

**LONDON BOROUGH OF ENFIELD  
FORWARD PLAN OF KEY DECISION LIST NO. 81  
FOR THE PERIOD 1 NOVEMBER 2008 TO 28 FEBRUARY 2009**



Please note key decisions nos. 2740 – 2755 – 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 [www.enfield.gov.uk](http://www.enfield.gov.uk)**

***Copies of agendas, minutes and reports are available on request in Braille, large print, audio tape or in other languages, please email [democracy@enfield.gov.uk](mailto:democracy@enfield.gov.uk) for further information.***

<b>Proposed Key Decision</b>	<b>Decision Maker</b>	<b>Date Decision expected to be taken</b>	<b>Part 1/2 and reason</b>	<b>Ward/s Affected</b>	<b>Consultation - Who / When</b>	<b>Contact Officer Details</b>	<b>Background Papers</b>
* KD 2062 Approval to accept tenders submitted for the collaborative working for painting and repairs.	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 2 (para 3)	All Wards	Residents – FECA and resident representatives were part of the working group and interview and quality assessment process [Jan 2005 – Dec 2006]	peter.fiddeman@enfield.gov.uk	Repairs Centre Working Files
*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 Nov 2008	Part 1	All Wards		Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	Community Housing Services Service Centre Plan

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
<p>*KD 2237 Approval to scheme to be referred to as Elsing Estate Window Renewals. Approval to accept a tender in respect of one contract covering renewal of Windows &amp; Roofs to properties on the Elsing 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 &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</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.gov.uk</p>	<p>Project Management Files</p>

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
<p>*KD 2562 Approval to accept a tender in respect of one contract covering renewal of Baker Street windows, roofs, external and internal repairs &amp; redecorations, communal lighting upgrades and environmental works. <b>The scheme to be referred to as Baker Street window renewal and external envelope works.</b></p>	<p>Cabinet Member for Housing &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>Town</p>	<p><b>Tenants</b> - consulted and approved through the Western District CHP. Estate wide consultation to be through Steering Group and residents reps in line with the 'Framework for Residents Participation in Major Works Projects. - May 2007 - To completion and defects liability period. <b>Leaseholders</b> - In addition to measures detailed for tenants, leaseholders to be consulted in line with statutory requirements. Initial Notice of Intention served Nov 2007. May 2007 - To completion and defects liability period. <b>Estate Officers</b> - Advised of dwellings proposed to receive Improvement and methodology behind the selection. Updates on progress proposed in accordance with planning of package of work. – Jan 2007 - To completion and defects liability period.</p>	<p>Housing Professional Services Tel: 020 8379 1511 elpida.andreou@enfield.gov.uk</p>	<p>Project Management Files  Architectural Services</p>

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
<p>*KD 2563 Approval to accept a tender for major external refurbishment works to Welch &amp; Woolpack Houses, including window renewal, rainscreen cladding, re-roofing, balcony renewals, and upgrading of door entry, communal extract fans and lightning conductors..</p>	<p>Cabinet Member for Housing &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1 &amp; 2 Para 3</p>	<p>Enfield Lock</p>	<p><b>Tenants</b> - consulted and approved through the Eastern District CHP. Estate wide consultation to be through Steering Group and residents reps in line with the 'Framework for Residents Participation in Major Works Projects - Aug 04 - To completion and defects liability period. <b>Leaseholders</b> - In addition to measures detailed for tenants, leaseholders to be consulted in line with statutory requirements - March 2008 - To completion and defects liability period. <b>Estate Officers</b> - Advised of dwellings proposed to receive Improvement and methodology behind the selection. Updates on progress proposed in accordance with planning of package of work - Aug 04 - To completion and defects liability period.</p>	<p>Housing Professional Services Tel: 020 8379 1511 elpida.andreou@enfield.gov.uk</p>	<p>Project Management Files  Hadley Design Associates</p>

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*KD 2568 Award tender for the contract hire of approximately twenty 3.5t caged tippers and approximately three 7.5t fly tip vehicles as per the Council's vehicle replacement programme.	Director of Environment & Streetscene	Not before 3rd Nov 2008	Part 2 para 3	All Wards		Acting Section Manager - Fleet Services Tel: 020 8379 2182 karen.newport@enfield.gov.uk	Contract File
*KD 2583 To agree those issues necessary following the ALMO go live on the 1st April 2008.	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 1	All Wards	Enfield Homes Shadow Board - Negotiations	Assistant Director - Corporate Governance Tel: 020 8379 4094 john.austin@enfield.gov.uk	None.

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
<p>KD 2600 Approval to accept a tender in respect of one contract covering both internal and external works to properties in the Lincoln Road area to address non-decency.</p>	<p>Cabinet Member for Housing &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>Bush Hill Park; Southbury ;</p>	<p>Residents (tenants &amp; leaseholders) – Meetings, open days. Consultation via correspondence, Information packs, surveys - Jan 08 to completion Community Housing Partnership - meetings and regularly updated - Oct 07 to completion Resident Associations - updated at meetings – Jan 08 to completion District Housing Office - consulted on the proposed works and updated at regular meetings on progress and programme. Aid in the consultation process – Jan 08 to completion</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield.gov.uk</p>	<p>Project Management Files</p>

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
<p>KD 2601 Approval to accept a tender in respect of one contract covering both internal and external works to properties in the Third Avenue area to address non-decency. Works to include Window Renewal, Roof refurbishment/renewal and other works externally and Kitchen &amp; Bathroom Modernisation and renewal of electrical and mechanical elements, where necessary, internally. <b>The scheme to be referred to as Third Avenue Area Decent Homes Scheme.</b></p>	<p>Cabinet Member for Housing &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>Bush Hill Park; Haselbury ; Southbury ; ;</p>	<p>Residents (tenants &amp; leaseholders) – Meetings, open days. Consultation via correspondence, Information packs, surveys - Jan 08 to completion Community Housing Partnership - meetings and regularly updated - Oct 07 to completion Resident Associations - updated at meetings – Jan 08 to completion District Housing Office - consulted on the proposed works and updated at regular meetings on progress and programme. Aid in the consultation process – Jan 08 to completion</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield.gov.uk</p>	<p>Project Management Files</p>



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<p>KD 2602 Approval to accept a tender in respect of one contract covering both internal and external works to properties in the Turkey Street area to address non-decency. Works to include Window Renewal, Roof refurbishment/renewal and other works externally and Kitchen &amp; Bathroom Modernisation and renewal of electrical and mechanical elements, where necessary, internally. <b>The scheme to be referred to as Turkey Street Area Decent Homes Scheme.</b></p>	<p>Cabinet Member for Housing &amp; Community Safety</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>Chase; Turkey Street;</p>	<p>Residents (tenants &amp; leaseholders) – Meetings, open days. Consultation via correspondence, Information packs, surveys - Jan 08 to completion Community Housing Partnership - meetings and regularly updated - Oct 07 to completion Resident Associations - updated at meetings – Jan 08 to completion District Housing Office - consulted on the proposed works and updated at regular meetings on progress and programme. Aid in the consultation process – Jan 08 to completion</p>	<p>Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield.gov.uk</p>	<p>Project Management Files</p>

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<p>*KD 2603 Approval to accept a tender in respect of one contract covering both internal and external works to properties in the Brick Lane/ Stoneleigh Ave area to address non-decency.</p> <p>Works to include Window Renewal, Roof refurbishment/renewal and other works externally and Kitchen &amp; Bathroom Modernisation and renewal of electrical and mechanical elements, where necessary, internally. <b>The scheme to be referred to as Brick Lane/ Stoneleigh Ave Leaseholders Area Decent Homes Scheme.</b></p>	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 1	Chase; Ponders End; Town; Southbury ; Turkey Street;	Residents (tenants & leaseholders) – Meetings, open days. Consultation via correspondence, Information packs, surveys - Jan 08 to completion Community Housing Partnership - meetings and regularly updated - Oct 07 to completion Resident Associations - updated at meetings – Jan 08 to completion District Housing Office - consulted on the proposed works and updated at regular meetings on progress and programme. Aid in the consultation process – Jan 08 to completion	Project Manager, Housing Professional Services Tel: 020 8379 4281 kevin.connolly@enfield.gov.uk	Project Management Files
*KD 2625 Approval to secure nursing beds for Older People within Enfield	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Nov 2008	Part 2 para 8	Does Not Apply	LBE officers / staff & Current contractor – Meetings – 31/3/08 - Ongoing	Acting Procurement Manager Tel: 020 8379 3961 michael.sprosson@enfield.gov.uk	Operational Delegated Authority Report 23 August 2007

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*KD 2626 Approval to explore alternative contracting solutions for the provision of specialist residential and nursing care for Older People within Enfield.	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Nov 2008	Part 2 para 8	Does Not Apply	LBE officers / staff, Service users, carers & families, Current contractor & Enfield PCT – Meetings - 31/3/08 to Ongoing	Acting Procurement Manager Tel: 020 8379 3961 michael.sprosson@enfield.gov.uk	Delegated Authority Report 17 August 2007  Delegated Authority Report 10 August 2006
*KD 2650 Cabinet will be asked to approve the disposal and letting of Council owned Sites	Director of Finance & Corporate Resources	Not before 3rd Nov 2008	Part 1	All Wards		Assistant Director - Property Tel: 020 8379 4100 roy.gregory@enfield.gov.uk	None.

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<p>KD 2655 The award of a contract for an accommodation based Housing Related Support Service of 26 people and 26 units of Supported Accommodation for people with Mental Health Problems.</p>	<p>Cabinet Member for Adult Social Services, Director of Health &amp; Adult Social Care</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 2 Para 3</p>	<p>Southbury</p>	<p>Current Service Users, Carers / family and Staff currently employed in the service , placing authorities - Service Users are consulted on a one to one, group and questionnaire basis as part of the service review process and this will be during the same during the tender. A consultation plan is in place – May 2008 to ongoing</p> <p>As above - Service Users should and will inform the tender panel (if possible) May 2008 to Sept 2008</p>	<p>pauline.kettless@enfield.gov.uk</p>	<p>Supporting People Commissioning Body Minutes</p> <p>Supporting People Service Review Reports and Accreditation Report.</p> <p>Supporting People Procurement Process</p> <p>H&amp;ADSC Procurement Board Report</p> <p>DAR Director of H&amp;ADSC + Lead Member</p>

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*KD 2662 To approve additional expenditure under an ongoing building works contract between the Council and Connaught Partnerships Ltd for the renewal of balconies to Burgundy, Brittany, Normandy and Picardy Houses on the Four Hills estate, in respect of the need to carry out additional repair works that were unforeseen at the time of contract award, and to approve additional associated professional fees.	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 2 Para 3	Chase	Residents (tenants & leaseholders) - Leaseholders will be informed of the recharge implications - As and when information becomes available to TBA	Housing Professional Services Tel: 020 8379 4324 tom.steggles@enfield.gov.uk	None.
*KD 2671 Detail of scheme for Local Authority Enabling capital programme for expenditure in 2008/9 and 2009/10	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 1	All Wards	Housing Corporation, Housing Association – Meetings – Dec 07 - Ongoing	Enabling Officer Tel: 020 8379 4260 sarah.carter@enfield.gov.uk	Enabling Reports

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*KD 2697 Contract Award to formalize existing procurement arrangements for Highway Tree Maintenance in advance of new term maintenance contract due to commence in April 2009.	Director of Environment & Streetscene	Not before 3rd Nov 2008	Part 1	All Wards		Operation Manager Works Tel: 020 8379 2220 john.grimes@enfield.gov.uk	None.
*KD 2706 Allocation of funding for homelessness prevention initiatives and allocation of outturn carry forward from 07/08.	Cabinet Member for Adult Social Services, Director of Health & Adult Social Care	Not before 3rd Nov 2008	Part 1	All Wards	Council Officers, Registered Social Landlords, EREC, CAB - Homelessness Strategy Steering Group - March 2008 to July 2008 Staff, members of the public, tenants in temporary accommodation, Communities and Local Government, RSLs - Homelessness Conference - 10 <sup>th</sup> June 2008 to 10 <sup>th</sup> June 2008	Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	Homelessness Service Centre Plan 2007.08  Homelessness Temporary Accommodation Reduction Plan

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KD 2708 Approval to accept a tender that represent best value to the Council for Housing External Redecoration and Associated Repairs 2008-2010 Program Phase I	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 1	All Wards	Tenants on estate - Pretender meetings with FECA Post tender individual tenant and collective estate meetings, letters and satisfaction questionnaires - Sept 2008 - Oct 2009	Technical Services Co-Ordinator Tel: 020 8379 8222 chris.martin@enfield.gov.uk	Project Management Files
KD 2714 To accept a tender for phase 2 of the lift modernisation programme (modernisation of six lifts at the Shires estate).	Cabinet Member for Housing & Community Safety	Not before 3rd Nov 2008	Part 2 Para 3	Edmonton Green	Residents of the blocks - Residents, FECA – Newsletters, open meetings – Feb 07 to Ongoing	Housing Professional Services Tel: 020 8379 4324 tom.steggles@enfield.gov.uk	None.
KD 2723 Award of contract for the provision of 2 overnight respite beds for adults with learning difficulties with challenging behaviours	Director of Health & Adult Social Care	Not before 3rd Nov 2008	Part 2 Para 8	Does Not Apply		Commissioning Assistant Tel: 020 8379 8140 shuk.poon@enfield.gov.uk	None.

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KD 2725 Approval of terms for the purchase of the former Enfield Arms site, Enfield Town"	Deputy Leader & Cabinet Member for Sustainable Communities & Employment & Place Shaping	Not before 3rd Nov 2008	Part 1	All Wards	Service Groups & users – Meetings - October 2007 to December 2007 Staff - Meetings and briefings – October 2007 to Ongoing	Assistant Director - Property Tel: 020 8379 4100 roy.gregory@enfield.gov.uk	IPF Report Review of Property Services December 2007  IPF Report Architectural Services Options for the future May 2008  IPF Architectural Services Options for the future May 2008
KD 2726 Accommodation for the Integrated Learning Difficulties Service	Cabinet Member for Adult Social Services	Not before 3rd Nov 2008	Part 1	All Wards		Interim Head of Service, Learning Difficulties Tel: 020 8379 3309 niel.niehorster@enfield.gov.uk	None.
KD 2728 Release of funding from reserves to support, develop and implement the joint venture agreement	Cabinet Member for Finance & Resources	Not before 3rd Nov 2008	Part 1	Bowes	Service Groups & users – Meetings - October 2007 to December 2007 Staff - Meetings and briefings – October 2007 to Ongoing	Assistant Director - Property Tel: 020 8379 4100 roy.gregory@enfield.gov.uk	IPF Report Review of Property Services December 2007  IPF Report Architectural Services Options for the future May 2008  IPF Architectural Services Options for the future May 2008



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KD 2737 To agree the Fair Play Pathfinder Programme awarded to 20 local authorities to improve play facilities for children aged 8 –13 years. To develop 28 sites and 1 adventure playground	Cabinet Member for Education & Children's Services	Not before 3rd Nov 2008	Part 1 & 2 Para 3	All Wards	Legal - Portfolio Report (to be written) – Sept 08 to Oct 08 Finance, Corporate procurement & Officers in EC SL - Portfolio Report (to be written)	glinys.hilborne@enfield.gov.uk	DCSF Play England Design for Play  Play Pathfinder action plan  DCSF Circular 0506080002
KD 2740 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 Nov 2008	Part 1	All Wards	N/A	Commissioning Manager - Learning Difficulties - Adults linda.martin@enfield.gov.uk	Local Authority Social Services Letter LASSL(2006)1 : Adults' Personal Social Services: Specific Revenue and Capital Grant Allocations for 2007-08
KD 2741 To write off miscellaneous debts considered irrecoverable by the Council.	Cabinet Member for Finance & Resources	Not before 3rd Nov 2008	Part 1	Does Not Apply	N/A	Assistant Head of Finance Tel: 020 8379 4213 stan.barker@enfield.gov.uk	None.

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KD 2742 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 Nov 2008	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 2743 To accept the tender and award the contract for the supply of electricity for the half hourly monthly accounts.	Director of Finance & Corporate Resources	Not before 3rd Nov 2008	Part 1	All Wards	Letter to go out to schools concerned.	Service Manager Tel: 020 8379 3020 chris.stockman@enfield.gov.uk,	None.

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<p>KD 2744 To agree to proceed with the setting up of a framework of training organisations who could be 'called off' by the Development and Training team during the time period (three plus one years)</p> <p>Development and Training, Health and Adult Social Care Department is setting up a framework of training organisations to deliver a high quality training programme for all staff in Health and Adult Social Care.</p> <p>The framework will ensure that: -</p> <ul style="list-style-type: none"> <li>• Training services meet the Council's procurement procedures</li> <li>• We can call on approved quality trainers to deliver the programme for the next three years plus one year</li> </ul> <p>A best value service for HASC staff will continue to be achieved</p> <p><b>New!</b></p>	<p>Cabinet Member for Adult Social Services, Director of Health &amp; Adult Social Care</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Care Managers &amp; Reps - Setting up a tender evaluation group that has representatives from all Care Groups across Health &amp; Adult Social Care and the Primary Care Trust - The tender evaluation group will evaluate the submitted Pre-Qualification Questionnaire (PQQ's) to shortlist organisations that will be invited to tender to be a training provider under the framework agreement</p> <ul style="list-style-type: none"> <li>• This group will then evaluate the full tender responses, shortlist and recommend organisations that will be invited to provide training under the framework agreement - June 08 to Dec 08</li> </ul>	<p>Head of Strategy, Performance and Policy margaret.ryder@enfield.gov.uk</p>	<p>Waiver - interim arrangement used prior to set up of framework agreement</p> <p>Training plan 2008 / 9</p>

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<p>KD 2745 To approve the selection of a preferred tender for works to refurbish and extend Bush Hill Park Library, Agricola Place EN1 1DW</p> <p><b>New!</b></p>	<p>Cabinet Member for Leisure, Culture, Olympics 2012 &amp; Voluntary Sector</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>Bush Hill Park; Southbury ;</p>	<p>Local Residents - Series of consultation activities – Feb 07 to March 07  Local Residents - Suggestion cards – April 08 to Present  Local Residents - Consultation activities for 7–14 year olds – 28<sup>th</sup> May 08  Local Residents - Consultation activity for 14-18 year olds - 14<sup>th</sup> July '08 &amp; 29<sup>th</sup> Sept '08  Local Residents - Consultation meeting for adults - 2<sup>nd</sup> Sept. '08  Avenue Residents' Association - Agenda item – 28<sup>th</sup> April 08 &amp; 2 June 08  Ward Councillors - Head of Libraries &amp; Museums &amp; the Community Library Project Officer met with Cllr Bond &amp; Loretta Walsh (Estates Manager) to update them on the project.Cllr Hall attended the Residents' Association AGM – 28<sup>th</sup> May 08 &amp; 2<sup>nd</sup> June 08  Enfield Racial Equality Council – Meeting – 12<sup>th</sup> Jul 07  Library users - suggestion book, comments cards, plans on display in the library, Staff fully appraised of the developments to discuss with customers – ongoing  Bush Hill Park Primary School – Meeting – May 08  Edmonton County – Student Visit – July '08</p>	<p>Community Library Project Officer Tel: 020 8379 4054  pam.tuttiatt@enfield.gov.uk</p>	<p>BIG Lottery Communities Library fund (LB Enfield) bid</p> <p>Key Decision – Bush Hill Park Library (acceptance of funds)</p>

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<p>KD 2750 To seek permission to tender for the refurbishment of Formont for people with learning difficulties and high complex needs.</p> <p><b>New!</b></p>	<p>Cabinet Member for Adult Social Services, Director of Health &amp; Adult Social Care</p>	<p>Not before 3rd Nov 2008</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Neighbours - Information leaflet, Open event to view plans and raise any issues - Oct 08 to Dec 08  Staff - Away days, team meetings, team briefings - Jan 08 to Ongoing  Service users - Via service user representative on project group – Nov 08 to June 2010, Regular meetings with staff – Jan 08 to March 2011  Carers - Learning Difficulties Focus Group (meets six weekly), Learning Difficulties Partnership Board (meets quarterly), Carers and Parents of Enfield (CAPE), Parent / Carer coffee mornings (first Friday of the month) Newsletter – Jan 08 to Ongoing</p>	<p>Community Service Manager Tel: 020 8379 7877  caroline.mayger@enfield.gov.uk</p>	<p>Valuing People Now: From Progress to Transformation (Dec 2007)</p> <p>Valuing People: A New Strategy for Learning Disability for the 21st Century (March 2001)</p> <p>Community Services Modernisation Strategy (October 2004)</p>

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<p>KD 2753 Allocation of Early Years Capital Grant for Quality &amp; Access for all Young Children - £1,548,487 provided by Department for Children Schools &amp; Families</p> <p><b>New!</b></p>	Cabinet Member for Education & Children's Services	Not before 3rd Nov 2008	Part 1	All Wards	Private & Voluntary & Independent (PVI) Nurseries within Early Years Partnership - Series of meeting With PVI Consultative Group – July 08 to Ongoing	Childcare Business Development Co-ordinator Tel: 020 8379 3461 peter.chapman@enfield.gov.uk	<p>Report on the proposed allocation of Early Years Capital Grant for Quality &amp; Access for all Young Children</p> <p>Notification letter of Grant Allocation &amp; purpose issued by DCSF</p>
<p>KD 2754 To approve expenditure from within the parking development from 2008/09 to implement various traffic and parking schemes.</p> <p><b>New!</b></p>	Cabinet Member for Environment and Street Scene	Not before 3rd Nov 2008	Part 1	All Wards		mario.lecordier@enfield.gov.uk	Minutes 8th July between the Cabinet Member for Environment and Street Scene and Traffic and transportation Officers

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KD 2694 To agree to pursue a joint venture with other local authorities and a company, to externalise Building Cleaning Services, subject to more detailed appraisals and negotiations.	Cabinet	5 Nov 2008	Part 2 Para 3	All Wards	Staff - Regular management briefings and staff meetings - May 08 to Feb 09 Trade Unions - Consultation meetings with GMB and UNISON - July 08 to Dec 09 Schools - Future Schools Cleaning Service Options survey Director's briefings and Head teacher conferences – May 08 to Jan09	Tel: 020 8379 5594 ajith.lekshmanan.enfield.gov.uk@enfield.gov.uk	Review of Catering, Transport and Cleaning Services – Cabinet March 2008  Future of Enfield Cleaning Services – Star Chamber July 2008
KD 2702 To approve the designation of up to six new conservation areas following public consultation and to approve the associated character appraisals and management proposals documents	Cabinet	5 Nov 2008	Part 1	All Wards	Conservation Advisory Committee - Draft documents submitted to Members and member organisation for comment – Sept to 08 to Nov 08 Planning Committee - Draft documents submitted to Members of the Committee for comment - Sept to 08 to Nov 08	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  Draft Character Appraisals and Management Proposals for each of the proposed new conservation area

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KD 2721 To approve the draft Place Shaping Strategy and to recommend its adoption by the full Council meeting on 12th November 2008	Cabinet	5 Nov 2008	Part 1	All Wards	Residents - Enfield Strategic Partnership Enfield Matters Event - 11 <sup>th</sup> July 2008 Enfield Strategic Partnership - Thematic Action Groups event - 26 <sup>th</sup> September 2008	Assistant Director Corporate Improvement Tel: 020 8379 3186 simon.tendeter@enfield.gov.uk	None.
KD 2724 Proposed decision as to the future contract of providing agency workers to Enfield Council. The current contract with Matrix expires in July 2009. A decision is needed whether to tender for a new neutral vendor managed service in collaboration with the London Contracts Supply Group (LCSG) – tendering in conjunction with other London boroughs for the most cost effective contract- or to call off another existing contract from boroughs outside of the LCSG that use a neutral vendor managed service.	Cabinet	5 Nov 2008	Part 1	All Wards	Human Resources - Project Team - On-going Procurement - Meetings/Cabinet report will be sent for comments - July 08 to On-going Finance - Meetings/Cabinet reports will be sent for comments - July 08 to On-going Sample of Managers who hire agency workers - User Groups/ seminars/questionnaires – August to September	Resourcing Manager Tel: 020 8379 4460 melissa.keating@enfield.gov.uk	Cabinet report 20.4.05- decision made to award Matrix (formerly Eden Brown) as the vendor neutral managed service provider of agency workers to the Council  Cabinet report June 2007 (agreed under the Cabinet's urgency procedures) – decision made to extend the contract with Matrix for the provision of agency workers  Cabinet report 5.3.08- decision made to extend the contract with Matrix for the provision of agency workers



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<p>KD 2735 The Councils current advertising agency contract is with Barkers Group Ltd., the selected agency of the London Contracts and Supplies Group (LCSG).</p> <p>The contract is due to expire on March 31<sup>st</sup> 2009. The contract contains options to extend for two 1 year periods; until March 31<sup>st</sup> 2010 and March 31<sup>st</sup> 2011. The proposed key decision is to extend the contract, at this stage, to March 31<sup>st</sup> 2010. This decision is the preferred option with LCSG members.</p>	Cabinet	5 Nov 2008	Part 1	All Wards	Human Resources - Project Team - On-going Procurement, Finance & Legal - Cabinet report will be sent for comments – Sept 08 to On-going London Contracts and Supplies Group - Partnership meetings and supplier review meetings - On-going	Recruitment Centre Team Leader Tel: 020 8379 3998 andrea.walkerdine@enfield.gov.uk	KD 2181 - Cabinet report 21st June 2007. Approval given for the Council to award its advertising contract to Barkers Group Ltd., the selected agency of the London Contracts and Supplies Group.
<p>KD 2748 Progress report on Budget preparation for 2009/10 and review of the Medium Term Financial Plan</p> <p>Key Decision: To delegate the approval of the format and contents of the budget consultation paper to the Leader and Deputy Leader in consultation with the Chief Executive and Director of Finance and Corporate Resources.</p> <p><b>New!</b></p>	Cabinet	5 Nov 2008	Part 1	All Wards		Asst Head of Finance - Revenue Strategy Tel: 020 8379 4747 richard.tyler@enfield.gov.uk	Latest Medium Term Financial Plan 2009/14

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<p>KD 2755 To note and endorse the recommendations contained within the Edmonton Review: The future of services and facilities for the Young people in Edmonton. Cabinet also to refer the report to the Scrutiny Panel of the Life Chances of young people for discussion and consultation.</p> <p><b>New!</b></p>	Cabinet	5 Nov 2008	Part 1	Lower Edmonton ; Upper Edmonton ; Edmonton Green; Haselbury ; Jubilee;	<p>Over 80 people have been consulted - Interviews have been held with a range of stakeholders. Meetings of local community groups have been attended – April 08 to Oct 08</p> <p>Leisure Survey - 419 young people from CAP 2 have been consulted on the types of leisure facilities they would like – April 08</p> <p>Working group of officers - 12 officers from the Council and partner agencies have been involved – April 08 – Oct 08</p>	Assistant Director of Education, Learning & Community Services Tel: 020 8379 3350 neil.rousell@enfield.gov.uk	Edmonton Review Report – October 2008  CAP 2 data profile

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part ½ and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2722 Council is asked to adopt the Place Shaping Strategy	Council	12 Nov 2008	Part 1	All Wards	Residents - Enfield Strategic Partnership Enfield Matters Event - 11 <sup>th</sup> July 2008 Enfield Strategic Partnership – Thematic Action Groups event - 26 <sup>th</sup> September 2008	Assistant Director Corporate Improvement Tel: 020 8379 3186 simon.tendeter@enfield.gov.uk	None.
KD 2749 To approve the making of an Article 4 (2) Direction to removed permitted development rights from households within the new and some existing conservation areas following designation and changes in the GPDO.  <b>New!</b>	Council	12 Nov 2008	Part 1	All Wards	Householders directly affected, All Members, MPs, Planning Committee, CAG, heritage, business and community groups across the borough, English Heritage and national amenity socs - Letters, website, public meetings – 13 Nov 08 – 1 Dec 08	Team Leader - Conservation Tel: 020 8379 3865 mike.brown@enfield.gov.uk	Report by The Paul Drury Partnership

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KD 2681 September 2008 Revenue Monitoring Report. Approval of the revenue monitoring position at the end of September 2008 and actions needed in order to remain within the approved budget.	Cabinet	26 Nov 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.
KD 2682 Capital Monitoring & Prudential Indicator Report second quarter. Approval of the capital monitoring position at the end of September 2008 and actions needed in order to remain within the approved budget.	Cabinet	26 Nov 2008	Part 1	All Wards		Capital Accountant Tel: 020 8379 4726 eddie.beaton@enfield.gov.uk	Monitoring returns from service groups and supporting working papers.

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KD 2696 Approval to award tender in respect of the contracts for Corporate Grounds Maintenance and Landscaping Contract and the contract for Housing Grounds Maintenance and Landscaping Contract, for the regular maintenance of grass areas, hedges (including Country Lanes) and Shrubberies. Will also include Planting of new and replacement trees, shrubs and hedges. Weed Spraying and landscaping.	Cabinet	26 Nov 2008	Part 1 & 2	All Wards		Principal Environmental Engineer Tel: 020 8379 3518 mike.vassiliou@enfield.gov.uk	None.
KD 2730 Architectural Services – Proposed outsourcing	Cabinet	26 Nov 2008	Part 2 Para 3	All Wards	Service Groups & users – Meetings - October 2007 to December 2007 Staff - Meetings and briefings – October 2007 to Ongoing	Assistant Director - Property Tel: 020 8379 4100 roy.gregory@enfield.gov.uk	IPF Report Review of Property Services December 2007  IPF Report Architectural Services Options for the future May 2008  IPF Architectural Services Options for the future May 2008

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*KD 2686 Award of Commission framework agreement to supply and install inclusive adaptations	Interim Director of Place Shaping & Enterprise	Not before 1st Dec 2008	Part 1	All Wards		peter.fiddeman@enfield.gov.uk	None.
KD 2751 To approve the publication of the Core Strategy Submission Report of the Local Development Framework. This is in order for representations to be made relating to issues of soundness of the document as required by Regulation 27 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. <b>New!</b>	Local Development Framework Cabinet Sub-Committee	Not before 1st Dec 2008	Part 1	All Wards	As set out in the Statement of Community Involvement - Preparation of the Core Strategy will involve public consultation as set out in the Council's Statement of Community Involvement for the LDF, adopted June 2006, and as amended by the Government's recent reforms to the process of preparing LDFs set out in the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 - January 2009 to March 2009	Team Leader - Planning Policy Tel: 020 8379 3881 joanne.woodward@enfield.gov.uk	London Borough of Enfield Local Development Scheme (2007)  London Borough of Enfield Statement of Community Involvement (2006)  London Borough of Enfield Preferred Options Report for LDF Core Strategy (2008)

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2634 To appoint an approved supplier through tender for hand delivery to residents homes throughout the borough	Cabinet	17 Dec 2008	Part 1	All Wards		Marketing Officer Tel: 020 8379 5154 sally.coates@enfield.gov.uk	PQQ Document  ITT Document

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KD 2729 Approval of an Indicative Five Year Housing Stock Investment Programme	Cabinet	17 Dec 2008	Part 1	All Wards	<p>Asset Management Executive./ Enfield Homes Board - Briefing papers – Commenced to March 2009 – programme out turn</p> <p>Residents and associated stakeholders - Community Housing Partnerships, Community Festivals, Housing News, Resident Conferences, Leaseholders statutory measures. Website updates. Post contract project specific consultation for individual packages of work via Steering Groups and direct resident consultation, including post works reviews to inform future years programmes – Commenced to March 2009 – programme out turn</p>	<p>Project Manager Tel: 020 8379 4319  paul.dawson@enfield.gov.uk</p>	<p>Project Management Files</p> <p>Finance Files</p>



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KD 2703 October 2008 Revenue Monitoring Report. Approval of the revenue monitoring position at the end of October 2008 and actions needed in order to remain within the approved budget.	Cabinet	17 Dec 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.

Proposed Key Decision	Decision Maker	Date Decision expected to be taken	Part 1/2 and reason	Ward/s Affected	Consultation - Who / When	Contact Officer Details	Background Papers
KD 2709 To agree the Council Housing Business Plan 2009-2014	Cabinet	17 Dec 2008	Part 1	All Wards	Tenants & Leaseholders - Enfield Homes Magazine - 22 <sup>nd</sup> Sept Residents - Press release/Enfield Council's website - 22 <sup>nd</sup> Sept FECA - Presentation - TBA Housing Scrutiny - Presentation - May 2007 Council tenants, leaseholders & temporary accommodation - Postal survey - Dec 06 Western & Eastern tenants & leaseholders – Presentation - March 2007 Edmonton tenants & leaseholders - Edmonton District Community Housing Partnership - March 2007 Tenants & leaseholders - Housing News Magazine - March 2007	Housing Policy Officer maria.jennings@enfield.gov.uk	Council Housing Business Plan 2009-2014  Pre Equality Impact Assessment

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<p>KD 2752 Authority to commence the tender process for the award of contract to design and build a dual registered nursing home on the Elizabeth House site and approval to release funds for this.</p> <p><b>New!</b></p>	Cabinet	17 Dec 2008	Part 1	All Wards	<p>Staff - Workshops, team briefings Service Users/Carers/Residents - Workshops &amp; Consultation events at the residential homes</p>	<p>Head of Service - Older People Services Tel: 020 8379 8031 steve.tall@enfield.gov.uk</p>	<p>Modernising Cognitive Impairment Services for Older People – Needs Analysis</p> <p>Delegated Authority Report (Cabinet) no. 197 – 18th January 2007</p> <p>Alzheimer’s Society Report Dementia UK 2007</p> <p>Delegated Authority Report (Cabinet) no. 106 – 10th October 2007</p> <p>Council report 7th November 2007 – ‘Report on the Outcome of a Consultation on the Future of Council-Owned Residential Care for Older People’</p> <p>Delegated Authority Report (Cabinet) no 234 – 5th March 2008</p>

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KD 2716 Building Schools for the Future (BSF), Enfield Strategy for Change (SfC), Part 1	Cabinet	17 Dec 2008	Part 1	Bowes	Headteachers, governors, LBE officers, children and young people, Voluntary and Community Sector, key stakeholders and partners (eg, Police, PCT), Unions, ESP, (inc. TAGs and SDGs), other key Forums - Electronic (via e-mail, websites) and hard copies in specific cases - January 2008 to June 2008	BSF Projects and Communications Tel: 020 8379 3304 caroline.baker@enfield.gov.uk, BSF Strategy Manager Tel: 020 8379 3304 bridget.evans@enfield.gov.uk	Strategy for Change, January 2008  Readiness to Deliver, April 2008
KD 2736 To set the Council Tax base for 09/10	Audit Committee	Not before 1st Jan 2009	Part 1	All Wards		Head of Collection Services Tel: 020 8379 4778 geoff.waterton@enfield.gov.uk	None.

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<p>KD 2746 To award contracts to training organisations who could be 'called off' from a framework by the Development and Training team during the time period (three plus one years)</p> <p><b>New!</b></p>	<p>Cabinet Member for Adult Social Services, Director of Health &amp; Adult Social Care</p>	<p>Not before 1st Jan 2009</p>	<p>Part 1</p>	<p>All Wards</p>	<p>Care Managers &amp; Reps - Setting up a tender evaluation group that has representatives from all Care Groups across Health &amp; Adult Social Care and the Primary Care Trust - The tender evaluation group will evaluate the submitted Pre-Qualification Questionnaire (PQQ's) to shortlist organisations that will be invited to tender to be a training provider under the framework agreement This group will then evaluate the full tender responses, shortlist and recommend organisations that</p>	<p>Head of Strategy, Performance and Policy margaret.ryder@enfield.gov.uk</p>	<p>DAR - Stage One</p> <p>Waiver - interim arrangement used prior to set up of framework agreement</p> <p>Training plan 2008 / 9</p>

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<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	21 Jan 2009	Part 2 para 3	All Wards	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.	Service Manager Tel: 020 8379 3365 lynn.brana@enfield.gov.uk	<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>
<p>KD 2739 November 2008 Revenue Monitoring Report. Approval of the revenue monitoring position at the end of November 2008 and actions needed in order to remain within the approved budget.</p>	Cabinet	21 Jan 2009	Part 1	All Wards		Head of Finance - Resources/SSU Tel: 020 8379 4630 graham.dixon@enfield.gov.uk	<p>Monthly monitoring returns from service groups and supporting working papers.</p>

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*KD 2204 Review of the Council's existing housing allocations policy	Director of Health & Adult Social Care	Not before 2nd Feb 2009	Part 1	All Wards	Members – Housing Scrutiny Panel and workshop events Health & Adult Social Care Clients – Partnership Boards FECA – Landlord Services Consultation mechanisms	Assistant Director, Community Housing Services Tel: 020 8379 4465 sally.mcternan@enfield.gov.uk	Community Housing Services Service Centre Plan  Housing Scrutiny Panel Minutes
*KD 2660 To approve the tendering out of the CCTV, enforcement and alarm monitoring, and security contracted staffing of civic buildings in accordance with LBE contract procedures, conducted in partnership with LBE Procurement and legal departments. Both contracts are due to expire in 2008. This is a joint tendering exercise between the CCTV Centre and Facilities Management. The contract will be open to other London Borough's that require the same services.	Cabinet Member for Finance & Resources, Cabinet Member for Housing & Community Safety	Not before 2nd Feb 2009	Part 1	All Wards		Enfield Public Safety Centre Manager Tel: 020 8379 8888 alan.je.gardner@enfield.gov.uk	None.

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*KD 2661 To approve the appointment of the successful tenderer(s) for the contract (KD 2660) which will be subject to a future report for a three plus two contract term, the contract will be in the format as approved by the Borough Solicitor and drawn up by legal services	Cabinet Member for Finance & Resources, Cabinet Member for Housing & Community Safety	Not before 2nd Feb 2009	Part 1	All Wards		Enfield Public Safety Centre Manager Tel: 020 8379 8888 alan.je.gardner@enfield.gov.uk	None.
*KD 2645 To award a contract for a Framework for Inclusive Adaptations on behalf of Enfield Council for the period 1st Oct 08 – 30th Sept 2011 (With Option for an additional 1 year extension)	Cabinet	11 Feb 2009	Part 1	All Wards		peter.fiddeman@enfield.gov.uk	None.