



LONDON BOROUGH OF ENFIELD

**AGENDA FOR THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, 13TH JULY,
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
Southgate Ward Forum	14/06/16	Clare Bryant	0208 379 5003
Cabinet	15/06/16	Jacqui Hurst	0208 379 4096
Cockfosters Ward Forum	16/06/16	Clare Bryant	020 8379 5003
Winchmore Hill Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Lower Edmonton Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Southgate Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Enfield Lock Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Chase Ward Forum	21/06/16	Clare Bryant	0208 379 5003
Licensing Sub-Committee	22/06/16	Jane Creer	0208 379 4093
Jubilee Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Palmers Green Ward Forum	21/06/16	Clare Bryant	020 8379 5003
Planning Committee	28/06/16	Jane Creer	0208 379 4093
Child Sexual Exploitation & Associated Risk to Children & Young People Task Group	29/06/16	Koulla Panaretou	0208 379 4835
Enfield Highway Ward Forum	29/06/16	Clare Bryant	020 8379 5003
Bush Hill Park Ward Forum	30/06/16	Clare Bryant	020 8379 5003
Overview and Scrutiny Committee	30/06/16	Andy Ellis	0208 379 4884
Audit and Risk Management Committee	04/07/16	Metin Halil	0208 379 4091
Conservation Advisory Group	05/07/16	Andy Higham	0208 379 3848
Crime Scrutiny Workstream	05/07/16	Susan Payne	0208 379 6151
Licensing Sub-Committee	06/07/16	Jane Creer	0208 379 4093
Schools Forum	06/07/16	Sangeeta Brown	0208 379 3109
Grange Park Ward	06/07/16	Clare Bryant	020 8379 5003

Forum			
Local Plan Cabinet Sub-Committee	06/07/16	Koulla Panaretou	0208 379 4835
Cabinet	07/07/16	Jacqui Hurst	0208 379 4096
Health and Wellbeing Board	12/07/16	Koulla Panaretou	0208 379 4835
Ponders End Ward Forum	12/07/16	Clare Bryant	020 8379 5003

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: 07 July 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, 13th July, 2016 at 7.00 pm for the purpose of transacting the business set out below.

Yours sincerely

Armat Hussain

Assistant Director Legal & Corporate Governance

ITEMS 1,2,3,4,5 AND 6 (7:00-7:20PM)

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 8 JUNE 2016 (Pages 1 - 18)

To approve the minutes of the meeting held on 8 June 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. OPPOSITION BUSINESS - CUSTOMER SERVICE (7:20-8:05PM) (Pages 19 - 22)

An issues paper prepared by the Opposition Group is attached for the consideration of Council.

The Council rules relating to Opposition Business are also attached for information.

8. MOTIONS (8:05-9:15PM) - MAY INCLUDE A 10 MINUTE COMFORT BREAK.

8.1 In the name of Councillor Ahmet Oyken

“Homelessness is unacceptable and all central and local government bodies have a duty to eradicate it.

This Council recognises that:

Homelessness comes in many forms, from rough sleeping and street homelessness through to sofa surfing and those languishing in temporary accommodation. The loss of Council housing has added greatly to the desperate need for greater social housing.

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.
3. Support the expansion and building of new council and social housing.”

8.2 In the name of Councillor Terry Neville:

“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 land for this “flagship development” shown by the administration over the past six years.”

8.3 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.”

8.4 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.”

8.5 In the name of Councillor Anne Marie Pearce

This Council is very concerned to learn of the failings identified in the recent Care Quality Commission Report on the Accident and Emergency Department at North Middlesex Hospital, particularly as it is the second finding of failure at the hospital in four years.

The Council believes that the residents are entitled to a better level of service from the Accident and Emergency Department and calls upon the North Middlesex University Hospital Trust to take firm action to restore public confidence in the services provided.

8.6 In the name of Councillor Terry Neville

This Council condemns the recent rise in “Hate Crime” which has no place in civilised society. In this connection the Council welcomes the recent statement from Commander Mak Chishty, Metropolitan Police outlining their plans for giving reassurance to communities and dealing firmly with those who commit these despicable offences.

8.7 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 Regional Schools Commission 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.”

8.8 In the name of Councillor Alessandro Georgiou

60,481 residents from across the London Borough of Enfield have voted to leave the European Union. They are joined by 17,410,472 or 52% of votes cast of the British electorate in leaving the European Union. As the country has voted to leave the European Union, this Council therefore will write to all three of the Borough’s Members of Parliament asking them to respect the democratic will of the British people.

8.9 In the name of Councillor Yasemin Brett

Enfield is one of the most diverse boroughs in London and we very much value community cohesion which has been achieved through the public, statutory bodies like the council and police and non-statutory sector working together for a harmonious community. Racism, xenophobia and hate crimes have no place in our borough and we condemn these unequivocally. We will not allow hate to become acceptable.

We reassure all people living in this area that they are valued members of our community.

9. COUNCILLOR QUESTION TIME (9:15-9:35PM) (Pages 23 - 30)

9.1 Urgent Questions (Part 4 - Paragraph 10.2.(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.

9.2 Councillors’ Questions (Part 4 – Paragraph 10.2(a) of Constitution – Page 4 - 8)

The list of 35 questions will follow and the responses will be published on Tuesday 12 July 2016, the day before the meeting.

10. HEALTH AND WELLBEING BOARD TERMS OF REFERENCE (9:35-9:50PM) (Pages 31 - 50)

To receive a report from the Chief Executive seeking approval for changes to Health and Wellbeing Board terms of reference. (Report No: 47)

To note that the changes were approved by the Health and Wellbeing Board at their meeting held on 21 April 2016 and have also been considered by members of the Member and Democratic Services Group.

11. PUBLIC TRANSPORT CONSULTATIVE GROUP TERMS OF REFERENCE (9:50-10:10PM) (Pages 51 - 58)

To receive a report from the Director of Regeneration and Environment, seeking Council approval for changes to the remit and membership of the Public Transport Consultative Group. (Report No: 46)

To note that the report has been considered by members of the Member and Democratic Services Group.

ITEMS 12,13,14,15,16,17 (10:10-10:15PM)

12. USE OF COUNCIL'S URGENCY PROVISION (Pages 59 - 62)

Council is asked to note the details provided of decisions taken under the Council’s urgency procedures relating to decisions taken by the Leader under the Council’s urgent action procedure, waiver of call in and waiver of the requirement for notice on the Key Decision List, along with the reasons for urgency.

The decisions have 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.

13. COMMITTEE MEMBERSHIPS

To confirm the following changes to the committee memberships:

- Councillor Ekechi to replace Councillor Brett on the Child Sexual Exploitation and Associated Risks to Children and Young People Task Group.

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

14. NOMINATIONS TO OUTSIDE BODIES

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

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

15. CALLED IN DECISIONS

None received.

16. DATE OF FUTURE MEETINGS

To note that the date of the next meeting of the Council will be held on Wednesday 21 September 2016 at 7pm at the Civic Centre.

17. 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.

COUNCIL - 8.6.2016**MINUTES OF THE MEETING OF THE COUNCIL
HELD ON WEDNESDAY, 8 JUNE 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, Katherine Chibah, Bambos Charalambous, Jason Charalambous, 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, Ahmet Hasan, Elaine Hayward, Robert Hayward, Ertan Hurer, Suna Hurman, Jansev Jemal, Doris Jjagge, Eric Jukes, Nneka Keazor, Adeline Kepez, Joanne Laban, 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 and Glynis Vince

ABSENT

Dino Lemonides, Ahmet Oykener, Haydar Ulus and Ozzie Uzoanya

24**ELECTION IF REQUIRED OF THE CHAIR/DEPUTY CHAIR OF THE MEETING**

None required.

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

The Mayor announced that she had appointed Father Witon as her Chaplain for the year, however as the Mayor of Enfield, she wanted to reach out ecumenically and as a result of the this, she had asked Lucy Cox Dodgson from Winchmore Hill Quakers to speak to the meeting on the subject of peace beginning with us. Lucy is a pupil at Winchmore School.

Lucy Cox Dodgson from Winchmore Hill Quakers gave the blessing.

26**MAYOR'S ANNOUNCEMENTS IN CONNECTION WITH THE ORDINARY COUNCIL BUSINESS**

The Mayor began by thanking all the councillors, the Deputy Mayor, officers and the people of Enfield for making her first few weeks as the Mayor of Enfield such a rich and rewarding experience.

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1. Engagements Since Inauguration

Since the Mayor's inauguration she announced that she had taken part in 14 engagements and also launched her charity 'Enfield Sounds Great'. The launch had been a spectacular event, showcasing some of the most outstanding young musical talent in Enfield, and a great networking occasion for all those who had attended.

2. Forthcoming Engagements

In the week coming up, along with other engagements, the Mayor announced that she would be attending a production of Carmen by the Southgate Opera, hosting a visit to the Mayor's Parlour from pupils at Carterhatch School, attending Chicken Shed's Theatre's Graduation Production, a performance by the Baptist Chamber Orchestra, the 'battle of the bands' event, and the Edmonton Glee competition final at the Piccadilly Theatre in London. She concluded "who knew there was so much music going on in one week in Enfield".

3. Queen's 90th Birthday

The Mayor announced that she was also looking forward to the weekend of celebrations for the Queens 90th birthday. Numerous events would be taking place across the borough, culminating on Sunday 12 June 2016 with a picnic in Town Park where she would be judging a best dressed teddy bear competition.

The Mayor asked councillors to have a good meeting, one which befitted Enfield People.

4. Death of Former Councillor

The Mayor also announced that the former Edmonton councillor, Ron Daultry, had sadly passed away on the 21st May 2016, aged 87. Ron had been a councillor for Craig Park Ward between 1964 and 1968, and served during the creation of 'The London Borough of Enfield'.

A minutes silence was held in his memory.

5. Comfort Break

The Mayor announced that she planned to keep with the introduction of a comfort break and would be announcing this at a suitable time in the proceedings at around 8.30pm.

6. Congratulations to Councillors Stewart and Pite

The Mayor congratulated the Councillors Pite and Stewart who had recently completed a through the night charity bike ride: cycling from Windsor race course to Buckingham Palace and back again, raising more than £3,000.

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7. Enfield Night Hike

The Mayor had started the Enfield night hike, which this year was held on Friday 20th May 2016, and congratulated all those who took part.

8. Retirement of John Austin (Assistant Director Governance Projects)

The Mayor said that she was sad to announce that John Austin would be leaving the Council at the end of June, and that that night's meeting was to be his last Council meeting.

She asked both the Leader of the Council and of the Opposition to say a few words.

Councillor Doug Taylor praised John Austin for his 36 years public service, as an officer at Enfield for the more than 20 years and for the diligence and humour with which he had performed his role. He said that he was held in high esteem by his peers and also on the national stage, for his role as Chair in the Association of Democratic Services Officers.

Many members had taken guidance from him on the processes and functions of council meetings. He had been the "go to" person for issues of propriety and rules of governance. His was a cornerstone function. On behalf of members on both sides he wished him well in his retirement.

Councillor Terry Neville said that it had been a pleasure to know John for the last 20 or more years and he echoed Councillor Taylor's words. John's hallmarks included his sense of humour, his attention to detail, his high degree of professionalism and his lack of bias. Every member would recall his induction sessions held after the local elections. He would be much missed.

John was a very good officer someone to go to with any queries. Councillor Neville concluded by wishing him the best, as well as a long, healthy and happy retirement.

John Austin responded by thanking Councillors Taylor and Neville, the Mayor and all the other members, for the respect and support they had shown him, in what was at times, a difficult role. He said that they may not have always agreed with him, but had, mostly, taken his advice in good spirit. He invited all to join him on the 30th of June at 4pm for a leaving drink.

27

MINUTES OF THE MEETING HELD ON 11 MAY 2016

AGREED that the minutes of the meeting held on 11 May 2016 be confirmed and signed as a correct record.

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**28
APOLOGIES**

Apologies for absence were received from Councillors Michael Lavender, George Savva and Ozzie Uzoanya.

Apologies for lateness were received from Councillors Abdul Abdulahi and Daniel Pearce.

**29
DECLARATION OF INTERESTS**

The Monitoring Officer reported that the Councillor Conduct Committee had agreed a dispensation for Councillor Bernadette Lappage as the Mayor for all the Council meetings during her year of office 2016/17. This was regarding a disclosable pecuniary interest relating to her husband's position at the North London Waste Authority.

The Monitoring Officer also reminded members that the Council was in the purdah period in the run up to the European Union Referendum and that all members should refrain from making any statements at the meeting supporting either the remain or the leave side.

Councillor Achilleas Georgiou declared a disclosable pecuniary interest in Item 8 relating to the Appointment of the Meridian Water Developers as he had a relative who worked for the company appointed. He left the meeting when this item was discussed.

Councillor Nick Dines also declared a disclosable pecuniary interest in item 8 and left the meeting during the discussion on this item when he realised that he had an interest.

**30
CHANGE IN THE ORDER OF BUSINESS**

Following the item on the declaration of interests, Councillor Stewart moved and Councillor Bambos Charalambous seconded a proposal under paragraph 2.2(b) of the Council Procedure Rules to change the order of items on the agenda so that the following items were dealt with as the next item of business:

- Item 13.8 Motion in the name of Councillor Doug Taylor regarding the election of the new Mayor of London, Sadiq Khan.

The change in order of the agenda was agreed without a vote.

Please note the minutes reflect the order in which the items were dealt with at the meeting.

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**31
MOTIONS**

Councillor Taylor moved and Councillor Maguire seconded the following motion:

“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.”

Following a long debate the motion was put to the vote and agreed with the following result:

For: 35
Against: 0
Abstentions: 20

**32
CHANGE IN THE ORDER OF BUSINESS**

Following the item on the motion above, Councillor Alessandro Georgiou moved and Councillor Joanne Laban seconded a proposal under paragraph 2.2(b) of the Council Procedure Rules to change the order of items on the agenda for the following item to be dealt with as the next item of business:

Item 9: Reference from Member and Democratic Services Group: Structure of Council meetings and amendments to Council procedure rules.

The change in the order was not agreed, following a vote with the following result:

For: 20
Against: 35
Abstentions: 0

**33
ADOPTION OF THE NORTH EAST ENFIELD AREA ACTION PLAN**

Councillor Sitkin moved and Councillor Pite seconded a report (Report No: 20).from the Director of Regeneration and Environment on the formal adoption of the North East Enfield Area Action Plan

NOTED

1. That the North East Enfield Area Action Plan was part of the Local Plan and adopted core strategy. The plan would set the strategic priorities to ensure that future development would have a regenerating effect.
2. It had taken a long time to complete the action plan: work had begun in 2007, stalled in 2009, been held up as a result of neighbouring

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authority concerns in 2013, only agreed by Council for Consultation in 2014 and had only recently been approved by the Inspector appointed by the Secretary of State for Communities and Local Government.

3. The final inspection report had been very positive with only a few modifications proposed.
4. Concrete, positive work had already been done in the area including projects such as the Electric Quarter in Ponders End, development of housing projects as well as research around the Northern Gateway Access Road and the Northern Gateway Access Package. Crossrail 2, if approved could change the hinterland. The proposals for changes at the level crossing would also have an effect.
5. Constructive engagement had taken place with the public and key partners.
6. The plan would be reformulated to take account of transport decisions, to ameliorate any adverse effects and would be subject to further modifications.
7. The congratulations of the Conservative Group for completing the plan, but also the following concerns:
 - a. The concern, that was also highlighted in the plan about low educational achievement, benefit dependency, competition for low skilled jobs and the need for better secondary educational provision in the area.
 - b. Concern that proposals were too dependent on the very long term prospect of the Crossrail 2 project.
 - c. Concern that the Council was not attracting enough income through the community infrastructure levy and that more needed to be done to improve the area.
 - d. Concern that more needed to be done to prevent heavy traffic coming through the residential areas adjoining the M25 and the A211.
 - e. Concern about what was seen as the failure to make the case for the Northern Gateway Access Road.
 - f. The view that the area needed to attract more economically active residents, to increase numbers of owner occupiers and the suggestion that the Council should consider changing the 40% threshold for affordable housing to 20%.
 - g. The need for better flood mitigation proposals in the Lea Valley.
 - h. Concern about the lack of serious focus on the conservation areas.

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- i. The willingness of the Planning Committee to ignore that plan when agreeing a recent planning committee application for a supermarket in the area.
8. The summing up of Councillor Sitkin that the Northern Gateway Access Package did not preclude the Northern Gateway Access Road and that the administration were as concerned as anyone that it should be progressed.

During the debate the meeting was suspended at 8:35pm for a ten minute comfort break.

The report was put to the vote and agreed with the following result:

For: 35
Against: 0
Abstentions: 19

AGREED

1. To note receipt of the Planning Inspector's final report and main modifications (Annex 1) that concludes that the North East Area Action Plan is sound and legally compliant subject to the main modifications being incorporated into the final plan.
2. To approve the formal adoption of the North East Enfield Area Action Plan (Annex 2) to form part of Enfield's Local Plan.

34

APPOINTMENT OF MERIDIAN WATER DEVELOPERS

Councillor Sitkin moved and Councillor Oykenner seconded the report (Report No: 20) of the Director of Regeneration and Environment presenting the outcome of the Meridian Water Master Developer Partner procurement process.

NOTED that

1. Cabinet at their meeting held on 18 May 2016 had approved the decision which Council was being asked to note.
2. The praise of Councillor Sitkin, Cabinet Member for Economic Regeneration and Business Development and other members, for this multimillion initiative involving the creation of 10,000 new homes and over 6,700 permanent jobs in the area.
3. The thanks to officers who had helped bring about the deal including Rob Leak, James Rolfe, Ian Davis and Peter George.

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4. The pride in the significance of the achievement in concluding the deal, one of the biggest in the UK, which had received positive publicity in the BBC and on other news outlets, and the hope that all would celebrate it.
5. That the 10,000 new homes built would go a long way to address the housing crisis, 30% being affordable. Ten thousand construction jobs would also be created.
6. That this initiative should enable Edmonton to be no longer one of the top ten most deprived places in the country.
7. A full range of infrastructure facilities would also be provided including two new primary schools, a new secondary school, a health centre and the new station. The principle beneficiaries would be local people.
8. The happiness of the Opposition Group to note the deal, which had been initiated under their administration, but also concern:
 - a. That the decision had been taken, under the urgency rules, by Cabinet in part 2, and that there had not been a proper opportunity to debate, possibly the biggest decision the Council had ever taken, at full Council.
 - b. That many of the jobs created by Sergo, the commercial partner, would be low skilled and that this was a missed opportunity to create high skilled, high waged jobs for local people.
 - c. That the right choice of developer might not have been made.
 - d. That there had been delays in getting the work on site started and concern whether work would be completed within the timescales.
 - e. That more compulsory purchase orders should have been used and that if there was legal advice to the contrary this should have been publically available.
 - f. That the developer should be bearing more of the infrastructure costs and also making a larger contribution to the subsidy arrangements for 4 trains per hour.
 - g. That there should be regular reports back to Council over the next 20 years.
9. To recognise that thanks were due to Boris Johnson, the former Mayor of London, for his support of the scheme.
10. In response to the concerns raised in Item 8 above the majority view that it was necessary that certain commercial issues be considered in the part 2 section of a meeting and that the Council would receive a significant return on the investments. That this was a fantastic opportunity to create an economically viable, socially uplifting new community in a piece of land that was previously a wasteland. Land had been bought with a view to bringing about dramatic change. A

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range of jobs requiring different skill levels and support to help upskill the local population would be provided.

11. The legal advice that the decision to award the contract was clearly an executive function.

AGREED to note the selection of Barratt Homes as the master developer for Meridian Water, in addition to their commercial partners Segro.

Councillor Achilleas Georgiou and Councillor Nick Dines declared disclosable pecuniary interests in this item. Councillor Achilleas Georgiou left the meeting at the start of the item and did not take part in the discussion or vote. Councillor Dines left the meeting when he became aware that he had an interest.

35

**REFERENCE FROM MEMBER & DEMOCRATIC SERVICES GROUP:
STRUCTURE OF COUNCIL MEETINGS AND AMENDMENTS TO COUNCIL
PROCEDURE RULES**

Councillor Simon moved and Councillor Taylor seconded the report (Report No: 17) 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.

NOTED

1. That the proposed amendments to the Council Procedure Rules had been referred on to Council for consideration, by the Member and Democratic Services Group, at their meeting on 21 April 2016.
2. That the aim of the proposed changes was to speed up the proceedings and to enable members to get through more of the business on the council agenda. The changes included: timing agendas, limiting the number of questions, shortening the speeches, changing the procedure for amendments, providing an opportunity for a supplementary question on an urgent question, overall to sharpen up debate.
3. Limiting the number of questions would reduce costs and the amount of time spent by officers on providing the responses.
4. Whilst agreeing with the suggestions initially discussed including for dealing with questions, the Opposition Group did not agree with the current proposals and were concerned about what they saw as restrictions on the democratic process including the limits being put forward on the number of questions allowed, the ability to displace the position of opposition business and the restrictions on alternative recommendations.

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5. The Opposition view that the rights of back benchers to ask questions should not be curtailed and the ability to question the administration on behalf of the residents of Enfield should not be limited. Other neighbouring authorities such as Barnet had no restrictions.
6. The Opposition acknowledgement that something needed to be done to encourage more members of the public to attend meetings and to enable business to be transacted in the allocated time, but felt these changes were not the answer.
7. The majority party view that introducing these changes would allow more time to be spent discussing other reports on issues such as education and housing, matters of more importance to the Council.
8. Councillor Simon's summing up that there was a need for timed agendas as shown by the progress made on the evening. He assured the Opposition that there were no plans to change the 45 minutes allocated to opposition business, that amendments would be , but at the end of the debate, and that time limits on speeches would allow more speeches and more time for more speakers to have their say. In future, if the changes did not work they could be amended.

In accordance with the council procedure rule 17.5 the vote was recorded as follows:

For: 36

Councillor Abdul Abdullahi
Councillor Daniel Anderson
Councillor Ali Bakir
Councillor Dinah Barry
Councillor Chris Bond
Councillor Yasemin Brett
Councillor Alev Cazimoglu
Councillor Nesil Cazimoglu
Councillor Bambos Charalambous
Councillor Katherine Chibah
Councillor Guney Dogan
Councillor Christiana During
Councillor Sarah Doyle
Councillor Pat Ekechi
Councillor Nesimi Erbil
Councillor Turgut Esendagli
Councillor Krystle Fonyonga
Councillor Achilleas Georgiou
Councillor Alessandro Georgiou
Councillor Christine Hamilton
Councillor Suna Hurman
Councillor Jansev Jamal

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Councillor Doris Jigge
Councillor Nneka Keazor
Councillor Adeline Kepez
Councillor Dino Lemonides
Councillor Derek Levy
Councillor Mary Maguire
Councillor Don McGowan
Councillor Ayfer Orhan
Councillor Ahmet Oykener
Councillor Vicki Pite
Councillor Alan Sitkin
Councillor Andrew Stafford
Councillor Claire Stewart
Councillor Doug Taylor

Against: 21

Councillor Erin Celebi
Councillor Lee Chamberlain
Councillor Jason Charalambous
Councillor Lee David Sanders
Councillor Dogan Delman
Councillor Nick Dines
Councillor Peter Fallart
Councillor Alessandro Georgiou
Councillor Elaine Hayward
Councillor Robert Hayward
Councillor Ertan Hurer
Councillor Eric Jukes
Councillor Joanne Laban
Councillor Andy Milne
Councillor Terry Neville
Councillor Anne Marie Pearce
Councillor Daniel Pearce
Councillor Michael Rye
Councillor Edward Smith
Councillor Jim Steven
Councillor Glynis Vince

Abstentions: 0

AGREED: to formally approve, for inclusion as part of the Constitution, the changes proposed to the Council Procedure Rules (CPRs), as set out in Appendix 1 of the report to apply from the next (July 2016) Council meeting onwards.

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EXTENSION OF COUNCIL MEETING

At this stage of the meeting Councillor Stewart moved and Councillor Bambos Charalambous seconded the following procedural motion:

In order to provide sufficient time for consideration of Item 14 (Child Sexual Exploitation and Associated Risks to Children and Young People's Task Group Annual Report) before the scheduled end of the agenda, that the time available for the meeting be extended by an additional period of 20 minutes (under Council Procedure Rule 11m).

The extension in the time of the meeting was agreed without a vote.

37

COUNCILLOR CONDUCT COMMITTEE ANNUAL REPORT 2015/16

Councillor Stewart moved and Councillor Laban seconded the annual report of the London Borough of Enfield's Councillor Conduct Committee for 2016/17 setting out the key issues dealt with by the committee during the past year.

NOTED

1. The report had been approved and recommended on to Council by the Councillor Conduct Committee at a meeting held on 24 May 2016.
2. The thanks of the Chair to Asmat Hussain, Assistant Director Legal and Governance, Penelope Williams, Senior Committee Administrator, the other members of the committee and the two independent persons.

AGREED to note the contents of the Councillor Conduct Committee Annual Report 2015/2016 which had been approved and recommended on to Council by the Councillor Conduct Committee at a meeting held on 24th May 2016.

38

CHILD SEXUAL EXPLOITATION TASK GROUP ANNUAL REPORT 2015/16

Councillor Jansev Jemal moved and Councillor Elaine Hayward seconded the annual report of the Child Sexual Exploitation and Associated Risks to Children and Young People Task Group.

NOTED

1. That the task group had been set up a year ago to review the processes and procedures in place for dealing with young people in vulnerable situations.
2. A lot of ground had been covered. Some members of the group had attended multi agency meetings.

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3. Concern was expressed that training sessions held for members on this subject had been poorly attended.
4. The work of the group had thrown up more questions than answers and further research would be carried out, including on gangs and run away children.
5. Thanks were given to the other members of the group for their commitment and passion and tribute paid to the officers involved particularly Anne Stoker (Head of Safeguarding, Quality and Principal Social Worker) and Tony Theodoulou (Interim Director of Children's Services).
6. Third sector organisations were also praised for the tremendous work that they undertook.
7. Praise from the Opposition Lead for the commitment of officers involved and a plea that all members should make themselves aware of the issues and attend the training provided.
8. The support of the Leader for the work of the task group, that he had been shocked by some of the examples that had come to his attention. The Council had an excellent department, but complacency had to be guarded against. It was important that members played an active role, that there should be a transparent approach and that exploitation should not occur in this borough. He welcomed the cross party wish to work to prevent it and hoped all members would support the proposals.
9. Making the case for the under reporting of issues affecting 16 and 17 year olds and for better mental health support was also important.
10. Councillor Jemal concluded by saying that she was pleased that the Council was working together positively and constructively to address the issues.

AGREED

1. To note the recommendation that Council asks all its members to increase their awareness of the matter of Child Sexual Exploitation (CSE) and attend safeguarding training sessions (including CSE) that are being put into place specifically for members and that all elected members should undertake Child Protection training within the next 12 months.
2. To support the CSE task group's acknowledgement of the need to improve offender profiling on a local and Pan London basis establishing consistency of approach across police services. To recommend that Borough Police and MPS continue to work with Enfield partners to complete the persons of concern local profile that has recently been developed.
3. To recommend that analysis of the local picture in Enfield with regard to CSE, gangs and peer-on-peer abuse is undertaken.
4. To recommend that a qualitative piece of research is carried out during 2016/17 deepening our understanding and detailing the characteristics of those children that run away.

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5. To recommend a specific Enfield CSE public awareness campaign to be promoted from September 2016.
6. To recommend an integrated preventative approach across departments to focus upon hotspots and places of concern where CSE can occur.
7. To recommend that the CSE task group continues its functions, reporting back to full Council in 2017.

39

DURATION OF COUNCIL MEETING

The Mayor advised, at this stage of the meeting, that the time available to complete the agenda had now elapsed so Council Procedure Rule 8 would apply.

NOTED that in accordance with Council Procedure Rule 8 (page 4-8 – Part 4), the remaining items of business on the Council agenda were considered without debate.

40

COUNCILLOR QUESTION TIME (TIME ALLOWED 30 MINUTES)

1.1 Urgent Questions

There were no urgent questions.

1.2 Questions by Councillors

NOTED the fifty three questions and their written responses provided by the relevant Cabinet members.

41

MOTIONS

The following motions listed on the agenda lapsed due to lack of time:

13.1 In the name of Councillor Ahmet Oykenar

“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.

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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:

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“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

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Enfield. This Council resolves to continue with its successful policies and role to grow Enfield's economy further.”

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USE OF COUNCIL'S URGENCY PROVISION

NOTED the details provided of a decision taken under the Council's urgency procedures. 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.

- 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.

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COMMITTEE MEMBERSHIPS

AGREED the following changes to committee memberships:

- Green Belt Forum: Councillor Lee David Sanders to replace Councillor Jim Steven and Councillor Claire Stewart to replace Councillor Ozzie Uzoanya.
- Trent Park Working Group: Councillor Anne Marie Pearce to replace Councillor Joanne Laban.
- Child Sexual Exploitation & Risk to Children and Young People Task Group: Councillor Yasmin Brett to replace Councillor Bernadette Lappage.
- Corporate Parenting Board: Councillor Bernadette Lappage to be added onto the membership list to fill the vacancy.
- Conservation Advisory Group: Councillor During to replace Councillor Uzoanya.

44

NOMINATIONS FOR OUTSIDE BODIES

AGREED *the following change to the nominations for outside bodies:*

- ***Enfield Racial Equality Council (EREC): Councillor Uzoanya to replace Councillor Jagge.***

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CALLED IN DECISIONS

None.

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DATE OF FUTURE MEETINGS

NOTED that the next meeting of the Council had been scheduled for 7.00pm on Wednesday 13 July 2016 at the Civic Centre.

Opposition Priority Business – Customer Service

Opposition Priority Business is time given to the Opposition 4 times a year to table important issues affecting the community and the way in which Enfield Council delivers its services. The Conservative Group therefore brings forward this paper this evening to discuss our Council's current level of customer service which is a present issue affecting the community who we serve.

The Magazine for Customer Service Managers & Professionals lists the below as one of the definitions of customer service.

“Customer service is an organization's ability to supply their customers' wants and needs.”

If we analyse our current level of customer service against this definition we can only come to one conclusion that our service delivery must improve. We cannot ignore those who have complained and it would be irresponsible for us as an organisation to simply live in ignorance rather than take the issue in hand and tackle the problems the service has been experiencing over the last six months.

- **Problem 1 – Call Centre.** Residents and other stakeholders contacting the call centre have had to wait up to 42 minutes in some instances to get through to an officer. After eventually getting through to the call centre, customers have little chance of speaking to an officer in the department required when transferred. On some occasions people have not been able to even get through to the automated welcome message as the phone line was just constantly engaged.
- **Problem 2 – Website.** The Council since the launch of the new website has conducted a big drive to get residents and other customers to contact the organisation via the website rather than by telephone. We accept this concept as it is part of our transformational programme; however difficulties have occurred with the website. Residents have logged issues and never received an email response. When browsing the website you can search for a certain subject but the correct page will not appear and if you then choose to use the old site it simply sends you back to the new one.
- **Problem 3 – Members Enquiries.** Prior to the Members Enquiries Teams in individual departments being placed into Gateway Services the Service Level Agreement for most departments was an 8 day turnaround of enquiries. However many MEQs are not dealt within 8 days anymore, with Councillors waiting up to 3 weeks for an issue to be resolved. This is simply unacceptable.
- **Problem 4 – Front Desk Customer Services.** The Civic Centre front desk has a large amount of customers each day. There are frequent long queues out of the door as there are not enough members of staff manning the front desks. A scene replicated at other offices across the borough. The day after the last Bank Holiday there were only two members of staff on in the morning at the Civic Centre front desk, as you can imagine the queue was long and customers were frustrated. On 28 June there was only one person on duty from mid-morning through to beyond 2pm, with long queues again.

The problems listed above all impact on the Council's customer service reputation. Our customers are experiencing difficulties in engaging with Enfield Council, the organisation they ultimately pay for. If we look back at the definition of customer service than we can only conclude that our current level is affecting the Council's ability to supply their customers wants and needs because on many occasions customers have not been able to inform the Council of them or they have simply been lost in the system or we have allowed customers to experience the difficulties for long periods of time.

In conclusion, the customer service delivery over the last six months has been unacceptable. We cannot have our customers unable to contact the organisation or wait a long time for an issue that has been inconveniencing them to be resolved. There have been complaints raised about these issues to Councillors, in newspapers and across social media. These complaints are impacting on the Council's reputation to deliver services and therefore must be addressed sooner rather than later. We need to remember that residents do not need to be grateful for the service they receive from Enfield Council because they are the customer and pay for the organisation and for that very reason our customer service must improve.

It is also important to note in the context, that this situation has nothing to do with funding. This is part of the 2017 arrangements which have simply not been planned and implemented as well as they might have been, despite both the Leader and Deputy Leader of the Opposition raising the matter on several occasions with the Chief Executive and the Director of Finance and Customer Services.

The Conservative Opposition recommends that the Administration implement the following as a matter of urgency and that the Overview and Scrutiny Committee review progress in three months.

1. Recruit the necessary number of staff needed for the call centre to cope with the level of demand from our customers.
2. Review the new website to ensure that if it cannot show a certain information page, then the previous website can be accessed and used.
3. Carry out a full scale review of the effectiveness of the Gateway Services Hub.
4. Review of the number of MEQs that are not responded to within the Service Level Agreement (SLA).
5. Those departments that are not meeting the SLA from investigating MEQs will implement an action plan to improve the service as soon as possible.
6. Provide the necessary number of staff at the front desk of the Civic Centre to adequately deal with demand.
7. Establish a cross party working group on specific remit of customer services to report its work to Cabinet and the Overview and Scrutiny Committee.

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 first normal business meeting (in May /June), and then the third (September), fifth (January) and seventh (March) meetings (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 councillors 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 of 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 councillors, 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.

COUNCIL QUESTIONS – 13 July 2016**Question 1 from Councillor Levy to Councillor Alan Sitkin, the Cabinet Member for Economic Regeneration & Business Development**

Would the Cabinet Member for Economic Regeneration and Business Development update the Council on the successful Camden Town Brewery investment that he and his officers helped to materialise in Navigation Park?

Question 2 from Councillor Neville to Councillor Lemonides, Cabinet Member for Finance and Efficiency

Can the Cabinet Member tell the Council how much the Council has spent between May 2010 and to date on 'interim' appointments at all levels and can he break that figure down into the total amount paid to the 'interim' and the total amount paid to various agencies?

Question 3 from Councillor Abdullahi to Councillor Oykenner, Cabinet Member for Housing and Housing Regeneration

Does the Cabinet Member agree that the new housing benefit cap will pose significant problems for the 1,700 households affected in Enfield?

Question 4 from Councillor Neville to Councillor Anderson, Cabinet Member for the Environment

In connection with the Cycle Enfield proposals I note that the Council appointed Jacobs as traffic consultants. It is possible that the general public may see that the appointment as traffic consultants for this scheme, of what is in effect an offshoot of a company that undertakes major highway works for the borough and in all probability would be appointed to implement the proposals if approved, as a conflict of interest. If as I assume, there was a market competition, how many responses were received to the invitation to tender?

Question 5 Councillor Abdullahi to Councillor Oykenner, Cabinet Member for Housing and Housing Regeneration

Would he support the Local Government Association (LGA) call that people living in supported accommodation should be exempt from the Housing Benefit Cap?

Question 6 from Councillor Anne Marie Pearce to Councillor Alev Cazimoglu, Cabinet Member for Health and Social Care

For the second time in four years North Middlesex Hospital Accident and emergency Department has been identified by the Care Quality Commission (CQC) having serious failings.

Would the Cabinet Member agree that this is not a financial but a management problem, and has she met with the Chair of the Trust since the report was published, and what was the outcome of the meeting?

Question 7 from Councillor Maguire to the Councillor Krystle Fonyonga, Cabinet Member for Community Safety & Public Health

Given the concern in the rise of obesity, will the Cabinet Member for Community Safety and Public Health inform the Council of what action she is taking to promote the healthy lifestyle agenda and improve the health and fitness of our residents?

Question 8 from Councillor Neville to Councillor Anderson, Cabinet Member for Environment

In respect of the Cycle Enfield proposals for the A105, he and his officers emphatically told the Overview and Scrutiny Committee hearing on 9 March 2016 of the call in of the Cabinet decision authorising the go ahead for the A105, that the police had not objected to the proposals. I have now seen an email dated 1 March 2016 this year from Simon Wickenden of the Metropolitan Police which said "it is possible that the Mini-Holland design along the A105 may have an impact on police and other emergency services response times but this will be difficult to determine until we have seen the detailed designs and any traffic modelling impact." The email goes on to quote the police observations on Transport for London's proposals for East/West and North/South cycle super highways which were cautious to say the least.

In light of that email of 1 March 2016 addressed to Paul Rogers which was subsequent to the consideration by the Cabinet of the report in which it was also said that the police had no objections, but preceded the call in meeting, would he agree with me that he and his officers were economical with the truth about this particular aspect at the Overview and Scrutiny Committee?

Question 9 from Councillor N Cazimoglu to Councillor Achilleas Georgiou, Deputy Leader/Public Service Delivery

At a time when we are having to deliver more than ever for less, Enfield Council is committed to raising its profile and enhancing its reputation as an innovative local authority which continues to deliver improvements to the borough and sustainable long term benefits for our residents despite the cuts. Can we have an update on positive national press and broadcast media coverage generated for Enfield Council in the last two months?

Question 10 from Councillor Neville to Councillor Taylor, Leader of the Council

At the last meeting of the Council during the consideration of the North East Enfield Area Action Plan, we discussed the fact that Enfield had as stated in the Planning Inspector's report, withdrawn the proposal to establish the Northern Gateway Access Road (NGAR) linking the industrial area to the M25 which if constructed significantly reduce the heavy and growing congestion on Bullsmoor Lane.

I have now seen a letter dated 28 June 2016 from the Leader of the Council to Joan Ryan, MP for Enfield North in which he states "I can see no solution that is sustainable which does not include a relief road onto the M25". Is it not disingenuous

to say, as your letter says that "The Area Action Plan in no way reduces our view that a road connection should be delivered".

Can you explain how it came to be that the Council withdrew the proposed NGAR from the North East Area Action Plan at the invitation of the Planning Inspector because as his report states, the Council had produced insufficient evidence to justify the need for the link road?

Question 11 from Councillor Barry to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on the Council's waste, litter and fly tipping enforcement activity?

Question 12 from Councillor E Smith to Councillor Lemonides, Cabinet Member for Finance and Efficiency

What are the Council's plans to replace the Head of Transformation, Enfield 2017 and his colleagues who have left the Council to support the implementation and management of the Contact Enfield system?

Question 13 from Councillor Dogan to Councillor Brett, Cabinet Member for Community, Arts & Culture

Child poverty figures just released show that children are experiencing more poverty now. Can the Cabinet Member for Community, Arts & Culture tell us how much has austerity contributed to this?

Question 14 from Councillor E Smith to Councillor Lemonides, Cabinet Members for Finance and Efficiency

With regard to Enfield 2017 Programme can you provide the following statistics, relating to the period between the start of the Enfield 2017 programme to date on, the reduction in permanent staff complement, permanent posts deleted, agency staff numbers engaged, what financial savings have been achieved, and the number of temporary staff recruited by the Council and at what cost, since January 2016, to improve resident access to Council services?

Question 15 from Councillor Keazor to Councillor Alev Cazimoglu, Cabinet Member for Health & Adult Social Care

Can the Cabinet for Health and Adult Social Care provide further information on the Council being Highly Commended at the MJ Awards?

Question 16 from Councillor E Smith to Councillor Dino Lemonides, Cabinet Member for Finance and Efficiency

When was the "Amelia" software purchased by the Council, from whom and at what cost?

Question 17 from Councillor Doyle to Councillor Brett, Cabinet Member for Community Safety & Public Health

Will the Cabinet Member for Community Safety and Public Health inform the Council of the recognition and awards recently achieved by the Council's Enfield Public Safety Centre?

Question 18 from Councillor Milne to Councillor Sitkin, Cabinet Member for Economic Regeneration and Business Development

We have been repeatedly informed that there is a robust risk register for the Meridian Water Regeneration Project. There will be undoubtable fallout from the European Union (EU) Referendum "Brexit" result both in terms of financial market stability and appetite to invest in large scale projects. Assuming the EU Referendum result was identified and recorded as a risk, what mitigation has been built into contracts to ensure project delivery, despite market volatility?

Question 19 from Councillor McGowan to Councillor Sitkin, Cabinet Member for Economic Regeneration & Business Development

Would the Cabinet Member for Economic Regeneration and Business Development update the Council on the lobbying he and officers are doing to improve transport infrastructure in the Upper Lee Valley?

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

Please could the Cabinet Member for Environment state how many management staff and front line staff respectively were made redundant from the Environment Department from 2015-to date?

Question 21 from Councillor During to Councillor Doug Taylor, Leader of the Council

Could the Leader of the Council assess the economic impact of the Referendum Leave decision on Enfield?

Question 22 from Councillor Laban to Councillor Anderson, Cabinet Member for Environment

Your answer to question 50 at the last Council Meeting stated that levels of contamination have increased each year from 2014. Please could the Cabinet Member for Environment state how much it has cost the Council and what action plan the department has put into place to reduce the level of contamination?

Question 23 from Councillor Simon to Councillor Doug Taylor, Leader of the Council

Could the Council Leader tell us what are the referendum Leave decision implications for the Enfield Council Pension fund?

Question 24 from Councillor Laban to Councillor Anderson, Cabinet Member for Environment

Please could the Cabinet Member for Environment explain what action he has taken with the new grass cutting contractor Glendale, after complaints about its service delivery especially in those wards where there are grass verges?

Question 25 from Councillor Stewart to Councillor Achilleas Georgiou, Deputy Leader/ Public Service Delivery

With social media providing an increasingly important information and communications platform for local residents please can Councillor Achilleas Georgiou update us on the Council's developing presence and performance in this area?

Question 26 from Councillor Laban to Councillor Anderson, Cabinet Member for Environment

Would the Cabinet Member for Environment agree that the proposal as part of the consultation on green waste collection to charge will result in residents opting out of the service, therefore reducing Enfield's recycling rate and if not, give the reasons why?

Question 27 from Councillor Ekechi to Councillor Alev Cazimoglu, Cabinet Member for Health & Adult Social Care

Would the Cabinet Member for Health and Adult Social Care explain the 5 year Strategic Transformation Plan for the NHS?

Question 28 from Councillor Laban to Councillor Anderson, Cabinet Member for Environment

Please could the Cabinet Member for Environment confirm whether all member boroughs of the North London Waste Authority are 100% supportive of the Lee Valley Heat Network project?

Question 29 Councillor Ekechi to Councillor Alev Cazimoglu, Cabinet Member for Health & Adult Social Care

Would the Cabinet Member for Health and Adult Social Care explain how the 5 year Strategic Transformation Plan for the NHS will improve health care for local people?

Question 30 from Councillor Fallart to Councillor Oyken, Cabinet Member for Housing and Housing Regeneration

With regard to leaseholders and major works projects, assuming leaseholders living in buildings proposed for major works will be consulted at an early stage of the process and will have a say on the scope of the works, if a resident leaseholder finds

themselves in financial hardship as result of their major works bill, what assistance from the Council is available to them?

Question 31 from Councillor Bakir to Councillor Brett, Cabinet Member for Community, Arts & Culture

Can the Cabinet Member for Community, Arts & Culture tell us how much European grant are we likely to lose as a result of Brexit?

Question 32 from Councillor Fallart to Councillor Sitkin, Cabinet Member for Economic Regeneration and Business Development

Is Enfield Council confident that per hour service will serve the new Meridian Water Station?

Question 33 from Councillor Hurman to Councillor Anderson, Cabinet Member for Environment

Can the Cabinet Member for Environment please update the Council on the current consultation on the Council's green bin service?

Question 34 from Councillor Delman to Councillor Fonyonga, Cabinet Member for Community Safety & Public Health

It has come to my attention that the Southgate Leisure Centre has failed to provide additional Aquafit classes when it is evident that the current provision is not meeting the demand. Can the Cabinet Member for Community Safety and Public Health tell the Council what she intends to do about current provision and to eliminate the disadvantage experienced by pensioners, due to the online booking system not offering priority booking rights to concession members?

Question 35 from Councillor Neville to Councillor Anderson, Cabinet Member for the Environment

In respect of the Cycle Enfield proposals on the A105, I am waiting for you to produce a copy of the safety audit, a document that has now been requested several times by certain of the objectors to the scheme. Assuming it exists, when was it carried out and can it now be produced, and have your plans yet been considered by Transport for London's Road Space Performance Group?

Question 36 from Councillor Neville to Councillor Anderson, Cabinet Member for the Environment

In connection with the Cycle Enfield proposals for the A105 please confirm that you have not had any formal response from London Buses following the consultation on your proposals?

Question 37 from Councillor Neville to Councillor Taylor, Leader of the Council

In respect of Meridian Water Development would he confirm to the Council that the entire Meridian Water site is designated as a regeneration priority area and that being so the compulsory purchase powers included within the Town and Country Planning Act 1990 as amended would have provided the appropriate grounds on which a Compulsory Purchase Order could have been founded?

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MUNICIPAL YEAR 2016/2017 - REPORT NO. **47**

MEETING TITLE AND DATE:

COUNCIL MEETING
13TH JULY 2016

REPORT OF:
Chief Executive

Contact officer: Sam Morris
telephone number: 0208 3794245
E mail: sam.morris@enfield.gov.uk

Agenda - Part: 1	Item: 10
Subject: Enfield Health and Wellbeing Board (EH&WB) Terms of Reference	
Wards: All	
Cabinet Member consulted: Cllr Doug Taylor	

1. EXECUTIVE SUMMARY

- Enfield's Health and Wellbeing Board (EH&WB) was set up in April 2013 as a committee of the Council under section 102 of the local Government Act 1972. This was consistent with the requirements of the Health and Social Care Act 2012.
- As part of the ongoing review and development of the EH&WB a revised Terms of Reference (ToR) are being presented to Council. The new version is clearer, legally compliant, and outlines the governance of the EH&WB.
- The EH&WB ToR have now been reviewed by the EH&WB and Councils Corporate Management Board (CMB), and a number of changes to the original ToR have been set out. These are designed to clarify the Board's legal duties and position as a committee of the Council.

2. RECOMMENDATIONS

That the revised EH&WB ToR are adopted by Council.

1. BACKGROUND

- (a) EH&WB was set up in April 2013 as a committee of the Council under section 102 of the local Government Act 1972. This was consistent with the requirements of the Health and Social Care Act 2012.
- (b) Since its establishment, the EH&WB has continued to meet at least five times a year on a formal basis, with informal development sessions also held throughout the year.

1.1 Key amendments to the original ToR (outlined below)

- (a) Job title - Director of Schools and Children's Services has now been changed to Director of Children's Services.
- (b) Director of Environment will not be a full member but will attend as necessary.
- (c) Two Enfield Youth Parliament members have been added as non-voting EH&WB members.
- (d) A protocol for substitute members has been added to the ToR.
- (e) Responsibilities - The responsibilities section have been amended to reflect the legal responsibilities of the EH&WB and give members a clearer understanding of the Boards powers and mandate.
- (f) Appendices of ToR- Appendix One has been changed to show an accurate EH&WB Structure Chart as well as providing governance information on the EH&WB in the context of it being a Council committee. Other appendices (in italics below) have been removed as these are either covered in other sections of the revised ToR or they are no longer required.
 - *Responsibilities of Members of the Enfield Health and Wellbeing Board (EH&WB)*
 - *Procedure for speaking at Health and Wellbeing Board Meetings*
 - *How to request a deputation to the Health and Wellbeing Board*
 - *How to find out the dates of the Health and Wellbeing Board meetings*

2. ALTERNATIVE OPTIONS CONSIDERED

None

3. REASONS FOR RECOMMENDATIONS

The EH&WB has not been reviewed since it was established in April 2013. A number of changes to the original ToR are proposed in order to ensure that the ToR better reflects the legal role and powers of the EH&WB.

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

4.1 Financial Implications

None

4.2 Legal Implications

Health and Wellbeing Boards (HWBs) were established under section 194(1) of the Health and Social Care Act 2012 and all local authorities have been under a statutory duty to establish an HWB since April 2013.

The statutory duties of an HWB include: to encourage integrated working in the provision of health and social care services; the preparation of a joint strategic needs assessment; the preparation of a joint health and wellbeing strategy; and the publication of a pharmaceutical needs assessment.

The duty to establish and delegate functions to an HWB is one for the local authority, in other words for Full Council.

The statutory membership of an HWB is set out at section 194(2) of the Health and Social Care Act 2012.

Section 194(8) of the Health and Social Care Act 2012 states that 'the Health and Wellbeing Board may appoint such additional persons to be members of the Board as it thinks appropriate.' Under subsection 9, once an HWB has been established, a local authority must consult the Board before appointing another person.

The regulations governing HWBs are the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 ('the regulations'). These regulations state at Regulation 2 that Section 101 of the Local Government Act 1972 ('the 1972 Act') applies to Health and Wellbeing Boards with some amendments, which means, for example, that the duty to have political balance on committees does not apply to HWBs.

In summary, the regulations give considerable flexibility to local authorities in making the arrangements for their HWBs. A HWB is a committee of the council not of the Cabinet, and it is for the council to determine its powers beyond its statutory duties. The membership of the HWB is to an extent determined by statute. However, once the HWB is established it can appoint further members that better allow it to deliver on its ToR. Although the Council can appoint further members as well, it must consult the HWB before making the appointment. While the legislation and guidance make no reference to reductions in membership it would be advisable to consult the HWB before reducing the membership of the Board.

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

4.3 Property Implications

None

5. KEY RISKS

- The risk of not agreeing the revised version of the EH&WB ToR, is that the EH&WB board will be operating under its current ToR which are outdated and include some incorrect responsibilities.
- There are no significant risks to the revised version of the EH&WB ToR being adopted.

6. IMPACT ON COUNCIL PRIORITIES

An EH&WB with accurate ToR will support the delivery of the following council priorities an explanation of this is provided below under the relevant sections.

Fairness for All

An effective EH&WB will mean that there is a strong partnership between health providers in Enfield, ensuring that residents from across Enfield are able to receive high quality joined up health services.

Growth and Sustainability

The growth and suitability of Enfield is reliant on a healthy population who are able to contribute to the borough particularly as a workforce and a EH&WB that is functioning correctly is important in achieving this.

Strong Communities

The EH&WB is a public meeting allowing Enfield residents to have a greater understanding of health and wellbeing related issues that are on the EH&WB work plan, in order to create a more informed community. The revised ToR also has two seats for 'Enfield Youth Parliament' reps as part of the non-voting membership, this will ensure that Enfield's youth community are engaged in the Health and Wellbeing agenda.

7. EQUALITIES IMPACT IMPLICATIONS

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 to agree the ToR for the EH&WB. EQIAs will be considered and undertaken as appropriate on the various work streams undertaken by the group.

8. PERFORMANCE MANAGEMENT IMPLICATIONS

None

9. HEALTH AND SAFETY IMPLICATIONS

None

10. HUMAN RESOURCES IMPLICATIONS

None

11. PUBLIC HEALTH IMPLICATIONS

A EH&WB with accurate ToR will support the delivery of all the Health and Wellbeing Strategy Priorities (below).

- Ensuring the best start in life
- Enabling people to be safe, independent and well and delivering high quality health and care services
- Creating stronger, healthier communities
- Reducing health inequalities – narrowing the gap in life expectancy

- Promoting healthy lifestyles

12. Background Papers

Appendix (a): Updated version of the EH&WB Terms of Reference
Appendix (b): Original version of the EH&WB Terms of Reference

Appendix (a): Updated version of the EH&WB Terms of Reference

Enfield Health and Wellbeing Board - Terms of Reference

1. Aims

The primary aims of the Board are to promote integration and partnership working between the local authority, Clinical Commissioning Group (CCG) and other local services and improve the local democratic accountability of health.

2. Name

The name of the Board will be 'Enfield Health and Wellbeing Board' (EH&WB)

3. Membership

Members

- Leader of the Council- Chair
- Cabinet Member with responsibilities for Health and Social Care
- Cabinet Member with responsibilities for Education, Children's Services
- Cabinet Member with responsibilities for Public Health
- Chair of the local Clinical Commissioning Group-Vice Chair
- HealthWatch Representative
- NHS Commissioning Board Representative
- CCG Chief Officer
- Director of Public Health
- Director of Health, Housing & Adult Social Care
- Director of Children's Service
- Elected Representative of the Third Sector (Term of office 3 years)

Non-Voting Members

- Director of Planning from the Royal Free London NHS Foundation Trust
- Chief Executive from the North Middlesex University Hospital NHS Trust
- Director of Strategic Development from the Barnet, Enfield and Haringey Mental Health NHS Trust
- Enfield Youth Parliament Representatives x 2

Substitute members

Each EH&WB member can nominate a substitute member to be permitted to attend in the following circumstances:

- To take the place of an ordinary member on the EH&WB where that member will be absent for the whole of the meeting. Such an appointment would apply for the entire meeting, including where the meeting is reconvened after any adjournment; or
- Where an ordinary member of the EH&WB is prevented from attending and participating in a meeting due to any disclosable interest they may have in an issue or complaint to be considered. In these cases the substitute appointment would only apply to the consideration of the relevant item on the agenda.

The EH&WB member who wishes to appoint a substitute member must notify Democratic Services, prior to the beginning of the relevant meeting of the intended.

Additional members may be appointed to the EH&WB by the agreement of all current members and Council. Non statutory membership will be reviewed by the EH&WB annually.

4. Management and administration

Strategic Partnerships Manager or their representative will be in attendance at all Board meetings.

The EH&WB will be administrated by Democratic Services as it is a Council Meeting.

5. Responsibilities

- (a) To develop and publish, a joint strategic needs assessment and joint health and wellbeing strategy which would be subject to final approval by the Council and the Clinical Commissioning Group (CCG)
- (b) To encourage integrated working across the wider determinants of health including health and social care commissioners and other local services
- (c) To encourage an integrated approach to commissioning
- (d) To review the alignment of commissioning plans between the Joint Strategic Needs Assessment (JSNA), Pharmaceutical Needs Assessment (PNA) and the Joint Health and Wellbeing Strategy (JHWS) and the CCG commissioning plans including:
 - The duty to provide an opinion on whether the commissioning plan has taken proper account of the JHWS to the NHS Commissioning Body

- The power to provide the NHS Commissioning Board with opinion on whether a published commissioning plan has taken proper account of the JHWS (a copy must also be supplied to the Enfield CCG)
- (e) To ensure that a Healthwatch service exists within Enfield and to consider its Annual Report
- (f) To ensure that a Pharmaceutical Needs Assessment (PNA) is produced and published every 3 years
- (g) To ensure that there is communication and consultation with the wider community on the work of the Health and Wellbeing Board and its priorities
- (h) To ensure that a Health and Wellbeing Board work plan is implemented, reviewed and updated
- (i) Support the Enfield Strategic Partnership (ESP) in delivering its Healthier Communities priority
- (j) To ensure that a work programme for the sub committees is determined in line with the role of the Health and Wellbeing Board and is appropriately monitored
- (k) To ensure that the Council, Cabinet , CCG Governing body, ESP Board and NHS Commissioning Board are kept informed of progress and work of the Board by producing a Health and Wellbeing Board Annual Report
- (l) To receive the Annual Enfield Public Health Report
- (m) Any other duties delegated by Council linked to the wider determinants of health.

6. Sub-Boards and the Executive Group:

The EH&WB is to appoint sub committees to discharge their functions in accordance with section 102 of the 1972 Local Government Act.

All Sub-Boards will have their ToR and membership approved by the EH&WB and will operate in accordance with the requirements of the Board, and be focused on activity that is in line with the ToR and remit of the EH&WB.

The Board will have an executive group which will meet on a monthly basis to oversee on-going work in between board meetings. Its membership will consist of: the Director of Public Health, CCG Chief Officer, Director of Children's Services and Director of Health, Housing and Adult Social Care.

7. Chairing

The Chair will be either the Leader of the Council or their appointed representative. The Vice Chair will be the Chair of the Enfield Clinical Commissioning Group.

8. **Voting**

Each full member of the Board shall have one vote and decisions will be made by a simple majority. The Chair will have the casting vote.

9. **Quorum**

The quorum for the EH&WB shall be at least four full members or one quarter of the full membership, to include a representative from the Clinical Commissioning Group, and a Councillor.

10. **Frequency of Meetings**

Each year there will be at least five formal meetings of the EH&WB as well as any other additional extraordinary Board meetings and/or development sessions as called by the board.

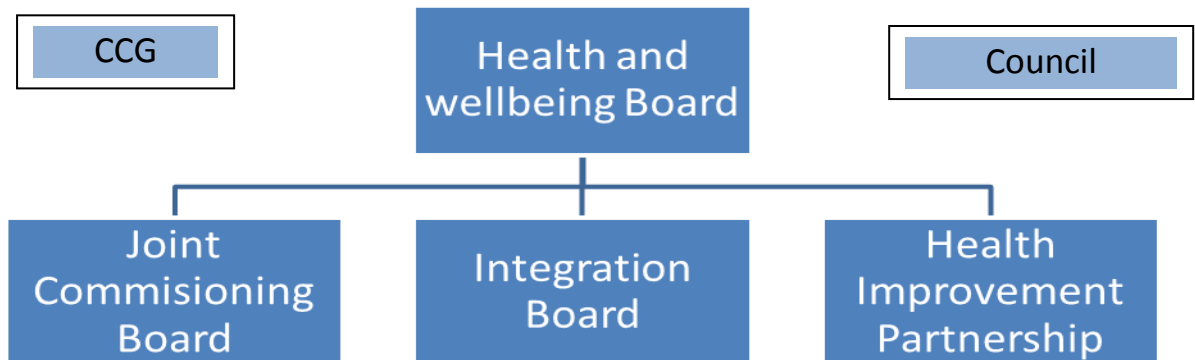
11. **Conduct of Business of the EH&WB**

- (a) EH&WB meetings will generally be open to the public and other councillors except where they are discussing confidential and exempt information. This will need to be in accordance with the requirements of the Local Government Act 1972 as amended.
- (b) Members of the EH&WB will be entitled to receive a minimum of five clear working days' notice of such meetings, unless the meeting is convened at shorter notice due to urgency.
- (c) Any member of the Council may attend open meetings of the EH&WB and speak at the discretion of the Chair.
- (d) **Agendas and notice of meetings:** There will be formal agendas and reports which will be circulated at least five working days in advance of meetings.
- (e) **Exempt and confidential items:** There will be provision for exempt or confidential agenda items and reports where the principles of the relevant access to information provisions of the Local Government Act 1972 (as amended) apply.
- (f) **Reports:** Reports for the EH&WB will usually be prepared by the relevant officer or EH&WB member.
- (g) Reports will be presented by the appropriate EH&WB member, and must include advice from relevant officers, including finance and legal implications and reasons for the recommendations.

- (h) **Officer advice:** Officer advice will be stated fully and clearly within reports to the EH&WB Board.
- (i) **Templates:** Formal reports to the EH&WB will need to be submitted with the EH&WB template, completed in accordance with the Councils report writing guidance.
- (j) **Minutes of decisions made at EH&WB meetings:** Minutes will be made public within 10 working days of each meeting.

Appendix 1 to the Terms of Reference

Structure Chart and Governance Arrangements



12. The Health and Wellbeing Board as a Council committee

EH&WB was set up in April 2013 as a committee of the Council under section 102 of the local Government Act 1972. This was consistent with the requirements of the Health and Social Care Act 2012.

The regulations for HWBs do, however, modify and dis-apply certain provisions of the Local Government Act. The Board should be thought of as a section 102 committee, and it must follow the procedures and policies of its host organisation (the Council) rather than its constituent parts (such as the Clinical Commissioning Group [CCG]). However, there are some key differences

between HWBs and other Council committees with regards to membership, decision-making arrangements and reporting structures.

13. Decision-making arrangements

EH&WB is not a policy creating body, and cannot take decisions that are vested in either officers, Cabinet or Council. Neither is EH&WB a committee of the executive or cabinet. The Board cannot make executive decisions, only recommendations to the correct body to do so.

Regulation 6 modifies the Local Government and Housing Act 1989 (section 13(1)) to enable all members of health and wellbeing boards or their sub-committees to vote unless the council decides otherwise. This means that the Council is free to decide, in consultation with the HWB which members of the HWB should be voting members.

The intention of the legislation is that all members of health and wellbeing boards should be seen as equals and as shared decision makers, acknowledging that health and wellbeing boards are about bringing political professional and clinical leaders and local communities together on an equal basis. It is hoped that this will be achieved by consensus, where possible. However there will be some occasions where votes will have to be taken.

14. Scrutiny

Overview and Scrutiny are able to scrutinise the work of the Health and Wellbeing Board in a similar way to the other work of the Council. However, although the discharge of functions by health and wellbeing boards falls within the remit of scrutiny, the core functions are not subject to being called in, as they are not executive functions.

Appendix (b): Original version of the EH&WB Terms of Reference

Enfield Health and Wellbeing Board - Terms of Reference

[Updated: Council 19/11/14]

Purpose

The purpose of the Board is to improve the health and wellbeing of the residents of Enfield and reduce current health inequalities. The Board will work with partner agencies in delivering improvements to the provision of health, adult and children's social care and housing services.

Vision

Our vision is for a healthier Enfield, where everyone is able to benefit from improvements in health and wellbeing. We want to reduce health inequalities in Enfield and for its people to have a healthier, happier and longer life. We want Enfield to be a healthy and happy place to live, work, raise a family and retire in.

Terms of Reference

1. Aims

The primary aims of the Board are to promote integration and partnership working between the local authority, Clinical Commissioning Group (CCG) and other local services and improve the local democratic accountability of health.

2. Name

The name of the Board will be 'Enfield Health and Wellbeing Board' (EH&WB)

3. Membership

- Leader of the Council
- Cabinet Member for Health and Adult Social Care
- Cabinet Member for Education, Children's Services and Protection
- Cabinet Member for Culture, Sport, Youth and Public Health
- Chair of the local Clinical Commissioning Group
- HealthWatch Representative
- NHS Commissioning Board Representative
- CCG Chief Officer
- Director of Public Health
- Director of Health, Housing & Adult Social Care
- Director of Schools & Children's Service

- Director - Environment
- Elected Representative of the Third Sector (Term of office 3 years – to expire April 2016)

Non-Voting Members

- Director of Planning from the Royal Free London NHS Foundation Trust
- Chief Executive from the North Middlesex University Hospital NHS Trust
- Director of Strategic Development from the Barnet, Enfield and Haringey Mental Health NHS Trust

Additional members may be appointed to the Board by the agreement of all current members and Council.

Membership of all non-statutory Board members be reviewed annually in line with the Council representations.

NB the Board Manager or their representative will be in attendance at all Board and Executive Meetings.

4. Responsibilities

The Enfield Health and Wellbeing Board will ensure:

- London Borough of Enfield with its partners are equipped to meet its duties
- A Health and Wellbeing Board work plan is implemented, reviewed and updated
- An integrated approach to commissioning
- Alignment of commissioning plans between the Joint Strategic Needs Assessment (JSNA), Pharmaceutical Needs Assessment (PNA) and Joint Health and Wellbeing Strategy (JHWS) and the Clinical Commissioning Group (CCG) Commissioning Plans, including:
 1. Duty to provide opinion on whether the commissioning plan has taken proper account of the JHWS to the NHS Commissioning Board
 2. Power to provide NHS Commissioning Board with opinion on whether a published commissioning plan has taken proper account of the JHWS (a copy must also be supplied to the relevant CCG)
- The power to encourage integrated working across wider determinants of health:
 1. between itself and commissioners of health related services
 2. between commissioners of health and social care services and of health-related services
- The Council has an adequately resourced public health service
- HealthWatch service exists within Enfield and is represented at the Board
- The JSNA, PNA and Joint Health and Wellbeing Strategy are created
- Cabinet, CCG Governing Body and NHS Commissioning Board are kept informed of progress and work of the board

- A work programme for the sub committees is determined and this is kept on track
- To receive the annual public health report/public health issues
- Oversight over the Children's Trust Governance arrangements
- Oversight of the HealthWatch Plans / Annual Report
- The work of the EH&WB be communicated to all Enfield residents through its website and publications
- Equality and diversity issues are addressed
- Performance and quality management
- Promotion of integration and partnership across areas
- Determination of the allocation of any public health budgets
- Support for joined-up commissioning and pooled budget arrangements, where all parties agree this makes sense including Children and Adults Section 75 Arrangements

5. Proposals for Sub-Boards and Work Programmes:

The Enfield Health and Wellbeing Board will be able to appoint sub committees to discharge their functions in accordance with section 102 of the 1972 Local Government Act.

All Sub-Boards will have their Terms of Reference and membership approved by the Health and Wellbeing Board and will need to operate in accordance with the requirements of the full board.

The Board will have an executive group which will meet on a monthly basis to oversee on-going work in between board meetings. Its membership will consist of: the Director of Public Health, CCG Chief Officer, Director of Children's Services and Director of Health, Housing and Adult Social Services.

6. Chairing

The Chair will be either the Leader of the Council or their appointed representative. The Vice Chair will be the Chair of the Enfield Clinical Commissioning Group.

7. Voting

Each member of the Board shall have one vote and decisions will be made by a simple majority. The Chair will have the casting vote.

8. Quorum

The quorum for the Enfield Health and Wellbeing Board shall be at least four members or one quarter of the membership, to include a representative from the Clinical Commissioning Group, and a councillor.

9. Frequency of Meetings

Each year there will be at least five formal meetings of the EH&WB as well as any other additional extraordinary board meetings and/or development sessions as called by the board.

10. Conduct of Business of the Health and Wellbeing Board

- (a) EH&WB meetings will generally be open to the public and other councillors except where they are discussing confidential and exempt information. This will need to be in accordance with the requirements of the Local Government Act 1972 as amended.
- (b) Members of the EH&WB will be entitled to receive a minimum of five clear working days' notice of such meetings, unless the meeting is convened at shorter notice due to urgency.
- (c) Any member of the Council may attend open meetings of the EH&WB and speak at the discretion of the Chair. A protocol for members of the public to speak at meetings has been drafted and is attached as Appendix 3 to the Terms of Reference.
- (d) **Agendas and notice of meetings:** There will be formal agendas and reports which will be circulated at least five working days in advance of meetings.
- (e) **Exempt and confidential items:** There will be provision for exempt or confidential agenda items and reports where the principles of the relevant access to information provisions of the Local Government Act 1972 (as amended) apply.
- (f) **Reports:** Reports for the EH&WB will usually be prepared by the relevant officer or EH&WB member.
- (g) Reports will be presented by the appropriate EH&WB Board member, and must include advice from relevant officers, including finance and legal implications and reasons for the recommendations.
- (h) **Minutes of decisions made at EH&WB meetings:** Minutes will be made public within 10 working days of each meeting.
- (i) **Officer advice:** Officer advice will be stated fully and clearly within reports to the EH&WB Board.

Appendix 1 to the Terms of Reference

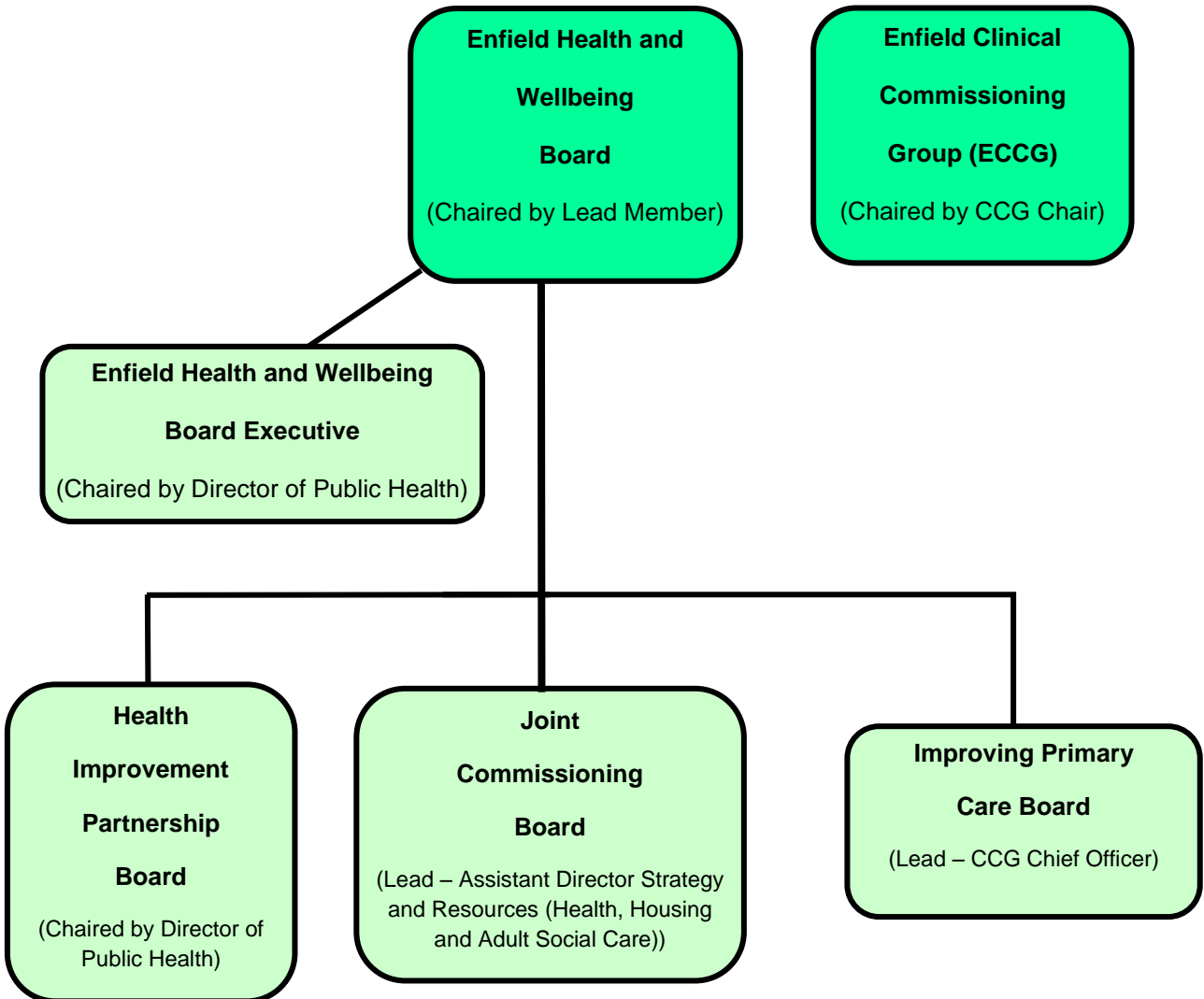
Protocol

Responsibilities of Members of the Enfield Health and Wellbeing Board (EH&WB)

- Represent and speak on behalf of their sector or organisation
- Power to appoint additional members to the board as deemed appropriate
- Be accountable to their organisation or sector for their participation in the EH&WB and ensure that they are kept informed of the EH&WB business and information from their organisation/sector is reported to the EH&WB
- Support the agreed majority view when speaking on behalf of the EH&WB to other parties
- Attend the EH&WB meetings
- Sign up to the Council's Code of Conduct and declare any disclosable pecuniary, other pecuniary and non pecuniary interests that arise
- Read agenda papers prior to meetings so that they are ready to contribute and discuss EH&WB business
- Uphold and support EH&WB decisions
- Work collectively with other board members in pursuit of EH&WB business
- Ensure that the EH&WB adheres to its agreed terms of reference and responsibilities
- Listen with respect to the views of fellow board members
- Will be willing to take on special tasks or attend additional meetings, functions or developed activities of the EH&WB

Appendix 2 to the Terms of Reference

**Structure Chart
Enfield Health and Wellbeing Board
(including sub boards)**



Appendix 3 to the Terms of Reference

Procedure for speaking at Health and Wellbeing Board Meetings

The Health and Wellbeing Board is a formal meeting. Members of the public cannot take part in the discussion unless they request permission in advance of the meeting, and then only with the agreement of the Chair.

The mechanism for raising an issue is through the deputation process.

If you want to speak at a meeting of the Health and Wellbeing Board you will need to request permission for a deputation.

A deputation must relate to an item on the agenda for the meeting. It can consist of no more than 5 people. Only one member of the deputation will be able to speak, for up to 5 minutes, to address the Board. Members of the Board will then be able to ask questions on the issues raised.

How to request a deputation to the Health and Wellbeing Board

All requests for a deputation to the Health and Wellbeing Board must be submitted in writing to:

The Health and Wellbeing Board Secretary
Governance Team
Finance, Resources and Customer Services Department
PO Box 50
1st floor, Civic Centre
Silver Street, Enfield
Middlesex EN1 3XA

Or by e mail to penelope.williams@enfield.gov.uk

We need to have your request by noon at least two working days before the Health and Wellbeing Board meeting that you wish to speak at.

You should include the following information:

- The purpose of the deputation – what is the matter to be discussed?
- The name, address and telephone number of the person leading the deputation.

How to find out the dates of the Health and Wellbeing Board meetings

The dates of all Health and Wellbeing Board meetings are available on the democracy pages of the Council's website www.enfield.gov.uk/democracy or by contacting the Governance Team on Tel: 020 8379 4098 or democracy@enfield.gov.uk.

Who decides whether the deputation will be allowed?

All requests for deputations to Health and Wellbeing Board meetings are considered by the Chair of the Board. The Chair will either:

- Agree the request;
- If the matter is not appropriate to the Health and Wellbeing Board the request may be referred onto the Chair of a more relevant body.
- Refuse the request.

The Board Secretary will advise you of the decision of the Chair regarding your request. If the request is refused you will be told why.

No more than two deputations will be allowed for any one agenda item at each Health and Wellbeing Board meeting.

A deputation should relate to the Health and Wellbeing Board's area of responsibility and relate to items on the agenda.

If you have any questions regarding the above please contact the Governance Team on 020 8379 4098.

MUNICIPAL YEAR 2016/2017 - REPORT NO. 46

MEETING TITLE AND DATE

COUNCIL

13 July 2016

REPORT OF: Ian Davis

Director of Environment

Contact officer and telephone number:
Dominic Millen 020 8379 3398

E mail: Dominic.millen@enfield.gov.uk

Agenda - Part: 1	Item: 11
Subject: Public Transport Consultative Group – Changes to Membership and Remit	
Wards: All Key Decision No:	
Cabinet Member consulted: Cllr Daniel Anderson – Lead Member for Environment	

1. EXECUTIVE SUMMARY

- 1.1 The Cabinet Member for Environment, with support from the former Chair of the Public Transport Consultative Group (PTCG), asked officers to review the existing membership and remit of the Public Transport Consultative Group in order to make sure that the Group represents Enfield's diverse population and is fulfilling its function.
- 1.2 The conclusion was that the Group's membership, as set out in the Constitution, does not appear to be representative of Enfield's diverse population. In addition, whilst providing useful input into council responses, the Group does not appear to be meeting its remit as set out in the Constitution.
- 1.3 Therefore, it is proposed that the Group's remit is altered and its membership reformed to address these issues. It is further proposed that this should be achieved by seeking an amendment to the Council's Constitution at the next Full Council meeting.

2. RECOMMENDATIONS

- 2.1 Council is asked to agree that changes are made to the constitution (see 3.11 and 3.13):

24. Public Transport Consultative Group

MEMBERSHIP

8 Members of the Council (5 majority / 3 minority).

Representatives of the Voluntary Sector recommended by the Voluntary Sector

Strategy Group and approved by the Cabinet Member for Environment.

One representative from each of:

- Transport for London.
- Train Operating Companies providing services within the Borough.
- London Borough of Enfield - Regeneration and Environment Directorate.

The chair shall be a member from the majority group of the Council.

The chair can invite, if deemed appropriate and necessary, other organisations to be members to make sure it reflects the demographic breakdown of the borough and those who regularly use the public transport network.

In addition the chair can invite guests where there are specific agenda items requiring their contribution.

TERMS OF REFERENCE

(i) to consider and monitor the operation and provision of public transport facilities within the Borough;

(ii) to share information on key developments relating to the public transport network including receiving reports from representative forums and groups;

(iii) to identify strategic issues for public transport providers to address; and,

(iv) to provide input into the development of council policies and responses to relevant consultations.

- 2.2 The Council is also asked to agree that corporate support is no longer provided for the Enfield Transport Users Group (see 3.17). Instead, there should be engagement with other groups which specifically represent transport modes, for example the Enfield Cycling Campaign and any Community Rail Partnerships in the area.

3. BACKGROUND

- 3.1 The Public Transport Consultative Group is recognised in the Council Constitution with a Membership and Terms of Reference (set out in Appendix 1):
- Consider and monitor the operation and provision of public transport facilities within the Borough;
 - Receive reports from Forums and User Groups in connection with public transport within the Borough;
 - Submit to the Cabinet in respect of suggestions to improve and encourage the use of public transport within the Borough; and,

- Submit via the Cabinet proposals for inclusion in the Council's bid for Capital funding in respect of Enfield's Transport Strategy.
- 3.2 This means the Group is supported as part of the Council's structure, but does not exercise any statutory or constitutional decision making functions so acts in a purely advisory capacity.
- 3.3 It should be noted that the Group has not made any formal recommendations to Cabinet in the past 12 months, although it has provided input into several council responses to national and regional consultations.
- 3.4 According to the Constitution, the Group is broadly made up of councillors, representatives from community groups and transport operators.
- 3.5 In terms of the councillors, new members are nominated at the start of each municipal year (usually early May), with a chair for that year selected at the next meeting of the Group.
- 3.6 Currently 11 councillors sit on the Group. This is a high number compared to almost all other council committees, which mainly have between 5 and 7 councillors (the exception being the Planning Committee which has 12 councillors). Given that there is no obvious rationale for having 11 councillors and such a high number stretches available resources, it is proposed that the number is reduced to 7.
- 3.7 In line with other council committees it is proposed that the split of councillors is 4 majority and 3 minority with the chair being from the majority group of the Council.
- 3.8 In order to make the Group more representative, as well as councillors and transport providers, it should seek representatives from organisations which broadly reflect the demographic breakdown of the borough and those who regularly use the public transport network. Specifically this should include:
- People aged under 18.
 - Working age population.
 - Older residents
 - Black and minority ethnic groups.
 - Disabled groups.
- 3.9 The Voluntary Sector Strategy Group (the strategic forum for Council/VCS relations chaired by the Chief Executive and Cabinet Member for Community Organisations), with support from the council's CREST team, is asked to bring forward suggested groups for inclusion in the forum.
- 3.10 The Group should also include a representative from London's transport authority, Transport for London, which has responsibility for the majority of public

transport services, as well as representatives from the companies operating rail services not under TfL's control.

3.11 Therefore the proposed Membership section is:

7 Members of the Council (4 majority / 3 minority).

Representatives of the Voluntary Sector recommended by the Voluntary Sector Strategy Group and approved by the Cabinet Member for Environment.

One representative from each of:

- *Transport for London.*
- *Train Operating Companies providing services within the Borough.*
- *London Borough of Enfield - Regeneration and Environment Directorate.*

The chair shall be from the majority group of the Council.

The chair can invite other organisations, if deemed appropriate and necessary, to be members to make sure the Group reflects the demographic breakdown of the borough and those who regularly use the public transport network.

In addition, the chair can invite guests where there are specific agenda items requiring their contribution.

3.12 In addition the Group's remit should be altered to reflect its actual role as a forum for:

- Sharing information on key developments relating to the public transport network including receiving reports from representative fora and groups;
- Identifying strategic issues for public transport providers to address; and
- Providing input into the development of council policies and responses to relevant consultations.

3.13 With this in mind the proposed wording for the Terms of Reference section is:

(i) to consider and monitor the operation and provision of public transport facilities within the borough;

(ii) to share information on key developments relating to the public transport network including receiving reports from representative forums and groups;

(iii) to identify strategic issues for public transport providers to address; and,

(iv) to provide input into the development of council policies and responses to relevant consultations.

3.14 With options being considered for reforming the PTCG, it also seems appropriate to consider the role of the Enfield Transport Users' Group (ETUG).

- 3.15 Whilst the Group has Terms of Reference, it is unclear if these are being adhered to and whether it is appropriately constituted given the membership is self-selected and, currently, is unrepresentative of the breadth of people who use the public transport system in Enfield.
- 3.16 Alongside this, by moving the PTCG's focus to representative groups the role of ETUG will be diminished.
- 3.17 In light of this it is recommended that there is not a specific ETUG representative on the PTCG and that corporate support to ETUG is withdrawn (this support currently constitutes meeting rooms, meeting clerking and officer time).
- 3.18 Instead the resources freed up could be used to engage with other groups which specifically represent transport modes, as appropriate.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Leave the Group as is – Does not address underlying issues around representation and effectiveness.
- 4.2 Seek to reform the Group from within – This approach could lead to future changes but is also at risk from organisations with a vested interest seeking to maintain the status quo.

5. REASONS FOR RECOMMENDATIONS

As set out in the report.

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

6.1 Financial Implications

This report is seeking the Council to agree that changes are made to the constitution (see 3.10 and 3.12) "Public Transport Consultative Group – Changes to Membership and Remit", while support for ETUG is being removed, the resources will instead be used to engage with other groups, which should mean that the changes will be neutral in terms of resources so will not have any financial implications.

6.2 Legal Implications

Section 9P of the Local Government Act 2000 requires a local authority to prepare and keep up to date its Constitution. The recommendations contained in this report propose to make changes to the Council's Constitution although not in respect of a statutory function. The Constitution may only be amended by Full

Council and the proposals are intended to bring the Council in line with best practice and the efficient operation of the Constitution.

6.3 Property Implications

None identified.

7. KEY RISKS

Reputational – The Council is committed to representing the full range of diverse communities and groups in Enfield. If the Public Transport Consultative Group cannot demonstrate that its membership is representative then it does not meet the Council’s own aspirations.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

Positive - The Public Transport Consultative Group will better reflect Enfield’s diverse communities.

8.2 Growth and Sustainability

Positive – An effective Public Transport Consultative Group will help prioritise investment in public transport infrastructure and services.

8.3 Strong Communities

Positive - The Public Transport Consultative Group will better reflect Enfield’s diverse communities.

9. EQUALITIES IMPACT IMPLICATIONS

A specific assessment has not been undertaken however, given that the proposals are intended to make the Group more representative of Enfield’s diverse population the impact is likely to be positive.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

None identified.

11. HEALTH AND SAFETY IMPLICATIONS

None identified.

12. HUMAN RESOURCES IMPLICATIONS

None identified.

13. PUBLIC HEALTH IMPLICATIONS

The Group aims to make a positive contribution to the provision of public transport in Enfield which should in turn improve air quality, by encouraging mode shift away from private vehicles, and encourage more active lifestyles through more people walking and cycling.

Background Papers

Appendix 1 – Current Public Transport Consultative Group Membership and Terms of Reference from the Enfield Council Constitution

Appendix 1 – Current Public Transport Consultative Group Membership and Terms of Reference from the Enfield Council Constitution

24. Public Transport Consultative Group

MEMBERSHIP

11 Members of the Council plus one representative from each of the following organisations:

- Transport for London
- London Buses (representing all tendered services)
- The three bus operators providing the most bus services within the Borough
- London Underground Limited
- Railtrack
- Train Operating Companies providing services within the Borough
- Federation of Enfield Residents and Allied Associations
- Federation of Enfield Community Associations
- Enfield Chamber of Commerce
- Metropolitan Police
- Enfield Disablement Association
- A representative of Rail User Groups within the Borough
- British Transport Police
- Strategic Rail Authority
- Enfield Borough over 50s Forum
- Finance, Resources & Customer Services Department -Community Safety
- Place-Shaping & Enterprise Department - Regeneration
- Environment & Street Scene Department - Transportation Planning

TERMS OF REFERENCE

(i) to consider and monitor the operation and provision of public transport facilities within the Borough;

(ii) to receive reports from Forums and User Groups in connection with public transport within the Borough;

(iii) to submit to the Cabinet in respect of a. suggestions to improve and encourage the use of public transport within the Borough; and

(iv) To submit via the Cabinet proposals for inclusion in the Council's bid for Capital funding in respect of Enfield's Transport Strategy.

Actions Taken under the Council's Urgency Procedures

1. Action taken by the Leader of the Council under the Council's Urgent Action Procedure

Council is asked to note the decision taken by the Leader of the Council under the Council's urgent action procedure.

1.1 Purchase of the Site on Gibbs Road, Montagu Industrial Estate, N18 3PU

Under the Council's Urgent Action Procedure (as set out in Chapter 4.1 Section 30 Rules of Procedure) the Leader of the Council was asked to approve an addition to the Capital Programme to be funded from borrowing to enable the purchase of a site on the Gibbs Road, Montagu Road Industrial Estate, N18 3PU. This was to be achieved through the purchase of a company specifically set up to hold the property or through direct purchase of the property by negotiation, subject to the Council undertaking due diligence.

Urgent approval was sought for implementation of this decision for the following reasons:

- It had recently come to the Council's attention that the company holding the site is up for sale and the vendor had requested bids from the market by the 16 June 2016. The Council wished to purchase the site and wanted to submit an offer, subject to contract, as advised by its property and legal consultants. Officers also wanted to conclude the purchase, if successful, as a matter of urgency to ensure that the owner did not remarket the property.
- The site had been identified as being of strategic importance and value to the Council. The site was surrounded primarily by Council owned land. As the site was being offered freehold with full vacant possession and had no plant and machinery located on it. This was a unique opportunity for the Council to acquire the site.

The immediate urgency related to the fact that it would not be possible, given the timing of the next Authority meeting, for the matter to be included for approval on the agenda for the next Council meeting as this was not until 13 July 2016. It was also not possible to consider this appointment at the last meeting of the Council 08 June 2016 as information about the purchase was only finalised and confirmed on the 13 June 2016.

On 15 June 2016, the Leader of the Council, in consultation with the Cabinet Member for Finance and Efficiency and the Cabinet Member for Economic Regeneration and Business Development, approved

under the Council's urgent action procedure, the addition to the Capital Programme, to be funded from borrowing, to enable the purchase of a site on Gibbs Road, Montagu Industrial Estate, N18 3PU.

2. Use of the Council's urgency processes involving a waiver of the Call-In process

Council is asked to note the following decisions taken and the reasons for urgency.

2.1 Decision: Approval to the Negotiation and Purchase of a site on Gibbs Road, Montagu Industrial Estate, N18 3PU

Reason for Urgency

It had recently come to the Council's attention that this strategically located site, within the Montagu Industrial Estate, was up for sale. The property was being sold freehold and with the benefit of full vacant possession. The vendor had requested bids by the 16 June 2016.

The Council has obtained external property advice, and an independent external valuation for the site was undertaken and advice was received on the Council's negotiation strategy for this site. Due diligence was also undertaken, and the offer made was to be subject to contract and further caveats recommended by the Council's consultants.

Officers wanted to commence the negotiations and conclude the purchase as a matter of urgency. This is why officers recommended the use of the urgency rules rather than using the normal Council procedures. The site had been identified to be strategically located within the Montagu Industrial Estate, the bulk of which was already within Council ownership.

The use of the Council's Rule 16 procedure was approved by the Chair of the Overview and Scrutiny Committee on 15 June 2016.

2.2 Decision: Extension of the interim contract with Ernst and Young (EY) to deliver procurement and commissioning activities on behalf of the Council until a full tender had been awarded for this work.

Reason for Urgency:

Urgent approval was sought for the implementation of this decision for the following reasons:

The current Ernst and Young Contract ran out on the 30 June 2016 and the full tender process to award a contract for continuing work had not been due to finish until the end of August 2016. Activity had had to

continue in the interim between 1 July and 31 August 2016 and the Council had had to sign off the decision to continue with the existing contract before it ended on 30 June 2016.

It had not been possible to give the required 28 day notice and include the decision on the Council's Key Decision List because it was originally planned that the tender process would allow the full award of the contract in line with the previous extension. It was expected that this would happen in late August 2016. The potential costs of an extension were only finalised during the week of the 30 June 2016.

The use of the Council's Waiver of Call in procedure was approved by the Chair of Overview and Scrutiny Committee on 30 June 2016.

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