



LONDON BOROUGH OF ENFIELD

**AGENDA FOR THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, 8TH JUNE, 2016
AT 7.00 PM**

MEETINGS THAT HAVE TAKEN PLACE SINCE THE LAST COUNCIL

Set out below is a list of meetings that have taken place since the last Council meeting. The contact names for the relevant officers are also included.

Name of Meeting	Date	Officer	Contact Telephone
North Central London Sector Joint Health Overview and Scrutiny Committee	13/05/16	Andy Ellis	020 8379 4884
Cabinet	18/05/16	Jacqui Hurst	020 8379 4096
Turkey Street Ward Forum	19/05/16	Clare Bryant	020 8379 5003
Councillor Conduct Committee	24/05/16	Penelope Williams	020 8379 4098
Planning Committee	24/05/16	Jane Creer/Metin Halil	020 8379 4039/ 020 8379 4091
Safer Neighbourhood Board	24/05/16	Clare Bryant	020 8379 5003
Conservation Advisory Group	1/06/16	Andy Higham	020 8379 3848
Licensing Sub-Committee	08/06/16	Jane Creer	020 8379 4039

Members can obtain the minutes of the meetings through either the Council's website (www.enfield.gov.uk) or the Democratic Services Team.

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

**Please
Reply to:** Penelope Williams

Phone: (020) 8379 4098

Textphone: (020) 8379 4419

E-mail: Penelope.Williams@enfield.gov.uk

My Ref: DST/PW

Date: 31 May 2016

Dear Councillor,

You are summoned to attend the meeting of the Council of the London Borough of Enfield to be held at the Civic Centre, Silver Street, Enfield on Wednesday, 8th June, 2016 at 7.00 pm for the purpose of transacting the business set out below.

Yours sincerely

Armat Hussain

Assistant Director Legal & Corporate Governance

1. ELECTION IF REQUIRED OF THE CHAIR/DEPUTY CHAIR OF THE MEETING

2. MAYOR'S CHAPLAIN TO GIVE A BLESSING

The Mayor's Chaplain to give a blessing.

3. MAYOR'S ANNOUNCEMENTS IN CONNECTION WITH THE ORDINARY COUNCIL BUSINESS

4. MINUTES OF THE MEETING HELD ON 11 MAY 2016 (Pages 1 - 12)

To approve the minutes of the meeting held on 11 May 2016 as a correct record.

5. APOLOGIES

6. DECLARATION OF INTERESTS

Members of the Council are invited to identify any disclosable pecuniary,

other pecuniary or non pecuniary interests relevant to items on the agenda.

7. ADOPTION OF THE NORTH EAST ENFIELD AREA ACTION PLAN
(Pages 13 - 42)

To receive a report from the Director of Regeneration and Environment on the formal adoption of the North East Enfield Area Action Plan.

(Report No: 19)

(Key Decision - Reference No: KD 4218)

Members are asked to approve the formal adoption of the North East Enfield Area Action Plan, to form part of Enfield's Local Plan.

Members are asked to note that Annex 1 (referred to in the report) is attached. Annex 2 (also referred to in the report) can be viewed electronically and copies are available in the Members Lounge and the Group Offices.

8. APPOINTMENT OF MERIDIAN WATER DEVELOPERS

To receive, for noting and information only, the report of the Director of Regeneration and Environment presenting the outcome of the Meridian Water Master Developer Partner procurement process.

(Report No: 20)

(Key Decision – Reference number KD 4241)

TO FOLLOW

Members are asked to note that Cabinet, at the meeting held on 18 May 2016, approved the selection of the Council's Preferred Developer Partner for Meridian Water and delegated authority to agree the final terms of the Master Developer Framework Agreement and all associated contract and property documents/agreements.

9. REFERENCE FROM MEMBER & DEMOCRATIC SERVICES GROUP: STRUCTURE OF COUNCIL MEETINGS AND AMENDMENTS TO COUNCIL PROCEDURE RULES (Pages 43 - 78)

To receive a report from the Director of Finance Resources and Customer Services detailing the outcome of a review into the structure and operation of Council meetings and proposing a range of amendments to the Council Procedure Rules.

(Report No.17) (Non-Key)

Members are asked to note that the proposed amendments were referred on to Council for consideration by the Member and Democratic Services Group (21 April 2016).

10. COUNCILLOR CONDUCT COMMITTEE ANNUAL REPORT 2015/16
(Pages 79 - 88)

To receive the annual report from the London Borough of Enfield's Councillor

Conduct Committee for 2015/16. The report sets out the key issues dealt with by the committee during the past year.

The report was approved and recommended on to Council by the Councillor Conduct Committee at a meeting held on 24 May 2016.

11. CHILD SEXUAL EXPLOITATION TASK GROUP ANNUAL REPORT 2015/16 (Pages 89 - 102)

To receive the Annual Report of the Child Sexual Exploitation Task Group updating Members on the work undertaken by the Group to date.
(Report No.18) (Non-Key)

Members are asked to note that the Task Group was established by Council on 25th February 2015 with a requirement to report back to Council on a bi annual basis regarding their work.

12. COUNCILLOR QUESTION TIME (TIME ALLOWED 30 MINUTES) (Pages 103 - 140)

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

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

Please note that the Mayor will decide whether a question is urgent or not.

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

Submission of urgent questions to Council requires the Member when submitting the question to specify why the issue could not have been reasonably foreseen prior to the deadline and why it has to be considered before the next meeting. A supplementary question is not permitted.

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

The list of fifty three questions and their written responses are attached to the agenda.

13. MOTIONS

13.1 In the name of Councillor Ahmet Oyken

“Homelessness is an issue that all councillors and MP’s should fight to

eradicate. Helping those less fortunate is a pillar of civic service that is of the utmost importance. The Council recognises that:

Homelessness comes in many forms from rough sleeping and street homelessness through to sofa surfing and those languishing in temporary accommodation.

Homelessness is predominantly a London problem, yet the government funding to support Councils in tackling this serious issue is based on a Communities and Local Government funding model that is 15 years old. Enfield has the fifth worst homelessness problem nationally yet only received £550K from central government while other boroughs receive sums up to £8m per annum.

The Council therefore agrees to:

1. Publish on its website and through other means the details of all homeless shelters and charities that can assist those that are homeless, in particular those that offer services during the winter months.
2. Lobby the Minister of State for Housing and Planning to fund London Borough of Enfield fairly so to prevent homelessness”.

13.2 In the name of Councillor Joanne Laban:

The Council notes the poor response to enquiries that many residents are experiencing when trying to contact the Council, in particular:

- Typical waiting times to the Council Call Centre taking between 10 and 20 minutes with many missed calls as a consequence.
- Failures in the Council's website preventing residents readily accessing the service required.
- Lack of response to emails sent to specific Council officers.
- Failures to respond to members enquiries within 10 days.

These failings are unacceptable, and the Council resolves to refer them to the Overview and Scrutiny Committee to receive a report addressing: waiting times, staffing issues and missed calls at the Call Centre; statistics on usage of the Council website and incomplete transactions: a breakdown by directorate of how emails are dealt with and the timeliness of responses; statistics for members' enquiries based upon the timing of the initial enquiry and promising a response within 10 days), instructing the committee to consider all available evidence, and make recommendations to Council about how these failings in customer services can be rectified.

13.3 In the name of Councillor Joanne Laban:

“The Council notes the need for a last minute report to the Cabinet on 18 May 2016 seeking authority and substantial finance to purchase land at Meridian Water which the current owner had threatened to sell to a third party, and condemns the dilatory and potentially costly approach to assembling for this “flagship development” shown by the administration over the past six years.”

13.4 In the name of Councillor Alessandro Georgiou:

“This Council recognises that the Union Flag of the United Kingdom of Great Britain and Northern Ireland is a symbol of Freedom and represents all that is great about the United Kingdom.

The Council will therefore have the Union Flag of the United Kingdom of Great Britain and Northern Ireland present in all full Council meetings. The flag will have a prominent place either hanging behind the Mayor of Enfield’s chair or on a flagpole to the right of the Mayor.”

13.5 In the name of Councillor Ayfer Orhan

“It is a grave concern of this Council that the Government has established Regional Schools Commissions to be responsible for making critical decisions and to take action in underperformance schools and yet they have no staff and no funding.

For example, the Regional Schools Commissioner for North-West London and South-Central is responsible for making decisions for 27 Local Authorities. Traditionally each Local Authority was responsible for school improvements. But this Council is gravely concerned that the current proposed RSC’ would be woefully lacking in the essential staff, localised expertise and funding to effectively support schools at a time they might need it the most.

We are fearful that the implications of this are that schools will be allowed to fail and so be exposed to a take-over by a large Academy chain.

This Council believes that this is a cross party concern and asks the Lead members of both party to write to the Government to change its mind on its proposal to centralise School Improvements by 2017 and to continue to fund Local Authorities, who are best placed, to continue to carry out this important and critical role.”

13.6 In the name of Councillor Doug Taylor:

“The Land Registry allows wide access to its data at cost reflective prices enabling access for local residents and businesses. This public service is being privatised by the Government and this will, in the long term, cost the public purse.

Enfield Council agrees to write to the Secretary of State to oppose the intention to privatise the service.”

13.7 In the name of Councillor Alan Sitkin

“Since 2010, Enfield's local economy has gone from a position of under-performing and below the London borough average, to one of out-performing other London boroughs. This is the result of the Administration's proactive, pro-enterprise interventions in the construction of an entrepreneurial state in Enfield. This Council resolves to continue with its successful policies and role to grow Enfield's economy further.”

13.8 In the name of Councillor Doug Taylor:

“Enfield Council congratulates Sadiq Kahn on his election as Mayor of London and we look forward to a close and productive relationship on the key areas of service delivery where our roles connect.”

14. USE OF COUNCIL'S URGENCY PROVISION (Pages 141 - 142)

Council is asked to note the details provided of decisions taken under the Council's urgency procedure relating to the waiver of call in and where necessary the requirement for notice on the Key Decision List along with the reasons for urgency.

The decision has been made in accordance with the urgency procedures set out in Paragraph 17.3 of Chapter 4.2 (Scrutiny) and Paragraph 16 of Chapter 4.6 (Access to Information) of the Council's Constitution.

15. COMMITTEE MEMBERSHIPS

To confirm the following changes to the committee memberships:

- Green Belt Forum: Councillor Lee David Sanders to replace Councillor Jim Steven.
- Trent Park Working Group: Councillor Anne Marie Pearce to replace Councillor Joanne Laban

Please note any changes notified once the final agenda has been published will be tabled on the Council update sheet at the meeting.

16. NOMINATIONS FOR OUTSIDE BODIES

To confirm any changes notified to the nominations on outside bodies:

Please note that any changes notified once the final agenda has been published will be tabled on the Council update sheet at the meeting.

17. CALLED IN DECISIONS

None received.

18. DATE OF FUTURE MEETINGS

To note that the next meeting of the Council will be held on Wednesday 13 July 2016 at 7pm at the Civic Centre.

19. EXCLUSION OF 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 any items of business moved to the part 2 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) as listed on the agenda.

Please note that there is currently no Part 2 agenda.

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COUNCIL - 11.5.2016

**MINUTES OF THE MEETING OF THE COUNCIL
HELD ON WEDNESDAY, 11 MAY 2016**

COUNCILLORS**PRESENT**

Bernadette Lappage (Mayor), Christine Hamilton (Deputy Mayor) Abdul Abdullahi, Daniel Anderson, Ali Bakir, Dinah Barry, Chris Bond, Yasemin Brett, Alev Cazimoglu, Nesil Cazimoglu, Erin Celebi, Lee Chamberlain, Bambos Charalambous, Jason Charalambous, Katherine Chibah, Lee David-Sanders, Dogan Delman, Nick Dines, Guney Dogan, Sarah Doyle, Christiana During, Patricia Ekechi, Nesimi Erbil, Turgut Esendagli, Peter Fallart, Krystle Fonyonga, Achilleas Georgiou, Alessandro Georgiou, Christine Hamilton, Ahmet Hasan, Elaine Hayward, Robert Hayward, Ertan Hurer, Suna Hurman, Jansev Jemal, Doris Jiagge, Eric Jukes, Nneka Keazor, Adeline Kepez, Joanne Laban, Bernadette Lappage, Michael Lavender, Derek Levy, Mary Maguire, Donald McGowan, Andy Milne, Terence Neville OBE JP, Ayfer Orhan, Anne-Marie Pearce, Daniel Pearce, Vicki Pite, Michael Rye OBE, George Savva MBE, Toby Simon, Alan Sitkin, Edward Smith, Andrew Stafford, Jim Steven, Claire Stewart, Doug Taylor, Ozzie Uzoanya and Glynis Vince

ABSENT

Dino Lemonides, Ahmet Oykenner and Haydar Ulus

1**MAYOR'S CHAPLAIN TO GIVE A BLESSING**

Father Witon from Our Lady of Mount Carmel and St George gave the blessing.

2**APOLOGIES**

Apologies for absence were received from Councillors Ahmet Oykenner and Dino Lemonides and for lateness from Councillors Michael Lavender, Doris Jiagge and Ozzie Uzoanya.

3**DECLARATION OF INTERESTS**

No interests were declared by members at the meeting.

4**TRIBUTES TO NEIL ISAAC AND MAME GYANG**

Councillor Sitkin, Cabinet Member for Economic Regeneration and Business Development, paid tribute to Neil Isaac, who had recently died. Neil Isaac had been an assistant director in Regeneration and Environment since 2009, recently leading the Council's economic development function.

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Councillor Sitkin praised Neil as a modern, entrepreneurial man, who was well liked and respected, both at work and by those who knew him socially. He had been committed to improving services both in Enfield and across the region in his role in ALCO (Association of London Cleansing Officers).

Since his death the Council had been inundated with emails from both private and public sector colleagues expressing their dismay and obvious sense of loss at Neil's passing.

Neil bravely and resolutely faced his illness, steadfastly refusing to be cowed and to the last retained his sense of humour and smile.

He would be sadly missed by all who knew him.

Councillor Alev Cazimoglu regretted the sad death of Mame Gyang on 22 April 2016 saying that it had been a pleasure working with her. Mame would be remembered for her commitment and focus on service users and carers, her sense of humour and positive outlook.

Councillor Alev Cazimoglu sent her heartfelt condolences to Mame's family and friends.

Councillor Neville added his tribute to Neil Isaac whom he had known very well. He said that Neil had been a real addition to the staff at a crucial time, that of the wheeled bin roll out. This was an initiative that had needed careful handling and Neil had proved adept at bringing it in.

Councillor Neville said that he had last spoken to Neil in the office recently where he had been full of courage, showing himself dedicated to the job and talking about coming back to work. The Council had lost a dedicated local government officer of the first order. He knew how to do the work and how to teach others, skills he had passed on to the benefit of the borough.

Councillor Neville sent his condolences to Neil's friends and family, saying that he would be much missed. He had liked him and felt sadness at his passing.

One minute's silence was held in memory of Neil Isaac and Mame Gyang.

**5
ELECTION OF MAYOR**

Councillor Taylor moved and Councillor Neville seconded the nomination of Councillor Bernadette Lappage as Mayor of the London Borough of Enfield for the 2016/17 Municipal Year.

Councillor Neville, in seconding the nomination on behalf of the Conservative Group, looked forward to Councillor Lappage's year of office acknowledging

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that they had worked together for a long time, and he wished her an enjoyable year.

AGREED that Councillor Bernadette Lappage be elected as Mayor of the London Borough of Enfield for the 2016/17 Municipal Year.

The motion was agreed unanimously (without a vote). Councillor Lappage then made and signed a Declaration of Acceptance of Office and was invested with the badge of office by the retiring Mayor, Councillor Ekechi.

6

MAYOR'S ACCEPTANCE SPEECH

The Mayor made an acceptance speech:

Good Evening and Welcome

The Mayor began by wishing everyone good evening, thanking them for coming and then welcoming particularly Alma Nichoigh, First Secretary of the Irish Embassy and the family of former Council Leader Jeff Rodin.

The Mayor said that she was proud to be part of the Enfield Community and that her year as Deputy Mayor had taught her so much about the extent of the giving and caring for others that exists around us in Enfield.

Looking round the room she said that she could see so many people with whom she had worked. All of whom had something to contribute to Enfield and wanted the best for the borough.

History of the Past

The Mayor said that she stood before the Council, as the daughter of Irish immigrants who had arrived in the country in the late 1940s. She had been born and grown up mostly in Forty Hill. She had good memories of Forty Hall, Hillyfields and other parks where she played when young, apart from the memory of when her older brother and sister had dropped her in the river by the Victorian ponds at Forty Hall.

The Mayor said that she was truly honoured to be the Mayor of Enfield. She owed a great debt to her wonderful parents, Pauline and Liam, who worked tirelessly for others in the borough and ensured that we never ignored anyone that needed help.

As a former French graduate, The Mayor spent a year in the Sorbonne in Paris studying art history and in particular the Impressionists.

While a student she met her husband, Andrew to whom she has been married for over 30 years. He attended the Mayor making celebrations as her consort, along with her son Edward, also her consort.

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As the Mayor, she promised to bring a multiplicity of perspectives to the role, like the crest above her: the Enfieldian, with its head of a fox, chest of a hound, body of a lion, hindquarters and tail of a wolf and the talons of an eagle. Whether it was accepted as the amalgam of animals on the old royal hunting ground of Enfield Chase or as the family crest of the O'Kelly's in Ireland for over 1,000 years, she could identify with both.

The Mayor's perspective on Enfield was similarly varied. She had been born in Enfield, attended local schools, commuted into Central London, had been a parent with a son at Enfield schools and a parishioner of Our Lady of Mount Carmel and St George on the London Road. Her parents had helped raised money for the construction of the church: the predecessor had been destroyed in the war.

The Mayor had also been an officer at the Council, run her own business teaching French at local nursery schools and also taught in several local primary schools.

The Mayor had first been elected as a councillor in 1998, taking breaks since then, one voluntary, one not. She had served on the Cabinet with the portfolio for Adult and Children's Social Services and as Chair of the former Association of London Governments Health and Social Care Panel. She had also served in opposition and now as Mayor.

Thank Yous

The Mayor said that she could not have done this without the support of many people. She thanked:

- Former Councillor and Leader of the Council Jeff Rodin, a great friend and outstanding individual.
- Councillors Doug Taylor and Terry Neville for nominating her as well as all the other councillors.
- Her ward colleagues Councillor Alev Cazimoglu and Nesil Cazimoglu, the model ward team.
- Rob Lead, Chief Executive of the Council and all the officers for all the outstanding work they do.
- Father Witon and his team at Our Lady of Mount Carmel and St George
- The good people of Jubilee Ward who elected her to the Council.

And particularly her family and friends whom she said had lasted the course with her all these years, her three wonderful sisters, fabulous brothers in law, sister in law and umpteen nieces and nephews that they were all so proud of.

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Looking to the Future

In her Mayoral year, the Mayor said that she wanted to harness the power of music in the borough to improve the quality of life for as many people as possible. Music was such a powerful force to bring people together, to raise spirits to give comfort. It was magical.

As Mayor she said that she wanted to hold a year-long musical festival fundraising the raising the profile of music in the borough.

She planned:

- A musical instrument amnesty, under which we will ask people to dig out those un-played instruments stuck in cupboards or lofts so that they can be repaired if necessary and handed over to young people. Councillor Taylor had already promised a guitar.
- Projects to deliver music therapy to older people and those with mental health difficulties.
- Celebration events to shout out about the amazing cross cultural skills and efforts to improve the lives of fellow residents.

The Mayor said that she would profile music in the borough and support Enfield's choirs and orchestras. The numerous fundraising events that would be held would provide support to those that needed help.

The Mayor hoped that everyone would join her in the adventure and proclaim to all who would listen "Enfield Sounds Great". This was to be the name of her charity. She hoped all would enjoy the music that would be showcased later in the evening.

Final Engagement as Deputy Mayor

On the preceding Monday, the Mayor with the former Mayor, Councillor Patricia Ekechi, had together attended a full school assembly at St Ignatius College. Both their sons had attended the school. Together they had seen the introduction of the new college captain and, for the first time ever, a female headteacher of a Jesuit school, Mary O'Keeffe. She wished Mary O'Keeffe the very best for a successful headship.

The mayors had listened to the boys' talk about their love of the school and listened to the present headteacher who had spoken of Nelson Mandela's words about "invisible wounds", and the importance of recognising mental illness as having an equal status with any other illness.

The Mayor thanked Councillor Patricia Ekechi for her friendship and support over the year and welcomed Councillor Christine Hamilton and Ian Hamilton, as the new deputy and consort. She said that they had been good friends and

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colleagues for many years and that they would make a strong mayoral team together.

Chairing Full Council Meetings

The Mayor said that she was looking forward to the two political groups challenging each other but that this must be in a courteous manner. She knew that the two whips would ensure good behaviour from their parties and was hoping that she would not have to resort to the naughty step.

Conclusion

Later on in the reception she said that she had dedicated a song to all her fellow councillors that the Council choir would sing "One Call Away". She would be one call away as Mayor. If she was needed to support another councillor in a ward activity or anything else they were to let her know. Or if there was a problem, as a caring Mayor, she was one call away.

Finally she wished the best for the people of Enfield and pledged to work hard all year to make them proud of her. She thanked all for supporting her and asked them to remember to tell everyone "Enfield Sounds Great".

7

TRIBUTE TO JEFF RODIN

Councillor Doug Taylor paid tribute to Jeff Rodin, former councillor, former Leader of the Labour Group, former Leader of the Council and freeman of the borough.

He began by saying that Jeff Rodin had been an embodiment of civic life and he felt it was therefore appropriate to pay tribute to him on this occasion. A memorial event would also be held later in the year.

Jeff Rodin had been a councillor from 1986 to 2010 and leader of the first Labour administration for 26 years. He had given up his time to serve the community to make a difference: "to dare is to do". He was a politician with principles who believed in fairness and redistribution and was dedicated to the abolition of need and want. When he became leader in 1994 his clear focus had been combatting poverty, making a difference to individuals, families and groups in the borough.

Since leaving the Council, Jeff had continued to make a contribution to society through his work with the Citizens Advice Bureau, Community Transport and the Over 50's Forum.

His unexpected early death had been met with great sadness but Councillor Taylor hoped that all who knew him would acknowledge his achievement, contribution and worth. And that he would live on personal memories. Enfield was a better place because he had lived here.

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Councillor Taylor thanked Jeff's family for coming along that evening.

Councillor Neville also paid tribute.

Councillor Neville said that this was a sad occasion and that he had been stunned when he had heard about his death as he had not heard that Jeff Rodin was unwell. He had known Jeff for a long time, since he had first joined the Council.

Although he had taken a different view in politics, he had respected Jeff Rodin as a highly principled man who held to his principles. Both parties were in politics to strive to do something to address people's problems, the problems of poverty, fairness and equality, but they believed in different means to do so.

Both had agreed on the introduction of Cabinet government, the new model of governance which had been brought in in 1998. It was fitting that they liked each other.

He felt that Jeff Rodin had been a good man who did what he believed to be right.

Councillor Achilleas Georgiou added his own tribute saying he was pleased that Jeff Rodin's wife and family were present that evening. Jeff Rodin had been proud of Enfield which had much going for it. Jeff had wanted to improve the borough and there was much to admire. It was thanks to Jeff that the borough had the Southbury Leisure Centre, the Cinema on Southbury Road, the redevelopment of Edmonton Green and Community House. These developments had been achieved because of Jeff's vision, leadership and courage.

Councillor Georgiou praised Jeff's conviction and belief in social justice, fairness and equality, also mentioning his volunteer work at the Citizens Advice Bureau and his free tax advice. He had a desire to make the world a better place and had changed the lives of the people of Enfield for the better.

A minute's silence was held in memory of Jeff Rodin.

8

APPOINTMENT OF THE MAYOR'S CONSORTS

The Mayor announced the appointment of Andrew and Edward Lappage as her Consorts for the 2016/17 Municipal Year. She then invested them with the badge of office.

9

APPOINTMENT OF THE DEPUTY MAYOR

The Mayor confirmed the appointment of Councillor Christine Hamilton as Deputy Mayor for the 2016/17 Municipal Year. The Deputy Mayor then made

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and signed a Declaration of Acceptance of Office and was invested by the Mayor with her badge of office.

Councillor Hamilton thanked the Mayor for her appointment and looked forward to supporting her and working together.”

10

APPOINTMENT OF DEPUTY MAYOR'S CONSORT

The Deputy Mayor announced the appointment of Ian Hamilton as her Consort for the 2016/17 Municipal Year, and invested him with the badge of office.

11

APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL AND CABINET

Councillor Taylor confirmed the appointments as set out below and detailed on the yellow list tabled under agenda item 10.1:

Deputy Leader – Councillor Achilleas Georgiou

Cabinet Member for Health & Social Care - Councillor Alev Cazimoglu

Cabinet Member for Economic Regeneration & Business Development – Councillor Alan Sitkin

Cabinet Member for Education, Children’s Services and Protection – Councillor Ayfer Orhan

Cabinet Member for Community Arts and Culture – Councillor Yasemin Brett

Cabinet Member for Community Safety and Public Health – Councillor Krystle Fonyonga

Cabinet Member for Environment – Councillor Daniel Anderson

Cabinet Member for Finance and Efficiency – Councillor Dino Lemonides

Cabinet Member for Housing & Housing Regeneration – Councillor Ahmet Oykener.

Councillor Taylor thanked former cabinet members, Councillors Andrew Stafford and Nneka Keazor for their work in the areas of finance and public health.

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12

PRESENTATION OF THE PAST MAYOR AND MAYORESS' BADGES

The Mayor presented past Mayor's and Mayors Consort badges and certificates recording the Council's appreciation to the retiring Mayor, Councillor Patricia Ekechi and her Consort Dr Christine Ekechi.

The Mayor, on behalf of the Council, thanked them for the work they had undertaken during the 2015/16 Municipal Year.

The Leaders of both Groups were also presented with a token of appreciation for their support over the year.

13

MAYORS ANNOUNCEMENTS IN CONNECTION WITH THE ORDINARY COUNCIL BUSINESS

The Mayor made the following announcements:

1. Councillors Pite and Stewart would be taking part in a through the night charity cycle ride and would be grateful for any donations and/or sponsorship. More details were available from the Mayor's Office.
2. The Enfield Night Hike would be held on Friday 20 May 2016, starting at the Civic Centre. Further details were available from the Mayor's Office and the Acting Head of Leisure Facilities, Sport, Recreation, Leisure and Culture.

14

MINUTES

NOTED the following amendments to the minutes of 23 March 2016:

1. To add apologies for lateness to Councillor Anderson
2. The following changes to Minute 155 and 158:

Minute 155

To add in to paragraph 1 (Condolences) the following phrase: "and to the people of Ankara who had also suffered from terrorist attacks in recent weeks"

To change the third paragraph to read:

"Councillor Doug Taylor added his condolences to the victims in Brussels, which were echoed by Councillor Terry Neville who also added his condolences to the people of Ankara."

To change "Her Royal Highness" to "Her Majesty" in Para 2 Update on Mayoral Engagements.

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Minute 158

To change “She” to “He” (Nineteenth bullet point second sentence).

AGREED that the minutes of the meeting held on Wednesday 23 March 2016 be confirmed and signed as a correct record with the above amendments.

15

MEMBERSHIP OF COMMITTEES AND PANELS

Councillor Stewart moved and Councillor Alessandro Georgiou seconded the report of the Director of Finance, Resources & Customer Services (No.1) seeking Council approval to determine the constitution and political balance of the committees, joint committees and panels that had been set up for discharge of the Council’s functions.

AGREED

1. That the seats allocated to each political party on the committees and boards to which Section 15 of the Local Government and Housing Act 1989 apply, be approved as set out in Appendix A of the report.
2. That in accordance with paragraph 3.3 of the report, the Council resolves (without dissent) that the rules of political proportionality should not apply to those bodies marked with an * in Appendix A of the report.

16

APPOINTMENT OF COUNCIL BODIES FOR 2016/17

1.1 Appointment of Council Bodies 2016/17: Committee Membership list

Councillor Stewart moved and Councillor Alessandro Georgiou seconded the list of Council bodies to be established and membership appointments for the 2016/17 Municipal Year.

AGREED to the establishment of the Council bodies for the 2016/17 Municipal Year and appointment of their memberships, as set out on the yellow list tabled at the meeting.

1.2 Appointment of Council Bodies 2016/17: Terms of Reference

AGREED to confirm the terms of reference of those bodies as set out in Part 2 of the Council’s Constitution.

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REPRESENTATIONS ON OTHER BODIES AND ORGANISATIONS FOR 2016/17

Councillor Stewart moved and Councillor Alessandro Georgiou seconded the list of nominations for appointments to outside bodies for the 2016/17 Municipal Year.

AGREED the Council's representation on outside bodies, as detailed on the green list tabled at the meeting.

18

COUNCIL SCHEME OF DELEGATION

Councillor Taylor moved and Councillor Neville seconded the authority's scheme of delegation.

AGREED the authority's Scheme of Delegation, as set out in Part 3 (pages 3-2 to 3-13) of the Constitution.

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COUNCILLOR'S QUESTION TIME

1.1 Urgent Questions

None received.

1.2 Questions by Councillors

None received.

20

MOTIONS

None received.

21

CALENDAR OF MEETINGS

NOTED the calendar of meetings included indicative dates for future meetings of the Council up until May 2018.

AGREED

1. The calendar of meetings of the Council, including the next Council meeting, which had been scheduled for Wednesday 8 June 2016.
2. That approval of any further amendments to the calendar be delegated to the Director of Finance, Resources and Customer Services, in consultation with both party groups.

22

CALLED IN DECISIONS

None received

23

DATE OF NEXT MEETING

NOTED that the next meeting of the Council would be held at 7pm on Wednesday 8 June 2016 at the Civic Centre.

MUNICIPAL YEAR 2015/2016 REPORT NO. 19**MEETING TITLE AND DATE:**Council: 8th June 2016**REPORT OF:**

Ian Davis
 Director - Regeneration
 and Environment

CONTACT OFFICER:

Ismail Mulla – Principal Planning Officer
 E mail: ismail.mulla@enfield.gov.uk
 Tel: 020 8379 3490

Agenda – Part: 1 | **Item: 7****Subject:** Adoption of the North East Enfield Area Action Plan**Wards:** Enfield Lock, Enfield Highway, Turkey Street, Southbury (part), Ponders End**Key Decision No:** 4218**Cabinet Member consulted:**

Cllr Alan Sitkin – Cabinet Member for Economic Regeneration and Business

1. EXECUTIVE SUMMARY

- 1.1 Council approved the Proposed Submission North East Enfield Area Action Plan (NEEAAP) at the 2nd April 2014 meeting of Council, and to proceed with consultation and examination. This report seeks Council's approval of the formal Adoption of the NEEAAP.
- 1.2 The NEEAAP will form part of Enfield's Local Plan and will specifically deliver the spatial vision and land use strategy for the North East Enfield area of the borough. The Council submitted the NEEAAP to the Secretary of State for public examination in October 2014. Inspector Matthew Nunn BA LLB LLM MRTPI was appointed to conduct an independent examination into the Plan. Public hearing sessions took place from the 28th to the 30th April 2015.
- 1.3 A number of Main Modifications were highlighted through the examination hearings. The modifications proposed were in response to the Inspector's Matters, Issues and Questions (MIQs). They resulted from changes of wording reached with participants through 'Statements of (un) Common Ground and changes put forward through discussions during the examination hearing sessions. The Main Modifications were subject to a six week consultation period between June and July 2015.
- 1.4 The Inspector formally delivered his report into the soundness of the Plan to the Council on the 1st March 2016 and concluded the NEEAAP meets the criteria of soundness set out in the National Planning Policy Framework (NPPF) and is an appropriate basis for planning in the north east of the borough subject to the Inspector's recommended Main Modifications being incorporated into the final plan.
- 1.5 Once adopted the Area Action Plan will form part of Enfield's Local Plan and policies within the document will be used alongside policies contained in the London Plan and adopted Core Strategy to determine planning applications in the area.

2. RECOMMENDATIONS

- 2.1 That Council notes receipt of the Planning Inspector's final report and Main Modifications, (**Annex 1**) that concludes the North East Enfield Area Action Plan is 'sound' and legally compliant subject to the Main Modifications being incorporated into the final plan.
- 2.2 That Council approves formal adoption of the North East Enfield Area Action Plan (**Annex 2**) to form part of Enfield's Local Plan.

3. BACKGROUND

- 3.1 The Council's policies and guidance for spatial planning and development management is set out in a portfolio of documents that together make up Enfield's Local Plan. The approved Local Development Scheme¹ sets out the suite of Local Plan documents programmed to come forward between 2013/2016. Collectively these documents will provide the planning framework to deliver Council strategies and plans to support the delivery of corporate priorities such as sustainable growth, regeneration, and creating successful sustainable communities, particularly in Enfield's regeneration areas.
- 3.2 The North East Enfield Area Action Plan (NEEAAP) has been a longstanding Council commitment as confirmed in the adopted Enfield Core Strategy 2010. Enfield's Core Strategy identifies the North East Enfield area as a strategic growth and Ponders End as a Regeneration Priority Area. Preparation of the NEEAAP commenced in 2007 and a Preferred Options version of the AAP was consulted upon in May 2009. On the advice of the then Government Office for London and Council administration, the preparation of the AAP was halted to enable the Council to progress its Core Strategy.
- 3.3 The NEEAAP is an area specific local plan document that responds to the challenges as well as opportunities. Once adopted, the NEEAAP will form part of Enfield's Local Plan and will sit alongside the adopted Core Strategy, Development Management Document and other Area Action Plans being prepared. New development proposals coming forward in the area will be expected to accord with the policies and proposals contained within the NEEAAP, the adopted Core Strategy, the Development Management Document and the Mayor's adopted

¹ Enfield's Local Development Scheme 2013-2016

London Plan and Upper Lee Valley Opportunity Area Planning Framework.

- 3.4 The NEEAAP provides a comprehensive planning framework and identifies opportunity sites for redevelopment in the area, covering the wards of Enfield Lock, Enfield Highway, Turkey Street, Southbury (part), and Ponders End. It will guide local investment, particularly current redevelopment proposals coming forward in Ponders End including the Alma Estate regeneration and Electric Quarter redevelopment.
- 3.5 Preparation of the Area Action Plan has involved a number of stages and has included extensive and ongoing dialogue with key stakeholders such as the North East Enfield Partnership, Transport for London, local community representation; and the adjoining authorities including Broxbourne Borough Council, Hertfordshire County Council, Epping Forest District Council and Essex County Council. All of this work has helped to shape the final version of the Plan. The NEEAAP provides a critical planning tool for delivery; it sets out a clear vision and spatial strategy for the area for the next 15 years, and reflects a shared consensus between the Council, partners, the Mayor of London, and other agencies and investors.
- 3.6 The Council approved the Proposed Submission Plan at its meeting in April 2014 after which it was formally 'published' for a final stage of public consultation. The publication period of the Proposed Submission Area Action Plan ran through June and July 2014. Approximately 1500 specific and general consultees were invited to make representations.
- 3.7 In total, 65 representations (comments) were received on various aspects of the Action Plan from 25 respondents, including receipt of the Mayor's confirmation that the North East Enfield Area Action Plan is in general conformity with the London Plan.
- 3.8 The Council formally submitted the NEEAAP for independent examination in October 2014. The Secretary of State appointed Inspector Matthew Nunn BA LLB LLM MRTPI to examine the Plan. The Planning Inspector held public hearing sessions from the 28th to the 30th April 2015.
- 3.9 A number of Main Modifications were highlighted through the examination hearings. The Main Modifications were subject to a six week consultation period from 8th June to 20th July 2015. A total of 11 representations were received through consultation from respondents

including, adjoining authorities, organisations, residents and ward forum.

3.10 The Council received the Planning Inspector's final report on the examination into the soundness of North East Enfield Area Action Plan on the 1st March 2016. The Planning Inspector has concluded that the NEEAAP meets the criteria of soundness set out in the National Planning Policy Framework and is an appropriate basis for planning in the North East Enfield area of the borough subject to the Inspector's recommended Main Modifications being incorporated into the Final Plan.

3.11 The Council is now in a position to adopt the North East Enfield Area Action Plan to form part of Enfield's Local Plan. Having an adopted plan will enable an early review that will be required to consider the growth potential and wider transport benefits linked to Crossrail 2 alongside the Local Plan, London Plan and Upper Lee Valley Opportunity Area Planning Framework reviews.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1 None considered as having an adopted and comprehensive planning framework for the area provides a basis for setting the area specific planning policies by which decisions on development will be guided. This is essential to support the Council's regeneration programme, particularly in light of on-going as well as future investment opportunities.

5. REASONS FOR RECOMMENDATIONS

5.1 These are as set out in paragraph 4.1 above.

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

6.1 Financial Implications

6.1.1 Provision for the cost of the preparation, consultation, examination and adoption of the North East Enfield AAP will be funded from within the Local Plan reserve.

6.1.2 The North East Enfield AAP contains a variety of future options but does not in itself commit the Council to additional expenditure. Any future proposals arising from the North East Enfield AAP with cost

implications would need to be subject to separate reports and full financial appraisal.

6.2 Legal Implications

6.2.1 The Planning and Compulsory Purchase Act 2004 (the Act) as amended and the Town and Country Planning (Local Planning) (England) Regulations 2012 (the Regulations) require local authorities to prepare the local plan, which consists of the Local Development Documents (LDDs). These documents have been submitted for independent examination in accordance with the Regulations and the Inspector's Report is the subject of this report.

6.2.2 In order for the NEAAP to be afforded full weight it must be adopted by full Council.

6.2.3 The recommendations contained in this report are in accordance with the Council's powers.

6.3 Property Implications

6.3.1 There are no direct property implications.

7. KEY RISKS

7.1 An up to date statutory development plan for the north east of the borough significantly reduces the risk to the Council in regards to the planning and development of the area over the next 15-years. Failure to produce up to date, robust policies through the preparation of the Area Action Plan document would result in a gap in policy for the area. This could lead to poor quality development and/or development in inappropriate locations and would significantly harm the Council's ability to meet its wider regeneration objectives. In incorporating a number of modifications the Council seeks to use its best endeavours to provide a sound Local Plan document.

8. IMPACT ON COUNCIL PRIORITIES

8.1 The NEEAAP will be fundamental in achieving sustainable development in the north east of the borough. Policies throughout the document seek to achieve fairness for all, sustainable growth within the context of providing the appropriate level of supporting infrastructure, and the development of strong and sustainable communities.

9. EQUALITIES IMPACT IMPLICATIONS

- 9.1 Previous draft versions of the NEEAAP have been subject to an Equalities Impact Assessment (EqIA) to ensure that the AAP and consultation stages promote equal opportunities. A final EqIA (including an assessment of policies) was undertaken prior to submission and forms part of the supporting documentation to the Plan. The Main Modifications have been subject to assessment and consultation and do not require a further equalities impact assessment of the Plan to be carried out.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

- 10.1 The NEEAAP will provide clear policies for the assessing development and regeneration opportunities within the area and will bring performance management improvements to the delivery of the Council's five year housing supply targets, including the appropriate mix of private and affordable housing. The NEEAAP will provide clarity to the planning application process and potentially lead to less debate and time savings at the appeal stage.

11. PUBLIC HEALTH IMPLICATIONS

- 11.1 The NEEAAP contains policies covering a wide range of topics, all of which may have implications for public health, such as housing, community facilities, environmental improvements and green infrastructure. Strategic Objective 5 of the adopted Core Strategy (2010) promotes Education, Health and Wellbeing. The NEEAAP provides the more detailed policies on how to achieve these policy objectives in the assessment of individual planning applications as well as within the wider context of the area's regeneration.

Report to the Council of the London Borough of Enfield

by Matthew Nunn BA BPL LLB LLM BCL MRTPI

an Inspector appointed by the Secretary of State for Communities and Local Government

Date 1st March 2016

PLANNING AND COMPULSORY PURCHASE ACT 2004 (AS AMENDED)

SECTION 20

REPORT ON THE EXAMINATION OF THE NORTH EAST ENFIELD AREA ACTION PLAN

Document submitted for examination on 23 October 2014

Examination hearings held between 28 and 30 April 2015

File Ref: PINS/Q5300/429/9

Abbreviations Used in this Report

AA	Appropriate Assessment
AAP	Area Action Plan
CS	Core Strategy
LDS	Local Development Scheme
LSIS	Locally Significant Industrial Site
MM	Main Modification
NEEAAP	North East Enfield Area Action Plan
NGAP	Northern Gateway Access Package
NGAR	Northern Gateway Access Road
SA	Sustainability Appraisal
SAC	Special Area of Conservation
SCI	Statement of Community Involvement
SHMA	Strategic Housing Market Assessment
SIL	Strategic Industrial Location
SSSI	Site of Special Scientific Interest

Non-Technical Summary

This report concludes that the North East Enfield Area Action Plan provides an appropriate basis for the planning of this part of the Borough providing a number of modifications are made to the Plan. The Council has specifically requested me to recommend any modifications necessary to enable the Plan to be adopted.

All of the main modifications were proposed by the Council and I have recommended their inclusion after considering the representations from other parties on them.

The Main Modifications can be summarised as follows:

- Greater emphasis to be given to the historic environment and heritage assets, including conservation areas and listed buildings, so as to comply with national policy;
- Reformulation of the Council's approach in respect of the Northern Gateway Access Package to reflect a 'sequential approach' to transport options, in order to reflect national policy, including the removal of specific references to the Northern Gateway Access Road;
- Additional references to the 'Crossrail 2' project, given its potential to balance the transport system towards more sustainable modes, increase travel choice, and support regeneration;
- Changes to ensure a more proactive approach is taken towards ameliorating any adverse effects resulting from the West Anglia Enhancement Project;
- Changes to take account of viability and operational requirements within employment and industrial areas;
- Emphasising the importance of the Lee Valley Regional Park to the Plan area;
- Highlighting areas liable to flooding, including requiring any future proposals to address flood risk.

Introduction

1. This report contains my assessment of the North East Enfield Area Action Plan (NEEAAP) in terms of Section 20(5) of the Planning & Compulsory Purchase Act 2004 (as amended). It considers first whether the Plan's preparation has complied with the duty to co-operate, in recognition that there is no scope to remedy any failure in that regard. It then considers whether the Plan is sound and whether it is compliant with the legal requirements. The National Planning Policy Framework ('The Framework') at paragraph 182 makes clear that to be sound, a Local Plan should be positively prepared; justified; effective and consistent with national policy.
2. The starting point for the examination is the assumption that the local authority has submitted what it considers to be a sound Plan. The basis for my examination is the Proposed Submission NEEAAP (April 2014) [NEEAAP-01]. Following the hearings, a schedule of 'Proposed Main Modifications' [ED 033] was subject to public consultation for six weeks. This included changes proposed by the Council in the Addendum of Focused Changes – Submission Stage (October 2014) [NEEAAP-08], as well as the additional Addendum of Further Focused Changes (April 2015) [ED 023] produced shortly before the hearings. I have taken into account the Schedule of Representations and the Council's responses [ED 034] in reaching my conclusions.
3. The Main Modifications that are necessary for soundness all relate to matters that were discussed at the examination hearings. My report only deals with the Main Modifications that are needed to make the Plan sound and legally compliant. They are identified in bold in the report as follows: '**MM**'. Because of the structure of the Plan, references to certain MMs may appear more than once in this report. In accordance with section 20(7C) of the 2004 Act, the Council requested by letter [ED-033] that I should make any modifications needed to rectify matters that make the Plan unsound and thus incapable of being adopted. These Main Modifications are set out in the attached Appendix to this report.

Assessment of Duty to Co-operate

4. Section 20(5)(c) of the 2004 Act requires that I consider whether the Council complied with any duty imposed on it by section 33A of the 2004 Act in relation to the Plan's preparation. The Council prepared a statement on the Duty to Co-operate [NEEAAP-06] detailing how it had engaged with other bodies including neighbouring local authorities in the preparation of the Plan. In the light of concerns raised by certain participants, including amongst others, Epping Forest District Council and Waltham Abbey Town Council, I sought further information on this duty by letter [ED 001]. The Council's response [ED 002] provided further detailed clarification and explanation. By the end of the examination hearings, and as a result of various modifications suggested by the Council, the compliance with the Duty to Co-operate was no longer a controversial matter. Overall, on the basis of the information received, I am satisfied that the Council has engaged constructively, actively and on an ongoing basis with the relevant bodies to prepare the Plan. I therefore conclude that the Duty to Co-operate has been met.

Assessment of Soundness

Preamble

5. The NEEAAP sets out an overall vision for the future of the north east Enfield area. The Plan covers an extensive and varied tract of the Borough, stretching from Ponders End in the south to the M25 in the north, and includes important industrial land, various local centres, residential areas, conservation areas and open spaces including part of the Lee Valley Regional Park.
6. The NEEAPP is intended to be read alongside The Enfield Plan: Core Strategy 2010-2025, adopted in November 2010 ('The Core Strategy') [EBD-02]. This provides the broad strategy for the scale and distribution of development and supporting infrastructure. It contains Core Policies for guiding patterns of development and provides the strategic direction for North East Enfield as a strategic growth area, and Ponders End as a regeneration priority area. Of particular relevance to the NEEAAP are Core Policy 40, dealing with North East Enfield, and Core Policy 41 dealing with Ponders End, along with other Core Strategy Policies. The Plan should also be read in conjunction with the Development Management Document, adopted in November 2014, which provides detailed policies for dealing with planning applications.

Main Issues

7. Taking account of all the representations, written evidence and the discussions that took place at the examination hearings, I have identified nine main issues upon which the soundness of the Plan depends.

Issue 1 – Vision and Objectives

Whether the Vision and NEEAAP Objectives are justified, effective and in accordance with national policy

8. The overall vision is to make North East Enfield a place where people aspire to live, work, visit and invest. Five broad objectives are identified, with detailed aims within each. The objectives comprise: (1) long term coordinated planning for growth; (2) sustainable neighbourhoods; (3) employment growth and the local economy; (4) maximising value of natural assets; and (5) infrastructure investment.
9. There are certain tensions between Objective 4: 'maximising value of natural assets' and Objective 5: 'infrastructure investment'; in particular, between ensuring the local area's biodiversity is protected, as against the Plan's support for exploring the possibility of direct access to the M25 motorway via a new link road. To address this and to ensure coherence, the approach in respect of the Northern Gateway Access Package, and specifically the Access Road should be changed. Specific references to the latter should be deleted as proposed by the Council. As a result, changes are required to the wording in Chapter 2 (**MM3** & **MM4**), as well as to Chapter 3 (**MM5**, **MM6**, and **MM7**). I deal with the issue of the Northern Gateway Access Package fully below under Issue 2 –'Movement'.

10. The Plan, in Chapter 2, also fails to give sufficient positive emphasis to the historic environment and heritage assets such as conservation areas and listed buildings, and is not consistent with national policy in this respect. The proposed new wording in **MM1** would rectify this, and the changes proposed by **MM2** would provide the necessary context on tall buildings and key views.
11. In combination, these modifications would ensure Chapter 2 and Chapter 3, including the Vision and Objectives are justified, effective and in accordance with national policy. The changes are necessary for the soundness of the plan.

Issue 2 – Movement

Whether the fourteen Policies (4.1 to 4.14) relating to movement are justified, effective and in accordance with national policy

Northern Gateway Access Package (Policy 4.3)

12. The Northern Gateway Access Package includes a series of different measures aimed at improving transport and accessibility, as well as encouraging a shift towards more sustainable means of travel. One aspect which materially affects the soundness of the plan, and raised considerable concern from participants involved the possible provision of a link road between A1055 and A121 in order to connect to Junction 26 of the M25 Motorway. This link is known as the Northern Gateway Access Road. The Council originally justified its approach saying that the link road was simply one of many potential options that could form part of the overall Northern Gateway Access Package.
13. However, I consider there was insufficient explanation or justification of the proposal in the Plan. It was unclear how the concerns identified by a previous Inspector at a Public Inquiry in 2001 (APP/V4630/V/01/1075981) had been overcome. In that earlier case, the Secretary of State accepted the Inspector's recommendation, and refused permission for a link road in July 2002. Nor was it clear how the inclusion of the link road would necessarily achieve a shift from less sustainable means of transport or promote low carbon living. This is contrary to both the Plan's own objectives, as well as those of the Framework.
14. I also share participants' concerns that the possible impacts of the link road on the Green Belt, Rammey Marsh and Epping Forest Special Area of Conservation (SAC) and Site of Special Scientific Interest (SSSI) had not been comprehensively assessed. Also problematic is that the specific reference to the link road could be interpreted as giving more attention or emphasis to one potential component of the overall Northern Gateway Access Package than was the intention, at the expense of other important aspects.
15. Following consultation and engagement with various stakeholders, and shortly before the examination hearings, the Council proposed that all specific references to the Northern Gateway Access Road be deleted from the NEEAP, and that instead, reference be made to a 'sequential approach' to the selection of transport options, starting with measures to encourage a shift towards non-car modes, then local traffic measures, and finally upgrading the highway network. This approach would ensure that the Council would only consider additional highway infrastructure if other more sustainable options

were exhausted. This would be consistent with advice within Part 4 of the Framework. The modifications outlined in **MM3, MM4, MM5, MM6, MM7, MM8, MM9, MM10** relating to Chapters 2, 3 and 4 would achieve this reformulation and are essential to the Plan's soundness. **MM22** relates to the Glossary and redefines the Northern Gateway Access Package to reflect the above changes.

16. Turning to other transport matters, 'Crossrail 2' is a proposed new railway that would link London and the wider south east. The project is aimed at significantly enhancing the frequency and quality of rail services, improving connectivity, reducing journey times, as well as supporting economic regeneration through the provision of new infrastructure. 'Crossrail 2' cannot be built until formal consent is received from the Government, funds secured and the necessary land acquired. The process of applying for consent will involve a public examination of the scheme and consideration of objections before any decision can be made.
17. Nonetheless, the effectiveness of the Plan would be jeopardised if additional and strengthened references to the 'Crossrail 2' project were omitted. These should emphasise the support for the delivery of the project and the intention to work with relevant stakeholders. The modifications outlined in **MM3, MM4, MM5, MM6, MM8, MM9, MM10** are therefore necessary for soundness.

West Anglia Enhancement Project (Policy 4.4)

18. As part of Northern Gateway Access Package, the Council supports the proposed capacity enhancement of the West Anglia Mainline. It will significantly improve the frequency of train services in North East Enfield. However, this may have adverse effects in terms of east-west accessibility and connectivity in North East Enfield, particularly if level crossings are closed at Brimsdown and Enfield Lock.
19. Planning often has to balance conflicting demands and Policy 4.4 commits the Council to working with relevant bodies to ensure adequate alternative arrangements are provided. Policy 4.5 states that a scheme should be developed for improving the route for pedestrians and cyclists after the closure of the crossing. The changes proposed by **MM11** would ensure that a more proactive approach is taken to any adverse impacts by including a reference to vehicles and requiring a scheme to be developed prior to any closure of the level crossing at Enfield Lock. This change is required for soundness.

Issue 3 - Housing

Whether the three Policies (5.1 to 5.3) relating to housing are justified, effective and in accordance with national policy

20. The Core Strategy (specifically Policy 2 and Policy 40) provides for 1000 units in the NEEAAP area. However, the NEEAAP identifies that approximately 550 units will be delivered in the plan period (Table 5.1, page 72), around 450 units less than the supply identified in the Core Strategy. This is largely the result of changing circumstances at two key sites. At the former Middlesex University Site at Ponders End, around half the site has been taken for use as a Free School. At South Brimsdown, the site is being redeveloped for

industrial and employment use, as it was found not to be viable for residential development.

21. However, as explained at the examination hearings and in the Council's document ED-030, some of these losses can be offset by increased capacity at other sites within the NEEAAP area. Also, other significant sites outside the NEEAAP area, but within the Borough, have also come forward, including at the former Middlesex University Campus at Cat Hill, at Carterhatch Lane Depot, Chase Farm Hospital, and the Council Estate renewal at New Avenue. Together, these sites would provide around 795 additional units which would comfortably offset the loss of 450 units within the NEEAAP area. In addition, the Council has referred to 'Meridian Water', a very significant project which is projected to bring forward a minimum of 5,000 new units, with a further 3,000 units in the wider Edmonton area.
22. I also understand that the Council has now started work on its new Local Plan (Core Strategy) Review. This will take account of demographic changes within the Borough, as well as new London Plan housing targets. Key studies are currently being undertaken including a Strategic Housing Market Assessment (SHMA) and Town Centre and Retail Study. As part of its work on the Local Plan (Core Strategy) Review, the Council is undertaking a 'call for sites', which will feed into the revised Plan, scheduled for adoption in 2017. The Council is also developing 'Strategic Growth Scenarios', which will consider locations for growth, having regard to potential transport improvements resulting from the West Anglian Mainline Enhancement route, and Crossrail 2.
23. Enfield's overall housing target is borough-wide, rather than area specific. It is also the case that the Core Strategy was adopted some years ago in 2010. Consequently, it is inevitable that certain of the area based targets within the Core Strategy may require adjustment given changing and unavoidable circumstances at individual sites, as has happened here. Nevertheless, the delivery of housing remains a key component of the plan. I am satisfied that the lower housing capacity at certain sites does not undermine the overall effectiveness of the Plan or make it unsound.
24. In relation to affordable housing, Policy 5.1 allows for a more generous split between social rented housing and intermediate housing than the Core Strategy. Policy 3 of the Core Strategy seeks a 40% target of affordable housing on sites capable of accommodating 10 or more dwellings. It identifies a borough-wide affordable tenure mix of 70% social rented and 30% intermediate. In contrast, Policy 5.1 of the NEEAAP requires 60% social rented and affordable rent, and 40% intermediate.
25. I accept that Policy 5.1 of the NEEAAP provides greater flexibility in recognition that viability is more challenging in the eastern part of the Borough, as evidenced in the Council's Community Infrastructure Levy: Draft Charging Schedule [EBD-07]. This Schedule has, following an examination, recently been found to provide an appropriate basis for the collection of the levy. The approach in Policy 5.1 is also entirely consistent with the Council's Development Management Document, at Page 17, Paragraph 4.1.5. Given all of these considerations, I am satisfied that the difference in approach in

Policy 5.1, compared with the Core Strategy, does not make the policy unsound.

26. To sum up on housing policies overall, notwithstanding the reduction in housing capacity at certain sites within the NEEAAP area, there are other sites coming forward within that area, as well as across the Borough as a whole. I am satisfied that, taken together, the policies relating to housing are justified, effective and in accordance with national policy. Therefore, I find this section of the Plan to be sound.

Issue 4 – Employment and Retail Parks

Whether the three Policies (6.1 to 6.3) relating to employment and retail parks are justified, effective and in accordance with national policy

27. Policy 6.1 is concerned with improving existing industrial areas, and ensuring that such areas keep pace with the demands of businesses. The Policy states that new industrial development or redevelopment will be permitted in the industrial areas identified as Strategic Industrial Locations (SILs) and Locally Significant Industrial Sites (LSISs). The Policy sets out the principles to be applied, including improving the access and the environmental quality of industrial estates. **MM12** is required to add text to explain that, in applying these principles, regard should also be had to viability and operational requirements. This would ensure that the Policy is not unreasonably restrictive or prescriptive, and that the approach is consistent with supporting growth in the local and wider economy, as required by the Framework. It would also accord with the approach of Policy DMD 39 in the Development Management Document relating to the Design of Business Premises. With this modification, I find this section of the Plan to be sound.

Issue 5 – Community Facilities and Services

Whether Policy 7.1 relating to community facilities and services is justified, effective and in accordance with national policy

28. Policy 7.1 is concerned with ensuring the adequate provision of community facilities, including health facilities and education, to support the existing and future population of North East Enfield. Paragraphs 7.1.2 to 7.1.4, dealing with primary and secondary school education, only refer to the period up to 2018, whereas the NEEAAP has a much longer timescale. However, the Council has confirmed that additional primary school places will not be required until at least 2021, or 2023, if there is an expansion of an existing school within the area. The proposed ARK North Enfield Academy will also deliver more than enough capacity for secondary school spaces to 2023. The Council has also confirmed that overall infrastructure provision will be considered as part of the borough-wide Local Plan (Core Strategy) review. Overall, I am satisfied that this aspect of the Plan is sound.

Issue 6: Green Network and Food Growing

Whether the Policies (8.1 to 8.4) relating to the 'Green Network' and food growing are justified, effective and in accordance with national policy

29. The overall policy approach is to ensure that there is a network of well connected open spaces within the NEEAAP area. The Lee Valley Regional Park serves regional and local needs, with smaller local and 'pocket' parks and children's play areas serving local needs. The Northern Gateway Access Road would potentially compromise the Green Network, given that its route would impinge on designated open space. However, the modifications recommended in MM4 to MM10, in relation to Northern Gateway Access Package, proposing a sequential approach to transport options, would deal with this issue.
30. The Plan's effectiveness depends on the recognition of the importance of the Lee Valley Regional Park to the NEEAAP area. The changes recommended in **MM13** include new references to the Lee Valley Regional Park Development Framework, which sets out the Lee Valley Regional Park Authority's vision, proposals and policies. This document itself informed the preparation of the NEEAAP. The modification also refers to Core Policy 35 of the Core Strategy which confirms the intention to support the work of key stakeholders in improving access to the Park and realising its potential. References to waterways, which are an intrinsic element of the area, are also now proposed. Policy 8.3, concerned with creating strategic green corridors, is amended to include reference to the River Lee Navigation. Together, these changes reinforce the value of the Park, as well as the waterways, as a unique recreational resource, and are essential for the Plan's soundness.

Issue 7: Sustainable Energy

Whether Policy 9.1 relating to Sustainable Energy is justified, effective and in accordance with national policy

31. Policy 9.1 seeks a coordinated approach to sustainable energy, including energy efficiency measures, decentralised energy systems, and renewable energy technologies. There is no need for the Policy to re-iterate the requirements set out in the energy policies of the Development Management Document, for example Policy DMD 52, since the approach of Chapter 9 is to focus on area-specific issues, such as the Lee Valley Heat Network, and the encouragement to develop Enfield Power Station as a Combined Heat and Power Plant (CHP). The Council approved the Lee Valley Heat Network Business Plan in 2014, and has set aside financial resources for its development. Although ambitious, the Council considers this scheme to be deliverable. Overall, I am satisfied the Plan tackles sustainable energy in a positive fashion and consistently with national planning policy. It would accord with the approach outlined in the Framework to support the transition to a low carbon future. This chapter of the Plan is sound.

Issue 8: Character Areas and Proposal Site Policies

Whether the sixteen Proposal Site Policies (10.1-19.2) are justified, effective, and in accordance with national policy

32. Part C of the Plan contains 10 individual chapters with Policies to support and improve specific areas within the NEEAAP area. Ponders End Waterfront is described by the Council as 'a hidden gem'. The changes proposed by **MM14** in relation to Policy 12.1 would give a more positive emphasis to its historic character and waterfront setting. It would require proposals to respond to heritage assets such as Ponders End Flour Mill Conservation Area and the setting of listed buildings in line with national policy. **MM15** would add text to explain that, in applying these principles, regard should also be had to viability and operational requirements. This is required to reflect the emphasis in the Framework on supporting economic growth. **MM16** would add some flexibility to Figure 12.2, indicating the diagram is illustrative rather than prescriptive. This is necessary to accord with the Framework's recognition that plans and policies should be flexible enough to respond to changing circumstances.
33. Policy 14.2 deals with the redevelopment of the Co-operative Site within the Enfield Wash Local Centre, at the Unity Road / Hertford Road junction. However, this policy would allow insufficient flexibility in terms of the possible range of uses and so would not accord with a core planning principle of the Framework to promote mixed use developments. **MM17** would address this defect by referring to a range of uses, such as residential, offices and community uses.
34. Chapter 18 deals with the Enfield Lock Conservation Area, which includes the Lee Navigation, the listed terraced houses known as 'Government Row', the British Waterways Depot and offices, and adjoining meadows. The lock itself forms the heart of the area. The area is liable to flooding, and **MM18** proposes additional text to Paragraph 18.1.3 to make clear that any future development will need to address flood risk in line with higher level policy requirements. In addition, **MM19** would add the flood risk area to Figure 18.1. These changes are both necessary to ensure effectiveness and I recommend them on this basis.
35. Chapter 19 deals with Brimsdown Station Area. This includes a cluster of retail and other uses, where Green Street traverses the railway line at a level crossing. Policies 19.1 and 19.2 deal with the development of the area over the short and longer term respectively. The longer term deals with the scenario were the level crossing to close as a result of the West Anglia Enhancement Project. These policies omit references to flooding, but this would be remedied by **MM20** and **MM21**. Subject to these changes, the Chapter is sound.

Issue 9: Delivery and Implementation

Whether the measures to ensure the delivery and implementation of the Plan are justified, effective and in accordance with national policy

36. Chapter 20 of the Plan deals with delivery and implementation. The NEEAAP sets out a range of projects and initiatives, from low key interventions to major projects. Within the Chapter, projects are prioritised as follows: enabling projects and 'early wins'; short term; medium term; and long term projects. The Chapter provides details of governance, partnership working, and funding sources. Paragraph 20.6.3 makes it clear the Council will prepare an annual Monitoring Report on the NEEAAP that will assess the extent to which its policies are being implemented; and will also set out, where a policy is not being implemented, the reasons why, and what steps are needed to ensure that it is implemented. Overall, I am satisfied that this section of the Plan will be effective in monitoring and ensuring the delivery of the Plan.

Assessment of Legal Compliance

37. My examination of the compliance of the Plan with the legal requirements is summarised in the table below. I conclude that the Plan meets them all.

LEGAL REQUIREMENTS	
Local Development Scheme (LDS)	The NEEAAP is identified within the approved LDS (2013-2016), published September 2013 [EBD-06] and its content complies with the LDS. It has therefore been prepared in accordance with it.
Statement of Community Involvement (SCI) and relevant regulations	The SCI [EBD-03] was adopted in June 2006 and consultation has been compliant with the requirements therein, including the consultation on the post-submission proposed Main Modifications (MMs).
Sustainability Appraisal (SA)	SA has been carried out and is adequate.
Appropriate Assessment (AA)	A Habitats Regulations Assessment, dated April 2014 [NEEAAP-07] was carried out. This concludes that all likely significant effects on European Sites have been avoided. Natural England has confirmed that the Council's approach is justified.
National Policy	Provided the recommended modifications are made, the NEEAAP complies with national policy.
2004 Act (as amended) and 2012 Regulations.	The NEEAAP complies with the Act and the Regulations.

Overall Conclusion and Recommendation

38. **The Plan has a number of deficiencies in relation to soundness which I have explained in my report which means that I recommend non-adoption of it as submitted, in accordance with Section 20(7A) of the 2004 Act. However, the Council has requested that I recommend**

Main Modifications to make the Plan sound and therefore capable of adoption. I conclude that, with the recommended Main Modifications set out in the Appendix, the NEEAAP satisfies the requirements of Section 20(5) of the 2004 Act and meets the criteria for soundness in the National Planning Policy Framework.

Matthew C J Nunn

Inspector

This report is accompanied by the Appendix containing the Main Modifications

APPENDIX – Main Modifications

The modifications are expressed in the conventional form of **underlining** for additions of text, or ~~strikethrough~~ for deletions. The page and paragraph numbers refer to the submission version of the Plan.

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
MM1	20	Chapter 2 Area Context and Opportunities – 2.3 Land Use and Character - Para 2.3.4	2.3.4 There are opportunities to improve the image and character of individual areas so that they become more distinctive. <u>There is a particular opportunity to improve areas of historic interest such as conservation areas and the setting of listed buildings, and to make sure new development relates sensitively to them in terms of height, scale and design.</u> The descriptions of
MM2	24	Chapter 2 Area Context and Opportunities – 2.3 Land Use and Character Paras 2.3.29 – 2.3.32	2.3.28 South Street ends at Ponders End Station, and only pedestrians and cyclists can cross the railway line at this point to access Wharf Road and the area known as Ponders End Waterfront. <u>2.3.29 Part of the Ponders End: South Street and the Alma Estate area falls within two important view corridors - westwards from King's Head Hill in the adjacent London Borough of Waltham Forest; and eastwards on the approach to Enfield Town from Windmill Hill. The views chosen are valued because they make a significant contribution to a person's ability to understand the borough and Enfield's position within the wider north London context.</u> <u>2.3.30 The bridge over the railway line provides important long views southwards towards the City of London and Docklands with tall buildings clearly visible and silhouetted on the horizon.</u> Para numbers to be changed to 2.3.31 – 2.3.34

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
MM3	34	Chapter 2 Area Context and Opportunities Para 2.6.13	<p>2.6.13 Potential Transport Improvement: The Council wishes to ensure that transport improvements are coordinated so that a package of projects helps to secure long-term change in the area. The Council is developing <u>through detailed technical assessment and close working with TfL, the a Northern Gateway Access Package (NGAP) that will</u> brings together a range of <u>potential</u> transport improvements <u>options that may</u> include:</p> <ul style="list-style-type: none"> • a package of restraint measures to limit general traffic growth and discourage car trips towards central London; • the West Anglia Mainline Enhancement project, along with measures to retain and improve local connectivity for pedestrians, cyclists, buses and local car journeys; • <u>Crossrail 2, transforming frequency of rail services, journey times, journey quality and connectivity benefits to the area;</u> • improved access to local railway stations; • new and/or improved bus routes; and • <u>Highway improvements to address congestion and poor air quality.</u> <p>• a new link between the A1055 and the A121 to connect to junction 26 of the M25 mitigating the impact of the scheme in Rammey Marsh as much as possible. This has the potential to significantly improve access onto the M25 and beyond from key industrial areas, and direct heavy vehicles away from residential areas.</p>
MM4	41	Chapter 2 Area Context and Opportunities Para 2.9.8	<p>Transport and movement: Key transport and movement opportunities for the AAP are to:</p> <ul style="list-style-type: none"> • encourage a shift away from the private car to more sustainable modes of transport, including buses, trains, walking and cycling through the NGAP project. To make this shift happen, the following initiatives are required: <ul style="list-style-type: none"> - increasing the frequency of trains through the West Anglia Mainline enhancement project; - <u>explore the potential impacts and benefits of Crossrail 2 supporting the delivery of Crossrail 2 and working with stakeholders to explore the impacts, benefits and opportunities it will bring;</u> - improving bus services by increasing the frequency of existing routes and, where possible, introducing new

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			<p>routes;</p> <ul style="list-style-type: none"> - enhancing existing cycle routes and providing new ones that link key destinations such as local centres, employment areas and schools; and - improving the public realm so that the pedestrian experience is more pleasant. This is especially important for the local centres and around stations, where pedestrian activity is focused. <ul style="list-style-type: none"> • in undertaking public realm and cycle route improvements, enhance the arrival and movement experience through the area, creating distinct and memorable gateways and making journeys to and through neighbourhoods understandable; and • ensure that improvements options to transport form part of a coordinated strategy.7 bringing together restraint measures to limit general traffic growth with improvement to public transport, walking and cycling, and - where necessary - improvements to roads: such as a new a new link between the A1055 and the A121 to connect to junction 26 of the M25 (the Northern Gateway Access Route).
MM5	42	Chapter 3 Vision and Objectives 3.1	<p>Transforming transport to and within the area by:</p> <ul style="list-style-type: none"> • bringing forward a comprehensive package of projects to improve transport by all modes (the Northern Gateway Access Package, or NGAP); including a new link between Mollison Avenue and Meridian Way (the Northern Gateway Access Route, or NGAR); • as part of NGAP, significantly increasing train frequencies on the eastern rail corridor through the West Anglia Mainline Enhancement project to increase to 3-4 tracks; • explore the potential impacts and benefits of Crossrail 2 <u>supporting the delivery of Crossrail 2 and working with stakeholders to explore the impacts, benefits and opportunities it will bring;</u> • implementing a connected network of new and improved pedestrian and cycle routes that enhance east-west connections in particular; and • improving bus reliability, frequency and extending routes so that the bus becomes a genuinely attractive form of transport.

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
MM6	43	Chapter 3 Vision and Objectives Figure 3.1	Delete reference and annotation for Potential Northern Gateway Access Road (NGAR) Add reference and annotation for <u>Crossrail 2 – Potential Regional Route</u>
MM7	45	Chapter 3 Vision and Objectives Objective 5 3.2.6 – Bullet 6	<ul style="list-style-type: none"> support the provision of transport infrastructure with an emphasis on sustainable transport, which increases accessibility and navigation. Of particular emphasis will be strong support for improvements to rail infrastructure and the feasibility of the West Anglia Mainline Enhancement Project of the West Anglia mainline, <u>and explore highway improvements to address congestion and poor air quality</u> the feasibility of direct access to the M25 as part of the overall NGAP <u>potential</u> package of projects;
MM8	50	Chapter 4 Movement 4.3.2	<p>NGAP will include: <u>Through the detailed technical assessment of NGAP, an sequential incremental approach will be taken to the consideration selection of options, starting with measures to encourage a shift towards non-car modes, then local traffic management measures, and finally upgrading the additional highway network infrastructure. This will bring together a range of transport improvement options that may potentially include:</u></p> <ul style="list-style-type: none"> a package of restraint measures to limit general traffic growth and discourage car trips towards central London; the West Anglia Mainline Enhancement project, along with measures to retain and improve local connectivity for pedestrians, cyclists, buses and local car journeys; <u>Crossrail 2, transforming frequency of rail services, journey times, journey quality and connectivity benefits to the area;</u> improved access to local railway stations; new and/or improved bus routes; and <u>Highway improvements to address congestion and poor air quality.</u> a new link between the A1055 and the A121 to connect to junction 26 of the M25, mitigating the impact of the scheme in Ramney Marsh as much as possible. This has the potential to significantly improve access onto the M25 and beyond from key industrial areas, and direct heavy vehicles

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			away from residential areas. The link is known as the Northern Gateway Access Route (NGAR) .
MM9	51	Chapter 4 Movement Figure 4.1	Title - FIGURE 4.1: POTENTIAL MAJOR INFRASTRUCTURE PROJECTS AS PART OF NGAP Delete reference and annotation for Potential Northern Gateway Access Road (NGAR) Add reference and annotation for <u>Crossrail 2 – Potential Regional Route</u>
MM10	53	Chapter 4 Movement Figure 4.2	Delete reference and annotation for Potential Northern Gateway Access Road (NGAR) Add reference and annotation for <u>Crossrail 2 – Potential Regional Route</u>
MM11	55	Chapter 4 Movement	Policy 4.5 Turkey Street – Ordnance Road – Enfield Lock- Lee Valley Park Pedestrian and Cycle Route Once the level crossings at Enfield Lock Station is closed, <u>Prior to any closure of the level crossing at Enfield Lock Station,</u> the Council will develop a scheme for improving this route for <u>vehicles,</u> pedestrians and cyclists. ..."
MM12	80	Chapter 6 – Employment and Retail Parks – Policy 6.1 – Part B	Part B: New industrial development or redevelopment will be permitted within the industrial areas identified as SIL and LSIS on Figure 6.1 of this AAP. Proposals for new industrial development or redevelopment will be required to contribute to improvements towards access and environmental quality of the estate. Where appropriate, <u>and having regard to viability and the operational requirements,</u> proposals should: <ul style="list-style-type: none"> • provide efficient car parking layouts that direct car users away from parking on the street; • ensure building frontages positively address public streets;

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
	81	Chapter 6 – Employment and Retail Parks – Figure 6.2	<ul style="list-style-type: none"> • improve circulation on internal estate roads where development is of sufficient scale to enable this to happen; and • provide good quality public realm and, where appropriate, planting to support the biodiversity of the area. <p>BRIMSDOWN INDUSTRIAL ESTATE</p> <p>Comprehensive redevelopment of parts of the Brimsdown Industrial Estate has the potential to raise the quality of the area and provide modern large floorplate accommodation. Comprehensive site rationalisation will be supported subject to plans meeting other planning policies. Opportunities for new cycle routes that would collectively provide a connected network that would improve access to the Brimsdown Estate for employees will be encouraged. <u>Routes shall have regard to the operational requirements of business and the need to ensure cyclist safety.</u></p> <p>Redevelopment of existing buildings or new development adjacent to those routes identified as a gap in an existing route or an opportunity for a new cycle route shall ensure that:</p> <ul style="list-style-type: none"> • the layout of the proposed development provides for the cycle route within the public realm; and • the design of the buildings ensures that frontages positively address the public realm within which the cycle route is located. <p><i>Figure 6.2: Brimsdown Key Routes - Key to be amended as follows:</i></p> <p>Gap in Existing Route <u>(Alignment is indicative)</u> Opportunity for New Cycle Route <u>(Alignment is indicative)</u></p>
MM13	88	Chapter 8 Green Network and Food Growing – 8.1	<p>North East Enfield has some excellent open spaces, not least the Lee Valley Regional Park <u>and Waterways.</u> But it also has some shortfalls. This section sets out policies to improve green spaces in the area, provide new elements to connect the green network together</p>

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
	90	Chapter 8 – Green Network and Food Growing - Policy 8.3	<p>and support local food growing.</p> <p>8.1 Introduction</p> <p>8.1.1 The overall policy approach is to ensure that there is a network of well-connected open spaces within North East Enfield, providing a mix of different spaces and facilities for all age groups. The Lee Valley Regional Park <u>and Waterways, an important natural asset to the area</u> will serve local and regional needs. Smaller local and pocket parks and children's play areas, integrated into residential areas and neighbourhood centres, will serve local needs. This will be achieved by:</p> <ul style="list-style-type: none"> • improving existing open spaces; • requiring new open space within new developments; • joining green spaces together to create a connected green network; • creating better links to the Lee Valley Regional Park <u>in accordance with Core Strategy Policy 35 - Lee Valley Regional Park and Waterways and the Lee Valley Regional Park Development Framework – Area 5 Proposals</u>; and • re-introducing market gardening to the area. <p><i>Policy 8.3 to be amended as follows:</i></p>
	93	Chapter 8 - Green Network and Food Growing – Figure 8.2	<p>The Council will develop a strategy to create a series of east-west strategic green corridors connecting existing spaces <u>and the River Lee Navigation</u> together as set out in Figure 8.2. These corridors will be designed to reflect the character of the neighbourhoods through which they pass and will therefore change character along their length. Schemes should include new native planting and, where appropriate, water features, ecological habitats, <u>softening hard edges</u> and so on. Where new development forms part of or is immediately adjacent to a strategic green corridor, the Council will require the development to incorporate appropriate landscape elements to support the overall corridor.</p> <p>Strategic Green Corridors annotation to reflect improvements to the River Lee Navigation Tow</p>

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			Path
MM14	128	Chapter 12 – Ponders End Waterfront – Policy 12.1	<p>This is a major opportunity for employment-led mixed-use development that connects the waterfront back to the wider NEE area, creating a distinctive place and a valuable leisure resource for local people. Key principles include:</p> <ul style="list-style-type: none"> • redevelop the area for an employment-led mix of uses in high quality new buildings that collectively create a <u>that respond to the historic character of the area and waterfront setting to enhance this</u> distinctive quarter within the NEE area; • <u>seek opportunities to enhance the Ponders End Flour Mills Conservation Area and the setting of listed buildings;</u> • ensure that active building frontages overlook the waterways and streets and spaces within the development; • provide a pedestrian / cycle route along the waterways; • create views through the development to the water and to the reservoir embankments beyond;
MM15	128	Chapter 12 – Ponders End Waterfront – Policy 12.1	<p>This is a major opportunity for employment-led mixed-use development that connects the waterfront back to the wider NEE area, creating a distinctive place and a valuable leisure resource for local people. Key principles include:</p> <ul style="list-style-type: none"> • redevelop the area for an employment-led mix of uses in high quality new buildings collectively create a that respond to the historic character of the area and waterfront setting to enhance this distinctive quarter within the NEE area; • seek opportunities to enhance the Ponders End Flour Mills Conservation Area and the setting of listed buildings; • ensure that, <u>where possible, having regard to viability and operational requirements,</u> active building frontages overlook the waterways and streets and spaces within the development;

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			<ul style="list-style-type: none"> • provide a pedestrian / cycle route along the waterways; • create views through the development to the water and to the reservoir embankments beyond;
MM16	128	Chapter 12 – Ponders End Waterfront – Figure 12.2/Key	<p><u>Illustrative</u> Active Building Frontages</p> <p>Key <u>Illustrative</u> Views Protected and Enhanced</p> <p>New extension to existing key route (<u>Alignment is illustrative</u>)</p>
MM17	136	Chapter 14 - Enfield Wash Local Centre Policy 14.2	<p>Policy 14.2: Redevelopment of Co-operative Site</p> <p>The redevelopment of the Co-operative store and - if possible - adjoining land for mixed-use, retail-led development will be supported. Any redevelopment should:</p> <ul style="list-style-type: none"> • create a strong, positive <u>A1</u> retail frontage to Hertford Road; • <u>incorporate a range of other uses, which may include residential, offices and community uses;</u> • design the corner at Unity Road / Hertford Road to act as a distinctive gateway feature to Enfield Wash from the north; • relate the new development sensitively to existing residential dwellings on Unity Road and on the recently developed Dairy Close site to the west; and • incorporate shoppers' car parking.
MM18	149	Chapter 18 - Enfield Lock Conservation Area Para 18.1.3	<p>18.1.3 Figure 18.1 overleaf sets out the key issues affecting the Conservation Area and these include:</p> <ul style="list-style-type: none"> • the strong linear form of the Lee Navigation and the listed terrace known as Government Row form one of the most memorable parts of the Conservation Area; • the lock itself forms the heart of the area. However, the derelict Rifles public house nearby detracts from the area. The site has planning permission for redevelopment as residential; • <u>the area is subject to the risk of flooding.</u>

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			<p><u>Any future development will need to address the flood risk in line with higher level policy requirements;</u></p> <ul style="list-style-type: none"> • the pedestrian / cycle route
MM19	150	Chapter 18 - Enfield Lock Conservation Area Fig 18.1	<u>Add flood risk area to plan and add to key.</u>
MM20	153	Chapter 19 - Brimsdown Station Area Section 19.1	<p>19.1.4 Buildings to the east of the railway line are principally large industrial buildings that do not relate well to the street, being setback at odd angles and having blank frontages. The junction to Mollison Avenue is particularly weak, with low quality buildings set well back.</p> <p><u>19.1.5 Land to the east of the railway line is at risk of flooding. Any future development will need to address the flood risk in line with higher level policy requirements.</u></p> <p>19.1.6 If the proposed West Anglia Mainline Enhancements</p> <p>19.1.7 The policies in this chapter</p>
MM21	154	Chapter 19 - Brimsdown Station Area Figure 19.1	<u>Add flood risk area to plan and add to key.</u>
MM22	185	Glossary – NGAP/NGAR	<p>NGAP - Northern Gateway Access Package</p> <p><u>NGAP will coordinate transport improvements across North East Enfield as a whole with the aims of:</u></p> <ul style="list-style-type: none"> • <u>improving connectivity by all modes for existing businesses and residents;</u> • <u>enhancing Brimsdown and other parts of North East Enfield as a place to do business;</u> • <u>addressing existing transport impacts, including severance, congestion and poor air quality; and</u>

MM	Page	Chapter, Section, Policy, Paragraph, Diagram, Table, Figure	Main Modification
			<p><u>• ensuring that the necessary transport infrastructure is in place (including pedestrian and cycle infrastructure) to support planned population and employment growth in North East Enfield and the wider Upper Lee Valley.</u></p> <p>NGAP is a multi-modal access package of options that is planned to incorporate a variety of potential improvement to transport, including: enhancements to the West Anglia Mainline; exploring the potential impacts and benefits of Crossrail 2, transforming frequency of rail services to the area; improved access to local Railway Stations; new or improved bus routes; a package of restraint measures to limit general traffic growth; and improved highway connections between A1055 Mollison Avenue and the M25. a new link between the A1055 and the A121 to connect to junction 26 of the M25 new vehicle link (NGAR) proposed between the M25 and Mollison Avenue.</p> <p>NGAR Northern Gateway Access Road</p> <p>NGAR is part of NGAP, and is planned to provide a new road linkage between Bullsmoor Lane/Mollison Avenue (A1055) connecting to Junction 25 of the M25.</p>

MUNICIPAL YEAR 2016/2017 REPORT NO. 17

MEETING TITLE AND DATE:

Council – 8th June 2016

REPORT OF:Director of Finance Resources &
Customer Services

Agenda – Part: 1	Item: 9
Subject: Reference from Members & Democratic Services Group: Review of Council Procedure Rules	
Cabinet & Other Members consulted: n/a	

Contact: Asmat Hussain (020 8379 6438)

E mail: Asmat.Hussain@enfield.gov.uk**1. EXECUTIVE SUMMARY**

- 1.1 This report details the outcome of a review of the structure and operation of full Council meetings and associated changes recommended to the Council Procedure Rules (CPRs), which has been undertaken by Member & Democratic Services Group (MDSG).
- 1.2 The review has been focussed around the way in which Council meetings can be more effectively managed in order to make proceedings clearer and more relevant to members of the public and press.
- 1.3 This report outlines the key areas of focus under the review and changes to the CPRs, for formal consideration and adoption within the Constitution by Council. The proposed changes have been detailed in tracked format within the amended CPRs attached as Appendix 1.

2. RECOMMENDATIONS

Council is asked to consider and formally approve, for inclusion as part of the Constitution, the changes proposed to the CPRs, as set out in Appendix 1 of the report which will apply from the next (July 16) Council meeting onwards.

3. BACKGROUND

- 3.1 The review undertaken by MDSG commenced in February 2015, with members keen to consider how full Council meetings were currently structured and were operating in practice. The aim behind the review was to look at ways in which Council meetings could be made more effective, both in terms of how business was conducted and how proceedings could better engage both the public and press.
- 3.2 As a starting point, MDSG identified a number of key roles for the full Council meeting, which were highlighted as follows:
- (a) To celebrate civic life e.g. Mayoral announcements, presentations, Mayor Making and Freedom of the Borough ceremonies.
 - (b) To take major decisions and deal with those issues reserved by law to full Council.
 - (c) To hold the Executive to account.
 - (d) To provide information to the public and councillors on major developments/issues impacting on the borough; and
 - (e) To express a collective view as a Council, representing the local community within Enfield.
- 3.3 In terms of the scope for the review, Members were keen to focus on the following areas:
- (a) How Council meetings could be made more accessible to the public and press, recognising the difficulty in following procedures around debates.
 - (b) How the quality and structure of debates, motions and questions could be improved in order to open up the meeting whilst also ensuring proper accountability in terms of the way that the Executive could be held to account.
 - (c) The current role and operation of Council Questions and Motions and need to ensure that the Opposition, in terms of holding the Executive to account, were also seen to be acting responsibly.
 - (d) The need to maintain the ability during debates at Council to be able to articulate differing political views on local issues of concern, which was seen as a valuable and legitimate democratic role for Council.

- 3.4 MDSG has, over the course of its review considered a number of proposed changes to the way in which Council meetings could be more effectively structured and business conducted. A series of updated CPRs have been presented to the Group for review which have been subject to consultation with both political groups.
- 3.5 The final package of measures was presented to MDSG on 21 April 2016 and as a result of the discussions at that meeting it was agreed the proposed changes should be referred to Council for formal consideration.
- 3.6 Key points in the revised proposals are noted below:
1. There will be a strictly timed agenda (on the understanding that a motion to adjust the timings can be moved during the meeting). The Administration will set out the agenda timings when the agenda is published (having consulted the opposition).
 2. There will be tighter time limits on speeches. These will be 5 minutes first speakers, 3 minutes others, 2 minute right of reply, in order to allow as many members to speak as possible.
 3. To tighten the timetable for questions and responses so they are as up to date as possible. Questions will have to be in by noon 9 calendar days before the meeting and answers will be published on the working day before the meeting.
 4. There shall be a limit of 20 questions per party group and one question each for independent councillors
- 3.7 Whilst it has been possible to achieve consensus between the political groups on a significant proportion of the proposed changes, the Leader of the Opposition has advised that his group remain keen to see Council Questions moved up the order of business so they are taken as one of the first items on future Council agendas. MDSG noted that this had not been accepted by the Majority Group, on the basis that the Mayor could, if felt necessary, agree to move questions up the agenda at specific meetings. The Majority Group did not feel this process needed to be formalised for all meetings and the package of changes has therefore been referred on to Council for consideration on this basis.
- 3.8 Council is now being asked to consider the package of measures identified by MDSG and, if minded, to formally approve the changes to the Council Procedure Rules (as outlined within Appendix 1) for inclusion as part of the Constitution on the basis they will become effective from the July 16 Council meeting onwards.
- 3.9 Subject to any decision made, officers will provide more detailed guidance for members on the practical implementation of the changes agreed.

4. ALTERNATIVE OPTIONS CONSIDERED

Do nothing – MDSG did not feel this was a viable option given the need identified to look at how Council meetings could be made more effective, both in terms of how business was conducted and how proceedings could better engage both the public and press.

5. REASONS FOR RECOMMENDATIONS

To update and amend the CPRs to reflect the outcome of the review undertaken by MDSG and the aim of making full Council meetings more effective and engaging, in terms of how business is conducted.

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

6.1 Financial Implications

None – the changes required to the Constitution and practical implementation of them, along with any further guidance for members will be delivered within existing resources.

6.2 Legal Implications

The changes being proposed to the CPRs are in accordance with the Council's statutory requirements; pursuant to section 37 of the Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (SI 2012/2089).

7. KEY RISKS

The changes being recommended to the way in which full Council will operate have been designed to ensure that future meetings are managed in as effective a way as possible whilst also making proceedings more accessible for key stakeholders such as local residents and the press.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All & Strong Communities

The changes to the CPRs have been designed to increase accessibility and openness in relation to the Council's political management arrangements and way in which full Council functions.

9. EQUALITIES IMPACT IMPLICATIONS

It has not been necessary to carry out an Equalities Impact Assessment in relation to this proposal.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

The changes introduced to the Council's governance and decision making procedures have been designed to assist the Council in managing its business in as efficient and effective a way as possible.

11. PUBLIC HEALTH IMPLICATIONS

There are no specific public health implications arising from the proposals within this report.

Background Papers

None

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Part 4

Rules of Procedure

Chapter 4.1 - Rules of Procedure

4.1 COUNCIL PROCEDURE RULES

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1. ANNUAL MEETING OF THE COUNCIL

1.1 Timing and Business

In a year when there is an ordinary election of councillors, the annual meeting will take place within 21 days of the retirement of the outgoing councillors. In any other year, the annual meeting will take place in May.

The annual meeting will:

- (a) elect a person to preside if the Mayor or Deputy Mayor of Council are not present;
- (b) elect the Mayor of Council;
- (c) elect the Deputy Mayor of Council;
- (d) approve the minutes of the last meeting;
- (e) receive any announcements from the Mayor or chair of the meeting;
- (f) note the decision of the Leader as to the number of Members of the Executive; who he or she has appointed to those roles; the scope of their respective portfolios and the terms of delegation to them and Officers;
- (g) appoint at least one Overview and Scrutiny Committee, a Councillor Conduct Committee and such other bodies as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions;
- (h) agree the scheme of delegation;
- (i) approve a programme of ordinary meetings of the Council for the year;
- (j) consider any urgent business set out in the notice convening requiring consideration at the meeting; and
- (k) agree the calendar for Council bodies for the year.

1.2 Selection of Councillors on Committees and Outside Bodies

At the Annual Meeting, the Council meeting will:

- (i) decide which member level bodies to establish for the municipal year;
- (ii) decide the size and terms of reference for those bodies;
- (iii) decide the allocation of seats to political groups in accordance with the political balance rules;
- (iv) receive nominations of councillors to serve on each council and outside body; and
- (v) appoint to those council bodies and outside bodies except where appointment to those bodies has been delegated by the Council or is exercisable only by the executive.

1.3 Role of Annual Council Meeting when there has been an ordinary election

At the first annual meeting after an ordinary election of Councillors the following shall apply in addition to the above:

- (i) elect a Leader to serve for a four-year term or until the next annual meeting after ordinary whole Council elections;
- (ii) note the appointment by the Leader of his or her Deputy Leader to serve for the four-year term;
- (iii) note the Leader's decision as to the number of executive Members, their respective functions and any other executive changes the Leader may have made.

1.4

~~If such a resolution is passed the Council should elect a new Leader at the same meeting, otherwise the Deputy Leader is to act in his place until such time as a new Leader can be elected~~

2. ORDINARY MEETINGS

2.1 Frequency of Council Meetings

Ordinary meetings of the Council will take place in accordance with the calendar decided at the Council's annual meeting.

2.2 Order of Business

The order of business at ordinary meetings of the Council will be as follows:

- (a) elect a person to preside if the Mayor and Deputy Mayor are not present;
- (b) Mayor's announcements;
- (c) to approve as a correct record and sign the minutes of the last meeting of the Council;
- (d) receive any declarations of interest from members;
- (e) to deal with any business required by statute to be done before any other business;
- (f) to receive and consider any Petitions referred to Council in accordance with Rule 35
- (g) Opposition Business under Rule 15
- (h) to deal with any other business expressly required by statute (not required under (c) above); or specified in the summons including reports from the Executive, Proper Officers, Overview and Scrutiny Committee, Audit Committee, Councillor Conduct Committee or other Joint Bodies & Partners
- (i) to answer questions asked under Rule 10;
- (j) to consider motions; and
- (k) other business, if any, specified in the summons.

Items (a), to (e) above shall not be displaced ~~(except in the case of the Annual General Meeting)~~, but items ~~(d)~~ (f) to (j) above may be varied ~~by~~ in accordance with rule 4 below.

2.3 Removal of Leader

The Leader can be removed by a majority vote of the Council. If such a resolution is passed the Council should elect a new Leader at the same meeting; otherwise the Deputy Leader is to act in his/her place until such time as a new Leader can be elected.

3. EXTRAORDINARY MEETINGS

3.1 Calling Extraordinary Meetings

~~Those listed below may request the Assistant Director, Corporate Governance to call Council meetings in addition to ordinary meetings:~~

An extraordinary meeting may be called at any time by the Mayor. Such a meeting may also be called by:

- (a) the Council by resolution;

The Council may resolve to call an extraordinary meeting to consider issues of importance to the Borough and it may invite any person of relevant experience or knowledge to address the Council meeting on the chosen issue.

- (b) ~~the Mayor of the Council;~~

- (c) ~~the Proper Officer~~ Chief Executive; and

- (d) any five ~~members of the Council~~ councillors if they have signed a requisition presented to the Mayor and ~~he/she~~ the Mayor has refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.

3.2 Business

The business to be carried out at an Extraordinary meeting shall be restricted to those items referred to in the notice convening the meeting, unless the ~~Council~~ Mayor decides otherwise.

4. COUNCIL AGENDA TIMING

- (a) The timings and order of business for items to be considered on the agenda at each Ordinary or Extraordinary Council meeting will be set out in the agenda. This shall be put forward by the Administration, having consulted with the main Opposition Group on the Council and with the Mayor, with a view to reaching consensus on the planning of the meeting.

- (a)(b) The timings and order of business agreed will be adhered to during the Council meeting. However if, during the meeting, the Mayor agrees that amendment of the timings or the order of business is justified, a motion to vary them may be put to the meeting in accordance with Rules 9.2, 13(m) and 14.10(c). Such a motion shall specify how the remainder of the business is to be

dealt with and may include an extension of the meeting under rule 9.3.

5. TIME AND PLACE OF MEETINGS

The time and place of meetings will be determined by the Monitoring Officer and notified in the summons.

6. NOTICE OF AND SUMMONS TO MEETINGS

The Monitoring Officer will give notice to the public of the time and place of any meeting in accordance with the Access to Information Rules. At least five clear working days before a meeting, the Monitoring Officer will ~~send~~issue a summons signed by him or her to every ~~member of~~councillor. The summons will be issued in electronic format to councillors who have consented to receiving it in this format and will be provided in hard copy to the Council or leave it at their usual place of residence or other agreed place address they have registered for this purpose for those who have not. The summons will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such reports as are available.

7. CHAIR OF MEETING

The person presiding at the meeting may exercise any power or duty of the chair. Where these rules apply to meetings other than full Council, this also includes the chair of those meetings.

8. QUORUM

- (a) The quorum for any meeting of the Council is at least one quarter of the whole number of Members of the Council - that is 16 councillors, based on a current membership of 63 councillors;
- (b) No business will be considered at a meeting of the Council unless there is a quorum present. If during any meeting the Mayor, after counting the number of councillors present, declares that there is not a quorum present, the meeting will be adjourned. Any business not carried out will be adjourned to a time fixed by the Mayor at the time the meeting is adjourned, or, if he or she does not fix a time, to the next ordinary meeting of the Council.

89. DURATION OF COUNCIL MEETINGS & GUILLOTINE PROCEDURE

- 9.1** All council meetings will start at 7.00pm, unless the Mayor decides otherwise. They, and will finish at the time specified in the agenda, which shall not be later than 10.15pm or 3 hours after the completion of Mayor's Announcements, whichever is the later.

9.2 Meetings can be extended under ~~Rule 13(m)~~ for additional periods of no more than 30 minutes each, if agreed by Council, but this should only be in exceptional cases.

9.3 If the business on the agenda has not been completed at the time the Council meeting is due to finish ~~(see above)~~, the following procedure will apply:

Motions and Reports

- (a) Any motions or reports under debate (including any amendments) shall be voted upon without further discussion. Voting shall be by a show of hands and no roll call shall be taken;
- (b) Motions not yet considered will lapse unless referred by the Mayor to another council body. A lapsed motion does not imply consent or dissent by the Council meeting;
- (c) The Mayor shall put reports not yet considered, to the Council all together, without debate, question or comments from the meeting, although points of accuracy or reference on to another body will be permitted, as will a statement by the Leader of the Opposition as to whether they would have voted for or against adoption of the report.

Other Business on Agenda

- (d) The Mayor shall then put to the meeting, in sequence and without debate, each further remaining item of business on the agenda. No procedural or other motion, question, comment or debate shall be permitted. Answers to questions not yet asked will be taken as printed on the agenda papers; and

Nominations to Outside Bodies and Council Memberships

- (e) The Council will be deemed to have agreed memberships of Council bodies (except Cabinet appointments) and nominations to outside organisations in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

10. QUESTIONS

10.1 General

All questions at the Council meeting must relate to the Council's powers or matters that affect the Borough. Questions will be put and answered without debate. The question must specify the relevant councillor who is being asked to respond. In the case

of any doubt the Monitoring Officer, in consultation with the Mayor, will decide the appropriate councillor to respond.

10.2 Questions from Councillors

(a) Questions requiring a written response

~~Any~~ ~~c~~Councillors may ask ~~a~~ questions at ~~a~~ ~~each~~ Council meeting, ~~which may be directed to the Leader, a Cabinet Member, Associate Cabinet Member, Overview and Scrutiny/Scrutiny Workstream Chair or Statutory Committee Chair.~~

Councillors can ~~also ask direct their questions of~~ to a councillor serving on the following outside bodies: -

- London Councils
- Lee Valley Regional Park Authority
- Local Government Association ~~General Assembly~~
- North London Waste Authority
- ~~• London Fire and Emergency Planning Authority~~
- Enfield Strategic Partnership

This list will be kept under review by the Monitoring Officer and Party Whips.

The shall be a limit of 20 questions per party group and one question each for independent councillors

Questions must be submitted in writing to the Monitoring Officer by noon ~~15-9~~ calendar days prior to the meeting in question. This should include both the name of the councillor asking the question and the councillor to whom it is addressed. ~~30 minutes will be set aside at each meeting for such questions, although the Council may agree to extend this time, subject to this being moved and seconded and the duration of the proposed extension being stated at the time. In addition, 15 minutes be allocated to questions asked of councillors serving on outside bodies. If there are no questions to outside body representatives this extra 15 minutes will not be required.~~

~~If a councillor who has submitted a question is unable to be present, the Mayor will take it as printed on the agenda.~~

All answers to questions will be in writing and will be ~~included on the agenda for~~ published online and circulated to members via email by during the working day before the relevant meeting. Questions to Cabinet Members will be listed first on Council agendas. One supplementary question will be allowed, ~~which but this~~ must relate to the subject matter of the written question.

The answer to a supplementary question should preferably be given orally at the meeting. Written responses will be permitted if research is required, or the information is not immediately available, and should be circulated to all members via email within 12 working days of the Council meeting.

If the councillor to whom the question has been ~~asked~~addressed is not present at the council meeting, another councillor may answer any supplementary question in his/her place. If the councillor asking the question is absent, he/she may nominate another councillor to ask a supplementary question.

(b) Urgent Questions by Councillors

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

Such questions shall, if possible, be delivered in writing to the Monitoring Officer by no later than 12 noon on the day ~~of~~before the meeting.

An urgent issue is one which could not reasonably have been foreseen or anticipated prior to the deadline for the submission of questions and which needs to be considered before the next meeting of the Council. Submission of urgent questions to Council requires the councillor when submitting the question to specify why the issue could not have been reasonably foreseen prior to the deadline and why it has to be considered before the next meeting. ~~A supplementary question will not be allowed.~~

One supplementary question for oral response at the meeting will be allowed.

11. MOTIONS WITH NOTICE

11.1 Every motion shall relate to the Council's powers or duties or an issue that affects the Borough. With the exception of those Motions which may not be moved without notice (rule 13) under Paragraph 11, notice of each Motion shall be in writing ~~and signed by the councillor(s) giving the notice.~~ The notice shall be delivered to the Monitoring Officer at the latest ~~(12 by noon)~~ 12 calendar days prior to the Council meeting. Where a Group submits more than one motion at any one time, it shall indicate the order in which it wishes them to be considered.

11.2 On receipt of a notice of motion, the Monitoring Officer shall arrange for it to be dated, and numbered in the order of receipt ~~and entered in a book.~~ A record of these Motions will be kept by

the Monitoring Officer, which shall be open to inspection by every councillor.

- 11.3 The Monitoring Officer shall set out in the summons for every meeting ~~(other than an extraordinary meeting)~~ all motions of which notice has been given, in the order in which they have been received, unless the councillor concerned stated in writing, when giving it, that he or she proposes to move it at some later meeting, or has since withdrawn it in writing.
- 11.4 If a motion set out in the summons is not moved and seconded, either by a councillor who gave the notice or by some other councillor, it shall, unless postponed by consent of the Council, be treated as withdrawn and shall not be moved without fresh notice.
- 11.5 If the subject matter of any motion set out in the summons comes within the provinceremit of any appropriate Council body it shall, upon being moved and seconded formally without supporting speeches, stand referred without discussion to such body. The Mayor however may allow the motion to be dealt with at the Council meeting at which it is moved, if he/she feels it is more convenient and conducive to the dispatch of business.

11.6 **EmergencyUrgent Motions**

Any councillor may move an emergencyurgent motion relating to an urgent matterissue immediately prior to the commencement of Motions. The subject matter should relate to an issue to which the Council has powers or duties or which affects the Borough.

Any councillor intending to propose such a motion shall, if possible, deliver the text to the Monitoring Officer not later than 12 noon on the day ~~of~~before the meeting. The motion shall not be debated unless it is seconded and the Mayor agrees that it involves an urgent issue of which notice under paragraph ~~40.111~~ of this Constitution could not reasonably have been given. An urgent issue is defined as one which could not reasonably have been foreseen or anticipated prior to the deadline for the submission of Motions and that it cannot await which needs to be considered before the next meeting of the Council (see paragraph 9.2(b) for definition of an urgent issue).

12. REPORTS TO THE COUNCIL

- 12.1 The Council will receive reports from a variety of sources:
- Cabinet - Individually and collectively
 - Proper Officers
 - Councillor Conduct Committee
 - Audit Committee
 - Overview and Scrutiny Committee

- Reports/Presentations by external agencies on matters considered to be important to Borough residents and or specific communities of interest.

12.2 All reports shall comply with the Council's current requirements for the preparation of reports.

12.3 All reports will have officer advice stated fully and clearly in the reports before the Council. Councillors will lead debate in Council meetings and will address themselves to other councillors through the Mayor. Relevant councillors will be responsible for their recommendations to Council and for ensuring that necessary action flows from Council decisions.

12.4 Reports to the Council will be moved and seconded. The mover of a report and the first speaker for the Opposition may speak for 5 minutes. No subsequent speech may exceed 3 minutes without the consent of the Mayor. The mover of the report will have a right of reply at the end of the debate immediately before the report is put to the vote. A maximum of 2 minutes is to be allowed for the right of reply.

12.5 As an exception to the above rule the Leader of the Council (or a nominated representative) may speak for a total of 10 minutes when moving the budget setting report. The Leader of the Opposition (or a nominated representative) will also be allowed 10 minutes to respond following the budget setting report having been moved and seconded. Normal rules will then apply for the remainder of the debate.

12.6 On any new matters presented to Council by the public and any partner organisation, the Council will reserve its position subject to adequate consideration and advice from the Cabinet, the Overview and Scrutiny Committee, and relevant officer(s).

13. MOTIONS WITHOUT NOTICE

The following motions may be moved without notice:

- (a) to appoint a chair of the meeting at which the motion is moved;
- (b) in relation to the accuracy of the minutes;
- (c) to change the order of business in the agenda;
- (d) to refer to the Cabinet, a committee/sub-committee/panel of the Council or to an external body;

- (e) to appoint a council body or member arising from an item on the agenda for the meeting;
- (f) to receive reports or adoption of recommendations of council bodies or officers and any resolutions following from them;
- (g) to withdraw a motion (open only to the mover of the motion, or any other councillor authorised to do so on his/her behalf. This must be then agreed by the Council, without discussion, and the seconder, if seconded at the time of the request);
- (h) to amend a motion, subject to rule 14.7;
- (i) to proceed to the next business;
- (j) that the question be now put;
- (k) to adjourn a debate;
- (l) to adjourn a meeting;
- (m) that the meeting continue beyond 10.15pm (to vary the timings set out in the agenda, to allow further time for debate on an item or 3 hours after the completion order of Mayor's announcements whichever is business under rule 4; or to extend the later); the meeting under rule 9.2;
- (n) to suspend a particular council procedure rule;
- (o) to exclude the public and press in accordance with the Access to Information Rules;
- (p) to not hear further a councillor named under paragraph 21.3 or to exclude them from the meeting under paragraph 21.4; and
- (q) to give the consent of the Council where its consent is required by this Constitution.

14. RULES OF DEBATE

14.1 The Mayor, subject to these rules, shall call any councillor to speak who has indicated his or her wish to do so, providing this is compatible with the agenda timing.

14.2 **No speeches until motion seconded**

No speeches may be made until a motion has been moved and seconded.

14.3 Right to require motion in writing

Unless notice of the motion has already been given, the Mayor may require it to be written down and handed to him/her before it is discussed.

14.4 Secunder's speech

When seconding a motion or amendment, a councillor may reserve their speech until later in the debate.

14.5 Content / length of speeches and Speakers

~~Speeches must be directed to the question under discussion, or to a personal explanation or point of order. No speech may exceed 5 minutes without the consent of the Mayor. As an exception, the mover of a motion (other than to receive or adopt reports of the Cabinet, a Committee/Sub-Committee or Panel or appropriate officer) may speak for 15 minutes in total, with an option of 5 or 10 minutes for proposing the motion and 5 or 10 minutes in exercising the right of reply. There should be no variations allowed between these two options. A maximum of 10 minutes should be allowed at any one period.~~

The mover of a Motion and the first speaker for the Opposition in response may speak for 5 minutes. No subsequent speech may exceed 3 minutes without the consent of the Mayor. Speeches exercising the right of reply will be limited to 2 minutes.

When the time allotted for the debate on an item is within 5 minutes of its end, the Mayor shall invite (subject to no extension of time having been sought) the mover of the motion and of any amendments to exercise their right of reply prior to the question(s) being put to the meeting.

14.6 When a member may speak again

A councillor who has spoken on a motion may not speak again whilst it is the subject of debate, except:

- ~~(a) to speak once on an amendment moved by another member;~~
- ~~(b) to move (a further amendment if the motion has been amended since he/she last spoke;~~
- ~~(c) if his/her first speech was on an amendment moved by another member, to speak on the main issue (whether or not the amendment on which he/she spoke was carried);~~

- (d) in exercise of a right of reply and to sum up at the end of a debate;
- (e) on a point of order; ~~and~~
- (a) by way of personal explanation;
- (b) In instances where an independent ~~member~~ person presents a report to Council, they will also have the right to contribute to the discussion.

14.7 Amendments to motions, reports or other business

- (a) An amendment ~~to a motion~~ must be relevant to the motion, report or other business being considered and will either be:
 - (i) to refer the matter to an appropriate body or individual for consideration or reconsideration;
 - (ii) to leave out words;
 - (iii) to leave out words and insert or add others; or
 - (iv) to insert or add words.

as long as the effect of (ii) to (iv) is not to negate the motion or recommendation being considered.

- ~~(b) Only one amendment may be moved and discussed at any one time. However, the Mayor may permit two or more amendments to be discussed (but not voted on) together if circumstances suggest that this would assist the Council's business. No further amendment may be moved until the amendment under discussion has been disposed of.~~

(b) The text of any amendment shall, normally, be delivered in writing to the Monitoring Officer no later than 12 noon the day before the relevant meeting.

- (c) The substantive motion or recommendations must be moved and seconded before any amendment can be ~~proposed~~ formally proposed. Amendments will be moved and seconded immediately following the substantive motion, report or other business having been moved and seconded. The Mayor will, however, have the discretion to accept additional amendments moved and seconded during the debate which relate to matters highlighted during the debate on that item at the meeting. If an

amendment is moved during a debate the Mayor may request a short break in order to allow time for consideration of a suitable form of wording and provision of any advice required to Members.

- (d) ~~If an amendment is not carried, other amendments to~~There will then follow a single debate on the original motion may be, report or other item of business and any amendment(s) moved
and seconded. The debate will finish with the right of reply for the mover(s) of any
- ~~(e) If an amendment is carried, the motion as amended takes the place(s) and of the original motion, report or other item of business (2 minutes each).~~
- ~~(e) This becomes~~The amendment(s) will then be voted upon, followed by the substantive motion to which any, report or other items of business (amended or not) without further amendments are moveddebate.
- ~~(f) After~~If an amendment has been is carried, the motion, report or other item of business as so amended takes the place of the original motion, or recommendation(s) in the report or other item of business. The Mayor will then read out the amended motion, recommendation(s) in the report or other item of business before accepting any further amendments, or if there are none, it is put it to the vote as the substantive motion. or recommendation..

14.8 Alteration of motion

- (a) A councillor may alter a motion of which he/she has given notice with the consent of the meeting. The meeting's consent will be signified without discussion.
- (b) A councillor may alter a motion which he/she has moved without notice with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion.
- (c) Only alterations which could be made as an amendment may be made.

14.9 Withdrawal of motion

A councillor may withdraw a motion which he/she has moved with the consent of both the meeting and the seconder. This consent will be signified without discussion. No councillor may speak on the motion after the mover has asked permission to withdraw it unless permission is refused.

14.10 Right of reply

- ~~(a) The mover of a motion has a right to reply at the end of the debate immediately before the motion is put to the vote.~~
 - ~~(b) If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment, but may not otherwise speak on it.~~
 - ~~(c) To allow the mover of an amendment to also have a right to sum up. Such speeches to be limited to three minutes.~~
- ~~[Updated: Council 09/11/11]~~

12.11 Motions which may be moved during debate

When a motion, report or other item of business is under debate, no other motion may be moved except the following procedural motions:

- ~~(a) to withdraw a motion or recommendation;~~
- ~~(b) to amend a motion or recommendation;~~
- ~~(c) to amend the timings or the order of business under rule 4 to allow further time for debate;~~
- ~~(d) to proceed to the next business;~~
- ~~(de) that the question be now put;~~
- ~~(e) to adjourn a debate;~~
- ~~(f) to adjourn a debate;~~
- ~~(g) to adjourn the meeting;~~
- ~~(g) that the meeting continue beyond 10.15pm (or 3 hours after the completion of Mayor's announcements, whichever is the later);~~
- ~~(h) to allow further time for debate on the item and to vary the timings set out in the agenda under rule 4; and/or to extend the meeting under rule 9.2;~~
- ~~(i) to exclude the public and press in accordance with the Access to Information Rules; and~~
- ~~(ij) to not hear further a councillor named under Rule 21.3 or to exclude them from the meeting under Rule 21.4.~~

14.11 Closure motions

- ~~(a) A councillor may move, without comment, the following motions at the end of a speech of another councillor:~~

- (i) to proceed to the next business;
 - (ii) that the question be now put;
 - (iii) to adjourn a debate; or
 - (iv) to adjourn a meeting.
- (b) If a motion to proceed to next business is seconded and the Mayor thinks the item has been sufficiently discussed, he or she will then put the procedural motion to the vote.
- (c) If a motion that the question be now put is seconded and the Mayor thinks the item has been sufficiently discussed, he/she will put the procedural motion to the vote. If it is passed he/she will put the motion to the vote.
- (d) If a motion to adjourn the debate or to adjourn the meeting is seconded and the Mayor thinks the item has not been sufficiently discussed and cannot reasonably be so discussed on that occasion, he/she will put the procedural motion to the vote.

~~(c)(a) When the time allotted for the debate on an item is within 5 minutes of its end, the Mayor shall invite (subject to no extension of time having been sought) the mover of the motion and of any amendments to exercise their right of reply prior to the question(s) being put to the meeting.~~

14.12 Point of order

A councillor may only raise a point of order at the end of the speech to which it relates. A point of order may only relate to an alleged breach of these Council Rules of Procedure or the law. The councillor must indicate the rule or law and the way in which he/she considers it has been broken. The councillor's speech will be limited to 1 minute, with any additional time to be agreed at the discretion of the Mayor. The ruling of the Mayor on the matter will be final.

14.13 Personal explanation

A councillor may only make a point of personal explanation at the end of the speech to which it relates. A personal explanation may only relate to some material part of the earlier speech by the councillor, which may appear to have been misunderstood in the present debate. The councillor's speech will be limited to 1 minute, with any additional time to be agreed at the discretion of the Mayor. The ruling of the Mayor on the admissibility of a personal explanation will be final.

15. OPPOSITION BUSINESS

- 15.1 The Council will, at four meetings a year, give time on its agenda to issues raised by the Official Opposition Party (second largest party). This will be at the ~~1st-first normal business meeting (in May/June), and then the 3rd-third (November/September), 4th-fifth (January) and 6th-seventh meetings out of the 7 (March) ordinary meetings programmed each year (, unless otherwise agreed between the political parties).~~ A minimum of 45 minutes will be set aside at each of the four meetings.
- 15.2 All Council meetings will also provide opportunities for all parties and individual members to raise issues either through Question Time, motions or through policy and other debates.
- 15.3 The procedure for the submission and processing of such business is as follows:
- (a) The second largest party shall submit to the Monitoring Officer a topic for discussion no later than 21 calendar days prior to the Council meeting. This is to enable the topic to be fed into the Council agenda planning process and included in the public notice placed in the local press, Council publications, plus other outlets such as the Council's web site.
 - (b) The Monitoring Officer will notify the Mayor, Leader of the Council, the Chief Executive and the relevant Corporate Management Board member(s) of the selected topic(s).
 - (c) Opposition business must relate to the business of the Council, or be in the interests of the local community generally.
 - (d) If requested, briefings on the specific topic(s) identified will be available to the second largest party from the relevant Corporate Management Board member(s) before the Council meeting.
 - (e) No later than 9 calendar days (deadline time 9.00 am) prior to the meeting, the second largest party must provide the Monitoring Officer with an issues paper for inclusion within the Council agenda. This paper should set out the purpose of the business and any recommendations for consideration by Council. The order in which the business will be placed on the agenda will be in accordance with Council Procedure Rule 2.2 relating to the order of business at Council meetings.
 - (f) That Party Leaders meet before each Council meeting at

which Opposition Business was to be discussed, to agree how that debate will be managed at the Council meeting

- (g) The discussion will be subject to the usual rules of debate for Council meetings, except as set out below. The Opposition business will be conducted as follows:
- (i) The debate will be opened by the Leader of the Opposition (or nominated representative) who may speak for no more than 10 minutes.
 - (ii) A nominated councillor from the Majority Group will be given the opportunity to respond, again taking no more than 10 minutes.
 - (iii) The Mayor will then open the discussion to the remainder of the Council. Each councillor may speak for no more than 5 minutes but, with the agreement of the Mayor, may do so more than once in the debate.
 - (iv) At the discretion of the Mayor the debate may take different forms including presentations by members, officers or speakers at the invitation of the second largest party.
 - (v) Where officers are required to make a presentation this shall be confined to background, factual or professional information. All such requests for officer involvement should be made through the Chief Executive or the relevant Director.
 - (vi) The issue paper should contain details of any specific actions or recommendations being put forward for consideration as an outcome of the debate on Opposition Business.
 - (vii) Amendments to the recommendations within the Opposition Business paper may be proposed by the Opposition Group. They must be seconded. The Opposition will state whether the amendment(s) is/are to replace the recommendations within the paper or be an addition to them.
 - (viii) Before the Majority party concludes the debate, the leader of the Opposition will be allowed no more than 5 minutes to sum up the discussion.
 - (ix) The Majority Group will then be given the opportunity to say if, and how, the matter will be progressed.

- (x) If requested by the Leader of the Opposition or a nominated representative, a vote will be taken on whether to approve the Majority Group's response.

16. PREVIOUS DECISIONS AND MOTIONS

16.1 Motion to rescind a previous decision

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least 5 councillors.

16.2 Motion similar to one previously rejected

A motion or amendment in similar terms to one that has been rejected at a meeting of Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least 7 councillors. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.

This rule will also apply to any other business (with the exception of items reserved to Council or which require Council approval under the Constitution Procedure Rules) in the same terms as ones that have been debated at a meeting of the Council in the past 6 months. This will exclude items dealt with under the guillotine or Council Questions.

17. VOTING

17.1 Simple Majority

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those councillors voting and present in the room at the time the question was put.

17.2 Mayor's casting vote

If there are equal numbers of votes for and against, the Mayor will have a second or casting vote. There will be no restriction on how the Mayor chooses to exercise this vote.

17.3 Show of hands

Unless a roll call or recorded vote is demanded under paragraph 15.4, the Mayor will take the vote by show of hands, or if there is no dissent, by the confirmation of the meeting.

17.4 Roll Call

— Before the vote is taken, any councillor may ask for a roll call. That member must be supported by 11 other councillors who show their support by standing in their places. The Mayor shall have discretion to refuse a roll-call if the Mayor considers the request to be abusive or unreasonably to impede the proper discharge of the business of the meeting. The vote shall then be recorded to show how each councillor present cast their vote (or whether they abstained from voting). The Mayor will announce the numerical result as soon as it is known.

17.5 Recorded vote

If 11 councillors present at the meeting demand it, the names for and against the motion or amendment or abstaining from voting will be recorded in the minutes. A request for a recorded vote will override a demand for a roll call.

17.6 Right to require individual vote to be recorded

Where any councillor requests it immediately after the vote is taken, their vote will be recorded in the minutes to show whether they voted for or against the motion or abstained from voting.

17.7 Recorded voting at the budget decision meeting

(a) Immediately after any vote is taken at the Council's Budget Setting Meeting on any decision relating to the making of a calculation there will be recorded in the minutes of that meeting the names of those voting for or against the decision or who abstained from voting.

(b) For the avoidance of doubt; rule 17.7(a) applies to proposed amendments as well as to a substantive motion.

(c) The voting will be recorded as a roll call under rule 17.4 above.

This is a mandatory standing order under the Local Authorities (Standing Orders) Regulations 2001 (as amended) and cannot therefore be suspended or deleted.

17.8 Voting on appointments

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The

process will continue until there is a majority of votes for one person.

18. MINUTES

18.1 Signing the minutes

The Mayor will sign the minutes of the Council meeting at the next suitable meeting. ~~(This does not have to apply if the next meeting is an Extraordinary one.)~~ The Mayor will move that the minutes of the previous meeting be signed as a correct record. Only points of accuracy can be discussed. Any question of accuracy shall be raised by motion, moved without notice. If no such question is raised or, if it is raised, then as soon as it has been disposed of, the Mayor shall sign the minutes.

18.2 No requirement to sign minutes of previous meeting at extraordinary meeting

Where in relation to any meeting, the next meeting for the purpose of signing the minutes is an extraordinary meeting, then the next following meeting (being a meeting called otherwise than under that paragraph) will be treated as a suitable meeting for the purposes of Paragraph 41(1) and (2) of Schedule 12 relating to signing of minutes of the Local Authority (Standing Orders) Regulations 1993.

This is a mandatory standing order under the Local Authorities (Standing Orders) Regulations 1993 and cannot be suspended or deleted.

19. RECORD OF ATTENDANCE

All councillors present during the whole or part of a meeting must sign their names in the attendance book prior to the end of each meeting to assist with the record of attendance.

20. EXCLUSION OF PUBLIC

~~18.1 There may occasionally be confidential or exempt matters to be discussed by the Council. In such circumstances, the principles expressed in the access to information requirements of the Local Government Acts 1972 and 2000 will apply.~~ 20.1 Members of the public and press may only be excluded from the meeting either in accordance with the Access to Information Rules in Part 4 of the Constitution or Procedure Rule 21 (Disturbance by Public). Every effort will be made to have the decisions made in the open part of the meeting with reports being split into open and ~~closed~~ confidential or exempt parts.

- 20.2 The specific reason for excluding the press and public will be set out on the agenda (if in accordance with the Access to Information Procedure Rules) and recorded in the minutes.

21. MEMBERS' CONDUCT

21.1 Disclosable Pecuniary Interests

Any councillor who has a Disclosable Pecuniary Interest in any business being considered at a Council meeting must declare that item and leave the room where the meeting is being held whenever it becomes apparent that the business is being or is about to be considered at that meeting, unless the councillor has obtained a dispensation under the Council's dispensation procedure.

21.2 Standing to speak

When a councillor speaks at full Council they must stand (unless unable to do so) and address the meeting through the Mayor. If more than one councillor stands, the Mayor will ask one to speak and the others must sit. Other councillors must remain seated whilst a member is speaking unless they wish to make a point of order or a point of personal explanation.

When the Mayor stands during a debate, any councillor speaking at the time must stop and sit down. The meeting must be silent.

No councillor shall impute unworthy motives to, or use offensive or unbecoming words about another councillor or be guilty of tedious repetition.

21.3 Councillor not to be heard further

If a councillor persistently disregards the ruling of the Mayor by behaving improperly or offensively or deliberately obstructs business, the Mayor may move that the councillor be not heard further. If seconded, the motion will be voted on without discussion.

21.4 Councillor to leave the meeting

If the councillor continues to behave improperly after such a motion is carried, the Mayor may move that either the councillor leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

21.5 General disturbance

If there is a general disturbance making orderly business impossible, the Mayor may adjourn the meeting for as long as he/she thinks necessary.

22. DISTURBANCE BY MEMBERS OF THE PUBLIC

—22.1 If a group or an individual member(s) of the public interrupts the proceedings at any meeting, the Mayor shall warn the person(s) concerned.

~~20.2~~ ~~If the person continues the interruption continues,~~ the Mayor shall order ~~his or her~~their removal from the meeting room.

22.2 In case of general disturbance in any part of the room open to the public, or of the premises where meeting is being held, the Mayor shall order that part to be cleared. If in the Mayor's view, this is not practicable and it is not possible to continue the meeting in light of the disturbance, he/she may rule that the meeting adjourn and/or that the meeting should be reconvened in a different venue.

23. SUSPENSION AND AMENDMENT OF COUNCIL PROCEDURE RULES

All of these Council Procedure Rules except 17.6, 17.7 and 18.2 may be suspended by motion on notice or without notice if at least one half of ~~the whole number of members of the Council~~all councillors are present. Suspension can only be for the duration of the meeting.

24. APPLICATION TO COMMITTEES AND SUB-COMMITTEES

All of the Council Rules of Procedure apply to meetings of full Council but not to Cabinet meetings. Rules 5-9, ~~11-13-14, 16-18, 20-24, 30-31 and 33~~ (but not Rule ~~21.1~~)22.2 will also apply to meetings of committees and sub-committees.

25. IMPLEMENTATION OF THE COUNCIL'S DECISIONS

All decisions of the Council will be implemented in the usual way on all matters within the Council's remit.

Matters outside the remit of the Council will be taken forward by the Cabinet and the Corporate Management Board who will work with and make the necessary representations to outside bodies. The Council will be kept informed of any significant action arising out of these matters.

26. RECORDS OF COUNCIL DECISIONS

A brief record of the decisions made by the Council will be made public within 2 calendar days of each meeting. The record will be posted on the Council's web site. Minutes of the meetings will be available within 10 calendar days of the meeting.

27. PUBLICISING COUNCIL MEETINGS

The Council meetings will be well publicised and the public encouraged to attend.

~~Issues likely to be of interest to the public will be communicated prior to the meeting through advertisements in the local and Council press, plus the Council's web site.~~

28. APPOINTMENTS TO OUTSIDE BODIES

Where it is within its power, appointments decided by the Council, including those to outside bodies, will be for the duration of one year. The Council will exercise this power subject to the political balance regulations.

Where the Council is required to appoint to an outside body for a period of more than one year, the Council may at any time withdraw its recognition of the appointee as a representative of the Council.

29. PARTY LEADERS

Each party represented on the Council shall notify the Monitoring Officer of the name of the person selected as that party's leader and the names of all other members of that party group.

~~**28. SMOKING AT MEETINGS**~~

~~Smoking is prohibited at any meeting of the Council or at any of its other bodies.~~

~~**29. MOBILE TELEPHONES**~~

~~All mobile telephones and pagers of those present in the Council Chamber shall be switched off for the duration of Council meetings.~~

30. URGENT ACTION

The Leader (or in his or her absence the Deputy Leader) in consultation with the relevant Cabinet member, shall be able to exercise the powers of the Council in any matter of immediate urgency making the prompt exercise of the powers of the Council desirable and which cannot await the next ordinary meeting of the Council. This shall

exclude any matter which the law reserves to the full Council. Decisions made under this provision will be reported to the next meeting of the Council.

31. ~~REPORTS TO THE COUNCIL~~

~~Councillors will lead debate in Council meetings and will address themselves to other councillors through the Mayor. Relevant councillors will be responsible for their recommendations to Council and for ensuring that necessary action flows from Council decisions.~~

~~The Council will receive reports from a variety of sources listed below. All reports will have officer advice stated fully and clearly in the reports before the Council.~~

- ~~• Officers — Corporate Management Board, Chief Executive and individual Directors and other Chief Officers who also report in their own right~~
- ~~• Councillor Conduct Committee~~
- ~~• Audit Committee~~
- ~~• Statutory Reports of the Head of the Paid Service~~
- ~~• Statutory Reports of the Monitoring Officer~~
- ~~• Statutory Reports of the Chief Finance Officer~~

~~All reports will be subject to the current rules of preparation.~~

~~Reports to the Council should be moved and seconded. The mover of a report has a right of reply at the end of the debate immediately before the report is put to the vote. A maximum of 5 minutes is to be allowed for presenting the report and a further 5 minutes for the right of reply.~~

~~(Updated Council 10/11/10)~~

~~On any new matters presented to Council by the public and any partner organisation, the Council will reserve its position subject to adequate consideration and advice from the Cabinet, the Overview and Scrutiny Committee, and relevant officer(s).~~

COUNCIL SEATING PLAN

Councillors will be allocated designated places within the Council Chamber during Council Meetings. This seating plan must be adhered to at all times unless prior agreement is reached with the respective party whip and this is notified to the Mayor and the ~~Assistant Director, Corporate Governance~~Monitoring Officer prior to the meeting.

32 FILMING AT MEETINGS

- (a) The filming and recording of the public sessions of any Council, Cabinet, Committee, Panel or Ward Forum meetings through any audio, visual or written methods will be allowed, providing this does not disturb the conduct of the meeting.

- (b) The Chair of the relevant meeting will have the power to withdraw this permission should it prove necessary due to the nature of the meeting or if the conduct of the meeting is disturbed, for example through flash photography, intrusive camera or lighting equipment or the behaviour of the person filming the meeting.
- (c) Subject to (a) and (b) above, reasonable facilities will be provided for anyone wishing to record or film at a meeting. Whilst notice is not formally required anyone intending to film or record at a meeting is asked to contact the relevant meeting administrator in advance of the meeting, so that the Chair, other councillors and any members of the public present can be informed and the necessary arrangements made.
- (d) All those visually recording a meeting must remain in designated areas within the meeting room and are requested to only focus on recording councillors, officers and the public directly involved in the conduct of the meeting. Should any member of the public participating in the meeting object to being filmed then the Chair will make arrangements for that individual to be excluded from the recording.
- (e) Covert recording/filming at meetings will not be permitted and the person filming will be asked to provide an assurance that (a) recordings will include sound and vision; (b) the original version will be available to the Council on request; and (c) that recordings will not be edited in a misleading way.
- (f) If a meeting passes a motion to exclude the press and public then all rights to record the part of the meeting to which the exemption applies will be removed.

33. PETITIONS

In accordance with the Council's Petition Scheme, if a Petition is received which contains at least 1% of the assessed population figure from the 2011 Census (3,124) as published by the Office of National Statistics it will be referred for debate by the full Council, unless it is a petition asking for a senior council officer to give evidence at a public meeting.

The Head of Scrutiny will advise the petition organiser of the date for full Council and the time allowed for presentation of the petition in addition they will seek to clarify the remedy being sought and advise that a councillor can present the petition on their behalf. A report will then be prepared detailing the subject of the petition and what action the Council and/or partner organisations are being asked to take and arrange for this to be included on an appropriate Council agenda that suits all parties.

The petition organiser will be given 5 minutes to present the petition at the meeting and the petition will then be discussed by councillors for a maximum of 15 minutes. The council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the council executive are required to make the final decision, the council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website

34. INTERPRETATION OF RULES

The ruling of the Mayor as to the construction or application of any of these rules shall not further be challenged at any meeting of the Council.

London Borough of Enfield

Councillor Conduct Committee

Annual Report 2015/16

1. INTRODUCTION

This is the fourth Annual Report of the London Borough of Enfield's Councillor Conduct Committee. It sets out the key issues we have dealt with during the past year and looks ahead to our priorities for 2016/17.

2. MEMBERSHIP

The Councillor Conduct Committee is made up of four councillors (two from each party, including each of the party whips), supported by two independent persons.

Councillors

Councillors: Claire Stewart (Chair), Elaine Hayward (Vice Chair), Joanne Laban, Donald McGowan

Independent Persons

Christine Chamberlain (appointed 30 January 2013 initially for a term of office ending on 30 June 2015). This was extended this year for a further two years to 30 June 2017.

Sarah Jewell (appointed 8 October 2014 for a term of office ending on 8 October 2016).

Officers

The Committee's lead officers were Asmat Hussain (Monitoring Officer and Assistant Director Legal and Governance) and Penelope Williams (Senior Committee Administrator).

3. TERMS OF REFERENCE

The terms of reference of the Councillor Conduct Committee, as set out in the Council's Constitution (see Part 2 – Section 2.7), are

- To deal with policy, complaints against councillors and issues concerning the members' Code of Conduct.
- To promote and maintain high standards of conduct by councillors and all co-opted members.
- To deal with policy, complaints against councillors and issues concerning the members' Code of Conduct.
- To assist councillors and co-opted members to observe their Code of Conduct and all other Codes within the Constitution.
- To monitor the operation of the Councillors' Code of Conduct and report when appropriate to the full Council on the adoption or revision of the Code and all other codes within the Constitution.

- To consider requests for dispensations by councillors, and co-opted members relating to interests set out in the Code of Conduct.
- To discharge such other functions either general or specific as the Council may from time to time allocate to the Committee.

The Committee is ultimately responsible for the promotion and monitoring of high standards of conduct among Enfield councillors.

The Committee last reviewed their terms of reference at their meeting on 16 September 2015 and agreed that no changes were necessary at that time.

4. MEETINGS

The Committee held five meetings during the year: on 16 July 2015, 17 September 2015, 2 December 2015, 21 March 2016.

5. INDEPENDENT PERSONS

The Localism Act 2011 provided that all local authorities had to appoint an Independent Person(s) to assist the Council in promoting and maintaining high standards of conduct amongst its members. Enfield agreed to appoint two Independent Persons.

The main role of an Independent Person is to be available to be consulted on complaints against councillors and ethical governance issues. They provide an independent viewpoint, looking at issues from the point of view of an ordinary member of the public. Our Independent Persons work closely with the Monitoring and Deputy Monitoring Officers, considering whether or not complaints against councillors meet the criteria for investigation, and they are also consulted before a decision is made, on the outcomes of any investigated complaint. On top of this they can offer advice on other standards' matters, including to the member who is subject to an allegation.

Through their work they have developed a sound understanding of the ethical framework, as it operates within the Council and are able to act as advocate and ambassador for the Council in promoting ethical behaviour.

In this report we would like to acknowledge the invaluable support provided by Christine Chamberlain and Sarah Jewell. The independent view and expertise they bring on conduct issues has been much appreciated. Although not members of the Councillor Conduct Committee, they have regularly attended meetings and play an important role in the proceedings. The Monitoring Officer consults one or other of them on all complaints received and they are able to provide considered advice and guidance on complaints and other issues that arise. .

This year both independent persons attended a special training session for independent persons, Christine Chamberlain in December 2015 and Sarah Jewell in January 2016.

Following their training, they recommended that the Council adopt as good practice that they should be invited to any training offered to members on councillor conduct issues, to enable them to offer their views as Independent Persons.

6. THE COMMITTEE'S WORK PROGRAMME – 2015/16

The membership of this year's committee was a continuation of last year's with the exception of one new member (Councillor McGowan): the other members had all previously served on the committee.

It was agreed therefore that, having consolidated knowledge of the council's ethical and standards framework last year, this year the committee would adopt a wider, more ambitious programme.

They decided to review some of the Council's key policies and procedures, those that had a significant impact on ethical and corporate governance matters, many of which had not been reviewed recently.

The main items considered this year are listed below:

6.1 Media Relations for Councillors

- The Committee received a briefing from the Corporate Communications Manager on the guidance offered to councillors in dealing with all forms of media. Complaints reviewed by the Committee had involved inappropriate use of both social and mainstream media.

6.2 Internet and Email Usage Policy for Councillors

- The Committee reviewed the current Member and Information Security Policy containing guidance on internet and email usage.
- Members recommended that the code should be updated to include reference to the councillor code of conduct and clear guidelines and expectations in relation to the use of IT equipment.
- A revised version of the policy was agreed and has been included on the Member's Portal.

6.3 Changes to the Councillor Code of Conduct

- Members considered a proposal to change the code of conduct, as it related to the declaration of disclosable pecuniary interests.

- The change under consideration was whether the code should include interests relating to “family members or persons with whom you have a close association of personal relationship”. This was beyond the statutory minimum required by law. There was an opinion that this wording was too broad and too difficult to define.
- Both whips after consultation with the political groups fed back to the Committee, and the Committee having considered the possible public perception of removing this requirement, agreed not to change the code at that time, but to keep the matter under review.

6.4 Gifts and Hospitality

- For the first time the Committee received a report setting out all the entries in the Councillors’ Gifts and Hospitality Register and including new member guidance on the process for registering gifts and hospitality.
- Enfield Councillors received fewer gifts and hospitality than similar boroughs. Most declarations involved meals or galas.
- The Committee decided that the information that the offer or receipt of any gift or hospitality must be notified within 28 days should be included in the guidance note and enlarged on the draft form.
- The Committee agreed that the guidance should be adopted and it has been included on the Members’ Portal. All gifts and hospitality will be reviewed annually.

6.5 Dispensations

- For the first time the Committee received an annual report from the on the number of dispensations granted during the municipal year.

A dispensation could be granted in the following circumstances:

- (a) Where members of the decision making body have disclosable pecuniary interests in a matter that would “impede the transaction of the business”
- (b) That without the dispensation, the representation of different political groups on the body conducting the business would be so upset as to alter the outcome of any vote on the matter
- (c) That the authority considers that the dispensation is in the interest of persons living in the authority’s area
- (d) That the authority considers that it is otherwise appropriate to grant a dispensation.

- In 2014/15 it was reported that only one dispensation had been granted by the Monitoring Officer. This had allowed all members to participate in the debate and decision on the Opposition Priority Business item: the cost of temporary accommodation and what can be done about it.
- At the meeting held on 21 March 2016 the Committee approved a dispensation for one councillor in relation to the motion on the Housing and Planning Bill for the 23 March 2016 full Council Meeting.
- The Committee agreed any dispensations granted would be reported to the Committee annually.
- A new form for the registration and recording of dispensations was devised to enable a more uniformed approach to be taken. This form was added to the Members Portal for members to download as required.

6.6 Planning and Licensing and Gambling Codes of Conduct

- The Committee reviewed the codes of conduct for members on both the Planning Committee and the Licensing Committees.
- All planning committee members were required to receive training before taking up a position on the Planning Committee. Regular briefing sessions are held for all committee members to update them on new issues.
- The Committee suggested special refresher sessions should also be run for members who had been on the Planning Committee for some time.
- Following the Committee's suggestions the two codes were streamlined taking account of the Councillor Code of Conduct, removing duplication, and ensuring the use of Plain English.
- The possibility of merging the two codes had been considered, but it had been decided to keep them separate to avoid confusion about the different roles.
- The codes were forwarded to the Member and Democratic Services Group for their consideration before being formally adopted by full Council.

6.7 Disclosure and Barring Checks

- The Committee considered a report on new requirements under the Disclosure and Barring Service (DBS), previously known as Criminal Records Bureau checks.

- The new requirements were to be implemented as a result of the outcomes from the enquiry into the recent problems in Rotherham. The enquiry had found that Rotherham councillors had not received the appropriate checks.
- It was agreed that all members in Enfield with a function or responsibility relating to children, vulnerable adults or education must receive DBS checks and that checks should be requested within 14 days of appointment.
- The Committee recommended that all members of the Cabinet, Shadow Cabinet, and all members of any committee with a social care function, whether relating to adults or children, all members with any education function and the Mayor and Deputy Mayor must have current DBS checks.
- The Committee recommended that these checks to take place every 4 years, after the local Council elections and appointment to relevant groups.

6.8 Review of Member Expenses

- For the first time the Committee received a report on Members' Expenses, outlining the expenses paid to members in the course of their duties and including comparator information.
- The Committee noted that Enfield had a similar level of expenses to comparator authorities and that all this information is in the public domain.

6.9 Member Training and Development Programme 2015/16

- The Committee considered and noted a report updating them on the Training and Member Development Programme for 2015/16.
- As an outcome, the whips agreed to encourage their members to attend the training sessions arranged.

6.10 Member/Officer Protocol

- The Committee reviewed the Member Officer Protocol but no new changes were proposed.
- Members noted that the whips would bring the protocol to the attention of their respective political groups.

6.11 Councillor Complaints Procedure

- The Committee reviewed the Procedure for Handling Complaints against Councillors and Co-opted members.
- The Committee recommended that there be an amendment to the procedure with respect to if a complaint was made and the complainer withdrew the complaint then no further action could be taken.
- The Committee agreed that the Monitoring Officer would be given the ability to continue to investigate the complaint even if it had been withdrawn, for example in cases where the resolution was not proportionate and/or if it were in the public interest that the complaint should be pursued.
- The Committee agreed that the Monitoring Officer would revise the wording in the policy and bring it back to a future meeting for the Committee to consider further.

7. MEMBER CODE OF CONDUCT - COMPLAINTS

During 2015/16 no complaints were referred to the Committee.

There are currently two outstanding complaints which are subject to an external investigation. The investigation report will be considered at the first committee meeting of the new municipal year.

During the year, the Monitoring Officers also received a number of other complaints. These have been resolved informally, with guidance and support from the independent persons, but without the need for referral to the Committee, either as a result of the withdrawal of the complaint or following the acceptance of apologies.

9. WEBPAGES

The webpages are regularly reviewed and provide information about the Councillor Conduct Committee, its role and purpose, as well as information about making a complaint against councillors and co-opted members. It includes links to the forms which need to be completed when making a complaint or appealing a monitoring officer decision as well as the code of conduct. The pages are within the 'Councillors, Elections and Decisions' section of the Council's website.

10. FUTURE WORK PROGRAMME 2016/17

The Committee will agree a work programme for 2016/17, at the first meeting of the new Municipal Year. Areas of work for next year will include:

- Review of Councillor Code of Conduct and Complaints Processes
- Member Training
- Member Expenses

- Annual Report on Dispensations Granted
- Annual Report on Gifts and Hospitality Registered

11. CONCLUSION

As Chair, I would like to take this opportunity to thank the Monitoring Officer, Independent Persons and my fellow committee members for their sound and thoughtful contributions towards the encouragement and maintenance of the local standards regime during the year.

On behalf of the Councillor Conduct Committee, I would also like to thank the officers of the Council who have supported the work of this Committee.

Councillor Claire Stewart

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MUNICIPAL YEAR 2015/2016 - REPORT NO. **18**

MEETING TITLE AND DATE

Council Meeting
8th June 2016

Agenda - Part: 1	Item: 11
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Subject: Annual Report of Child Sexual Exploitation Task Group

Wards: All

REPORT OF CHILD SEXUAL EXPLOITATION TASK GROUP:

Contact officer and telephone number:
020 8379 4075
Anne Stoker
Head of Safeguarding, Quality and
Principal Social Worker
E mail: Anne.Stoker@enfield.gov.uk

Cabinet Member consulted: Cllr Ayfer Orhan

1. EXECUTIVE SUMMARY

- 1.1 The child sexual exploitation (CSE) member's task group has met on four occasions. The group set out its work plan for the year and outside of the formal meetings there was the opportunity to visit services and observe practice in order to gain a full picture of the local scale, prevalence and response to this issue.
- 1.2 The members have had the opportunity to scope and understand as far as possible the nature of CSE in Enfield, with a view to informing the Council and making recommendations to strengthen the ongoing strategic and operational multi-agency efforts to tackle CSE in the borough.
- 1.3 Child sexual exploitation is a complicated safeguarding concern with clear links to other vulnerabilities such as missing from home, care or education, offending, gangs, drugs and alcohol. There is a recognised correlation between children that go missing and increased risk to those children of being sexually exploited.
- 1.4 In London peer-on-peer sexual exploitation is far more prevalent than outside of London. The Enfield CSE profile reflects the London profile in that most reports to the MPS (Metropolitan Police Service) relate to peer-on-peer abuse. Unlike Rotherham, Enfield is yet to identify any organised group of adult male perpetrators.

- 1.5 During 2015, 113 children have been identified as being at risk of CSE. This includes 48 'active' cases of current concern and 65 'historic' cases that have been removed from the list once the risk of CSE is assessed as no longer present. Child sexual exploitation in Enfield is not on the scale uncovered in Rotherham where much greater numbers of children were found to have been sexually exploited. Due to the nature of CSE, there may be under reporting in many areas therefore it is difficult to draw conclusions from the numbers alone however the measures which have been put in place to improve awareness and identification, information sharing and monitoring between agencies and across borders in respect of both victims and offenders will improve this position.
- 1.6 It is the conclusion of the CSE member's task group that the London Borough of Enfield and partner agencies have made considerable strides over the last twelve months with some key initiatives being implemented. There is an effective multi-agency protocol in place and a strategy and action plan to address the issue of CSE in the local area. There is innovative practice particularly in relation to the specialist multi-agency CSE team and the cross border working, especially with the London Borough of Haringey.
- 1.7 There is clear leadership at political, strategic and operational levels across different agencies with good links between the various initiatives aimed at management of risk to children and young people who may be vulnerable to CSE. This covers children and young people missing from home and/or education, those involved with gangs and those who are looked after by both Enfield and those placed within the borough by other authorities.
- 1.8 There is a strong commitment to information sharing across key agencies both within the borough and with other local authorities. Mapping exercises are being undertaken to identify hotspots and track activities within Enfield and across border boundaries. This is in addition to the discussion of individual cases of young people at risk, persons of concern, and places of concern and disruption action which takes place at the monthly Multi Agency Sexual Exploitation (MASE) panels.
- 1.9 There is evidence to suggest that the challenges of child sexual exploitation are well understood in the borough and that there are plans and initiatives in place to develop practice. Enfield is fully compliant with the requirements to have clear profiling in place, strong leadership and management, active oversight from the Enfield Safeguarding Children Board (ESCB) and a members task group.

2. RECOMMENDATIONS

- 2.1 Council asks all members to increase their awareness of this matter and attend safeguarding training sessions (including CSE) that are being put into place specifically for members. All elected members to undertake Child Protection training within the next 12 months.
- 2.2 The CSE task group acknowledges the need to improve offender profiling on a local and Pan London basis establishing consistency of approach across police services. Council recommends Borough police and MPS continue to work with Enfield partners to complete the persons of concern local profile that has recently been developed.
- 2.3 Council recommends analysis of the local picture in Enfield with regard to CSE, gangs and peer-on-peer abuse.
- 2.4 Council recommends that a qualitative and quantitative piece of research is carried out during 2016/17 deepening our understanding and detailing the characteristics of those children that run away.
- 2.5 Council recommends a specific Enfield CSE public awareness campaign is promoted from September 2016.
- 2.6 Council recommends an integrated preventative approach across Departments to focus upon hotspots and places of concern where CSE can occur.
- 2.7 Council recommends the CSE task group continues its functions reporting back to full Council in 2017.

3. BACKGROUND

- 3.1 This year has seen a sharp focus on the issue of child sexual exploitation (CSE) across the United Kingdom. A number of national and regional reports and studies were published identifying both the scale of the problem and potential strategies for tackling it.
- 3.2 In February 2015 Enfield council demonstrated its clear commitment to tackling CSE by agreeing to establish a specialist dedicated members Task Group with a strong focus on child sexual exploitation and associated risks for children and young people. The terms of reference were agreed. The task group comprises of 6 members split politically 4:2 in terms of membership in accordance with proportionality requirements. The task group has met on four occasions.
- 3.3 The key areas of focus for the Task Group was to review and scrutinise all matters relating to child sexual exploitation (CSE) and associated risks for children and young people. This included:
- Monitoring and evaluating the performance of relevant services and functions in relation to both the prevention of and interventions to address CSE and associated risks for children and young people.
 - Reviewing the efficiency of services, functions and outcomes relating to CSE and associated risks for children and young people
 - Considering relevant legislation in regard to CSE and the associated risks to young people.
 - Taking an independent leadership role in Enfield Council's aim of continuous improvement in the performance of its tasks, functions, policies and resources as they relate to CSE and associated risks to children and young people.
 - Publishing an annual report of its work for Council
 - Receiving regular updates from appropriate officers and specialists in relation to Child Sexual Exploitation and associated work of the Enfield Safeguarding Children Board, Multi-Agency Sexual Exploitation Group (MASE), Young Runaways and Children Missing from Care, Home and Education.
- 3.4 The task group set out its work plan for the year it has had 4 meetings and outside of the formal meetings there was the opportunity to visit services and observe practice in order to gain a full picture of the local scale, prevalence and response to this issue.
- 3.5 The members have had the opportunity to scope and understand as far as possible the nature of CSE in Enfield, with a view to informing the Council and making recommendations to strengthen the ongoing strategic and operational multi-agency efforts to tackle CSE in the borough.

4. **Work accomplished.**

4.1 The task group has received:

- A literature review of lessons learned and recommendations from recent inquiries and reports
- An update on the local picture including a profile of active cases
- The CSE Strategy, action plan and operation protocol
- A report from Anne Stoker, Head of Safeguarding, providing an update on children and young people missing from home and care
- A briefing note from James Carrick, Head of Behaviour Support and Special Educational Needs, on children missing education in Enfield
- A verbal update from Detective Sergeant Adam Rowland regarding Child Sexual Exploitation and the work of the police and partners with particular emphasis upon disruption and enforcement
- A report from Fabrizio Proietti, Service Manager, St Christopher's, Enfield's Young Runaways Service on children missing from home and care.
- A report from Paul Sutton, Head of the Youth and Family Support Service, addressing the prevalence of serious youth crime on the Borough and the links between youth crime and child sexual exploitation.
- A verbal update from Andrea Clemons, Head of Community Safety about gangs and the links with child sexual exploitation
- An update from Carlene Firmin, Research Fellow, University of Bedfordshire, about her research on peer-on-peer abuse and the work of North London cluster comprising of 6 Boroughs of which Enfield is a part of. The final report is due to be published in May 2016.
- A verbal update from Cllr Bernadette Lappage following a one-day "Tackling Child Sexual Exploitation" policy conference on the 14th October 2015 which explored the government's plans to strengthen local government responses against child sexual exploitation.
- An update of serious case reviews
- An update on the child abuse public awareness campaign that is running in Enfield and other outer London Boroughs between March and September 2016
- An update on the CSE action plan
- The annual Enfield CSE problem profile

- 4.2 On 2nd September members of the group observed Enfield's Multi-agency Sexual Exploitation (MASE) meeting. This provided an opportunity for members to see how the partnerships work together. The progressions of each case where children are identified as being at risk of sexual exploitation was reviewed ensuring actions are being taken by all agencies. The meetings are police lead and convened on a monthly basis. They are attended by the strategic CSE lead for each agency. The meetings are designed to provide a forum in which to;
- Share information and intelligence to help develop an understanding of individual cases where CSE has been identified and to identify trends, perpetrators, hotspots etc.
 - Provide a strategic approach to confronting CSE in premises or businesses, utilising preventative action (media, youth services) and enforcement (Police, Licensing etc.) where appropriate.
- 4.3 On the 1st October 2015 the task group visited the new Enfield Child Sexual Exploitation Prevention (CSEP) team. They had the opportunity to meet the multi-agency team and hear about the work that they are doing. The team started taking cases on 1st July 2014.
- 4.4 Cllr Jemal observed a strategic multi-agency planning meeting about a group of young people. Strategy meetings bring professionals together to ensure child protection procedures are followed and plans are put into place to reduce risks and prevent further sexual exploitation.

5. Findings of the group:

- The task group have considered the roles and responsibilities of all members with regard to CSE and associated vulnerabilities. The task group felt that it was their responsibility as Champions in this area to stress the importance of raising awareness, attending briefings and thus increasing scrutiny and challenge with regard to CSE.
- The task group found the MASE meetings to be very informative. It was well attended by all partners and each of the agencies present clearly knew the young people very well. The multi-agency knowledge and information sharing that took place within the MASE helped to build up a clear picture of the risks and aided safety planning for those young people at risk of sexual exploitation. The members saw that all partners were committed and came prepared into the meeting with up to date information about each young person. The task group noted the police data that was shared at the MASE meetings and the low rate of prosecutions, locally and nationally.

- The task group acknowledges the good work of the Enfield multi-agency CSE team which is fully operational with cases being identified through the Single Point of Entry (SPOE) and children and young people being offered intensive intervention. The CSE team offer advice and guidance to professionals as well as working directly with cases however there was no Enfield local number or team that could respond directly to the public (adults or young people) when they may be concerned about child sexual exploitation. This matter has now been addressed and there is now a specific number available which will be widely publicised in forthcoming public campaigns.

- The Enfield local CSE 'Problem Profile' is updated monthly, reviewed 6 monthly and analysed annually to provide greater knowledge about the prevalence of CSE, cultural and community issues and the vulnerabilities and risk factors for young people living in Enfield. The annual review is presented to the ESCB Trafficked, Sexual Exploitation and Missing (TSEM) subgroup and influences the core priorities of the CSE action plan. The problem profile helps us to:
 - understand the demographics of those experiencing CSE, and those at risk of and vulnerable to CSE;
 - identify related social and criminal issues that increase the CSE risk to children, such as gangs, running away and going missing, domestic abuse, drug and alcohol abuse, internet safety and poor school attendance;
 - build a specific profile of perpetrators operating in the Borough in order to understand the techniques they use to gain control of their victims, including identifying community 'hotspots', modes of communication, offending networks and protecting individual vulnerable children.

- The links between victims of CSE and gangs is complex and not yet fully understood. The ESCB has set up a mapping task and finish group, working in partnership with the London Borough of Haringey, looking at gang territories, data concerning violence against the person and sexual violence and looked after placements. It shows a significant overlap between care placements and gang territories, gang-related violence and sexual violence hotspots in the borough and the postcodes of the addresses of Enfield CSE victims. This work is still in development and ongoing analysis of the local picture in Enfield with regard to CSE, gangs and peer-on-peer abuse is required.

- Nationally and locally there are very low levels of reporting of boys who are at risk of or experiencing CSE and thus those instances of CSE amongst boys is under reported. In Enfield 25% are recorded as “victim perpetrators” (defined as children who have been abused and who go on to abuse others) while only 2.85% of girls are reported as such. 37.5% of boys are recorded as having a disability/SEN while this is recorded for only 0.9% of the total number of girls.
- The task group acknowledge the current public awareness campaign that is currently happening in Enfield to increase the response to child abuse this should be built upon and when this campaign ends in September Enfield should continue with a specific public awareness campaign about child sexual exploitation.
- The Joint Targeted Area Inspection is a new inspection framework for evaluating the services for vulnerable children and young people. It is conducted jointly by the following inspectorates: Ofsted, Care Quality Commission (CQC), Her Majesty’s Inspectorate of Constabulary (HMIC) and Her Majesty’s Inspectorate of Probation (HMIP). All four inspectorates will jointly assess how local authorities, the police, health, probation and youth offending services are working together in an area to identify, support and protect vulnerable children and young people. Until the end of September 2016 the Joint Area Targeted deep dive investigation will be on Child Sexual Exploitation and Missing from home, care and education. 5 Local Authorities will be chosen for these unannounced inspections and Enfield partners are preparing and planning in the event Enfield is chosen to be inspected. For further information please see Appendix 1.

6. ALTERNATIVE OPTIONS CONSIDERED

N/A

7. REASONS FOR RECOMMENDATIONS

To provide Council with an annual report outlining the findings and recommendations of the CSE members task group. The recommendations will strengthen the local response to CSE.

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

8.1 Financial Implications

The direct staffing costs of the CSE Team (£201k) are contained within the Schools and Children's Services departmental budgets. There are no additional costs associated with the implementation of the recommendations of this report.

8.2 Legal Implications

Section 17(1) of the Children Act 1989 states:

'It shall be the general duty of every local authority to safeguard and promote the welfare of children within their area who are in need by providing a range and level of services appropriate to those children's needs.'

Section 15 of the Local Government and Housing Act 1989 requires political representation on committees to reflect the proportions of representation in the council as a whole.

The proposals set out in this report comply with the above legislation.

9. Property Implications

N/A

10. KEY RISKS

11. IMPACT ON COUNCIL PRIORITIES

Fairness for All; Growth and Sustainability; Strong Communities

Tackling CSE is an issue affecting some of the most vulnerable members of our communities. It is a complex, ongoing challenge and the Council needs to ensure that its actions are sustainable over time. The CSE Task Group has an important role to play in ensuring the safety of vulnerable children and young people and promoting the issue across their communities.

12. EQUALITIES IMPACT IMPLICATIONS

For the purposes of this report corporate advice has been sought in regard to equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of this report. However, it is strongly recommended that an EQIA is conducted in 2016/17 with regard to the service as the report contains a number of recommendations (2.4 - 2.7) requiring further research and analysis.

13. PERFORMANCE MANAGEMENT IMPLICATIONS

The work plan developed by the CSE Task Group will form part of the performance management of Enfield's responses to CSE and provide valuable additional scrutiny.

14. HEALTH AND SAFETY IMPLICATIONS

N/A

15. HUMAN RESOURCES IMPLICATIONS

N/A

16. PUBLIC HEALTH IMPLICATIONS

The impact of CSE can be devastating for the physical and mental health of victims. They can suffer one or all of the following: mental health problems (including self-harm and suicide), substance misuse, sexually-transmitted infections and physical injuries. Sometimes young people are vulnerable prior to their victimisation and this contributes to their exploitation whilst others become vulnerable as a result of the exploitation.

In one study of girls that had been sexually abused, 73% suffered post-traumatic stress disorder (PTSD) and amongst the children interviewed for the CSE Children's Commissioner inquiry (<http://www.childrenscommissioner.gov.uk/inquiry-child-sexual-exploitation-gangs-and-groups>) 48% of children had had to visit an emergency department (A&E) as a result of injuries.

These physical and mental health issues prevent children and young people fulfilling their full potential, rendering them at higher risk of poverty and poor health outcomes when compared to the general population. This leads to greater health inequalities and is detrimental to population health.

The health needs of vulnerable children should be taken into account in developing the local Joint Strategic Needs Assessment (JSNA) and the Joint Health and Wellbeing Strategy (JHWS) and the JSNA should be used to inform commissioning of services for these children and young people.

Background Papers

Appendix 1 – Briefing for partners about the forthcoming joint targeted area inspections.

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Joint Targeted Area Inspection

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Enfield
Safeguarding
Children Board
...because safeguarding children
is everybody's business



Information Sheet

What is the Joint Targeted Area Inspection (JTAI)?

The Joint Targeted Area Inspection is a new inspection framework for evaluating the services for vulnerable children and young people.

It is conducted jointly by the following inspectorates: Ofsted, Care Quality Commission (CQC), Her Majesty's Inspectorate of Constabulary (HMIC) and Her Majesty's Inspectorate of Probation (HMIP).

All four inspectorates will jointly assess how local authorities, the police, health, probation and youth offending services are working together in an area to identify, support and protect vulnerable children and young people.

Inspectors will evaluate children's experiences against the full range of the criteria, looking for strengths, areas for development and examples of innovative and effective practice.

Who will come to visit us?

The inspection team will usually comprise of three inspectors from each of Ofsted, HMIC and the CQC, and two from HMI Probation. An Ofsted social care HMI will lead the inspection.

What does it involve?

There will be a notification period for the local partnership of nine working days before the inspectors come on site.

During those nine days the following information will need to be supplied before the inspectors arrive on day nine: child-level data; a list of children for the deep dive theme; case file documents and other information to support the inspection including a joint report by the local partnership on the evaluation of children's experiences. The inspection fieldwork will be contained within one week (Monday to Friday) in week three.

JTAIs are the inspection of multi-agency arrangements for:

- The 'front door' (the MASH and SPOE) and its effectiveness of practice and arrangements for identifying and managing the range of risks of harm to children and young people.
- The response to all forms of child abuse, neglect and exploitation at the point of identification.
- The quality and impact of assessment, planning and decision making in response to notifications and referrals.
- Protecting children and young people at risk of a specific type (or types) of harm, or the support and care of children looked after and/or care leavers (evaluated through a deep dive investigation into the experiences of these children). Until the end of September 2016 the deep dive investigation will be on **Child Sexual Exploitation and Missing from home, care and education.**
- The leadership and management of this work.
- The effectiveness of the Local Safeguarding Children's Board (LSCB) in relation to this work.

The letter of findings will be sent to the local partnership in week nine.

The inspection will use the following information to evaluate children's experiences:

1. Case Sampling and tracking
2. Observation of practice and interviews
3. Information from individual agencies

1. Case Sampling and tracking

Inspectors will use sampling to evaluate the response to all forms of child abuse, neglect and exploitation at the point of identification, notification and referral (the 'front door') and to triangulate evidence across the inspection, including that for the deep dive theme; they will undertake both multi-agency and single-agency sampling.

2. Observation of practice and interviews

Inspectors will gather evidence by observing a range of meetings (e.g. a family group conference; the work of independent reviewing officer; and the work of child protection conference chairs), and triangulate evidence by meeting with children, parents and carers and talking to practitioners and/or managers (in person or by phone), including:

- * The Local Authority (LA) Chief Executive
- * Lead member for children's services
- * CSE Members Task Group
- * Police superintendent responsible for child protection and safeguarding
- * Supervisor of the investigative/multi-agency team relating to the deep dive theme
- * MASH (Multi Agency Safeguarding Hub) /CRU (Criminal referral Unit) police lead
- * MAPPA (Multi-agency public protection arrangements) chair
- * Senior representative(s) of the Clinical Commissioning Group (CCG(s))
- * Safeguarding leads for the Community Rehabilitation Company and the National Probation Service
- * Director of Children's Services (DCS)
- * Head of social care
- * Chair and Business Manager of the LSCB
- * Youth Offending Team manager

3. Information from individual agencies

Inspectors will request information from: the Local authority, LSCB, the police force, the national probation service and community rehabilitation company/ companies, the youth offending team and health partners in order to understand the work of the different agencies.

What will happen once the inspection is finished?

At the end of week three the Inspectors will meet with senior leaders of the local partnership for a feedback meeting and share their key findings. By the end of week 9 the inspectors findings will be written up in a letter addressed to the senior leaders in the local partnership.

The findings will be in the form of a narrative rather than graded judgements and will include strengths and areas for development and any areas of priority action.

When will the inspection happen?

The JTAI can take place at anytime there are no advance notification dates.

Where can I find out more about the inspection?

For more information contact anne.stoker@enfield.gov.uk or Harriet.Potemkin@enfield.gov.uk

Look out for further communication, events and online information about the JTAI and other inspections.

COUNCIL QUESTIONS FOR 8TH JUNE 2016**Question 1 from Councillor Neville to Councillor Taylor, Leader of the Council**

With reference to the Meridian Water Development, he will recall that at a 2.5 hour meeting held on 8 March, attended by the Chief Executive, relevant directors and Leading Counsel, it was confirmed that although it had been legally possible to process a compulsory purchase order in respect of approximately half the site that was already zoned for housing, no such order had been made. We also learned that the remainder of the site was still designated for industrial use following revisions to the London Plan some four years ago, which had not been challenged by the council, notwithstanding that the whole site was required predominantly for housing.

It was said by officers that there might have been some legal advice at the time, against such a challenge, which now appears not to be the case. The following questions arise:

1. Can he confirm the total size of the Meridian Water development site?
2. How much land is currently designated for housing, and how much of that land has been acquired, and what is the total sum spent acquiring that land to date?
3. How much of the site currently has non-housing designation, and how much of that land has been acquired, and what is the total sum spent on that land to date?
4. Given that it has now been established that no legal advice exists, on whether the London Plan revisions were challengeable, can he tell the council why no action was taken by members or officers to challenge the London Plan revisions insofar as they related to Meridian Water before the Secretary of State, or at least to pursue expert legal advice to safeguard the council's position and the viability of the scheme?

Response from Councillor Taylor, Leader of the Council:

1. I can confirm that the total site area is 85 hectares but this is not all developable land.
2. None of the land will be designated for housing until an approved plan is in place. The Council has acquired circa 15 hectares of land. The Council has spent circa £50m on purchasing sites. Other land will be purchased in due course.
3. As above.
4. Had the London Plan released the Strategic Industrial Land it would have increased landowners expectation in relation to the value of their respective sites.

Question 2 from Councillor Jemal to Councillor Taylor, the Leader of the Council

Would the Leader of the Council congratulate Sadiq Kahn on his election and indicate how he would expect the new Mayor to work with London boroughs.

Response from Councillor Taylor, Leader of the Council:

I would very much like to congratulate Sadiq Khan on his stunning and definitive victory in the recent mayoral elections. It is hugely reassuring that Londoners voted in such huge numbers to elect a Labour Mayor with a positive and inclusive message for change and chose to reject the divisive, reckless and scaremongering campaign of the Conservative Party candidate so decisively.

I know we are amongst a number of London Boroughs who see his election as an opportunity to work even more closely with City Hall to deliver a better future for our residents. I fully expect the new Mayor to engage positively with London boroughs and I will be working hard with my member colleagues and senior officers to ensure Enfield develops a strong and productive relationship with the new Mayor and his officers.

Of course I must also congratulate Joanne McCartney on her appointment, after a spectacular election result, as the Statutory Deputy Mayor.

Question 3 from Councillor Neville to Councillor Taylor, Leader of the Council

The Cabinet received a report on 18 May 2016 requesting urgent authority to purchase a significant piece of land within the Meridian Water development site. The basis of the urgency was that the owner of the particular site was about to sell it to a third party. Does the Leader agree that this is yet another example of the folly of neither putting in place a Compulsory Purchase Order where it was possible to do so and/or challenging the failure of the Greater London Authority Planners to recognise the need to reserve the industrial section of the site for housing, both of which were confirmed in a meeting attended by the Leader and myself, 3 members of the Council Management Board (CMB) including the Chief Executive and Leading Counsel?

Secondly will the Leader explain how it came to be that this site had not been acquired in a more timely manner, given that there was clearly a willing seller, irrespective of the lack of a Compulsory Purchase Order?

Response from Councillor Taylor, Leader of the Council:

What the expedited report to Cabinet shows is how rapidly the Council can respond in order meet commercial demands. A CPO can be promoted at any time; however, the probability of actually securing CPO powers prior to selecting a development partner is extremely low.

By expediting a report to Cabinet the Council could not have moved more quickly to

secure this site.

However Councillor Neville is mistaken on the point of a willing seller – a seller at any price does not make the seller a willing seller.

Question 4 from Councillor Chibah to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on the progress with our SUD (Sustainable Urban Drainage) schemes?

Response from Councillor Anderson, Cabinet Member for Environment:

Enfield Council has incorporated policies into its Local Plan which ensure that all new developments include SuDS measures, this ensures that a new development is safe and does not increase flood risk elsewhere. The Council is leading the way in delivering large-scale SuDS projects in open spaces to manage flood risk – projects at Firs Farm and Bury Lodge Wetlands have been completed this year. Enfield is also making the most of opportunities to deliver SuDS through its capital programme for footway and traffic schemes by integrating SuDS measures into these works.

At a recent meeting with the water charity Thames21, they commented that Enfield is one of the most proactive boroughs when it comes to delivering SuDS. Indeed, Firs Farm is one of the largest SUDs schemes in Europe.

Question 5 from Councillor Neville to Councillor Anderson, Cabinet Member for Environment

At the last Council Meeting on 23 March 2016 in answer to Question 8, you said in respect of the proposals for cycle lanes in Enfield Town that you were continuing to analyse the 2707 responses with a view to confirming what, if any, alternative proposals you have in mind. Are you in a position to make a statement on this?

Response from Councillor Anderson, Cabinet Member for Environment:

Officers are still considering the consultation responses and further traffic modelling work is being undertaken. Whilst we remain committed to a transformational scheme for Enfield Town, this work needs to be completed before we move forward with proposals.

Question 6 from Councillor Levy to Councillor Brett, Cabinet Member for Community, Arts & Culture

Can the Cabinet Member for Community, Arts & Culture give us details of any extra Arts funding that has been secured?

Response from Councillor Brett, Cabinet Member for Community, Arts & Culture:

Millfield Theatre along with a consortium of 5 partners including the Greater London Authority, The Albany Theatre in Deptford, Watermans Arts Centre in Hounslow, Stratford Circus in Newham and the Independent Street Arts Network, have secured £583,228 over the next three years to tour high quality outdoor arts to Outer London. The focus of Enfield's part of the project will be in Edmonton Green.

The project is called Circulate and will feature in the Enfield Festivals and Events programme. The first events take place in the North Mall of Edmonton Green Shopping Centre this summer on August 2nd, 9th and 16th and feature Circus, Dance and Live Art.

The strategic aims of the project include:

- Increasing the provision of high-quality outdoor arts in Outer London
- The Development outdoor arts programming which has public engagement at the centre of its creative vision
- The Development of national and international relationships to support excellence, innovation and diversity in outdoor arts programming around Outer London
- The Development of new audiences for outdoor arts, especially in areas which currently have lower levels of engagement in the arts
- The Development of an Outer London ring of partners and locations to extend the opportunities for, and long term development of, outdoor arts touring
- The Development of outdoor programmes which extend the existing programmes of the venues and support their further engagement with local communities

Question 7 from Councillor Neville to Councillor Anderson, Cabinet Member for Environment

In reply to Question 20 at the 23 March 2016 Council Meeting dealing with the London Fire Brigades response to the cycling proposals for the A105, you acknowledged that the Borough Fire Commander had advised that the Fire Brigade had not replied to the A105 consultation but went on to say that council officers met with Fire Brigade Officers in November and did not "raise any concerns".

Does he accept there is a difference between meetings with officers that are not minuted and a formal response to a consultation by emergency services? Does he also accept that it is imperative that the Council, in going forward with these proposals, must ensure that none of the emergency services is anyway impeded by the Council's proposals and that it is his and officers' responsibility to ensure that everyone is clear about the requirements of the emergency services.

Response from Councillor Anderson, Cabinet Member for Environment:

The Council has gone to great lengths to consult with the blue light services and the Mayor's cycling design code was followed when designing the routes. Furthermore, the Mayor's Office and TfL accept that the blue light services views and concerns

have been taken into account in drafting our proposals.

Question 8 from Councillor Barry to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Could the Cabinet Member for Economic Regeneration and Business please update the Council on his recent meeting introducing a youth computer training club to the borough?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Plans are in place to run free computer coding classes for young people aged 8-14 with the in recognition that ICT training in schools does not include in-depth training in coding.

Classes will be led by a voluntary organisation and will run on Saturday mornings with volunteer tutors who are industry professionals (all DBS checked). Through Council intervention, space has been secured with Barnet & Southgate College in Edmonton Green in order to establish a base for delivery in the borough.

The model has been very successful elsewhere with training sessions currently in Islington, Hackney and Tower Hamlets. Now a base has been identified, an advertising campaign will promote the club to young people and parents in the area.

Question 9 from Councillor Neville to Councillor Anderson, Cabinet Member for Environment

In connection with his cycling proposals for the A105, will he acknowledge that Transport for London are currently having to carefully monitor the bus stops on the cycle highway at Elephant and Castle to prevent alighting passengers stepping into the path of cyclists, and that hospital chiefs at St Thomas' Hospital are concerned about a similar proposal for Westminster Bridge insofar as they believe patients and others attending the hospital will be at risk of an accident?

Does he also acknowledge that Vauxhall Labour MP Kate Hoey has called on the new London Mayor to intervene as she believes that the bus stops are "potentially dangerous"?

Can he tell the Council how his proposals will differ from those at Elephant and Castle, and if there is no difference, what steps will he be taking in the light of this information to safeguard pedestrians?

Response from Councillor Anderson, Cabinet Member for Environment:

TfL have confirmed that they are monitoring the overall performance of the road improvements at Elephant & Castle, but not specifically at bus stop by-passes. There are only bus stop by-passes on this route. To date, there have been no reported

collisions. In terms of education, travel ambassadors were on site for the first week after the scheme opened to advise bus passengers and cyclists on how to use the infrastructure.

We are aware from recent articles in the Metro and local papers that managers at St Thomas's Hospital are concerned about the safety of patients and others attending the hospital and have started a petition, calling on TfL to change its bus stop by-pass proposals at Westminster Bridge (part of the East-West Cycle Super Highway).

Nonetheless, bus stop boarders and by-passes have been successfully introduced in Lewes and London e.g. CS2 and Great College Street. People soon got used to the new infrastructure and there has been no increase in accidents.

Our bus stop boarder and bus stop by-pass designs incorporate various features to prevent cycle/ pedestrian conflict including:

- Ramps on approaches to make cyclists slow down;
- Signage informing cyclists that they are entering an area used by pedestrians and must give priority to bus stop users;
- Distinctive paving to alert cyclists that they are entering an area used by pedestrians;
- Tactile paving to assist people with visual impairments; and
- Buffer strips so that people don't step straight into a cycle lane

Question 10 from Councillor Pite to Councillor Orhan, Cabinet Member for Education, Children's Services & Protection

Despite Government cuts to valued Council services, such as libraries, will the Cabinet Member for Education, Children's Services and Protection inform the Council of the steps that she has taken to refurbish libraries?

Response from Councillor Orhan, Cabinet Member for Education, Children's Services and Protection

This administration has chosen not only to protect libraries but continue to invest in them, ensuring they are at the heart of the local community and an inspirational place to visit, learn and enjoy.

In the last three years, the Council has invested in the Ordnance Unity Centre, creating a joint library, health centre and community space and Palmers Green Library, a transformational project for a flagship building in the south west of the borough, part funded by residential development.

The Council is now about to embark on a project to transform Edmonton Green Library and bring it up to the same high standards as the Council's other flagship libraries.

Enfield's busiest library will undergo a £4.2 million top-to-toe refurbishment as part of the Council's ambitious plans to provide an unparalleled 21st century library service for residents.

Work at Edmonton Green Library will create a two storey library and digital access centre, with extra computers, free wifi, extra study space and customer access kiosks as well as fantastic resources for students and children and a dedicated local history and museum space to celebrate the area's rich history.

There will also be online training resources at the library, which will be open seven days a week and a huge range of books and other resources. Enfield Council's housing services will remain on the top floor of the building.

Over the coming weeks we will be consulting local people on what they would like to see in the new Edmonton Green Library so I would urge people to participate. We will also be setting up alternative arrangements to ensure people who use the library can continue to access the services they rely on whilst the refurbishment takes place.

Question 11 from Councillor Neville to Councillor Lemonides, Cabinet Member for Finance and Efficiency

At the Council Meeting on 23 March 2016 your predecessor Councillor Stafford answered Question 24 in which I had raised questions about how many staff would be retiring, resigning or being made redundant. He said that he was unable to predict the numbers that would be retiring, resigning or being made redundant as the consultation had only just commenced. Could the new Cabinet Member now confirm how many staff will be retiring, resigning or being made redundant before the 30 June 2016, shown by department and grade?

Will he clarify how many posts that have been made redundant or otherwise terminated between March 2015 and March 2016? How many have been replaced by Agency Staff and at what cost?

Response from Councillor Lemonides, Cabinet Member for Finance and Efficiency

For the period 1 April 2016– 30 June 2016 the number of redundancies by department and grade were as follows:

Department	Grade	Number
HASC	RASC	2
HASC	1	2
HASC	3	28
HASC	4	1
CEX	SO2	1
ENV	6	1
ENV	SO1	3

ENV	PO1	1
ENV	PO2	3
FRCS	4	5
FRCS	5	4
FRCS	6	10
FRCS	SO1	5
FRCS	PO2	2
FRCS	MM1	1
FRCS	HOS1	1
SCS	SO1	1

For the period 1- 30 April 2016 (the data for May is not available at the time of this response), the numbers of resignations and retirements were as follows:

Count of Pers.no.	DEPT				
Grade	CEX	FRCS	HHASC	RE	SCS
APPRENT	1				
ASSTDIR2				1	
HOS11-26		1		1	
LEAD'SHP					1
LLW1A					1
LLWSC2				1	
MM2					2
PO1				1	1
PO2		2			
SC2				1	
SC3			1	2	
SC5		1	1		
SC6			1		
SO1		1	1	2	
SO2		2			
SUPPORT1					1
SW2C&F					1
SW3C&F					1
Grand Total	1	7	4	9	8

349 posts were made redundant during the period 1 April 2015 to 31 March 2016. In accordance with employment legislation posts that are made redundant are deleted and therefore cannot be replaced by agency staff.

Question 12 from Councillor Simon to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on the current investment in our parks and open spaces?

Response from Councillor Anderson, Cabinet Member for Environment:

I can confirm that the Council has been able to deliver significant investment within our parks and open spaces over the past twelve months. This includes the Parks Capital programme, of £1.7 million, which has delivered significant improvements to our parks, with nearly £500k assisting new play equipment within the borough. To complement our investment the Council has also secured over £250k of external funding to improve play facilities at Tatem Park, Hazelwood Sports Ground and Albany Park; and significant investment in our sports pitches via the replacement of every goal post within the borough and the purchase of new machinery that will enable the Parks Service to prepare better pitches for our customers. Moving forward we will diversify the number of ways that the Council secures funding so that we can continue to invest in our parks.

Question 13 from Councillor Neville to Councillor Taylor, Leader of the Council

I refer to your answer to Question 44 at the Council Meeting of 23 March 2016 in connection to Council owned companies and representation by Opposition on the board of such bodies. While his answer was helpful, up to a point, it failed to specifically deal with the question that I had asked namely “what steps he proposed to take to ensure proper accountability of those companies by arranging for representation from the Opposition on their boards”? I appreciate that normal governance arrangements apply to any limited company but it is important to ensure in a democratically elected body that Opposition members are given the ability to hold the board to account on matters of public finance.

Response from Councillor Taylor, Leader of the Council:

As Cllr Neville acknowledges in his question, there is no requirement for local authority trading companies to include representation from the opposition on their boards. The response to question 44 at the 23rd March Council Meeting clearly sets out the governance arrangements for the Local Authority Trading Companies and demonstrates that the composition of the boards is robust and is able to ensure prudent management of public funds. The governance of Enfield’s Local Authority trading companies is very much in line with the governance of other councils’ local authority trading companies. There is an opportunity for further review by the reporting arrangements to full Council annually and in the usual financial reporting requirements of company law. In addition, officers are always available to provide further detailed briefings to councillors as and when requested.

Question 14 from Councillor Stafford to Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care

Could the Cabinet Member for Health and Social Care please provide an update on the plans to establish a Local Authority Trading Company for Adult Social Care Services?

Response from Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care:

Significant progress is being made with the development of the Council's Trading Company, Independence and Well Being Enfield. A Shadow Board has been established to oversee the implementation, and a Steering Group is in operation to advise and contribute to the design of the company.

Whilst a number of Stakeholders have been engaged with communications regarding the LATC to date, there will be an upscaling of communications during a consultation period which will run from 6th June to 5th July 2016. This will involve engagement events with staff, presentation at Enfield Carer's Centre, revisiting of Partnership Boards and Focus groups with existing users.

Work will continue through the summer months to prepare for current proposed launch date of September 1st.

Question 15 from Councillor Rye to Councillor Alev Cazimoglu Cabinet Member for Health and Social Care

A constituent of mine who is an adult carer with an adult child with a learning disability wrote to you in early March 2016 to express concern that the budget cuts the Labour Council was imposing may result in her adult child being moved from supported living to residential care. After my constituent complained that you had not replied, I intervened and you wrote to my constituent on 31 March 2016 stating that you would reply "in a few days". My constituent contacted me again on 10 May 2016 to inform me that Councillor Cazimoglu had still not responded.

Could you define what a "few days means"? Would you agree that your failure to reply in a timely manner caused unnecessary stress for my constituent and their family? Will you apologize for your failure to respond promptly and ensure my constituent (who's details I have already supplied to the Director for Health, Housing and Adult Social Care) now gets a full response within 24 hours of this Council Agenda being published?

Response from Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care:

As Cllr Rye will be aware, Government funding to Enfield will have dropped from £191m in 2010 to a forecast £99m by 2019. Such a significant reduction in Council budgets inevitably means difficult decisions have to be taken about local services.

Earlier in the year I had a meeting with your constituent personally and I want to acknowledge the contribution they make as a carer.

Carer representatives on the Learning Disability Partnership Board, of which your constituent is a member, first wrote to the Council in February to which a response was provided in February.

As a consequence of this response a presentation and discussion took place at the Learning Disability Partnership Board on the 22nd February.

A letter was subsequently received from your constituent, raising similar issues and seeking further clarification on the 4th March, which was responded to on the 31st March.

On the 31st March a further email was received by me from your constituent. A draft response was prepared in April, but due to an error over who was sending this to you constituent, it did not happen. I do of course apologise that this has not been responded to in a timely manner and am ensuring this is corrected.

On the 16th May the Assistant Director attended the Partnership Board to discuss the issue with Board Members.

Question 16 from Councillor Maguire to the Councillor Brett, Cabinet Member for Community, Arts & Culture

Could the Cabinet Member for Community, Arts & Culture advise us of what became of Ian Duncan Smith MP's plan to examine further help to disabled people following the £30 Employment Support Allowance cuts he rammed through and the impact this would have on disabled people in Enfield?

Response from Councillor Brett, Cabinet Member for Community, Arts & Culture:

From April 2017, new claimants of ESA who are placed in the Work-Related Activity Group (WRAG) and new claimants in the Universal Credit Limited Capability for Work (UCLCW) group will receive the same rate as those claiming Jobseeker's Allowance. This is currently around £30 less per week than current claimants receive.

In Enfield we have a total of 6380 households receiving ESA and who are also in receipt of Housing Benefit/Council Tax Support but unfortunately we are currently unable to determine how many of these are in the affected Work-Related Activity Group.

Only those claiming for the first time from April 17 will be affected, with their benefit income pitched at the same level as someone who is available for work on Job Seekers Allowance.

Those unable to work and receiving the ESA Support component will be unaffected.

Question 17 from Councillor Rye to Councillor Cazimoglu, Cabinet Member for Health and Social Care

What action have you taken to challenge the performance of The North Middlesex Hospital Trust given:

- That for many months it has not met the government waiting time in their Accident & Emergency Department (unlike other local hospitals), is it acceptable that patients were told “go home unless you are dying”?
- That the hospital accepted liability for the death of the new born K J following a senior coroner’s judgement on this tragedy;
- That many residents have expressed concern to Ward Councillors about their experiences at the hospital.

Response from Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care:

I am grateful to Cllr Rye for highlighting the pressures our NHS is under as a result of government funding. The 20 billion efficiencies required of the NHS nationally, are compounded by the financial underfunding of Enfield CCG, which has to find an additional £7 million in savings on top of £14 million already planned this year, which is in addition to an underlying £49 million structural deficit.

The issues and performance of North Middlesex Hospital is indeed of concern to the Council and local people. The death of anyone, especially a new born is of course a tragedy and not one that I wish to play politics with. My thoughts go to the family.

The Council wants to see improvements at North Middlesex Hospital, which is under considerable strain not least as a result of a lack of Emergency Department Consultants - an issue which is replicated nationally with a shortage of appropriately qualified, trained and experienced individuals.

The Council has been in communication with North Mid Hospital, NHS commissioners, regulators and neighbouring trusts to ensure a whole system response and support required by the Hospital is provided. The Council will continue to engage with stakeholders to support North Middlesex Hospital, with one of the busiest Emergency Departments in London in one of the most deprived areas of London. Last year the Health Scrutiny Panel also received a presentation from Julie Lowe CEO on the performance and quality issues at North Middlesex Hospital

I want to acknowledge the hard working front line NHS staff and will continue to seek ongoing assurance and work in partnership with North Middlesex Hospital.

Question 18 from Councillor Savva to Councillor Achilleas Georgiou, Deputy Leader & Cabinet Member for Public Service Delivery

Can the Deputy Leader & Cabinet Member for Public Service Delivery give an update on the Enfield Heroes campaign to encourage and celebrate residents to become more active citizens, to create even stronger local communities?

Response from Councillor Achilleas Georgiou, Deputy Leader & Cabinet Member for Public Service Delivery:

The Enfield Heroes campaign which celebrates local volunteers and promotes community cohesion is a fully integrated marketing campaign which has included a targeted mailshot to 13,000 properties, a press advertising campaign and a digital marketing campaign including a Google adwords. The campaign generated 925 website hits in a four month period and helped achieve a 133% increase in volunteer placements when comparing performance in the third quarters of 2014 and 2015.

Question 19 from Councillor Dines to Councillor Orhan, Cabinet Member Education, Children's Services and Protection

Can the Cabinet Member please update me on any conversations that have been held with the Wren Academy since March of this year?

Response from Councillor Orhan, Cabinet Member Education, Children's Services and Protection:

Once the announcement was made by the DfE that the Wren had been successful in their bid to open a free school in Enfield there have been a number of conversations between Council officers, officers from the EFA and also representatives from the Wren regarding aspects of identifying and acquiring a site for the school and also the planning process that will follow once the site has been confirmed. I am sure Cllrs do not need reminding that the whole process is led by the DfE and then EfA just as it has been for the opening of all the Free schools in Enfield. As far as I am aware the site has not been finalised so there is little to update Cllr Dines at this moment.

Question 20 from Councillor Kepez to Councillor Anderson, Cabinet Member for Environment

Given the high standards this Council sets on food, environmental hygiene and trading standards, will the Cabinet Member for Environment please inform the Council of what action this Administration has taken to protect the public?

Response from Councillor Anderson, Cabinet Member for Environment:

Regulatory Services discharge a number of the Council's duties with regard to protection of the public, often some of our most vulnerable residents. We ensure that the public have safe food, privately rented housing that is safe, a safe and clean neighbourhood and are protected from scams and rogue traders, illegal money lending and dangerous products.

Here are some recent examples of the enforcement that Regulatory Services have delivered to protect the public:-

- Over 125,000 illegal cigarettes and over 10 tonnes of illegal hand-rolled tobacco

were seized on raids and we successfully sought the revocation of 4 premises licences for this criminal activity;

- Supporting the Illegal Money Lending team's arrest and prosecution of 4 loan sharks operating in Enfield;
- Successfully bid for £360k of DCLG funding to tackle rogue landlords letting beds in shed and unsafe and sub-standard private rented homes, which resulted in surveying over 2,200 streets and targeting over 1500 properties. It led to the serving of over 300 notices, and the demolition of 4 illegal and substandard accommodations;
- Closed down 13 food businesses due to very poor hygiene and pest problems posing a risk of food poisoning to the public;
- Investigated over 13,000 complaints about abandoned vehicles, littering, untidy front gardens, dog fouling, street trading, car repairs/sales on the street etc. Which led to over 12,000 enforcement actions; and
- Prosecuted rogue traders, which have collectively resulted in over 10 years in prison terms, 38 weeks of suspended prison sentences and the recovery of £500k through the Proceeds of Crime over the last 4 years. We have stopped £1.5 million and two houses from being handed over by residents to rogue traders.

Question 21 from Councillor Dines to Councillor Orhan, Cabinet Member Education, Children's Services and Protection

Can the Cabinet Member please state if her department (or anyone in the Council) has been in contact with the Government over the purchase of land in Enfield for the provision of a new Secondary School for North Enfield since March of this year?

Response from Councillor Orhan, Cabinet Member for Education, Children's Services and Protection:

I refer you to my response on question 19

Question 22 from Councillor McGowan to Councillor Sitkin, the Cabinet Member for Economic Regeneration & Business Development

Could the Cabinet Member for Economic Regeneration and Business please update the Council on the work his Department is doing to improve consultation with high street retailers?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development:

The Council consults widely with its business community and seeks to engage with the borough's high streets to ensure that retailers are able to engage with major initiatives. Additionally I, and senior officers, are always happy to hear from high street retailers about the issues affecting their businesses

The main formal consultations recently have been led by Strategic Planning and Cycle Enfield, every effort is being made to hear the concerns of retailers in a

consultative manner. The next stage of the Cycle Enfield consultation takes place with a launch event in the north east of the borough on A1010 proposals.

We are keen that high street retailers come together in their town centres to form representative bodies to share their views and we want to hear what they have to say. We call this town teams and we accept that this is a new way of thinking for many town centre stakeholders. We plan to pilot this approach in Edmonton Green then help other areas become self-representing.

We know that retailers' time is precious and we are planning to use the skills of our IT professionals to pilot webchat function that will enable us to host online discussions which increases the opportunities for engagement and should allow us to have a broader range of discussions.

Action: Ian Davis (Director of Regeneration and Environment)

Question 23 from Councillor Dines to Councillor Orhan, Cabinet Member Education, Children's Services and Protection

What date is now being used for the delivery of a new Secondary School for children in the North of Enfield? The Wren Academy has told me they have been told 2018, whereas documentation produced by the Council says 2020.

Response from Councillor Orhan, Cabinet Member for Education, Children's Services and Protection:

As far as I am aware the date given to the Council by the EFA for the opening of the Wren Academy has not changed. As I am sure Cllr Dines is aware they have not yet announced their permanent site or any temporary arrangements until a permanent site is ready. I am not sure which documentation Cllr Dines is referring to and so am not able to comment on the change of date that is mentioned in his question.

Question 24 from Councillor Stewart to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Could the Cabinet Member for Economic Regeneration and Business please update the Council on the work his department did to facilitate Camden Town Brewery's move to Enfield leading to the creation of scores of new manufacturing jobs?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development:

The Council has helped considerably to facilitate Camden Town Brewery's move to Enfield and has offered to support the Brewery with any recruitment needs. We are told that there could be up to 100 positions available at the new facility.

Question 25 from Councillor Hurer to Councillor Lemonides, Cabinet Member for Finance and Efficiency

Can I please be told:

1. How many members of staff at Enfield Council have a corporate credit card?
2. What the clearance process is for any expenditure on the credit card?

Response from Councillor Lemonides, Cabinet Member for Finance and Efficiency:

1. The Council does not have any corporate Credit Cards, but uses Purchase Cards 371 staff currently have a Purchase Card.
 2. Purchase Cards are limited via the bank to block certain categories of spend:
 - Alcohol
 - Fuel
 - Telecommunication
 - Staff
 - Financial services
 - Utilities
 - Computer Equipment
 - Cash
- The application process asked for potential card holders to state why they need a purchase card, and the types of expenditure that they need to spend on the card. This is then approved by nominated officer who will be responsible for the approval of expenditure and the AD responsible for the service area. The form is then approved within Procurement & Commissioning Hub and then approved by Director of Finance, Resources & Customer Services.
 - Cards are limited to a transaction limit and a monthly limit
 - The bank provides statements of activity on each card. This must be reconciled by the card holder and receipts and justification provided. This is approved by the approver; ensuring that it is in line with service department needs
 - Procurement & Commissioning Hub monitor expenditure and the Purchase Card programme is audited regularly.

Question 26 from Councillor Keazor to Councillor Orhan, Cabinet Member for Education, Children's Services & Protection

Will the Cabinet Member for Education, Children's Services and Protection inform the Council of the work that has been progressed with the library service to support young people affected by mental health?

Response from Councillor Orhan, Cabinet Member for Education, Children's Services and Protection

At a time when 1 in 10 young people have a diagnosable mental health issue, I had the pleasure of launching a new initiative in Enfield's libraries recently aimed at supporting them with expert endorsed books available to borrow for free.

"Reading Well for young people" is part of the hugely successful "Reading Well Books on Prescription Scheme" and will provide 13-18 year-olds with high-quality information, support and advice on a wide-range of mental health issues such as anxiety, depression, eating disorders and self-harm, and difficult life pressures, like bullying and exams.

The collection of 35 titles is available at the four flagship libraries and reflects the valuable role libraries can play in supporting children and young people.

Question 27 from Councillor Dines to Councillor Oyken, Cabinet Member for Housing and Housing Regeneration

I am sure that Councillor Oyken agrees with me and many residents in Chase Ward that housing and its availability is a crucial issue.

Can I please be informed when the small site houses are now expected to be completed in Chase Ward?

Can I please also be told what the timetable was when the small site programme began?

Response from Councillor Oyken, Cabinet Member for Housing and Housing Regeneration

The original contract programme long stop date for Kier to complete all 94 properties, built across the Small Sites including those in Chase Ward, was 20th July 2016. However as I informed Council last October Kier planned to complete the sites to Tudor Crescent, Holtwhites Hill, Forty Hill, St Georges Road and Lavender Hill by Spring 2016.

In response to Climate Energy going into administration, and a subsequent question on a revised programme (January 2016), I outlined the following three points. Firstly that Kier had since appointed Airey Miller Construction Management (AMCM) to work with them to deliver the seven sites at the earliest opportunity. Secondly that unfortunately there would be a period where there is no activity on site while the due diligence review is completed. Finally once the review is complete we would receive a revised programme for completions

I am pleased to be able to confirm that the review is now complete and construction works have recommenced on five of the seven sites. Works will commence on the remaining two sites in the coming weeks. The revised timetable to complete the scheme, including those sites in Chase Ward, is June 2017. However handovers will be on a phased basis, with the first properties to be handed over being the 3 four bedroom houses at St Georges Road August 2016.

Question 28 from Councillor Nesil Cazimoglu to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Is it true that the Secretary of State for Communities and Local Government has changed the nature of Green Belt designation for housing?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development:

The SoS has not recently changed in any way current planning policy or guidance for the Green Belt. However, the Government's proposals for starter homes include provision for building them on brownfield sites in the Green Belt. This was consulted upon recently by the Government in a package of technical planning changes and the Council has raised strong concerns at unplanned developments in the Green Belt, not supported by infrastructure, which may result should this proposal become national planning policy. The Green Belt is a policy, not an area designation, like a National Park, or Area of Outstanding Natural Beauty, and so the Government may change it without primary legislation, although in this instance it would need weighing up against the approved development plan (the Local Plan and London Plan) that would resist development in such unsustainable locations.

Question 29 from Councillor Dines to Councillor Anderson, Cabinet Member for Environment

Can I please be informed:

1. Which junctions in Enfield have a yellow box that is enforced by a camera?
2. The breakdown in fines from each of these cameras per week, dating back to April 1st of 2016. Can any cameras which have come on line since this date please be included from when they went live?

Response from Councillor Anderson, Cabinet Member for Environment:

1. Carterhatch Lane EN1/Service Road, Great Cambridge Road. Green Lanes N13/Sidney Avenue
- 2.

	Carterhatch Lane/Service Road Gt Cambridge Rd 29 April 2016	Green Lanes/Sydney Avenue N13 30 November 2015
01-08 April 2016	-	85
08-14 April 2016	-	50
15-21 April 2016	-	168

22-28 April 2016	-	159
29 April-5 May 2016	562	194
6-12 May 2016	941	133
13-19 May 2016	638	152
20-23 May 2016	259	106

Action: Ian Davis (Director of Regeneration and Environment)

Question 30 from Councillor B Charalambous to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on the feedback from the introductory Association Cabinet Members' meetings with the Friends of the Parks?

Response from Councillor Anderson, Cabinet Member for Environment:

The introductory regional Friends meetings that were held in late April and early May were very well supported with 60% attendance and from the initial feedback, we have gained, groups are keen to work with the Council on the transition from the current arrangements. The Council acknowledges that there are concerns around the changes, though moving forward the new approach aims to maintain the same outcomes, but deliver them in a more efficient and effective manner. These regional meetings will now be the only formally recognised and supported meetings the Council will hold with the Friends of Parks. And through these meetings we will support volunteering, capital improvements and external funding bids. We look forward to working further with the Friends of Parks, as our main objectives are the same in seeing our parks and open spaces flourish and this can only happen with the hard work, dedication and efforts provided by all parties.

Question 31 from Councillor Dines to Councillor Anderson, Cabinet Member for Environment

Can Councillor Anderson please provide an update on how much work has gone into looking at alternatives to Southbury Road for a Cycle Enfield route over the past two months?

Response from Councillor Anderson, Cabinet Member for Environment:

Southbury Road remains on the table as an alignment for the Cycle Enfield route. We have commissioned further parking surveys in response to residents' concerns about the loss of parking and are having on-going discussions with Transport for London. Alternative options have been investigated and the pros and cons of each will be carefully considered before any final decision is made.

Question 32 from Councillor Ekechi to Councillor Brett, Cabinet Member for Community, Arts & Culture

Given pupils are no longer expected to attend live theatre performances as part of many GCSE syllabuses what does the Cabinet Member for Community, Arts & Culture think the impact of this is likely to be for pupils and theatres?

Response from Councillor Brett, Cabinet Member for Community, Arts & Culture:

Our arts and cultural services at Millfield Theatre, Forty Hall and The Dugdale Centre have strong established relationships with schools with strong attendances at events like the annual pantomime at Millfield Theatre when more than 7000 local primary school pupils attend one of 24 performances specifically for schools, and the Education programme at Forty Hall which sees 3 to 4 schools a week attending curriculum focused programmes on Heritage. We are encouraging schools to ensure that they continue to take full advantage of the many opportunities offered to pupils in Enfield and to visit and attend the theatre as part of their studies in Drama and Theatre. We are confident that they will continue to include the experience of live performances in their curriculum and extra curricula activities. It is too early to say if there will be a negative impact but we will obviously monitor the attendance at our live performance spaces in Enfield and I would be happy to feedback at a later date.

Question 33 from Councillor Smith to Councillor Oyken, Cabinet Member for Housing and Housing Regeneration

Further to recent reports in the local press regarding charging leaseholders in a council owned block in Bycullah Road £30,000 per flat for proposed works to their block, would he inform the Council:

- a. Whether the leaseholders were consulted under s.20 of the Landlord and Tenant Act 1985 and what was the outcome?
- b. Was the specification for the works was approved at a senior level before the leaseholders were informed?
- c. Does he think that the specification was excessive and will he review it?
- d. Does he think that a charge of £30,000 per flat is a reasonable sum to charge individual leaseholders some of whom may be in straightened circumstances?
- e. Will he ask officers to reconsider charging this sum, review the process and reach an agreement with the leaseholders on a more sensible level of works?

Response from Councillor Oyken, Cabinet Member for Housing and Housing Regeneration:

- a) Full Statutory Leaseholder Consultation was undertaken as required under Section.20 of the Landlord and Tenant Act.
The dates and process relating to the blocks on Bycullah Road were as follows :

- A Stage 1: Notice of intent: sent out on the 11th October 2013 notifying Leaseholders of the intention to award future works under a proposed Framework of Contractors. This was sent to all Leaseholders in Enfield with a broad indication of works that would be considered under a major works project. All formal responses at that stage were noted and/or replied to as required.
- A further Stage 1 notice: was sent out on the 18th June 2015 included a scope of works under consideration on a block by block basis. This was an additional information stage sent out as a courtesy to specific Leaseholders affected by the intended call off contract (there is no legal requirement to present a further stage 1 notice other than the one served at the award of the Framework). Leaseholders were again asked to submit any comments or observations on the proposed scope of works.
- A Stage 2 Notice of Estimates was sent out on the 22nd February 2016 following a competitive tendering exercise. Results of the two lowest tenders with a detailed breakdown of the lowest estimates were included in this notice together with a justification for the scope of the works.

In addition to these written stages the Council's Officers also engaged with residents at meetings both pre and post tender. Consultation meetings were held on the 24th August 2015 to explain the process and scope of works and then again on the 20th April 2016 after the tenders had been received.

The August meeting was held prior to tendering of the works and allowed residents the opportunity to come along and discuss the proposed works with both Officers and the Consultants. All feedback from this meeting was considered and responded to by Officers. The most recent meeting in April was held post tendering and following the issuing of Notice of Estimates. The purpose of the meeting was to discuss the estimates, offer payment options where relevant and also to respond to any specific concerns of leaseholders.

- b)** The specification and scope of the major works programme (for all Council Housing stock) is formulated by externally appointed professional surveying consultants engaged by the Council. They utilise site specific surveys as well as industry recognised component depreciation profiles, to assess the options for repair, renewal or upgrade.

The Council undertakes 'day to day' repairs to its buildings until such time as the building elements are considered to be beyond economic repair. Each element within a building is measured against an anticipated lifespan, after which the replacement or renewal would be required or recommended. The component lifecycles are based on professional experience and Industry standards. Regular stock condition surveys and repair / maintenance records are held on an asset database that is used to prioritise components and blocks likely to require works each year.

On this scheme the decision to undertake all the works proposed now was arrived at using the parameters explained above. The type, nature and scope of the works are those that have been adopted by the Council throughout the entire programme of Decent Homes works from 2009

onwards. The project was approved in line with the Council's scheme of delegation with the input of Senior Officers at the relevant stages.

- c) As stated in the response to 'b' above, the works were defined using external professional advisers.
- d) All Leaseholders who have purchased under 'Right to Buy' legislation will have received full information on their responsibilities for payment of any further major works costs. This would also have been reiterated by their own solicitor in the purchase. In addition, lease holders will have received an estimate of annual charges and details of any major works activity that Enfield intended to carry out during the first 5 years of the lease, (via a section 125 Offer Notice). There are a number of payment options for Leaseholders and the information leaflets explaining the financial assistance packages were sent out to all Leaseholders with their Notice of Estimates. Leaseholders are welcome to make individual appointments with our Home Ownership Officers to discuss all available options in person. Purchasing a leasehold property comes with obligations to contribute to major works on the block under the terms of the lease. The value for money point regarding these recharge costs is covered in point 'e' below
- e) The estimated costs for the works to a very small number of units on the Bycullah Road blocks are at the top end of the level of re-charges anticipated by the Council. More generally these recharge costs fall into the £10k - £20k band. Officers have already undertaken detailed consultation with the residents in this block to suggest reductions in the scope of the works wherever possible, which will see this recharge price reduce. Items such as redecoration of common areas and external landscaping improvement works have been suggested as omissions which will bring down the costs considerably. Discussions have also taken place with the Leaseholder representatives for this block with a view to them purchasing the freehold from the Council at which point they would become liable for fully maintaining the block for themselves with no recharge costs at all from the Council.

I can advise Councillor Smith that I am currently reviewing leaseholder charges and if improvements can be made to the process which benefits leaseholders while safeguarding tenants I will consider such changes.

Question 34 from Councillor During to Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care

I should like to congratulate the Cabinet Member for Health & Adult Social Care on the progress that has been made to build a care home at Old Road, EN3. Will the Cabinet member inform the Council how many people will be accommodated at the new home?

Response from Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care:

The build of the new care home is well underway and remains on target for practical completion at the end of October 2016. This month the window installation and external brickwork will commence and internal partitioning will continue. A topping out ceremony was held on 12th May to celebrate the build reaching its highest point.

The new care home will provide residential and nursing care for 70 service users, with the first residents transferring from Bridge House and Coppice Wood Lodge.

Question 35 from Councillor Chamberlain to Councillor Lemonides, Cabinet Member for Finance and Efficiency

Please set out the level of council tax arrears by month for the past three years from the most recent figures?

Please set out the number of council tax debtors by month in the past three years from the most recent figures?

Response from Councillor Lemonides, Cabinet Member for Finance and Efficiency:

Please find attached appendix 1 the council tax system summary from 2012/13 to 2015/16 by amount and number of accounts. The outstanding amount includes court costs. The number of accounts for the year does not show the number of customers in arrears as a customer may have arrears in multiple years.

The summary sheet shows a year on year reduction in arrears from £32,165k in 2013/14 to £23,883k. Arrears collection of £7,152k was the 3rd highest in England in 2014/15 according to Government statistics and increased to £7,923k in 2015/16. Given that Enfield has the 9th highest council tax support caseload in England this represents an excellent achievement and I am sure Councillor Chamberlain will congratulate officers on their successful endeavours.

Question 36 from Councillor Abdullahi to Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care

Could the Cabinet Member for Health and Social Care provide an update on activities within Enfield throughout Carers Week please?

Response from Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care:

Please find attached the programme of events appendix 2:-

Question 37 from Councillor Delman to Councillor Fonyonga, Cabinet Member for Community Safety & Public Health

A recent analysis of crime figures in Enfield highlighted that there were over 140 crimes committed per year in our parks. Could Councillor Fonyonga provide us with a breakdown as follows:

1. Number of crimes committed at each park?
2. Types of crimes committed at each park?
3. How many people were prosecuted for their crimes?

Response from Councillor Fonyonga, Cabinet Member for Community Safety & Public Health:

The crime in parks represents a very small proportion of the crime on the Borough, at just **half of one per cent**.

I am able to provide you with numbers of crime for the 10 parks with the most crimes recorded, with data from the 8th of February 2015 to the 9th of February 2016 in the table below:

Park	Count of crime
TRENT PARK	21
ENFIELD PLAYING FIELDS	17
WHITEWEBBS GOLF COURSE	16
DURANTS PARK	14
FORTY HALL PARK & ESTATE	10
PAULIN SPORTS GROUND (LEASED)	9
CHURCHFIELDS RECREATION GROUND	7
ALBANY PARK	6
ST DAVIDS PARK	6
COCKFOSTERS SPORTS GROUND	6

I am not able to provide detail on the types of crime, nor the number of people prosecuted. This response would have to come from the police or CPS.

This Administration remains firmly committed to tackling crime and anti-social behaviour in the borough. This is why in addition to the officers allocated to us through the Mayor's Office for Policing and Crime, this Administration has committed £1.6m over the next 3 years to fund additional police officers.

Question 38 from Councillor Bond to Councillor Brett, Cabinet Member for Community, Arts & Culture

Could the Cabinet Member for Community, Arts & Culture let us know how many people in Enfield have used foodbanks in the past year, and whether it is a growing trend? Have government sanctions against claimants contributed to this?

Response from Councillor Brett, Cabinet Member for Community, Arts & Culture:

I thank my colleague for his question. Whilst the information the Council has at its disposal in terms of final numbers is not definitive, we are certain that food bank usage in the borough continues to be high and is viewed as a vital support mechanism for many families in the borough. The main Food Bank service in Enfield delivered by the Enfield Food Bank on Lincoln Road, continues to report high levels of access since coming into being 4 years ago. This is evidenced by their having recently relocated to larger premises to meet demand and is considering further extending its opening hours.

They have also extended their offer to local people beyond food to include providing clothing to families in need with children in the 0 to 5 age bracket. This is in response to feedback from the local community. I would like to congratulate and thank those volunteers working to provide services such as these to our most vulnerable local people.

It seems to me this is clear evidence that austerity measures continue to hit the poorest hardest and that the numbers affected are growing. I have little doubt that this continued victimisation of the poor by the Government will only prolong the agony for many of our most vulnerable families.

Question 39 from Councillor Delman to Councillor Orhan, Cabinet Member Education, Children's Services and Protection

Would Councillor Orhan confirm:

1. How many permanent salaried staff and how many volunteers there are at the John Jackson Library in Bush Hill Park?
2. Are the volunteers able to provide every library service that the permanent staff provide?
3. What are the opening hours of the library?
4. What is the 'Management Structure' there?
5. Finally what are the implications of the 'Enfield Library Development Strategy' for this library?

Response from Councillor Orhan, Cabinet Member for Education, Children's Services & Protection:

1. There are four volunteers allocated to John Jackson Library with assistance from permanent staffing as and when required. As Councillor Delman will know,

volunteers have always been a crucial part of our library service and we are very grateful for the first class contribution they make to their local communities.

2. Volunteers are able to assist library customers with most requirements. The key elements the volunteers cannot do are:
 - Handle cash
 - Join people to the library (although we are exploring how this can be achieved in community libraries)
 - View service users accounts
 - Interrogate the catalogue
 - Make reservations

3. Monday, Wednesday and Friday – 8am to 4pm
Tuesday and Thursday – 8am to 6.30pm
Saturday – 9am to 12 noon

These opening hours reflect an increase of 9 hours per week compared to the previous opening hours.

4. A clear service level agreement is agreed with each co-location partner setting out the agreed opening hours of the building and the standards of operation expected to support universal access to library services. The community libraries are overseen by a Team Leader who reports into Customer Services Manager. The Team Leader ensures the SLA is adhered to, maintains an effective relationship with the co-location partner, resolves issues as they arise and works with the volunteer co-ordinator role to ensure training, advice and specialist support is offered to people working/volunteering in the co-located space.

5. The Library Development Strategy sets out a vision for a financially sustainable library service that maintains 17 physical libraries, four of which would be hub libraries offering the full range of library services with the remaining 13 being community libraries. John Jackson Library was designated as a community library. Community libraries continue to be run by the Council's library service and library card users can access library services and resources from them. In order to bring in income, partners have been sought to share the space and deliver mutually beneficial services. John Jackson Library was among the first community libraries to open with a partner, Eldon Infants School, who are offering children's centre activities through the library.

Question 40 from Councillor Dogan to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Could the Cabinet Member for Economic Regeneration and Business please confirm to the Council that for the sixth month in a row, Enfield's employment rate as per Job Centre Plus statistics remains above the London average?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development:

The employment rate for Enfield during 2015 and to date in 2016 has remained relatively stable against a more changing profile across London and nationally.

This is supported by key out-of-work benefit figures decreasing month on month with the latest figures showing a further drop indicating that the gap between London and Enfield claimant figures is closing.

Through the proactive partnership work with DWP across the borough's three job centres, and with interventions to assist with recruitment for new employers – eg M&S in Brimsdown, the Council is making as much effort as possible with limited resources to support mainstream providers address issues around claimants figures. Indeed, it is worth noting that the latest (April 2016) JCP statistics even show Enfield increasing the positive differential between our employment rate (now up to 73.6%) and the London average (now 72.9%). Alongside of this, our unemployment rate has dropped to 0.2% below the London average. All of which provides further strong empirical evidence that Enfield's economy is benefiting under the current Labour administration.

Question 41 from Councillor Delman to Councillor Fonyonga, Cabinet Member for Community Safety & Public Health

Would Councillor Fonyonga inform the Council exactly how the withdrawal of the provision of free swimming for all children and young people and free gym use for 14 - 15 year olds in the school holidays, will enable her to provide effective and efficient services to the children and young people in this borough? importantly the disadvantaged children that she usually reminds us that she aspires to help.

Could she also tell us how many children and young people used the free swimming and free gym facilities at the local leisure centres per year and what was the total cost?

Response from Councillor Fonyonga, Cabinet Member for Community Safety & Public Health:

In order to achieve our savings targets in line with massively reduced government funding to local authorities we have needed to take a more targeted approach to resourcing health interventions to ensure our reduced discretionary resources are effectively utilised for those communities where deprivation is highest and where health is poorest. This has led to the following activities now taking place:

- 1) Reception Year (5 year olds) who are identified as overweight or very overweight in this year's National Child Measurement programme will receive a swimming subscription which would allow them to go swimming during the summer holidays
- 2) Year 6 (11 year olds) who are also identified in these categories will receive a junior membership which would allow them to use the activities on offer including

gym, swimming, classes and sporting activities during the summer holidays.

The previous universal offer of free swimming and free gym during the school holidays had the following number of visits (not the number of young children and young people) over the last 3 years:

- 2015/16: 42,530 free swims and 4,891 uses of the gym.
- 2014/15: 75,454 free swims and 5,928 uses of the gym
- 2013/14: 31,763 free swims and 4,038 uses of the gym

The swimming is now charged at £2.10 and we have now introduced a junior membership for 8-15yr olds at £23.00 per month.

Question 42 from Councillor Hurman to Councillor Achilleas Georgiou, Deputy Leader & Cabinet Member for Public Service Delivery

Can the Cabinet Member for Public Service Delivery give an update on Enfield Council's highly successful campaign to keep residents informed about the new jobs, training and apprenticeship opportunities for the benefit of local residents, businesses and organisations?

Response from Councillor Achilleas Georgiou, Deputy Leader & Cabinet Member for Public Service Delivery

The Unlock Your Potential campaign has generated a huge amount of local interest, with an average of 10,000 visits being made to the dedicated webpage every month which signposts residents to job opportunities in Enfield.

A key strand of the Unlock Your Potential campaign is the promotion of jobs fairs in the borough. The most recent jobs fair held in April 2016 attracted the highest number of job seekers to date – 527 compared to 432 who attended in September 2015 - with over 30% of attendees stating they had heard about the event through Enfield Council's marketing channels and activity including social media posts, newspaper ads, flyers, posters and the council website. Feedback from local businesses and organisations was also very positive with one company alone recruiting 18 people on the day.

The Unlock Your Potential campaign has also supported the Council's drive to recruit apprentices. This strand has included promotion in Our Enfield as well as targeted bus panel and till receipt advertising. This promotional activity led to a spike in the number of web hits – up from 7,858 in August to 10,397 in September 2015.

Question 43 from Councillor Celebi to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet member for Environment please answer why they have decided to show the proposed amended scheme for Cycle Enfield in Palmers Green Library for only one day, therefore not giving interested parties enough opportunity to view and have the added benefit of an officer present to explain said scheme?

Response from Councillor Anderson, Cabinet Member for Environment:

Palmers Green library was an excellent venue for the exhibition, being within easy reach of all on the A105 corridor by all modes of transport. The event was well publicised in advance with adverts in both local papers, 17,647 leaflet drops in the surrounding vicinity of Green Lanes. 130 people attended during the exhibition hours (3pm to 8pm). Whilst the vast majority of interested parties clearly had the opportunity to attend the exhibition, it was made clear to those who couldn't attend that the material is available on the Cycle Enfield website. This is being promoted on social media.

Question 44 from Councillor Bakir to Councillor Orhan, Cabinet Member for Education, Children's Services & Protection

Will the Cabinet Member for Education, Children's Services and Protection inform the Council of what success has been achieved in the teaching of community languages to children and the recognition the Council has achieved?

Response from Councillor Orhan, Cabinet Member for Education, Children's Services and Protection:

I am happy to give Council some feedback on this area as I recognise the importance of our children being fluent in English, being fluent in their first language if it is not English and that they have the opportunity to learn other modern foreign languages appropriate to their age and ability.

I have always been very proud to hear about our primary and secondary schools response to the teaching of languages. Schools always ensured that we have met the changes to the curriculum and the introduction of language teaching at Key stage 2. I am continually impressed by the number of young people in Enfield who have entered and been successful in the range of modern foreign languages at GCSE. I think it is been particularly important to give our young people the opportunity to study their own community language to GCSE. As you know when this was under threat from the government I instigated a cross party response to challenge this move and am delighted to inform Council that the government has agreed to the continuation of community languages in the examination offer for our young people. Council may be glad to hear that I received a letter from Nick Gibb thanking me for my tireless effort in the campaign to restore community languages to the range of subjects offered fro external examination.

Question 45 from Councillor Celebi to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Does the Cabinet Member for Environment admit that this administration intends to build on our Green Belt in order to appease the housing needs of our borough rather than using Brownfield land and other suitable lands?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

The pressure for housing and population growth in Enfield is very considerable. If we are to meet London wide and national indicators of future housing need, then we will need to increase the number of new homes built every year from just over 500. At the same time, the market pressure for new businesses, waste facilities and schools is intensifying, such that availability of industrial brownfield and industrial vacant sites is decreasing. We have no plans to build in the Green Belt for housing growth needs but we are duty bound to consult on all of the potential options to meet housing need. It would be negligent not to do so, and point out where growth could take place.

Question 46 from Councillor Jigge to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Could the Cabinet Member for Economic Regeneration and Business please share with the Council his thoughts on the renewal of the Montague and Claverings industrial estates?

Response from Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development:

The Council has an extensive property portfolio and it is good estates management practice to review the state of its holdings, to determine if it is still fit-for-purpose, if it achieves the Council's desired returns, and if it meets the Council's stated objectives such as the ability to promote growth and sustainability.

A review of the Claverings and Montagu Estates suggests that these assets are not being optimised and could be used more efficiently and effectively. For example, certain buildings are in need of improvements, as their design life has been exceeded, and certain buildings no longer meet modern employment use requirements. This needs to be considered against a backdrop of rising demand for scarce employment use land within the M25, increasing property values and the desirable location of these two Estates for businesses within London's economic and geographic landscape.

We are therefore now looking at a variety of options of how best we should configure these Estates so that they support an increase in jobs and enterprise activity within the borough. I am pleased to report that significant progress is being made by officers on these two sites. In particular plans for Claverings are maturing and we will shortly be reporting to Cabinet on a preferred way forward, which will not only promote new jobs and support the retention of a strong and vibrant economic base in the borough, but will provide the Council with a fit-for-purpose income producing commercial property portfolio.

Question 47 from Councillor Laban to Councillor Anderson, Cabinet Member for Environment

Please could the Cabinet Member for Environment provide the recycling rates for each ward for 2012, 2013, 2014 and 2015?

Response from Councillor Anderson, Cabinet Member for Environment:

We don't hold or compile recycling rates at a ward level

Question 48 from Councillor Hasan to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on improvements to Albany Park.

Response from Councillor Anderson, Cabinet Member for Environment:

I am happy to confirm that the park improvements are progressing well. The car park has been formalised and resurfaced, two of the parks entrances have been spruced up through new landscaping and the planting of an avenue of trees, and I'm delighted to announce that the Parks Service has secured a £150,000 grant from the London Marathon Community Trust to create a new fully inclusive play area that will be the first of its type in London.

Officers will now look to secure funding that is required for a second phase of the project where we will improve sport and recreation provision within the park. This will include the installation of an artificial cricket wicket, table tennis tables and a cycle track.

Question 49 from Councillor Laban to Councillor Anderson, Cabinet Member of Environment

Please could the Cabinet Member for Environment provide the recycling rates for the whole borough for 2012, 2013, 2014 and 2015?

Response from Councillor Anderson, Cabinet Member for Environment:

Household recycling rates are reported by financial year through the National Waste Data Flow database:

2012/13	38.8%
2013/14	39.1%
2014/15	38.5%
2015/16	37.6% (three quarters data)

Question 50 from Councillor Laban to Councillor Anderson, Cabinet Member of Environment

Please could the Cabinet Member for Environment provide and explain the recycling contamination rates for 2013, 2014, 2015?

Response from Councillor Anderson, Cabinet Member for Environment:

The contamination rates refer to the amount of non-recyclable materials contained within the kerbside collected comingled dry recycling delivered for processing at the Materials Recycling Facility (MRF) at Edmonton.

2013/14	7.52%
2014/15	7.30%
2015/16	10.95%

In October 2014 amendments under the Environmental Permitting (England and Wales) Regulations, came into force relating to sampling and quality testing of comingled dry recyclables delivered for processing. These regulations prescribed standard approaches and replaced the local systems used previously. This has resulted in an increase in the reported levels of contamination both in Enfield as well as nationally which has been reported in the trade press (letsrecycle.com 26th January 2016).

Question 51 from Councillor Laban to Councillor Anderson, Cabinet Member of Environment

Please could the Cabinet Member for Environment commit to the people of Enfield that refuse collection will continue to remain weekly?

Response from Councillor Anderson, Cabinet Member for Environment:

Yes, as set out in the DCLG commitment.

Question 52 from Councillor Laban to Councillor Anderson, Cabinet Member of Environment

Please could the Cabinet Member for Environment commit to the people of Enfield that dry recycling collection will continue to remain weekly?

Response from Councillor Anderson, Cabinet Member for Environment:

Yes.

Question 53 from Councillor Laban to Councillor Anderson, Cabinet Member of Environment

Please could the Cabinet Member for Environment commit to the people of Enfield that green waste collection will continue to remain weekly?

Response from Councillor Anderson, Cabinet Member for Environment:

Officers are currently reviewing options to reduce the cost of this non-statutory service to meet future savings targets. A public consultation will follow in the near future.

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CELEBRATE

CARERS WEEK

6TH-12TH JUNE 2016

WITH US

MONDAY 6TH JUNE

Young Adult Carers Information Stall
12pm-2pm, Southgate College

Young Carers Awareness for School Governors

6pm-7.30pm, Room One, Enfield Civic Centre
An information session about how schools can support young carers as an OFSTED identified protected group, targeted specifically at school governors but open to all school practitioners.

To book a place please call **020 8379 1000**
or email **HHASC.Carers@enfield.gov.uk**

TUESDAY 7TH JUNE

Ask the Panel – Question and Answer Session
2pm-4pm, Council Chamber, Enfield Civic Centre

Come and hear from Ray James, Director of Adult Social Care, on Enfield's commitment to carers and our response to the Care Act. This will be followed by a Question and Answer with senior managers from Enfield Council, Enfield CCG and Barnet, Enfield and Haringey Mental Health Trust. This is your chance to question those in charge.

To book a place please call **020 8379 1000**
or email **HHASC.Carers@enfield.gov.uk**

WEDNESDAY 8TH JUNE

Carers Information Session
9.30am-1pm, North London Hospice,
Barrowell Green, N21 3AY

Come and join us for information, activities and refreshments.

SATURDAY 11TH JUNE

Enfield Carers Centre Family Fun Day
11am-4pm, Green Space by Enfield Town Library

A range of fun, information and activities for all the family including dance shows, a children's entertainer and activities, bouncy castle, face painting, information stalls and refreshments.

We have a signed original photo of this season's Arsenal Team and a signed Pennant from Tottenham Hotspur.

DAZU Young Carers Family Stall

10am-3pm, Edmonton Green Shopping Centre
(outside Wilkinsons/Peacock)

Come and join the DAZU team for a Children's Lucky Dip, Face Painting, Cake stall and a prize winning raffle.

Look out for Enfield Carers Centre staff who will be at
Tesco (Ponders End), Sainsbury's (A10) and Asda (Southgate)
raising awareness for Carers Week.

www.enfield.gov.uk

In partnership with



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Use of the Council's urgency processes involving a waiver of the Call-In process.

Council is asked to note the decision taken and the reasons for urgency.

1. Decision: Confirmation of the Extension of the Ernst and Young Contract for the Supply of services to support the delivery and transformation of a Council Wide Procurement and Commissioning Hub

1.1 Reason for Urgency:

The Council had an option to extend the existing contract with Ernst and Young for a further 12 weeks. This was highlighted in the 15 November 2016 Cabinet paper, the tender documentation and the decision report that completed the initial contract award in January 2016.

The reasons for urgency in terms of implementation of the decision were as follows:

The Council had made good progress in preparation of the proposed tender for a long term co-management partner for Procurement, Commissioning and Market Management. It was at the time envisaged this tender would be issued the week following, following consideration by the Council Management Board. In order to provide clarity and transparency to the market on the tender opportunity, the Council needed to be in a position where it could confirm that the existing contract had already been extended and its revised end date – this information was important to the bidders in terms of their own bidding planning. Hence the need for the final decision by the 31 March 2016.

By completing the extension at that time the Council was able to provide this clarity – and were in a position to extend the existing Ernst and Young contract at the same time as issuing the long term tender. Taking the decision by the 31 March 2016 meant that the Council could formally confirm the end date of the Ernst and Young contract within the tender sending a stronger message to the market around the desire for an open and competitive process.

It was not possible for the decision to be taken beforehand in order to allow sufficient time for call in, because the Council wished to ensure that that performance of the existing contract over the Easter Weekend was able to form part of the Council's assessment of current delivery.

The use of the Council's Waiver of Call in procedure was approved by the Chair of Overview and Scrutiny Committee on 4 April 2016.

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