

MUNICIPAL YEAR 2017/2018 REPORT NO.

ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

PORTFOLIO DECISION OF:
Cabinet Member for Environment

Contact officer and telephone number:
Keith Milne, tel. 020 8379 3349

E mail: keith.milne@enfield.gov.uk

Agenda – Part: 1

KD Num: 4510

Subject:

**Planned Maintenance Corporate Building
Improvement Programme 2017/18**

Wards: All

Cllr. Daniel Anderson

1. EXECUTIVE SUMMARY

1.1 The report details the current position of the **Planned Maintenance Corporate Building Improvement Programme.**

The Planned Maintenance Corporate Building Improvement Programme indicates the building specific works, which have been identified as meeting either a priority 1 or priority 2 rating for building fabric and electrical & mechanical services and B,C and D rating for compliance to meet planned maintenance legislation. Projects will be instructed up to the available budget identified for 2017/18. This is essential building maintenance which will improve the quality of people's lives.

1.2 The Planned Maintenance Corporate Building Improvement Programme expenditure relates to the corporate property portfolio and facilitates the delivery of services across all Council groups. The report does not cover schools, or housing maintenance, which are subject to different funding streams.

2. RECOMMENDATIONS

2.1 That the financial position pertaining to the Planned Maintenance Corporate Building Improvement Programme be noted.

2.2 That Programme for 2017-18 as detailed in Appendix A, be carried out, subject to available funding.

3. BACKGROUND

3.1 The Council's Repair and Maintenance fund aims to ensure corporate buildings and their surroundings are fit for purpose. Properties are maintained via three 'R&M' work streams as listed below. In addition separate projects and other improvement schemes may incorporate an element of repair or maintenance work.

1. Reactive maintenance
2. Planned preventative maintenance.
3. Planned Maintenance

3.1.1 Reactive maintenance is often reported by premises managers to the helpdesk as and when they occur, such as blocked toilets, alarm resets or a broken window. The helpdesk (Careline) then instructs the appropriate Measured Term Contractor to rectify the fault.

3.1.2 Cyclical or planned preventative maintenance is carried out on a regular basis to a building's plant and equipment such as boilers or lifts.

3.1.3 Planned maintenance work, the subject of this report, is mainly identified via condition and other surveys. Properties are surveyed to assess their condition and the noted deficiencies are listed and ranked according to set criteria. Items of work are then grouped together, where beneficial to do so, and prioritised into a planned maintenance programme.

3.2 Programme Budgets

3.2.1 The planned maintenance responsibility is addressed via the budget allocation in the Council's Capital Programme termed the Corporate Building Improvement Programme.

2017/18 Planned Maintenance Corporate Building Improvement Programme	
Proposed Approved Budget for 2017/18	£1,500,000
Carry Forward From 2016/17	+£323,000
<u>2017/18 Overall Available Funding</u>	<u>£1,823,000</u>

3.2.2 The programme is carefully tracked to ensure the available budget is not exceeded.

3.3 Programme Compilation

3.3.1 Technical information gained from surveys and other compliance information, together with the Councils corporate objectives, enables individual items of work to be prioritised and compiled into a programme

of planned projects. Items of work where appropriate will allow for the incorporation of disabilities and equalities requirements.

- 3.3.2 Previously the Planned Maintenance Corporate Building Improvement Programme and the Disability Discrimination Programme were separate. For the 2017/18 year the programmes have been combined under the heading of 2017/18 Planned Maintenance Corporate Building Improvement Programme this is due to the decision by the Director of Finance as part of the Capital Review. Although there is no defined Disability Discrimination Programme, works will include for disabilities and equalities requirements (see Appendix A).
- 3.3.3 The current programme has been developed using condition survey and compliance data. Account has been taken of maintenance trends and feedback from technical staff. Due to competing priorities and changing circumstances a reserve list is held of other potential works.
- 3.3.4 Interrogation of condition survey and compliance data and information has been carried out. Due to changing asset management priorities it is difficult to pre-empt requirements over the full year that the programme runs. However, regular liaison with stakeholders together with a formal change approval process ensures that the programme remains flexible, meeting the Council's changing needs and achieving maximum value for money from the budget.

The proposed programme is listed in Appendix A.

3.4 **Reserve Programme**

- 3.4.1 In setting the current programme, it is clear that many projects are desirable if funding were available. These have therefore been put on a reserve list which it is proposed to actively manage according to the best available information at the time.
- 3.4.2 The 2017/18 priorities are based on condition surveys, compliance data, analysis of reactive maintenance data and trends, ad hoc inspections and client consultation. As further condition surveys are carried out, priorities will be updated. The programme will need to be managed flexibly to accommodate such updates to ensure urgent priorities are addressed and less pressing work is postponed. The reserve programme will enable this process to be undertaken in a proactive but transparent fashion. The new set of priorities has been added to those projects that have been carried forward, to create the proposed 2017/18 programme.
- 3.4.3 Condition and compliance data will be held on the Council's asset management system, Atrium. In addition, the project estimates supplied are based on general condition and compliance data, so these costs are subject to confirmation once works are specified.

3.4.4 The Council has a number of energy efficiency programmes, which are funded through the SALIX and REFIT programmes. There is some synergy with the Planned Maintenance Corporate Building Improvement Programme, and coordination across these programmes will ensure optimum use of all available funding.

3.4.6 Individual projects are subject to formal consultation and approval in accordance with the Council's constitution and Contract Procedure Rules.

4. ALTERNATIVE OPTIONS CONSIDERED

The Council could rely on reactive maintenance only, but this is not a cost effective or planned way to manage property, and would have detrimental effect on the corporate buildings portfolio in the medium to longer term.

5. REASONS FOR RECOMMENDATIONS

5.1 Planned Maintenance comprises the careful attention to buildings, their structure, engineering services and hard landscaped surroundings necessary to retain them, or help restore them, to an acceptable condition. These measures are required to enable their continued function, preserve value, integrity, and to meet the continued expectations of the occupier.

5.2 All of the works will be procured in line with the Council's constitution in order to deliver value for money.

5.3 The types of projects undertaken under planned maintenance secure the longer term condition of buildings, maintain their capital value and reduce the need for repeated reactive repairs.

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

6.1 Financial Implications

The indicative capital programme was reported to Full Council in February 2017. The indicative schemes were those at the time of preparing the budget where detailed business cases were still required and the funding had not been agreed nor built in to the Medium Term Financial Plan.

The 2017/18 Budget Report included an indicative budget of £1,500,000 in the Capital Programme for the Building Improvement Programme. Approval is sought in this report to convert that indicative budget to an approved budget noting that this will need to be met from borrowing as there is no earmarked funding for these works. In addition, £323k of unspent 2016-17 approved budget is to be carried forward into 2017-18.

The annual cost of borrowing £1.5m based on a 40 year annuity at 3.5% interest in line with treasury management strategy is £64k which would be contained within the current corporate capital financing budget.

2017/18 Planned Maintenance Corporate Building Improvement Programme	
Proposed Approved Budget for 2017/18	£1,500,000
Carry Forward From 2016/17	£323,000
2017/18 Overall Available Funding	£1,823,000

2017/18 Total Estimated Cost of Works	£1,585,000
2017/18 Total Estimated Cost of Internal Fees	£238,000
2017/18 Overall Available Funding	£1,823,000

6.2 Legal Implications

- 6.2.1 The Council, as a corporate landlord has numerous duties under common law and under statute (including Health and Safety at Work etc. Act 1974, Health and Safety Offences Act 2008, and Corporate Manslaughter and Homicide Act 2007, Occupiers liability Acts 1957 and 1984) with regards the premises that it owns and/or controls. These duties extend to all people on premises controlled by the Council whether or not they have lawful authority to be on those premises. A well planned, executed and funded maintenance programme will assist the Council to demonstrate that it takes seriously its obligations as an organisation in control of premises and may assist it to defend any action taken as a result of any incident occurring on premises within its control. Section

120 of the Local Government Act 1972 permits the Council to acquire property for the purposes of performing its functions and s111 of the Local Government Act 1972 permits the Council to do anything that is incidental to a statutory function. The funding of a repair and maintenance programme would be within its powers under s1 Localism Act 2011 (the general power of competence). The decision to approve the Planned Maintenance budget is an operational decision within overall resource allocations and can therefore, in accordance with the Council's Constitution, it can be taken under delegated authority by the Executive Director - Regeneration and the Environment.

6.2.2 The Council must ensure that any contracts for the repairs and maintenance are procured in accordance with the Council's Contract Procedure Rules and are in a form approved by Assistant Director of Legal Services.

6.3 Property Implications

6.3.1 Regular and effective planned maintenance is essential in ensuring the medium to long term health of a building. A Corporate approach helps ensure that best value is obtained from the available funding.

6.3.2 Failure to undertake appropriate planned maintenance can lead to loss of property value, a building becoming unfit for purpose, and ultimate closure on suitability or health and safety grounds.

6.3.3 Effective planned maintenance has the potential to reduce the level of carbon emissions produced by buildings. Energy efficiency gains will generally be realised for example, by renewing a boiler or a roof covering.

6.3.4 The Repair and Maintenance programme has to take into account the Council's Property Asset Management Plan and corporate proposals for the future redevelopment, adaption or disposal of the properties in the portfolio.

7. KEY RISKS

7.1 The Planned Maintenance Corporate Building Improvement Programme helps maintain buildings so as to prevent major failure and reduce total maintenance costs over time;

7.2 As detailed under "Legal Implications", should relevant statutory functions not be complied with, there is an increased possibility of legal action with associated financial penalties;

7.3 Effective planned maintenance has the potential opportunity to reduce the level of carbon emissions produced by buildings.

- 7.4 We would advise that regular review of the risk and issues assessment is planned by service, to track any developing issues or risks.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All – The Planned Maintenance Corporate Building Improvement Programme will be constructed around those buildings which have an assessed high priority need, this comprising of fabric, electrical & mechanical installations and compliance legislation, the design of all works where appropriate will automatically include for disability and equalities requirements, unless there is a good economic, compliance or environmental argument to incorporate lower priorities. The aim is to prevent building failure and to ensure services to the public are not interrupted.

8.2 Growth and Sustainability- The proposed programme contains a number of environmental improvements, particularly in relation to the replacement of old plant and refurbishment of various types of building fabric, for instance:

- roof upgrades includes increasing thermal insulation to comply with current legislation, thus reducing the heating requirement therefore saving fuel and cost.
- window replacement allows for replacing windows the double glazed draught proof windows meeting current legislation, thus increasing the thermal quality and again reducing the heating requirement and saving fuel, reducing carbon emissions and cost and provides a better environment.
- upgrading domestic water installations allows for installing pipe insulation to comply with current standards, thus reducing the heating requirement therefore saving fuel, reducing carbon emissions and cost.
- upgrading of boilers, the replacement boilers are the latest current energy efficient boiler plant which saves fuel, reduces carbon emissions and reduces cost.

8.3 Strong Communities – Planned maintenance assists in ensuring that buildings and other assets are safe for staff and visitors. These works include:

- the upgrading of the tennis courts at Grovelands Park that will provide a modern and safe playing environment for the Borough's residents.
- the external and internal refurbishment of Pymmes Park Visitors Centre in conjunction with the boiler and emergency lighting & fire alarm installation upgrades carried out in year 2016/17 will provide a modern facility that will be accessible users with differing mobility needs with a pleasant, safe and usable environment for the building users.
- the splash pads in the parks are a well-used facility by the Boroughs residents, the upgrade works will ensure their continued and safe usage.

- Forty Hall is a listed building, the external decoration works will be carried out in compliance with Historic England specifications, thus ensuring the deterioration to the building fabric is halted so allowing for the facility to be appreciated and used by the Borough's current and future residents.
- the removal of asbestos in the Council's buildings which is carried out following regulatory processes, the completion of these works providing a safe environment for staff and Borough residents who occupy and use the buildings.

9. EQUALITY IMPACT ASSESSMENT

Corporate advice has been sought in regard to equalities and an agreement has been reached that for approval of the Planned Maintenance Corporate Building Improvement Programme, an equalities impact assessment is neither relevant nor proportionate. However, it should be noted that the Council has a duty under the Equality Act 2010 to pay due regard to the needs of the protected characteristic groups. This includes ensuring that all public service provision is widely accessible to all users.

Whilst an EQIA has not been undertaken, a top-level assessment of the programme (see Appendix A – Notes Column) has highlighted interventions which will be beneficial for old and young people as well as disabled users. There have not been any obvious negative impacts identified for protected groups.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

Regular monitoring of the programme and individual contracts will ensure value for money is obtained and support effective delivery.

11. HEALTH AND SAFETY IMPLICATIONS

The proper planning and timely maintenance and repair of Council buildings and associated assets, is fundamental in reducing risks to occupiers and members of the public.

12. PUBLIC HEALTH IMPLICATIONS

None.

13. DEFINITIONS

- 13.1 **BLOCK BUDGETS.** These are sums set aside to fund known planned work streams. However the exact location and nature of such work is identified through ongoing surveys or the servicing of plant. For example, a programme of asbestos surveys is planned for the coming year and these are likely to generate the need for remedial works to address a risk or deficiency. Therefore this block budget is set aside in order to undertake any identified high priority works, in a timely and safe fashion.

Maintenance activities are generally arranged as follows:

- 13.2 **PLANNED MAINTENANCE (Condition-Based)** is to be used to comply with statutory requirements and for building fabric, structural components and renewal of time-expired plant. The aim is to prevent major failure and reduce total maintenance costs over time. Undertaken as a result of an asset's condition and driven by a condition assessment or inspection process. This will apply to all building structures, fabric, mechanical and electrical services and site improvements.
- 13.3 **BACKLOG MAINTENANCE** is maintenance which has been deferred on a planned or unplanned basis usually due to lack of funds. Backlog maintenance should be re-evaluated at least annually in terms of priority and considered for undertaking.
- 13.4 **TERM MAINTENANCE (Preventative, Cyclical, Servicing or Time Based)** is used to comply with statutory or manufacturer's requirements for building services, and is undertaken at predetermined time intervals as required by statutory, technical or operational reliability considerations. This may be applied to building structures, fabric, services and site improvements but is used predominantly for the maintenance of mechanical and electrical services.
- 13.5 **REACTIVE MAINTENANCE (Corrective, Day-to-Day)** is usually minor unplanned maintenance used for assets experiencing breakdown, failure or vandalism of a component and for maintenance of those assets identified for disposal. Apart from statutory requirements, no maintenance action is undertaken until breakdown or the asset quality falls below the minimum standard specified for the asset. Reactive maintenance may be used for minor non-critical assets and those assets planned for refurbishment, replacement or disposal.

14.0 APPENDIX A

Planned Maintenance Corporate Building Improvement Programme 2017-2018 (Appendix A)

Ref.	Property	Type	Project Works	Condition Priority	Compliance Priority	Budget	Notes
Block Budgets							
1	Asbestos Abatement	Various Sites	Remedial Works following surveys	1	A	£30,000	Asbestos encapsulation/removal works in relation to management surveys. Completion of these works provide a safe environment within the properties Works to be carried out that are highlighted on completion of individual FRA's.
2	Fire Precautions Work	Various Sites	Priority works from fire risk assessments	1	A	£10,000	
			BLOCK BUDGET incl. 15% fees			£45,000	
Civic Centre Builder Works							
3	Civic Centre	Internal	Asbestos removal to lift shaft	1	A	£60,000	Asbestos encapsulation/removal works to goods lift shaft. Completion of these works provide a safe environment within the building. Installation of roller shutters as part of building security strategy
4	Civic Centre	Ext. & Int.	Installation of Roller Shutters	2	B	£40,000	
Mechanical Works							
5	Civic Centre	Services	Blocks A & D Domestic Water Upgrade	2	B	£130,000	Upgrade of water installation as part of refurbishment programme, comprises providing regulated water temperatures to prevent scalding to young and old users and users with disability issues, installation insulated to reduce fuel and emissions.
			CIVIC CENTRE BUDGET incl. 15% fees			£230,000	
New Works Builder Works							

6	Beech Barn Farm	Rebuild	Agricultural Shed	1	A	£170,000	Existing building in severe dilapidation and requiring replacement, asbestos contamination and structural failure implications.
7	Broomfield Park	External	Memorial Garden contribution	1	C	£30,000	Agreed contribution to project. 75% of funding external, LBE to provide remaining 25%. Works will allow easier access to site for all users with different mobility requirements.
8	Broomfield Park	House	Scaffold Structural Support Work	1	C	£10,000	Continuous structural support works
9	Broomfield Park	External	Tennis Court Upgrade	2	C	£67,500	Upgrade of tennis courts, deterioration causing trip hazard, H&S issue
10	Forty Hall	External	External Decoration	1	C	£25,000	Preventative works to prevent further deterioration of building fabric, listed building. Failure to maintain leading to H&S issues.
11	Forty Hall	Internal	Flooring upgrade works	1	B	£12,500	Uneven floor due to water damage, H & S issues including trip hazard.
12	Gough Park Forty Hall	External	Entrance Gate Refurbishment	1	C	£12,000	Priority works
13	Greenbelt	External	Various sites (13 Farms)	2	A	£140,000	Demolition of severely damaged farm buildings (including fire damage), asbestos contamination.
14	John Wilkes House	Ext. & Int	Building Fabric Remedial Works	1	B	£100,000	Priority 1 works identified from 2014/15 condition survey and site inspection
15	Mossops Creek	External	Footpath repair	2	B	£10,000	Works identified by SPS, H&S issues, trip hazard and making path suitable by users with different mobility requirements.
16	Park Av Day centre	Ext. & Int	Roof and wall upgrade	1	B	£35,000	Priority 1 works identified from 2014/15 condition survey, increasing thermal characteristics of building, reducing fuel and emissions
17	Pymmes Park Visitors Centre	Ext. & Int	External & Internal Refurbishment	1	B	£90,000	Boiler and EL & FA upgrades carried out in 2016/17. Remainder of work to fully refurbish and make compliant and suitable for users with different mobility requirements.
18	Thomas Hardy House	Internal	Fire Prevention Works	2	B	£20,000	Fire separation works identified from Fire Risk Assessment

19	Triangle House	External	External & Internal Decoration	2	C	£45,000	Internal works and part external completed in 2016/17, remainder of external works to be carried out in 2017/18
Electrical Works							
20	Edmonton Centre	Services	Stairwell Emergency Lighting Replacement	1	A	£20,000	Partial funding of emergency lighting replacement to stairwell, currently not compliant
21	Park Av Day centre	Services	Electrical upgrade	1	B	£15,000	Priority 1 works identified from 2014/15 condition survey
Mechanical Works							
22	Edmonton Centre	Services	Boiler Upgrade	1	B	£80,000	Boilers beyond CIBSE recommended design life, future compliance issues, replacement plant more fuel efficient and reduced emissions
23	Enfield Playing Fields	Central Pavilion	Heating Upgrade	1	A	£30,000	Failure of heating after boiler upgrade in 2016/17, currently not compliant, replacement plant more fuel efficient and reduced emissions
24	Formont Centre	Services	Domestic Water System Upgrade	1	A	£12,000	Water pressure issues, currently not compliant, comprises providing regulated water temperatures to prevent scalding to young and old users and users with disability issues, installation insulated to reduce fuel and emissions.
25	John Wilkes	Internal	Air Con Installation	1	B	£90,000	2nd Phase of air con installation and repair of building fabric - water penetration, concrete repair works etc.
26	Millfield Theatre	Services	Services Upgrade Phase 2	1	B	£80,000	Phase 1 completed in 2016/17. Phase 2 required to upgrade distribution ductwork
27	Parks Water Features	Splash Pads	Additional Plant & Health Upgrades	1	A	£45,000	Upgrade to comply with legionella legislation.
28	Rose Taylor Day Centre	Services	Replacement of DHWS & CWS	1	A	£86,000	On going Legionella issues and pipework condition, comprises providing regulated water temperatures to prevent scalding to young and old users and users with disability issues, installation insulated to reduce fuel and emissions.
						£1,225,000	
						NEW WORKS BUDGET incl. 15% fees	

Carried Forward from 2016/17 (cost adjusted)

29	Albany Childrens Centre	Services	Electrical testing and upgrade works	1	B	£5,000
30	Grovelands Park	Mess Room	Refurbishment	2	B	£25,000
31	Parks Water Features	Splash Pads	Additional Plant & Health Upgrades	1	A	£20,000
32	Trent Park	Gates	Restoration of Main Entrance Gates	2	C	£10,000
33	321 Baker Street	External	Scaffolding	1	B	£17,500
34	Pymmes Park Visitor Centre	Services	Boiler Upgrade	2	C	£25,000
35	Pymmes Park Visitor Centre	Services	Visitor Centre Fire Alarm & Emergency Lighting	1	B	£17,500
36	Trent Park	External	Gates Restoration	2	C	£10,000
37	Ruth Winston House	External	Window Upgrade	2	C	£17,500
38	Rose Taylor Day Centre DDA	DDA	DDA Alterations	2	B	£22,500
39	The Qube DDA	DDA	DDA Alterations	2	B	£4,000
40	14 Centre Way Clavings	DDA	DDA Alterations	2	B	£6,000
41	Park Ave MHRC	DDA	DDA Alterations	2	B	£25,000
42	Formont Centre	DDA	DDA Alterations	2	B	£35,000
43	Civic Centre 10th Floor	Internal	Floor refurb - final account	2	C	£20,000
44	Miscellaneous projects < £10K	Various	Various	various	various	£63,000
						£323,000

CARRIED FWD BUDGET inc 15% fees

Summary

BLOCK BUDGET incl. 15% fees	£45,000
CIVIC CENTRE BUDGET incl. 15% fees	£230,000
NEW WORKS BUDGET incl. 15% fees	£1,225,000
CARRIED FWD BUDGET incl. 15% fees	£323,000
<u>TOTAL BUDGET</u>	<u>£1,823,000</u>

Priority Legend

Condition Priority

- Priority 1 - Works to be carried out in 2017/18
- Priority 2 - Works to be carried out in 2017/19
- Priority 3 - Works to be carried out within 3 to 4 years
- Priority 4 - Works to be carried out within 5 years

**Compliance
Priority**

Compliance Priority

- Priority A - Identified works currently wholly or partially non-compliant or will imminently become non-compliant
- Priority B - Failure to carry out works **will** result in non-compliance in near future
- Priority C - Failure to carry out works **will not** result in non-compliance in near future
- Priority D - Fully compliant

MUNICIPAL YEAR 2017/2018 REPORT NO.

ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

PORTFOLIO DECISION OF:
Cabinet Member for Environment

REPORT OF:
Executive Director - Regeneration & Environment

Agenda – Part: 1	KD Num: n/a
Subject: Local Implementation Plan 2017/18 - Revised Corridors, Neighbourhoods and Supporting Measures Programme	
Wards: All	

Contact officer and telephone number: Dominic Millen, 020 8379 3398

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

1. EXECUTIVE SUMMARY

- 1.1 This report sets out Enfield's Local Implementation Plan Corridors, Neighbourhoods and Supporting Measures Programme in more detail and proposes changes to the original programme which reflect the 2016/17 outturn and priorities for 2017/18.
- 1.2 The report also proposes the development of a LIP delivery plan which will allow the Cabinet Member to monitor progress.

2. RECOMMENDATIONS

The Cabinet Member is asked to:

- 2.1 Agree the revised LIP programme.
- 2.2 Agree that further amendments to the programme can be made in direct consultation with the Cabinet Member.
- 2.3 Confirm that a LIP delivery plan should be prepared.

3. BACKGROUND

- 3.1 Local Implementation Plan funding (LIP) is provided by the Mayor via TfL to support the delivery of the Mayor's Transport Strategy objectives. Given that a new MTS is due by the end of 2017, where possible, the emerging priorities have been reflected in the revised programme so that Enfield is ready to deliver against the new MTS objectives.
- 3.2 The original report was subject to a key decision (KD4373) at the Cabinet meeting in October 2016, where Enfield's Local Implementation Plan (LIP) Spending Proposals for 2017/18 were agreed and authority was delegated to the Cabinet Member for Environment to: "to make any changes necessary to the programme should there be any change to the allocation from TfL or for any other operational reason."
- 3.3 Since the Cabinet Report was agreed TfL have confirmed that Enfield's LIP allocation for 2017/18 for Corridors, Neighbourhoods and Supporting Measures will be unchanged at £3,071k.
- 3.4 There has also been confirmation of Principal Road Maintenance funding of £1,086k, (programme to be confirmed), and Local Transport Funding of £100k which is unchanged from the Cabinet report (£50k for £10 Cycle Loans and £50k for School Crossing Patrols).
- 3.5 With regard to Corridors, Neighbourhoods and Supporting Measures, there are operational factors which require revisions to be made to the programme:
- 2016/17 outcomes.
 - End of Borough Cycling Programme (BCP) projects and integration of successful BCP projects into the LIP programme
 - Development of specific programmes, projects and schemes including via the Cycle Enfield business plan process.
 - Need for projects and schemes to deliver clearly measurable outcomes / benefits.
 - Emerging regional and local priorities including early MTS outcomes.
- 3.6 Appendix 1 details the revised programme which includes changes and a description of each scheme. The table below details the proposed changes compared to the Cabinet Report and includes the rationale for these. Those which do not involve material changes to funding or schemes have been highlighted in italics.

Change	Rationale
<i>Corridors and Neighbourhoods and Supporting Measures programmes have been merged</i>	<i>There is no distinction for the council between the two programme areas so they have been merged for ease of reference. If required they can still be reported separately to TfL.</i>
<i>Programme areas listed alphabetically</i>	<i>Ease of reference.</i>
<i>New programme area: "Accessibility"</i>	<i>The new programme area reflects the priority being given to accessibility in the emerging Mayor's Transport Strategy (MTS). It combines existing areas of work which have a record of successful delivery of improved public transport accessibility and highway legibility:</i> <ul style="list-style-type: none"> • <i>Bus Stop Accessibility.</i> • <i>Reducing Signage Clutter.</i>
<i>New scheme area: "Mayor's Air Quality Fund Anti-Idling Project" and reduction in overall funding</i>	<i>Combines two complementary scheme areas (Air Quality Action Days and Anti-Idling) which have been committed to as part of the Mayor's Air Quality Fund (MAQF) Round 2. Allocation reduced to £10k (from £15k) reflecting previous year costs.</i>
<i>Combined programme area: "Cycling & Walking"</i>	<i>For ease of reference all cycling and walking schemes have been put in one programme area.</i>
<i>Outline details included for Cycle Enfield capital programme</i>	<i>The outline funding for specific areas of work has been confirmed via the submission of an updated Cycle Enfield business case:</i> <ul style="list-style-type: none"> • <i>Cycle Enfield Major Schemes - £180k</i> • <i>Cycle Enfield Quietways - £850k</i> • <i>Cycle Enfield Quieter Neighbourhoods - £750k (Previously a £150k allocation was included under Road Safety).</i> <p><i>The specific schemes to be delivered are being confirmed.</i></p>
<i>Cycle Parking allocation increased</i>	<i>The allocation has been increased from £60k to £90k to reflect the actual costs, including design and implementation, in the previous year.</i>
<i>Cycling Support Activities allocation decreased</i>	<i>The allocation has been decreased from £80k to £54k to reflect the actual costs incurred in the previous year.</i>
<i>Rights of Way</i>	<i>The allocation has been decreased from £20k</i>

Change	Rationale
Improvements allocation decreased	to £10k to reflect the significant improvements to the walking environment included elsewhere, in particular Cycle Enfield schemes. The funding will likely be used to support a small improvement project.
Safer Freight allocation decreased	The allocation has been decreased from £21k to £17k to reflect the actual costs incurred in the previous year.
<i>Road Safety Engagement moved to Road Safety programme area</i>	<i>The road safety engagement allocation has been moved from Road Safety – Education, Training and Publicity to reflect a change in focus towards supporting the delivery of road safety schemes including via targeted engagement and education activities.</i>
New programme area: “Scheme Development” with increased allocation	Formed from the “Future Scheme Identification and Initial Development” the increased allocation of £100k (from £50k) will support the development of new programmes and schemes which address priorities identified in year, such as the Healthy Streets approach, electric vehicle charging trial and parking controls, as well as projects to be delivered in 2018/19.
<i>Traffic & Environmental Schemes Programme area removed</i>	<i>The schemes previously under this programme area have been moved to other programme areas which better reflect MTS and local priorities:</i> <i>Reducing Signage Clutter – moved to Accessibility</i> <i>Rights of Way Improvements – moved to Cycling & Walking</i> <i>Future Scheme identification and Initial Development – moved to Scheme Development.</i>
New programme area: “Safe and Sustainable School Travel”	This new programme area combines various separate strands of work with a view to making delivery more efficient and by focusing on projects with measurable outcomes, supporting schools to provide safe and sustainable travel options. The detailed programme will be confirmed ahead of the 2017/18 academic year. The overall programme allocation is £150k compared to the total for the previously separate elements of £190k. With academic years spanning LIP funding years, there should

Change	Rationale
	be further opportunities to rationalise activities in 2018/19 as legacy projects are completed.
New allocation: "Safe and Sustainable School Travel"	A new £60k allocation which is part of the new programme area as set out above. The allocation will be used to deliver a programme which will combine a range of school based activities into a single offer. This includes funding previously allocated to separate schemes (Junior Travel Ambassadors, Safe Drive Stay Alive, Young drivers / riders, Bike It Officer).
Supporting STP Delivery allocation reduced	Reduction of £7k (to £53k from £60k) reflects increased allocation for cycle grants to schools.
Cycle Grants for Schools allocation increased	Increase of £7k (from £10k to £17k) to reflect actual utilisation in previous year.
Road Safety – Education, Training and Publicity programme area removed	This programme area had significant overlaps with the school travel work area so several areas of work have been combined under the Safe and Sustainable School Travel programme area. In addition opportunities were identified for closer links with physical schemes so the Road Safety Engagement allocation was moved into the Road Safety programme area.

3.6 Alongside the programme changes, to allow for regular monitoring of the revised programme, it is proposed that a LIP delivery plan is prepared. This will include:

- Name, brief description and funding allocation.
- Key deliverables.
- Timescales.
- Performance measures.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1 Leave the programme unchanged - This would mean that the Council would be committed to delivering a programme which does not offer best value and / or reflect regional and local priorities.

4.2 Do not prepare a delivery plan – This would reduce the resources required to manage the programme but would not allow for effective monitoring of progress.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Agree the revised LIP programme – The programme set out in this report responds to regional and local priorities as well as focusing on the delivery of effective interventions.
- 5.2 Agree that further amendments to the programme can be made in direct consultation with the Cabinet Member. This allows for in-year changes to be made relatively quickly to ensure that delivery is optimised and funding allocations are utilised effectively.
- 5.3 Confirm that a LIP delivery plan should be prepared – This will allow for effective monitoring of progress of a large-scale programme of work, including the identification of potential issues and the implementation of solutions.

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

6.1 Financial Implications

6.1.1 The Local Implementation Plan (LIP) Proposed Funding Allocations for 2017/18 (Appendix 1) are as follows:

- Corridors, Neighbourhoods & Supporting Measures: £3,071,000.
- Local Transport Funding: £100,000.
- Principal Road Maintenance: £1,086,000.

6.1.2 Expenditure (once approved by Transport for London) will be fully funded by means of direct grant from TfL. The funding arrangements are governed through the TfL Borough Portal and 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 costs are incurred, ensuring the Council benefits from prompt reimbursement.

6.1.3 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.

6.1.4 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.

6.1.5 Under current arrangements, delegated authority is given to boroughs to move funds within transport areas or, subject to limits between areas, subject to approval by TfL. Underspends occurring during a

financial year are normally returned to TfL and there is no presumption given that funding not required in a particular year can be carried forward.

- 6.1.6 The Capital Programme currently contains an Indicative 2017/18 LIP budget which will be updated to reflect the proposed allocations shown above. It is noted that the expenditure is fully funded from TfL grant and, therefore, there are no revenue costs to be incurred as a result.

6.2 Legal Implications

- 6.2.1 The Mayor's Transport Strategy (MTS2) provides the framework for the development of Local Implementation Plans (LIPs) by London Boroughs; it also provides the basis for the assessment of grant applications.

- 6.2.2 Under the Greater London Authority Act 1999 (GLA Act) Section 145, each London Borough Council shall prepare a Local Implementation Plan (LIP) containing its proposals for implementing the MTS2. The Mayor's LIP Guidance and Transport Strategy Implementation Targets provide the framework for common content and pace of delivery within which each LIP has been prepared. The targets arise from provisions in the GLA Act Section 41(9).

- 6.2.3 Under the GLA Act, the Mayor is empowered, through TfL, to provide grants to London Boroughs to assist with the implementation of the Transport Strategy. TfL are charged with responsibility of ensuring that the key rationale for allocating grants is the delivery of the MTS2.

- 6.2.4 The generic matters to which TfL will have regard in allocating financial assistance and the generic conditions that will apply to any such assistance are:

- Under Section 159 the GLA Act, financial assistance provided by TfL must be for a purpose which in TfL's opinion is conducive to the provision of safe, integrated, efficient and economic transport facilities or services to, from or within Greater London.
- In order to ensure this purpose is met, TfL may have regard to the following matters when exercising its functions under Section 159:
 - Any financial assistance previously given
 - The use made by the authority of such assistance
- Conditions - Section 159 (6) of the GLA Act also allows TfL to impose conditions on any financial assistance it provides and in specified circumstances to require repayment. Other more detailed conditions may be imposed that relate to particular projects.

- 6.2.5 The recommendations contained in this report are within the Council's powers and duties.

6.3 Property Implications

There are no identifiable property implications arising directly from the LIP proposals, however, as individual schemes progress, there may be an opportunity for specific input in respect of the Council's land and property portfolio.

7. KEY RISKS

Risks have been identified:

- 7.1 Strategic – Continuing with the previously agreed programme would impact on the delivery of Cycle Enfield which is a medium-term objective of the Council.
- 7.2 People – There is likely to be an impact on several staff due to changes in the programmes and schemes being funded. Agreeing this programme will allow engagement with staff about what changes are required.
- 7.3 Financial – The failure to agree a revised programme will impact on the ability of the Council to deliver schemes which in turn means funding could be lost, or costs transferred into next financial year, and / or not utilised effectively.
- 7.4 Reputational – By not delivering against Mayoral priorities or failing to effectively utilise TfL funding, future funding opportunities could be restricted including for the emerging Healthy Streets work stream.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness For All

These proposals will specifically contribute to improving access to the transport network and with it access to employment, housing and services. Key projects include:

- Implementation of Cycle Enfield schemes including Quietways, and corridor improvements.
- Ongoing programme to make all bus stops in Enfield accessible and improve the legibility of signage.
- Provision of Bikeability nationally accredited cycle training to adults and children.

8.2 Growth and Sustainability

These proposals will support growth and encourage sustainability via both the Cycle Enfield Quietways, Greenways and corridor improvements as well as the programme of supporting measures which includes cycle training and maintenance classes, cycle parking and support for schools. The funding for schools will support the preparation and implementation of plans and schemes which should increase the use of sustainable transport.

8.3 Strong Communities

Of particular relevance to the theme of strong communities is the new programme focused on offering support for schools to encourage sustainable and safe travel options. The Cycle Enfield Quieter Neighbourhoods work will also bring together communities to develop shared priorities for improvements in their local area. The cycle parking funding will be used to provide cycle hangers with a focus on council housing sites where residents have limited access to such facilities.

9. EQUALITY IMPACT IMPLICATIONS

- 9.1 Boroughs have a duty under current race, disability and gender legislation to carry out an EQIA of their LIP. This should identify whether or not (and to what extent) a LIP has an impact (positive or negative) on a particular equality target group, or whether any adverse impacts identified have been appropriately mitigated. The Disability Discrimination Act 2005 specifically requires local authorities to promote equality for disabled people, and to have regard to the needs of disabled people, both in developing and implementing plans. The general duty under the new Equality Act 2010 also requires authorities to assess the impact of relevant proposals on all disadvantaged groups, and the proposed consultation around transport issues will inform this work.
- 9.2 In developing the workstreams in Enfield's approved LIP, an Equality Impact Assessment was undertaken to ensure that the proposals presented do not discriminate against equality groups and that equality is promoted whenever possible.
- 9.3 The proposals within this report are directly derived from the Local Implementation Plan which was subject to an initial screening assessment during the preliminary stage of the LIP preparation process. This involved assessing whether the draft proposals would have a high/ low positive or negative 'impact' on the target equality groups; in particular the EQIA aimed to identify whether any of the proposals might encourage particular equality groups to make use of a transport service or alternatively might put them off using services.

This assessment did not identify any adverse or negative impacts, and as such, a full EQIA was not undertaken.

- 9.4 In addition the separate elements of the overall programme will be subject to assessments as they are brought forward for delivery. This has already been the case for the Cycle Enfield programme which has been subject to an assessment as part of the Cabinet approval process.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

- 10.1 Work undertaken within the Neighbourhoods, Corridors and Supporting Measures funding stream contributes directly towards the attainment of four of the five core Statutory Performance Indicators defined by the Mayor and are required by the Mayor, of all London Boroughs to pursue:
- Increased share of non-car modes including cycling and walking levels
 - Bus reliability improvements
 - Road casualty reductions
 - Reduced CO2 emissions from ground based transport
- 10.2 Work undertaken within the Maintenance funding stream (roads & bridges) contributes directly towards the attainment of one of the five core Statutory Performance Indicators defined by the Mayor and are required by the Mayor, of all London Boroughs to pursue - Highway Asset Condition Improvement.

11. HEALTH AND SAFETY IMPLICATIONS

Where relevant, schemes will also be subject to independent Safety Audits to ensure that they do not have an adverse effect on road safety. In addition, many of the schemes also fall within the scope of the Construction, Design and Management Regulations to ensure that schemes are built safely.

12. PUBLIC HEALTH IMPLICATIONS

These proposals will contribute positively to the health and well-being of the Borough by encouraging walking and cycling, promoting road safety and improving air quality. A report in 2015 by King's College London indicated that air pollution is associated with some 17% of deaths in the borough, whilst the Chief Medical Officer (CMO) has shown that meeting physical activity guidelines is associated with a reduction of 20 – 40% in long-term conditions. These themselves account for some 70% of the NHS budget.

Background Papers

None.

Appendix 1 – Revised LIP Programme for 2017/18

Programme / Scheme	Description	2017/18 Allocation £000's	2017/18 Revised £000's
Overall Programme	Corridors & Neighbourhoods and Supporting Measures Combined	3071	3071
Accessibility		100	100
Bus Stop Accessibility	Currently 85% of Enfield's bus stops are classed as accessible so this funding will continue supporting the design and delivery of accessibility schemes.	50	50
Reducing Signage Clutter	This is an ongoing programme of work which identifies and reduces signage clutter as part of a programme of renewal and rationalisation. Removing clutter improves the streetscape and reduces maintenance costs.	50	50
Air Quality		75	75
Mayor's Air Quality Fund Anti-Idling Project	Match funding for Mayor's Air Quality Fund project to raise awareness and change behaviour through monthly action days. This funding supports on-street activities and Enfield's participation in this multi-borough project.	15	15
Delivering Air Quality Improvements	Support for initiatives which improve air quality in the borough including through monitoring and focused activities as well as delivery of local projects and schemes. Last year the funding supported air quality monitoring, delivery of the statutory Air Quality Action Plan and responses to the emerging ULEZ.	45	45
Air Quality Monitoring	Support for 3 static air quality monitoring stations and mobile monitoring.	15	15

Programme / Scheme	Description	2017/18 Allocation £000's	2017/18 Revised £000's
Cycling & Walking		2431	2421
Cycle Enfield Major Schemes	Funding to support delivery of A105 route.	180	180
Cycle Enfield Quietways	Programme of Quietway schemes currently consisting of: <ul style="list-style-type: none"> • 2016/17 commitments - £107k • Quietway 18 - Enfield Town to Edmonton Green - £668k • Quietway Link 1 - Essex Road / Sydney Road - £75k 	850	850
Cycle Enfield Quieter Neighbourhoods	Delivery of Quieter Neighbourhoods: <ul style="list-style-type: none"> • Fox Lane - £241k • Connaught Gardens - £96k • Wolves Lane - £43k • Fernleigh Road - £150k • Firs Lane - £63k • Bush Hill - £72k Initial design and development of Quieter Neighbourhoods <ul style="list-style-type: none"> • Wilbury Way - £17k • Hazelbury Road - £17k • Edmonton Green - £17k • Winchester Road - £17k • Forty Hill - £17k 	750	750
Cycle Enfield Supporting Measures	Programme of supporting measures made-up of: <ul style="list-style-type: none"> • Additional satellite bike parking mini-hub - £45k • 10 community bike markets - £30k • Marketing and promotion of Cycle Enfield and active travel activities – £30k • Additional secondary school activities - £10k • Cycle Enfield attendance at festivals and community events - £15k • Cycling events for specific target groups, e.g. over 50s - £10k. 	140	140

Programme / Scheme	Description	2017/18 Allocation £000's	2017/18 Revised £000's
Cycle Parking	Ongoing programme of cycle parking implementation to complement Cycle Enfield. This covers the design and installation of up to 21 cycle hangars (126 spaces) and 70 short stay spaces.	60	90
Cycle Training	Provision of Bikeability nationally accredited cycle training to adults and children with the targets for 2017/18 being up to: Adults - 480 Children – 3,600	200	200
Cycling Promotion	Promotion and marketing activities to highlight ongoing cycling support activities (as distinct from Cycle Enfield specific activities). This includes both print advertising, the use of social media and engagement events.	30	30
Cycling Support Activities	Delivery of projects and programmes to support people to cycle: 137 Dr Bike sessions sessions for 3,200 bikes - £44k 10 Cycle maintenance classes for 60 trainees – £6k 12 Guided rides for 130 riders - £4k	80	54
Ponders End High Street	Contingency to allow post-implementation works to complement Ponders End Major Scheme. This has not been included in the main programme budget.	100	100
Rights of Way Improvements	Design and implementation of improvements to Enfield's rights of way network. Likely schemes include signing the Pymmes Brook Trail and new rights of way.	20	10
Safer Freight	Implementing the Enfield Safer Freight & Fleet Action Plan including promotion of the	21	17

Programme / Scheme	Description	2017/18 Allocation £000's	2017/18 Revised £000's
	Freight Operator Recognition Scheme, delivery of Exchanging Places events and CPC Safe Urban Driver Training.		
Road Safety		225	225
Road Safety Schemes	Schemes and projects identified through Technical and Economic analysis to be delivered as part of a rolling programme. Schemes delivered in 2016/17 included anti-skid surfacing, new pedestrian crossings and signs and lines.	150	150
Road Safety Engagement	Support to identify priority areas of work and undertake complementary engagement to raise public awareness of road safety issues.	25	25
Junction Protection	Design and delivery of schemes to maintain junction safety. In 2016/17, along with complementary funding, over 35 schemes were delivered at nearly 90 junctions.	50	50
Scheme Development		100	100
Programme, Project and Scheme Development	Support for the development of programmes, projects and schemes including where new priorities are identified which meet MTS outcomes but are not currently funded. Areas of interest include Healthy Streets and controlled parking zones.	50	100
Safe and Sustainable School Travel		0	150
Safe and Sustainable School Travel	Funding for the development and delivery of a focused programme of activities and interventions at schools identified as being high priority. The detailed programme is to be developed but will include	0	60

Programme / Scheme	Description	2017/18 Allocation £000's	2017/18 Revised £000's
	school travel planning, in school road safety activities and the identification of physical measures to support modal shift and reduce the highway impact of schools on local areas.		
Supporting STP Delivery	Support for schools to prepare, submit and monitor travel plans which encourage sustainable travel. This discharges a statutory duty and relates to the remainder of the 2016/17 academic year.	60	53
Cycle Grants for Schools	Programme of small grants (less than £1k) to schools with accredited School Travel Plans, to help them improve cycling provision and encourage uptake by pupils and staff.	10	17
School Travel Measures	Allocation to cover the cost of designing and delivering a small number of physical measures around schools to encourage walking and cycling.	20	20

