

**LONDON BOROUGH OF ENFIELD  
FORWARD PLAN OF KEY DECISION LIST NO. 70  
FOR THE PERIOD 1 DECEMBER 2007 TO 31 MARCH 2008**



Please note key decisions nos. 2292 – 2312 those decisions that have been added since the publication of the last Forward Plan.

Decisions that are now to be made on an alternative date to that shown on the last Forward Plan are marked with an asterisk (\*).

If you have any queries on this Forward Plan please contact Stephen Addison on Tel. No. 020 8379 4097 or at e-mail address [Stephen.Addison@enfield.gov.uk](mailto:Stephen.Addison@enfield.gov.uk).

**Explanatory Notes**

A 'key decision' within the Constitution of the London Borough of Enfield is defined as a proposal:

1. which involves expenditure/savings of £250,000 or above – this includes proposals phased over more than one year and match/grant aided funding, with a total of £250,000 or above; or
2. which has a significant impact on the local community in one or more wards.

**The list will be updated regularly and published on a monthly basis. Copies of the Plan can be inspected at the Civic Centre and public libraries and are available on the Council's Website at [democracy.enfield.gov.uk](http://democracy.enfield.gov.uk).**

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
* KD 1019 Allocation of Neighbourhood Renewal Funding.	Deputy Leader and Cabinet Member for Finance and Resources	Not before 3rd Dec 2007	Part 1	All Wards	Enfield Partners Panel – Meeting on 18 April 2006 LAA Statutory Officers Group – Meeting in May 2006 Councillor Lavender – Report and meeting in early May 2006	Director of Performance, Partnership & Policy Tel: 020 8379 4968 ann.pennell@enfield.gov.uk	Cabinet report on 26 April 06 requesting delegated authority for allocation  Cabinet report - Enfield's Local Agreement, 8 February 2006  Cabinet report - Enfield's Local Public Service Agreement, 8 February 2006

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
<p>* KD 1094 Bycullah Road Estate - Kitchen and Bathroom Renewals. Approval to accept a tender in respect of one contract covering kitchen and bathroom renewals and associated works to various properties on the Bycullah Road Estate including Bycullah Road – Flats, Chase Green Avenue, Elizabeth Avenue – Sheltered and Elizabeth Avenue – Houses to address non-decency. The scheme to be referred to as Bycullah Road Estate – kitchen and bathroom renewals.</p>	<p>Cabinet Member for Housing</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>Highlands</p>	<p>Residents – meetings/open days with product samples / correspondence re proposals / info. packs / individual surveys by contractor prior to works commencing / feedback and satisfaction surveys on completion [June 05 to completion]. Community Housing Partnership – consultation at meetings / updates [Sept 04 to completion]. Resident Assns – advised of proposed works &amp; updated at meetings. District Housing Office – consulted on proposals / updated at meetings / aid in consultation process [June 05 to completion].</p>	<p>Housing Professional Services Tel: 020 8379 4324 tom.steggles@enfield.gov.uk</p>	<p>Project Management Files</p>

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
* KD 2065 To approve the Borough-wide Characterization Study and the Criteria for the Designation of Conservation Areas.	Cabinet Member for Environment and Street Scene	Not before 3rd Dec 2007	Part 1	All Wards	Conservation Advisory Group – Draft documents submitted to Members and member organisation for comment [Nov 2006 – Jan 2007] Planning Committee – Draft documents submitted to Members of the Committee for comment [Nov 2006 – Jan 2007]	Team Leader Conservation Tel: 020 8379 3865 mike.brown@enfield.gov.uk	Draft Borough-wide Characterisation Study and draft Criteria for the Designation of Conservation Areas

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* KD 2099 Authority for the Comprehensive Development Initiative (CDI) Phase 1 to proceed, in accordance with Cabinet report dated 5 April 2006.	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	Enfield Lock; Turkey Street; Enfield Highway; Highlands; Jubilee; Lower Edmonton; Edmonton Green; Upper Edmonton; Southgate Green;	Local residents - consultation meetings in neighbourhoods [Feb 03 – Oct 04] Local residents - consultation connected with planning applications [Dec 04 – June 05]	Senior Project Manager Tel: 020 8379 3129 mike.plant@enfield.gov.uk	Cabinet Report No 193, 24.11.04 : Report back on CDI Phase 1 consultation  Delegated decision 12.3.04: CDI Phase 1 - Award of preferred bidder status  Cabinet Report No 155, 5.11.03: Disposal of CDI Phase 1 Sites  Cabinet Report No 331, 26.4.06: Update on progress on CDI Phase 1
* KD 2119 Lift Modernisation Programme - Report on progress, and pre-tender estimate and selection of tenderers for phase 2.	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 2 (Para 3)	All Wards	Residents, FECA – Newsletters, open meetings [Feb 07 – Ongoing]	Project Manager Tel: 020 8379 4327 richard.quinton@enfield.gov.uk	Project Management Files

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<p>* KD 2130 Cuckoo Hall Lane Estate window renewal and external refurbishment works. Approval to accept a tender in respect of one contract covering renewal of windows, roofs, external and internal repairs and redecorations, communal lighting upgrade</p>	<p>Cabinet Member for Housing</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>Jubilee</p>	<p>Tenants – Scheme consulted &amp; approved through the Eastern District Community Housing Partnership. Estate wide consultation through Steering Group and residents reps in line with the 'Framework for Residents Participation in Major Works Projects'. Leaseholders – in line with statutory requirements. Estate Officers – Advised of dwellings proposed to receive improvement and methodology behind selection. Updates on progress. [Nov 05 to completion of works and defects liability period]</p>	<p>Housing Professional Services Tel: 020 8379 1511 elpida.andreou@enfield.gov.uk</p>	<p>Project Management Files Construction Technical Services</p>

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* KD 2139 Approval to the Fire Prevention Programme 2007/08.	Cabinet Member for Education, Children's Services, Director of Education, Children's Service & Leisure	Not before 3rd Dec 2007	Part 1	All Wards		Service Manager Tel: 020 8379 3399 peter.dyster@enfield.gov.uk	None.
*KD 2152 Approval to work flexibly (acquisition and hand backs) with our various temporary accommodation schemes to reduce useage in line with the Government's 2010 TA reduction target. To agree additional funding to expand the Homefinder (Private Rent Deposit) scheme to meet TA reduction plan.	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	All Wards	N/A	Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	LBE Temporary Accommodation Reduction Plan

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<p>* KD 2153 Approval to tender and delegated authority to accept tender in respect of contract for Decent Homes Works within EN1 &amp; EN2 - Package 1</p> <p>Approval to accept a tender in respect of one contract covering refurbishment works to Housing Stock to address non-decency as part of Enfield's Decent Homes Programme. The scheme to include works to kitchens and bathrooms, central heating and electrical updates, insulation and repair/renewal of external elements including roofs and doors and windows. Works to include some minor alterations to some of the properties including to layouts.</p>	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	Bush Hill Park; Chase; Grange; Highlands; Jubilee; Southbury; Town; Southgate; Turkey Street;	Residents (tenants & leaseholders) – Meetings/open days with product samples; correspondence; info. packs, individual surveys of properties by Contractor prior to works; satisfaction surveys on completion [Aug 07 to completion] Community Housing Partnership – Consultation at meetings and regularly updated [Aug 07 to completion] Resident Associations – Advised of proposed works and updated at meetings [Aug 07 to completion] District Housing Office – Consulted on proposed works and updated at regular meetings on progress and programme [Aug 07 to completion]	Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield	Project Management Files



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<p>* KD 2163 Approval to tender and delegated authority to accept tender in respect of contract for Decent Homes Works - Gordon Hill Area Scheme to address non-decency as part of Enfield's Decent Homes Programme. The scheme to include works to kitchens and bathrooms, central heating and electrical updates, insulation and repair/renewal of external elements including roofs and doors and windows. Works to include some minor alterations to some of the properties including to layouts.</p>	<p>Cabinet Member for Housing</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>Turkey Street; Chase; Highlands; Town;</p>	<p>Residents (tenants &amp; leaseholders) - Meetings/open days. Correspondence re works &amp; programme. Info packs. Surveys of properties by contractor prior to works commencing. Satisfaction surveys on completion. Community Housing Partnership - Consultation undertaken at meetings &amp; regularly updated. Resident Associations - Advised of proposed works &amp; updated at meetings. District Housing Office - Consulted &amp; updated at regular meetings on progress &amp; programme. Aid in consultation process. [July 07 to Completion]</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield</p>	<p>Project Management Files</p>

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<p>* KD 2164 Approval to tender and delegated authority to accept tenders in respect of contract for Decent Homes Works - Southbury Area Scheme to address non-decency as part of Enfield's Decent Homes Programme. The scheme to include works to kitchens and bathrooms, central heating and electrical updates, insulation and repair/renewal of external elements including roofs and doors and windows. Works to include some minor alterations to some of the properties including to layouts.</p>	<p>Cabinet Member for Housing</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>Bush Hill Park; Grange; Southbury;</p>	<p>Residents (tenants &amp; leaseholders) - Meetings &amp; open days. Correspondence re works &amp; prog. Info packs prior to work. Surveys of properties by Contractor prior to works commencing. Satisfaction surveys on completion. Community Housing Partnership - Consultation at meetings &amp; regularly updated. Resident Associations - Advised of proposed works &amp; updated at meetings. District Housing Office - Consulted &amp; updated at meetings on progress &amp; programme. Aid in the consultation process. [July 07 to Completion]</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield</p>	<p>Project Management Files</p>

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* KD 2179 To agree the Heritage Lottery Fund management plan for Pymmes Park.	Cabinet Member for Environment and Street Scene	Not before 3rd Dec 2007	Part 1	Edmonton Green	Friends of Jubilee Park - Copied content of management plan for comment [30 May – 15 June 2007]	Acting Assistant Director - Parks & Open Spaces Tel: 020 8379 3751 ray.brewer@enfield.gov.uk	Contract signed with Heritage Lottery Fund dated 26 January 2000
* KD 2195 Approval to the tender for the rebuilding of the kitchen at Cuckoo Hall Primary School.	Cabinet Member for Education, Children's Services, Director of Education, Children's Service & Leisure	Not before 3rd Dec 2007	Part 1 & 2 (para 3)	Jubilee		Buildings Development Officer Tel: 020 8379 3217 liz.cody@enfield.gov.uk	None.
*KD 2202 Restructure of Community Housing Services – Homeless Persons, Housing Advice, Housing Assessments and Reception functions to create a homelessness prevention service.	Director of Health & Adult Social Care	Not before 3rd Dec 2007	Part 1	All Wards		Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	Community Housing Services Service Centre Plan

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* KD 2210 To agree the restructure of the Health and Adult Social Care Department.	Cabinet Member for Adult Social Services, Cabinet Member for Housing, Director of Health & Adult Social Care	Not before 3rd Dec 2007	Part 1	Does Not Apply	N/A	Assistant Director Strategy and Resources Tel: 020 8379 5298 annie.callanan@enfi.eld.gov.uk	None.
* KD 2213 Allocation of Department of Health Grants (Adult Social Services) 2007/08 - Access and Systems Capacity Grant, Reimbursement Grant, Mental Health Grant, etc.	Cabinet Member for Adult Social Services	Not before 3rd Dec 2007	Part 1	All Wards	N/A	Acting Head of Resources Tel: 020 8379 8167 helen.waring@enfi.eld.gov.uk	Local Authority Social Services Letter LASSL(2006)1 : Adults' Personal Social Services: Specific Revenue and Capital Grant Allocations for 2007-08

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*KD 2234 Extension of Care Management Contract at Honeysuckle House with Care UK to enable a full tendering exercise to be undertaken.	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Dec 2007	Part 2 (Para 3)	Does Not Apply	LBE officers – Meetings [Aug 04 – Aug 05] Service users & families – Written communication & meetings [Aug 05 – Aug 06] Current contractor – Meetings [July 05 – Aug 06]	Head of Service - Older People Services Tel: 020 8379 8031 steve.tall@enfield.gov.uk	<p>Reports 1323 &amp; 1323a re awarding contract - Social Services Panel, 8/2/96</p> <p>Action taken under Delegated Authority Part 2 1999-2000 - 'Renewal of Care Management Contract', 2/8/99</p> <p>Portfolio Decision 17/12/02 - To receive Revenue Grant</p> <p>Report 322, Cabinet, 26/3/03 re option to extend care management agreement</p> <p>Operation decision 9/8/04 to extend the care management agreement to enable a future options appraisal to be undertaken</p> <p>Adults Social Services procurement files</p>

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*KD 2235 Award of contract for nursing care provision at Elizabeth Lodge.	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Dec 2007	Part 2 (Para 3)	Does Not Apply	Current Contractor – Meetings & written communication [2006 – 2007] Enfield PCT – Meetings & written communications [2005 – 2007] LBE officers – Meetings [2005 – 2007]	Head of Service - Older People Services Tel: 020 8379 8031 steve.tall@enfield.gov.uk	Delegated Authority Report, July 2007  Various letters with PCT

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<p>*KD 2237 Approval to scheme to be referred to as Elsinge Estate Window Renewals.</p> <p>Approval to accept a tender in respect of one contract covering renewal of Windows &amp; Roofs to properties on the Elsinge Estate to address non-decency. Works to include window renewal, roof refurbishment/renewal and other works to the exterior of the properties.</p>	<p>Cabinet Member for Housing</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>Turkey Street</p>	<p>Residents (tenants &amp; leaseholders) – Meetings &amp; open days, correspondence, information packs. Surveys of properties to be carried out by the Contractor prior to works commencing. Feedback &amp; satisfaction surveys on completion of works. [Jan 06 to completion] Community Housing Partnership – Consultation at meetings &amp; regularly updated [Oct 05 to completion] Resident Associations – Advised of proposed works &amp; updated at meetings [Jan 06 to completion] District Housing Offices – Consulted &amp; updated at regular meetings. Aid in consultation process. [Jan 06 to completion]</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield</p>	<p>Project Management Files</p>

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<p>*KD 2253 To approve a borough –wide scheme for the replacement of the shower cubicles and to seek delegated authority to the Director of Performance, Partnership and Policy to accept tenders that do not exceed the pre-tender estimate by more than 5%.</p> <p>Projects to be reported individually against this key decision within an anticipated funding budget of £655,000 inclusive of fees and work costs.</p>	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	All Wards	Residents – Letters, and individual direct consultation with the residents – Aug 07 – Autumn 07. Social Services at Home, Occupational Therapy Service – Direct Briefing – Sept 07 - Ongoing	Project Manager Tel: 020 8379 4319 paul.dawson@enfield.gov.uk	Housing Project Management Files  Design Consultant Files



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<p>*KD 2254 To approve a programme of bathroom and associated works to Westcroft Close, John Adams Court, Len Warren House, Newstead House and William House.</p> <p>To seek delegated authority to the Director of Performance, Partnership and Policy to accept a tender that does not exceed the pre-tender estimate(s) by more than 5%.</p> <p>Projects to be reported individually against this key decision within an anticipated funding budget of £1.025M inclusive of fees and work costs.</p>	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	Turkey Street; Bowes; Edmonton Green; Lower Edmonton;	Residents – Letters – Aug 07 – autumn 07 Sheltered Housing Officers – Direct Briefing – Aug 07 - Ongoing	Project Manager Tel: 020 8379 4319 paul.dawson@enfield.gov.uk	Housing Project Management Files  Design Consultant Files
<p>*KD 2255 Approval to the terms of the settlement with Equion, the Council's PFI provider on outstanding contract issues.</p>	Cabinet Member for Education, Children's Services	Not before 3rd Dec 2007	Part 1 & 2 Para 3	Bowes; Haselbury; Turkey Street;	Headteachers and Governors of Starks Field Primary and Tottenhall Infants Schools. The Principal and Governors of Lea Valley High School - Meetings with Schools.	Assistant Director Resources Tel: 020 8379 4928 jennifer.hill@enfield.gov.uk	Reports to Capital Programme Board

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*KD 2260 To approve the bailiff services contract award	Director of Environment, Streetscene & Parks, Director of Performance, Partnership and Policy	Not before 3rd Dec 2007	Part 1	All Wards		Head of Collection Services Tel: 020 8379 4778 geoff.waterton@enfield.gov.uk	Tender Documents
*KD 2261 Update on progress in developing a resident involvement strategy for Housing Landlord Services and to note the agreed action plan for delivering the strategy.	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	All Wards	Consultative Forum (Core group) – Special Meeting - TBC TPWP – Special Meeting - TBC Tenant and Leaseholder conference – Special Meeting – 18/10/2007	ALMO Project Team Tel: 020 8379 1543 kate.tordoff@enfield.gov.uk	Report to Cabinet 13th December 2006 – Housing Resident Involvement strategy  Resident involvement strategy (vision and action plan)

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<p>KD *2267 The Report seeks the release of the sum of £872,000 of Local Authority Business Growth Incentive Scheme (LABGI) monies towards the promotion of the Council's Place Shaping agenda and an allocation as set out in the Appendix of the Report.</p>	<p>Director of Environment, Streetscene &amp; Parks, Acting Director of Finance &amp; Corporate Resources</p>	<p>Not before 3rd Dec 2007</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Internal - Written consultation – 20/8/07 – 14/9/07</p>	<p>Head of Traffic &amp; Transportation Tel: 020 8379 3563 glyn.jones@enfield.gov.uk</p>	<p>Cabinet Report 18th July 2007 – “Place Shaping in Enfield – Future way forward”</p>

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<p>*KD 2270 To approve funding for a programme of improvement works to external communal parts of housing estates across the borough.</p> <p>The work will include demolition of redundant garages, sheds, drying areas, other structures and overgrown areas, and remodelling to provide additional soft and hard landscaping, car parking, fencing, improved lighting and refuse disposal facilities.</p>	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	All Wards	<p>Residents (tenants and leaseholders, inc. FECA. – Meetings and drop in sessions to display graphic material. Letters and detailed information.</p> <p>Satisfaction and feedback surveys on completion of works – Sep 07 – Programme Completion.</p> <p>Housing Operations Staff and Council departments - Participation in scheme design and project sign off meeting - Sep 07 – Programme Completion.</p>	<p>Central Services Manager Tel: 0208 379 8953 andrew.batty@enfield.gov.uk</p>	Project Management Files

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*KD 2275 Award tender for the purchase of 4 to 8 waste vehicles as per the Council's vehicle replacement programme.	Director of Environment, Streetscene & Parks	Not before 3rd Dec 2007	Part 2 para 3	All Wards		Acting Section Manager - Fleet Services Tel: 020 8379 2182 karen.newport@enfield.gov.uk	Contract File
*KD 2276 Award tender for the purchase or contract hire of 12 coaches as per the Council's vehicle replacement programme.	Director of Environment, Streetscene & Parks	Not before 3rd Dec 2007	Part 2 para 3	All Wards		Acting Section Manager - Fleet Services Tel: 020 8379 2182 karen.newport@enfield.gov.uk	Contract File
KD 2286 The introduction of a pilot Commercial Recycling Service for businesses in the borough in a selected area in April 2008.	Cabinet Member for Environment and Street Scene	Not before 3rd Dec 2007	Part 1	All Wards	Requests from over 300 individual businesses in the borough	Business & Quality Manager Tel: 020 8379 2016 nicky.fiedler@enfield.gov.uk	None.

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KD 2290 Write off irrecoverable sums against warrants	Director of Environment, Streetscene & Parks	Not before 3rd Dec 2007	Part 1	All Wards		Acting Head of Parking Services elena.dellafiora@enfield.gov.uk	None.
KD 2293 To accept tenders and the award of contracts for the supply of either electricity or gas to civic buildings, procured through the service offered by either the Office of Government Commerce (OGC) consortium framework or the LASER ( London Authorities South East Region ) buying consortia.	Acting Director of Finance & Corporate Resources	Not before 3rd Dec 2007	Part 1	All Wards	Schools - Letter to schools concerned .	Service Manager Tel: 020 8379 3020 chris.stockman@enfield.gov.uk	None.

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KD 2294 To authorise the purchase of Adults and Children's social care packages, which are in excess of £250,000 in value that have been approved in accordance with the Council's scheme of delegation	Director of Health & Adult Social Care	Not before 3rd Dec 2007	Part 1	All Wards	Finance and Legal Services consultation on implications. Social Work Teams – report consultation [Ongoing]	Acting Procurement Manager Tel: 020 8379 3961 michael.sprosson@enfield.gov.uk	Assorted Operational Delegated Authority reports issued for approval as and when required
KD 2295 To write off miscellaneous debts considered irrecoverable by the Council.	Deputy Leader and Cabinet Member for Finance and Resources	Not before 3rd Dec 2007	Part 1	Does Not Apply	N/A	Assistant Head of Finance Tel: 020 8379 4213 stan.barker@enfield.gov.uk	None.
KD 2297 To extend the Lift Maintenance Contracts – Contractor and Consultant	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 2 para 3	All Wards		Project Manager Tel: 020 8379 4327 richard.quinton@enfield.gov.uk	Project Management files

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KD 2300 Approval to negotiate with the resident contractor for the Targeted Capital Fund project at Chace Community School in respect of internal alterations and external works.	Director of Education, Children's Service & Leisure, Cabinet Member for Education, Children's Services	Not before 3rd Dec 2007	Part 1	Town	Chace Community School Headteacher and Governors - Meetings with School staff, pupils and governors - February 2006 - On going	Education Building Development Officer Tel: 020 8379 3221 helen.kallas@enfield.gov.uk	Portfolio Decision Report "Chace Community School Targeted Capital Project 2006/07- Start Report" March 2006 KD 981  Portfolio Decision Report "Chace Community School New Arts Block and Music Suite Remodelling –Tender Acceptance Report" June 2007 KD 2165
KD 2302 Approval to the tender to upgrade heating and hot water systems to a number of tenanted Council owned properties using the existing term contract	Cabinet Member for Housing	Not before 3rd Dec 2007	Part 1	Chase	Tenants in the properties that will be upgraded - Correspondence and special needs forms - 1/11/07- 31/12/07	Local Services Manager Tel: 020 8379 8946 martin.keenan@enfield.gov.uk	Project Management Files  Housing Engineering Services Files
KD 2305 To undertake a programme of works to address the problem of floor vibration by revising the internal layout of B Block South together with associated refurbishment works.	Deputy Leader and Cabinet Member for Finance and Resources	Not before 3rd Dec 2007	Part 1	All Wards		Service Manager Tel: 020 8379 3020 chris.stockman@enfield.gov.uk	Report prepared by consultant structural engineer ( STATS)



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KD 2306 Approval of Carers Special Grant funding, to include Emergency Respite Funding	Cabinet Member for Adult Social Services	Not before 3rd Dec 2007	Part 1	All Wards	Carers Partnership Board members - Agenda item discussed at partnership board (60% represented by carers) - May 07 - July 07 Staff - Carers Working Group – July 07 – Sept 07 Voluntary Groups - Joint Carers Group, individual discussions with participating voluntary sector groups (some of whom themselves are carers) - Sept 07 - Oct 07 Departmental Management Team - Attendance at DMT with proposals – Nov 07	Community Housing and Adult Social Services Tel: 020 8379 1503 sharon.strutt@enfield.gov.uk	Budget to accompany DAR  Emergency Respite funding guidance

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* KD 2142 To agree those issues necessary to enable the ALMO to go live following the funding announcement by Central Government eg. Section 27 agreement.	Cabinet	12 Dec 2007	Part 1	All Wards	Enfield Homes Shadow Board - Negotiations	Borough Secretary Tel: 020 8379 4094 john.austin@enfield.gov.uk	None.
*KD 2262 To award a contract for Bulk Mailing Services on behalf of Enfield Council For the period 15th Feb 2008 – 30th September 2011	Cabinet	12 Dec 2007	Part 1	All Wards		Benefits Operations Manager Tel: 020 8379 4924 colin.bullworthy@enfield.gov.uk	None.

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2272 Approval of the Corporate Asset Management Plan 2007 and Core Property Strategy	Cabinet	12 Dec 2007	Part 1	All Wards	Cabinet - Cabinet Report – 12/11/07 – 21/11/07. <u>Circulation of documentation and discussion</u> - Property Strategy Board -19/10/07 – 26/10/07. Asset Management Group – 25/9/07 – 3/10/07. FCR – Departmental Management Team – 24/9/07 – 3/10/07. Property Services Management Team – 24/9/07 – 5/10/07	Head of Policy, Performance & Client Management Tel: 020 8379 1612 joe.keys@enfield.gov.uk	Corporate Asset Management Plan 2007  Core Property Strategy
KD 2283 October 2007 Revenue Monitoring Report. Approval of the revenue monitoring position at the end of October 2007 and actions needed in order to remain within the approved budget.	Cabinet	12 Dec 2007	Part 1	All Wards		Head of Finance - Resources/SSU Tel: 020 8379 4630 graham.dixon@enfield.gov.uk	Monitoring returns from service groups and supporting working papers.

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2304 Approval and Endorsement of the new Library Strategy 2007-2012	Cabinet	12 Dec 2007	Part 1	All Wards	<p>Environment, Parks &amp; Leisure Scrutiny Panel - Special Public meeting – 31/3/07.</p> <p>Environment, Parks &amp; Leisure Scrutiny Panel - Visit to Barnet Library Service for comparison with our own – 23/5/07.</p> <p>Public - Survey available in hard copy at community venues and online via the Council Website - End March - End April – although responses were accepted beyond this date.</p> <p>Council Members - Members newsletter - 23<sup>rd</sup> &amp; 30<sup>th</sup> March 2007.</p> <p>Enfield Racial Equality Council - Consultation meeting – 12/07/07.</p>	Head of Libraries and Museums julie.gibson@enfield.gov.uk	None.

<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part ½ and reason</b>	<b>Ward/s affected by the decision</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
KD 2307 To approve the Conservation Management Plan for Forty Hall and Estate including the heads of a future Heritage Lottery Fund bid for their restoration.	Cabinet	12 Dec 2007	Part 1	Chase		Cultural Services Manager Tel: 020 8379 3659 lorraine.cox@enfield.gov.uk	Process documents held on file
KD 2310 Reprovision of Southgate Circus Library and the Disposal of the site at High Street, Southgate, N14 6BP	Cabinet	12 Dec 2007	Part 1	Southgate	Please see KD 2304	Head of Libraries and Museums julie.gibson@enfield.gov.uk	Draft Library Strategy Draft Library Cabinet Report Draft Library Location Plan  Draft Library Review Implementation Plan  Borough map showing catchment areas

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
<p>KD 2311 Agreement to continue to fund services currently being provided by the funding streams that will from April 2008 make up Enfield's Area Based Grant.</p>	<p>Cabinet</p>	<p>12 Dec 2007</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Corporate Management Board - Presentation of report and discussion - 30.10.07 - 15.11.07            Enfield Partners Panel - Presentation of report and discussion - 22.11.07 - 29.11.07            Enfield Strategic Partnership - Presentation of report and discussion - 04.12.07 - 11.12.07</p>	<p>Head of Corporate Policy Tel: 020 8379 3186            simon.tendeter@enfield.gov.uk</p>	<p>None.</p>

<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part ½ and reason</b>	<b>Ward/s affected by the decision</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
<p>*KD 2072 To approve the Core Strategy Preferred Options Report for the first formal stage of public consultation.</p> <p>The Planning and Compulsory Purchase Act (2004) requires the Council to replace its Unitary Development Plan with a Local Development Framework (LDF). The Local Development Scheme (LDS) sets out the programme for LDF and includes the commitment to prepare a Core Strategy. This will set out the vision for the future development of the Borough until 2017 and the core policies for delivering this vision.</p>	Local Development Framework Cabinet Sub-Committee	19 Dec 2007	Part 1	All Wards	As set out in the Statement of Community Involvement – Preparation of the Core Strategy Preferred Options will involve public consultation which will be undertaken in line with the Council's Statement of Community Involvement for the LDF, adopted June 2006 [March – April 2007]	Team Leader - Planning Policy Tel: 020 8379 3881 joanne.woodward@enfield.gov.uk	<p>London Borough of Enfield Local Development Scheme (2005)</p> <p>London Borough of Enfield Statement of Community Involvement (2006)</p>
*KD 2203 Creation of a framework of accommodation suppliers to meet the Council Statutory duties towards homeless households	Director of Health & Adult Social Care	Not before 1st Jan 2008	Part 1	Bowes		Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	Community Housing Services Service Centre Plan

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KD 2264 To set the Council Tax base for 08/09	Audit Committee	16 Jan 2008	Part 1	All Wards		Head of Collection Services Tel: 020 8379 4778 geoff.waterton@enfield.gov.uk	None.
* KD 2127 To approve amendment to existing Section 31 Agreement with Enfield Primary Care Trust (EPCT) to establish an Integrated Community Learning Difficulties service.	Cabinet	17 Jan 2008	Part 1	All Wards	Learning Difficulties Partnership Board – Partnership Board Meeting [April 2006 – 5 Feb 07]	Programme Director Health & Social Care Integration Tel: 020 8379 3950 robert.lee@enfield.gov.uk	Minutes and working papers of the Learning Difficulties Partnership Board and the Learning Difficulties Integration Steering Group and Subgroups
KD 2284 November 2007 Revenue Monitoring Report. Approval of the revenue monitoring position at the end of November 2007 and actions needed in order to remain within the approved budget.	Cabinet	17 Jan 2008	Part 1	All Wards		Head of Finance - Resources/SSU Tel: 020 8379 4630 graham.dixon@enfield.gov.uk	Monthly monitoring returns from service groups and supporting working papers.



<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part ½ and reason</b>	<b>Ward/s affected by the decision</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
KD 2298 Approval to submit an Expression of Interest in re-opening Albany School as a City Academy.	Cabinet	17 Jan 2008	Part 1	Enfield Highway	Headteacher, staff, Governors and parents of pupils at Albany School - Meetings with School staff and governing body. Letter to parents – October 2007 - Ongoing	Assistant Director Resources Tel: 020 8379 4928 jennifer.hill@enfield.gov.uk	None.
KD 2308 To approve for submission, following consultation, the Forty Hall and Estate Stage 1 bid to the Heritage Lottery Fund.	Cabinet	17 Jan 2008	Part 1	Chase		Team Leader Conservation Tel: 020 8379 3865 mike.brown@enfield.gov.uk	Tender documents held on file

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
<p>KD 2312 Approval of the Regional Cultural Commentary for Enfield as completed by Government Office for London and the regional cultural agencies (Museums, Libraries and Archives Council; Arts Council England, Sport England).</p>	<p>Cabinet</p>	<p>17 Jan 2008</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Leisure &amp; Cultural Partnership - Meetings held to review the self assessment and cultural commentary - 27 November 2006 - 27 November 2007  Lead Member for Leisure Culture and Olympics 2012 - Meetings held to review the self assessment and cultural commentary - June 2007 - Mid November 2007  Leader of the Council - Consideration of self assessment - June 2007 - June 2007</p>	<p>Policy Officer Tel: 020 8379 4850  joe.biskupski@enfield.gov.uk</p>	<p>Regional Cultural Commentary – Enfield Self-Assessment</p>

<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part ½ and reason</b>	<b>Ward/s affected by the decision</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
KD 2301 10th London Local Authority Bill and 3rd Joint London Local Authorities and Transport for London Bill.	Council	23 Jan 2008	Part 1	All Wards		Borough Solicitor Tel: 020 8379 4170 philip.copland@enfield.gov.uk	Schedule of Provisions  Report to the London Councils Leaders Committee  Summary of comments on consultation
* KD 2071 To approve the Enfield Town Area Action Plan Preferred Options report for the first formal stage of public consultation.	Local Development Framework Cabinet Sub-Committee	28 Jan 2008	Part 1	Town; Grange; Southbury; Highlands;	As set out in the Statement of Community Involvement – Preparation of the Enfield Town Area Action Plan will involve public consultation as set out in the Council's Statement of Community Involvement for the LDF, adopted June 2006 [March – April 2007]	Team Leader - Planning Policy Tel: 020 8379 3881 joanne.woodward@enfield.gov.uk	London Borough of Enfield Local Development Scheme (2005)  London Borough of Enfield Statement of Community Involvement (2006)

<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part ½ and reason</b>	<b>Ward/s affected by the decision</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
KD 2277 To decide on the employer's contribution rate ( included in the Funding Strategy Statement- FSS) following the 2007 valuation of the Enfield Pension Fund.	Cabinet	6 Feb 2008	Part 1	All Wards	Admitted bodies and statutory bodies - Draft FSS put out for consultation with relevant stakeholders - November 07 - January 08	Assistant Head of Finance Tel: 020 8379 4730 paul.reddaway@enfield.gov.uk	The 2007 Pension Fund valuation statement produced by the Council's actuaries  Funding Strategy Statement (FSS)  Pension Fund Board recommendation on the employers' contribution
KD 2288 Approval to the expansion of various primary schools from 2008/09 onwards to meet the need for additional pupil places.	Cabinet	6 Feb 2008	Part 1	All Wards	Governors, staff, parents and pupils of various primary schools across the Borough – Meetings – June 2007 - Ongoing	Schools Organisation & Development Tel: 020 8379 3136 bob.ayton@enfield.gov.uk	Report to Primary Headteachers' Conference 6 June 2007

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
<p>KD 2309 Award of contract for Minicab and Taxi Services, to commence 1st September 2008.</p> <p>This will structure the use and acquisition of cabs throughout the Council. The principal (managing) client will be Transport Operations, which already manages the largest requirement for Special Educational Needs children.</p>	Cabinet	6 Feb 2008	Part 2 para 3	All Wards	<p>Departmental client officers (SEN, SS, CEx). All Enfield (Staff Matters). Staff. Finance officers - Correspondence; contribution to specification; meetings; participation on evaluation panels – June 2007 – September 2007, and continuing.</p>	<p>Transport Operations Manager Tel: 020 8379 2012 phil.keymer@enfield.gov.uk</p>	<p>Tender Specification</p> <p>PQQ documents and returns (November 2007)</p> <p>Tender Issue Documents</p> <p>Tender returns and evaluation papers (Dec 2007/January 2008)</p>

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s affected by the decision	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2296 Award of contract for provision of care and support at St. Joseph's Extracare scheme	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Mar 2008	Part 2 para 3	Does Not Apply	LBE Senior Managers and operational staff - Reporting, meetings - July 2007 – March 2008 Partners, Service Users - Separate consultation exercises carried out by the main project board which has oversight for development and construction, care and support etc - 2006/7 - Ongoing	Acting Procurement Manager Tel: 020 8379 3961 michael.sprosson@enfield.gov.uk	Project Plan – milestones and timing  Business Case reports  Tendering documents (currently not completed as the tender is in progress as @ 31.10.07)
KD 2303 Tier 4 Drug Treatment Substance Misuse Framework of Contractors	Director of Health & Adult Social Care	Not before 3rd Mar 2008	Part 2 para 3	All Wards	DAT Partnership - Regular Steering Groups will be kept informed - 01/11/2007 - 07/04/2008	Data & Information Manager Tel: 020 8379 4882 alison.miller@enfield.gov.uk	None.

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KD 2292 Note the Council Improvement Plan quarterly monitoring report and consider the actions proposed to improve performance.	Cabinet	5 Mar 2008	Part 1	All Wards	N/A	Head of Corporate Policy Tel: 020 8379 3186 simon.tendeter@enfield.gov.uk	None.
KD 2299 To award a contract for Occupational Health Services on behalf of Enfield Council For the period 7th April 2008 – 6th April 2011	Cabinet	5 Mar 2008	Part 1	All Wards	Internal - CBM meetings - 7 <sup>th</sup> August 07 Internal - Meeting Sheila Dawson and John Pryor 23 <sup>rd</sup> October 2007 Internal - Comments received by Paul Bishop UNISON 15 <sup>th</sup> August 2007	Head of Occupational Health & Safety Tel: 020 8379 3696 John.Griffiths@enfield.gov.uk	CMB OHS tender report presented to CMB on 7th August 2007  OHS tender report Progress update 2nd October 2007