

MUNICIPAL YEAR 2014/2015 REPORT NO.

**ACTION TO BE TAKEN UNDER
DELEGATED AUTHORITY**

PORTFOLIO DECISION OF:
Cabinet Member for Environment &
Community Safety

REPORT OF:
Director – Regeneration &
Environment

Contact officer and telephone number: Craig Gough – 020 8379 3566

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Agenda – Part: 1	KD Num: N/A
Subject: Morley Hill and Kilvinton Drive 5t Weight Restriction	
Wards: Chase	

1. EXECUTIVE SUMMARY

- 1.1. In recent years, residents have become increasingly concerned about the size and number of large and heavy vehicles using local residential roads as a short cut between Clay Hill and Lancaster Road.
- 1.2. In 2012, the first phase of a scheme aimed at restricting these vehicles was introduced on Browning Road. This saw the introduction of a new width restriction. As part of the second phase, a similar restriction was proposed for Morley Hill and Kilvinton Drive. However, in consultation with local residents, these proposals were unpopular and therefore rejected.
- 1.3. As an alternative, we therefore proposed an environmental 5t weight limit for those roads. This report considers this proposal and the results of a recent consultation with residents.

2. RECOMMENDATIONS

- 2.1. To consider the comments received in relation to a consultation with the emergency and waste services and a statutory consultation on proposals to introduce a 5t environmental weight restriction on Morley Hill and Kilvinton Drive.
- 2.2. To authorise the implementation of a 5t environmental weight restriction as detailed in drawing number 20023/01 at an estimated cost of £20,000. This is to be met from the Corridors, Neighbourhoods and Supporting Measures allocation for 2014/15 provided by TfL.
- 2.3. To approve the making of the Traffic Management Order under the Road Traffic Regulations Act 1984 for the introduction of a weight restriction.

3. BACKGROUND

- 3.1. In recent years, residents have become increasingly concerned about the size and number of large and heavy vehicles using local residential roads as a short cut between Clay Hill and Lancaster Road. As these roads are residential in nature, they are considered to be unsuitable as a through route for vehicles of this type.
- 3.2. Residents have reported that many of the vehicles belong to local commercial companies. These include a skip hire company, scaffolding companies and other delivery companies. They state that local residential roads are being used on a daily basis and from as early as 6am.
- 3.3. Congestion generally occurs as a result of large and heavy vehicles being unable to reverse or negotiate between parked cars when vehicles meet head to head on roads limited to single flow as a result of high levels of on-street parking.
- 3.4. Increased noise levels being caused by large and heavy vehicles are of significant concern. Residents have complained that the noise these vehicles create has become 'horrendous' and 'unbearable', particularly during early morning periods.
- 3.5. Although evidence is not available to support the claims, residents have reported numerous incidents of damage only accidents caused by large vehicles being unable to negotiate between parked cars. At corners and junctions this is a particular concern.
- 3.6. In response to these concerns, the Council has sought to introduce measures to restrict access to these residential roads. In 2012, the first phase of this scheme saw the introduction of a width restriction on Browning Road. This proposal is outlined in report ENV 12.138 dated 9th April 2013.
- 3.7. In 2013, we sought to progress the second phase of this scheme by proposing a similar width restriction for both Morley Hill and Kilvinton Drive. However, due to local concerns, this proposal proved unpopular and the scheme was rejected. The outcome of that consultation is detailed in briefing note titled "Morley Hill, Kilvinton Drive – Proposed Width Restriction" dated 13th March 2014.
- 3.8. Having considered the concerns of residents, we have undertaken a review of the proposals for Morley Hill and Kilvinton Drive and seek to progress an alternative proposal. This would see the introduction of a 5t environmental weight restriction on those roads.

4. SURVEYS

Details of traffic surveys and accident data for this area are contained within the above mentioned Briefing Note for the width restriction previously proposed for Morley Hill, Kilvinton Drive.

5. PROPSALS

- 5.1. Our alternative proposal would see the introduction of a 5t environmental weight restriction. This would cover the area as detailed on drawing No. 20023/01 in Appendix B of this report. This would be indicated using traffic signs only that would be located on each entry point to the affected area.
- 5.2. One of the main objections to a width restriction concerned a resultant loss of on-street parking. To introduce a width restriction, a physical barrier mounted on a traffic island would be required. Also, to keep the approach to the traffic island clear, yellow lines would be necessary. However, an environmental 5t weight restriction could be introduced without any impact on the availability of on-street parking.
- 5.3. A further concern of a width restriction was the impact on deliveries and on residents themselves who own or use a large or heavy vehicle and require access to their properties. A proposed 5t environmental weight limit would provide an exemption that would allow legitimate access to properties located within the restricted area while still discouraging access for through traffic.
- 5.4. Generally, a 7.5t weight restriction is a standard weight restriction that is approved by the Department for Transport (DfT). However, many types of skip lorry fall below that weight and would therefore be unaffected by such a restriction.
- 5.5. We have therefore sought and subsequently gained approval from the DfT, to implement a reduced weight limit of 5t. This would ensure that all vehicles raised as being a concern by residents, fall within this restriction.
- 5.6. For vehicles that exceed the proposed 5t environmental weight restriction, the alternative route will be via Clay Hill, Baker Street and Lancaster Road.

6. CONSULTATION

- 6.1. Between July and September of this year, consultation leaflets were delivered to residents of the roads most affected by the concerns raised. This leaflet contained a questionnaire in which residents were asked to indicate the views on the proposals and provide any comments they may have. A copy of the consultation leaflet is contained in Appendix A of this report.
- 6.2. As part of the statutory consultation process, the Traffic Management Order (TMO) to introduce these restrictions was advertised in the local press on 22nd July 2014. Street notices were also placed on lamp columns within the affected area.

6.3 In total, 386 leaflets were delivered to local residents. This includes all properties on the following roads:

- Morley Hill;
- Kilvinton Drive;
- Birkbeck Road;
- Woodbine Grove;
- Myrtle Grove.

6.4 Included in this consultation were properties on adjoining roads that are located in close proximity to Morley Hill, Kilvinton Drive and Birkbeck Road. These were:

- Clay Hill;
- St Lukes Avenue;
- Hawthorne Grove.

6.5 Consultation with Emergency and Public Services

6.5.1 We did not receive a response from these services to the consultation.

6.5.2 However, in response to the previous consultation on a proposed width restriction, the police did indicate they had no objection to the proposals. As this proposal is less intrusive than the previous proposal, it is considered that those comments could still be applicable.

6.5.3 In response to the consultation on a proposed width restriction, the waste services did not oppose the introduction of a width limit but did indicate concerns regarding access to Morley Hill. Also that their routes would need to be reviewed to accommodate a width restriction on Kilvinton Drive.

6.5.4 However, a 5t environmental weight restriction would not limit access for waste service vehicles in the same manner that a width restriction would. We therefore assume that there would be no objection from waste services.

6.6 Consultation with Residents

6.6.1 Table 6.1 below, provides a summary of the overall level of response to the consultation and level of support from residents.

No. of Leaflets Delivered	No. of Responses	Response Rate (%)	Residents in Favour of Proposals (%)
386	93	24.09	91.40

Table 6.1

6.6.2 Table 6.2 below, provides a more detailed summary of the response to the consultation and level of support on a road by road basis.

Road	No. of Responses	Residents in Favour of Proposals (%)
Morley Hill	42	97.62
Kilvinton Drive	9	100.00
Birkbeck Road	26	84.62
Myrtle Road	2	100.00
Clay Hill	4	100.00
Hawthorne Grove	4	50.00
St Lukes Avenue	3	66.67
Anonymous	3	100.00

Table 6.2

- 6.6.3 While the consultation does indicate significant support for this proposal, we did receive a number of concerns regarding the enforcement of a proposed 5t environmental weight restriction.
- 6.6.4 Initially, a width restriction was considered as this, in general, would be self-enforcing. However, as a weight restriction would be indicated by traffic signs only, there is a greater risk of drivers ignoring the restriction.
- 6.6.5 To counter these concerns, the Council's enforcement teams have the powers to carry out enforcement action against offending vehicles. However, there would be a need to identify offending through traffic against those that are travelling to a property within the restricted area. This restriction would therefore require a greater level of enforcement.
- 6.6.6 In order to encourage adherence to a new restriction, we would recommend a high level enforcement presence in the initial period that the restriction is in force. As the majority of offending vehicles are owned or used by local firms, this is likely to be sufficient to discourage excessive future offending.
- 6.6.7 As part of the statutory consultation process, the 'Enfield Business and Retail Association', the 'Freight Transport Association' and the 'Road haulage Association' were included in our list of consultees and were invited to comment on the proposals. However, we did not receive a response from those groups.
- 6.6.8 Attempts have been made to discuss the issues with the local firms whose vehicles are reported to use the residential roads on a daily basis. We received no response to those requests. Similarly, residents have local ward Councillors have made similar attempts in recent years to raise the issue with those firms. Anecdotal evidence suggests those concerns have also been ignored.

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1. **Do nothing** – This would allow large vehicles to continue to use Morley Hill and Lancaster Road as a short cut between Clay Hill and Lancaster Road. Residents concerns would not be addressed.
- 7.2. The option to introduce a physical width restriction has been considered but this proposal was not sufficiently supported by residents and as such, was not progressed.
- 7.3. Any other options are likely to impact on access for residents or on-street parking. Given the opposition to the initially proposed width restriction, it is also unlikely that any further options would be supported.

8. REASONS FOR RECOMMENDATIONS

- 8.1. The inappropriate use of a residential road, such as Morley Hill and Kilvinton Drive, by large vehicles is causing concern to local residents. As well as concerns for road safety, the noise caused by those large vehicles is affecting the residents' quality of life.
- 8.2. Given the lack of support for a width restriction an environmental 5t weight restriction is considered to be the most appropriate measure to address the ongoing concerns. This recommendation is based on the outcome and the response of residents to the previous consultation on proposals to introduce a width restriction.
- 8.3. This alternative proposal ensures that all vehicles identified as being the cause of residents' concerns, will be restricted from using local residential roads as a short cut between Clay Hill and Lancaster Road. The proposal will also provide exemptions to allow access for public service vehicles and to allow access for deliveries and for residents driving to and from their properties. As such the removal of these vehicles from these residential roads will improve the area, and allow for the free movement of traffic in this area.
- 8.4. The alternative route via Clay Hill, Baker Street and Lancaster Road is of a higher standard with higher levels of accessibility at junctions. Along those roads, the anticipated increase in traffic flow will be extremely small in comparison to existing flows and therefore, unlikely to cause any notable impact.
- 8.5. While the alternative route is approximately half mile longer than the route through residential roads, we anticipate only a very small increase in journey times for affected vehicles. This will therefore have minimal impact on any businesses whose vehicles currently use the residential roads.

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

9.1 FINANCIAL IMPLICATIONS

- 9.1.1. The estimated cost of implementing the proposed Morley Hill and Kilvinton Drive 5t Weight Restriction is £20,000 and this will be met from the 2014/2015 Local Implementation Plan (LIP); TFL Allocations; set aside for transport improvements in Enfield.
- 9.1.2. Expenditure once approved by Transport For London; it will be fully funded by means of direct grant from TFL; governed through the TFL Borough Portal, hence no costs fall on the Council. The release of funds by TFL is based on a process that records the progress of works against approved spending profiles. TFL makes payments against certified claims as soon as expenditure is incurred; ensuring that the Council benefits from prompt reimbursement of any expenditure.
- 9.1.3. LIP financial assistance is provided by TFL under Section 159 of the GLA Act 1999. The funding is provided to support local transport improvements that accord with the Mayor's Transport Strategy Goals and Outcomes.
- 9.1.4. Use of the funding for purposes other than those for which it is provided may result in TFL requiring repayment of any funding already provided and/or withholding provision of further funding. TFL also retains the right to carry out random or specific audits in respect of the financial assistance provided.

9.2 Legal Implications

- 9.2.1 Under section 39 Road Traffic Act 1988 the Council has duties to promote road safety, to monitor road traffic accident locations and to take measures to prevent such accidents. This includes the improvement of roads, the movement of road traffic and traffic restrictions. The proposed restriction is in accordance with the discharge of those duties.
- 9.2.2 Regulations prescribe the procedure to be followed in making a Traffic Management Order and require consultation with specific persons, publication of proposals in the local press and the giving of adequate publicity as appropriate by, for example, the display of notices or the delivery of letters to premises likely to be affected by any provision of the Order.
- 9.2.3 Before making an order the order making authority must conscientiously take in to account and consider all objections made in accordance with the regulations and not withdrawn.

10. KEY RISKS

No significant risks have been identified.

11. IMPACT ON COUNCIL PRIORITIES

11.1. Fairness for All

These proposals will benefit the community by reducing noise and pollution issues that can be contributed to the inappropriate use of residential roads

by large vehicles. We anticipate little impact on local businesses as the few that are affected would see journey distances extended by no greater than a little over half a mile.

11.2 Growth and Sustainability

Reduced congestion at junctions, together with greater access for all road users, in particular pedestrians, will help to improve road safety. This will benefit the local community by improving the local environment and encourage people to use more sustainable methods of transport. Although there will be a slight increase in journey times for a small number of local firms, those impacts are far outweighed by the potential benefits.

11.3 Strong Communities

The aim of these proposals is to listen to the needs of the local community, to seek to address the concerns and issues raised and involve the community in the process of improving their local area.

12. EQUALITIES IMPACT IMPLICATIONS

Corporate advice has been sought in regard to equalities, and an agreement has been reached that for the approval of these proposals, an equalities impact assessment/analysis is neither relevant nor proportionate.

13. PERFORMANCE MANAGEMENT IMPLICATIONS

The implementation of this scheme should directly contribute to the Council Business Plan objective "Improved sustainability of transport and reduce its impact on the borough".

14. PUBLIC HEALTH IMPLICATIONS

The aim of these proposals is to improve road safety for all road users by reducing accidents. Improved access to safe and convenient crossing points and pedestrian facilities can encourage more people to walk and promote a healthier lifestyle. This in turn can help to reduce pollution.

15. BACKGROUND PAPERS

None.

APPENDIX A

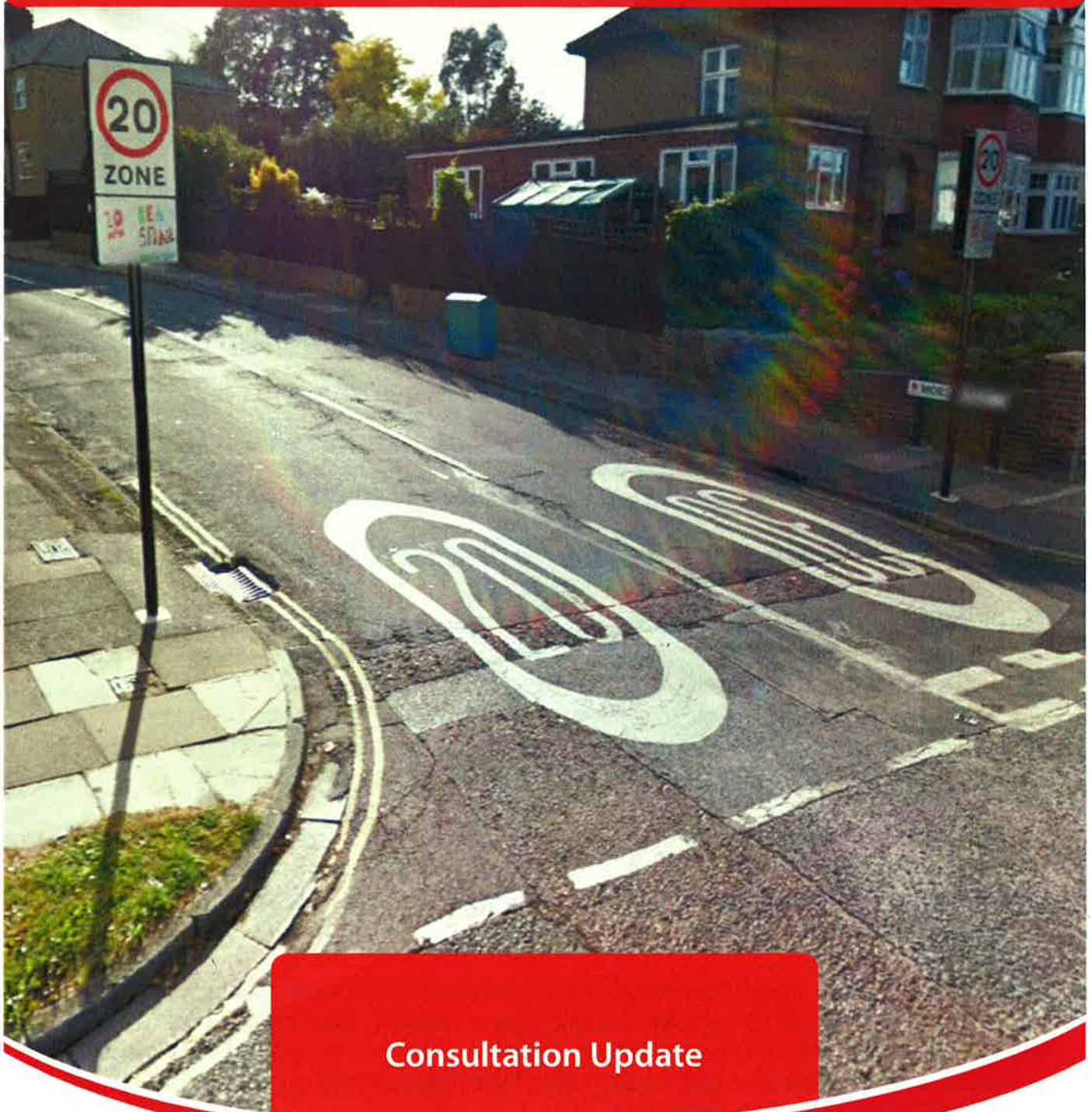
Public Consultation Leaflet

Dated 22nd July 2014

APPENDIX B

Scheme Drawings

CONSULTATION ON PROPOSED RESTRICTIONS MORLEY HILL AND KILVINTON DRIVE



Consultation Update

www.enfield.gov.uk

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Consultation on Proposed Restrictions Morley Hill and Kilvinton Drive

"What's this all about?"

In late January and early February, we carried out a consultation in which we asked for your comments on a proposal to introduce width restrictions on Morley Hill and Kilvinton Drive. We would like to thank all who took the time to respond.

Consultation leaflets were delivered to all residential properties along the full length of Morley Hill, Kilvinton Drive, Birkbeck Road, Woodbine Grove and Myrtle Grove. Further leaflets were also delivered to properties on Clay Hill, Browning Road and Hawthorne Grove.

The purpose of this leaflet is to inform you of the outcome of that consultation and the next steps.

"Summary of Response to Consultation"

The response rate to the consultation was just over 32%. Of those responding to the consultation, 52% indicated they were in favour of the proposals while 48% were against.

Of those who would be most directly affected by the proposals, 51% of residents of Morley Hill were in favour of the proposals while 68% of residents of Kilvinton Drive were against the proposals.

"Key Comments Received in Response to Consultation"

During the consultation, two key concerns were raised. A potential loss of on-street parking is a concern for many residents. Access for deliveries and for residents who own or regularly use commercial vehicles is also a concern.

Regretfully, a loss of on-street parking would be unavoidable if a width restriction were to be introduced. Restrictions in the form of double yellow lines would be necessary to ensure parked vehicles do not cause an obstruction to through traffic as they approach and pass through the width limit.

The proposals would ensure that access for supermarket deliveries is maintained, as would any delivery made by vehicles of similar size or smaller. However, any vehicle that is similar in size or greater than a skip delivery vehicle would be restricted. For enforcement purposes, exemptions would only be permitted for emergency and public service vehicles, such as waste and recycling collections.

Consultation on Proposed Restrictions Morley Hill and Kilvinton Drive

"Outcome of the Consultation"

The consultation has shown that while measures to restrict large and heavy vehicles are supported, a physical width restriction would have a significant negative impact on some residents. Of the concerns raised there is a particular concern that a width restriction and its associated measures will severely restrict on-street parking for many residents.

For this reason, a decision has been made to not proceed with the introduction of a width restriction on Morley Hill or Kilvinton Drive. However, we do recognise that there is a need to provide measures that would be more universally supported by residents.


In consideration of the comments raised during the consultation, we propose the introduction of an environmental weight limit. The visual impact of an environmental weight restriction would be far less than a physical width restriction as only signing would be required. Access to on-street parking would be unaffected by this proposal.

A weight restriction would cover an area between Clay Hill and Lancaster Road. It would be an offence for any vehicles exceeding the permitted weight to use the local roads as a through route. However, there would be exemptions to allow deliveries and access to properties within this area.

The weight limit we propose is 5 tonnes. This is the limit required to ensure that any vehicle that is of the size of a skip lorry or greater is not permitted to use local roads as a short cut.

"What Happens Next?"

This proposal will be subject to the undertaking of a statutory consultation period and approval from the Department for Transport. Enclosed within this leaflet is a plan that illustrates the extent of the area that is to be covered by the proposed weight limit and its associated traffic signing. We also enclose a questionnaire, together with a pre-paid envelope and invite you to comment on this proposal.



If you have any questions on the proposals or the above information please write to Traffic and Transportation, Civic Centre, Silver Street, Enfield, Middlesex, EN1 3XD or email traffic@enfield.gov.uk.



If you need any help with this document please call the Traffic and Transportation team on 020 8379 1000, or email traffic@enfield.gov.uk



2 No. weight limit signs to be mounted at each entry point from

Extent of area covered by proposed 5t environmental weight limit

Phipps Hatch Lane

Clay Hill

St Luke's Avenue

Kilvinton Drive

Kilvinton

Woodbine Grove

Myrtle Grove

2 No. weight limit signs to be mounted at each entry point from Browning Road.

Browning Road

2 No. weight limit signs to be mounted at each entry point from

Morley Hill

Birkbeck Road

Hawthorne Grove

Lancaster Road

2 No. weight limit signs to be mounted at each entry point from Lancaster Road.

Acacia Road



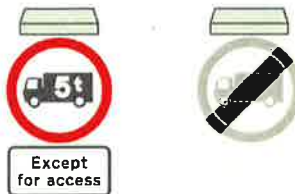
Height limit signs to be mounted at each end from Clay Hill.

Clay Hill Drive

No. weight limit signs to be mounted on Hawthorne Drive adjacent to junction with Acacia Road.

Hawthorne Grove

Proposed Signing



NOTES

1. DO NOT SCALE FROM THIS DRAWING.
2. ANY ERRORS OR OMISSIONS TO BE BROUGHT TO THE ENGINEERS ATTENTION IMMEDIATELY FOUND.
3. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE SHOWN.
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Rev Revision details

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STATUS
CONSULTATION

CLIENT
LONDON BOROUGH OF ENFIELD

JOB TITLE
MORLEY HILL, KILVINTON DRIVE AREA LORRY RESTRICTIONS

DRAWING TITLE
PROPOSED ENVIRONMENTAL WEIGHT LIMIT AND SIGNING CONSULTATION PLAN

Enfield Council
52, Civic Centre
Silver Street, Enfield
EN1 3XY

Tel: 020 8379 1000
www.enfield.gov.uk



HIGHWAYS AND TRANSPORTATION
Traffic & Parking

DESIGNED:- CG	DRAWN:- CG	DATE:- 14/07/14
SCALE:- N.T.S.	PLOT SCALE:- 1:1	CHECKED:- LM

DRAWING NO. 20023/01

Parking Regulations Outside Schools



For the safety of children outside schools, it is an offence to stop or park any vehicle on the yellow zig-zag markings for any reason.

- KEEP — CLEAR —

The penalty is £110, or even the removal of the vehicle in extreme cases.

Help protect your child. Park Safely.

Enfield Council

Planning, Highways & Transportation
Civic Centre
Silver Street
Enfield EN1 3XD

www.enfield.gov.uk







MUNICIPAL YEAR 2014/2015 REPORT NO.

MEETING TITLE AND DATE:

REPORT OF:

Director of Finance, Resources and Customer Services.

Contact officer and telephone number:

Robin Sample

Tel 0208 379 3146

E mail:

Robin.sample@enfield.gov.uk

Agenda - Part: 1	Item:
Subject: Lease of land at 18-20 First Avenue Montagu Industrial Estate Edmonton	
Wards: Edmonton Green Key Decision No: KD 3940	
Cabinet Member consulted: Not applicable	

1. EXECUTIVE SUMMARY

- 1.1. To obtain approval to the lease of land at 18-20 First Avenue, Edmonton.
- 1.2. Property Procedure Rules (PPR's) dictate that any lease to be granted which is greater than 15 years and/or where the cumulative value of the terms of the lease exceeds £250,000 will require approval from the Director of Finance, Resources and Customer Services. This proposal falls within this requirement.
- 1.3. A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision List Number 3940.
- 1.4. The proposed terms of the new letting are set out in part 2 and approval to these is required.

2. RECOMMENDATION

- 2.1. That the Director of Finance, Resources and Customer Services approves the lease on the terms set out in Part 2 of this Report.

3. BACKGROUND

- 3.1** The Council owns the freehold of this land as part of the Montagu Industrial Estate, Edmonton
- 3.2** The property has remained vacant since it was repossessed, serving as a standby facility for use by Environment in connection with the Refuse Collection and Recycling service. Once the Morson Road depot facility became operative this standby option was no longer needed. The site was released and marketed on a leasehold basis.
- 3.3** A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision List Number 3940.

4. PROPOSAL

- 4.1** Terms for the lease are set out in Part 2 of this Report.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1** The alternative of leaving the property vacant is not compatible with maximising income or with assisting the local economy by releasing available sites for use at the earliest time. The property would also be open to fly tipping and illegal encampments.

6. REASONS FOR RECOMMENDATIONS

- 6.1** The proposed new letting will generate significant additional long term income once the site is operational.
- 6.2** It will bring back to use a currently vacant site.
- 6.3** All future repairs for the site will vest solely with the tenant thereby taking away a financial burden to the Council.
- 6.4** It will provide an existing tenant the business opportunity within the Borough to further plan and build its business for the future.
- 6.5** The site requires extensive repair and clearance work. The proposed terms make the tenant responsible for these works saving the council the capital cost otherwise involved.

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

- 7.1. Financial Implications**
See part 2 of this Report

7.2. Legal Implications

7.2.1 The grant of a lease is 'disposal' for the purpose of s123 of the Local Government Act 1972, which authorises the Council to dispose of its land in any way it may wish provided that the disposal is for the best consideration that can reasonably be obtained.

7.2.2 The tenancy of the premises is a business tenancy" within the meaning of the Landlord and Tenant Act 1954 and therefore the Tenant would be entitled to a statutory right of renewal.

7.3. Property Implications

See part 2 of this Report

8. KEY RISKS

8.1 No significant risks have been identified. The disposal is compliant with relevant legislation to obtain the best consideration that can be obtained and would be in the Council's overall financial interests.

9. IMPACT ON COUNCIL PRIORITIES

9.1. Fairness for All

The rent will be pooled and help fund spending priorities within the Council, helping protect services essential to those most disadvantaged in the borough. An equality impact assessment is not deemed necessary for this proposed lease of property.

9.2. Growth and Sustainability

This is an investment of business capital in the borough and will help secure the future of the business and maintain local employment.

9.3. Strong Communities

Additional capital receipts will help the Council build strong communities.

10. EQUALITIES IMPACT IMPLICATIONS

10.1 An equality impact assessment/analysis is not deemed relevant or proportionate for the proposed lease.

11. PERFORMANCE MANAGEMENT IMPLICATIONS

- 11.1.** The tenant will be required to comply with all legislation as part of their occupation.

Background Papers

MUNICIPAL YEAR 2014/2015 REPORT NO.

MEETING TITLE AND DATE:
Cabinet Member for
Finance

REPORT OF:
Director of Finance,
Resources & Customer
Services

Agenda – Part: 1	Item:
Subject: Internal Audit Contract - Procurement	
Wards: All	
Key Decision No: 3860	
Cabinet Member consulted: Cllr A. Stafford	

Contact officer and telephone number: John Austin 0208 379 4094

E mail: John.austin@enfield.gov.uk

1. EXECUTIVE SUMMARY

Enfield has been working with five other London boroughs to jointly develop our approach to internal audit, risk management and anti-fraud. Many of the issues the boroughs face individually are common across other London Councils, and working more closely will allow us to share best practice, identify emerging issues, risks and opportunities for improvement.

The London Borough of Islington has been leading on a framework agreement for a delivery partner, which allows all six boroughs to participate. The contract has been awarded to PwC and is structured so that other authorities/organisations can join. Increased volumes of work will lead to a reduction in price and will benefit all organisations using it.

The Council's current internal audit service was procured in 2011 on a co-source basis with PwC, with budgeted cost of £400,000 for 2014/15. The contract expired on 31 August 2014 and a short extension has been agreed whilst the details of the new contract are formalised and approved.

This report seeks approval to Enfield Council signing up to the new framework contract.

The framework will run for four years, and organisations wishing to use it will draw down days from the framework as well as benefit from PwC's promise to invest £250,000 per annum across the lead authorities in developing joint working arrangements.

2. RECOMMENDATIONS

- 2.1 Approval is given to the Council entering into the four year joint framework contract for internal audit services as set out in this report.

3. BACKGROUND

- 3.1 The Council's Internal Audit Services are currently undertaken both in-house and through a co-source arrangement with PwC. The cost of outsourced services is budgeted at £400,000 for 2014/15. This contract expired on 31 August 2014. A short extension has been agreed whilst the details of a new contract are formalised and approved.
- 3.2 The Council has been in discussions with five other London Boroughs (Barnet, Camden, Harrow, Islington and Lambeth – known as 'lead boroughs') to jointly procure internal audit services. In this context we mean, internal audit; counter fraud; risk management; and advisory services. A procurement exercise (led by Islington Council) was undertaken in accordance with Public Contracts Regulations 2006 and the contract was awarded to PwC on 12 August 2014 Enfield was named as a participant to that framework and therefore we are able to use it in accordance with our Contract Procedure Rules. Even though Enfield was one of the leading authorities, we have discretion in when we draw down from the framework contract and how much work we commission. It is anticipated that initially we will restrict our requirements to the internal audit work. Other authorities (in addition to those above) can also sign up to the contract if they wish.

4. THE PROCUREMENT PROCESS

Background

- 4.1 The Joint Borough officer group worked together to specify the contract to meet their authorities' collective needs and also to ensure that the terms were attractive to other organisations wishing to join up in future. A Provider Day event was held at the end of last year to brief potential suppliers on the objectives of the framework and an open procedure was used.
- 4.2 The contract was split into four lots: -
- Internal Audit
 - Anti-Fraud and investigations
 - Risk Management
 - Advisory Services
- 4.3 The tender evaluation was split 70/30 for Quality v Price.

Quality

The quality criteria reflected the desire of the lead boroughs to work more closely together and the role that the provider can play in supporting that objective. The lead boroughs also wished to ensure

that the in-house teams benefit from the range of specialisms available to the provider so that as a group we become less reliant on the provider over time, Finally, it recognised the modernisation of the audit, risk and anti-fraud function, with less reliance on "compliance" work and more on an ability to influence the strategy of the respective councils, to be an integral part of transformation programmes and act as a pro- active advisor to senior management to help them make informed decisions.

4.4 The quality criterion was therefore divided into sub-criteria. Lots 1-3 were based on: -

- Proposed approach to methodology and innovation in service delivery –20%
- Proposed approach to partnership working and collaboration - 15%
- Proposal for driving efficiencies over the lifetime of the framework agreement – 10%
- Proposal for developing in-house teams through knowledge transfer over the lifetime of the framework agreement – 10%
- Specialist expertise and professional qualifications - 10%
- Proposal for adding social value over the lifetime of the framework –5%

4.5 Lot 4, Advisory Services was based on

- Proposed approach to methodology and innovation in service delivery- 25%
- Specialist expertise and professional qualifications - 20%
- Proposed approach to partnership working and collaboration - 15%
- Proposal for driving efficiencies over the lifetime of the framework agreement - 10%

Pricing

4.6 Different kinds of audits require the auditor to have different skills sets to carry out the audit effectively. In some cases (for example an IT audit) the auditor needs to be a specialist in that area, and this results in a higher cost due to the rarity of the skills the person has.

4.7 In order to have a transparent pricing system, Lot 1 -Internal Audit- was split into three categories; basic compliance auditing, core auditing, and specialist auditing, with a separate price for each. This will make it easier for organisations to draw down from the framework and choose the level of specialism that is most appropriate to them. By introducing a programme for skills transfer, we hope to be able to increase our internal capacity to

carry out more specialist audits ourselves in future.

In anticipation of the framework expanding over time, Lot 1 included a volume discount mechanism as different thresholds are exceeded. This goes up to four times the value of the current spend between the six boroughs. The volume discount accounted for 5% of the overall score, with 25% being based on the starting price. Lots 2, 3 and 4 are based on a single day rate price.

- 4.8 The contract includes no minimum values, so there is no obligation to use it but the annual audit and anti-fraud plans will include the number of days that are anticipated to be delivered by the external provider.

Process and Award

- 4.9 An open tender process was followed with the first stage of assessing the bidders' previous experience to demonstrate their ability to deliver the contract. The two questions were scored out of five and bidders who scored below a three were automatically discounted. Six bidders were ruled out at this stage. Bids were then evaluated against the quality criteria shown above and scored out of five. Bidders not meeting a score of 35 out of 70 were discounted as they did not meet the minimum quality criteria specified. A further two bidders were ruled out at this stage. The remaining five bidders were invited to interview. This was not scored separately but was used to validate the tenders and allow any queries to be clarified.
- 4.10 The winning bidder scored highest overall across all four lots. Although it was not the cheapest option, it scored very highly on quality. It was best able to support our individual boroughs to work more closely together on audit, anti-fraud and risk management, and included proposals to transfer skills and expertise to our in house teams, thereby reducing reliance on the provider over the lifetime of the contract. To support joint working, £250,000 per annum across the four year contract was promised for investment in the development of shared service arrangements across the lead authorities. It also included the strongest proposals for marketing the framework to other organisations, making it more likely to expand and trigger the volume discounts built into the arrangement.

5. ALTERNATIVE OPTIONS CONSIDERED

The Council could have expanded the in-house team or joined with a neighbouring borough's in-house team to provide the required services. However, some of the planned assignments would require specialist or technical skills, such as IT, project or contract assurance, which would not be required permanently within the team. In addition, delivery of services would be vulnerable to staff-related risks such as illness or

performance issues. Partnering with a private sector provider is considered as the best option to meet anticipated skills gaps and build resilience into the team.

The Council could have gone out to tender separately but this would not have provided the benefits which the joint procurement does, such as opportunities for joint working, shared resources and economies of scale.

5. REASONS FOR RECOMMENDATIONS

Closer and joint working with other like-minded boroughs will help us to improve our services, share best practice and deliver efficiencies over time. Joining this contract is the first step along that path.

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

6.1 Financial Implications

The winning bidder has indicated that there will be an increase in some 'day rates' for the service, but has agreed that the overall service will be delivered within the current budget available, being £400,000 for 2014/15. This will be achieved through a combination of targeted resources and improved efficiencies to ensure that the original budgeted cost for each individual audit assignment is not exceeded. There are therefore no financial implications, from adopting the recommendations in this report.

6.2 Legal Implications

6.2.1 The appointment of this firm will help the Council meet mandatory requirements of the Local Government Finance Act 1972, meeting the Council's responsibilities under Section 151 and the Accounts and Audit Regulations 2003. Section 111 of the Local Government Act 1972, includes the power to do anything ancillary to, incidental to or conducive to the discharge of any of its statutory functions.

6.2.2 The Council's Constitution, in particular Contract Procedure Rules, permits the Council set up and to call off from a framework in accordance with the framework terms. This call off will be in accordance with the framework terms.

6.2.3 The contract will be in the form as set out in the framework terms which are in a form approved by Legal Services.

6.3 Property Implications

None

7. KEY RISKS

There is a potential financial risk due to increased day rates. Agreeing a total budget for each audit will help mitigate this risk.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All and Growth and Sustainability

The proposals in this report help maintain strong assurance and internal control processes. Sharing good practice and processes with other authorities can ensure better value for money and a more effective use of public funds.

9. EQUALITIES IMPACT IMPLICATIONS

None

10. PERFORMANCE MANAGEMENT IMPLICATIONS

One of the aims of joining the joint framework contract is to improve the wider internal audit and risk management service within the Council through best practice and a knowledge and skills transfer to in-house staff.

11. HEALTH AND SAFETY IMPLICATIONS

None

12. HR IMPLICATIONS

There are no human resource implications arising from this report or recommendations.

13. PUBLIC HEALTH IMPLICATIONS

None

Background Papers

None

MUNICIPAL YEAR 2014/2015 REPORT NO.

ACTION TAKEN UNDER DELEGATED AUTHORITY:

DECISION OF:

Director of Finance, Resources and Customer Services – James Rolfe

Contact officer and telephone number:
Justin Caslake Tel: 0208-379-3130
E mail: Justin.caslake@enfield.gov.uk

Agenda - Part: 1

Item:

Subject:

Lease renewal of 424 & 426 Hertford Road, EN3 5QS 7HB, to A Miah, t/a Mehek Indian restaurant and takeaway

Ward: Turkey Street

Key Decision 3962

Cabinet Member consulted:

Not applicable

1. EXECUTIVE SUMMARY

- 1.1. The subject property is a Council owned Housing Revenue Account (HRA) shop.
- 1.2. It is currently let to A Miah, t/a Mehek Indian restaurant and takeaway.
- 1.3. The tenant wishes to renew their commercial business lease and the Council has no objections.
- 1.4. The use is to remain as an Indian restaurant and takeaway.
- 1.5. Property Procedure Rules (PPR's) dictate that any lease to be granted which is greater than 15 years and/or where the cumulative value of the terms of the lease exceeds £250,000 will require approval from the Director of Finance, Resources and Customer Services. This lease renewal falls within this requirement.
- 1.6. A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision 3962.
- 1.7. The proposed terms of the lease renewal are set out in part 2 and approval of these are required.
- 1.8. The Council's managing agent, the Spencer Craig Partnership (SCP), have confirmed that the terms represent market value and have recommended them for approval.

2. RECOMMENDATIONS

- 2.1.** That the Director of Finance, Resources and Customer Services approves the terms to the lease renewal of the HRA shop as detailed in the part 2 report.

3. BACKGROUND

- 3.1.** The subject property, 424 & 426 Hertford Road, EN3 5QS, is a Council owned HRA asset located in the Turkey Street ward. It comprises a ground floor shop and is situated directly below flats.
- 3.2.** It is occupied by A Miah, t/a Mehek Indian restaurant and takeaway by way of a 20 year lease which expired on the 28th October 2013. The tenant is holding over under this agreement.
- 3.3.** Under the Landlord and Tenant Act 1954 Part 2, a tenant of business premises has a right to renew their tenancy on terms similar to their existing agreement and, pending the new tenancy, is entitled to use the premises under the terms of the old tenancy.
- 3.4.** There are certain grounds upon which the Council, as landlord, could challenge this right via the Courts. However none of these grounds are applicable as the tenant has complied with the terms of their existing lease and the Council is happy to proceed with the lease renewal.
- 3.5.** The Council's managing agents SCP have agreed terms for the lease renewal, subject to approval. They have confirmed that the terms represent market value.
- 3.6.** The use is to remain as an Indian restaurant and takeaway.
- 3.7.** Property Procedure Rules (PPR's) dictate that any lease to be granted which is greater than 15 years and/or where the cumulative value of the terms of the lease exceeds £250,000 will require approval from the Director of Finance, Resources and Customer Services. This lease renewal falls within this requirement.
- 3.8.** A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision 3962.
- 3.9.** See part 2 for the proposed terms.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1. Object, as landlord, to the lease renewal

4.1.1. This option is not recommended. Under the Landlord and Tenant Act 1954 Part 2, a tenant of business premises has a right to renew their tenancy on terms similar to their existing agreement and, pending the new tenancy, is entitled to use the premises under the terms of the old tenancy.

4.1.2. There are certain grounds upon which the Council, as landlord, could challenge this right via the Courts.

4.1.3. None of these grounds are applicable as the tenant has complied with the terms of their existing lease and the Council is happy to proceed with the lease renewal.

4.2. Do nothing

4.2.1. This option is not recommended.

4.2.2. The current passing rent is below current market levels.

4.2.3. The tenant would not be able to plan and build their business for the future.

5. REASONS FOR RECOMMENDATIONS

5.1. The decision to renew the lease is based on sound commercial grounds and the Council is happy to proceed with the lease renewal.

5.2. In addition, the lease renewal will enable the tenant to expand its business whilst continuing to provide a service to Enfield residents.

5.3. By agreeing to the lease renewal the Council will maintain an income stream from this asset.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1. Financial Implications

6.1.1. See Part 2

6.2. Legal Implications

6.2.1. See part 2

6.3. Property Implications

6.3.1. See part 2

7. KEY RISKS

7.1. See part 2

8. IMPACT ON COUNCIL PRIORITIES

8.1. Fairness for All

8.1.1. The rent will be pooled and help fund spending priorities within the HRA, which in turn will help protect those functions deemed essential.

8.2. Growth and Sustainability

8.2.1. The annual rent will help fund prioritises within the HRA and maintain an income stream from this asset

8.2.2. It will help a local business plan and build for the future.

8.3. Strong Communities

8.3.1. The proposal will help the Council build strong communities within the borough.

9. EQUALITIES IMPACT IMPLICATIONS

9.1. An equality impact assessment/analysis is not deemed relevant or proportionate for the proposed lease renewal.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

10.1. The tenant will be required to comply with all legislation as part of their occupation

11. PUBLIC HEALTH IMPLICATIONS

11.1. The Indian restaurant with take away service at the site could have implications for the health of school children if the take-away facility is within 200 yards of school and is open during school hours. If the lease conditions change we recommend that the take-away not be given permission to open during school lunch hour if these criteria are met.

Background Papers

None

MUNICIPAL YEAR 2014/2015 REPORT NO.

ACTION TAKEN UNDER DELEGATED AUTHORITY:

DECISION OF:

Director of Finance, Resources and Customer Services – James Rolfe

Contact officer and telephone number:
Neofidos Georghiou Tel: 0208-379-3255
E mail:
Neofidos.Georghiou@enfield.gov.uk

Agenda - Part: 1	Item:
Subject: Lease renewal of 76 Main Avenue, Enfield, EN1 1DH to Habib Tekagac	
Ward: Southbury	
Key Decision 3987	
Cabinet Member consulted: Not applicable	

1. EXECUTIVE SUMMARY

- 1.1. The subject property is a Council owned Housing Revenue Account (HRA) shop.
- 1.2. It is currently let to Habib Tekagac.
- 1.3. The tenant wishes to renew their commercial business lease and the Council has no objections.
- 1.4. Property Procedure Rules (PPR's) dictate that any lease to be granted which is greater than 15 years and/or where the cumulative value of the terms of the lease exceeds £250,000 will require approval from the Director of Finance, Resources and Customer Services. This lease renewal falls within this requirement.
- 1.5. A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision 3987.
- 1.6. The proposed terms of the lease renewal are set out in part 2 and approval of these are required.
- 1.7. The Council's managing agents, the Spencer Craig Partnership (SCP), have confirmed that the terms represent market value and have recommended them for approval.
- 1.8. The existing use has got planning permission and has been this way for a number of years therefore we cannot seek to change this.

2. RECOMMENDATIONS

- 2.1.** That the Director of Finance, Resources and Customer Services approves the terms to the lease renewal of the HRA shop as detailed in the part 2 report.

3. BACKGROUND

- 3.1.** The subject property, 76 Main Avenue, Enfield, EN1 1DH, is a Council owned HRA asset located in the Southbury ward. It comprises a ground floor shop and is situated directly below flats.
- 3.2.** It is occupied by Habib Tekagac by way of a 20 year lease which is due to expire on the 20th December 2014.
- 3.3.** Under the Landlord and Tenant Act 1954 Part 2, a tenant of business premises has a right to renew their tenancy on terms similar to their existing agreement and, pending the new tenancy, is entitled to use the premises under the terms of the old tenancy.
- 3.4.** There are certain grounds upon which the Council, as landlord, could challenge this right via the Courts. However none of these grounds are applicable as the tenant has complied with the terms of their existing lease and the Council is happy to proceed with the lease renewal.
- 3.5.** The Council's managing agents SCP have agreed terms for the lease renewal, subject to approval. They have confirmed that the terms represent market value.
- 3.6.** The existing use has got planning permission and has been this way for a number of years therefore we cannot seek to change this.
- 3.7.** Property Procedure Rules (PPR's) dictate that any lease to be granted which is greater than 15 years and/or where the cumulative value of the terms of the lease exceeds £250,000 will require approval from the Director of Finance, Resources and Customer Services. This lease renewal falls within this requirement.
- 3.8.** A full delegated authority report (DAR), rather than a DAR light, is required as the proposed letting falls within the criteria of a Key Decision and as such has been placed on the forward plan under Key Decision 3987.
- 3.9.** See part 2 for the proposed terms.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1. Object, as landlord, to the lease renewal

- 4.1.1. This option is not recommended. Under the Landlord and Tenant Act 1954 Part 2, a tenant of business premises has a right to renew their tenancy on terms similar to their existing agreement and, pending the new tenancy, is entitled to use the premises under the terms of the old tenancy.
- 4.1.2. There are certain grounds upon which the Council, as landlord, could challenge this right via the Courts.
- 4.1.3. None of these grounds are applicable as the tenant has complied with the terms of their existing lease and the Council is happy to proceed with the lease renewal.

4.2. Do nothing

- 4.2.1. This option is not recommended. The tenant could acquire rights by not regularising the position over a long period.
- 4.2.2. The current passing rent is below current market levels.
- 4.2.3. The tenant would not be able to plan and build their business for the future.

5. REASONS FOR RECOMMENDATIONS

- 5.1. Under the Landlord and Tenant Act 1954 Part 2, a tenant of business premises has a right to renew their tenancy on terms similar to their existing agreement and, pending the new tenancy, is entitled to use the premises under the terms of the old tenancy.
- 5.2. There are certain grounds upon which the Council, as landlord, could challenge this right via the Courts.
- 5.3. None of these grounds are applicable as the tenant has complied with the terms of their existing lease and the Council is happy to proceed with the lease renewal.
- 5.4. The tenant will be able to plan and build their business for the future and will continue to provide a service to Enfield residents.
- 5.5. By agreeing to the lease renewal the Council will maintain an income stream from this asset.

6. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

6.1. Financial Implications

- 6.1.1. See Part 2

6.2. Legal Implications

6.2.1. See Part 2

7. Property Implications

7.1. See part 2

8. KEY RISKS

8.1. See part 2

9. IMPACT ON COUNCIL PRIORITIES

9.1. Fairness for All

9.1.1. The rent will be pooled and help fund spending priorities within the HRA, which in turn will help protect those functions deemed essential.

9.2. Growth and Sustainability

9.2.1. The annual rent will help fund prioritises within the HRA and maintain an income stream from this asset

9.2.2. It will help a local business plan and build for the future.

9.3. Strong Communities

9.3.1. The proposal will help the Council build strong communities within the borough.

10. EQUALITIES IMPACT IMPLICATIONS

10.1. An equality impact assessment/analysis is not deemed relevant or proportionate for the proposed lease renewal.

11. PERFORMANCE MANAGEMENT IMPLICATIONS

11.1.

12. PUBLIC HEALTH IMPLICATIONS

12.1.

Background Papers

None

MUNICIPAL YEAR 2014/2015 REPORT NO.

ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

PORTFOLIO DECISION OF:
Cabinet Members for Economic Development

REPORT OF:
Director – Regeneration & Environment

Agenda – Part: 1	KD No: KD 3784	
Subject: Enfield's Town Centres – A Management Framework		
Wards: All		
Cabinet Member consulted: Cllr Alan Sitkin, Cabinet Member for Economic Development		

Contact officer and telephone number: Lovelace Poku 020 8379 3870

E mail: lovelace.poku@enfield.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The Council has prepared a Town Centres Management Framework (TCMF) with the aim of providing guidance for everyone involved in producing their local Town Centre Management Action Plan (see annexes). This should be particularly useful for Enfield's Town Centre Managers, who were actively involved in its production.
- 1.2 This Framework sets out Enfield Council's commitment to our town centres whilst addressing the challenges they face and championing the opportunities for the community to influence and shape their Borough.
- 1.3 Following consultation, the document only requires minor modifications.

2. RECOMMENDATIONS

- 2.1 Note the contents of the public consultation carried out during March to April 2014;
- 2.2 Adopt the Enfield Town Centres Management Framework as guidance for the production of individual Town Centre Management Action Plans.

3. BACKGROUND

- 3.1 Town centres are focal points for commercial, cultural and social life. The past ten years has seen a shift in shopping patterns, new names on the high street, the rise of café culture and out of town shopping.
- 3.2 Future UK consumers are likely to be characterised according to 5 key drivers:
- Service,
 - Expectation of choice,
 - Technology use,
 - The pursuit of value, and
 - The desire for a variety of experiences.
- 3.3 Internet and multi-channel (“omni commerce”) trading will increase with the rollout of superfast fibre based broadband, alongside the development of “smart-phones”/5th Generation mobile connectivity and town centres must look to grasp new technology alongside their historic strengths to maintain their place as a magnet that attracts people to work, visit, live and play.
- 3.4 Experience has shown that successful towns have grasped the need for ‘change’ in order to grow and prosper, where the recipe for success has usually included; building partnerships and shaping town centres that are accessible, clean and safe at all times of the day, have their own unique identity reinforced by good design, events & marketing, and are led by professional, active management for the benefit of all.
- 3.5 Enfield already has successful town centre management in place and already employs a number of town centre managers. But the TCMF could enable the practice of town centre management to be even more successful and inclusive in the future, making Enfield’s town centres not only more attractive in a physical sense, but also more attractive in an economic sense.
- 3.6 The TCMF is a source of information and guidance that can help all stakeholders to manage their town centres now and in the future. The document is intended to be a reference point to help develop stakeholders’ plans for our town centres.
- 3.7 We hope to work even more closely with all relevant partners and stakeholders to address the challenges facing our centres as well as exploit their opportunities and:
- (i) Stimulate the production of Town Centre Management Action Plans for each of our town centres;
 - (ii) Support the implementation of Enfield Council’s regeneration and economic development ambitions;
 - (iii) Enable each of Enfield’s town centres and high streets to meet their full potential;
 - (iv) Provide a strategic framework for the delivery of initiatives in our local centres; and

businesses to complete the questionnaire. Libraries and Council buildings were supplied with consultation material to ensure that all sections of the community had the opportunity to engage with the consultation.

- 5.4 A web and social media campaign was carried out alongside this with a dedicated page set up as a first point of call for more information. The site attracted 235 visits. The North London Chamber of Commerce, Enfield Business and Retailers Association and 'LoveYourDoorstep' ran campaigns on their respective webpages.
- 5.5 Across the consultation event, Council officers met and gave presentations to the Enfield Society and attended the 'JobsFair' held at the College of Haringey, Enfield and North East London. Town Centre Managers engaged face to face with approximately 500 businesses throughout the consultation period.
- 5.6 In total, the Council received 82 responses to the consultation. Responses were received from all over the borough, with the main respondents coming from Enfield Town, Edmonton Green, Winchmore Hill and Palmers Green. The main issues raised were in relation to the:
- 1) Role and function of town centre management;
 - 2) Adequacy, availability and cost of parking spaces;
 - 3) Type of shops on offer;
 - 4) Need to preserve the heritage of a centre and its green space; and
 - 5) Importance of good public realm.
- 5.7 All the comments received were carefully considered and where appropriate changes have been incorporated into the finalised Framework, a draft of which accompanies this report, See Annex C.

6. ALTERNATIVE OPTIONS CONSIDERED

- 6.1 The alternative to do nothing was considered but discounted as the issues are a priority facing most, if not all of Enfield's Centres. The eventual adoption of this framework could enable more resilient partnership working in our town centres.

7. REASONS FOR RECOMMENDATIONS

- 7.1 An adopted Town Centres Management Framework will enable the Council working in partnership with all stakeholders and interested parties to work even more closely and effectively in promoting, developing and sustaining attractive and economically vibrant town centres across the whole of Enfield.

8. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

8.1 Financial Implications

- 8.1.1 The report does not in itself commit the Council to additional expenditure. Any future proposals with cost implications would need to be subject to separate reports.

- (v) Continue to adapt and diversify to meet the needs of the Borough's residents, businesses and visitors.

4. THE FRAMEWORK

- 4.1 The Town Centres Management Framework comprises six chapters. These cover the following areas:
- 4.2 Chapter 1 – Introduction
This sets the overall context and rationale for why the Council has prepared a framework. It sets out the shared aims of the framework and the overall objectives of what the Council in partnership would like to achieve.
- 4.3 Chapter 2 – A Portrait of the Borough
This provides a borough-wide analysis of the key elements that characterises the borough of Enfield and the people that live within it. It explains our current town centre management arrangements and the essential role they play in managing our centres.
- 4.4 Chapter 3 – Our Key Achievements
This explains that the key to the successful management of any centre (or centres) is the relationship between different service areas and how they interact.
- 4.5 Chapter 4 – Challenges
This attempts to identify those key issues facing Enfield's Town Centres as the key drivers for change.
- 4.6 Chapter 5 – The Future of Town Centre Management
This section talks about the competing pressures of town centre management and the limited influence it has over varying aspects of town centre activities. It presents the benefits of taking a partnership approach towards creating a successful centre. It then sets out a considered list of specific priorities for the borough's 10 main town centres.
- 4.7 Chapter 6 – Models of Governance
The results of the public consultation have shown that most respondents (65%) would prefer to explore a Town Team arrangement.

5. PUBLIC CONSULTATION

- 5.1 A separate consultation report and the responses received are provided in Annexes A and B which provides an outline on all of the responses received and the proposed changes that have informed the final document.
- 5.2 The Council has carried out extensive consultation over a five- week public consultation period. Across the borough's 66 centres, every shop was sent a consultation leaflet asking for their involvement. All known community groups and organisations known to the Council were sent electronic flyers and information of the consultation. It is estimated that this reached approximately 11,000 people. Statutory authorities such as the GLA, Network Rail and English Heritage were also contacted.
- 5.3 The borough's town centre managers visited local businesses to promote the consultation and hand delivered copies of the draft TCMF to encourage

8.2 Legal Implications

- 8.2.2 The recommendations in this report accords with the Council's powers and obligations.

8.3 Property Implications

- 8.3.1 The TCMF report explores how existing relationships with businesses, service providers and communities could be strengthened, and what other management initiatives could be introduced as part of an overall strategy. This work is closely linked to the ongoing debate about the future of the High Street and local shops, and the evidence base to be provided by the Retail Study.
- 8.3.2 The Council's direct stakeholder involvement through ownership of shop and other premises in town centres, as part of the overall property portfolio, will help inform the emerging Framework and support potential initiatives, and bids for possible funding, in close liaison with other town centre businesses and interests. As documented elsewhere, the significant changes in shopping patterns and other factors represent important challenges for the future.
- 8.3.3 From a national perspective, a recent report has emphasised how local authority assets can play a major part in revitalising the UK's ailing town centres. The property implications will be examined as part of this Framework, and Property Services will assist in providing details of the commercial estate as appropriate, and will be closely involved as the work progresses.

9. KEY RISKS

- 9.1 Town centres continue to face challenges and competition from both other centres and the growth of internet usage. The approach to managing town centres set out in this document will potentially help all the centres to deal with these issues.

10. IMPACT ON COUNCIL PRIORITIES

10.1 Fairness for all

- 10.1.1 Town centres lie at the heart of our diverse communities and are hubs of economic, social and cultural activity in neighbourhoods.

10.2 Growth and Sustainability

- 10.2.1 Our town centres contain 1,200 businesses and employ approximately 10,600 people so they play a key role in Enfield's economy. Improving and maintaining their vitality must remain a priority for the private, public and voluntary sectors.

10.3 Strong Communities

- 10.3.1 This framework will assist in directly meeting the Council's aim of providing strong communities founded on strong, attractive and vibrant town centres.

11. PERFORMANCE MANAGEMENT IMPLICATIONS

- 11.1 This document can be used as a resource to help town centre stakeholders and managers to frame action plans and measure performance.

12. COMMUNITY IMPLICATIONS

- 12.1 Town centres are normally the focal point for our neighbourhoods, and the services and facilities they provide play a pivotal role in supporting our many diverse communities. Indeed that diversity has directly contributed to their attractiveness and vibrancy.

13. PUBLIC HEALTH

- 13.1 The TCMF encourages our centres to be highly accessible. It promotes a reduction in vehicle emissions and supports the vibrancy of centres and social interaction, which can assist in promoting good mental health. CCTV coverage is very good in Enfield's town centres and this combined with a degree of natural surveillance contributes to creating a safe and welcoming environment. The importance of high quality open space and the role it plays within town centre environments for public health is also encouraged within the document.

Background Papers

None.