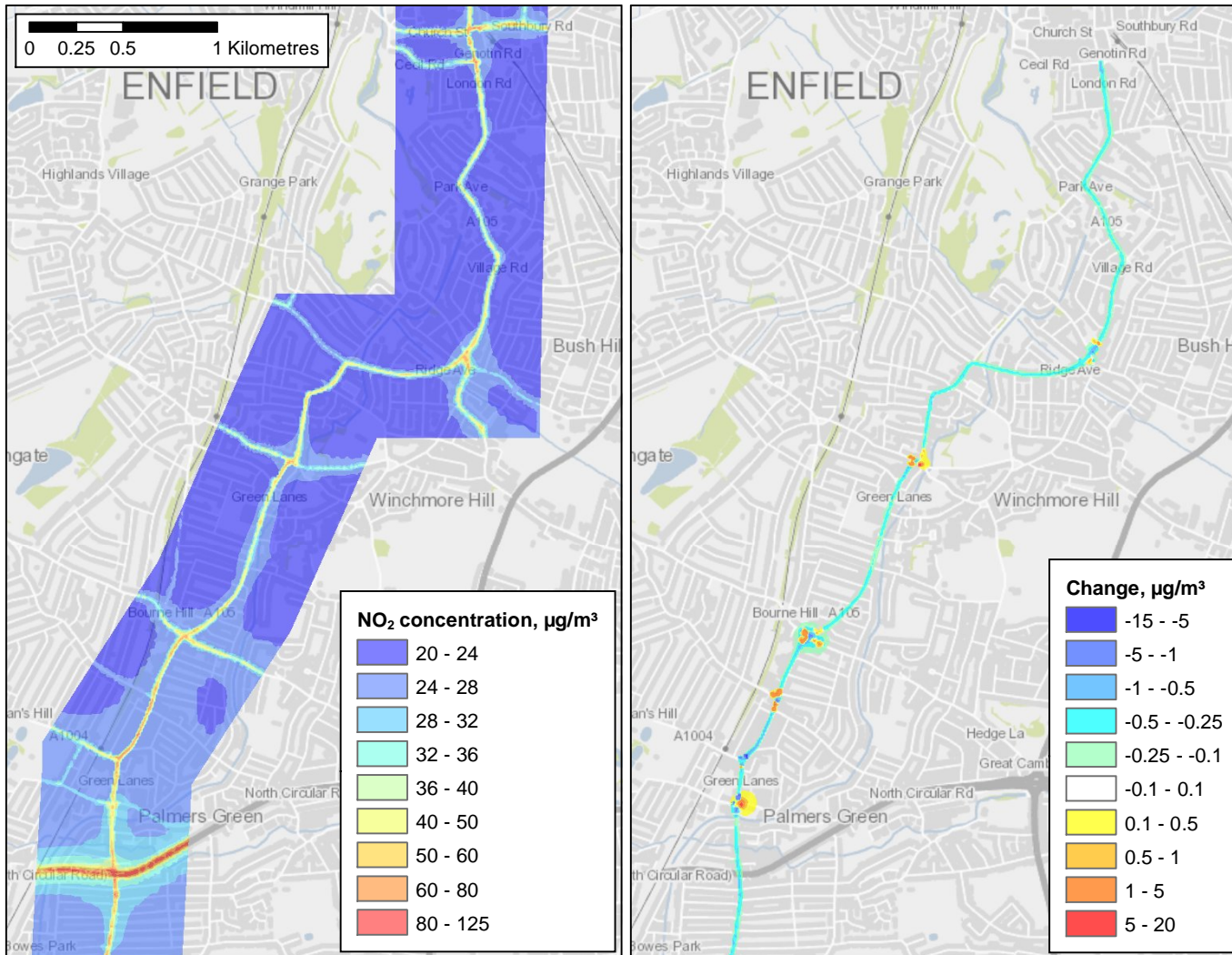


Figure 7.4: Annual average NO<sub>2</sub> concentrations for 5% traffic reduction scenario (left) and difference plot (right)

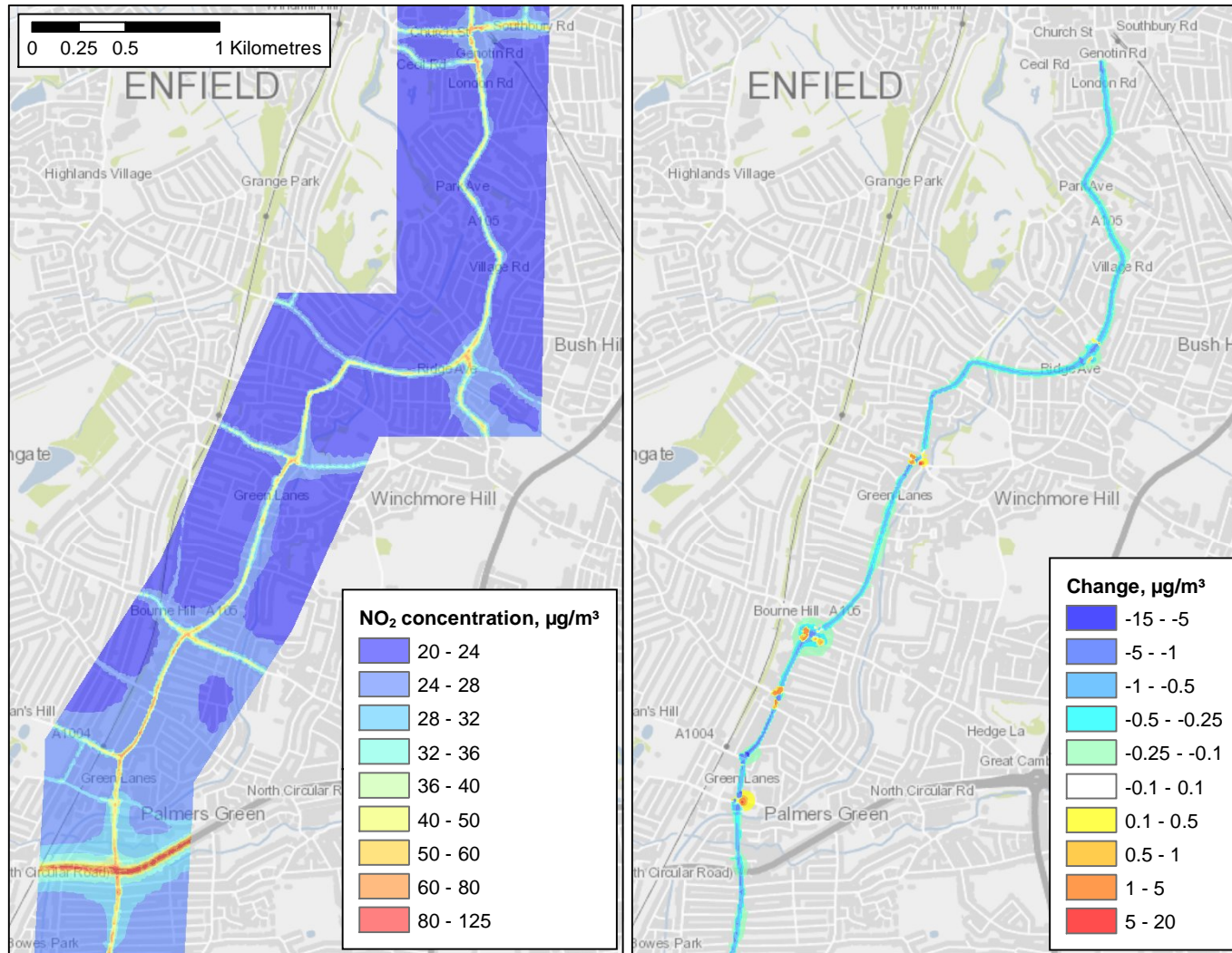
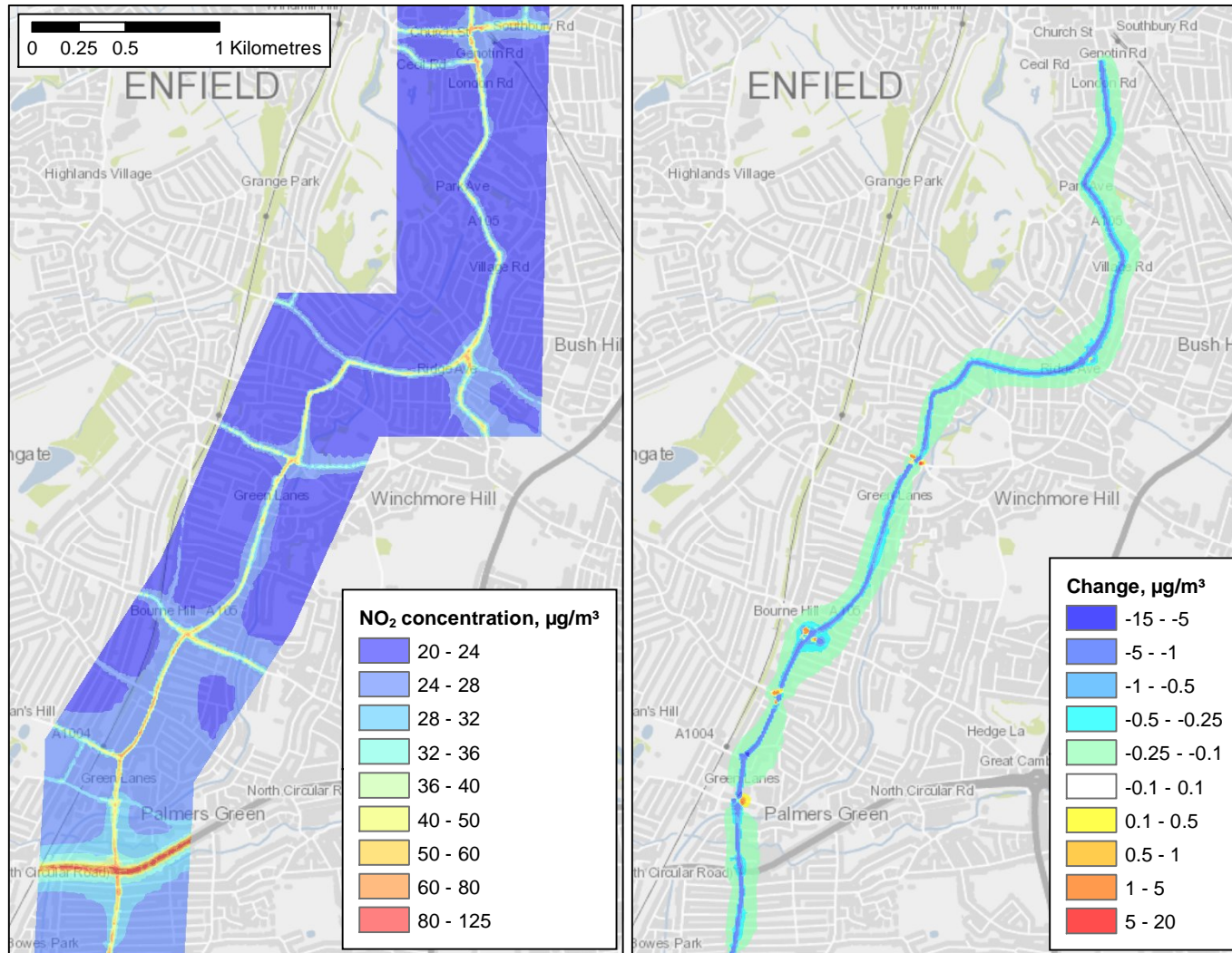


Figure 7.5: Annual average NO<sub>2</sub> concentrations for 10% traffic reduction scenario (left) and difference plot (right)





## 7.2 PM<sub>10</sub> air quality maps

Figure 7.6 and Figure 7.7 show contour plots of the annual average and 90.41<sup>st</sup> percentile of 24-hour average PM<sub>10</sub> concentrations for 2016 without the Cycle Enfield proposals. The plots show that the air quality objective for annual average PM<sub>10</sub> concentrations of 40 µg/m<sup>3</sup> is not predicted to be exceeded along the A105. The air quality objective for 24-hourly average concentrations is only predicted to be exceeded along the North Circular.

Figure 7.7 to Figure 7.10 show the predicted 90.41<sup>st</sup> percentiles of 24-hour average PM<sub>10</sub> concentrations for 2016 taking into account the traffic reductions of 2.5%, 5% and 10% and the corresponding changes to traffic queues. Also shown are difference plots, showing the change in concentrations from the base case.

The changes to the traffic flows along the A105 are predicted to bring about only small decreases in PM<sub>10</sub> concentrations. The effect of the increased queuing on PM<sub>10</sub> concentrations is not as noticeable as for NO<sub>2</sub> because queuing emissions were assumed to only consist of exhaust emissions without any contribution from brake wear, tyre wear, road wear or resuspension.

Figure 7.6: Annual average PM<sub>10</sub> concentration for baseline scenario

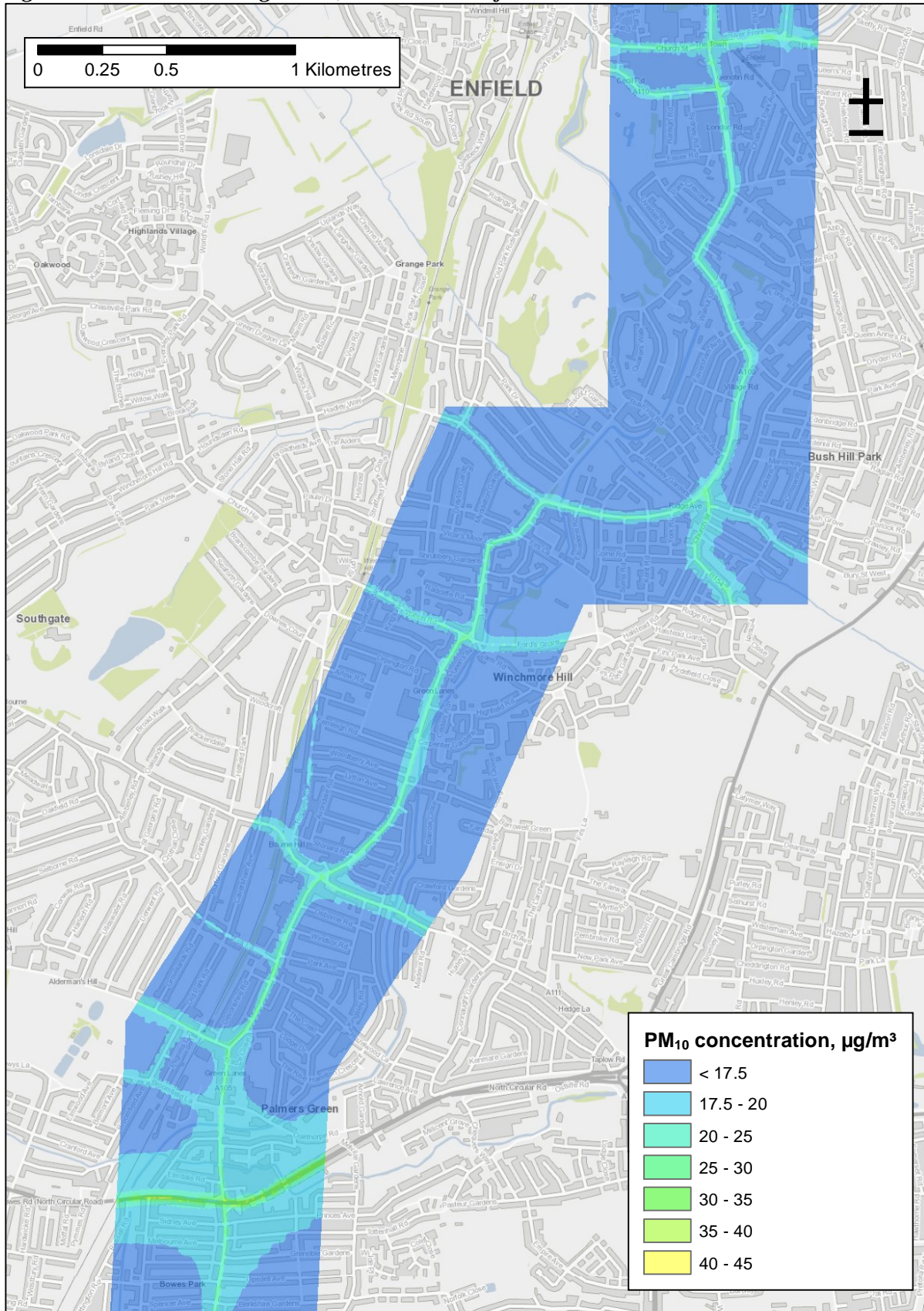
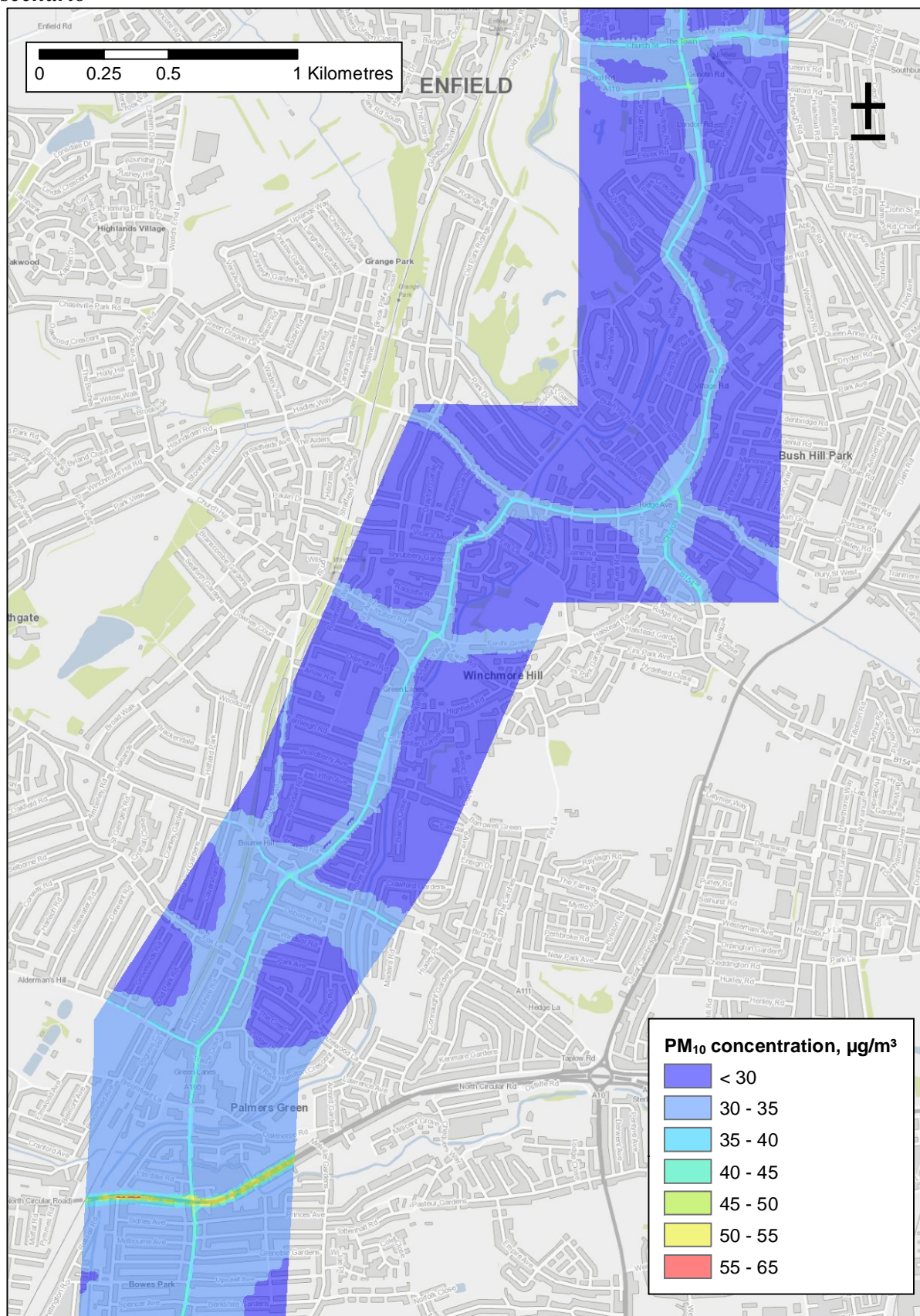




Figure 7.7: 90.41<sup>st</sup> percentile of 24-hour average PM<sub>10</sub> concentrations for baseline scenario



**Figure 7.8: Annual average PM<sub>10</sub> concentrations for 2.5% traffic reduction scenario (left) and difference plot (right)**

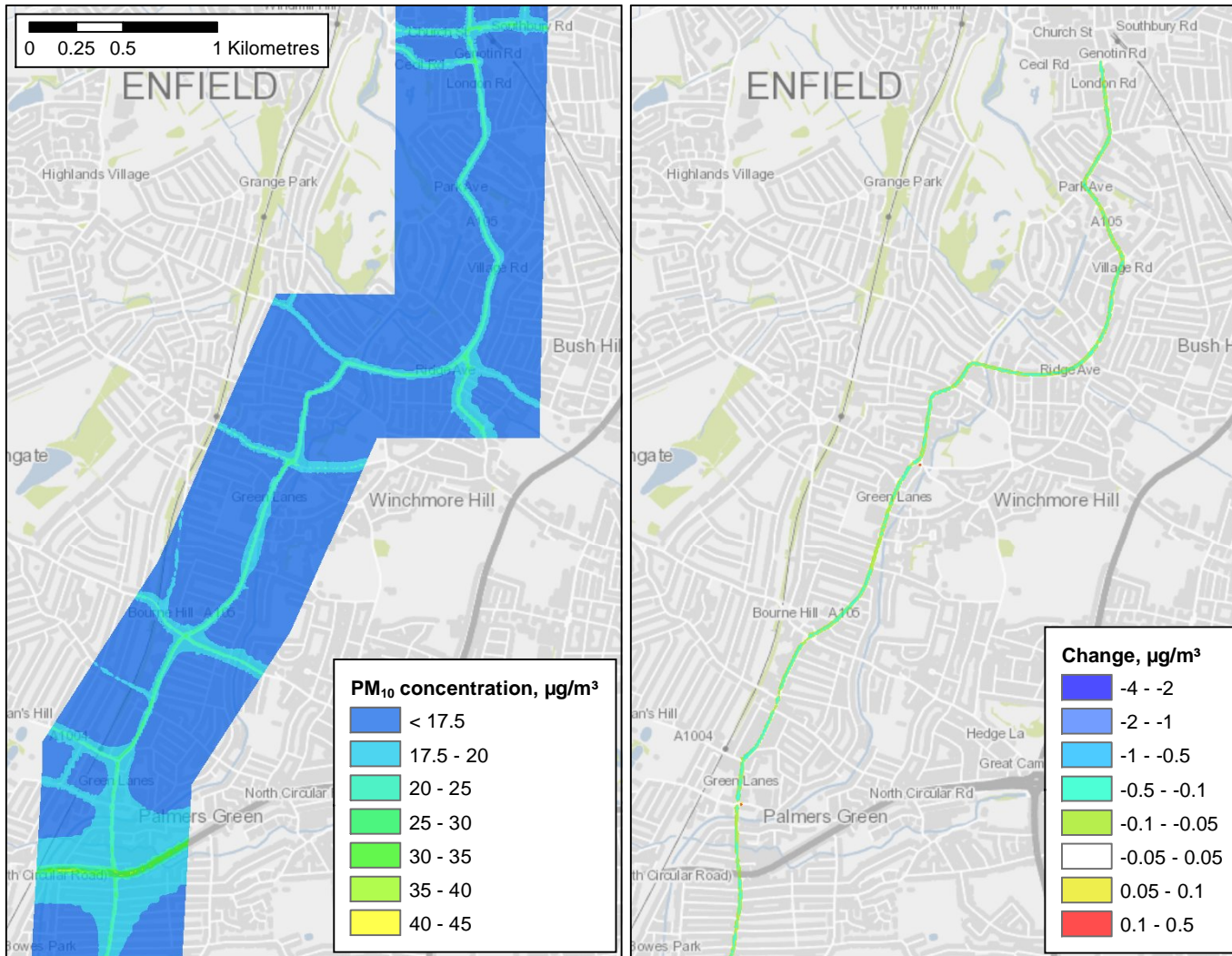




Figure 7.9: Annual average PM<sub>10</sub> concentrations for 5% traffic reduction scenario (left) and difference plot (right)

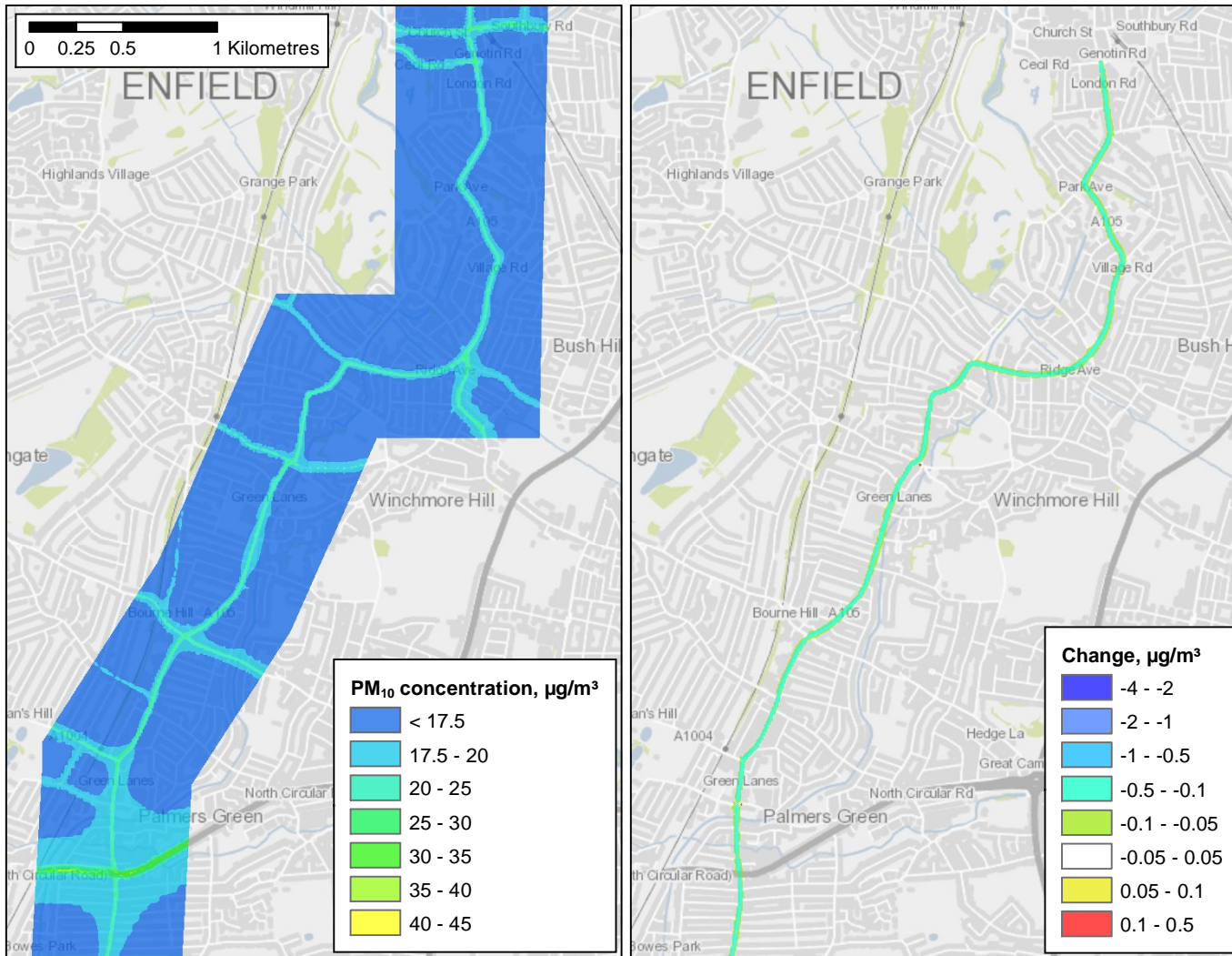
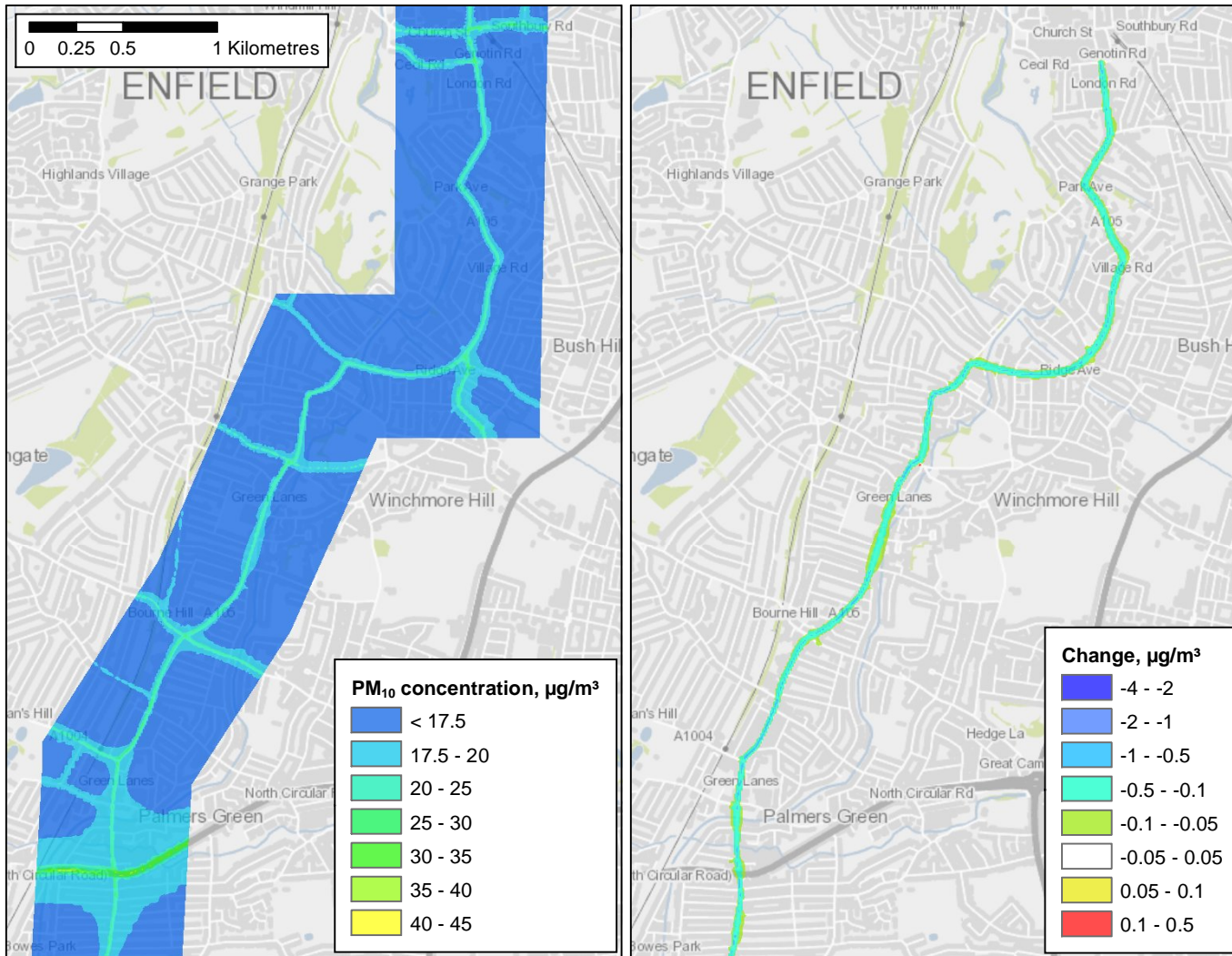




Figure 7.10: Annual average  $PM_{10}$  concentrations for 10% traffic reduction scenario (left) and difference plot (right)



### 7.3 PM<sub>2.5</sub> concentrations

Figure 7.11 shows a contour plot of the annual average PM<sub>10</sub> concentrations for 2016 without the Cycle Enfield proposals. The plots show that the air quality objective for annual average PM<sub>2.5</sub> concentrations of 25 µg/m<sup>3</sup> is not predicted to be exceeded along the A105.

Figure 7.12 to Figure 7.14 show the predicted annual average PM<sub>2.5</sub> concentrations for 2016 taking into account the traffic reductions of 2.5%, 5% and 10% and the corresponding changes to traffic queues. Also shown are difference plots, showing the change in concentrations from the base case.

The traffic reductions are only predicted to result in small reductions in PM<sub>2.5</sub> concentrations.

Figure 7.11: Annual average PM<sub>2.5</sub> concentration for baseline scenario

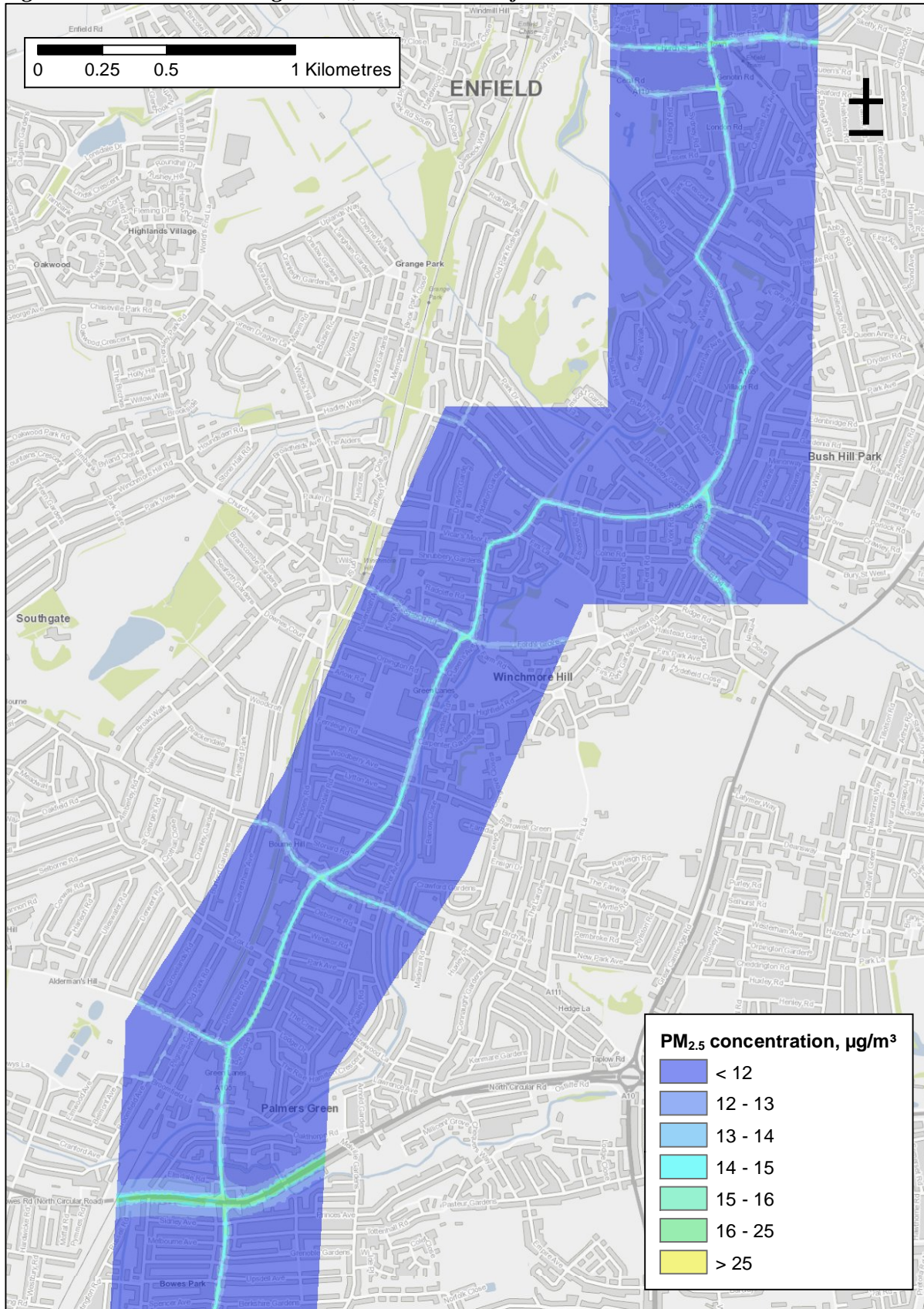
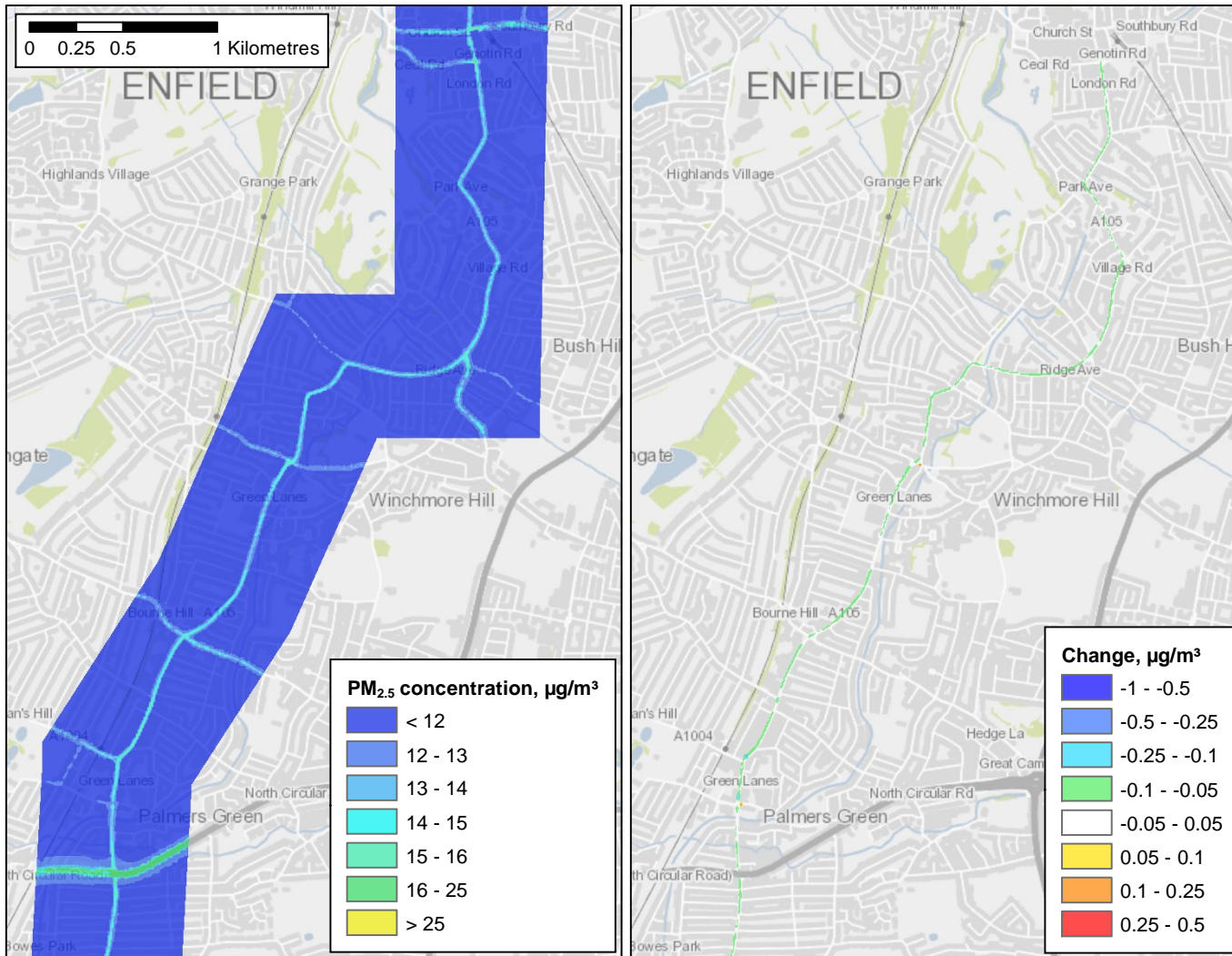




Figure 7.12: Annual average  $PM_{2.5}$  concentrations for 2.5% traffic reduction scenario (left) and difference plot (right)



**Figure 7.13: Annual average  $PM_{2.5}$  concentrations for 5% traffic reduction scenario (left) and difference plot (right)**

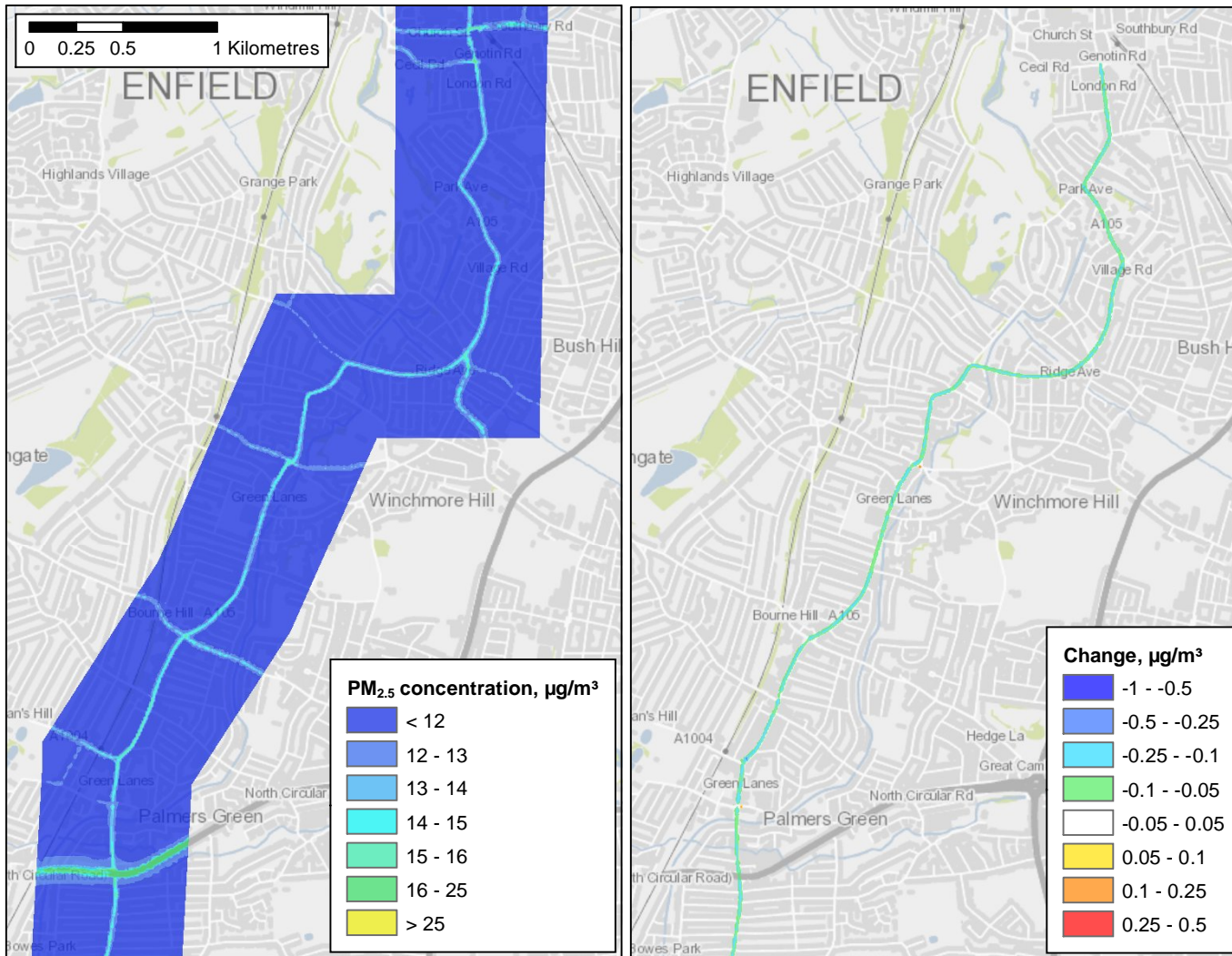
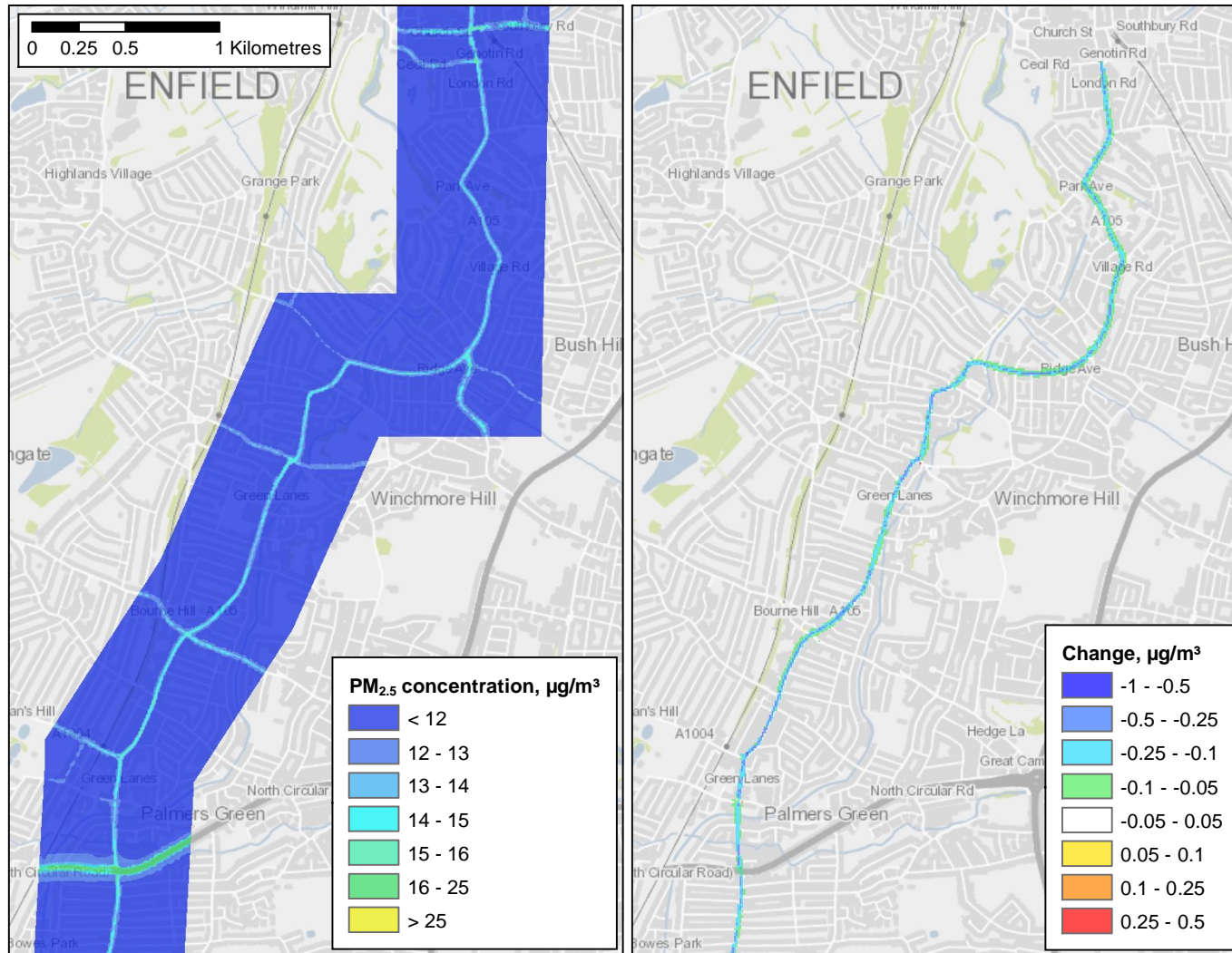


Figure 7.14: Annual average  $PM_{2.5}$  concentrations for 10% traffic reduction scenario (left) and difference plot (right)





## 8 Discussion

Air quality modelling was carried out using ADMS-Urban to assess the impact of a proposal to introduce a segregated cycle way to the A105, including projected traffic reductions associated with the scheme. Currently 0.7% of journeys in Enfield are by bike. As well as the introduction of safe cycle routes, Cycle Enfield is also providing free cycle training for anyone that lives, works or studies in Enfield, installing more cycle parking and introducing a £10 bike loan scheme. These are expected to increase the modal share to 5% by 2020.

The modelling took into account the effect of emissions from free-flowing traffic, queuing traffic and idling buses using bus timetable data and traffic flow and queue data supplied by the Council.

There are no air quality monitoring sites on this section of the A105 so model verification was carried out by comparing measured and modelled concentrations at three nearby monitors: two co-located roadside monitors, and one urban background site. The modelled concentrations showed good agreement with the measured data giving confidence to the modelling of the traffic reduction scenarios.

Without any of the Cycle Enfield proposals, the air quality objective for annual average NO<sub>2</sub> is predicted to be exceeded along the A105, although exceedences are limited to roadside locations. Concentrations of PM<sub>10</sub> and PM<sub>2.5</sub> are not predicted to exceed the air quality objectives.

With the introduction of the proposals, and assuming a 2.5% reduction in traffic, annual average NO<sub>2</sub> concentrations are predicted to reduce by between 0.25 µg/m<sup>3</sup> and 0.5 µg/m<sup>3</sup> at roadside locations. The scheme will result in some increases in queue length and delay time, leading to increases in concentrations at junctions, however, the area of these increases will be much smaller than the area of air quality improvements resulting from reduced traffic flows. As a result, the majority of residents along this road will experience an improvement in air quality and corresponding health benefits.

With greater reductions in traffic flows, the increases in concentrations at queues generally become smaller and the decreases in concentrations along the rest of road become greater. With a traffic reduction of 10%, roadside annual average NO<sub>2</sub> concentrations are predicted to decrease by up to 1.5 µg/m<sup>3</sup>.

The changes to the traffic flows along the A105 are predicted to bring about only small decreases in PM<sub>10</sub> and PM<sub>2.5</sub> concentrations. The effect of the increased queuing on particulate concentrations is not as noticeable as for NO<sub>2</sub> because queuing emissions were assumed to only consist of exhaust emissions without any contribution from brake wear, tyre wear, road wear or resuspension.

## APPENDIX A: Summary of ADMS-Urban

ADMS-Urban is a practical air pollution modelling tool, which has been developed to provide detailed predictions of pollution concentrations for all sizes of study area. The model can be used to look at concentrations near a single road junction or over a region extending across the whole of a major city. ADMS-Urban has therefore been extensively used for the Review and Assessment of Air Quality carried out by Local Authorities in the UK. The following is a summary of the capabilities and validation of ADMS-Urban. More details can be found on the CERC web site at [www.cerc.co.uk](http://www.cerc.co.uk).

ADMS-Urban is a development of the Atmospheric Dispersion Modelling System (ADMS), which has been developed to investigate the impacts of emissions from industrial facilities. ADMS-Urban allows full characterisation of the wide variety of emissions in urban areas, including an extensively validated road traffic emissions model. It also boasts a number of other features, which include consideration of:

- the effects of vehicle movement on the dispersion of traffic emissions;
- the behaviour of material released into street-canyons;
- the chemical reactions occurring between nitrogen oxides, ozone and Volatile Organic Compounds (VOCs);
- the pollution entering a study area from beyond its boundaries;
- the effects of complex terrain on the dispersion of pollutants; and
- the effects of a building on the dispersion of pollutants emitted nearby.

More details of these features are given below.

Studies of extensive urban areas are necessarily complex, requiring the manipulation of large amounts of data. To allow users to cope effectively with this requirement, ADMS-Urban has been designed to operate in the widely familiar PC environment, under Microsoft Windows 7, Windows Vista or XP. The manipulation of data is further facilitated by the possible integration of ADMS-Urban with a Geographical Information System (GIS) such as MapInfo or ArcGIS, and with the CERC Emissions Inventory Toolkit, EMIT.

### *Dispersion Modelling*

ADMS-Urban uses boundary layer similarity profiles in which the boundary layer structure is characterised by the height of the boundary layer and the Monin-Obukhov length, a length scale dependent on the friction velocity and the heat flux at the ground. This has significant advantages over earlier methods in which the dispersion parameters did not vary with height within the boundary layer.

In stable and neutral conditions, dispersion is represented by a Gaussian distribution. In convective conditions, the vertical distribution takes account of the skewed structure of the vertical component of turbulence. This is necessary to reflect the fact that, under convective conditions, rising air is typically of limited spatial extent but is balanced by descending air extending over a much larger area. This leads to higher ground-level concentrations than would be given by a simple Gaussian representation.



## *Emissions*

Emissions into the atmosphere across an urban area typically come from a wide variety of sources. There are likely to be industrial emissions from chimneys as well as emissions from road traffic and domestic heating systems. To represent the full range of emissions configurations, the explicit source types available within ADMS-Urban are:

- **Industrial points**, for which plume rise and stack downwash are included in the modelling.
- **Roads**, for which emissions are specified in terms of vehicle flows and the additional initial dispersion caused by moving vehicles is also taken into account.
- **Areas**, where a source or sources is best represented as uniformly spread over an area.
- **Volumes**, where a source or sources is best represented as uniformly spread throughout a volume.

In addition, sources can also be modelled as a regular grid of emissions. This allows the contributions of large numbers of minor sources to be efficiently included in a study while the majority of the modelling effort is used for the relatively few significant sources.

ADMS-Urban can be used in conjunction with CERC's Emissions Inventory Toolkit, EMIT, which facilitates the management and manipulation of large and complex data sets into usable emissions inventories.

## *Presentation of Results*

For most situations ADMS-Urban is used to model the fate of emissions for a large number of different meteorological conditions. Typically, meteorological data are input for every hour during a year or for a set of conditions representing all those occurring at a given location. ADMS-Urban uses these individual results to calculate statistics for the whole data set. These are usually average values, including rolling averages, percentiles and the number of hours for which specified concentration thresholds are exceeded. This allows ADMS-Urban to be used to calculate concentrations for direct comparison with existing air quality limits, guidelines and objectives, in whatever form they are specified.

ADMS-Urban can be integrated with the ArcGIS or MapInfo GIS to facilitate both the compilation and manipulation of the emissions information required as input to the model and the interpretation and presentation of the air quality results provided.

## *Complex Effects - Street Canyons*

The *Operational Street Pollution Model (OSPM)*<sup>8</sup>, developed by the Danish National Environmental Research Institute (NERI), has been incorporated within ADMS-Urban.

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<sup>8</sup> Hertel, O., Berkowicz, R. and Larssen, S., 1990, 'The Operational Street Pollution Model (OSPM),' *18<sup>th</sup> International meeting of NATO/CCMS on Air Pollution Modelling and its Applications*. Vancouver, Canada, pp741-749.

The OSPM uses a simplified flow and dispersion model to simulate the effects of the vortex that occurs within street canyons when the wind-flow above the buildings has a component perpendicular to the direction of the street. The model takes account of vehicle-induced turbulence. The model has been validated against Danish and Norwegian data.

### ***Complex Effects - Chemistry***

ADMS-Urban includes the *Generic Reaction Set (GRS)*<sup>9</sup> atmospheric chemistry scheme. The original scheme has seven reactions, including those occurring between nitrogen oxides and ozone. The remaining reactions are parameterisations of the large number of reactions involving a wide range of Volatile Organic Compounds (VOCs). In addition, an eighth reaction has been included within ADMS-Urban for the situation when high concentrations of nitric oxide (NO) can convert to nitrogen dioxide (NO<sub>2</sub>) using molecular oxygen.

In addition to the basic GRS scheme, ADMS-Urban also includes a trajectory model<sup>10</sup> for use when modelling large areas. This permits the chemical conversions of the emissions and background concentrations upwind of each location to be properly taken into account.

### ***Complex Effects – Terrain and Roughness***

Complex terrain can have a significant impact on wind-flow and consequently on the fate of dispersing material. Primarily, terrain can deflect the wind and therefore change the route taken by dispersing material. Terrain can also increase the levels of turbulence in the atmosphere, resulting in increased dilution of material. This is of particular significance during stable conditions, under which a sharp change with height can exist between flows deflected over hills and those deflected around hills or through valleys. The height of dispersing material is therefore important in determining the route it takes. In addition areas of reverse flow, similar in form and effect to those occurring adjacent to buildings, can occur on the downwind side of a hill.

Changes in the surface roughness can also change the vertical structure of the boundary layer, affecting both the mean wind and levels of turbulence.

<sup>9</sup> Venkatram, A., Karamchandani, P., Pai, P. and Goldstein, R., 1994, 'The Development and Application of a Simplified Ozone Modelling System.' *Atmospheric Environment*, Vol 28, No 22, pp3665-3678.

<sup>10</sup> Singles, R.J., Sutton, M.A. and Weston, K.J., 1997, 'A multi-layer model to describe the atmospheric transport and deposition of ammonia in Great Britain.' In: *International Conference on Atmospheric Ammonia: Emission, Deposition and Environmental Impacts*. *Atmospheric Environment*, Vol 32, No 3.

The ADMS-Urban Complex Terrain Module models these effects using the wind-flow model FLOWSTAR<sup>11</sup>. This model uses linearised analytical solutions of the momentum and continuity equations, and includes the effects of stratification on the flow. Ideally hills should have moderate slopes (up to 1 in 2 on upwind slopes and hill summits, up to 1 in 3 in hill wakes), but the model is useful even when these criteria are not met. The terrain height is specified at up to 16,500 points that are interpolated by the model onto a regular grid of up to 128 by 128 points. The best results are achieved if the specified data points are regularly spaced. FLOWSTAR has been extensively tested with laboratory and field data.

Regions of reverse flow are treated by assuming that any emissions into the region are uniformly mixed within it. Material then disperses away from the region as if it were a virtual point source. Material emitted elsewhere is not able to enter reverse flow regions.

### ***Complex Effects - Buildings***

A building or similar large obstruction can affect dispersion in three ways:

1. It deflects the wind flow and therefore the route followed by dispersing material;
2. This deflection increases levels of turbulence, possibly enhancing dispersion; and
3. Material can become entrained in a highly turbulent, recirculating flow region or cavity on the downwind side of the building.

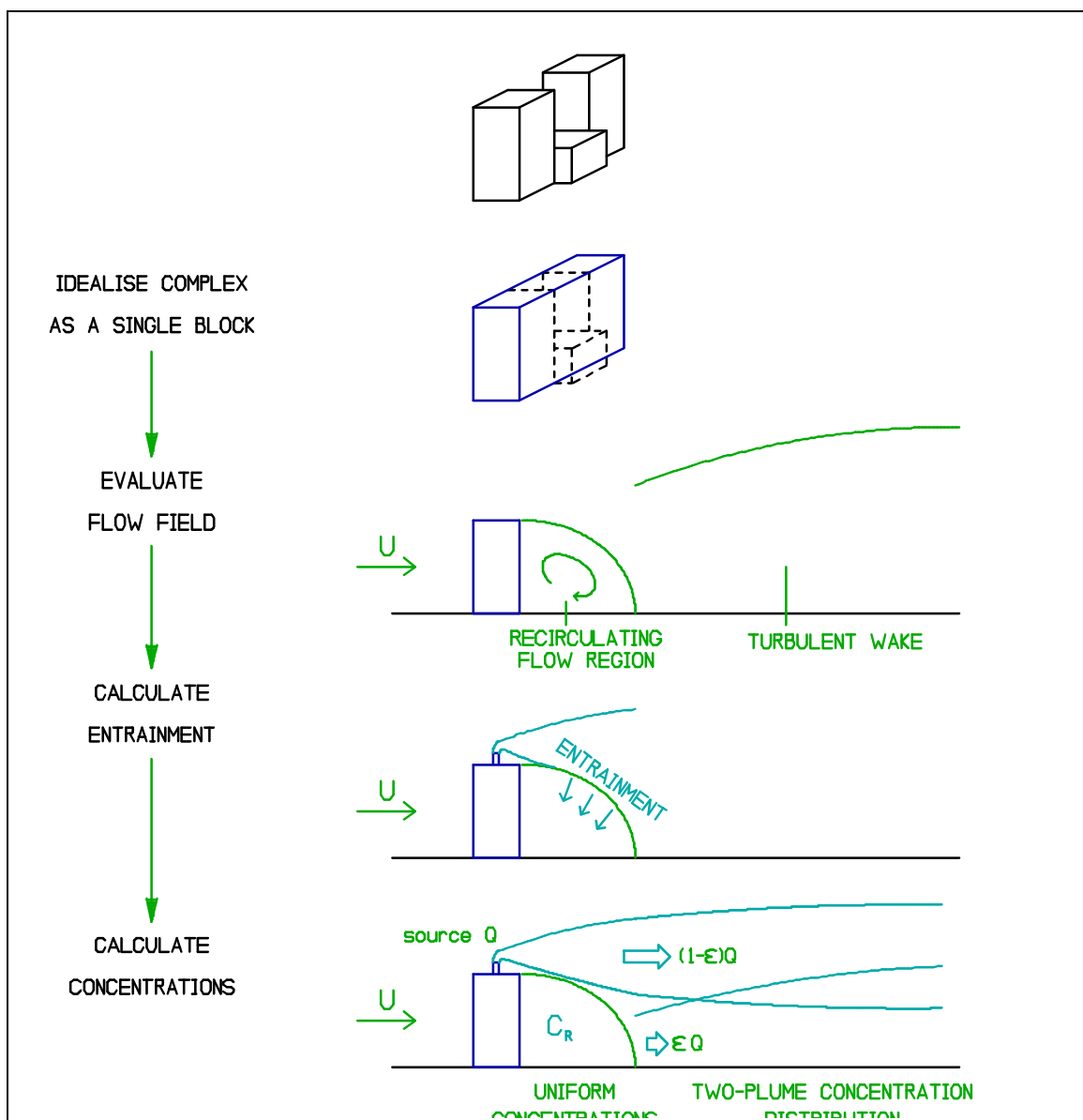
The third effect is of particular importance because it can bring relatively concentrated material down to ground-level near to a source. From experience, this occurs to a significant extent in more than 95% of studies for industrial facilities.

The buildings effects module in ADMS-Urban has been developed using extensive published data from scale-model studies in wind-tunnels, CFD modelling and field experiments on the dispersion of pollution from sources near large structures. It operates out to a distance of about 30 building heights from the building and has the following stages:

- (i) A complex of buildings is reduced to a single rectangular block with the height of the dominant building and representative streamwise and crosswind lengths.
- (ii) The disturbed flow field consists of a recirculating flow region in the lee of the building with a diminishing turbulent wake downwind, as shown in Figure A1.
- (iii) Concentrations within the well-mixed recirculating flow region are uniform and based upon the fraction of the release that is entrained.
- (iv) Concentrations further downwind in the main wake are the sum of those from two plumes: a ground level plume from the recirculating flow region and an elevated plume from the non-entrained remainder.

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<sup>11</sup> Carruthers D.J., Hunt J.C.R. and Weng W-S. 1988. 'A computational model of stratified turbulent airflow over hills – FLOWSTAR I.' Proceedings of Envirossoft. In: *Computer Techniques in Environmental Studies*, P. Zanetti (Ed) pp 481-492. Springer-Verlag.



**Figure A3.1: Stages in the modelling of building effects**

### **Data Comparisons – Model Validation**

ADMS-Urban is a development of the Atmospheric Dispersion Modelling System (ADMS), which is used throughout the UK by industry and the Environment Agency to model emissions from industrial sources. ADMS has been subject to extensive validation, both of individual components (e.g. point source, street canyon, building effects and meteorological pre-processor) and of its overall performance.

ADMS-Urban has been extensively tested and validated against monitoring data for large urban areas in the UK, including Central London and Birmingham, for which a large scale project was carried out on behalf of the DETR (now DEFRA).

Further details of ADMS-Urban and model validation, including a full list of references, are available from the CERC web site at [www.cerc.co.uk](http://www.cerc.co.uk).

**APPENDIX D**  
**ECONOMIC IMPACT**  
**ASSESSMENT**  
**EXECUTIVE SUMMARY**

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A background image of a busy street scene. In the foreground, a woman in a white shirt is walking away from the camera. To her left, a man in a dark jacket is walking towards the camera. In the background, there are other pedestrians, a modern building with a glass facade, and various signs, including one for 'HI RESTAURANT & TAKEAWAY' and another that says 'OPEN'.

Economic Impact Assessment  
of the Cycle Enfield Scheme on  
the A105 Corridor Towns  
Centres - Executive Summary

A Final Report by  
Regeneris Consulting



Enfield Council

Economic Impact Assessment of the Cycle Enfield Scheme  
on the A105 Corridor Towns Centres - Executive Summary

January 2016

Regeneris Consulting Ltd  
[www.regeneris.co.uk](http://www.regeneris.co.uk)



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## 1. Introduction

- 1.1 Regeneris Consulting and JMP were appointed by Enfield Council to undertake an economic impact assessment of the Cycle Enfield scheme on the economic vitality of nine town and local centres across the London Borough of Enfield.
- 1.2 Retail and other businesses rely on the spend of visitors to the centres who travel in by a range of transport modes, including walking, cycling, public transport and private car. The design changes to town centres proposed under the Cycle Enfield scheme may affect the extent to which visitors by different modes of transport use the centres in the future. This report provides an assessment of the extent of these effects and their overall impact on the economic vitality of each centre.
- 1.3 The Cycle Enfield scheme is being developed in four phases. This report relates to the first phase covering Palmers Green, Winchmore Hill Broadway, and Winchmore Hill Green Dragon.

### Town Centre Context

- 1.4 Town centres play an integral role in the functioning of local economies. As well as providing the focal point for convenience and comparison retail spending, they are leisure and recreation destinations, community hubs and places to work and live.
- 1.5 Nationally, town centres face challenges in maintaining economic vitality including: a struggling national economy, ageing society, increases in internet and mobile phone based shopping, rising transport costs and out-of-town shopping. Policy at national and Enfield levels recognises these challenges and the need to support the continued vitality and viability of town and local centres.

### The Cycle Enfield Scheme

- 1.6 In March 2014, LB Enfield was chosen as one of three outer London boroughs to be awarded £30m of new funding from the Mayor of London's Mini-Holland fund. The scheme aims to encourage more people to cycle, more safely and more often, while also providing better streets and places for everyone, by creating places dominated by people, not motor traffic.
- 1.7 The main proposals in the Cycle Enfield programme include segregated cycle lanes along the A1010, A105 and A110, developing a network of Quietway and Greenway routes across the whole borough and providing support for residents who want to take up cycling with free bike loans and residential cycle parking.

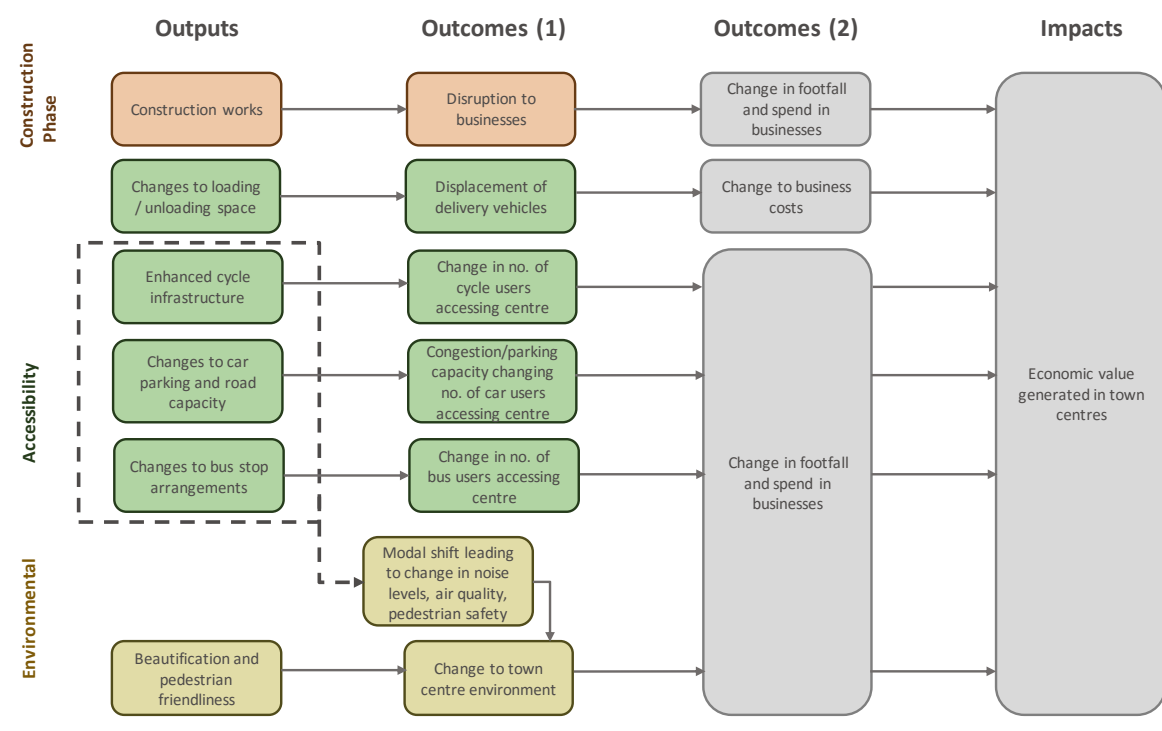
### Economic Impact Assessment Study

- 1.8 The primary focus of the study is on the overall economic vitality of Enfield's town and local centres. It does not assess the economic impact on individual businesses.
- 1.9 The study is particularly designed to assess the risk of any unintended negative impacts of the scheme on the economic vitality of these centres. However, the aim of scheme planners is that in the longer term the scheme will have a positive effect on economic vitality, enhancing the attractiveness and character of the centres, making them less car dominated, and increasing footfall and spend in each centre.
- 1.10 The study has involved analysis of design plans, site visits, review of public consultation, review of wider data and evidence available, analysis of case study evidence and stakeholder consultation.

## 2. Assessment Framework

- 2.1 The main indicator used in this assessment to measure economic vitality is **total annual turnover across town and local centres**. This captures the sum of revenues generated across all town centre businesses, and can be estimated at a local level using a range of regularly updated datasets.
- 2.2 The chart below summarises the factors affecting economic vitality that have been assessed in this study. It shows the theories of change connecting from outputs (physical changes), to outcomes (the effects of these outputs), to impacts (the changes we are ultimately interested in assessing).

Figure 2.1 Theories of Change



Source: Regeneris Consulting

- 2.3 The assessment methodology has included the following steps:
- **Developing an estimated baseline of total annual town centre business turnover** and visits, by different modes of transport, using town centre visitor surveys<sup>1</sup> and other sources.
  - **Assessing the magnitude of change for each outcome**, in order to model impact of changes in visits and spend by each type of transport user. This drew on evidence including: scheme designs; consultation responses; case studies from elsewhere; analysis of competing destinations; visitor survey evidence on reason for visit, arrival time, spend, journey length, where they park and interest in cycling; and traffic flow modelling.
  - **Modelling estimated net impact on spend & town centre business turnover**
- 2.4 For each outcome factor we assessed the impact using a seven-point scale. The definition of these assessment levels relate back to impact on total annual town centre business turnover as shown:

<sup>1</sup> A representative survey of town centre visitors and spend was undertaken in 2015, in development of the Cycle Enfield scheme.

Table 2.1 Assessment Framework

Assessment	Impact on Total Town Centre Business Turnover
Major Positive	Over 7% Increase in total town centre business turnover
Medium Positive	3-7% Increase in total town centre business turnover
Minor Positive	1-3% Increase in total town centre business turnover
Neutral / Negligible	+/- 1% of total town centre business turnover
Minor Negative	1-3% Reduction in total town centre business turnover
Medium Negative	3-7% Reduction in total town centre business turnover
Major Negative	Over 7% Reduction in total town centre business turnover

2.5 The rationale for this quantification is as follows:

- On average, the retail sector in London spends 92% of turnover on employment and supply chain costs, leaving a maximum of 8% possible profit (Annual Business Survey, 2013). If town centre businesses on average lost 8% or more of annual turnover as a result of the scheme, many would see reduced profit margins (assuming some costs are fixed) and there is a risk that some may find their business to be no longer viable<sup>2</sup>. An expected decrease in annual turnover of over 7% is therefore set as a major negative impact.
- Medium and minor negative impacts are set at appropriate intervals beneath this (respectively 3-7% and 1-3%).
- Major, medium and minor positive impacts are based on equivalent increases in turnover (respectively an increase in turnover of over 7%, 3-7% and 1-3%).

2.6 **Displacement Effects.** For the assessment of the spend generated by additional cycle users, it is assumed that the large majority of any change would simply be town centre spend that is displaced from other transport users (ie the majority of any new people cycling to the centre are assumed to be people who were previously visiting the town centre by car, bus, on foot, or by other means). As displacement levels are unknown, we have assumed a conservative estimate that only 10% of additional cycle users would constitute new trips to the centre (as a result of enhanced cycle connectivity). We assume that the remaining 90% will spend the same amount annually in the centre as they would have done when travelling in by other means, but this is not additional spend.

2.7 **Policy On/Off Analysis and Timing of the Assessment.** The assessment is based on how the present day baseline would be affected by changes set out in the Cycle Enfield scheme. It assessed “policy on” (ie Cycle Enfield scheme being in operation), versus “policy off” (the present day baseline). It does not set out impacts at different time periods (other than separating construction and operational stages). As a result the study may underestimate the potential for longer term positive impacts, if there is a significant uplift in the attractiveness of the town centre.

## Limitations of the Analysis

2.8 The study analysis has been limited to a degree by data availability, early design stage and lack of UK precedents. To deal with the inherent uncertainties this creates we have:

- set out **three scenarios for each assessment**: a base case which sets out the most likely impact, as well as better and worse case scenarios, which provide a realistic range of possible impacts and help test findings.
- employed **conservative assumptions** at each stage, to ensure we are not overstating positive impacts or understating negative impacts.

<sup>2</sup> Note: these figures represent the average across retail businesses in London. In practice, some businesses will be operating with a tighter profit margin and be more vulnerable to changes, while some will have higher profit margins and be less vulnerable.

### 3. Impact in Palmers Green

#### Baseline

3.1 The tables below shows the overall proportion of visitors and spend by mode of transport used.

	Car-driver	Car-pass.	Bus	Rail	Cycle	Motor-cycle	Walk	Taxi
% share of visitors	25.1	1.3	30.4	5.2	1.1	0.3	36.2	0.3
% share of spending	34.4	0.6	29.2	5.8	1.3	0.1	28.6	0.1

Source: Palmers Green Town Centre Survey, January 2015; Regeneris Calculations

3.2 Alongside this, data from the Estates Gazette (December 2015) shows an estimated 790 jobs supported in Palmers Green, and total annual town centre business turnover of £64.9m.

3.3 Drawing these sources together, the following table sets out an estimated breakdown of total annual spend and visits made, broken down by visitor mode of transport used.

	Value of Annual Town Centre Business Turnover	Annual Visits
Car driver & passenger	£22,740,000	852,000
Local bus	£18,960,000	980,000
Rail	£3,740,000	169,000
Cycle	£830,000	36,000
Walk	£18,540,000	1,170,000
Other	£100,000	20,000
<b>Total</b>	<b>£64,900,000</b>	<b>3,229,000</b>

#### Outputs

3.4 The key outputs of the Cycle Enfield scheme in Palmers Green are shown in the table below.

Key Output	Detail
Construction works	<ul style="list-style-type: none"> <li>A105 scheme expected to be delivered over 6 months; phasing unknown</li> </ul>
Cycle Infrastructure	<ul style="list-style-type: none"> <li>Introduction of segregated cycle lanes through full town centre</li> <li>Junctions signalised to improve safety for cyclists and pedestrians</li> </ul>
Changes to car parking and road capacity	<ul style="list-style-type: none"> <li>Loss of 17 parking bays along Green Lanes</li> <li>Additional 20 spaces to be provided at Lodge Drive Car Park</li> </ul>
Changes to bus stops	<ul style="list-style-type: none"> <li>2 Northbound bus stops merged, 1 Southbound slightly relocated</li> </ul>
Beautification and Pedestrian Friendliness	<ul style="list-style-type: none"> <li>Junction entry treatment to slow cars</li> <li>Triangle island retained with public realm improvements</li> </ul>

#### Summary of Impacts

3.5 The table below sets out an overview of key findings in the analysis of each scheme outcome.

Table 3.4 Outcomes in Palmers Green

Outcome	Assessment Factors
Construction Phase	<ul style="list-style-type: none"> <li>Temp. congestion/parking impact over c.12 weeks, but access to businesses maintained</li> <li>c.50% of visitors by car/bus (which would be most affected) are on non-discretionary trips (eg going to work, visiting doctor etc) so unlikely to switch to alternative location.</li> </ul>
Cycle Users	<ul style="list-style-type: none"> <li>Enhanced cycling infrastructure attracting more cyclists to the centre, although limited additional impact as majority would be existing visitors switching from another mode.</li> </ul>
Car Users	<ul style="list-style-type: none"> <li>Changes to roads/junctions leading to extra delay of 20-40 seconds at AM &amp; PM peaks</li> <li>Overall increase in parking, but some moved from on-street to off-street</li> <li>Loss of single yellow line parking used in evenings, but Lodge Drive will open later, meaning more evening parking space overall, but again more of this off-street.</li> <li>As above, many drivers are on non-discretionary trips, so unlikely to change destination</li> <li>Walk from Lodge Drive car park to Fox Lane at mid-way point of the centre is around four minutes, but most convenience and evening economy units (expected to be most affected by changes to car parking) are closer than this.</li> <li>Overall, limited impact expected, but North end of centre more likely to be affected.</li> </ul>
Bus Users	<ul style="list-style-type: none"> <li>Limited impact anticipated as only minor changes to bus stop locations proposed, and junction delays only expected to lead to extra 15-25 second delays in AM &amp; PM peaks.</li> <li>New bus stop boarder/bypass arrangements already operating successfully in London and not anticipated to create additional issues, but will be kept under review.</li> </ul>
Loading	<ul style="list-style-type: none"> <li>3 loading bays will remain with minor relocations.</li> </ul>
Town Centre Environment	<ul style="list-style-type: none"> <li>Minor public realm works at Alderman's Hill and pedestrian accessibility enhancement</li> <li>No change assumed in base case, but potential for minor uplift assumed in better case.</li> </ul>

- 3.6 The net impact on economic vitality in Palmers Green is set out in the table below. It shows the impact on both the value and proportion of the £64.9m total annual town centre business turnover for Palmers Green, and is broken down by construction and operational phase impacts.

Table 3.5 Summary of Net Impacts in Palmers Green

Impacts		Better Case	Base Case	Worse Case
Construction Phase	£	-£340,000	<b>-£890,000</b>	-£1,780,000
	%	-0.5%	<b>-1.4%</b>	-2.7%
	Impact	Negligible	<b>Minor Negative</b>	Minor Negative
Operational Phase (inc Transport Shift & Town Centre Environment)	£	£1,520,000	<b>-£ 370,000</b>	-£1,490,000
	%	+2.3%	<b>-0.6%</b>	-2.3%
	Impact	Minor Positive	<b>Negligible</b>	Minor Negative

- 3.7 Under the base case:

- The construction phase would have a **minor negative impact on town centre economic vitality within that single year**, with a potential loss of town centre spending of 1.4%.
- The operational phase would have a **negligible ongoing impact on town centre economic vitality**, with a potential loss of town centre spending of 0.6% per annum.

- 3.8 Various mitigation measures are set out in section 6. **By implementing these, we believe the impact of the operational phase can reach a neutral or positive level.**

- 3.9 The lack of UK precedents makes it difficult to predict the extent to which the scheme will have the transformational effect on town centre attractiveness and liveability which scheme planners seek. This is not modelled above, but if achieved could lead to longer term spend uplift of up to 10-15%.<sup>3</sup>

<sup>3</sup> Evidence from case studies of public realm schemes from Ass'n of Town Centre Managers, Living Streets and Outer London Fund.

## 4. Impact in Winchmore Hill Broadway

### Baseline

4.1 The table below shows the overall proportion of visitors and spend by mode of transport used.

Table 4.1 Proportion of Visitors & Spend by Mode of Transport

	Car-driver	Car pass.	Bus	Rail	Cycle	Motor-cycle	Walk	Taxi
Percent share of visitors	20.4	1.6	30.4	2.6	1.9	0.0	43.1	0.0
Percent share of spending	44.2	0.9	20.8	0.4	1.2	0.0	32.5	0.0

Source: Winchmore Hill Town Centre Survey, Regeneris Calculations

4.2 Alongside this, data from the Estates Gazette (December 2015) shows an estimated 190 jobs supported in Winchmore Hill Broadway, and total annual town centre business turnover of £9.3m.

4.3 Drawing these sources together, the following table sets out an estimated breakdown of total annual spend and visits made, broken down by visitor mode of transport used.

Table 4.2 Annual Business Turnover and Visits by Mode of Transport

	Value of Annual Town Centre Business Turnover	Annual Visits
Car driver & passenger	£4,190,000	142,000
Local bus	£1,930,000	197,000
Rail	£40,000	17,000
Cycle	£110,000	12,000
Walk	£3,020,000	279,000
<b>Total</b>	<b>£9,300,000</b>	<b>647,000</b>

### Outputs

4.4 The key outputs of the Cycle Enfield scheme in Winchmore Hill Broadway are shown below.

Table 4.3 Cycle Scheme Deliverables at Winchmore Hill Broadway

Key Output	Detail
Construction works	<ul style="list-style-type: none"> <li>A105 scheme expected to be delivered over 6 months; phasing unknown</li> </ul>
Cycle Infrastructure	<ul style="list-style-type: none"> <li>Introduction of segregated cycle lanes through centre</li> </ul>
Changes to car parking and road capacity	<ul style="list-style-type: none"> <li>Loss of 14 parking bays along Green Lanes</li> <li>Fords Grove Car Park to become pay and display, reducing commuter use</li> </ul>
Changes to bus stops	<ul style="list-style-type: none"> <li>Minor relocation of one stop</li> </ul>
Beautification and Pedestrian Friendliness	<ul style="list-style-type: none"> <li>Compton Road junction redesigned to increase public realm</li> </ul>

### Summary of Impacts

4.5 The table below sets out an overview of key findings in the analysis of each scheme outcome.

Table 4.4 Outcomes in Winchmore Hill Broadway

Outcome	Assessment Factors
Construction Phase	<ul style="list-style-type: none"> <li>Temp. congestion/parking impact over c.6 weeks, but access to businesses maintained</li> <li>c.40% cars / 70% bus users (which would be most affected) are on non-discretionary trips (eg going to work, visiting doctor etc) so unlikely to switch to alternative location</li> </ul>
Cycle Users	<ul style="list-style-type: none"> <li>Enhanced cycling infrastructure attracting more cyclists to the centre, although limited additional impact as majority would be existing visitors switching from another mode</li> </ul>
Car Users	<ul style="list-style-type: none"> <li>Changes to roads/junctions leading to extra delay of 40-50 seconds at AM &amp; PM peaks</li> <li>Reduced on-street parking (14 bays lost), however 71 spaces at Fords Grove car park to become pay &amp; display, reducing commuter use and making more available for visitors</li> <li>As above, many drivers are on non-discretionary trips, so unlikely to change destination</li> <li>Walk from Fords Grove car park to Southern end of Broadway is around 3 minutes, but most convenience and evening economy units (expected to be most affected by changes to car parking) are closer than this.</li> <li>Overall, limited impact expected.</li> </ul>
Bus Users	<ul style="list-style-type: none"> <li>Limited impact anticipated as only minor changes to bus stop locations proposed, and junction delays only expected to lead to extra 40 second delays in AM &amp; PM peaks</li> <li>New bus stop boarder/bypass arrangements already operating successfully in London and not anticipated to create additional issues, but will be kept under review</li> </ul>
Loading	<ul style="list-style-type: none"> <li>2 loading bays moved slightly, although some trade businesses concerned at the loss of parking bays close to their stores, which are currently used informally for loading.</li> </ul>
Town Centre Environment	<ul style="list-style-type: none"> <li>Minor public realm works at Compton Road and pedestrian accessibility enhancement</li> <li>No change assumed in base case, but potential for minor uplift assumed in better case.</li> </ul>

- 4.6 The net impact on economic vitality in Winchmore Hill Broadway is set out in the table below. It shows the impact on both the value and proportion of the £9.3m total annual town centre business turnover for Broadway, and is broken down by construction and operational phase impacts.

Table 4.5 Summary of Net Impacts in Winchmore Hill Broadway

Impacts		Better Case	Base Case	Worse Case
Construction Phase	£	£40,000	£80,000	£170,000
	%	-0.4%	-0.9%	-1.8%
	Impact	Negligible	Negligible	Minor Negative
Operational Phase (inc Transport Shift & Town Centre Environment)	£	£200,000	£50,000	£140,000
	%	2.1%	-0.6%	-1.5%
	Impact	Minor Positive	Negligible	Minor Negative

- 4.7 Under the base case:
- The construction phase would have a **negligible impact on town centre economic vitality within that single year**, with a potential loss of town centre spending of 0.9%.
  - The operational phase would have a **negligible ongoing impact on town centre economic vitality**, with a potential loss of town centre spending of 0.6% per annum.
- 4.8 Various mitigation measures are set out in section 6. **By implementing these, we believe the impact of the operational phase can reach a neutral or positive level.**
- 4.9 The lack of UK precedents makes it difficult to predict the extent to which the scheme will have the transformational effect on town centre attractiveness and liveability which scheme planners seek. This is not modelled above, but if achieved could lead to longer term spend uplift of up to 10-15%.<sup>4</sup>

<sup>4</sup> Evidence from case studies of public realm schemes from Ass'n of Town Centre Managers, Living Streets and Outer London Fund.



## 5. Impact in Winchmore Hill Green Dragon

### Baseline

5.1 The table below shows the overall proportion of visitors and spend by mode of transport used.

	Car-driver	Car pass.	Bus	Rail	Cycle	Motor-cycle	Walk	Taxi
Percent share of visitors	20.4	1.6	30.4	2.6	1.9	0.0	43.1	0.0
Percent share of spending	44.2	0.9	20.8	0.4	1.2	0.0	32.5	0.0

Source: Winchmore Hill Green Dragon Town Centre Survey, Regeneris Calculations

5.2 Alongside this, data from the Estates Gazette (December 2015) shows an estimated 110 jobs supported in Green Dragon, and total annual town centre business turnover of £3.2m.

5.3 Drawing these sources together, the following table sets out an estimated breakdown of total annual spend and visits made, broken down by visitor mode of transport used.

	Value of Annual Town Centre Business Turnover	Annual Visits
Car driver & passenger	£2,570,000	87,000
Local bus	£1,180,000	121,000
Rail	£30,000	10,000
Cycle	£70,000	8,000
Walk	£1,850,000	171,000
<b>Total</b>	<b>£5,700,000</b>	<b>397,000</b>

### Outputs

5.4 The key outputs of the Cycle Enfield scheme in Green Dragon are shown in the table below.

Key Output	Detail
Construction works	<ul style="list-style-type: none"> <li>A105 scheme expected to be delivered over 6 months; phasing unknown</li> </ul>
Cycle Infrastructure	<ul style="list-style-type: none"> <li>Introduction of segregated cycle lanes through centre</li> </ul>
Changes to car parking and road capacity	<ul style="list-style-type: none"> <li>Additional 4 parking spaces along Green Lanes</li> <li>Unrestricted kerb space (average occupancy 10 vehicles) removed</li> </ul>
Beautification and Pedestrian Friendliness	<ul style="list-style-type: none"> <li>Triangle at Firs Lane junction increased and Vicars Moor Lane slip road removed, to improve public realm</li> <li>Extra formal pedestrian crossing</li> </ul>

### Summary of Impacts

5.5 The table below sets out an overview of key findings in the analysis of each scheme outcome.

Table 5.4 Outcomes in Winchmore Hill Green Dragon

Outcome	Assessment Factors
Construction Phase	<ul style="list-style-type: none"> <li>Temp. congestion/parking impact over c.5 weeks, but access to businesses maintained</li> <li>c.40% cars / 70% bus users (which would be most affected) are on non-discretionary trips (eg going to work, visiting doctor etc) so unlikely to switch to alternative location</li> </ul>
Cycle Users	<ul style="list-style-type: none"> <li>Enhanced cycling infrastructure attracting more cyclists to the centre, although limited additional impact as majority would be existing visitors switching from another mode</li> </ul>
Car Users	<ul style="list-style-type: none"> <li>Changes to roads/junctions leading to extra delay of c10 seconds at AM and PM peaks</li> <li>Reduction single yellow line parking with no off street alternative meaning 6 fewer parking spaces in the evening (-9%)</li> <li>Design team analysis suggests some spare capacity on nearby side-streets and Fords Grove car park is around 6 minutes' walk from South end of Green Dragon.</li> <li>Overall, a minor negative impact is anticipated.</li> </ul>
Bus Users	<ul style="list-style-type: none"> <li>Little impact anticipated as no changes to bus stop locations proposed, and no additional junction delays anticipated.</li> <li>New bus stop boarder/bypass arrangements already operating successfully in London and not anticipated to create additional issues, but will be kept under review</li> </ul>
Loading	<ul style="list-style-type: none"> <li>Minor changes to loading bays; no indication this creates issues for local businesses.</li> </ul>
Town Centre Environment	<ul style="list-style-type: none"> <li>Minor public realm works at Vicars Moor Lane and Firs Lane junctions, and pedestrian accessibility enhancement</li> <li>No change assumed in base case, but potential for minor uplift assumed in better case.</li> </ul>

- 5.6 The net impact on economic vitality in Green Dragon is set out in the table below. It shows the impact on both the value and proportion of the £5.7m total annual town centre business turnover for Green Dragon, and is broken down by construction and operational phase impacts.

Table 5.5 Summary of Net Impacts in Winchmore Hill Green Dragon

Impacts		Better Case	Base Case	Worse Case
Construction Phase	£	-£20,000	<b>-£40,000</b>	-£80,000
	%	-0.3%	<b>-0.7%</b>	-1.5%
	Impact	Negligible	<b>Negligible</b>	Minor Negative
Operational Phase (inc Transport Shift & Town Centre Environment)	£	120,000	<b>-£10,000</b>	-£40,000
	%	2.1%	<b>-0.2%</b>	-0.7%
	Impact	Minor Positive	<b>Negligible</b>	Negligible

- 5.7 Under the base case:
- The construction phase would have a **negligible impact on town centre economic vitality within that single year**, with a potential loss of town centre spending of 0.7%.
  - The operational phase would have a **negligible ongoing impact on town centre economic vitality**, with a potential loss of town centre spending of 0.2% per annum.
- 5.8 Various mitigation measures are set out in section 6. **By implementing these, we believe the impact of the operational phase can reach a neutral or positive level.**
- 5.9 The lack of UK precedents makes it difficult to predict the extent to which the scheme will have the transformational effect on town centre attractiveness and liveability which scheme planners seek. This is not modelled above, but if achieved could lead to longer term spend uplift of up to 10-15%.<sup>5</sup>

<sup>5</sup> Evidence from case studies of public realm schemes from Ass'n of Town Centre Managers, Living Streets and Outer London Fund.

## 6. Mitigation and Benefit Maximisation

- 6.1 In response to the impacts set out in the preceding sections, a number of possible responses have been identified to help mitigate negative impacts and maximise positive impacts. By implementing some or all of these measures it is anticipated that actual scheme impacts will fall between the base and better case scenarios.

### Construction Phase Mitigation

---

- 6.2 The ongoing design and planning process provides an opportunity to develop important pre-construction mitigation approaches. These are valid across all three A105 town centres:
- **Design of construction works** – plans should seek to maintain two-way access on street and phase A105 works sensibly to minimise disruption to visitors through each centre.
  - **Traffic management plan** – should seek to scope out congestion issues and ensure that alternative provisions are put in place where possible.
  - **Publicity and business liaison** – ensuring plans are widely published to ensure that both town centre businesses and users are aware of what the work entails, how they might be impacted and when.
- 6.3 Once construction work is underway, additional mitigation measures can help reduce disruption:
- **Ongoing business liaison** – having a business liaison officer located on site and responsible for liaising with local businesses on a day to day basis regarding the construction process.
  - **Proactive efforts to maintain footfall flows** eg review of temporary parking restrictions, to maintain and encourage footfall and local wayfinding to guide pedestrians.

### Operational Phase Mitigation

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- 6.4 Once the scheme is operational, a number of measures could help mitigate negative impacts, or maximise positive impacts of the scheme on town centre economic vitality.
- **Car parking policy and arrangements** could help address impacts of loss of on-street parking. This may include: ensuring clear signage to off-street car parks and clear and attractive routes from these car parks into the town centres; plans for some 30-minute free spaces to cater for those visitors seeking to stop and shop quickly; and considering shorter maximum stay bays in some areas to increase number of cars able to use on-street spaces.
  - **Traffic flow** – the scheme should go ahead with plans to introduce SCOOT, which will constantly optimise the signal timings and reduce congestion effects.
  - **Individual businesses particularly impacted** (eg by changes to loading bays or changed location of parking bays) could be supported by the Council to address challenges created, depending on individual needs.
  - **Town centre management** eg through town teams, could help to enhance overall economic vitality of the centres, helping to develop stakeholder relationships, identify and respond to issues, and offer opportunities for proactive work to enhance town centre vitality.



**Regeneris Consulting Ltd**

Manchester Office  
4th Floor Faulkner House  
Faulkner Street, Manchester M1 4DY  
0161 234 9910  
manchester@regeneris.co.uk

London Office  
3rd Floor, 65 St. John's Street.  
London EC1M 4AN  
0207 336 6188  
london@regeneris.co.uk

[www.regeneris.co.uk](http://www.regeneris.co.uk)

# **APPENDIX F**

## **COMMENTS OF CRITICAL FRIENDS**

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## Appendix F: Comments of Critical Friends

Comments of Critical Friends	Designer's response
<p><u>Urban Design London</u></p> <p>This scheme forms part of the Enfield Mini-Holland study, which seeks to deliver borough wide transformational change for cycling. The designer presented the preliminary scheme design for proposed cycle infrastructure on the A105 corridor between the junction of Alderman's Hill and the A105 and the junction at Fox Lane to the north.</p> <p>The A105 is an important corridor linking Palmers Green and Winchmore Hill to Enfield Town Centre, the borough's primary shopping destination. The A105 corridor is approximately 6km long and forms part of the TfL Strategic Route Network (SRN). The A105 here is generally fronted by ground floor shops and businesses with upper floor residential properties. The buildings are generally of good quality with some high quality buildings including the Fox PH at the junction of the A105 and Fox Lane.</p> <p>The primary objective of the scheme is to get nervous/timid cyclists onto bikes and therefore segregated cycle facilities are proposed along the corridor. The designer is considering light segregation – akin to Royal College Street, where cycle segregation has been achieved using planters and rubber 'armadillos' and bus boarders have been designed to provide a continuous cycle route.</p> <p>The panel were encouraged by the design approach which seeks to provide continuous segregated cycle infrastructure along the street with recourse to intrusive heavily engineered segregation which could detract from the character and quality of the street. The designer was urged to provide the right balance between cycle provision and the public realm given that the area is very close to the town centre and subject to high pedestrian footfall. Footway space should not be reallocated for cycle infrastructure and</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

the designer should ensure that the scheme does not negatively impact on the pedestrian comfort levels. Where the scheme currently proposes to take space from the footway the designer was encouraged to consider reducing the cycleway at this point, perhaps to 1.5m wide, to strike the balance between pedestrian comfort and cycle provision.

The panel welcomed the designer's decision to consider a 20mph speed limit for the corridor. Reduced traffic speed will have a beneficial impact on pedestrians and cyclists and reduce the severity of collisions.

The panel recommended that the designer removes all unnecessary white lines from the scheme and apply this to the corridor in general. TfL have recently published research on removing centre lines from streets which has led to reduced traffic speeds. The panel also recommended that coloured surfacing should not be used, it is detrimental to the quality of the streetscape and incurs additional maintenance costs in comparison to asphalt surfacing. A cautionary note was sounded on the design of light segregation and the panel recommended that 'wands' are not specified as they are unattractive and prone to traffic damage.

The retention of car parking and the provision of cycle lanes will create a barrier to pedestrian crossing and it was recommended that the designers provide more formal and informal crossing opportunities by breaking up long sections of car parking through footway buildouts and the introduction of tree planting, particularly at side junction entry treatments. Pedestrian crossings should be considered in more detail and the designer should consider the function and design of the proposed kerb heights throughout the corridor.

There followed a discussion which focused on the junction of the A105 and Aldermans Hill. This junction provides an important link

Cycle lanes have been reduced from 2.0m to minimise the impact on the footway. There are some locations where a slight reduction in footway was required but this has been minimised as much as possible.

The reduction in speed limit along the corridor formed part of the consultation questionnaire. However, there was limited public support for this element of the scheme. However, with the reduction in carriageway widths, it is felt that this will in itself reduce free flow traffic speeds along the corridor, between junctions and bus stops

Coloured surfacing is not proposed in the design, where cycle lanes are at footway levels, alternative materials will be used to clearly demarcate between the footway and the cycle lanes.

White lines will be kept to a minimum. However, these are required on the approach to junctions and crossings. A detailed review of road markings will take place at the detailed design stage

The proposed light segregation will be armadillo/orca style segregation, which will be low level.

The designs have sought to retain as much parking as possible whilst introducing safe, continuous cycle facilities. Additional crossings have been introduced along the corridor to mitigate the loss of informal crossings, improving the provision for pedestrians in these locations. The detailing of proposed kerb heights will form part of the detailed design process.

A review of the section between Green Lanes and Palmers Green station was carried out. However, the bridge structure



<p>between the A105 and Palmers Green town centre and the rail station which lies approximately 100m to the west. The panel urged the designer to review the approach taken here and consider how cycle infrastructure can be provided up to the station itself.</p> <p>The junction is cherished by the local community and affectionately known as the triangle, due to the triangular piece of land carved out by the traffic lanes. Although the triangle is home to the town clock, the public realm is of very poor quality. Severed by traffic, the space is enclosed by pedestrian guardrailling with cctv cameras, lighting columns and service boxes contributing to the poor environment.</p> <p>The scheme provides an opportunity to review the nature and quality of this space and the potential to design a high quality public realm here with seating, street trees and an improved setting of the town clock. The panel urged the designer to develop more coherent design for this important junction to provide meaning and identity to the town centre.</p> <p>The panel recommended that the designer prepare a single agreed scheme for public consultation. This provides the opportunity to present a well-considered scheme with multiple benefits including public realm and environmental benefits which can be delivered as part of the cycle infrastructure works. Preparing several options for public consultation can be confusing and dilute the central message and integrity of the proposal.</p>	<p>currently has trief kerbing and a wall, which would need to be removed. This would involve changes to the bridge structure which would be very expensive and therefore this option was not taken forward.</p> <p>Noted</p> <p>The proposed option which retained the triangle is being taken forward and there will be significant improvements to the public realm in this area, developed in conjunction with the local community.</p> <p>Multiple options were taken forward to consultation at two locations only.</p>
<p><u>Metropolitan Police Traffic Management Unit</u></p> <p>1. Light segregation          Armadillos/ Orcas are a potential loss of control hazard, particularly to powered two wheelers. This risk becomes more apparent as the retro reflective markings on the objects become worn, and road dirt makes them more difficult to distinguish from the surrounding road surface. They are effectively road furniture, rather than a sign or marking as specified in TSRGD, and must be seen as a potential hazard when placed</p>	

in the actual carriageway where they may be struck by passing vehicles if drivers are insufficiently warned of their presence. This issue has come up elsewhere, and whilst we would not require them to be set back the usual minimum of 450mm from the kerb/road edge, there should be sufficient guidance to minimise the risk of vehicles striking them. Provided a solid white line is provided between passing general traffic and the Armadillos/ Orcas, we would see this as sufficient warning for drivers. If placed in this way, any vehicle striking one of these objects would therefore have already travelled beyond the confines of the marked carriageway. These objects should not be placed on top of any solid white marking as this would effectively change the solid line to a broken one, and render the marking unenforceable. The white line marking the nearside edge of the carriageway and the Armadillos/ Orcas must be seen as two separate features.

## 2. Should buffer strips be used at bus stop boarders?

This would have to be looked at on a case by case basis. There is a clear risk of unsighted passengers alighting from buses directly into the path of a cyclist. Wherever the footway space exists to move the cycle lane back from the kerb edge this should be the default position, even if this means some inconsistency with stops where space is more restricted. In every case where the cycle lane runs directly along the kerb edge at bus stop boarders the traffic authority must be able to demonstrate why no alternative was possible. As a minimum, cycle symbols accompanied by direction arrows should be clearly marked to give bus passengers some warning of the possible presence of cyclists.

## 3. Positioning of cycle lanes

Cycle groups have requested that cycle lanes be relocated between the parking and footway rather than outside the parking (pages 5 – 7 of the consultation are a good example). In our view, the default position should be for the cycle lane to run along the outside of parking bays. With cycle lanes running along the inside of parking areas there is a dooring risk on both sides of any parked vehicle and nearside passengers

A mandatory cycle lane marking (solid white line) will be provided between the passing general traffic and the cycle lane.

Where there is scope to provide a 'buffer strip' at bus stop boarders one has been provided with a minimum width of 0.5m.

Additional signage/markings will be used to at bus stop boarders for both pedestrians and cyclists.

As a result of a number of responses to the consultation, the cycle lanes have been relocated between the footway and the

(especially children) are likely to be even less aware of this than drivers. Also, drivers turning into or out of junctions or premises are likely to have less visibility or awareness of cyclists using a lane to the nearside of parked cars. An offside cycle lane does introduce a risk of cars entering or leaving parking bays colliding with cyclists, but in residential areas these movements are likely to be less frequent than turns into and out of side roads.

4. Positioning of Armadillos/ Orcas  
As per above, Armadillos/ Orcas should not be placed on top of any solid lane marking. This is the view of both Department for Transport and the Metropolitan Police.

parking along the corridor, to provide a consistent provision, similar to that of the proposed bus stops and retail areas. At all parking locations a buffer strip of 0.5m has been used to mitigate the risk of dooring. Parking is also offset from side roads to provide visibility on the approach. The designs will be subject to a formal safety audit, which will review this particular element of the scheme.

Armadillos/ Orcas will not be positioned on the mandatory cycle lane.

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**APPENDIX G**  
**PRELIMINARY TRAFFIC**  
**MODELLING**  
**ASSESSMENT**

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## Cycle Enfield - A105

LB Enfield

### A105 Preliminary Traffic Modelling Assessment

1 | D

25 January 2016

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Jacobs U.K. Limited

New City Court  
20 St Thomas Street  
London SE1 9RS  
United Kingdom  
T +44 (0)20 7939 6100  
F +44 (0)20 7939 6103  
[www.jacobs.com](http://www.jacobs.com)

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## Appendix A. : Junction Results Summary

## 1. Introduction

### 1.1 Purpose of report

- 1.1.1 This preliminary technical note describes some of the background to the Cycle Enfield proposals, analyses existing data on traffic on the A105 and reports on preliminary modelling of the changes proposed by the Cycle Enfield project at junctions on Green Lanes in Enfield.
- 1.1.2 The scheme is currently subject to a road safety audit and further modelling may be required, depending on the results of the audit. The base traffic models used have been audited and approved by TfL. Once the proposed scheme is finalised, the proposed scheme models will then be formally audited by TfL.
- 1.1.3 An increase in cycling is expected to support delivering the following benefits, as specified in TfL's summary report on 'Delivery of the benefits of cycling in outer London'<sup>1</sup>:
- Improved air quality;
  - Reduced childhood obesity;
  - Improved quality of life;
  - Tackling health inequalities;
  - Strengthened local economies by boosting local journeys;
  - Address the climate change agenda;
  - Create liveable streets;
  - Reduced requirement for car parking spaces, freeing up valuable land.
- 1.1.4 The Cycle Enfield project aims to:
- Make places cycle-friendly and provide better streets and places for everyone;
  - Make cycling a safe & enjoyable choice for local travel;
  - Create better, healthier communities;
  - Provide better travel choices for the 34% of Enfield households who have no access to a car and an alternative travel choice for the 66% that do;
  - Transform cycling in Enfield;
  - Encourage more people to cycle;
  - Enable people to make short journeys by bike instead of car.

### 1.2 Background to the Cycle Enfield proposals

- 1.2.1 Cycling is a core part of the Mayor of London's proposals for transport and is one the measures aimed at dealing with the huge growth in population and employment expected in London. There has been a growth of some 5m daily trips on London's transport networks since 1993. There is a recognition that the solution to this expected growth in travel and congestion is to offer better and more sustainable transport choices – cycling is a key element in this.

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<sup>1</sup> <http://content.tfl.gov.uk/benefits-of-cycling-summary.pdf>

- 1.2.2 The investment in London over the last decade into better public transport, walking and cycling is changing travel behaviour - car travel is down 1m trips per day in a decade, even with a 20% population growth - people are shifting to public transport, walking and cycling. Last year was the first year when use of public transport, walking and cycling exceeded car use.
- 1.2.3 TfL's research into the potential for cycling estimated that a total of 4.3 million additional trips each day are potentially cycleable, with nearly two thirds of these currently made by car, with the remainder largely made by bus. Four in ten of these trips are made for shopping and leisure purposes and just under a quarter for work purposes -the greatest unmet potential for growth is within outer London, which has an estimated 54 per cent of these potentially cycleable trips.
- 1.2.4 Consequently the Mayor's Cycling Vision was developed, and various measures were proposed, with the aim of reaching a target of 5% of London journeys by bike by 2026. There is strong evidence that this level of investment leads to changes in travel behaviour:
- Cycle hire – now has some 10m trips a year;
  - Cycling to work in London has doubled in the last 10 years;
  - Cycle Superhighways had a 47-83% increase in cycle use;
  - The number of cyclists entering central London in the morning peak has increased by 177 per cent since 2001 on TLRN roads.
  - In Central London, traffic has been dropping while cycling has been increasing, for example on the Embankment traffic is down 24%, on Farringdon Street it is down 44%.
  - In the morning peak (2012) cycles accounted for 26 per cent of all vehicular traffic crossing the central London cordon inbound to central London and for 22 per cent of vehicular traffic heading out of central London in the evening peak – some roads had an even higher proportion of cyclists. While these increases are in central London, and lower changes are expected in outer London, they show the huge attraction of and potential for cycling in London.

### 1.3 Travel demand in Enfield and on the A105

- 1.3.1 The London Plan indicates that the 2011 population in the four north London boroughs of Enfield, Barnet, Haringey and Waltham Forest combined was 1.2m, and is projected to grow to 1.4m by 2031<sup>2</sup>, an increase of 17%. Jobs in the four boroughs are forecast to rise from 390,000 to 430,000 over the same period, an increase of 10%.
- 1.3.2 Enfield Council's Core Strategy document, published in 2010, refers to 2008 GLA growth projections, which predicted an increase in resident population in the borough from 285,100 in mid-2007 to between 293,500 and 303,800 by 2026 (growth of between 3% and 6.6%). Updated figures from the GLA released in 2014 now suggest that the population of the borough is already close to 325,000, and trend-based forecasts suggest it could rise as high as 360,000 over the next ten years (although forecasts linked to future development and land availability suggest more modest growth to over 330,000 during the same period)<sup>3</sup>. GLA employment projections released this year also indicate that total jobs in the borough are forecast to increase from 108,000 in 2011 to 115,000 by 2026<sup>4</sup>.
- 1.3.3 The Enfield Core Strategy (2010) has a core objective to '*enhance traffic flow by the provision of appropriate infrastructure as well as the promotion of sustainable methods of transport and a pattern of development that reduces the need to travel.*
- 1.3.4 It is also important to note in the context of this growth that the whole of Enfield is an Air Quality Management Area. In 2011 the Greater London Authority (GLA) identified ten Air Quality Focus Areas within LB Enfield, including Green Lanes at Palmers Green and Enfield Town. These were selected by the GLA as areas where there is the most potential for improvements in air quality within the Capital.

<sup>2</sup> <http://content.tfl.gov.uk/north-srtp-plan-update-2014.pdf> - page 4

<sup>3</sup> <http://data.london.gov.uk/dataset/2014-round-population-projections>

<sup>4</sup> <http://data.london.gov.uk/dataset/gla-employment-projections>

- 1.3.5 Despite recent increases in population and employment in the borough, daily traffic volumes along the A105 have fallen over the past 15 years. This trend is broadly in line with traffic volume trends evident across London as summarised in TfL's latest annual Travel in London report, published in 2014<sup>5</sup>. However, the report indicates that there are "*signs that traffic in London is growing again after a decade of falls, this being reflected in indicators of road network performance (delay and journey time reliability)*". The report goes on to state that "*both 2012 and 2013 saw growth in [traffic in] outer London*" and that "*indications for 2014 are that traffic volumes have grown across London as a whole, as the economy recovers from recession and population continues to grow rapidly. It is possible that London is now seeing a movement away from a long period of stability on the road network in terms of performance indicators such as delay and journey time reliability – this will become clearer over the coming year*".
- 1.3.6 The recent Roads Task Force estimated that delay per kilometre would increase Outer London congestion by 15% by 2031, and in the Enfield area by 10%.
- 1.3.7 Despite the reduction in daily traffic volumes since 2000 described above, the A105 corridor currently operates close to capacity during peak times. This is potentially due to a lower level of reduction in peak hour traffic when compared to daily trends, suggesting that the daily traffic profile along the corridor has become more peaked in recent years. Local junction modelling using current traffic flow data indicates that the A105 junctions with Village Road, Bush Hill Road/Church Street, Bourne Hill/Hedge Lane, Fox Lane, Alderman's Hill and Broomfield Lane/Oakthorpe Road all operate in excess of 95% of available capacity during peak times.
- 1.3.8 Any forecast growth in traffic volumes would therefore result in a significant increase in congestion and delays and a corresponding reduction in air quality along the A105 corridor, accompanied by a likely increase in rat-running along neighbourhood roads in the vicinity in the do-nothing scenario. In the context of the potential increases in traffic in outer London summarised above, it is therefore important that measures are implemented to reduce dependency on the car for people making journeys along this corridor.
- 1.3.9 The north London Sub-Regional Transport Plan (SRTP) summarises the public transport enhancements that will support a shift away from car use to some degree across the four boroughs in the sub-region (for example, London Overground capacity increases, rail enhancements in the Upper Lea Valley and the completion of the Thameslink Programme). However, these programmes are strategic in nature and are not focussed on the area around the A105 corridor, as illustrated in the 2014 SRTP update summary of proposals<sup>6</sup>.
- 1.3.10 In addition, the DfT traffic count data suggests that goods vehicle traffic constitutes a relatively low level of overall volumes along the corridor. The latest data from 2014 indicates that goods vehicles made up 16% of all motorised vehicular traffic along the southern section just to the north of the North Circular junction, reducing to 10-12% along sections further to the north. The proportion of goods vehicles is important since these vehicles are typically making delivery or servicing trips and are therefore much more difficult to transfer to other modes than car or motorcycle trips.
- 1.3.11 The data described above suggests that cycling has significant potential to help address the issue of traffic congestion and delays on the A105. TfL's Analysis of Cycling Potential report, published in December 2010, indicated that 94% of cycling trips are under 8km in length<sup>7</sup>. The report also identified that "*the greatest unmet potential for growth can be found within outer London – 54% of potentially cycleable trips – and only 5% of the 'total potential' in outer London is actually cycled*". Within the outer London North sub-region, only 4% of all identified potential cycle trips were actually being cycled.

<sup>5</sup> <http://content.tfl.gov.uk/travel-in-london-report-7.pdf>

<sup>6</sup> <http://content.tfl.gov.uk/north-srtp-poster-2014-update.pdf>

## 2. Preliminary junction modelling results

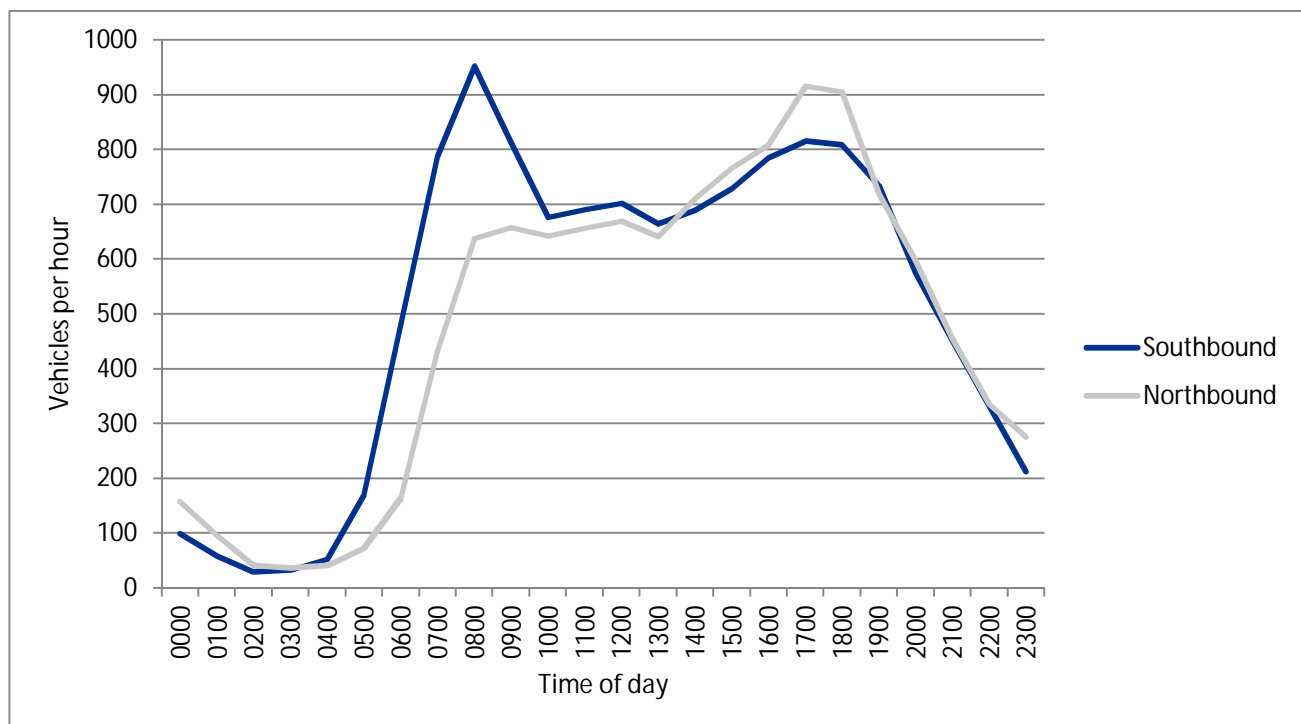
### 2.1 Methodology

- 2.1.1 This report summarises the results of the preliminary traffic modelling on the A105. It is based on individual junction traffic models (ARCADY, PICADY and LINSIG) for each of the junctions where major changes are proposed as a result of the Cycle Enfield proposals.
- 2.1.2 The results are preliminary as the design is subject to a road safety audit and will also be audited by TfL, before the design and modelling results are finalised.
- 2.1.3 The tests are shown with a number of scenarios, based on potential reduction in vehicle flows along the corridor. The core scenario assumes a reduction of 5% of motor traffic on the corridor – The Cycle Enfield target is 5% of trips by cycle and it is anticipated that this mode shift will be concentrated on the routes with the highest level of facility, such as Green Lanes. This is considered conservative for the peak hours, based on experience elsewhere in London which indicates that the effect may be higher, particularly given the opportunity for some traffic to re-assign to e.g. the A10 but also recognises that some of these trips may come from bus or walk, as well as car. Two sensitivity tests have also been undertaken, one with a reduction of 2.5% of motor traffic and one with a 10% reduction.

### 2.2 Daily variation in traffic flow

- 2.2.1 The tests have been undertaken for the morning and evening peak hours, which as shown in Figure 1, are the busiest periods of the day. Outside of these periods traffic volumes decrease, with flows dropping by up to 25% in the periods between these peak periods - the modelling is therefore regarded as a conservative estimate and delays should be lower at most other times of the day.

Figure 1: Greens Lanes Traffic Volumes.



Surveys undertaken at a location south of Highfield Road in July 2014.

## **2.3 Junction arrangements at the proposed signalised junctions**

- 2.3.1 There are seven junctions where significant changes are proposed, which will be signal-controlled with provision for pedestrians and cyclists to safely progress through the junction, with Fox Lane converted from a roundabout to a priority controlled T-junction. These junctions have been modelled using standard traffic engineering software packages and TfL procedures, with base models approved by TfL. Final modelling will also be audited by TfL.
- 2.3.2 The preliminary modelling results indicate that the changes to journey times at junctions for vehicular traffic are not expected to be significant in the peak hours in the core scenario.
- 2.3.3 Some junctions can be improved with the proposals (for example Green Lanes/Broomfield Lane/Oakthorpe Road and Church Street/Bush Hill Road), while others show small additional delays. The results are different by direction and by peak; in some cases a junction has additional small delays in one direction, in one peak, and some time savings in another.
- 2.3.4 It should be noted that at junctions where priority control, or a roundabout, is being replaced by signals (Sainsbury's Access and Ford's Grove) delays do increase (see section 2.5 for more details). These junctions have been signalised to provide a safe progression through the junction for people cycling, whilst also providing signalised crossings at Ford's Grove.
- 2.3.5 A more detailed summary of the junction modelling results can be found at Appendix A.

## **2.4 Degree of junction saturation**

- 2.4.1 Table 1 on the following page shows the estimated degree of saturation (DoS) at the junctions – a DoS of over 100% indicates that a junction is overcapacity; a DoS of 90% is regarded as acceptable in congested urban locations.
- 2.4.2 The table shows that all junctions operate below 100% DoS, through all scenarios tested. The overall assessment is that capacity is not significantly affected – under the core scenario, only the Sainsbury's junction shows a significant change in capacity but still operates with a reasonable level of spare capacity. Notable improvements in capacity are expected in the am peak at the junctions of Alderman's Hill, Broomfield Lane/Oakthorpe Road and Church Street/Bush Hill Road, with improvements to the latter in the pm peak as well.

Table 1: Preliminary Estimates of Degree of Saturation at Signalised Junctions

Junction	Base		Core Scenario (5% Reduction)		Sensitivity 1 (2.5% Reduction)		Sensitivity 2 (10% Reduction)	
	AM	PM	AM	PM	AM	PM	AM	PM
Ridge Avenue/Village Road/Bush Hill Road/Church Street	95.6	96.3	83.2	80.5	92.4	84.3	77.8	78
A105/Fords Grove/Station Road	85.0	87.0	88.5	80.3	91.7	82.4	83.6	76.2
Green Lanes/Sainsbury's	37.1	82.0	72.8	90.4	74.7	92.7	69	85.6
A105/Bourne Hill/Hedge Lane	96.7	97.2	93.6	92.5	96.6	93.8	88.6	90.8
Green Lanes/Fox Lane	77.9	87.6	74.0	83.0	78.0	87.0	67.0	76.0
Green Lanes/Alderman's Hill (Signalised)	95.3	93.2	72.2	86.9	74.1	89.1	68.3	82.1
Green Lanes/Broomfield Lane/Oakthorpe Road	99.2	99.4	88.2	93.5	90	95.8	92.4	87.8

## 2.5 Journey time changes at junctions

- 2.5.1 Table 2 on the following page, shows the estimated changes in journey time at the junctions in minutes per Passenger Car Unit (PCU), during the peak periods for the northbound and southbound movements on the A105. A (PCU) is a method used in transport modelling to allow for the different vehicle types within a traffic flow group to be assessed in a consistent manner. The factors are 1 for a car or light goods vehicle, 1.5 for a medium goods vehicle, 2 for a bus, 2.3 for a heavy goods vehicle, 0.4 for a motorcycle and 0.2 for a pedal cycle.
- 2.5.2 As with the degree of saturation table (Table 1), some junctions experience reductions in journey times for one or both movements, and others experience increases in journey times, when considering the core scenario. The junction with Sainsbury's experiences the highest increase in journey times in the northbound direction (between 20 and 35 seconds), with the southbound approach increased by approximately 5 seconds. The A105 southbound approach to Ford's Grove increases by between 8 and 14 seconds, with the northbound approach increasing by between 4 and 5 seconds. In the AM Peak the northbound and southbound approach at Bourne Hill/Hedge Lane increase by between 15 and 24 seconds, with the southbound approach increasing by 7 seconds in the PM Peak. At the Fox Lane junction the conversion to a priority controlled junction increase the southbound delay by between 5 and 7 seconds, but reduces the northbound delay by between 8 and 28 seconds. However, Bush Hill Road/Church Street, Alderman's Hill and Bush Hill Road/Oakthorpe Road junctions show an overall reduction in journey times (up to 1 minute 6 seconds) on the Green Lane approaches.
- 2.5.3 When the overall delay based on the junction modelling is considered, most changes are small, with no change (plus or minus) more than 40 seconds at any location, apart from the Green Lanes/Broomfield Lane/Oakthorpe Road (where there is an improvement in journey time of 1 minute 6 secs on the southbound approach). Total changes for the core scenario summed across all the junctions show a range between a decrease in journey time of 1m 18 seconds and an increase of 15 seconds. These changes are not regarded as significant given the conditions on the corridor and the significant improvements in cycling, with some pedestrian improvements also integrated.
- 2.5.4 We note that it is also proposed to link the junctions controls using SCOOT (Split Cycle Offset Optimisation Technique), which can detect daily fluctuations in flows and manage the junction timings accordingly to optimise the network, and this is likely to improve the resilience of the network.



Table 2: Preliminary Estimates of Change in Journey time at Signalised Junctions (seconds)

Junction	Movement	Core Scenario (5% Reduction)		Sensitivity 1 (2.5% Reduction)		Sensitivity 2 (10% Reduction)	
		AM	PM	AM	PM	AM	PM
Ridge Avenue/Village Road/Bush Hill Road/Church Street	Northbound	-16.4	-7.1	-11.3	-4.5	-20.0	-8.3
	Southbound	-12.4	-35.7	-9.5	-33.5	-15.4	-35.8
A105/Fords Grove/Station Road	Northbound	5.3	3.5	4.3	4.6	4.7	1.7
	Southbound	13.5	7.9	9.6	9.5	8.9	5.4
Green Lanes/Sainsbury's	Northbound	20.2	34.8	20.9	39.6	19.1	29.1
	Southbound	5.2	5.0	5.9	5.7	4.0	3.8
A105/Bourne Hill/Hedge Lane	Northbound	23.5	-1.8	27.1	4.8	17.8	-16.0
	Southbound	14.6	7.0	21.5	8.9	4.9	0.7
Green Lanes/Fox Lane	Northbound	-8.2	-28.1	-8.2	-28.1	-8.2	-28.1
	Southbound	5.0	7.4	5.6	8.6	3.8	5.6
Green Lanes/Alderman's Hill Signalised	Northbound	-2.4	-4.8	-2.0	-2.4	-3.0	-8.4
	Southbound	-38.2	-2.9	-37.4	-1.8	-39.5	-5.1
Green Lanes/Broomfield Lane/Oakthorpe Road	Northbound	-7.5	-36.5	-7.0	-31.9	-8.5	-41.8
	Southbound	-1m6s	-26.1	-1m4s	-27.0	-1m9s	-33.6
Total	Northbound	14.5	-40.0	23.8	-17.9	1.9	-1m18s
	Southbound	-1m18s	-37.4	-1m9s	-29.6	-1m42s	-59.0

## 2.6 Changes in Queue Lengths at Junctions

- 2.6.1 The modelling results for queues at each of the key junctions can be found in the junction results summary tables shown in Appendix A. Where junctions have been converted from priority control, or a roundabout, to a signalised junction it can be seen that queues do increase. The modelling for signalised junction produce results for the Mean Maximum Queue (MMQ) which is the estimated mean number of PCUs which have added onto the back of the queue up to the time when the queue finally clears.
- 2.6.2 The notable increases in queues are on the approaches to the junction with Sainsbury's, where the northbound movement is currently free flow and the proposed queue for the core scenario is between 13 and 27 and the increase on the southbound approach between 10 and 13. Ford's Grove also experiences an increase in queues on the all approaches with a maximum increase of 15 PCUs, although it should be noted that this total is over both lanes on the southbound approach in the AM Peak. The northbound approach to the Bourne Hill/Hedge Lane junction also experiences and increase in queue of 9 PCUs in the AM Peak.

## 2.7 Further work

- 2.7.1 Prior to the commissioning of the detailed design element of the scheme the designs will be subject to a Road Safety Audit and the comments received as a result of this will be incorporated into the designs. Once the designs and modelling have been finalised they will be subject to a formal audit by TfL to verify the results. The base modelling has already been through this process and has been used to develop the proposed models to date. In addition, work is ongoing on other areas of the scheme, based on consultation feedback.



## 3. Corridor Assessment

### 3.1 Overview

There are a number of interventions introduced as part of the scheme that may have a potential impact on vehicles journey times, as follows:

- Major changes to junction arrangements, as described above;
- Buses stopping in-carriageway (in-line) at bus stops;
- Removal of right turn 'pockets' (at priority junctions);
- Reduced carriageway widths;
- Changes to pedestrian crossings.

An assessment has therefore been carried out on the cumulative effect of the interventions.

### 3.2 Methodology

The A105 scheme covers approximately 3.2 miles. Journey times along the full length of the corridor affected by the scheme vary during different periods of the day and direction but are approximately 10-15mins in each direction. Average speeds along the full length of the corridor therefore range between about 13mph and 19mph.

A spreadsheet model was developed to simulate traffic flow along the A105, including the effect of 'delay' locations (in this case junctions and bus stops). The model covered the full length of the corridor from the North Circular to Enfield Town and both directions of traffic were modelled in two time periods (weekday AM peak hour and PM peak hour).

The model was based on 5 second time increments. A 5 minute lead-in period and a 15 minute lead-out period were incorporated around the modelled hour. During the modelled hour traffic enters at a rate based on observed data, and in the lead-out period no further traffic was assumed to enter, allowing residual delay to be calculated.

A 'base' situation was modelled and this was then compared to a 'do-something' situation with the relevant scheme in place. The base model predicted a total journey time (including delay impacts) of 13 minutes along the full length of the corridor during peak times (in both directions) and slightly less in the off peak direction, which is within the range from observed data.

The potential impact of each of intervention type is described in the following sections.

### 3.3 Junction arrangements at the proposed signalised junctions

There are seven junctions where changes are proposed, with the results described in earlier chapters of this report.

### 3.4 Buses stopping in carriageway at bus stops

The proposed design has a number of bus stops where buses will need to stop in the carriageway, and traffic will need to stop behind them. This is likely to have the following impacts:

- bus journey times should decrease – at most bus stops, buses currently need to merge with traffic, causing delays;
- Delay traffic behind stopping buses.

The modelling forecasts described above are conservative for two key reasons as follows:

- No over-taking of buses at stops is assumed to occur on the corridor during the modelled time periods, where there is no overtaking lane – in reality, some drivers will over-take buses, reducing delay impacts associated with buses stopping at in-line stops;
- No time savings for bus passengers are assumed as a result of buses no longer being delayed merging into traffic at stops that are effectively converted to in-line facilities – typical practice at TfL currently is to provide in-line bus stops with kerb build-outs on most bus corridors to prevent delays of this nature to services.

### 3.5 Removal of right turn pockets at priority junctions

The scheme includes the removal of some 19 right-turn ‘pockets’ on the A105, 10 in the northbound direction and 9 in the southbound direction. The average increase in delay at these junctions is approximately 2-4 seconds for vehicles held behind the right turning traffic. However, it is expected that this will result in a negligible increase in the overall journey time because traffic will have a clear corridor after the vehicles have turned and also will proceed to the subsequent signalised junction, where it will join the back of the queue. This negates the earlier delay experienced on the corridor. However, a delay associated with the removal of the right turn pockets has been included in the corridor journey time.

### 3.6 Reduced carriageway widths

While the carriageway narrows with the introduction of the scheme, it will remain wide enough for two vehicles to pass and it is not felt that the average speed on the links will reduce below the existing average speed of approximately 22 to 27mph under free flow conditions.

### 3.7 Locations where zebra crossings have replaced advisory crossings

Some pedestrian advisory crossings would be replaced with zebra crossings as part of the scheme. The new zebra crossings would predominantly be located in residential areas, and while they serve key desire lines the pedestrian footfall is relatively light when compared to town centre locations.

It is therefore not expected that this would have an impact on the average journey time of the traffic on the corridor, but it is accepted that there would be delays occasionally when a pedestrian and/or cyclists is crossing. It should however be noted that the new crossings would have significant advantages for pedestrians and disabled people in particular.

### 3.8 Proposed Impact

Based on the modelling assessment described above, the estimated increase in journey time (in seconds per mile) based on the proposed junctions and bus stops are as shown in Table 3.

Table 3: Additional vehicle delay (second per km)

<b>Additional delay (seconds per mile)</b>	<b>Northbound</b>	<b>Southbound</b>
AM peak	33	24
PM peak	25	47

## **Appendix A. : Junction Results Summary**

Ridge Avenue/Village Road/Bush Hill Road/Church Street																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Ridge Avenue Ah & Lt	92	60.5	19	89.2	46.4	15.1	81.3	44.1	15.2	80.5	39.3	14	84.3	49.2	17.0	83.4	41.9	15.4	77	40.5	13.5	78	38.1	12.8	
Ridge Avenue Rt	95.6			91.1			83.2			80.5			92.4			83.6			77			78			
Village Road Ah & Lt	89.6	50.7	15.7	96.3	69	19	82.1	38.3	15.7	79.6	33.3	13.7	85.2	41.2	17.2	82.6	35.5	15	77.8	35.3	13.9	77.3	33.2	12.4	
Church Street	80	41.7	11	72.8	33.6	8.8	83.2	48.7	12.1	80	47.6	11	88.7	52.0	13.0	82.9	49.8	11.8	77.4	45.8	10.8	76.8	45.3	10.1	
Bush Hill Road	50.7	37.5	6.1	47.1	33.8	4.5	77.2	66.9	8.2	77.2	66.9	8.2	80.2	70.3	8.8	84.3	81.9	7.8	73.3	63.3	7.5	57.8	49.6	5.4	

A105/Fords Grove/Station Road																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Green Lanes N/bound Ah & Rt	56	7.6	1.3	81	16.3	5.5	44.7	12.9	5.9	78.3	19.8	15.3	44.4	11.9	5.8	80.3	20.9	16.1	42.3	12.3	5.4	74.1	18	13.4	
Green Lanes S/bound	85	23.7	4.9	87	25.3	0.7	87.6	37.2	20	80.3	33.2	13.9	85.7	33.3	19.5	82.4	34.8	14.8	83	32.6	17.5	76.2	30.7	12.5	
Fords Grove	55	9.1	1.2	40	6.8	4	82.6	50.9	9.3	70.7	39.6	5.3	91.7	70.3	12.2	72.7	40.5	5.6	78.1	47.1	8	67	38.2	4.9	
Station Road	47	10.6	0.9	58	16.2	1.3	88.5	72	10.7	78.8	49.5	8.6	91.4	82.7	12.1	80.9	51.5	9	83.6	62	9.3	74.8	46.1	7.9	

Green Lanes/Sainsbury's Access																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	Average Queue	DoS (%)	Delay (Sec/PCU)	Average Queue	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Green Lanes N/bound	Free Flow			Free Flow			71.4	20.2	13.3	90.3	34.8	27	73.4	20.9	14	92.7	39.6	29.5	67.7	19.1	12.1	85.6	29.1	23.4	
Green Lanes S/bound	30.2	10.2	0.4	41.7	13.2	0.7	72.8	15.4	13.3	61.5	18.2	10.3	74.7	16.1	14.1	69.6	18.9	10.9	69	14.2	11.7	57.4	17	9.4	
Sainsbury's Exit	37.1	24.0	0.6	82	67.2	3.1	49.6	39	2.9	90.4	76.2	11.2	51	39.3	3	92.4	82.6	12.1	47.4	38.6	2.7	85.3	64.6	9.3	

A105/Bourne Hill/Hedge Lane																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Green Lanes N/bound	70.3	29	7.6	94.5	54.4	22.8	91.5	52.5	16.8	91.5	52.6	23.4	94.4	56.1	17.9	93.78	59.2	25.7	82.4	46.8	14.1	85.2	38.4	18	
Green Lanes S/bound Ah & Rt	56.6	31.7	6.3	71.6	45.5	5.3	91.5	51.2	23.5	81.2	39.6	17.1	93.9	58.1	25.9	83.2	41.5	18.2	87	41.5	18.9	75.8	33.3	14.1	
Green Lanes S/bound Ah & Lt	82.5	41.6	11.5	53.3	19.7	6.4	93.6	64.8	18.9	86.5	48.4	14.7	96.6	78.6	22.4	89.1	52.5	16.2	88.6	51	13.5	84	44.9	11.9	
Bourne Hill	88.9	44.9	13.5	88.8	46.8	13.5	83.7	45.1	13.1	92.5	60.8	20.9	86.8	48.5	15	85.2	70.4	23.7	78.4	40	9.4	90.8	56	17.4	
Hedge Lane	96.7	72.8	18.6	97.2	76.1	23.2																			

Green Lanes/Fox Lane																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	Average Queue	DoS (%)	Delay (Sec/PCU)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	RFC	Delay (Sec/VEH)	Average Queue	
Green Lanes N/bound	77.9	8.2	3.3	87.6	28.1	6	Free Flow			Free Flow			Free Flow			Free Flow			Free Flow			Free Flow			
Green Lanes S/bound	57.9	8.8	1.4	64.0	8.8	1.7	51.0	13.8	1	55.0	16.2	1.2	53.0	14.4	1.1	57.0	17.4	1.3	47.0	12.6	0.9	51.0	14.4	1.0	
Fox Lane	56.5	16.2	1.3	50.0	16.2	1	74.0	34.2	2.6	83.0	40.8	3.80	78.0	39.6	3.10	87.0	47.4	4.70	67.0	27.0	2.0	76.0	30.6	2.7	

Green Lanes/Alderman's Hill																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Green Lanes N/bound Ah & Lt	71.1	22.9	4.9	88	35.1	10.5	62.8	20.5	6.7	85.4	30.3	17.0	64.5	20.9	7.2	87.6	32.7	18.4	59.5	19.9	6	80.8	26.7	14.6	
Green Lanes S/bound Ahead	95.3	60.4	11.7	69.2	23.7	6.9	71.4	29.0	8.5	69.8	32.0	9.1	73.3	29.8	8.9	71.7	33.1	9.7	67.7	27.7	7.5	66.2	29.8	8.3	
Green Lane S/bound Right		74			46																				
Alderman's Hill	94.1	71.4	8.9	93.2	71	10	72.2	41.8	5.9	86.9	58.2	8.1	74.1	42.8	6.1	89.1	62.3	8.8	68.3	40.2	5.4	82.1	51.9	6.9	

Green Lanes/Broomfield Lane/Oakthorpe Road																									
Approach	Base						Core Scenario - Proposed @5% Reduction						Sensitivity 1 - Proposed @2.5% Reduction						Sensitivity 2 - Proposed @10% Reduction						
	AM			PM			AM			PM			AM			PM			AM			PM			
	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	DoS (%)	Delay (Sec/PCU)	MMQ (PCU)	
Green Lanes N/bound	81.1	30.6	11	99.1	76.8	26.1	66.1	23.1	13.3	88.6	40.3	22.6	67.7	23.6	13.9	91.3	44.9	24.6	62.6	22.1	12.4	84	35	19.8	
Green Lanes S/bound	99.2	109	16.8	95.3	83.5	13.3	80.8	42.8	12.5	88.7	57.4	14.9	83	44.8	13.2	88.3	56.5	15.3	76.7	39.7	11.3	83.9	49.9	12.8	
Broomfield Lane	69.3	45.9	4.4	99.4	137.6	12.5	88.2	89	6.6	93.5	108.2	9.1	90	94.3	7.1	95.8	120.3	10.2	82.4	76	5.4	87.8	87.4	7.1	
Oakthorpe Road	18.9	38.5	1.1	54.2	52	2.9	33.6	61.4	1.5	80	101.8	4.5	34.2	61.7	1.5	81.3	104.5	4.7	30.9	60.5	1.4	76	93.2	4	

MUNICIPAL YEAR 2015/2016 REPORT NO. **175**

**MEETING TITLE AND DATE:**

CABINET  
10 February 2016

**REPORT OF:**

Director – Regeneration & Environment

**Contact officer and telephone number:**

Matt Davies x8521

E mail: [matt.davies@enfield.gov.uk](mailto:matt.davies@enfield.gov.uk)

<b>Agenda – Part: 1</b>	<b>Item - 10</b>
<b>Subject:</b> Draft Meridian Water Regeneration Framework and Action Plan	
<b>Wards:</b> Upper Edmonton and Edmonton Green KD Number 4252	
<b>Cabinet Member(s) consulted:</b> Councillor Alan Sitkin Councillor Ahmet Oykener	

**1. EXECUTIVE SUMMARY**

- 1.1. The Neighbourhood Regeneration team has developed a draft Regeneration Framework, and accompanying draft Action Plan, for Meridian Water
- 1.2. This Framework forms the interim strategic approach to achieving sustainable development and long term growth for Meridian Water. The overarching aim of the Framework is to take Upper Edmonton and Edmonton Green out of the bottom 10% most deprived wards in England.
- 1.3. Draft status has been applied to each because both are part of the current ongoing OJEU procurement process for a Meridian Water Master Developer partner. Final versions of each will be developed in partnership with the chosen Developer Partner, once appointment is confirmed.
- 1.4. This work follows the appointment of Methods Advisory to support the Council with this work.
- 1.5. This report requests endorsement of the draft Meridian Water Regeneration Framework and Action Plan.

**2. RECOMMENDATIONS**

It is recommended that Cabinet:

- 2.1. endorse the draft Meridian Water Regeneration Framework.
- 2.2. endorse the draft Meridian Water Regeneration Framework Action Plan.
- 2.3. in relation to 1.3 above, delegate authority to the Cabinet Member for Economic Regeneration & Business Development, in conjunction with relevant officers, for the approval of the final Framework and Action Plan.

### 3. **BACKGROUND**

- 3.1. The Council has learnt the lessons of what has worked elsewhere on schemes of this scale. It was considered to be an essential part of the wider Meridian Water project to develop a regeneration framework - principally working closely with the local community, securing social value and developing high quality successful places by reflecting socio-economic priorities in the vision and design.
- 3.2. Therefore, with suitable professional support, the LBE Neighbourhood Regeneration team has developed a Meridian Water Regeneration Framework (Appendix 1) and an accompanying Action Plan (Appendix 2) for Meridian Water. The team wants to ensure that Meridian Water is delivering the optimum combination of economic conditions, social cohesiveness, environmental resilience and quality of built environment. Importantly this Framework will be both an aspirational vision for Meridian Water, as well as a practical tool to ensure it is delivered.
- 3.3. A strategic approach to regeneration at Meridian Water – as manifested through the development of a regeneration Framework - is part of the broader evolution of the Neighbourhood Regeneration team to reflect the needs of the project. Specifically, these include workstreams that cover land acquisition, land remediation, infrastructure and design. There has been close correlation between the regeneration Framework and all of these service areas, in particular design, as it has informed, and will continue to inform, socio-economic priorities to be reflected physically.
- 3.4. Following the Portfolio Decision of the Cabinet Member for Economic Regeneration and Business Development, Methods Advisory was appointed to support the Council with this work.

#### 3.5. **About the Framework and Action Plan**

- 3.5.1 This Framework forms the interim (draft) strategic approach to achieving sustainable development and long term growth for Meridian Water. The overarching aim of the Framework is to take Upper Edmonton and Edmonton Green out of the bottom 10% most deprived wards in England.
- 3.5.2 The Framework and Action Plan also form an integral part of the current ongoing Master Developer procurement process, with the Council and the three bidders who remain in the process, developing solutions during detailed technical, legal and financial dialogue to give the regeneration aims Meridian Water the best chance to be fully achieved.
- 3.5.3 The Framework sets out (amongst other things):
- The vision and objectives for Meridian Water;
  - The challenges that are faced by the development team and its new community;
  - The opportunities that are currently available now and in the future;

- The delivery mechanism(s) that will enable success;
- The actions that are needed in the short, medium and long term. These are grouped into six core themes:
  - i. Lifestyles, Community, Culture and Health
  - ii. Environmental Value, Enhancement and Resilience
  - iii. Opportunity Creation: Engagement, Education and Skills
  - iv. Digital, Connectivity and Mobility
  - v. Business Growth, Jobs and Future Economy
  - vi. Sustainable Design, Infrastructure, Resources and Energy
- The measures of success.

3.5.4 This Framework has been compiled through an analysis of baseline characteristics, trends affecting the site over a 40 year timescale, projections of the economy, housing, lifestyles and environment and a selected review of best practice around the world.

3.5.5 Accompanying the Framework is an Action Plan describing the actions to be taken over the short, medium and long term, to realise the ambitions for Meridian Water. The Action Plan in particular will be the subject of much detailed discussion with the Meridian Water Developer Partner Preferred Bidder.

3.5.6 Having identified the necessary actions, a Delivery Mechanism model will be developed with the preferred Developer Partner. Alongside the Action Plan is a performance matrix that establishes key performance indicators (for the Framework) to be monitored and managed.

### **3.6 Status of these reports**

3.6.1 The Framework is a key part of the Council's approach to sustainable development and inward investment. It enacts the objectives of the LBE Business Plan, Core Strategy, Housing Strategy and Inward Investment Strategy and is consistent with the emerging action plan.

3.6.2 The Framework and Action Plan as proposed are *Drafts*. Final versions of each will be developed in partnership with the chosen Developer Partner following their appointment later in 2016 and, subject to approval of the recommendation, approved by the Cabinet Member for Economic Regeneration & Business Development.

3.6.3 The Framework and Action Plan are supported by both a Baseline report and a Future Site Projections report. Both of these evidence much of the research and recommendations within the Framework and Action Plan.

- 3.6.4 Due to the ongoing procurement of the Master Developer Partner, additional detail developed on the Action Plan has been withheld so as not to prejudice the procurement process.

#### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 The Council has learnt the lessons of what has worked elsewhere on schemes of this scale. Therefore the development of a Framework was considered to be an essential part of the wider Meridian Water project. The alternative option to not develop a Framework would not have given the Council the necessary strategic guidance, nor ownership, of what it wants to achieve as part of the scheme.
- 4.2 Having successfully procured Methods Advisory, no further options for delivery were considered.
- 4.3 The methodology used was developed and refined over time in partnership between the Council and its consultant support team.

#### **5 REASONS FOR RECOMMENDATIONS**

- 5.1 Cabinet Endorsement of the Draft Meridian Water Regeneration Framework and Action Plan will provide the necessary political support to what the Council is trying to achieve at Meridian Water.
- 5.2 Whilst final versions of both will be developed with the chosen Developer partner later in 2016, endorsement now will support negotiations with the chosen Developer Partner.

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

##### **6.1 Financial Implications**

- 6.1.1 The draft Meridian Water Regeneration Framework and Action Plan to deliver the Meridian Water Regeneration Project does not require any specific funding at this stage that is not already contained within existing project budgets for 2015-16.
- 6.1.2 Once a preferred developer partner has been appointed in Spring 2016 and the Framework and Action Plan is worked up a further report detailing the required property, finance and legal implications will be required.

##### **6.2 Legal Implications**

- 6.2.1 The Council is presently in the process of procuring a Master Developer Partner for the Meridian Water project. The procurement route is the



Competitive Dialogue and the Council has been engaged in detailed dialogue sessions with the 3 bidders who remain in the process. The Council formally closed dialogue on 12 January and issued the Invitation to Submit Final Tenders to each Bidder. The Bidders have been invited to submit their final tenders to the Council by no later than 12 noon on 2 February 2016. Following evaluation of the tenders the Council is expecting to appoint a Preferred Bidder in the Spring.

- 6.2.2 The report identifies that the Council will develop the final form of the Framework and Action Plan with the Preferred Bidder. The Council will need to ensure that in developing the final form of the Framework and the Action Plan, particularly to the extent that the Council wishes to "contractualise" any of the requirements in the Framework and/or Action Plan which do not already feature as contractual commitments in the current legal documents, that such discussions with the Preferred Bidder are permitted under the Public Contracts Regulations 2015. In essence the Council is permitted to negotiate with the Preferred Bidder in connection with financial commitments and other terms of its tender to finalise the contract, provided such negotiation doesn't materially modify the essential aspects of the tender or the Council's procurement and doesn't risk distorting competition.

### 6.3 Property Implications

- 6.3.1 The draft Meridian Water Regeneration Framework and Action Plan to deliver the Meridian Water Regeneration Project does not in itself at this stage present any specific property implications.
- 6.3.2 As the Council moves towards the appointment of a preferred bidder and gives further consideration to "contractualising" certain commitments within the Framework and Action Plan, inevitably these will have property implications and can therefore be reported upon at a later, more appropriate stage.

## 7 KEY RISKS

Risk	Likelihood (out of 5)	Impact (out of 5)	Mitigation
Lack of buy-in from Council/ Developer.	2	4	Engage throughout process. Strong emphasis on evidence. Framework and Action Plan are part of the OJEU procurement process. This report ensures Council endorsement.

Risk	Likelihood (out of 5)	Impact (out of 5)	Mitigation
Regeneration Framework not embedded in delivery.	2	4	Team, and Framework, embedded across the programme supporting other work streams.  Final versions of Framework and Action Plan to be developed with chosen Developer Partner later in 2016.
Low level of community endorsement.	4	2	Local community involved in Framework development.  Delivery of the Framework, and accompanying governance (including with the community), will be developed later in 2016.
Framework lacks weight.	2	5	Delivery to be negotiated with Developer Partner in 2016 - Council endorsement supports these discussions.  Developer Partner committed to delivering priorities as part of OJEU procurement process.

## 8 IMPACT ON COUNCIL PRIORITIES

### 8.1 Fairness for All

Meridian Water aims to provide fairness for all in terms of accessing opportunities – directly and indirectly. This regeneration Framework is the key element of this scheme to ensuring that these ideals are delivered.

### 8.2 Growth and Sustainability

8.2.1 Meridian Water will be providing 8,000+ new homes and 3,000 new jobs once completed. They reflect the planned, and necessary, growth of the borough, in both numbers of residents and businesses (number and type). It is also expected that the surrounding communities will see growth in the area through value, opportunity and appearance.

8.2.2 Sustainability is at the heart of Meridian Water, and the regeneration Framework is one of the principle vehicles through which this will be delivered. Economic, social and environmental issues are explicitly addressed through the aims of the regeneration Framework, albeit expressed through the identified six themes.

- 8.2.3 It is strategically aligned with the Environmental Sustainability Action Plan – also part of the OJEU procurement process.

### **8.3 Strong Communities**

- 8.3.1 Meridian Water will be a new community. The Council, with its partners, has an opportunity to ensure this is strong in every sense of the word. It will diversify the borough's population (by attracting in people from elsewhere) and we want to them to be proud to be part of Enfield and Meridian Water.
- 8.3.2 Meridian Water is also an opportunity to integrate the new community with the existing residents and businesses of Upper Edmonton, Edmonton Green and the surrounding areas. Integrating socially, physically, economically and environmentally is a vital part of what Meridian Water needs to deliver, and this is an explicit aim of what the regeneration Framework addresses. A number of projects explicitly address the need to develop strong communities in this sense.
- 8.3.3 The regeneration Framework is the principle vehicle through which these ideals will be realised.

## **9 EQUALITY IMPACT IMPLICATIONS**

An equality impact assessment/analysis has not been undertaken for this work because it was not considered necessary at this *draft* stage. Equality will however form an important part of the delivery of the regeneration Framework – offering as it should equality of opportunity for all to benefit from the project in different ways.

## **10. PERFORMANCE MANAGEMENT IMPLICATIONS**

- 10.1 Meridian Water has been identified as a Council priority growth area and project, as enshrined in the Upper Lea Valley Opportunity Area Framework, the Council's own Core Strategy, Meridian Water's own Masterplan and the emerging Central Leaside AAP. The regeneration Framework is a core activity to support the development of Meridian Water.
- 10.2 Meridian Water is a political priority and contributes significantly to the Council's target of developing new homes to meet London's shortage. Funding and resource has been sought and secured from a variety of sources, including the Council's own capital budget, the GLA, Network Rail, TfL and the European Investment Bank. Additional finance will be provided by the Master Developer once secured later in 2016. The regeneration Framework is part of the jigsaw that will ensure Meridian Water delivers on its myriad of aims and meets the strategic objectives of these funders.
- 10.3 Meridian Water will greatly enhance the profile of the surrounding area and help put this part of the borough, and Enfield, on the London map.

- 10.4 The Action Plan in particular is the most significant vehicle through which the local community can be engaged in the project, and ultimately benefit from what it is trying to achieve.
- 10.5 Both Meridian Water and this Framework are being developed in partnership with stakeholders and the local community. In particular, the latter will provide an exciting opportunity for local residents to take advantage of the opportunities that emerge through the scheme.
- 10.6 The regeneration Framework has been contract managed by the Neighbourhood Regeneration team, with the community engagement elements led by Council staff (not consultants). Further work will take place later in 2016 when the Framework and Action Plan are finalised in partnership with the chosen Developer Partner.

## 11. **HEALTH AND SAFETY IMPLICATIONS**

The regeneration Framework will provide a number of H&S benefits for Meridian Water. The socio-economic priorities that emerge will be reflected in the design of the scheme, which will include (but not be limited to) accessible routing, improved social wellbeing, or secured by design principles.

## 12. **PUBLIC HEALTH IMPLICATIONS**

The development of a regeneration Framework for Meridian Water will, if successfully implemented, contribute significantly to the health and public wellbeing of Enfield residents. By definition, issues such as healthy lifestyles, reducing pollution, saving residents' money and improving social cohesion (to name a few) are at the heart of what the regeneration Framework aims to achieve.

## **Background Papers**

None.

# Meridian Water: Investing in Enfield's Future



Meridian Water





# Contents

- Section 1: Introduction
- Section 2: Introducing Meridian Water
- Section 3: Vision and Objectives
- Section 4: Challenges
- Section 5: Opportunities
- Section 6: Delivery Mechanism
- Section 7: Building Through the Stages
- Section 8: Taking Practical Action - Regeneration Themes
- Section 9: Action Plan & Measuring Performance



**TEMPLE**



This framework has been produced by Temple and Regeneris on behalf of the London Borough of Enfield for the Meridian Water Development. For all enquiries please contact:

Matt Davies  
matt.davies@enfield.gov.uk  
www.enfield.gov.uk

# 1

## Introduction

A vibrant new part of Enfield is being created that will provide **8,000 new homes** and over **3,000 new jobs**. It will be a bustling new **part of our global city, grounded in the Lee Valley** and generating continued **growth in the London-Stansted-Cambridge Corridor (LSCC)**.

This Meridian Water Regeneration Framework (the Framework or MWRF) forms the interim strategic approach to **achieving sustainable development and long term growth** for Meridian Water.

It forms an integral part of the developer procurement with bidders expected to demonstrate how they will deliver the Framework.

This Framework sets out:

- The vision and objectives for Meridian Water;
- The challenges that are faced by the development team and its new community;
- The opportunities that are currently available and will be available in time;
- The delivery mechanism(s) that will enable success;
- The actions that are needed in the short, medium and long term; and
- The measures of success.

This Framework has been compiled through an analysis of **baseline characteristics, trends affecting the site over a 40 year timescale, projections of the economy, housing, lifestyles and environment and a selected review of best practice around the world.**

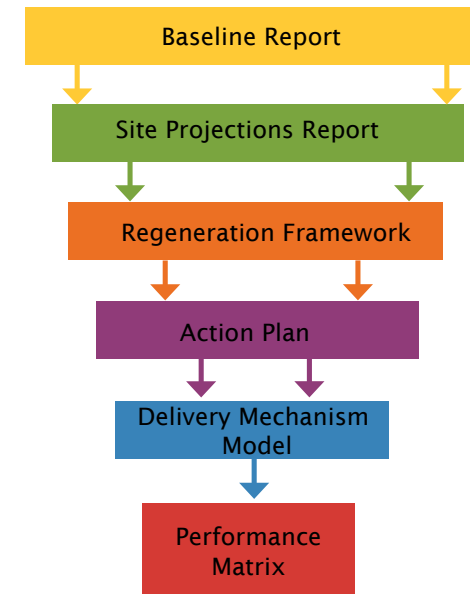
Accompanying the framework is an Action Plan describing the actions to be taken over the short, medium and long term, to realise the ambitions for Meridian Water.

Having identified the necessary actions, a Delivery Mechanism model will be developed with the preferred Developer Partner. Alongside the Action Plan is a performance matrix that establishes key performance indicators to be monitored and managed.

The Framework is a key part of the London Borough of Enfield's (LBE) approach to sustainable development and inward investment. It enacts the objectives of the LBE Business Plan, Core Strategy, Housing Strategy and Inward Investment Strategy and is consistent with the emerging action plan.

Following the procurement of the developer the Framework will be updated to reflect the response from the winning bidder.

The suite of documents connect in the following way:



The suite of documents described above will be referenced in the planning applications made for the development and will drive the long term approach of the development team.

# 2

## Introducing Meridian Water

Meridian Water is a transformational sustainable development opportunity. It will become an exciting and vibrant city neighbourhood and a key part of London and the LSCC. Its unique location in London, connected to the opportunities and natural environment of the Lee Valley, and the potential links across Enfield, means that an aspirational place can be established that drives long term economic growth, not just for neighbouring Edmonton and the new population, but for all residents of Enfield.

Currently the site is a mix of brownfield, industrial uses and 'out-of-town' retail space, but it has the potential to deliver over **3,000 new jobs** and **8,000 new homes** in an important strategic location.

The area will benefit from significant regeneration and the development will lift this area of the borough out of the 10% most deprived wards in the country.

To the north and south in almost equal measure is strategic industrial land adjacent to the nature of the Lee Valley Regional Park. To the west and east are residential areas with Victorian terraced housing that will benefit from the opportunities created. The once well used Banbury reservoir sits to the south east, currently a dormant community asset.

This Framework establishes the approach of the development team and the transition that this place will make through 5 key stages of development.

- **Year 0** - Pre-site activity setting the vision, performance framework, processes, procedures and delivery mechanisms that will deliver success.

- **Pioneer (1-5 years)** - Changing perceptions, increasing awareness, bringing in new uses, increasing footfall and establishing a new destination.

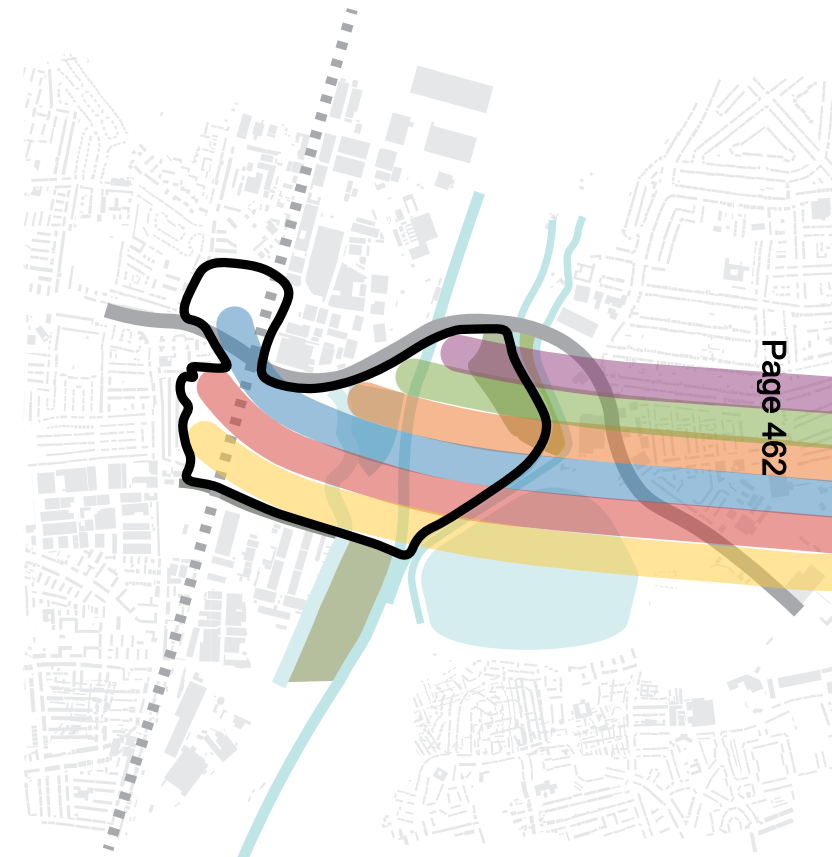
- **Transition (5-10 years)** - Creating a new community and transitioning to the built form.

- **Growth and Prosperity (10-20 years)** - Acceleration of the development, attracting growth business sectors and establishing a resilient and prosperous community.

- **Continual Renewal (20+)** - An ongoing partnership with the developer, Enfield Council and the community that continually evolves, allowing the resilient and prosperous community established to continue to grow.

Through new transport links Meridian Water will open global opportunities to local residents and drive growth for existing and new businesses. This new community will be attracted to a new urban lifestyle and a reinvigorated environment that re-establishes the nature of the Lee Valley. To do this it will make the most of its existing assets, draw on best practice and embrace innovation.

The focus of these opportunities is around six themes that drive a holistic approach for development.





...Creating transformation across six themes

Meridian Water will be an exemplar in how to integrate...

- A vibrant street life and night time economy
- Healthy communities through unlocking nature
- Global opportunities for local people
- Transport connectivity, innovation and digitisation
- Multi-national investment with local business
- Cutting edge innovation for a sustainable place

- Lifestyles: Community, Culture and Health
- Environmental Value, Enhancement and Resilience
- Opportunity Creation: Engagement, Education and Skills
- Digital, Connectivity and Mobility
- Business Growth, Jobs and the Future Economy
- Sustainable Design Infrastructure, Resources and Energy

# 3

## Vision and Objectives

Meridian Water is the creation of a lifestyle, enhanced by a sustainable natural and built environment, which attracts a vibrant, diverse and prosperous community.

This lifestyle will be key to changing perceptions of the area and attracting the activities which residents and businesses value when considering investing.

The six themes will drive a holistic approach to creating this new lifestyle. The key objectives for the development are described below:



### Environmental Value, Enhancement and Resilience

Meridian Water will reform the natural Lee Valley corridor north to south, creating open tranquil spaces, increasing access to nature for residents and a low cost resilience to a changing climate.



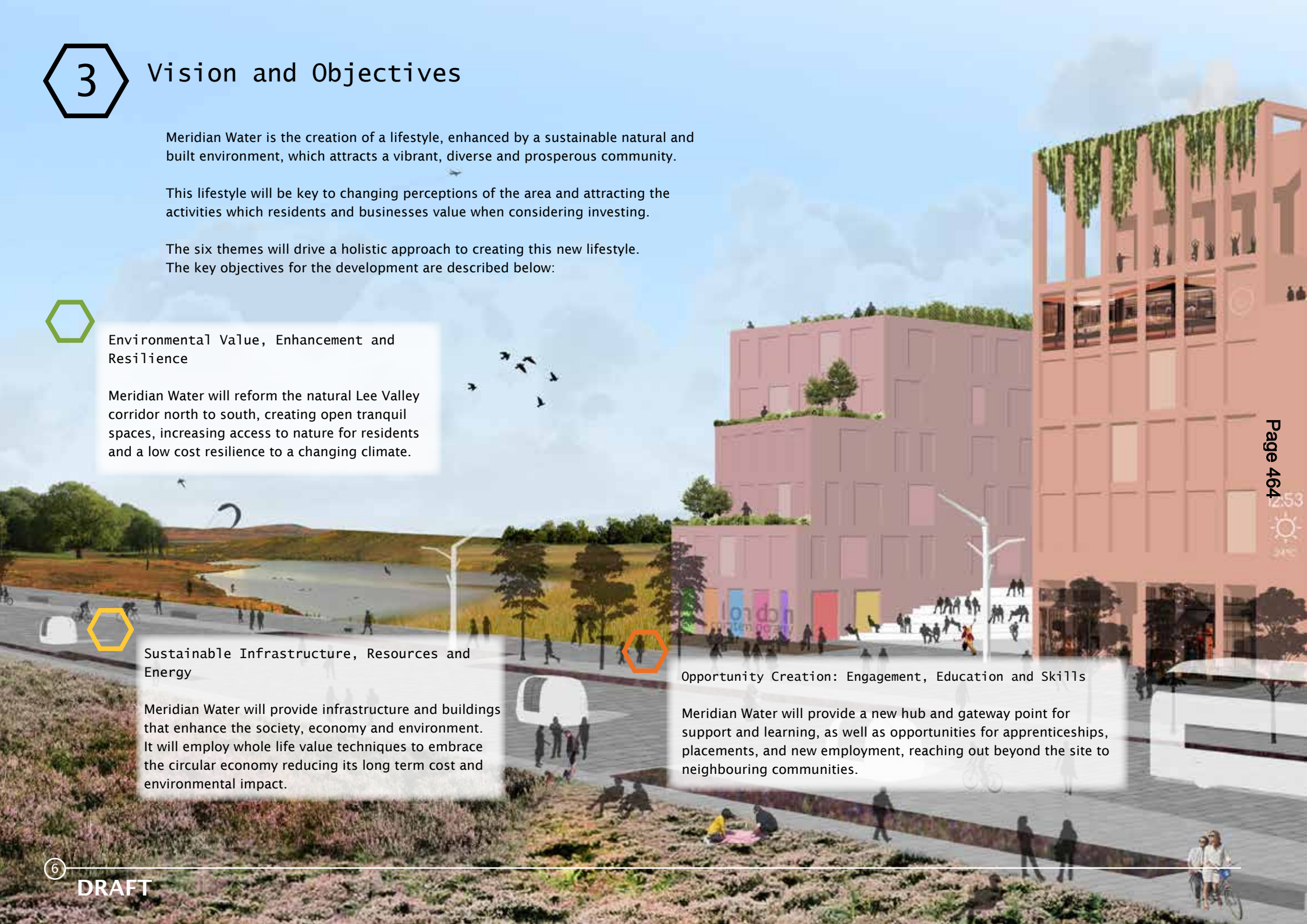
### Sustainable Infrastructure, Resources and Energy

Meridian Water will provide infrastructure and buildings that enhance the society, economy and environment. It will employ whole life value techniques to embrace the circular economy reducing its long term cost and environmental impact.



### Opportunity Creation: Engagement, Education and Skills

Meridian Water will provide a new hub and gateway point for support and learning, as well as opportunities for apprenticeships, placements, and new employment, reaching out beyond the site to neighbouring communities.







### Lifestyles: Community, Culture and Health

Creating an aspirational lifestyle is essential for Meridian Water to achieve sustainable development and long term growth. It will be at the heart of creating a resilient community and will be the basis for investment by residents and business.



### Digital, Connectivity and Mobility

Meridian Water will be at the forefront of new technology and be a test bed for future city approaches.



### Business Growth, Jobs and the Future Economy

Meridian Water will accommodate 3,000 high quality jobs on site, creating a new hub of higher value, knowledge-based economic activity in Enfield, and creating a new significant business location for London.

# 4

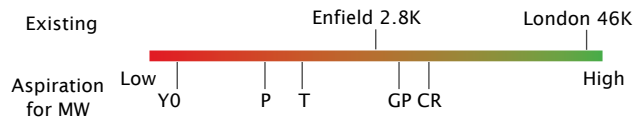
## Challenges

Investment in Meridian Water is essential to meet the challenges faced by the existing community and re-establish lower and upper Edmonton as a prosperous city region. Baseline research indicates that the site needs to address the key challenges outlined below. The sliding scales indicate the current and aspirational position of Meridian Water against these key challenges through the stages of the development. These challenges, along with additional performance measures shown in section 9, and established in discussions with the Developer Partner, will form the measures of success. (A key is provided on pg 9)

### Lifestyles : Community, Culture and Health

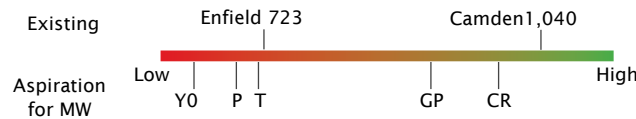
- Changing perceptions and increasing footfall

Number of people per day that visit an area - in thousands (Note: a perceptions study needs to take place in year 0 to set a baseline for the perceptions to be measured against)

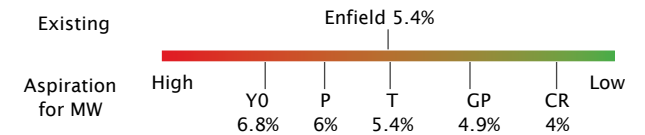


- Number of eateries, bars and cultural venues

Comparison of density compared with central London (numerical)

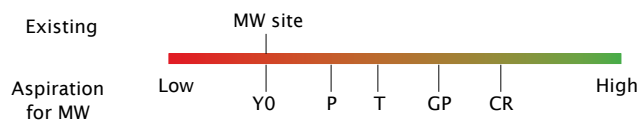


- Poor health levels: 6.8% of residents state they are in 'bad' or 'very bad' health



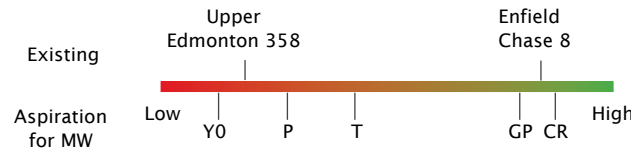
### Environmental Value, Enhancement and Resilience

- The proportion of the site that is within the World Health Organisation's noise limits of 55 decibels

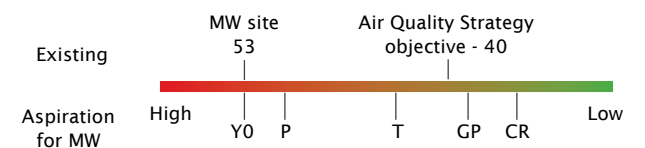


- Relative access to nature for residents

Compared with Enfield wards (score out of 625, 1 being high)

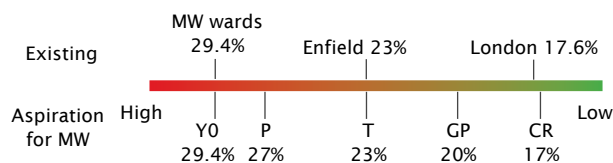


- The proportion of the site that is within the Air Quality Strategy objective of less than 40 µg m-3 for NO<sub>2</sub> and PM<sub>10</sub> (µg m-3)



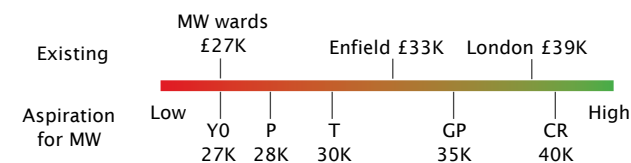
### Opportunity Creation: Engagement, Education and Skills

- % of working age people with no qualifications

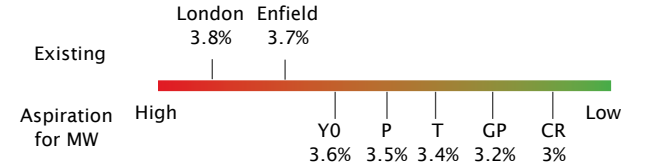


- Household income estimates

Across the Edmonton Green and Upper Edmonton wards (£ thousands)



- Total number of young people not in education, employment or training (NEET)



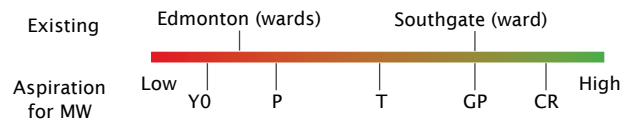


Key:  
 Y0 = Year 0      GP = Growth and Prosperity      **NB: Data sources listed on page 33**  
 P = Pioneer      CR = Continual Renewal  
 T = Transition

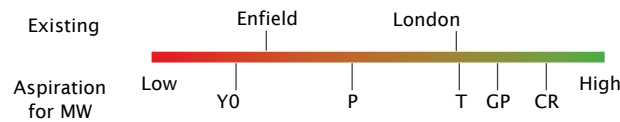
## Digital, Mobility and Connectivity

### Level of digital inclusion

(Based on digital inclusion map produced - see pg 33 for sources)

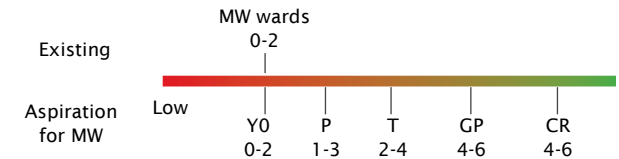


### Average download speeds 20% less than the London average



### Public Transport Accessibility Levels

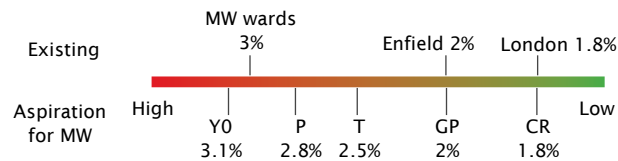
(0-6 scoring, 6 being excellent)



## Business Growth, Jobs and the Future Economy

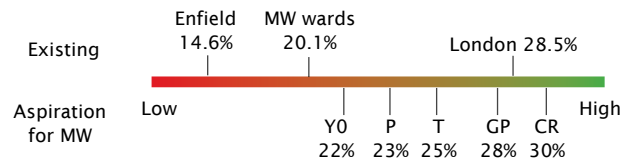
### % of working age people who are unemployed

Based on Jobseeker's Allowance claimant data available at ward level (%)



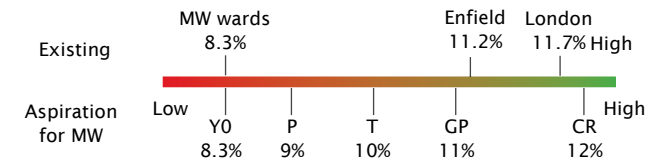
### Number of knowledge-based industry jobs based in the area

Based on BRES data available at ward level (%)



### % of working age population who are self-employed

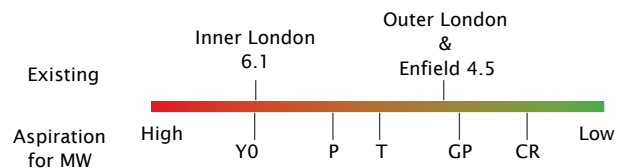
Based on census data, available at ward level (%)



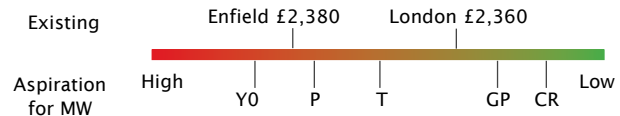
## Sustainable Design, Infrastructure, Resources and Energy

### Carbon footprint per person

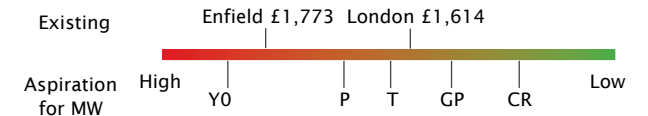
Measured in tonnes



### Cost of private utilities (average total bills for energy, home insurance and car insurance) per person



### Cost of local authority public services spend per person



# 5

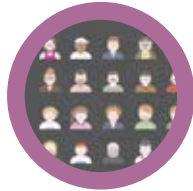
## Opportunities

Whilst Meridian Water faces a number of key challenges it is also able to capitalise on the opportunities that its location, and nearby investment allow. Critically:

### Lifestyles: Community, Culture and Health



Connected to cycle and foot trails to encourage active lifestyles



Highly culturally diverse community

### Environmental Value, Enhancement and Resilience



Direct access to the Lee Valley Regional Park



Part of ecologically important corridor

### Opportunity Creation: Engagement, Education and Skills



Good schools, training and higher education institutions supporting skills development



Close proximity to areas of London that have fostered creative and technology start ups

### Digital, Mobility and Connectivity

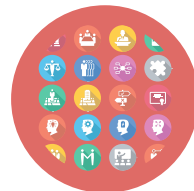


Timescale coincides with trials that will embrace new modes of intelligent transport



Ability to deliver future proof ICT and broadband infrastructure

### Business Growth, Jobs and the Future Economy



Space for expansion and new opportunities

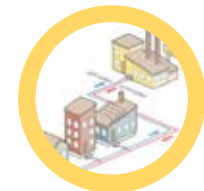


Readily available flexible workforce

### Sustainable Design Infrastructure, Resources and Energy



Local infrastructure providing sustainable, cheap, plentiful energy



Opportunity to implement innovative and sustainable designs

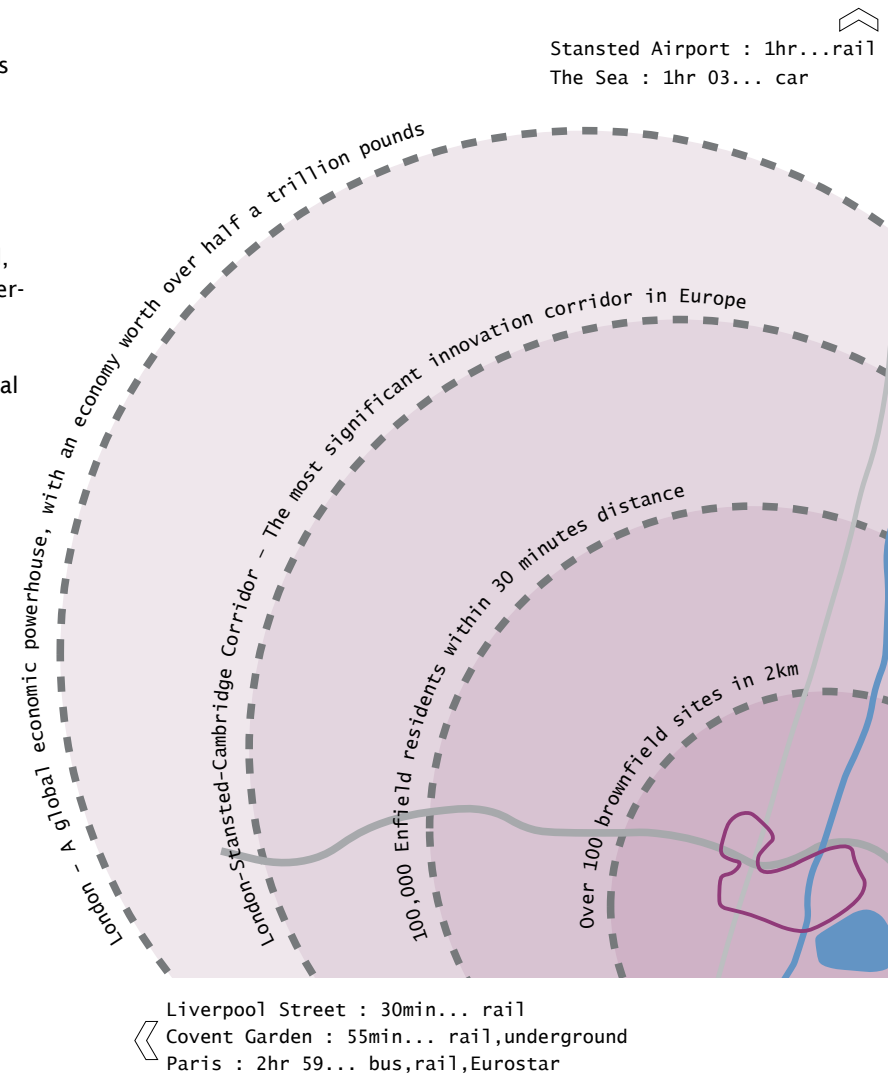
# Opportunities: Economic Growth and the Benefits Beyond the Site

Meridian Water is an opportunity for the whole of Enfield borough. It will be accessed by **100,000 Enfield residents within 30mins on public transport** and will be uniquely accessible by cycle and pedestrian routes. It will be an opportunity that will inspire the whole of Enfield's community.

At a local level the new jobs and services offered through Meridian Water will serve and provide opportunities not only for the new residents within the development, but also for the surrounding communities, who will be encouraged to access the site through **high quality walking and cycling routes and good public transport links**. Ensuring that site opportunities reach beyond the site to neighbouring communities is a critical part of the framework, and many of the key performance measures used cover neighbouring communities in Edmonton as well as the site itself.

Meridian Water will accommodate a diverse business base which not only meets the demands of the local population, but meets London's evolving needs and connects to the London-Stansted-Cambridge corridor. This will provide at least **3,000 new high quality jobs** by attracting growing business to settle in the area and a Gross Value Added (GVA) in excess of £170m.

The development will also create a new urban hub and a high quality natural environment to create a new centre for the night-time economy, adaptable retail, urban markets, outdoor activity and water-based activity. This economic activity will stimulate opportunities across the borough, supporting jobs and commercial activity across Enfield and beyond.



# 6

## Delivery Mechanism

To deliver growth at Meridian Water an innovative new partnership will be established that draws on the input from the community, the local authority and the developer.

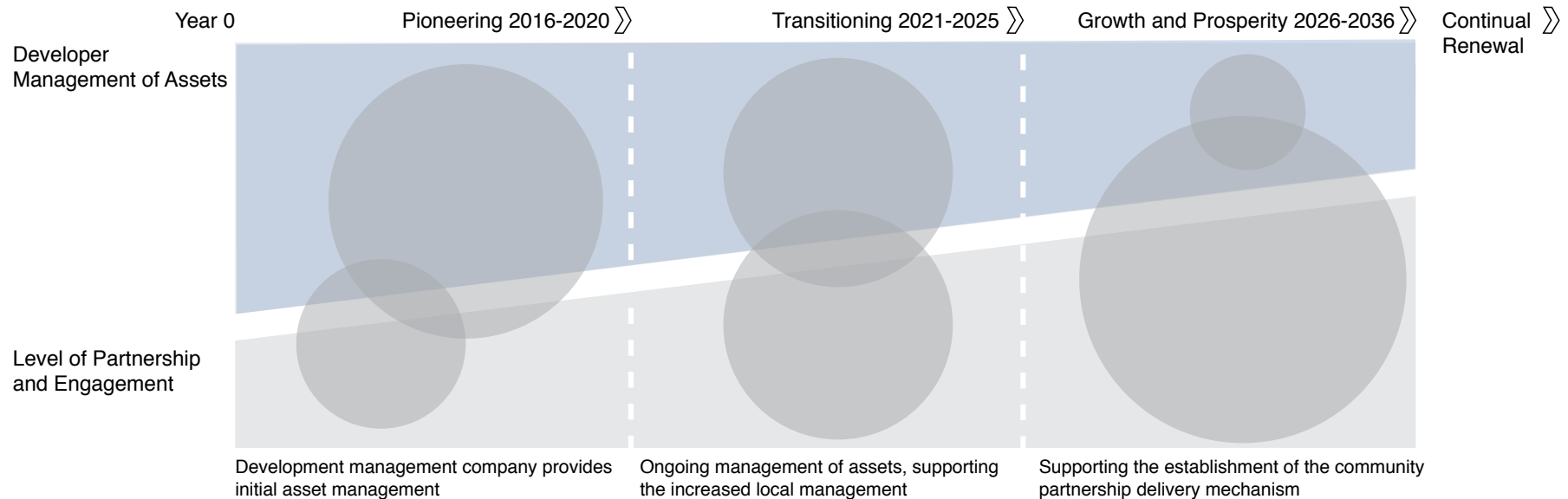
- **A community partnership delivery mechanism** will establish long term community buy in, flexibility and adaptability.
- **A whole value model** will seek to design out long term public and private costs.

### A Community Partnership Delivery Mechanism

The long term success of Meridian Water will be enabled through increasing levels of community empowerment and stewardship. Community in this context is broad, to include existing and new residents, existing and new businesses, developers and regional partners as well as existing and new local stakeholders. What the community is will evolve with the development and continually redefine itself.

The partnership model will transition in size and scope as the development is built out. In the initial stages of delivery the developer takes responsibility. Over time a partnership is developed with the local community as their capacity to do so increases. The stages of transition are described further in section 7.

The emphasis in developing this model is to integrate the Community into an on-going mechanism that not only maintains a high quality, responsive, lifestyle focused offer but continues to identify ways to distinguish Meridian Water from other residential and commercial locations in London.





## Whole Value Model

The joint investment made by LBE, developer and the community will be returned over the whole life of the development.

Return on Investment on the site is not only considered in the context of the direct financial value but in the whole value return. Most notably the development will look to reduce the long term cost of public and private sector services, by considering the overall long term benefit of investment in infrastructure and the built environment.

A joint investment will yield a joint return, as illustrated in the adjacent diagram. Each partner will incur ongoing costs and these will be considered in the context of their whole value. The council in particular will be looking at innovative ways in which initial investment in the development reduces the burden on council services such as social care, street maintenance, lighting or waste collection, whilst maintaining a high standard of services for residents.

This long term approach and delivery mechanism will steer the development through its key stages.



# 7a

## Building through the Stages

This site will be guided by an overarching design code and distinct masterplans for each phase. The guiding principles within these will allow flexibility and experimentation as stakeholder needs evolve over time. Similarly to successful developments on the South Bank and in Kings Cross, transitional processes to encourage the natural development of community, culture, commerce and ecology will be embraced.

### Year 0 (2016)

LBE and the preferred Developer Partner will establish the processes and mechanisms to deliver sustainable development and long term growth, in particular:

- **Form a dynamic partnership:** Establish a development team that can deliver the aspiration for Meridian Water.
- **Create a platform:** Articulate the long term approach to the development of Meridian Water and identify the plan for achieving it.
- **Draw support:** Engage key community and professional stakeholders in the process.
- **Attract funds:** Identify supporting funds to enable innovative pioneering activity.
- **Environmental standards:** Adhere to the highest environmental standards for the development from the start.

### Pioneer 2017–2021

The foundations for Meridian Water will be built in the early stages. The perception of the site will have changed, focussing on its advantages through targeted pioneer uses during pre-construction and through the development of Phase 1. These uses will be flexible, move as the development is built out and reflect the growing prosperity of the area.

Critical to the Pioneering stage is to establish Meridian Water as an acknowledged destination for residents seeking the benefits of a new lifestyle offer, establishing a community and starting the commercial roadmap.

Key aims for this stage are to:

- **Change perceptions of the area:** The perception of the site will need to be addressed making it possible for people to visualise a future destination, community and place of work.
- **Increase awareness of Meridian Water as a place and destination:** Pioneering activity will generate over half a million visitors a year to the site.
- **Bring in different uses:** Diverse uses of the site will be established to help current businesses grow and to attract new businesses, cultural and leisure facilities to the area.

- **Develop the principles of accessibility and increase footfall:** New links to, and across, the site will be established opening up different uses and increasing footfall.
- **Create a lasting impact:** The Pioneer stage will provide a lasting legacy and enable the transition stage to build residential and commercial uses with confidence.

## Transition 2022–2026

During Transition the temporary success stories from the Pioneer stage will lead to permanent homes, workspaces and facilities. Stakeholders will be engaged to create spaces that reflect their needs and form part of the ongoing delivery partnership.

There will be an increase in the scale of development which will create a local population capable of sustaining a more diverse range of uses. Use of cycle paths and pedestrian routes through the Lee Valley will become commonplace and Meridian Water will be used as a high profile testbed for innovative applications (examples of which could be driverless cars, high speed 5G enabled technology and Internet of Things). The aims will be to establish:

- **A new home:** Meridian Water will be home to over 10,000 people
- **A place for business:** Employment for over 1,500 Londoners and one anchor tenant.
- **Open space for all:** New parks and connections to the Lee Valley Regional Park.
- **A destination for daytime and night-time economy:** Over 2.5 million visitors a year.

- **Unique mobility:** Testbed for automated vehicles.
- **A digital exemplar:** High speed connectivity and Internet of Things (IoT) demonstrator.
- **A new environment:** Reflecting the ecology within the Lee Valley.

## Growth & Prosperity 2027–2036

During Growth and Prosperity the development will accelerate in scale and form. What works and what doesn't for the site will be well understood and Meridian Water can be built out with greater confidence. The lifestyle and environment will attract business and residents to invest in the longer term.

The scheme will have managed significant environmental impacts, particularly noise, and implemented innovative uses of green infrastructure. Fuel mix will have shifted further to low emission vehicles and automated vehicles are likely to be increasingly common, changing the environment. The site will have increased diversity of flora and fauna that extends from the Lee Valley Regional Park. Where practical the Banbury Reservoir will be opened up for use and the established night-time economy will be looking to draw in residents from Edmonton, Enfield Town, Haringey and Waltham Forest.

The aims will be to create:

- **Accelerated development:** Peak of the build for housing and commercial use resulting in 8,000 homes.
- **The number one destination:** *The* place for day-time and night-time activity in North London.
- **Tranquil spaces:** Open tranquil spaces for outdoor activity.
- **Diverse retail:** Vibrant small and medium enterprise (SME) community and innovative spaces.
- **A business anchor:** Growing business sectors establishing 3,000 high value jobs.

## Continual Renewal 2037–2056

By 2036 Meridian Water will be established. It will be a new central London neighbourhood surrounded by new development that extends through Edmonton and into Enfield.

Local residents across the Borough will have benefited from access to new prosperity, jobs and new amenities created by the site. The community will be established and increasingly self-regulated with continued buy-in from all. The area will look and feel part of central London, and share commonalities with the unique neighbourhoods in Hackney and Queen Elizabeth Park.

Over the next twenty years the needs of residents will change. Many will move out but some will stay. People will live longer, work for longer and have more active lifestyles.

The delivery mechanism and the flexibility of the buildings will ensure that changing demographics and needs of the community will be catered for in a dynamic and varied society.

By 2036 the site will be a well-known hub in a global city, home to a unique lifestyle that supports the continued prosperity of Enfield.

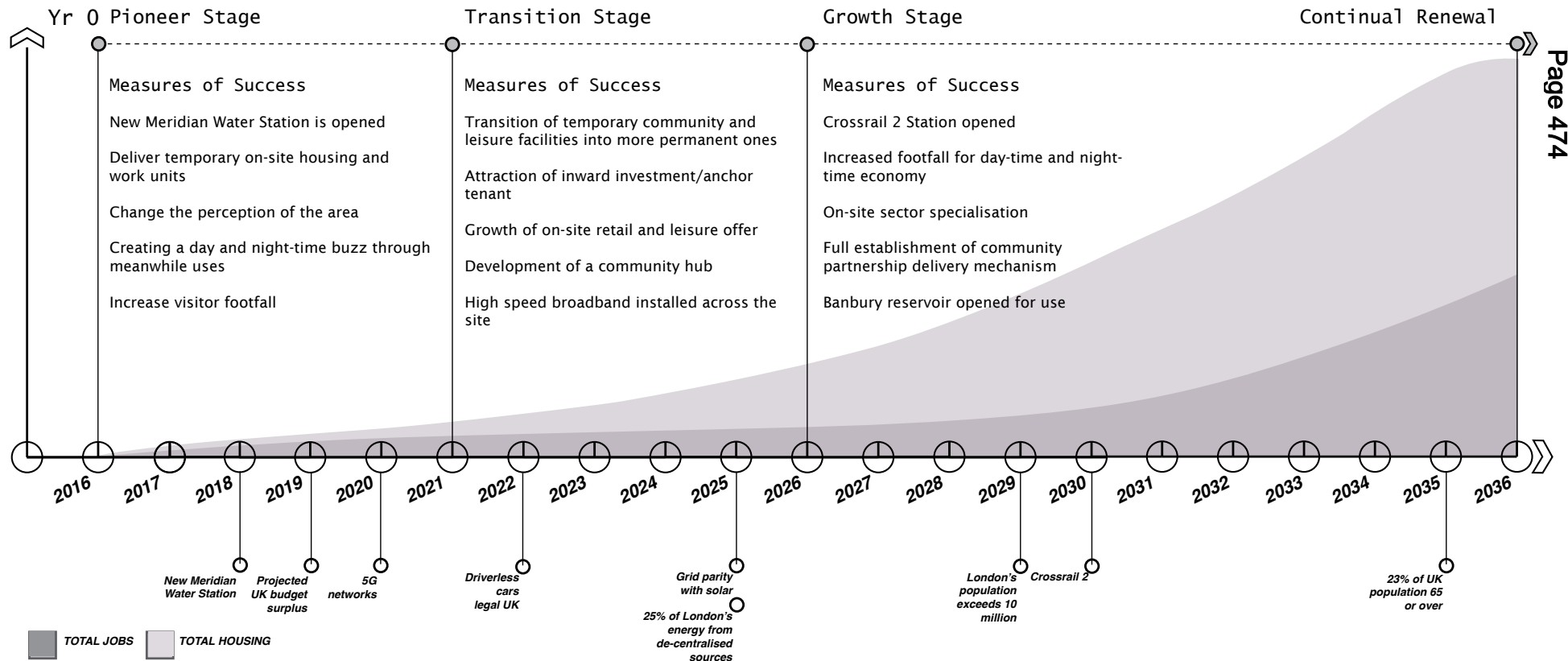
# 7b

## Building through the Stages: Critical Success Factors

The community partnership delivery mechanism (section 6) will focus on how Meridian Water will evolve and adapt. The future success of this area will be established over a 20 year timeline and its benefits will be felt by future generations. The development will actively seek to manage increases in natural capital, a reduction in resource use per head and

cost of public services per head whilst delivering new homes and jobs. During this timeline we will see a number of important milestones impact on the site to which the development will react. Imperative to its success will be its flexibility and agility, continually meeting the aspirations and lifestyles of a growing and increasingly connected global population.

The timeline below reflects a plausible direction of travel for Meridian Water that combines the aspiration as of 2016, with projected changes in society over the next 20 years.





## Taking Practical Action

To deliver this level of sustainable development and growth, practical action will need to be taken. This section discusses the approach to delivery against each of the six themes. A number of action areas have been identified that focus activity on meeting the challenges and delivering success within these six themes. The accompanying Action Plan (summarised in section 9) gives further detail on how these action areas will be addressed through a combination of projects and standards.

# Taking Practical Action: Lifestyles, Community, Culture and Health

## A Vision of an Active Urban Community and Lifestyle:

Creating an aspirational lifestyle is essential for Meridian Water to achieve sustainable development and long term growth. It will be at the heart of creating a resilient community and will be the basis for investment by residents and business.

### Challenge

The current lifestyle in Meridian Water is significantly hampered by deficiency in economic, social and environmental value. Upper Edmonton, Edmonton Green and Lower Edmonton are ranked in the bottom 10% of the Greater London Authority (GLA) indicator for wellbeing with Upper Edmonton currently listed at the bottom of London wards. There are fewer cultural spaces, bars, restaurants per head than any other part of the borough and the crime rate in the area, particularly youth crime is above the borough average. Enfield as a whole supports over 55% of its private rented households with Housing Support against a 40% average for London. The number of residents that consider themselves to be in 'bad' or 'very bad' health in Meridian Water is higher than in the rest of Enfield and the average across London.

These levels of deprivation, lack of amenity and the current environment has established a perception of the area that does not align with the aspirations of the new neighbourhood. Currently the focus of the area is on an 'out of town' shopping area accessed by car and of industrial uses.

### Opportunities

The area surrounding Meridian Water is culturally diverse with community events taking place in nearby community spaces. Enfield residents are more likely to visit an art event than many other London Boroughs and there are leisure facilities in the Lee Valley Regional Park. To the north and south of the site the park also provides open spaces and access to outdoor activity.

### Action Areas

A new lifestyle will be established over a generation, gradually changing perceptions and increasing awareness of Meridian Water. This lifestyle will combine the benefits of a central London location with the connection that Meridian Water has to outdoor activity. Meridian Water will become a destination in the Pioneer stage through meanwhile uses. Its appeal will grow as phases are built out, the area is established and it will be recognised as a place for **day-time activity, night-time economy and outdoor leisure and culture**. The community that is created will be fostered by cultural spaces and whole life housing will support local and new residents through all stages of life.

#### *The key Action Areas will be:*

- **Governance** - Innovative models of governance that lead to a partnership between the developer, council and community.
- **Changing perceptions** - Creating new culture, leisure and arts uses on the site that will change the perception of the area and increase footfall.
- **Whole life approach** - Supporting a community of all ages.

- **Creating a daytime buzz** - Innovative and independent retail and cafés, cultural and entertainment at a level comparative to inner London, along with utilising the advantage of the Lee Valley Regional Park to draw visitors through the site and improve the health and wellbeing of residents.
- **Creating a night-time economy** - A sense of urban fun, built through pioneer activity and attracting visitors from across North London.



Inspired by . . .  
Strijp-S, Eindhoven

Strijp-S in Eindhoven is a former industrial area previously occupied by Philips electronics. After Phillips' departure, the area covering 27 hectares was given back to the city and a major redevelopment programme established with a residential, commercial and cultural offering, known as the 'Creative City'.

In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

- **Governance** - Fundamental to Year 0 activities is to understand the community and develop an ongoing approach to engagement. The lifestyle, community, culture and health vision will be incorporated into early designs and pioneer approaches will be evaluated. A community panel will be established that can provide scrutiny of the proposals.
- **Changing perceptions** - Understanding the community will enable the development to react to the needs, aspirations and ongoing desires of the local and emerging community. A sentiment mapping tool can be used to understand how the perceptions are changing of Meridian Water and residents' sentiments towards it.
- **Changing perceptions** - Awareness of the site could be raised partially through a targeted wayfinding and marketing strategy.

### Pioneer

- **Governance** - A stewardship role will be established for the panel, moving towards a greater partnership with the developer and the council.
- **Changing perceptions** - Pioneer daytime activities will need to be established that attract people to the site and change perceptions: potentially including food/farmers markets, immersive theatre, pop up cafés and restaurants to create a buzz around the site.
- **Changing perceptions** - An Activity Hub could be established in the Tottenham Marshes corner of the site. This Hub could encourage outdoor activity in the open space and on the river. Specific events may also be encouraged such as charity cycle rides that bring large numbers of visitors to the site.
- **Changing perceptions** - A night-time buzz will create a sense of fun and excitement about the development and change perceptions of the area. It should be a precursor to the events when the site is built out and encourage bars and restaurants to locate in the area. Specifically the team could attract secret cinema, provide an exhibition space, put on night time pop up food markets and

street feasts and utilise the river with bar barges.

- **Whole life housing** - Flexible and adaptable housing will be a clear principle for the housing on the site. The land could also be used for high quality modular temporary housing that can be moved as the phases start. This could create a sense of place and provide a unique home for residents.

### Transition

- **Delivery partnership** - The stewardship will transition into a real partnership involving the resident and business community. It will engage a wide range of stakeholders and continue to adapt the delivery of the development to ongoing changes.
- **Creating a daytime economy** - During transition the successful pioneer activities will be transitioned into more permanent spaces. Events will be more ambitious, building on the footfall and new perceptions of the area. A Meridian Water festival will be established once a year and pop up theatre shows and concerts will be held in public spaces.

- **Creating outdoor attractions** - The Activity Hub could be transitioned into an activity centre for the Lee Valley linking with other similar centres up and down the navigation.

- **Creating a night-time buzz** - A night-time buzz will continue and spaces will be created for bars and restaurants. Priority could be given to innovative and interesting approaches and small businesses should be encouraged.

- **Whole life housing** - Flexible and adaptable housing will continue as a clear principle and approaches to healthcare provision will be considered in more detail. Concepts to reduce social care costs will be considered, and to provide high quality homes for people who need them.

### Growth and Prosperity

- During transition the success of the framework will be assessed and revised to target key areas of growth. The lifestyle activities will be profitable creating greater buy-in and choice. Longer term investment strategies can be explored with partners.



# Taking Practical Action: Environmental Value, Enhancement and Resilience

**A Vision of a Tranquil, Connected and Resilient Environment:**  
Meridian Water will reform the natural Lee Valley corridor north to south, creating open tranquil spaces, increasing access to nature for residents and a low cost resilience to a changing climate.

## Challenge

The current environment at Meridian Water is not suitable for the aspirational lifestyle that will enable the significant regeneration that is needed in the area. As well as reinvigorating the local ecology, improving the environment is essential to support the improvements needed in health and wellbeing.

In particular the proximity of the North Circular and Meridian Way create significant noise and air quality impacts which are only slightly mitigated by existing buildings. Much of the site suffers from poor land quality from legacy uses (in particular hydrocarbon storage) and poor water quality from legacy industrial uses. There is limited green infrastructure connectivity across the space to link existing ecology. There are also odour issues from waste water treatment and solid waste storage, transfer and treatment adjacent to the site.

The site will also need to address major trends that will affect the environment, particularly those associated with climate change.

## Opportunities

The site is surrounded by unique ecology. The western part of the site supports a number of rare species and the Lee Valley Regional Park is home to Sites of Special Scientific Interest in the north and south. Thames Water has invested in reducing the odour from the Deephams Sewage work taking Meridian Water out of its impact area.

The River Lee Navigation, River Lee, Pymmes Brook and Salmons Brook all provide potential green corridor options and will form a significant part of a sustainable drainage and resilience strategy. There is also expected to be a shift in transport to electric and lower emissions vehicles which will support improvements in air quality.

## Action Areas

The focus of the framework for environmental value is in two areas. The first is in the approach to natural capital within the design code, phase masterplans, building and infrastructure design. The Developer Partner will integrate the ecology of Lee Valley Regional Park into the site. This will be through garden roofs, planting and green spaces. The blue infrastructure will be rejuvenated to service an active and healthy community and establish green corridors. Design will enhance air quality, minimise noise and odour to create a sense of urban wilderness (high density housing in a natural space).

The second is engaging the community to create new spaces and connections to the environment in meanwhile and in built form. The developer should establish community planting that increases in scale and is made permanent during transition and growth. The natural environment will also be more accessible, through initiatives such as; increased numbers of cycle paths (described in section 9d) or the introduction of the Activity Hub (described in section 9a).

### *The key Action Areas will be:*

- **Natural capital plan** - Establishing

attractive and usable corridors across the site to facilitate healthy lifestyles.

- **Community engagement in environmental value** - Early stage engagement that transitions to permanent involvement in natural assets.

As the phasing of the development is built out the environment will be improved accordingly. A priority should be given to proving improved access to open space in the early stages to support the change in perceptions outlined in the lifestyles section.



Inspired by...  
Elephant & Castle

A network of community gardeners and growing spaces led by three local residents that was set up in 2011, to make use of the opportunity to run a community garden (the Mobile Gardeners' Park) within Southwark Council's redevelopment zone. The organisation's aim is to turn 'neglected spaces into vibrant gardens' through allotments, pocket parks and similar.



In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

The approach to the natural environment will be established from Year 0. The key actions will be:

- Community engagement in environmental value** - There is potential to tie temporary projects into the greening of Edmonton. This would have a compound effect enabling community activity and supporting the improvement of the public realm. Greening in Edmonton would provide the first step towards creating the 'urban wilderness' lifestyle and a transition of Meridian Water to the open spaces to the west.
- Natural capital plan** - The value that is needed from the natural environment will be assessed and an effective strategy for delivering this value will be implemented. The focus will be on the ultimate return on investment but will also ensure that the natural environment is thought of as the first solution rather than the last.

### Pioneer

During the Pioneer stage the ecology of the Lee Valley should be drawn into the site:

- Community engagement in environmental value** - The community will be key in managing the green space and healthy lifestyle for which Meridian Water will become known. Initiatives can engage the community such as growing clubs like 'Mobile Gardeners' at Elephant and Castle and the trees that will be used in the rest of the site could be grown to semi maturity in land allocated for later phases. Community cohesion could be supported by community allotments, allowing existing and new residents to come together. There is the potential to twin this activity with a community restaurant, where residents are offered 'dining discounts' in exchange for produce.
- Natural capital plan** - Green roofs and walls should be designed in from the outset and early planting of trees will create a level of maturity for later stages.

### Transition

In transition the linking of green corridors should be designed and their use as resilient assets will be incorporated across the development:

- Natural capital plan** - Critical to the sense of space and public ownership of the 'urban wilderness' lifestyle is the transition to open space both temporally and spatially. At all stages in the development priority should be given to this access. Climate impacts will have a significant effect over a 40 year lifestyle and the use of blue/green infrastructure will be key in ensuring resilience. A landscape strategy will be a vital part of resilience on site and will incorporate an ecosystems goods and services approach.
- Community engagement in environmental value** - The planting can be transitioned to a more long term approach and urban wilderness planting may be encouraged.

### Growth and Prosperity

The community partnership delivery mechanism will help to shape the maintenance regime and ongoing environmental enhancement in Meridian Water. The active use of the green space will be established and schools will participate in activities on site:

- Natural capital plan** - The ongoing focus on green infrastructure should not mean additional costs. The use of wild planting and native species will reduce the cost of maintenance whilst enhancing the overall biodiversity and achieving 'urban wilderness'.

Enfield council has also produced a Meridian Water Environmental Sustainability Action Plan that is closely aligned to this theme.

# Taking Practical Action: Opportunity Creation: Engagement, Education and Skills

A Vision of New Opportunities, Shared Knowledge Transfer and Individual Growth:  
Meridian Water will provide a new hub and gateway point for support and learning, as well as opportunities for apprenticeships, placements, and new employment, reaching out beyond the site to neighbouring communities.

## Challenge

The wards of Edmonton Green and Upper Edmonton are amongst the 10% most deprived in England. Skills levels are low, and there are particular barriers to employment faced by many local residents including poor English language skills and residents holding qualifications gained overseas that are not recognised in the UK. With a relatively young population living in this part of the borough, many with young families, childcare is also a particular challenge and lack of childcare facilities in some cases represents a barrier to employment.

Meridian Water will create new private sector employment and training opportunities on site, as well as having the potential to offer a gateway to new services and support such as higher education outreach, and employability support services. The critical challenge will be in ensuring that these services enable local communities to benefit from the significant economic opportunities that Meridian Water will offer.

## Opportunities

Enfield performs strongly on education indicators, and local schools around the Meridian Water site achieve strong Ofsted scores and perform well against key educational attainment measures. This gives a very strong education and training foundation on which to build, particularly considering that school leavers over the coming decade will comprise a significant proportion of the local workforce at the time that many new jobs are created at Meridian Water.

The local area has a young local population base, with a relatively large number seeking employment, providing a significant opportunity for well-designed interventions to successfully match local people to new job and enterprise opportunities at Meridian Water, supported by the skills and employability development that they require.

## Action Areas

To ensure opportunities for local communities are maximised, well-designed interventions are needed that make it easy for local people to apply for apprenticeship and job opportunities, as well as developing the training and employability skills they need.

### *The key Action Area will be:*

- **Skills Roadmap** - Establishing a roadmap with key interventions that enable local residents to access the opportunities on site and in the surrounding area.

The Built Environment Training Centre is an essential cornerstone project under this theme. Construction activity and employment on site over the coming years is one of the known economic benefits that Meridian Water will provide, and the training centre will ensure that local people are best placed to access the training and employment opportunities that site development will create.

As part of a wider skills development plan, site stakeholders should also work alongside local schools, colleges and universities to ensure that young people are developing skills relevant to local sectors, and that young people can

engage with local businesses and business opportunities, throughout their education.

The development of an Employability Hub Scheme could provide a similar role across a wide range of sectors, supporting local people to understand the training and employment opportunities available across Meridian Water, supporting them to access opportunities and apply for positions, and offering support around training and employability skills.



Inspired by...  
Newham Workplace

Newham Workplace is the most significant local employment and training initiative delivered in London in the last decade. Established in 2007 to respond to the upcoming opportunities created at Stratford City and the Olympic Park, Newham Workplace was funded in partnership between LB Newham, Westfield (through S106) and LDA/GLA.

In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

- **Skills roadmap** - A skills roadmap should be established that enables all stakeholders to understand the barriers to employment and skills uplift. It would help to influence the local school and further education curriculum to focus on emerging London opportunities. In particular the roadmap could map existing provision and gaps to hardest to reach communities.

### Pioneer

During the Pioneer stage early interventions will introduce local people to the opportunities that will be available on the site. An example of the projects that may be considered at this stage are highlighted below.

- **Built Environment Training Centre** - An aspirational training centre that will provide the skills to access built environment jobs during the construction of Meridian Water (and beyond) and more broadly across the built environment sector. It will teach entrepreneurship and business skills so that leavers are able to start their own businesses. In pioneer this centre may be largely virtual with temporary accommodation as part of the early works.
- **Employment hub scheme** - A hub could provide basic skills training, adult learning opportunities and linking people into apprenticeship schemes, as well as exploring and seeking solutions to more specific employability barriers facing local residents. It could focus on enabling local residents to access the new jobs that are created on the site and work with new businesses as they join the community to meet their skills need.

- **Higher education capacity** - Relationships could be developed with education providers to map skills for Meridian Water. During Pioneer anchor businesses will be courted and their needs will be worked through with these providers. This could augment the highly skilled London workforce but also enable local residents to access these new jobs.

- **Pre-18 engagement** - Engagement with local schools and colleges could be considered to involve them in the development and to ensure that the local community is aware of the upcoming opportunities.

### Transition

- **Employment hub scheme** - As new businesses relocate commitment could be secured to engage with employment brokerage and training programmes. The employment hub could support the relocation through easing the recruitment process for companies.

- **Higher education capacity** - Continue to build capacity and assess the need for on site education and training offer. There is the potential to enable pop up higher education facilities on site creating a stronger link to the new community,

changing perceptions and increasing awareness.

- **Built Environment Training Centre** - A more permanent home will be established and sponsors and partners will be brought into the project. A vertically integrated centre will provide not only training but access to workspace, secure lock up facilities, and where practical will partner with construction suppliers.

- **Pre-18 engagement** - Schools and college engagement can continue, providing work placement and apprenticeship opportunities.

### Growth and Prosperity

- **Employment hub scheme** - The mechanisms that have been established to enable opportunities to be captured will be refreshed as part of the ongoing management of the area. The Built Environment Training Centre is likely to be a stand alone entity at this point.

- **Higher education capacity** - Degree level qualifications will be available through the roadmap in relevant disciplines from the Meridian Water site.

A Vision of an Evolution in Digital, Connectivity and Mobility:  
Meridian Water will be at the forefront of new technology and be a test bed for future city approaches.

## Challenge

Currently Meridian Water is an area with low connectivity, in mobility and digital terms. Broadband rates are on average 80% lower than the rest of the borough and the surrounding communities are rated as some of the most digitally excluded areas of the borough by the Local Authority Association.

Public transport accessibility is also low across the site with the highest passenger transport accessibility level (PTAL) at 2 and large areas of the site with very limited access. Pedestrian and cycle routes are limited and do not sufficiently connect residents from Edmonton and Upper Edmonton to unique assets such as the nature of the Lee Valley Regional Park.

## Opportunities

The area is well served by the North Circular and as such is advantageous for commercial activity dependent on road access. In 2017 a new station will increase rail capacity to the City of London, Stansted and Cambridge. Proposals for Crossrail 2 will see further capacity reach the site by the mid 2030s. New bus routes will also improve accessibility across the site.

Meridian Water will be built during a period of advancement in digital and transport technology. There are two key triggers that are likely to accelerate digital applications: development and implementation of 5G networks and Internet of Things systems architecture.

Meridian Water will need to track and capitalise on these developments to attract leading businesses and London's growth sectors. It will be able to integrate new technology into the scheme from the outset.

## Action Areas

This new city neighbourhood will benefit significantly from new transport connections but to become a new hub it needs to be a destination. Digital connectivity and mobility on the site will be as important as mobility to and from the site. Residents and businesses will not only expect high speed connectivity but will expect digitally enhanced service provision, empowerment of the community and the embracement of new approaches and business models. The development should look to align with the emerging future cities concept and establish Meridian Water as an exemplar. This will support activities that mean Meridian Water is recognised globally and attracts investment.

### *The key Action Areas will be:*

- **Digital Strategy** - Establishing a digital strategy that implements an innovation process and specifically supports the emerging needs of businesses and the community. This mechanism will support the identification and implementation of technology demonstrators that will attract growth sectors and improve the lifestyle offer.
- **Navigation and connected community** - Active transport should

be prioritised and innovation embraced. Movement corridors will be preferred to traditional streets and transport options must support the air quality objectives. This should encourage the provision of e-vehicle charging hubs, car share, electric autonomous last mile vehicles but most importantly, cycling and walking.



Inspired by . . .  
Internet of Things, Milton Keynes

The UK's first city-wide, open access Internet of Things (IoT) network was established in conjunction with Milton Keynes Council, BT, Open University and the Connected Digital Economy Catapult to explore how the IoT could be used in cities to develop new services. The project plans to develop sensors for pest control, and monitor cycle traffic and footfall across the city to build a better understanding of how people move around the urban environment.

In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

Meridian Water should set out an approach which enables technology advances to be captured. During Year 0 the following action areas will be addressed:

- Digital strategy** - The digitisation of Meridian Water should be managed through a long term approach. It could incorporate the council's desire to digitise its service and might ensure that the approach, systems and infrastructure are established. It could also focus the attention of the development on how emerging technology is incorporated and how it will attract growth sectors.

### Pioneer

During the pioneer stage projects that will support the digital strategy and navigation and connected community approach will be initiated. These could include:

- Digital strategy** - During pioneer Meridian Water could be offered as a sharing economy demonstrator. This is to create awareness and generate footfall. A competition could be held that inspires businesses to take part and utilise the space for innovative sustainable services. The development could tap into LBE's already established digital awareness and inclusiveness programme. This would provide space for drop in activities and again create footfall. At this stage the development could also consider how it will prepare for 5G and Internet of Things technology.

- Navigation and connected community** - Linking with Cycle Enfield, Meridian Water could be held up as a cycle destination, with great cycle routes. This would provide a dual purpose to increase footfall and create access to healthy lifestyles. This connection with current activity would also help to link the project to the rest of the borough. From the outset cycle and car share could be integrated into the site. Where practical this should link with established clubs.

### Transition

The digital strategy and navigation and connected community approaches will be embedded to keep Meridian Water at the forefront of future cities concepts and enable a sustainable, active and connected community. In transition further expected advances could lead to the following actions:

- Digital strategy** - Meridian Water could embrace Internet of Things - supporting the expansion of organisations creating growth in the IoT market (Enfield is home to innovative companies such as Metaswitch) and implementing IoT and cloud data access as a core principle in the provision of services. Early adoption would mean Meridian Water can be a testbed for new technology, attracting businesses in this space.

- Navigation and connected community** - Meridian Water should be offered as one of the first commercial applications of last mile autonomous vehicles. The iconic introduction of these vehicles in Milton Keynes and Greenwich has brought global interest. Meridian Water could be a shared space. Whether that be shared homes as hotel rooms, shared workspaces, night-time spaces as daytime meeting rooms, evening restaurants as

morning catering kitchens and travel will be shared e.g. taxis, cars, cycles or autonomous vehicles. Viewed in this way Meridian Water could create cumulative and combined opportunities to maximise the collaborative economy, thinking about space in this new way and offering services that uniquely suit the lifestyles that this offers. The use of established platforms will be encouraged but where there are gaps developers and private owners will be encouraged to come together to create a shared platform that can be used across the site.

### Growth and Prosperity

The digital strategy and approach to navigation and connected community will need to be flexible to enable changes in technology to be assimilated into the site. The community partnership delivery mechanism should enable decisions to be made at all stages to the development that suit the current and emerging business and residents' needs.



# Taking Practical Action: Business Growth, Jobs and the Future Economy

A Vision for Self Sustaining Business Growth and Shared Prosperity: Meridian Water will accommodate 3,000 high quality jobs on site, creating a new hub of higher value, knowledge-based economic activity in Enfield, and creating a new significant business location for London.

## Challenge

Across Enfield, workplace based income is weak compared to London as a whole and the borough needs a new high quality business location. In the area around Meridian Water, employment has fallen in the last decade, enterprise levels are significantly lower than across London, and local wages remain much lower than the London average. Unemployment levels increased far more than across England during the economic downturn, reflecting a lack of economic resilience in the business base.

The current business base around Meridian Water is dominated by retail, logistics and lower value manufacturing. Whilst these sectors are important to the local economy and London as a whole, the area needs to diversify to attract and accommodate more of London’s growth sectors such as ICT / digital media, low carbon, life sciences, and professional services. As well as creating higher value jobs, this will help the local economy to be more resilient during any future economic downturn.

## Opportunities

Meridian Water has significant potential as a business location. Accessibility to the site is strong given its location on the A406 North Circular, and the new train station opening on site. Property costs compared with other parts of London are lower, and the quality of life offer at the site will be comparatively strong, given the retail and leisure uses embedded in the Meridian Water scheme. The strategic location, close to central London, and within the London-Cambridge-Stansted innovation corridor, make the site well placed to develop local clusters within one or more key high-value sectors. The position within Enfield means that as well as the large population in neighbouring communities seeking employment, there is easy access to over 100,000 Enfield residents within 30 minutes travel time to the site. The new employment opportunities create significant opportunities to enhance income levels and quality of life for employees residing not just within the site but within surrounding communities and across the whole of Enfield.

## Action Areas

Delivering 3,000 high quality, well paid jobs at Meridian Water is a key challenge, and will only be achieved through a range of approaches which secure all the elements required for a successful business location. Fundamental to the task is the creation of a high quality business environment, positive perceptions about the location and a strong retail and leisure offer close to businesses, as well as securing a mix of key sectors, and one or more anchor tenants that help to encourage a degree of clustering.

### *The key Action Areas will be:*

- **Enabling 3,000 new jobs** - Development of business clusters and development London’s largest open access workspace for professional makers.
- **Construction opportunities** - Supporting local individuals and businesses to maximise the benefits generated by the construction activity on site.
- **Retail development** - Evolving strategies to manage attraction of **anchor tenants** and relocation support.
- **Supporting businesses** - Enabling close engagement with the business community.

In the early phases of development, it is likely that many residents will commute to other London hubs for employment. In the longer term growth, however, harnessing their potential alongside greater enterprise within the current population, will bring about the transformational change required in Meridian Water.

### Inspired by... Kings Cross

When Kings Cross Central Partnership was established, significant consultation with businesses across London was undertaken. This included talking to the types of companies who might locate in the area (whether they had the intention to move or not). A business forum was also established as an interface between developers and companies.

The partnership and developers recognised the importance of the ‘long game’ setting solid foundations for growth and investment. Kings Cross is now arguably London’s most rapidly growing business location. The attraction of Google, alongside the Francis Crick Institute, The Guardian, UAL, and LB Camden has created significant employment and a hub of commercial activity.



In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

- **Enabling 3,000 jobs** - Soft market testing with potential occupier companies and sectors should be started early. Plans could be developed for zoning employment offer to ensure the right space is available at the right time. Any gaps within the offer which are currently barriers to inward investment should be confirmed (Energy, Accessibility, Connectivity) and prioritised. Meridian Water should be part of the London and LSCC economic conversation, to increase its profile in chamber of commerce across London. Development team should seek out high level opportunities to speak at conferences and events.
- **Retail development** - Early stage retail strategy could be established.
- **Supporting businesses** - Local businesses should be engaged with and the changes discussed.
- **Construction opportunities** -The developer should articulate their approach to supporting local supply chains and employment.

### Pioneer

- **Enabling 3,000 jobs** - During the pioneer stage new spaces and interventions will change perceptions of the Meridian Water as business location. The development could:
  - Articulate the business development proposition for delivering 3,000 jobs.
  - Support new models of **flexible workspace**, capitalising upon existing strengths as well as supporting diversification. It will apply to the London Regeneration Fund application (with Building BloQs), to support the growth of creative workspace activities that encourage the growth of micro-entrepreneurship and job creation.
  - Establish the first phase of a **business partnership** which can grow as the area develops.
  - Identify sites that will enable clustering of key growth sectors.
- **Retail development** - Pop up space could be encouraged to support new jobs and retail opportunities. It could enable new businesses to establish that can transition to permanent retail offers.

- **Supporting businesses** - Business engagement will continue and relocation activities could potentially be established as phases are beginning to be built out.
- **Construction opportunities** - A manufacturing and construction support programme could be set up to support local businesses to provide the capacity for development. Alongside this the developer could establish meet the buyer supply chain events.

### Transition

- **Enabling 3,000 jobs** - Successful pioneer businesses could be transitioned in this stage. The clustering could be increased and the workspace could be created that will provide space for growth sectors. The early stage partnering and business development could translate into businesses locating to the site with at least one key anchor tenants established. A business forum could be set up, to support transition and continued growth in the area.
- **Retail development** - A retail strategy could focus on creating a vibrant city neighbourhood supporting innovative local businesses and retail offer. The council may retain ownership of significant parts

of the retail offer to be able to support this activity. Alongside this, finance and cooperative options should be developed to enable these businesses to get over sometimes difficult early stage cash flow issues. A unique digital offer will be a key part of the shared marketing of these businesses and their needs should be addressed in creating footfall.

- **Managing commercial sector change** - Relocation will need to be factored in for some businesses on site and options will need to be discussed as early as possible.
- **Construction opportunities** - The supply chain will be increasing in size and opportunities should continue to be made available to local suppliers.

### Growth and Prosperity

- The business and employment growth will be embedded, capitalising upon successes, delivering additional, appropriate, flexible workspaces and establishing clusters of new industries. These businesses will be linked directly to specialisms in smart technologies and built environment.



# Taking Practical Action: Sustainable Design, Infrastructure, Resources and Energy

**A Vision of a New High-Quality, Sustainably Serviced Urban Quarter:**  
Meridian Water will provide infrastructure and buildings that enhance the society, economy and environment. It will employ whole life value techniques to embrace the circular economy reducing the long term cost and environmental impact.

## Challenge

Enfield Council as with all local authorities is facing a squeeze on spending, affecting what it can spend on resources and services. Its largest single expenditure in 2014/15 was housing and council tax benefits at nearly £300m. With other significant costs for adult social care, council housing, community housing, environment, public health, education and regeneration, leisure and culture it needs to address public expenditure in new ways.

Private utility costs have fluctuated over the medium term but the longer term trend has been for basic utilities such as energy and water, and others such as internet connectivity, to increase. Households and businesses are looking for consistently low costs to minimise expenditure and ensure security. Increases in these costs have a larger impact on individuals with fixed or low income and increases their need for support.

The development will need to meet the changing policy direction for a sustainable built environment. As well as reducing cost the approach will deliver a low carbon alternative that companies of all sizes are looking for.

## Opportunities

Meridian Water will be able to take advantage of locally available infrastructure to create a sustainable built environment. In particular it will take advantage of the Lee Valley Heat Network as a low cost source of heat and can (where practical) utilise heating and cooling from the rivers and brooks. The price point for solar technology is also reducing and new innovative solutions are available.

The introduction of a smart grid and lighting technology and waste tubes can also be evaluated to determine cost effective long term solutions. The ability to implement these innovations and minimise build costs is also becoming more apparent through the use of building information modelling and design for manufacture and assembly techniques.

## Action Areas

The active decision to not have a fixed masterplan means that the site can adapt as new techniques, materials and technologies will develop over the phasing of the site. The design code will therefore be flexible to accommodate this approach for buildings. However, the provision of infrastructure will be established on the basis of the development as a whole. Passive provision and easy access will be considered to enable easy maintenance and upgrade, and decisions will be made considering whole life value.

The development will commit to the review of whole life value, demonstrating the cost of the design to the council, developer and the new community. Meridian Water will engage the community early to support community approaches that reduce the overall cost and improve the overall sustainability of the development. Effort will be made to create a more self-sufficient neighbourhood and the approach will be in keeping with the increasing sustainability requirements of the global business community.

### *The key Action Areas will be:*

- **Whole value approach through high**

**quality design** - Ensuring that decisions consider the ongoing operational costs and also the costs of services to the local council.

- **Energy future** - Reducing energy usage and cost.
- **Waste management** - Improving the management of waste and reducing the



Inspired by...  
The Big U Network, New York

The Big U will become a protective system around Manhattan, driven by the needs and concerns of its communities. Stretching from West 57th street south to The Battery and up to East 42th street, the Big U protects 10 continuous miles of low-lying geography that comprise an incredibly dense, vibrant, and vulnerable urban area. The proposed system not only shields the city against floods and storm water; it provides social and environmental benefits to the community, and an improved public realm.



In order to successfully deliver the Action Areas that will facilitate the change at Meridian Water, various projects will be required. A full list of proposed projects and standards (within their Action Areas) is provided in the Action Plan that accompanies this Framework. The interventions illustrated below are *indicative* to demonstrate how they could transition the area from Year 0 to Growth and Prosperity.

## Delivering Action

### Year 0

- **Whole value approach through high quality design** - The sustainable long term approach to design and infrastructure should be integrated into the early stages of the design process. Consideration could be given to wider implications of decisions and whole value design will be integrated into the viability model. This will ensure that decisions consider the cost to the site and also the costs to the LBE of providing services. The concept of digital government will be incorporated into planning, design and procurement. This will identify the use of Building Information Modelling (BIM) and city wide models.

### Pioneer

As with Kings Cross the approach to infrastructure will come first and this will enable a dynamic approach to be taken over the life of the development within the framework of low maintenance, whole life value infrastructure. During Pioneer early innovations will be tested and fixed infrastructure will be assessed:

- **Whole value approach through high quality design** - During the Pioneer stage the whole value model could be developed to enable greater decision making across the site. Tools such as

BREEAM Communities could be used to ensure all aspects of sustainable design are considered across the development. A carbon model could also be established to look at savings that can be made and the potential risks to the development in the longer term.

- **Energy future** - Alongside establishing a design code for adopting zero carbon home standard by 2020, early engagement should be sought with suppliers of energy to minimise the overall cost and impact. The Lee Valley Heat Network alongside suppliers for open water heating and cooling could be engaged. It is expected that solar PV will be explored and that support will be given to local businesses. Smart lighting and smart grid technology may be adopted.

- **Waste management** - A circular economy approach to waste management across the site could be taken. Targets for reuse and recycling will be set during construction and operation but the approach can go further to engage the wider business community. Local businesses and community should be engaged in the circular economy. Waste could be minimised through the introduction of bring back schemes and sharing economy could be encouraged. Waste collection costs should be

minimised where practical by looking at innovative solutions such as Envac. On-site composting should be part of community growing.

### Transition

The innovation process will be key to delivering long term value and new approaches will be adopted as they become viable during this phase. The following will be tested:

- **Whole value approach through high quality design** - Design will be considered in the context of re-purposing building. A level of flexibility should be considered to increase density at a later date. The types of housing will also be considered to be able to change the property type depending on demand.

- **Energy future** - There will be an installation of the best practical solutions and a commitment to continual improvement.

- **Circular economy** - This could become an integral part of the business offer and innovative waste solutions continue to be adopted.

### Growth and Prosperity

By the growth stage the infrastructure will be in place. Easy access will make upgrade and maintenance cost effective and new solutions will be considered.

Enfield council has also produced a Meridian Water Environmental Sustainability Action Plan that is closely aligned to this theme.

# 9a

## Action Plan

The accompanying detailed Action Plan articulates specific projects and standards that address the Action Areas. The final list of projects / standards will be agreed between the Developer Partner and Council in 2016.

The table below identifies the key headline Action Areas from the detailed action plan by challenge, theme and timescale. These actions will be updated at least every 2 years. The outcome of these actions will be monitored against performance measures identified in section 9b.

Timescale	Theme		Action Areas	Challenge the Action Area is Responding to
Yr 0	Lifestyle		Governance	Changing perceptions
Yr 0 / Pioneer	Lifestyle		Changing perceptions	Changing perceptions
Pioneer	Lifestyle		Whole life approach	Cost of public authority spend per person
Pioneer	Lifestyle		Creating a daytime buzz	Changing perceptions
Pioneer	Lifestyle		Creating a night-time buzz	Changing perceptions
Pioneer	Environment		Natural capital plan	Changing perceptions Open space Public health
Pioneer	Environment		Community engagement in Environmental Value	Changing perceptions Open space Health
Pioneer	Opportunity Creation		Skills roadmap	Low skills level



Timescale	Theme		Action Areas	Challenge the Action Area is Responding to
Yr 0 / Pioneer / Transition	Digital, connectivity and Mobility		Digital strategy	Digital inclusion High-value sectors
Yr 0 / Pioneer / Transition	Digital, connectivity and Mobility		Navigation and connected community	Public health Accessibility Poor air quality
Pioneer	Business Growth		Supporting businesses	High-value sectors Household incomes
Pioneer	Business Growth		Vision for 3,000 jobs	High-value sectors
	Business Growth		Enabling 3,000 jobs	High-value sectors Household incomes
	Business Growth		Retail development	Household incomes Changing perceptions
Pioneer	Business Growth		Construction opportunities	Low skills level
Yr 0 / Pioneer	Sustainable Design, Infrastructure and Energy		Whole value approach through high quality design	Lower cost of utilities Changing perceptions Carbon footprint per person Lower public service cost
Pioneer / Transition	Sustainable Design, Infrastructure and Energy		Energy future	Insufficient energy provision Lighting
Pioneer	Sustainable Design, Infrastructure and Energy		Waste management	Declining value of employment Carbon footprint per person Lower public service cost



# Action Plan: Measuring Performance

As part of a commitment to act as an exemplar and influencer, the LB Enfield, developer and community led delivery model will report against key performance measures on a yearly basis, throughout the development. This will enable other projects to follow the outcomes of actions and implement similar methods. The key performance measures for the development under each theme are provided below with an indication of how this data may be collected or who it may be provided from. ***The performance matrix will be developed in partnership to ensure shared outcomes and commitment to delivery.***

### Lifestyle: Community, Culture and Health

- Changing perceptions and increasing footfall (survey based)
- Number of eateries, bars and cultural venues
- Health levels
- Number of new homes built (developer data)
- Number of affordable homes delivered (developer data)
- Community connectivity (number of community events held and attendance numbers)

### Environmental Value, Enhancement and Resilience

- The proportion of the site that is within the World Health Organisation’s noise limits of 55 decibels
- Relative access to nature for residents and Natural Capital per head measures
- The proportion of the site that is within the Air Quality Strategy objective of less than 40 µg m-3 for NO<sub>2</sub> and PM<sub>10</sub> (µg m-3)
- Public realm improvements (square footage of pedestrianised areas, road traffic incidents, £ invested in public realm improvements)
- Reduction in environmental crime and other anti-social behaviour incidents (incident reports, participation levels in environmental maintenance programmes)
- Vacancy rates for new homes/workspaces (local government data)

### Opportunity Creation: Engagement, Education and Skills

- % of working age people with no qualifications
- Household income estimates
- Total number of young people not in education, employment or training (NEET)
- % of working age people who are unemployed
- Number of jobs created/safeguarded (developer/local government/employer data)
- Number of construction jobs created (developer/local government/employer data)
- Number of apprenticeships starts and completions (employability support scheme/ employer/education data)
- Number of adults receiving educational support (employability support scheme data)
- Increase in skills, including soft skills (local government/employer/education/ survey data)

### Digital, Mobility and Connectivity

- Level of digital Inclusion
- Average download speeds (provider data)
- Public Transport Accessibility Levels
- Journey time savings (TfL data)

### Business Growth, Jobs and the Future Economy

- Number of knowledge-based industry jobs based in the area
- % of working age population who are self-employed
- Number of new enterprises supported to start-up (training hub/business support/ employer data)
- Number of SMEs assisted and associated increase in turnover (training hub/business support/employer data)
- Number of SMEs accessing financing as a result of business support (business support/ employer data)
- Improved commercial and business space provision (square footage of workspace/ commercial space provision)
- Increased inward investment (local government data/inward investment team/ developer data)
- Increase in business rates (local government data)
- Increase in value of commercial/business floor space (rental value trends, valuation data)
- Increase in business turnover (survey based)

### Sustainable Infrastructure, Resources and Energy

- Carbon footprint per person
- The cost of private utilities (basic, mobile and internet) per person (£)
- The cost of local authority public services spend per person (£)
- Water efficiency improvements and flood safety measures (square footage of sustainable urban drainage (SUDs) and number of water efficiency installations)
- Energy efficiency measures (£ invested in energy efficient measures, energy cost indications from providers and Lee Valley Heat Network)
- Waste reduction, reuse and recycling improvements (number of recycling facilities provided on site, waste reduction costs)
- Greener, cleaner streets (£ invested in foliage planting and aesthetic improvements, number of trees planted etc.)
- Reduction in air pollutants in immediate area (air quality survey)



# Meridian Water: Investing in Enfield's Future



## Sources for the challenges

Challenge	Source
Changing perceptions and increasing footfall	<a href="http://data.london.gov.uk/dataset/tourism-trips-borough">http://data.london.gov.uk/dataset/tourism-trips-borough</a>
Number of eateries, bars and cultural venues	Alcohol, Entertainment and Late Night Refreshment Licensing, DCMS (2014)
Poor health levels: 6.8% of residence state they are in 'bad' or 'very bad' health (%)	Health levels, Office of National Statistics (ONS) 2011
The proportion of the site that is within the World Health Organisation's noise limits of 55 decibels	World Health Organisation's noise limits
Relative access to nature for residents	GLA - <a href="http://data.london.gov.uk/dataset/london-ward-well-being-scores">http://data.london.gov.uk/dataset/london-ward-well-being-scores</a>
The proportion of the site that is within the Air Quality Strategy objective of less than 40 µg m-3 for NO2 and PM10 (µg m-3)	London Atmosphere Emissions Inventor (2015-2020)
% of working age people with no qualifications	Qualifications and students, ONS, Nomis (14 October 2015)
Household income estimates	<a href="http://data.london.gov.uk/dataset/household-income-estimates-small-areas">http://data.london.gov.uk/dataset/household-income-estimates-small-areas</a>
Total number of young people not in education, employment or training (NEET)	NEET statistics: Department for Education (2015)
Level of digital Inclusion	Local Government Association (2014)
Average download speeds 20% of London average	Ofcom (2015)
Public Transport Accessibility Levels	TfL - <a href="https://tfl.gov.uk/info-for/urban-planning-and-construction/planning-with-webcat/webcat?scenario=2021%20(Forecast)&amp;Type=PTAL">https://tfl.gov.uk/info-for/urban-planning-and-construction/planning-with-webcat/webcat?scenario=2021%20(Forecast)&amp;Type=PTAL</a>
% of working age people who are unemployed	Jobseeker's Allowance with rates and proportions, ONS (14 October 2015)
Number of knowledge-based industry jobs based in the area	Business register and employment survey, ONS (14 October 2015)
% of working age population who are self-employed	Economic activity by sex, ONS (14 October 2015)
Carbon footprint per person	Carbon Dioxide Emissions, DECC (June 2015)
The cost of private utilities (average total bills for energy, home insurance and car insurance) per person	<a href="http://www.comparethemarket.com/media-centre/news/London-postcode-lottery-on-bills-revealed-as-cost-of-living-pressures-grow/">http://www.comparethemarket.com/media-centre/news/London-postcode-lottery-on-bills-revealed-as-cost-of-living-pressures-grow/</a>
The cost of local authority public services spend per person	2014 round population projections GLA, DCLG (2015)



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## Draft Meridian Water Regeneration Framework Action Plan

This list of projects responds to the challenges and Action Areas identified in the Framework.

A more detailed version of this Action Plan forms part of the Developer partner procurement process currently underway.

The delivery of projects within this Action Plan is subject to negotiation with the selected Developer partner, with a revised list, and delivery plan, to be produced in partnership with the chosen Developer.

Action Area	Title of project / standard	Action / Description	Regeneration themes					Stage	
			Lifestyles	Environment	Opportunity creation	Digital connectivity	Business Growth		Sustainable Design
Governance	Community Partnership Mechanism	A mechanism of governance that initially gives the community scrutiny of Meridian Water, increasing involvement in decision-making, and finally a formal Partnership between the community, Developer and Council.	✓		✓		✓		Pioneer
	Evaluating and monitoring change	Mapping of community sentiment of the area and how views and perceptions change as the development takes shape	✓						Y0
	Community Chest	Ring-fenced allocation over 3 years for a community chest programme	✓						Pioneer
Changing perceptions	Design Competition	Competition to design an iconic building on the site	✓				✓		Pioneer
	Place-marketing strategy and implementation	Devison of a marketing strategy to improve the perception and image of the site (close correlation with Wayfinding Strategy project)	✓			✓			Y0
	Cycling promotion activity	Promoting cycling, cycling based events and movement in the site	✓					✓	Pioneer
Whole Life approach	Providing Flexible designed places projects	A commitment to the provision of flexible living, working and playing spaces (principally through a flexible design process)	✓						Pioneer
	Temporary Housing Business Plan	A plan for the provision of temporary housing on the site that can be relocated to other parts of the site when required.	✓						Pioneer
	Supported living	The integration of health and social care on the site to improve provision and access but reducing overall costs.	✓						Transition
Creating a day time buzz	Food/ farmers market	Home grown produce market and showcasing of independent food providers	✓				✓		Pioneer
	Meridian Water Festival	An exciting event that will attract people to the area, showcase local and other talent and increase the profile of the area	✓						Transition
	Pop up theatre shows	Temporary shows and events at a suitable location around the site	✓						Transition
	Immersive theatre	Interactive performances that move around a specific site or sites	✓						Pioneer
	Strategy for cafes and resturants	Identification of suitable eateries for the site - both temporary and permanent	✓				✓		Pioneer
	Pop up café	A temporaty café to raise the profile, footfall and attractiveness of the site	✓						Pioneer
	Concerts	Provision of space for musical concerts that will help to increase footfall in the site and raise the profile with the wider London area	✓						Transition
Creating a night-time buzz	Lee Valley Activity Centre	A Business Plan for an outdoor activity centre that uses the water and open space for a variety of activities.	✓				✓		Pioneer
	Secret Cinema	Working with the Secret Cinema organisaion to host one of their themed cinema events	✓						Pioneer
	Exhibition Space	Exhibition space to showcase different forms of art from local to international artists	✓						Pioneer
	Street Feast	Night time pop up food markets	✓				✓		Pioneer
	Bar barges	Static and/or mobile bar barges	✓				✓		Pioneer
	Strategy for bars and resturants	Identification of the types of bars and resturants on site to foster the nighttime economy	✓				✓		Pioneer

Community engagement in green and blue infrastructure	Hinterland Landscape Study	The commitment to implement the interventions as proposed in the Edmonton Landscape plan	✓	✓					Pioneer
Natural Capital Plan	Blue Ribbon Network	Maximise accessibility and quality of Meridian Water's blue ribbon network	✓	✓				✓	Y0
	Green Roof/Gardens	A minimum of 70% of roof space as roof gardens or green/brown roofs	✓	✓				✓	Y0
	Greening transport routes	Provide greening of transport routes between the parks and existing watercourses	✓	✓		✓		✓	Y0
	River restoration	River restoration: naturalise banks and enhance green corridors	✓	✓		✓		✓	Y0
	Water Sensitive Urban Design	Apply Water Sensitive Urban Design principles including: <ul style="list-style-type: none"> <li>• Achieve greenfield runoff rate for 1 in 1 year and 1 in 100 year events or a better performance</li> <li>• Rainwater harvesting</li> <li>• Investigate the potential for greywater recycling</li> <li>• Utilise demand management to reduce water use</li> <li>• Prioritise the use of green infrastructure SuDS that provide multiple benefits including enhanced amenity and biodiversity, improved air and water quality and reduced urban heat island effect</li> <li>• The design should avoid flooding of property in the event of local drainage system failure caused by extreme rainfall, a lack of maintenance or accidental damage/blockage</li> </ul>	✓	✓			✓	Y0	
	Water Sensitive Urban Design Toolbox	Landscape design features in line with the Meridian Water toolbox Water Sensitive Urban Design	✓	✓				✓	Y0
	Green flag parks	All parks are provided to 'Good to Very Good' Green Flag standards in accordance with Policy DMD 72 (Core Strategy Policy 34)	✓	✓				✓	Y0
	Green space	Maximise opportunities for green space and encouraging biodiversity.	✓	✓				✓	Y0
	Tree-lined Streets	All streets in Meridian Water are tree-lined	✓	✓				✓	Y0
Native and drought resistant planting	Utilise native and drought resistant planting	✓	✓				✓	Y0	
Community engagement in Environmental Value	Community Gardening and Food Growing	Implement programme of community gardening and food growing	✓	✓				Pioneer	
Skills Roadmap	Employability Hub Scheme	Develop a virtual hub support scheme	✓		✓		✓	Pioneer	
	Built Environment Training Centre	Training centre for skills required for the built environment and promotion of the various career opportunities this sector enables- Create a centre with pathways to progression			✓		✓	Pioneer	
	Pre-18 education engagement	Engagement with schools to promote relevant skills and career progression that will be relevant in Meridian Water	✓		✓			Pioneer	
	Higher Education Capacity	Ensure that there is the relevant higher education provision to improve the skills offering of the area	✓		✓			Pioneer	



Digital Strategy	Digital Strategy	Establish Digital Strategy for the site and surrounding area, that accepts an evolving process			✓	✓	✓		Y0
	Passive 5G Preparation	Getting the area 5G ready	✓		✓	✓	✓	✓	Pioneer
	Sharing Economy Demonstrator	Promote sharing economy start ups on site and establish Meridian Water as a hub of this grown market.	✓	✓	✓	✓	✓		Pioneer
	Embrace Internet-of-Things	Provide the infrastructure to facilitate the connectivity of devices through the internet	✓			✓		✓	Transition
	Digital drop in	The provision of a digital drop in center for the area	✓			✓			Pioneer
Navigation and connected community	Enabling Active Travel	Active travel prioritised. Cycle route plan (both temporary and permanent) and dedicated cycle and walking routes. Cycling storage provision and cycle parking minimum standards and links with existing infrastructure (ie Cycle Enfield). High quality new footways.	✓	✓		✓			Y0
	Cycle and Car Share	Car and Cycle share encouraged through the provision of a cycle and car club.	✓	✓		✓	✓		Y0
	Smart deliveries	During construction, smart deliveries ensure that vehicle journeys and emissions are reduced, including use of a consolidation centre for last mile logistics.				✓			Y0
	Low carbon vehicle infrastructure	Electric vehicle charging infrastructure provided as a minimum in accordance with the London Plan.	✓			✓			Y1
		Commitment to supporting the Low Carbon Vehicle Roadmap as per the London Plan.	✓			✓			Y0
	Wayfinding strategy and implementation	Building on the marketing vision for the site, develop a wayfinding Strategy that allows people to navigate through and around Meridian Water	✓			✓			Pioneer
Automated Vehicle Demonstration	One of the first UK trails of automated vehicles for use between the station and key residential and leisure areas	✓			✓	✓		Transition	
Vision for 3,000 jobs	Detailed Business Development Strategy/Vision	Plan articulating how 3,000 jobs target will be comprised			✓		✓		Pioneer
Enabling 3,000 jobs	Detailed 3,000 job delivery plan	A detailed plan for the delivery of 3,000 jobs			✓		✓		Pioneer
	Support for Makers	To develop Londons largest and most capable open access workspace for professional maker			✓		✓		Pioneer
	Clustering	Identification of types and locations for clustering of businesses					✓		Pioneer
	Anchor Tenant	Identification of an anchor tenant on site			✓		✓		Transition
Supporting Businesses	Business Community intelligence and engagement	Establishing an understanding and connection with the current business community.			✓		✓		Pioneer
	Business Forum	A forum to strenghten the business community			✓		✓		Pioneer
	Local supplier engagement	Engaging with local businesses to enable them to access opportunities thourgh Meridian Water not explicitly linked to the construction activities, including targeting SMEs			✓		✓		Pioneer
	Relocation Plan	Plan to support businesses having to relocate due to Meridian Water					✓		Pioneer
Retail Development	Council Ownership of retail space	Council will retain ownership of some retail space to provide a more flexible approach to rents and encourage local business.					✓		Transition
	Retail delivery plan	Provide a vision/strategy to identify suitable retail for the area	✓				✓		Transition
Construction Opportunities	Manufacturing and Construction Support Programme	Programme to support the manufactuting and constrution companies that operate in the site and surrounding area			✓		✓		Pioneer
	Local Supplier Engagement	Support for local suppliers and understanding of their needs			✓		✓		Pioneer

Whole Value approach through High Quality Design	Modular design and Design for Manufacturing and Assembly (DfMA)	Design to minimise cost and improve quality through DFMA		✓	✓			✓	Pioneer
	Whole Value Model	Establish a whole value model as the basis for decisions on design and infrastructure		✓				✓	Pioneer
Whole Value approach through High Quality Design	Housing Environmental Assessment	Achieve at least the equivalent of Code for Sustainable Homes (CfSH) Level 4 or whole house equivalent rating/scheme with an aspiration to achieve a Level 5 equivalent. Commit to delivering the equivalent of CfSH Level 5 or whole house equivalent rating/scheme, moving towards zero carbon.		✓				✓	Y0
	Non-domestic Environmental Assessment	Achieve BREEAM Very Good or equivalent rating/scheme for all non-domestic buildings.		✓				✓	Y0
		Achieve BREEAM Excellent or equivalent rating/scheme for all non-domestic buildings in accordance with DMD 50, with an aspiration for BREEAM Outstanding or equivalent.		✓				✓	Y0
		Achieve BREEAM Outstanding or equivalent rating/scheme for at least two buildings.		✓				✓	Y0
	EU Energy Performance of Buildings Directive	Near Zero Energy Buildings to be delivered from 2020 onwards in line with the Energy Performance of Buildings Directive.		✓				✓	Pioneer
	Sustainable Specification	All new main building elements (where relevant) and hard landscaping/boundary protection materials must achieve at least a B rating from the BRE Green Guide to Specification or equivalent rating/scheme. Achieve a minimum of 10% recycled content by value of materials in construction. At least 15% of road construction material should be locally reclaimed or constituted from recycled material. All timber, including temporary and site timber, to be sourced in accordance with the UK Government's Timber Procurement Policy, low or zero formaldehyde and low VOC products shall be specified (both during and post application); PVC products shall be avoided where suitable alternatives exist Commit to achieve over a 'B' for BRE Green Guide for Specification or equivalent rating/scheme. Achieve a minimum of 20% recycled content by value of materials in construction.		✓				✓	Y0
	BREEAM Communities	Implement BREEAM Communities or equivalent assessment method at a minimum Very Good level	✓	✓				✓	Y0
	Enfield 2020	Maximise the opportunity to showcase Meridian Water as a live case study of Enfield 2020 sustainability projects, showing it as part of something bigger.	✓	✓				✓	Y0
Energy Future	Connection to the Lee Valley Heat Network	All hot water and heating to be provided by the Lee Valley Heat Network (LVHN) responding YES/NO to each item as identified in the additional detail section.	✓	✓		✓	✓	✓	Y0
	Renewable electricity provision	Onsite renewable electricity technology solutions installed where feasible, including investigation of solar battery storage. Establish passive solar provision and the price point trigger for solar windows.		✓				✓	Y0
	Smart Energy	Installation of smart lighting, smart meters and AAA rated electrical appliances		✓		✓		✓	Y0
	Energy Retrofit	Identify a solution to improve the energy performance of existing domestic properties in the surrounding area (within 1 mile) of the Meridian Water site within Enfield	✓	✓					Y0

Waste Management	Construction Waste Management	<p>Designing out Waste</p> <p>Prepare and implement a strategy to achieve diversion of 95% construction, demolition and excavation waste from landfill</p> <p>Materials Management Plan</p> <p>Material Logistics Plan</p> <p>Resource Efficiency Benchmarks</p> <p>Site Waste Management Plan</p>		✓				✓	Y0
	Operation Waste Strategy and service design	<p>Waste Management Plans</p> <p>Provision made for waste segregation, storage and collection to ensure diversion of waste from landfill.</p>	✓	✓				✓	Y0
	Public Realm Waste Provision	Provision is made in the public realm to segregate waste and encourage recycling.	✓	✓				✓	Y0
	Public Realm Cleaning	Consideration is given in the public realm to cleaning.	✓	✓				✓	Y0
	Operation: On-site Resource Recovery	Assess the potential for on-site resource recovery of in-vessel composting for the treatment of organic waste.		✓	✓		✓	✓	Y0
	Operation: Waste Strategy and Service Design	Design of waste segregation, storage, collection and on-site recycling facilities	✓	✓				✓	Y0
	Innovative solutions: Circular Economy	Demonstrate how waste solutions can create innovative business opportunities	✓	✓	✓	✓	✓	✓	Pioneer
Underground waste solution	Assess the potential for use of underground and/or automated waste collection systems for residential, commercial and public realm areas.		✓			✓	✓	Y0	

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## THE CABINET

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

#### MUNICIPAL YEAR 2015/2016

#### MARCH 2016

- 1. Revenue Monitoring Report: January 2016** James Rolfe

This will provide an update on the Council's revenue position as at 31 January 2016. **(Key decision – reference number 4176)**
- 2. Capital Monitoring Report: December 2015** James Rolfe

This will summarise the capital monitoring position of the Council as at 31 December 2015. **(Key decision – reference number 4155)**
- 3. Housing Supply and Delivery** Ian Davis

This will set out how the Council will increase housing supply in the short and medium terms. **(Key decision – reference number 4165)**
- 4. Small Housing Sites Phase 2: Group A** Ian Davis

This will seek Cabinet authority to redevelop a number of sites for new housing, including approval of an outline scheme budget, and fees to progress detailed design and submission of planning applications. **(Key decision – reference number 4161)**
- 5. Quarterly Corporate Performance Report** Rob Leak

This will outline progress made towards delivering the identified key priority indicators for Enfield. **(Key decision – reference number 4242)**
- 6. The Electric Quarter – Ponders End (Start on Site)** Ian Davis

This will seek approval to the discharge of the agreement for lease conditions. **(Key decision – reference number 4261)**
- 7. Appropriation of Land at New Avenue for Planning Purposes** Ian Davis

This will seek approval to the appropriation of land at New Avenue for planning purposes. **(Key decision – reference number 4256)**

#### APRIL 2016

- 1. Revenue Monitoring Report: February 2016** James Rolfe

This will provide the latest revenue monitoring position as at the end of February 2016 for the Council as a whole. **(Key decision – reference number 4152)**

**2. North East Enfield Area Action Plan** Ian Davis

This will see approval of the North East Enfield Area Action Plan, adoption stage area based development plan document, which will form part of the Enfield Local Plan. **(Key decision – reference number 4218)**

**3. Appointment of the Meridian Water Developers** Ian Davis

This will seek authority to the appointment of the Meridian Water developers who will be working with the Council for the next 20 years. (Parts 1 and 2) **(Key decision – reference number 4241)**

**4. Development of Edmonton Cemetery** Ian Davis

This will seek to extend Edmonton Cemetery to provide new provisions for burials within the borough given the limited capacity in existing cemeteries for future years. **(Key decision – reference number 4234)**

**5. Review of Conservation Area Appraisals and Management Proposals: Phase 3** Ian Davis

This will seek approval of revised and updated Conservation Area Appraisal and Management Proposals. **(Key decision – reference number 4222)**

**6. Contracting with Lee Valley Heat Network for the Provision of Heat on Enfield's Housing Estates** Ian Davis

This will seek authority to contract with the Lee Valley Heat Network energy services company for the provision of heat on Enfield Council's new redeveloped housing estates. (Parts 1 and 2) **(Key decision – reference number 3988)**

**7. Banking Services Tender** James Rolfe

Enfield Council is tendering for a supplier of banking services. **(Key decision – reference number 4213)**

**8. Merchant Acquiring Tender** James Rolfe

Enfield Council is tendering for a provider of merchant acquiring services. **(Key decision – reference number 4253)**

9. **Parking Enforcement Policy** Ian Davis

This policy will set out the Council's approach to dealing with parking enforcement. **(Key decision – reference number 4058)**

10. **Custom and Self-Build Programme on Small Sites** Ian Davis

This will seek approval of a strategy and process to enable self and custom build projects on small sites in Enfield. **(Key decision – reference number 4200)**

11. **PCSO Contract** Ian Davis

This will seek approval to a decision relating to the current PCSO contract. **(Key decision – reference number 4248)**

**TO BE ALLOCATED**

1. **Unecol House Project** James Rolfe

This will seek approval to progress the Unecol House project. **(Key decision – reference number 4237)**

2. **Northern Gateway Access Package** Ian Davis

This will outline the feasibility assessment stage of the potential link road element of the Northern Gateway Access Package. **(Key decision – reference number 4046)**

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CABINET - 20.1.2016

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON WEDNESDAY, 20 JANUARY 2016**

**COUNCILLORS****PRESENT**

Doug Taylor (Leader of the Council), Achilleas Georgiou (Deputy Leader), Daniel Anderson (Cabinet Member for Environment), Alev Cazimoglu (Cabinet Member for Health and Social Care), Nneka Keazor (Cabinet Member for Public Health and Sport), Ayfer Orhan (Cabinet Member for Education, Children's Services and Protection), Ahmet Oykenner (Cabinet Member for Housing and Housing Regeneration), Alan Sitkin (Cabinet Member for Economic Regeneration and Business Development), Andrew Stafford (Cabinet Member for Finance and Efficiency) and Yasemin Brett (Cabinet Member for Community Organisations and Culture)

**Associate Cabinet Members (Non-Executive and Non-Voting):** Vicki Pite (Enfield North) and George Savva MBE (Enfield South East)

**ABSENT**

Bambos Charalambous (Associate Cabinet Member – Enfield West)

**OFFICERS:**

Rob Leak (Chief Executive), Ian Davis (Director of Regeneration and Environment), Bindi Nagra (Assistant Director of Health, Housing and Adult Social Care), James Rolfe (Director of Finance, Resources and Customer Services), Tony Theodoulou (Interim Director of Children's Services), Jenny Tosh (Interim Chief Education Officer), Jayne Middleton-Albooye (Head of Legal Services), Mohammed Lais (Senior Asset Management Surveyor), Gary Barnes (Business Development), Doug Ashworth (Development Manager - Property Services), Nicholas Bowater (Programme Manager - Enfield 2017), Jemma Gumble (Health, Housing and Adult Social Care) and Laura Berryman (Press Officer) Jacqui Hurst (Secretary)

**Also Attending:** Councillor Derek Levy (Chair – Overview and Scrutiny Committee)

**1****APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Bambos Charalambous (Associate Cabinet Member – Enfield West).

**2**

## **DECLARATION OF INTERESTS**

There were no declarations of interest.

### **3**

#### **URGENT ITEMS**

NOTED, that the reports listed on the agenda had been circulated in accordance with the requirements of the Council's Constitution and the Local Authorities (Executive Arrangements) (Access to Information and Meetings) (England) Regulations 2012, with the exception of Report No.155 – Approval of Non-Minor Amendments to the Inter Authority Agreement and Replacement of Levy System with Menu Pricing Arrangements for Waste Disposal (Minute No.13 below refers). These requirements state that agendas and reports should be circulated at least 5 clear days in advance of meetings.

**AGREED**, that the above report be considered at this meeting.

### **4**

#### **DEPUTATIONS**

NOTED, that no requests for deputations had been received for presentation to this Cabinet meeting.

### **5**

#### **ITEMS TO BE REFERRED TO THE COUNCIL**

**AGREED**, that the following item be referred to full Council:

1. Report Nos. 154 and 156 – Upper Secondary Autism Provision

### **6**

#### **SECTION 75 AGREEMENT - INTEGRATED MENTAL HEALTH SERVICE**

Councillor Alev Cazimoglu (Cabinet Member for Health and Social Care) introduced the report of the Director of Health, Housing and Adult Social Care (No.150) seeking agreement for a revised Partnership Agreement between Enfield Council and Barnet, Enfield and Haringey Mental Health Trust.

NOTED

1. that this agreement formalised the Integrated Mental Health Service joint working arrangements, facilitating ongoing effective partnership working between the two parties. In addition, it ensured that the two parties continued to work together to deliver access to high quality health and social care services for local people, improving outcomes for health and social care in the borough.
2. That within the period of the extension, the Council and Barnet, Enfield and Haringey Mental Health Trust would work together with the Enfield

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2017 programme to identify areas of business process and IT systems that could be redesigned and re-engineered to improve outcomes at lower cost.

**Alternative Options Considered:** NOTED that a number of alternative options had been considered and these had included the following:

- Do Nothing – this had been viewed as unviable as the 2008 Section 75 agreement was outdated and no longer represented the partnership arrangements which were currently in place. By implementing a new agreement both parties could maintain integrated provision for delivery of services to people with mental health difficulties for whom the Trust and Council had a responsibility to provide health and social care.
- Terminate the 2008 Section 75 agreement and end partnership arrangements – this had been viewed as unviable as both parties wished to continue to deliver the integrated service provision and it was therefore necessary to formalise the arrangements to safeguard service delivery.

**DECISION:** The Cabinet agreed to

1. Endorse the formal termination of the 2008 Section 75 Agreement and that it be replaced by the revised Section 75 Agreement between Enfield Council and Barnet, Enfield and Haringey Mental Health Trust to formalise arrangements for the Integrated Mental Health Service.
2. Delegate to the Assistant Director of Strategy and Resources in conjunction with the Clinical Director for Barnet, Enfield and Haringey Mental Health Trust responsibility for varying the schedules in line with joint working arrangements between Enfield Council and the Trust.
3. Delegate to the Assistant Director of Strategy and Resources in conjunction with the Clinical Director for Barnet, Enfield and Haringey Mental Health Trust responsibility for working with the Enfield 2017 programme to identify and implement efficiencies within the service that improve outcomes and increase value for money.

**Reason:** Enfield Council and the Trust had a history of joint working to deliver an Integrated Mental Health Service. The current Section 75 Agreement was produced in 2008 and was therefore not representative of the arrangements currently in place. Through the implementation of a revised Section 75 agreement, both parties were committed to ensuring the continued delivery of the service, while recognising that efficiencies and improvements could be made.

**(Key decision – reference number 4128)**

**7**

**APPROVAL OF THE ENFIELD ENFORCEMENT POLICY**

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Councillor Daniel Anderson (Cabinet Member for Environment) introduced the report of the Director of Regeneration and Environment (No.151) seeking approval of the Enfield Enforcement Policy.

NOTED

1. That the Enforcement policy set out the Council's approach to dealing with non-compliance robustly and swiftly and, covered a range of services, as detailed in the report.
2. That enforcement was a key tool for the Council in protecting the quality of life of its residents. Robust enforcement was essential for public confidence in upholding the integrity of the regulatory regimes that the Council administered to protect residents, the public, businesses and workers. The Council also recognised that good regulation was supportive to the economic vitality and growth of the economy and local businesses.
3. That if there was a serious or imminent risk of harm, danger, nuisance or injury the Council would take formal enforcement action immediately as required, as detailed in the report.
4. That the Enforcement Policy had been placed on public consultation for a period of 16 weeks, the feedback received as part of the consultation was set out in Appendix 1 of the report.
5. Members discussed the importance of publicising enforcement action (as referred to in section 3.6 of the report). A discussion took place on methods that could be considered for future publicity including the potential use of CCTV footage.
6. The number of complaints and service requests typically received each year as detailed in section 3.2.3 of the report. It was noted that there were relatively few prosecutions for certain breaches, however, this would be affected by, for example, instances when fixed penalty notices were accepted.
7. Members discussed the effectiveness of the pilot "Tidy Gardens Programme" and highlighted the need for proportionate enforcement action to be taken.
8. Members were supportive of robust enforcement and appropriate publicity of action taken, as set out in the report.

**Alternative Options Considered:** There were no appropriate alternative options.

**DECISION:** The Cabinet agreed that the Enfield Enforcement Policy be approved.

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**Reason:** Services such as Environmental Health, Licensing and Trading Standards were required by the Legislative and Regulatory Reform Act 2006 to have regard to the Regulators' code (published by the Better Regulation Delivery Office) which specified that the Council should have an enforcement policy and have regard to the principles set out in the Regulators' Code in undertaking enforcement activities. In addition, other statutory guidance also required that the council had an enforcement policy such as the Food Standards Agency's "Framework Agreement on Official Feed and Food Controls by Local Authorities", made under the Food Standards Act 1999.

**(Key decision – reference number 4040)**

**8**

**ASSET MANAGEMENT - POTENTIAL DISPOSAL OF COUNCIL OWNED PROPERTIES - TRANCHE 6**

Councillor Andrew Stafford (Cabinet Member for Finance and Efficiency) introduced the report of the Director of Finance, Resources and Customer Services (No.152) seeking approval in principle to the sale of various Council properties listed in the report for the reasons outlined.

NOTED

1. That a plan was circulated at the meeting illustrating the location of the proposed disposals across the Borough. The report set out 8 potential disposals, 6 within the Borough and 2 out of borough. Robust tests had been applied to identify the properties as now surplus to the Council's requirements.
2. That the proceeds from the sales would be used to offset the borrowing requirements of the Council's capital programme.

**Alternative Options Considered:** Retention of property without regular review was clearly not in the Council's business interests. If property was not disposed of, it would cause a reduction in capital spending or increased borrowing. However evaluation of individual cases might result in retention being the better option.

**DECISION:** The Cabinet agreed

1. That approval be given in principle to the disposal of those properties listed in the Appendix to the report.
2. To delegate the method of sale and the approval of provisionally agreed terms of sale to the Cabinet Member for Finance and Efficiency in consultation with the Director of Finance, Resources and Customer Services.

**Reason:** Potential disposal of the properties was recommended as being in the Council's best financial interests balanced against service and community needs.

**(Key decision – reference number 3989)**

**9**

**FLEXIBLE HOUSING**

Councillor Ahmet Oykenar (Cabinet Member for Housing and Housing Regeneration) introduced the report of the Director of Health, Housing and Adult Social Care and Director of Finance, Resources and Customer Services (No.153) setting out proposals for the provision of flexible housing in the Borough.

**NOTED**

1. The significant pressure on temporary accommodation in the Borough and the continuing difficulty in identifying quality, affordable leased accommodation. Over the last few years a number of initiatives had been introduced to alleviate some of this pressure, including the purchase and renovation of properties by Housing Gateway, the development of new build units by Enfield Innovations and borough wide negotiations on the cost of nightly paid accommodation. However, the expected rise in temporary accommodation required consideration of other solutions.
2. That the report identified key priorities that could be applied in moving forward. Approval was being sought to start a procurement process and to identify potential sites.
3. The need to ensure the provision of high quality flexible housing. Members asked that they be given an opportunity to view examples of potential units to be used. This would preferably be of flexible housing already in place in other Boroughs; but if this was not possible then a viewing be arranged with the manufacturers as appropriate.

**Alternative Options Considered:** NOTED, the alternative options which had been considered as set out in full in section 4 of the report.

**DECISION:** The Cabinet

1. Agreed the principle of providing flexible accommodation in response to increasing budget pressures and housing demand, subject to individual schemes being financially viable and providing a cost effective alternative to Nightly Paid Accommodation.
2. Agreed the principles for the units and site requirements to inform the procurement specification and site search, as outlined in section 3.21 of the report.
3. Noted that the subsequent award of a contract for the provision of units and the allocation of funding would be subject to Cabinet approval.

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4. Noted that initial financial analysis indicated that a flexible housing scheme had the potential to be financially viable; however, viability was influenced by a number of variables so a robust financial model would be produced for each scheme based on accurate costs.
5. Agreed to delegate authority to the Director of Finance, Resources and Customer Services and the Cabinet Member for Finance and Efficiency (and where the sites relate to HRA land, in addition the Cabinet Member for Housing and Housing Regeneration and the Director of Regeneration and Environment), to approve the site selections for flexible housing, subject to obtaining necessary planning consents.
6. Agreed to approve a variation in the remit of Housing Gateway to permit the purchase of flexible accommodation and delegate to the shareholder representative, the Assistant Director of Legal and Governance, to notify the company of this decision.

**Reason:** There was a shortage of cost effective, value for money temporary accommodation in the borough, so rents were increasing, placing significant budgetary pressure on the Council. The full reasons for the recommendations were set out in section 5 of the report.

**(Key decision – reference number 4238)**

**10**

**UPPER SECONDARY AUTISM PROVISION**

Councillor Ayfer Orhan (Cabinet Member for Education, Children's Services and Protection) introduced the report of the Director of Finance, Resources and Customer Services and the Chief Education Officer (No.154) providing a strategy and solution to the rising need in school places for the Autistic Spectrum Disorder cohort of pupils in the Borough.

**NOTED**

1. That Report No.156 also referred as detailed in Minute No.12 below.
2. That the report sought agreement to the strategy which would allow additional school places for children and young people and provide an opportunity to stay within the Borough, as detailed in the report. Authority was sought for the freehold acquisition of the former Minchenden School site to fulfil the requirements of the rising ASD places that were needed in the Borough.
3. That a further report to Cabinet and Council was anticipated for July 2016, outlining the detailed business case to support the delivery proposals.
4. The detail provided within figures 4 and 5 of the report setting out the cumulative cost avoidance over the course of a six year period of providing the required places within the borough rather than out-

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borough. The annual cost difference in year 6 was projected to be £3,988,241 and the accumulated difference £13,511,511.

**Alternative Options Considered:** NOTED the alternative options which had been considered as set out in section 5 of the report.

**DECISION:** The Cabinet agreed the following decisions and recommendations to full Council:

1. Noted the rise and demand for places at the higher end of the Autistic Disorder Spectrum and associated costs.
2. Agreed to approve the Council's acquisition of the freehold interest in the land and buildings that form all of Minchenden School (as shown in appendix 1 of the report) which were owned by the Barnet and Southgate College on the terms detailed within the part 2 report (Report No.156, Minute No.12 below referred) and further approved, subject to the approval of Council, the total acquisition budget also detailed within the part 2 report and:
  - (i) To recommend that Council approve the addition of funds to the Capital Programme as detailed in the part 2 report for the acquisition of land and;
  - (ii) To recommend that Council approve the addition of funds to the Capital Programme as detailed within the part 2 report for the additional feasibility work to the Farbey Building, the Mews Building and part of Leigh Hunt Drive Car Park for the Minchenden ASD Provision.
  - (iii) Agreed to delegate authority to the Cabinet Members for Finance and Efficiency and, Education, Children's Services and Protection, in conjunction with the Director of Finance, Resources and Customer Services and the Chief Education Officer to approve the final terms and structure of the transaction in accordance with the Council's Property Procedure Rules.
3. Agreed to approve in principal (subject to feasibility and a further report to Cabinet) the Council's redevelopment options of Southgate Circus Library and approves the option on Southgate House as detailed within the part 2 report, and:
  - (i) To recommend that Council approve the addition of funds to the Capital Programme as detailed within the part 2 report to carry out the detailed feasibility of associated Council assets as shown in appendix 2 of the part 2 report.
  - (ii) Agreed to approve the grant of a 125 year lease to Barnet and Southgate College for accommodation of 1,000sqm on the Southgate Circus Library site at a premium noted in the part 2 report.
  - (iii) Agreed to approve the Public Library function to relocate to Barnet and Southgate College's Learning Resource Unit at



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Southgate College with delegated authority to the Cabinet Member for Education, Children's Services and Protection in conjunction with the Director of Finance, Resources and Customer Services to approve the final structure of the partnership.

**RECOMMENDED TO COUNCIL** to approve

1. The addition of funds to the Capital Programme as detailed within the part 2 report (Report No.156, Minute No. 12 below referred) for the acquisition of land and:
2. The addition of funds to the Capital Programme as detailed within the part 2 report for the additional feasibility work to the Farbey Building, the Mews Building and part of Leigh Hunt Drive Car Park for the Minchenden ASD Provision.
3. The addition of funds to the Capital Programme as detailed within the part 2 report to carry out the detailed feasibility of associated Council assets as shown in Appendix 2 to the part 2 report.

**Reason:** This was a rare opportunity in the Enfield property market. The acquisition would mean that there would be a sufficient supply of pupil places to match the anticipated demand within the Borough for several years to come. This was the only viable site now available and possibly in the future that could support this type of need. The acquisition of the Minchenden site would satisfy the requirements for space standards as set out within the guidance set by the Department for Education. The outline Business Case set out in the part 2 report demonstrated that the funding arrangements for this project were achievable and the Council should explore further with higher level feasibility for each project.

**(Key decision – reference number 4209)**

Members agreed at this point of the meeting to move into part two and exclude the press and public in order to consider the part two report on this matter, No.156, Minute No.12 below refers.

**11**

**EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** in accordance with Section 100(A) of the Local Government Act 1972 to exclude the press and public from the meeting for the item listed on part 2 of the agenda on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information) of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006) (Minute No.12 below refers).

**12**

**UPPER SECONDARY AUTISM SPECTRUM**

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Councillor Ayfer Orhan (Cabinet Member for Education, Children's Services and Protection) introduced the report of the Director of Finance, Resources and Customer Services and the Chief Education Officer (No.156).

**NOTED**

1. That Report No.154 also referred as detailed in Minute No.10 above.
2. That further super part 2 information was provided at the meeting under restricted circulation (Report No.156A). The tabled report was collected in again following consideration by the Cabinet.
3. That the recommendations set out in Report Nos. 156 and 156A were reflected in the recommendations to Council and the decisions of Cabinet below.
4. The potential financial benefits to the Council in the provision of school places to out borough pupils.
5. The financial implications of the proposals and how it was proposed to fund the project, as set out in the report.
6. The significant work which had been carried out to date and the detailed negotiations which had taken place.
7. The detailed proposals for moving forward with the project as set out in full in the report and outlined by officers at the meeting. A further report would be presented to a future Cabinet meeting for Members' consideration and agreement.

**Alternative Options Considered:** As detailed in Report No.154, Minute No.10 above refers.

**RECOMMENDED TO COUNCIL** to approve

1. The acquisition of the freehold interest in the land and buildings that form all of Minchenden School (shown in appendix 1 to the part 1 report) at the price set out in recommendation 2.1 of the report.
2. The total acquisition budget which included the amount detailed in recommendation 2.1 of the report and the initial feasibility budgets as set out in recommendation 2.2 of the report, and that this amount be added to the Council's capital programme as detailed within the report and:

**Minchenden Site**

- (i) The addition of funds to the Capital Programme to an upper limit, set out in recommendation 2.2 (i) of the report, for the acquisition of the land at Minchenden.

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- (ii) The addition of funds to the Capital Programme, as detailed in recommendation 2.2 (ii) of the report, for the Planning, Procurement Phases and internal design feasibility for the ASD Provision at Minchenden.

**Southgate Circus Library**

- (iii) The addition of funds to the Capital Programme, as detailed in recommendation 2.2 (v) of the report for the feasibility work for the Southgate Circus Library Site

**DECISION:** The Cabinet agreed, in addition to the recommendations to Council set out above, to:

**Minchenden Site**

1. Agree the decision set out in recommendation 2.2 (iii) of the super part 2 report (No.156A).
2. Agree the decision set out in recommendation 2.2 (iv) of the super part 2 report (No.156A).

**Southgate Circus Library**

3. Note that the initial budget would be used to appoint consultants to assist in preparing scheme designs, feasibility studies, other investigations, site preparation and public consultation to support the preparation and submission of a planning application and appropriate documents to assist in the procurement of a developer/contractor and inform the main business case (recommendation 2.2 (iv) of Report No.156).
4. Note that a further Cabinet report would be presented prior to the submission of planning with updated cost and capital return projections to inform the main business case for the provision of the school (recommendation 2.2 (vii) of Report No.156).
5. Agree the appointment of the company detailed in recommendation 2.2 (viii) of Report No.156 to work on the scheme(s) (Key decision 4196) to Planning Stage (RIBA Stage D+)
6. Agree the decision set out in recommendation 2.2 (ix) of the super part 2 report (No.156A).

**Reason:** As detailed in Report No.154, Minute No.10 above refers.  
**(Key decision – reference number 4209)**

At the conclusion of Members' consideration of Report Nos.156 and 156A, the meeting moved back into part one and dealt with the remaining part one agenda items as set out in the minutes below.

**13**

**APPROVAL OF NON-MINOR AMENDMENTS TO THE INTER AUTHORITY AGREEMENT AND REPLACEMENT OF LEVY SYSTEM WITH MENU PRICING ARRANGEMENTS FOR WASTE DISPOSAL**

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Councillor Daniel Anderson (Cabinet Member for Environment) introduced the report of the Director of Regeneration and Environment and Director of Finance, Resources and Customer Services (No.155) seeking approval of the revised Inter Authority Agreement.

NOTED

1. That the Inter Authority Agreement (IAA) was the legal document that governed the interface between the North London Waste Authority (NLWA) and the seven constituent Waste Collection Authorities (WCAs) (of which Enfield Council was one) for waste disposal.
2. That the Menu Pricing Mechanism (MPM) within the IAA was the proposed process by which NLWA would recover its waste disposal and operating costs from WCAs. The current system was a levy based approach whereby costs were apportioned between WCAs in proportion to the tonnage of household waste delivered. The proposed MPM apportioned costs across actual delivered tonnages relating to waste streams and services. If approved by all WCAs the new process would begin from 1 April 2016.
3. The rationale for a menu pricing arrangement as set out in section 3.10 of the report.
4. The detailed amendments to the IAA as set out in full in section 3 of the report.
5. The benefits to Enfield as set out in section 5.4 of the report, which included the mitigation of financial pressures and, that the proposed plant at Edmonton would utilise air cooling technology rather than water cooling meaning there would be no visible plume from the facility and this would benefit Enfield residents.
6. Councillor Stafford expressed his appreciation to Councillor Anderson (Cabinet Member for Environment) and Ian Davis (Director – Regeneration and Environment) for successfully securing the benefits detailed in the report for the benefit of Enfield residents.

**Alternative Options Considered:** NOTED the alternative options which had been considered as detailed below and in section 4 of the report:

1. Not to sign the revised IAA and Menu Pricing Mechanism (MPM). This would result in the Levy not changing in 2016. This might have a negative impact on recycling rates across North London as there would be reduced financial incentive for Boroughs to increase recycling and might also result in difficulties delivering partnership projects going forward. NLWA was the statutory Waste Disposal Authority for the North London area which meant the Council was legally obligated to dispose of their municipal waste through the NLWA arrangements.

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2. The original proposal included transitional arrangements before 2016 for phasing in menu pricing early. This was intended to provide financial incentives for Boroughs to increase recycling as early as possible. LBE felt that this was not an options as the proposal gave rise to significant financial pressure for the Borough and that the basis for the MPM costs should be revisited.
3. The option to base the levy on a per capita charge had also been explored however this approach would not be financially viable for the Borough and would not encourage sustainable waste management approaches and so had been discounted.

**DECISION:** The Cabinet agreed to

1. Approve in principle the change from the current levy process for payment of waste disposal and associated costs, to the Menu Pricing process included at Appendix 1 of the report.
2. Approve the revised Inter Authority Agreement (IAA) document attached at Appendix 1 of the report of which the amendments were detailed at section 3.11 to 3.41 of the report, subject to decision 3 below.
3. Delegate authority to the Cabinet Member for Environment and Director of Regeneration and Environment to approve, subject to any minor changes, the version of the revised IAA document attached to the report and following the approval, to enter into the IAA.

**Reason:** The Council had been working with the NLWA and the other 6 Waste Collection Authorities (WCA) since 2004. NLWA was legally obligated to provide disposal services for the WCAs within its area and had the power both to raise levies from the WCAs for this and to direct WCAs to deliver waste to NLWA contractors. The proposed IAA and Menu Pricing Mechanism provided a transparent and equitable method for apportioning costs across all WCAs. The IAA was intended to promote and enable collaborative working and therefore benefit all partners to the agreement in the longer term (section 5.3 of the report referred). It was recommended that LBE enter into the revised IAA and MPM as under the agreement a number of benefits would be secured, as set out in paragraph 5.4 of the report.

**(Key decision – reference number 4032)**

**14**

**ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY COMMITTEE**

NOTED, that no issues had been submitted for consideration at this meeting.

**15**

**CABINET AGENDA PLANNING - FUTURE ITEMS**

NOTED, the provisional list of items scheduled for future Cabinet meetings.

**16  
MINUTES**

**AGREED**, that the minutes of the previous meeting of the Cabinet held on 16 December 2015 be confirmed and signed by the Chair as a correct record.

**17  
MINUTES OF LOCAL PLAN CABINET SUB-COMMITTEE - 14 DECEMBER 2015**

NOTED, for information, the minutes of a meeting of the Local Plan Cabinet Sub-Committee held on 14 December 2015.

**18  
MINUTES OF ENFIELD COMMUNITY SUPPORT FUND CABINET SUB-COMMITTEE**

NOTED, for information, the minutes of a meeting of the Enfield Community Support Fund Cabinet Sub-Committee held on 16 December 2015.

**19  
ENFIELD STRATEGIC PARTNERSHIP UPDATE**

NOTED, that there were no written updates to be received at this meeting.

**20  
DATE OF NEXT MEETING**

NOTED, that the next meeting of the Cabinet was scheduled to take place on Wednesday 10 February 2016 at 8.15pm.

**AGREED**, following consultation with Cabinet Members, that the March Cabinet meeting be rescheduled to take place on Tuesday 15 March 2016. This change in date was due to the LGC Awards having been scheduled to take place on Wednesday 16 March, the original Cabinet meeting date.