

**MINUTES OF THE MEETING OF THE CABINET  
HELD ON WEDNESDAY, 20 MARCH 2013**

**COUNCILLORS**

**PRESENT** Doug Taylor (Leader of the Council), Achilleas Georgiou (Deputy Leader), Bambos Charalambous (Cabinet Member for Culture, Leisure, Youth and Localism), Del Goddard (Cabinet Member for Business and Regeneration), Donald McGowan (Cabinet Member for Adult Services, Care and Health), Ayfer Orhan (Cabinet Member for Children & Young People), Ahmet Oykenner (Cabinet Member for Housing) and Andrew Stafford (Cabinet Member for Finance and Property)

**ABSENT** Chris Bond (Cabinet Member for Environment) and Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health)

**OFFICERS:** Rob Leak (Chief Executive), Ray James (Director of Health, Housing and Adult Social Care), James Rolfe (Director of Finance, Resources and Customer Services), Ian Davis (Director of Environment), Neil Rousell (Director of Regeneration, Leisure & Culture), Kate Robertson (Assistant Director for Customer Service, Communications and Business Change), John Austin (Assistant Director - Corporate Governance), Jenny Tosh (Education, Children's Services and Leisure) and Andrew Golder (Press and New Media Manager)  
Jacqui Hurst (Secretary)

**Also Attending:** Councillor Alan Sitkin (Chairman of the Sustainability and Living Environment Scrutiny Panel) and Councillor Derek Levy

**1  
APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Chris Bond (Cabinet Member for Environment) and Councillor Christine Hamilton (Cabinet Member for Community Wellbeing and Public Health).

**2  
DECLARATION OF INTERESTS**

There were no declarations of interest.

**3**

**URGENT ITEMS**

NOTED that the reports listed on the agenda had been circulated in accordance with the requirements of the Council's Constitution and the Local Authorities (Executive Arrangements) (Access to Information and Meetings) (England) Regulations 2012. These requirements state that agendas and reports should be circulated at least 5 clear days in advance of meetings.

**4**

**DEPUTATIONS AND PETITIONS**

NOTED that no requests for deputations (with or without petitions) had been received for presentation to this Cabinet meeting.

**5**

**ITEMS TO BE REFERRED TO THE COUNCIL**

**AGREED** that the following item be referred to full Council:

1. Report No.179 – Proposed Submission Development Management Document

**6**

**JANUARY 2013 REVENUE MONITORING REPORT**

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.174) setting out the Council's revenue budget monitoring position based on information to the end of January 2013.

NOTED

1. the risk ratings of the financial performance overview as set out in Table 1, section 4 of the report;
2. the summary of the departmental and corporate projected outturns and variances against budget as set out in Table 2 and section 5 of the report. Members' attention was drawn to the reduction in parking receipts as set out in paragraph 5.2 of the report;
3. the key risks set out in section 12 of the report;
4. the Treasury Management position set out in section 6 of the report;
5. that there was no deterioration in the financial position of the Authority and the Medium Term Financial Plan was on track;
6. Members discussed the recent Government funding announcements and questioned the impact of any additional funding reductions on the

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Council's budget projections. Further discussions would be required when the future funding position became clearer;

7. in relation to the Council's Treasury Management position, Members noted that the Council had secured two new short term loans during January to borrow £6m to fund the Council's capital expenditure programme. The low interest rates for short-term borrowing were noted. It was predicted that long-term interest rates were likely to rise in the future. In response to a question from Councillor McGowan, James Rolfe (Director of Finance, Resources and Customer Services) outlined the benefit of short-term borrowing and the practice of re-profiling the Council's debt on the advice of treasury management.

**Alternative Options Considered:** Not applicable to this report.

**DECISION:** The Cabinet

1. noted the £785k underspend revenue outturn projection;
2. agreed that departments reporting pressures should continue to manage budgets in order to eliminate any overspend in 2012/13;
3. noted that Enfield had been successful in securing Department for Communities and Local Government funding of £2.46M through Weekly Collection Support Scheme and the financial implications for 15/16 and 16/17 associated with the acceptance of this funding (paragraph 5.2 of the report referred);
4. agreed that £0.7M additional cost be provided by the Council for two years to meet the additional recycling waste collection costs in 2015/16 and 2016/17 and to include this in the Council's Medium Term Financial Plan as required in the grant conditions by the Department for Communities and Local Government (paragraph 5.2 of the report refers).

**Reason:** To ensure that Members were aware of the projected budgetary position for the Authority, including all major budget pressures and underspends which had contributed to the present monthly position and that were likely to affect the final outturn.

**(Key decision – reference number 3606)**

7

### **CAPITAL PROGRAMME MONITOR THIRD QUARTER DECEMBER 2012 - BUDGET YEAR 2012-13**

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.175) informing Members of the current position regarding the Council's 2012 to 2015 capital programme taking into account the latest re-profiling information for all capital schemes.

NOTED

1. that the Council was continuing to deliver a substantial capital programme with overall expenditure projected to be £99.9m for the General Fund and £48m for the HRA for 2012/13;
2. the capital schemes and principle outcomes of the current year programme as set out in section 4 of the report;
3. the capital programme funding, revenue implications and capital prudential indicators as set out in sections 5, 6 and 7 of the report. Projected funding was within borrowing limits. Appendix A to the report set out the capital programme 2012-2015 in detail, Members' attention was drawn to the schemes included within the programme.

**Alternative Options Considered:** Not applicable to this report.

**DECISION:** The Cabinet agreed

1. the re-profiled three year programme;
2. the growth of the Capital Programme of £6.8m in 2012/13, the majority of which was related to the Schools devolved capital inclusion and other projects funded by grants and contributions;
3. the net reduction of the Capital Programme by £19.5m in 2012/13 to reflect slippage into future years and scheme revisions.

**Reason:** To ensure that Members were aware of the current position regarding the Council's 2012 to 2015 capital programme.

**(Key decision – reference number 3655)**

**8**

## **EMERGENCY SUPPORT SCHEME**

Councillor Andrew Stafford (Cabinet Member for Finance and Property) introduced the report of the Director of Finance, Resources and Customer Services (No.176) summarising the results of the consultation exercise and recommending a new Emergency Support Scheme.

NOTED

1. that an amendment sheet was circulated at the meeting, the details of which are set out below. The amendments were minor and did not alter the fundamentals of the scheme:

<b>Paragraph</b>	<b>Amendment or clarification</b>
3.3.	To total expenditure in 2011/12 should read £1,056,600
3.4	£192,432 has been set aside for administration only. With the

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	Council facing significant funding reductions, it cannot augment government funding for the scheme. It is unclear whether funding will continue. The level of administration costs incurred by the Council will be reviewed after the first year of operation
4.1	The consultation took place between January and February 2013
4.2	The figures given show the percentage of responses that were positive or neutral to the statements proposed in the consultation document
4.4	The proposals relating to cash payments were set out in the consultation document
5.2	Other schemes referred to in Appendix A would be referred to as an alternative to the Emergency Support Scheme
5.4	P-card – is a council payments card
5.6 and 5.7	Those taking up residency in the next six weeks following a period in an institution or residential care (rather than the month as stated in the report)
5.6 and 5.7	Where a person has savings which doesn't cover their whole needs, the Council will consider applications proportionate to the residue of applicant's need after their savings have been exhausted
5.6 and 5.7	The scheme will be publicised through the Council's website, residents magazine, leaflets and promoted to local voluntary organisations
5.6 and 5.7	Once an applicant has met the eligibility criteria, their application may need to be considered in relation to its priority (see paragraph 5.8)
5.6 and 5.7	The Council is aware of the risk of loan sharks and would wish to encourage residents to avoid them as much as possible.
5.8	Vulnerable and protected groups and those with dependent children with score higher on risk and priority. The application of the fund will be monitored monthly to ensure consistent application of the criteria and the categories of risk, levels of awards and scoring of risk will be reviewed in the light of experiences after the first year of operation.
5.8	When considering amending the scheme, the Council will balance the financial risk with the risk of inconsistent treatment by restricting these in-year changes to only those that are clearly necessary and evidenced.
General	Numbering of paragraphs
8	Equalities Impact – the Department for Work and Pensions are unable to provide an equalities breakdown of existing claimants. A more detailed picture will emerge as data is collected locally and this will be reviewed at the end of the first year
Appendix A	Only the Community Care Grants and Crisis loans are moving to the Council. All other listed schemes remain the same.

2. that the report was proposing a new emergency support scheme which would replace the Government's community care grants and crisis

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loans which it was abolishing from 1 April 2013. The Council was proposing two parts to its emergency support scheme – emergency payments and local assistance grants;

3. the existing emergency support payments/loans, Appendix A to the report, and, the statistics on claims for 2011/12, Appendix B to the report;
4. the prioritisation proposals as set out in section 5.8 of the report and amended in the schedule above. Each eligible application would be graded as high, medium or low. The demand for funds would be monitored on a monthly basis. The Council had been allocated funding from Central Government for year one of the scheme, the funding allocation for the following year had not yet been confirmed. Members discussed the funding allocations and potential implications for the Council in relation to any overspend or underspend on the scheme;
5. Councillor McGowan questioned the proposed prioritisation criteria and the actions that the Council could take in meeting the eligible applications within the limited funding available. He suggested that the Council should begin by meeting the high and medium priority applications only in the first instance until the level of demand became clear. A discussion took place on the advantages and disadvantages of applying the criteria in differing scenarios;
6. Members discussed the funding which individuals could apply for through other Government legislation such as the National Assistance Act;
7. that the Council was aware of the risk of loan sharks and would wish to encourage residents to avoid them as much as possible;
8. the alternative options which had been considered and the reasons for the proposed scheme as set out in full in the report;
9. that voluntary and community groups had been briefed on the new scheme together with relevant teams within the Council including Children's Social Care and Community Safety. There was flexibility within the scheme for vulnerable people and if necessary fast-track decision making routes could be followed;
10. that the scheme would be kept under review and closely monitored. The financial implications of the scheme would be included within the monthly revenue monitoring reports to Cabinet. Members also requested that they receive a verbal update on the scheme three months after the start of its implementation.

**NOTE:** Prior to taking the following decisions on the scheme, Members resolved to move into part 2 of the meeting in order to continue discussions, containing exempt information. The press and public were excluded, as

detailed in Minute Nos. 20 and 21 below. The minutes follow the order of the printed agenda. Following the discussion, the meeting reverted to part one.

**Alternative Options Considered:** NOTED that a range of alternative options had been considered as set out in full in the report.

**DECISION:** The Cabinet agreed

1. the new discretionary Emergency Support Scheme as set out in section 5 of the report;
2. to delegate authority to the Cabinet Member for Finance and Property and the Director of Finance, Resources and Customer Services to agree contractual arrangements with suppliers;
3. to delegate authority to the Cabinet Member for Finance and Property and the Director of Finance, Resources and Customer Services to agree prioritisation set out in section 5.8 of the report;
4. to delegate authority to the Director of Finance, Resources and Customer Services, in liaison with the Cabinet Member for Finance and Property, to agree minor amendments to the scheme.

**Reason:** The proposed scheme intended to achieve the following aims whilst managing risk within reduced government funding:

- Prevent imminent and serious risk to the health or safety of the borough's most financially excluded residents.
- Ease severe financial pressure in families facing crisis
- Help build stronger communities through supporting people to establish themselves in the community after unsettled living or institutional care
- Build financial capability, independence and resilience

**(Key decision – reference number 3657)**

9

**ON YOUR DOORSTEP - TAKING PUBLIC SERVICES CLOSER TO LOCAL PEOPLE - PHASE TWO PROJECT EVALUATION REPORT AND PHASE THREE DRAFT PROGRAMME (MAY TO SEPTEMBER 2013)**

Councillor Doug Taylor (Leader of the Council) introduced the report of the Chief Executive (No.177) highlighting the outcomes from the On Your Doorstep's second year of operation and presenting a draft programme from May – September 2013.

NOTED that the location specified for Palmers Green ward was within the boundary of Southgate Green ward. Members noted the importance of using venues with high levels of footfall where possible to maximise the value and impact of the community events. The importance of consultation with local ward Councillors was highlighted to ensure that the proposed dates and venues co-ordinated with any other events taking place within the wards.

**Alternative Options Considered:** NOTED that section 5 of the report set out the alternative options which had been considered. Alternative options included discontinuing the use of the Enfield Mobile Library as a means of allowing residents face to face contact with the Council in their local areas, providing services electronically, over the phone or at centralised Council buildings. This could risk inclusive provision of services as some residents prefer accessing services through the On Your Doorstep project.

**DECISION:** The Cabinet

1. noted the contents of the report, including sections 4.1 to 4.13 (evaluation), and the outputs obtained (appendix 2 to the report);
2. agreed the draft programme as outlined in appendix 1 of the report and key themes to be promoted as part of the 2013 On Your Doorstep Project as specified in section 4.14 and 4.15 of the report.

**Reason:** These include consideration of new and innovative ways in which to deliver Council and partner agencies services, to improve residents' access to services, to meet needs and thereby increase satisfaction with Council services, and to improve local peoples' overall quality of life.  
(Non-key)

## 10

### QUARTERLY CORPORATE PERFORMANCE REPORT

Councillor Achilleas Georgiou (Deputy Leader) introduced the report of the Chief Executive (No.178) detailing the latest available performance data at the end of the third quarter of 2012/13.

NOTED

1. the progress made towards delivering the identified key priority indicators for Enfield;
2. that of the 75 performance indicators being reported, 46 (62.2%) were at green; 19 (18.9%) were at amber; and 14 (18.9%) were at red;
3. Members' attention was drawn to a number of the individual performance indicators and it was noted that each Cabinet Member had a responsibility for indicators within their own service areas. Indicators highlighted included those relating to housing and homelessness; educational attainment; and, waste, recycling and cleanliness. Good progress had been made on a number of the indicators but it was recognised that there was still work to do to continue to improve performance levels;
4. in relation to the indicators relating to Educational Attainment, Councillor Ayfer Orhan requested that in future the explanatory notes

include details of any mitigating circumstances which could affect the performance levels such as changes in Government policy.

**Alternative Options Considered:** Not to report regularly on the Council's performance. This would make it difficult to assess progress made on achieving the Council's main priorities and to demonstrate the value for money being provided by Council services.

**Reason:** To update Cabinet on the progress made against all key priority performance indicators for the Council.

**(Key decision – reference number 3672)**

## 11

### **PROPOSED SUBMISSION DEVELOPMENT MANAGEMENT DOCUMENT**

Councillor Del Goddard (Cabinet Member for Business and Regeneration) introduced the report of the Director of Regeneration, Leisure and Culture (No.179) seeking approval of the Proposed Submission Development Management Document and the subsequent consultation and submission, together with the necessary supporting documents to the Secretary of State for independent examination.

#### NOTED

1. that the Development Management Document (DMD) was a key document which formed part of Enfield's Local Plan and set out policies which would be used to determine all planning applications. The document had been subject to extensive consultation;
2. that a schedule of amendments to the Proposed Submission Development Management Document was circulated at the meeting, following agreement at the Local Plan Cabinet Sub-Committee held on 18 March 2013 (the schedule of amendments was set out in full in the minutes of the Local Plan Cabinet Sub-Committee). It was noted that representations had been received from Councillor Terence Neville with regard to parking issues. The points raised had been discussed by the Sub-Committee and a form of words agreed with Members and officers concerned;
3. Members' attention was drawn to an area of potential challenge within the document in relation to affordable housing and references to rental levels as the Council's views were not conforming to those of the GLA and the London Plan. Enfield's views were shared by other local authorities.

**Alternative Options Considered:** None. In the context of the changes to national planning guidance, it was imperative that the Development Management Document is adopted to provide an up to date Local Plan to inform planning decisions. The Development Management Document must be submitted for examination in accordance with Government legislation.

## RECOMMENDED TO COUNCIL

1. approval of the proposed submission version of the Development Management Document and Policies Map, together with the schedule of amendments circulated at the meeting, for a statutory 6 week publication and subsequent submission to the Secretary of State.
2. agreement that the Cabinet Member for Business and Regeneration be authorised to agree the publication of the Sustainability Appraisal and Equality Impact Assessment of the Proposed Submission Development Management Document.
3. agreement that the Director of Regeneration, Leisure and Culture, in consultation with the Cabinet Member for Business and Regeneration be authorised, to agree appropriate changes to the Proposed Submission version of the Development Management Document and any further consultation required, in the run up to and during the public examination process into the document, in response to representations received, requests from the Planning Inspector and any emerging evidence, guidance or legal advice. Changes of a substantive nature may be considered by the Local Plan Cabinet Sub-Committee.

**Reason:** To progress with the approval of the Proposed Submission Development Management Document for submission to the Government for independent examination, in accordance with Government legislation.

**(Key decision – reference number 3612)**

## 12

### LONDON 2012 LEGACY REVIEW AND OPPORTUNITIES

Councillor Bambos Charalambous (Cabinet Member for Culture, Leisure, Youth and Localism) introduced the report of the Director of Regeneration, Leisure and Culture (No.180) reviewing how the Council had done in delivering the objectives set out in the Enfield's Legacy Strategy for the London 2012 Olympic and Paralympic Games.

## NOTED

1. that the Council's Strategy, approved in 2009, set out how Enfield planned to maximise the opportunities presented by the Olympic and Paralympic Games in 2012. Members' attention was drawn to the aims of the Strategy set out in paragraph 3.4 of the report;
2. that Appendix 1 to the report, Enfield Council's Olympic and Paralympic Legacy Strategy Review, reviewed how the Council had done in delivering the objectives set out in the Strategy and stated some of the activity that had gone on beyond the aims set out originally. The Council's achievements against set performance indicators were outlined in full;

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3. that Enfield had been the first Borough to have 100% of the schools through the Get Set application process. The Get Set programme had created opportunities for children and young people to get involved in the London 2012 Olympic and Paralympic Games. The Council's Sports Development and PE Team had committed to a number of activities to increase the number of young people with disabilities taking part in sport;
4. the next steps set out in the report on how Enfield intended to continue the legacy in relation to physical activity, sport and health activities and, parks. Councillor Charalambous highlighted the main activities set out in the report and was proud of the efforts which Enfield had made which could continue to be built on in the future;
5. Councillor Orhan praised the excellent report and valuable work to take forward. Councillor Orhan took this opportunity to inform Members of an event taking place at Lea Valley High School the following evening in celebration of its achievement of the Government's Gold Kite Mark Award for its high quality of physical education. Significant work had been undertaken and Members extended their thanks and congratulations to all involved. It was proposed that the Award be highlighted at the forthcoming full Council meeting;
6. Councillor Charalambous, on behalf of the Cabinet, extended his thanks and appreciation to the Members of the Olympic Working Group and all of the officers who had been involved. The report was welcomed by Members and would be a valuable legacy to build on in the years to come;
7. Councillor Taylor recognised the challenges faced by local government in providing funding for continued and valued sports facilities and activities in the Borough in the light of continuing funding reductions.

**Alternative Options Considered:** No alternative options had been considered in delivering the review however options for developing the legacy had been considered carefully.

**DECISION:** The Cabinet

1. agreed to align resources where relevant to deliver the further legacy opportunities identified in the report;
2. noted the report.

**Reason:** The opportunities mentioned in the review document and above in paragraph 3.7 of the report build on work that had already been started and in some cases develops further opportunities such as health improvements, festival improvement, parks opportunities, and sport and physical active opportunities.

(Non key)

**13  
ISSUES ARISING FROM THE OVERVIEW AND SCRUTINY  
PANEL/SCRUTINY PANELS**

**Reference from the Sustainability and Living Environment Scrutiny  
Panel – Retrofitting – New Directions**

Councillor Doug Taylor (Leader of the Council) welcomed Councillor Alan Sitkin (Chairman of the Sustainability and Living Environment Scrutiny Panel) to the meeting and invited him to present the report to Cabinet.

Councillor Alan Sitkin introduced the report of the Sustainability and Living Environment Scrutiny Panel (No.181) detailing the work that had been undertaken to date and seeking endorsement of the planned activities in the coming year.

**NOTED**

1. the referral from the Sustainability and Living Environment Scrutiny Panel;
2. the work that had been undertaken to date and the planned activities in the coming year;
3. Councillor Sitkin expressed his thanks and appreciation to the Cabinet Members and Directors who had been involved in the developments to date and for providing resources through Council officers in order to implement and take the projects forward. It was a team effort which involved a number of Council departments;
4. the success and value of the work to date was highlighted and recognised by Members. Other activities were planned which would require more resources and effective project management across departments. This was a good example of working as “one Council”. Members were pleased with the progress to date and expressed their thanks to Councillor Sitkin and the Scrutiny Panel for their valuable work. It was noted that Enfield Homes had also been involved in providing information to contribute to the success of the projects;
5. that a deal had been finalised with a utility company and would be publicised in the near future, section 3 of the report referred. The significant value of the project was highlighted. Members also noted the value in strengthening relationships with a number of businesses in the area;
6. that it was the intention to continue with further projects involving the retail and banking sectors;

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7. Councillor Georgiou, on behalf of the Cabinet, expressed thanks and appreciation to all of the Members and Officers who had contributed to making these projects a success.

**Alternative Options Considered:** Not applicable.

**Reason:** To raise awareness of the benefits of the retrofitting/New Directions scheme and to note the on-going negotiations with power companies.  
(Non key)

**14**

**CABINET AGENDA PLANNING - FUTURE ITEMS**

NOTED the provisional list of items scheduled for future Cabinet meetings.

**15**

**NOTICE OF KEY DECISION LIST**

NOTED that the next Notice of Key Decision list was due to be published on 26 March 2013, this would be effective from 1 May 2013.

**16**

**MINUTES**

**AGREED** that the minutes of the previous meeting of the Cabinet held on 13 February 2013 be confirmed and signed by the Chairman as a correct record.

**17**

**MINUTES OF LOCAL PLAN CABINET SUB-COMMITTEE - 6 FEBRUARY 2013**

NOTED the minutes of a meeting of the Local Plan Cabinet Sub-Committee held on 6 February 2013.

**18**

**ENFIELD STRATEGIC PARTNERSHIP UPDATE**

RECEIVED, for information, a summary of the minutes of the Enfield Strategic Partnership Board meeting which had taken place on 26 February 2013.

**19**

**DATE OF NEXT MEETING**

NOTED that the next meeting of the Cabinet was scheduled to take place on Wednesday 24 April 2013 at 8.15pm.

**20**

**EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the item of business moved to part 2 of the agenda on the grounds that it involved the likely disclosure of confidential information as defined in Paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

**21**

**EMERGENCY SUPPORT SCHEME**

NOTED

1. that Minute No. 8 above also referred. Members discussed the prioritisation criteria in detail and any legal implications of funding at certain levels of eligibility i.e. Low, medium and high and, any changes which needed to be implemented during the year in the light of demand levels and funding available. Members were concerned at the potential implications should demand exceed the level of funding available later in the year with high and medium categories of need not being met;
2. the consultation which had taken place and the processes which had been proposed as detailed in the report. Members reviewed the wording of paragraph 5.8 of the report and the flexibility within the scheme and funding prioritisation, and asked that further consideration be given to the starting point for funding eligibility in relation to the categorisation of low, medium and high. It was noted that recommendation 2.3 in the report sought agreement to delegated authority being given to agree the prioritisation set out in section 5.8 of the report. Members asked that both recommendation 2.2 and 2.3 in the report be delegated to both the Cabinet Member for Finance and Property and the Director of Finance, Resources and Customer Services. The decisions listed in Minute No.8 above reflect this change.