

## MUNICIPAL YEAR 2017/2018 REPORT NO.

### ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

#### KEY DECISION OF:

Executive Director –  
Regeneration and  
Environment

**Agenda – Part: 1**

**KD Num: 4458**

#### **Subject:**

**Access to LB Ealing's Framework  
Contract for the Provision of Highways  
and Transport Services**

**Wards: All**

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### **1. EXECUTIVE SUMMARY**

The report seeks authority to enter into an access agreement with Ealing Council to use their Framework Contract for the Provision of Highways and Transport Services.

### **2. RECOMMENDATIONS**

It is recommended that the Executive Director approves:

- 2.1 That the Council enters into an access agreement with Ealing Council to use their framework contract for engineering consultancy services as set out in this report.
- 2.2 That the Council calls-off from Ealing's framework contract for the provision of highways and transport services under Lot 3 as required to support the delivery of its programme of traffic and transport schemes, up to a value of no more than £300,000 per year until the contract expires in October 2020.
- 2.3 That, if necessary, the Council also calls-off from Ealing's framework contract for the provision of highways and transport services under Lot 1 (bridge inspections), Lot 2 (condition surveys) and Lot 4 Flood Management, up to a maximum value of £60,000 for each lot.
- 2.4 That authority to enter into individual call-off contracts is delegated to the Head of Traffic and Transportation and Head of Highway Services.

### **3. BACKGROUND**

3.1 Ealing Council have a framework contract for engineering consultancy services which is available for other boroughs to use. This covers the following areas:

- Lot 1 - Bridge Inspections
- Lot 2 - Condition Surveys
- Lot 3 - General Engineering
- Lot 4 – Flood Management

3.2 The framework contract runs until 31 October 2020 and Lot 3, in particular, would provide the Council with greater flexibility to ensure the cost-effective delivery of its programme of traffic schemes. Lot 3 (General Engineering) covers a range of services, including:

- Accident and other studies
- Traffic management
- Road safety engineering and audit
- Traffic order making
- Highways engineering
- Structural / civil engineering
- Asset management
- Transport planning
- Urban design / public realm
- CDM coordination
- Health and safety advice

3.3 LB Ealing have set up an access agreement so that other local authorities can use the framework contract, using standard terms and conditions.

3.4 The contract was let following the completion of a tender that complied with the relevant European procurement regulations. This resulted in the appointment of the following consultants:

Lot 1 – Bridge Inspections	Aecom Ltd
Lot 2 – Condition Surveys	XAIS Asset Management Ltd
Lot 3 – General Engineering	Project Centre Ltd (1) WSP UK Limited Parsons Brinckerhoff (2) Opus International Consultants (UK) Ltd (3)
Lot 4 – Flood Management	Metis Consultants Ltd

- 3.5 It is recommended that the Council enters into an access agreement with each of the above consultants so that it can commission work utilising Ealing Council's framework contract as and when necessary.
- 3.6 The terms and conditions will be those of the NEC3 Professional Services Contract 2013 and NEC3 Framework Contract 2013, as amended by Additional Conditions of Contract (Option Z clauses).
- 3.7 In the case of Lot 3 (General Engineering), tasks with a value reasonably estimated to be over £50k must be commissioned following a mini-competition to ensure best value.
- 3.8 When conducting a mini-competition the following applies:
- All consultants capable of providing the services will be notified of the proposed mini-competition and invited to express an interest. Details of the services required and the award criteria will be sent to all interested eligible consultants.
  - The mini-competition award criteria will be 80% price and 20% quality, although this can be varied dependent on the nature of the call-off to:
    - 90% price and 10% quality
    - 70% price and 30% quality
    - 60% price and 40% quality
  - Invitation to Quote (ITQ) procurement documentation will be issued to all providers. The ITQ documentation will normally include the following, although this may change if notified to all providers during the mini-competition:
    - Supplementary Specification (if applicable)
    - Quality Document
    - Pricing (which may include TUPE)
    - TUPE Information Confidentiality Agreement if applicable)
    - Form of Quotation
  - Two weeks will be given to the consultants for the return of mini-competition tenders.
  - The mini-competition tenders will be evaluated and scored in accordance with the issued mini-competition award criteria.
  - The highest scoring consultant in the mini-competition will be awarded the contract.
- 3.9 Subject to certain conditions, there is also provision to directly appoint the highest ranked consultant (Project Centre Ltd) where the task value is reasonably estimated to be less than £50k. In these circumstances, the 'Preferred Consultant' must provide their services at the quality and

price originally set out in their tender submissions for the Framework Agreement. If the 'Preferred Consultant' is unable to provide their services, the contracting authority shall select the next highest ranked consultant from Lot 3.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 Traffic and Transportation Services and Highway Services together provide the Council with a strong in-house civil engineering resource capable of providing the majority of the specialist services covered within the Ealing framework. Many of the in-house services are managed on a commercial basis where staff recover their fees on a project by project basis. External consultants will generally only be used where the in-house teams do not have the required specialist ability or resource capacity, or where there is a business case to commission this work externally.
- 4.2 The Council can commission consultancy services from Ringway Jacobs via the London Highway Alliance Contract (LoHAC). LoHAC is already being used to help with the delivery of the Cycle Enfield project. However, there is some concern about becoming dependent on a single contractor and this option is not recommended.
- 4.3 TfL's Engineering and Project Management Framework (EPMF) is available for boroughs to use to commission a range of consultancy support. However, there are typically 10-12 consultants on each lot and the Framework requires that each be invited to bid. Whilst TfL's EPMF may be suitable for major projects, it is not an efficient way to procure the type of smaller scale commissions needed to support the delivery of routine traffic and transport schemes.
- 4.4 The Council could also consider letting its own framework contract. However, this is not recommended due to significant cost associated with tendering, particularly given that an alternative framework is already available.
- 4.5 Consultancy support can also be procured using the London Tenders Portal on an individual basis. Whilst this option may still be used from time to time, a framework will normally provide a quicker means of procurement. The competitive rates within the framework also help to ensure value for money.

#### **5. REASONS FOR RECOMMENDATIONS**

Use of Ealing's framework contract will provide another option for the Council in the commissioning of consultancy services to help deliver its programme of works. This will avoid a dependency on LoHAC and

ensure that consultants can be appointed both efficiently and cost effectively.

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

### **6.1 Financial Implications**

- 6.1.1 This report seeks access to LB Ealing's Framework Contract for the Provision of Highways and Transport Services.
- 6.1.2 It is envisaged that the framework will mainly be used to assist with the delivery of the annual Local Implementation Plan programme funded by Transport for London (TfL). The value of work commissioned via the framework contract is estimated to be up to £300,000 per annum, which can be met from the Corridors, Neighbourhoods and Supporting Measure allocation, which amounts to £3.071m in 2017/18.
- 6.1.3 The historic spend on the types general engineering support covered by Lot 3 is less than the proposed £300,000 per annum threshold.

### **6.2 Procurement Implications**

- 6.2.1 Over the years the LB Ealing has taken responsibility for setting up and managing a London-wide Professional Highways and Transport Services framework agreement. LB Ealing placed a Contract Notice in the Official Journal of the European Union (OJEU) (ref: 2016/S 147-265841) under four related lots naming all the London councils. The framework and its four lots were awarded in November 2016 and a Contract Award Notice appeared in OJEU on 11 January 2017 (ref: 2017/S 007-010424).
- 6.2.2 Corporate Procurement has reviewed the framework contract and confirmed that confirmed that it is suitable for use by the Council.
- 6.2.3 Any call-off must be undertaken in accordance with the Framework Agreement procedures and terms & conditions.

### **6.3 Legal Implications**

- 6.3.1 Section 111 of the Local Government Act 1972 gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.
- 6.3.2 The Council also has a general power of competence in section 1(1) of the Localism Act 2011. This states that a local authority has the power

to do anything that individuals generally may do provided it is not prohibited by legislation.

- 6.3.3 The Council must comply with its obligations with regards to obtaining best value under the Local Government (Best Value Principles) Act 1999.
- 6.3.4 The Council is permitted to call-off from Framework Agreements and must comply with the terms and rules of that Framework (including any rules regarding direct award and conducting mini-competitions).
- 6.3.5 The Council must comply with its Constitution, Contract Procedure Rules and in instances where a call-off contract value exceeds the relevant EU threshold, it must also comply with the Public Contracts Regulations 2015.
- 6.3.6 The matters described in this report trigger the Key Decision procedure, which must be complied with.
- 6.3.7 All legal agreements (including the framework access agreement) arising from the matters described in this report must be approved by the Assistant Director of Legal & Governance Services.

#### **6.4 Property Implications**

The report raises no property implications

### **7 KEY RISKS**

The following key risks have been identified:

<b>Risk Category</b>	<b>Comments</b>
Operational/People	Framework will provide greater resilience at a time when there is a general engineering skills shortage.
Financial	Framework was awarded following an EU compliant tendering exercise and the risk of challenge is therefore minimal.
Reputational	Partnering with several consultancy organisations substantially mitigates the risk of reputational damage by providing the resources to deliver complicated and resource intensive schemes.

## **8 IMPACT ON COUNCIL PRIORITIES**

### **8.1 Fairness for All**

The report recommendations are likely to have a neutral impact on this priority

### **8.2 Growth and Sustainability**

Use of the framework contract will provide additional resilience for the Traffic and Transportation Service and will help it deliver its programme of works, much of which is concerned with supporting growth and promoting sustainable means of transport.

### **8.3 Strong Communities**

The report recommendations are likely to have a neutral impact on this priority

## **9 EQUALITY IMPACT IMPLICATIONS**

Standards have been incorporated within the Contract specification to ensure that the service providers have effective policies on equalities. Appendix 1 provides further details of the precise contract requirements.

## **10 PERFORMANCE MANAGEMENT IMPLICATIONS**

Use of the framework contract will help the Council meet a number of the Council's aims by supporting its programme of works relating to improved transport connectivity and capacity.

## **11. PUBLIC HEALTH IMPLICATIONS**

Use of the framework will provide greater capacity and enable the Council to deliver its programme of active travel initiatives aimed at improving public health.

### **Background Papers**

None.

## **Appendix 1**

### **Contract Clauses Relating to Equal Opportunities, Unlawful Discrimination and Human Rights**

- 7.1 *The Supplier shall comply with and the Employer may require the Supplier to submit evidence to demonstrate he has adopted a policy to comply with the requirements of the Equality Act 2010 and shall not treat one individual or group of people less favourably than others because of colour, race, nationality, ethnic origin, religion, faith or belief, gender, gender reassignment, sex, sexual orientation, disability, age, marital status or because they have entered into a civil partnership, pregnancy or maternity and further, the Supplier shall seek to promote equality among its personnel and generally.*
- 7.2 *Pursuant to 7.1, the Supplier shall observe as far as possible the Equality Act Codes of Practice produced by the Equality and Human Rights Commission, which accompany the Equality Act 2010.*
- 7.3 *The Supplier shall refer to its equal opportunities policy:*
- 7.3.1 *in instructions to those concerned with recruitment, training and promotion of its personnel;*
  - 7.3.2 *in documents available to its personnel, recognised trade unions or other representative groups of its personnel; and*
  - 7.3.3 *in advertisements and other literature for its personnel,*
- 7.4 *The Supplier shall on request, provide the Employer with examples of such instructions, documents, advertisements and other literature.*
- 7.5 *In the event of any finding of unlawful discrimination or recommendation being made against the Supplier by any court or tribunal or of an adverse finding or recommendation in any formal investigation, the Supplier shall take appropriate steps to prevent repetition of the unlawful discrimination and shall on request, provide the Employer with details of any steps taken.*
- 7.6 *The Supplier shall take all reasonable steps to ensure that its employees engaged in the performance of the Works do not act towards either members of the public or the Employer's personnel in a manner that could amount to harassment on any of the grounds mentioned in clause Z 7.1 above.*
- 7.7 *The Supplier shall at the request of the Employer provide the Employer with a breakdown of its workforce by race and grade to the extent that the Employer may reasonably require such information for the purpose of monitoring the Supplier's compliance with clauses Z 7.1, 7.3, 7.4, 7.5 and 7.6 so far as may be relevant.*
- 7.8 *The Supplier shall inform the Employer immediately on becoming aware of any legal proceedings (whether civil or criminal) brought or likely to be brought against the Supplier under the Equality Act 2010 or any judgments awards, convictions, (not spent or exempted under the Rehabilitation of Offenders Act 1974) or settlements arising therefrom and shall provide the Employer with such further information and documentation as he may require in relation thereto.*



- 7.9** *The Supplier shall not, when employing persons for the purpose of performing the Works, discriminate on grounds of race against any person;*
- 7.9.1** *in the arrangements the Supplier makes for the purpose of determining who should be offered that employment; or*
  - 7.9.2** *by refusing or deliberately omitting to offer that person that employment; or*
  - 7.9.3** *in the way the Supplier affords that person access to any benefits, facilities or services or any benefits, facilities or services arising from the employee's Terms and Conditions of employment or by refusing or deliberately omitting to afford that person access to them; or*
  - 7.9.4** *by dismissing that person or subjecting him or her to any other detriment (not being detriment involving a denial of any of the opportunities mentioned in clause Z 7.9.3 above, nor a detriment relating to the employee's Terms and Conditions of employment).*
  - 7.9.5** *The Contractor shall provide such information and access to such documents as the Employer may reasonably require satisfying itself that the Contractor complies and shall continue to comply in all respects with this Clause.*
- 7.10** *The Contractor shall carry out the Works in a manner which is consistent with the Human Rights Act 1998 as though (for the avoidance of doubt) it is bound by the Act and in such a way that the Employer shall not be liable to any person for a breach of its duties under the said Act*



## MUNICIPAL YEAR 2017/2018 REPORT NO.

### ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

#### PORTFOLIO DECISION OF:

Cabinet Member for Economic  
Regeneration & Business  
Development

#### REPORT OF:

Executive Director of Regeneration  
and Environment

<b>Agenda - Part:</b>	<b>1</b>	<b>KD 4629:</b>
<b>Subject:</b>		
Warm Homes Fund		
<b>Wards: All</b>		
<b>Cabinet Member consulted:</b> Cabinet Member for Economic Regeneration & Business Development		

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### 1. Executive Summary

- 1.1 In 2015, 11,334 households in Enfield were in fuel poverty, which makes up 9.3% of all Enfield households. Fuel poverty leads to many negative consequences, including poor health, growing demand for GP appointments and emergency hospital admissions, increased demand for adult social care services, higher carbon footprints and loss of disposable income.
- 1.2 Enfield Council has been successful in securing £375k of funding from the National Grid's Affordable Warmth Solutions (AWS), which is a Community Interest Company, Warm Homes Fund (WHF) for a partnership project with Islington, Barnet and Haringey. AWS provides capital funding for the installation of first time central heating or Air Source Heat Pumps (ASHPs) in fuel poor households, primarily in the private sector, who do not use mains gas as their primary heating fuel.
- 1.3 The Council has also been able to release £100K of match funding from the GLA's RE:NEW1 project, which had been held back by the GLA. This brings the total funding to £475k. Officers will also identify households that could be eligible for Energy Company Obligation (ECO2(t)) under local authority flexible eligibility, which requires 10% of each energy company's supplier obligation to be made available to households deemed eligible by local authorities.
- 1.4 The funding will benefit 100 eligible properties, which are likely to be located all over the borough. To meet the criteria, residents must be:
  - Living in one of the top 25% most deprived areas in England; or
  - Eligible for support under the ECO Home Heating Cost Reduction Obligation (HHCRO) that's targeted at fuel poor households; or
  - In fuel poverty based on the Low Income High Cost indicator.
- 1.5 Officers will use existing Energy Performance Certificate (EPC) data to target households most at risk of fuel poverty through direct mail. To generate referrals, we will also use front life staff, ward forums and active third sector organisations.

- 1.6 The Sustainability Service is at capacity and we do not have access to a Fuel Poverty Officer. As per funding rules, we will use half of the 10% of the total funding amount to contract out project management to the GLA's RE:NEW team. The Sustainability Service will client the project. We will use the other half to fund resident engagement and outreach.
- 1.7 The Council will need to enter a Memorandum of Understanding (MoU) with the partner Councils, which will determine Funding Allocation & Affordable Warmth Solutions (AWS) Funding Drawdown Process, Grant Claim Process and Dispute Resolution. In addition, the Council needs to publish a Statement of Intent (Sol) as required by the Department of Business, Energy and Industrial Strategy (BEIS) under the ECO2(t) rules and subsequently issue a declaration in writing for premises to be deemed eligible.

## **2. Recommendations**

The Cabinet Member for Economic Regeneration & Business Development agrees that:

- 2.1 The Executive Director of Regeneration and Environment and the Sustainability Service should progress with this fuel poverty alleviation project, which leverages up to £750k of external funding to benefit up to 100 eligible households in fuel poverty;
- 2.2 The project management of the WHF Project is delegated to the GLA's RE:NEW team, who are part funded by the GLA, clienting the project through the Sustainability Service within the Regeneration and Environment Department;
- 2.3 The Executive Director of Regeneration and Environment enters into a Memorandum of Understanding (MoU) with Islington Council to meet project outcomes and invoice Islington for Enfield's share of the funding periodically over the next 2 years; and
- 2.4 The Executive Director of Regeneration and Environment signs the Statement of Intent (Sol) to participate in ECO2(t) to enable officers to engage energy companies through flexible eligibility and attract further funding for use as match funding.

### **3. BACKGROUND**

- 3.1 Fuel poverty has been a persistent problem in the borough. According to the statistics presented by BEIS in 2015, 11,334 households in Enfield were still in fuel poverty. Households who do not use gas as a primary heating fuel are more likely to be fuel poor, as other fuel options are typically more expensive.
  - 3.1.1 Fuel poverty leads to many negative consequences, both for the households and the borough. Living in cold homes can make vulnerable people ill or exacerbate their existing illnesses, which places additional strains on already overstretched health and social care services. In addition, the reason why many homes are so expensive to heat is due to inadequate insulation and inefficient boilers. These homes increase the borough's carbon footprint.
  - 3.1.2 Fuel poverty has a particularly negative effect on children. Research shows that children in cold homes are more than twice as likely to suffer from breathing problems. Fuel poverty may even affect their education, if health problems keep them off school or if they have no warm separate room to study in. In addition, higher heating bills mean that money which could otherwise be spent in Enfield, helping to support local businesses and provide local employment, is collected by national energy companies.
  - 3.1.3 One of the ways to help alleviate fuel poverty is to deliver retrofit measures in vulnerable households, aimed at increasing energy efficiency and reducing heating bills.
- 3.2 In 2016-17, Enfield undertook the Warm and Healthy Homes Fund project, which delivered retrofit measures to 59 properties across the borough, in partnership with Barnet, Haringey and Westminster. Given that the partnership was effective and the impacts positive, it was decided that the four boroughs should once again work together to submit a bid for the Warm Homes Fund. Islington is the lead borough this time.
  - 3.2.1 In November 2017, Enfield was successful in securing £375k of funding from the WHF. In addition, we have been able to release a further £100k of match funding from GLA RE:NEW project. This pot of funding was held back by the North London Housing Partnership in 2013 as a result of poor delivery from a contractor. The GLA, through some negotiation, have deemed this project eligible to match fund to maximise the amount of impact that can be made in Enfield. This brings the total of funds available for this project to £475k.
- 3.3 The funding can be used both for private sector homes and Council properties. There is a higher prevalence of fuel poverty in the private sector, especially in rented accommodation. As this funding has been offered to reduce fuel poverty, we will be focusing on finding eligible households in the private sector as they are at a higher risk of being in fuel poverty.
  - 3.3.1 Residents who are claiming Housing Benefit, Council Tax Benefit or Disability Living Allowance and are living in homes with energy efficiency rating E, F or G and where gas is not the main heating fuel are at an increased risk of fuel poverty and health impacts associated with a cold home. We will use direct mail to reach eligible householder and Enfield's existing Fuel Poverty Service to raise awareness of the project. We will generate referrals through events

targeted at front line staff, ward forums and active third sector organisations, such as Citizens Advice and the Over 50s Forum.

- 3.3.2 Each property that has an ASHP will be eligible to apply for the Renewable Heat Incentive (RHI). The RHI subsidy, administered by the Office of Gas and Electricity Markets (Ofgem), will pay the council approximately £7K per ASHP installed in domestic properties over a 20 year period as a renewables subsidy. The income generated from this subsidy will have to be ring-fenced for other fuel poverty initiatives.

- 3.4 The project will run for a 2 year period until March 2020 and will be project managed by the RE:NEW team. RE:NEW is the GLA funded award-winning programme set up in 2009 to help make London's homes more energy efficient.

- 3.4.1 The aim of the RE:NEW programme is to reduce carbon emissions and energy bills in London's homes. This accounts for around 36 per cent of the capital's total carbon footprint. RE:NEW helps organisations such as London boroughs, housing associations, and universities to implement retrofit projects and alleviate fuel poverty. It is doing this through:

- the RE:NEW Support Team, an expert team providing the end to end support needed to get projects up, running and successfully implemented
- the RE:NEW framework of suppliers, which saves time and resources for organisations that are procuring retrofit services and works

- 3.4.2 RE:NEW is helping to achieve the ambitious target for London to be a zero carbon city by 2050. As not all of the project management costs will be covered by the funded RE:NEW programme, we will be paying £26k over the 2 year period for project management tasks that fall outside of the scope of the GLA funded programme. This will reduce the amount of Enfield Council officer time needed to deliver the project.

- 3.5 The Council will need to enter an MoU with the partnering Councils (attached as Appendix 1), which will determine Funding Allocation & AWS Funding Drawdown Process, Grant Claim Process and Dispute Resolution. This is not a legally binding contract. However, we are committing in good faith to our partner boroughs that we can deliver on our commitments. We have successfully delivered a similar project last year whereby we exceeded our target.

- 3.6 In order to maximise the impact of this funding, we will be seeking to match fund some eligible properties with Energy Company Obligations funding. The obligation is for energy companies to deliver carbon emission savings based on reducing the cost of heating of fuel poor households. The obligation is administered by Ofgem with detailed criteria defining eligibility for households and the kind of works that deliver the target.

- 3.6.1 Obligations funding have been used for many years. However, it has been left to energy companies to decide what is the best use of their funds. The current obligation runs for 18 months from April 2017 and is a transition period between two phases of obligation periods. It is now referred to as ECO2(t)

- 3.6.2 ECO2(t) is expected to fund a number of energy efficiency retrofits such as loft and cavity wall insulation and a limited number of heating repairs and replacements.
- 3.6.3 Changes introduced under ECO2(t) include:
- New flexible eligibility defined by local authorities (see below)
  - Simplification of administration
  - A cap on boiler replacements
  - Eligibility for social housing properties with an EPC of E, F and G.
- 3.6.4 Up to 10% of each supplier's obligation can be met through new arrangements for flexible eligibility, which allows local authorities to declare households as eligible for funding. This will potentially impact a small number of households in Enfield that may be eligible for ECO funding but that are not aware.
- 3.7 A statutory instrument, the Energy and Gas (Energy Company Obligation) Order sets out the requirements of ECO2(t). The Order requires that any local authority wanting to make use of flexible eligibility must publish a Statement of Intent (Sol) (attached as Appendix 2) and subsequently issue a statement in writing that any premises deemed to be eligible are, in the opinion of the local authority, in fuel poverty or on a low income and vulnerable to the effects of living in a cold home.
- 3.8 BEIS published guidance in April 2017, setting out advice on how local authorities and energy suppliers should approach delivery of flexible eligibility. The non-statutory guidance advised that the Sol should state how the local authority should target eligible households, but confirms that local authorities have flexibility about the criteria or methodology that they use.
- 3.9 The Sol will also allow us to facilitate the drawdown of funding to support other fuel poverty schemes that are currently operating in the borough, such as project LEAP. This project offers a two-hour home visit with a Green Doctor, who will provide eligible resident with energy saving hints and tips as well as free easy to install energy efficiency measures such as draught proofing and low energy light bulbs. During the visit, the Green Doctor is also able to help the resident switch energy provider and make onward referral to an income maximisation service which helps identify the correct benefits and other grants the resident is entitled to.
- 3.10 Upon completion of the LEAP visit, if the resident is able to benefit from a new boiler, loft and/or wall insulation we will then be able to make an onward referral to an installer having declared the resident as an eligible household under ECO2(t) flexible eligibility.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

##### **4.1 *Do nothing approach:***

- 4.1.1 Allow energy companies and local businesses to use Energy Company Obligations funding to help residents in fuel poverty. Fluctuations in the ECO market have seen up to 80% variance in the amount of funding available which means that there is often a substantial contribution required from the

resident, which is inconceivable for the most financially vulnerable households, who should be our priority.

#### **4.2 Voluntary sector delivery:**

- 4.2.1 Rely on other forms of funding from Citizens Advice and Comic Relief to provide income maximisation services, which only address part of the problem and does not provide long-term solutions.

#### **4.3 Public Health funding:**

- 4.3.1 Continue to lobby the NHS to fund the energy retrofit homes of those with the most severe cases of respiratory and circulatory illness. Although both the Public Health team and Clinical Commissioning Group are supportive of this type of intervention, stretched budgets mean that it is unlikely that such a project would go ahead without external funding, such as that supplied by the National Grid for this project.

### **5. REASONS FOR RECOMMENDATIONS**

- 5.1 The project will help 100 households achieve better levels of thermal comfort in their homes while spending less on their heating bills. This means that they will have more disposable income to spend on other necessities, and are thus less likely to fall into debt. Furthermore, it will reduce the anxiety and stress associated with high energy prices.
- 5.2 Providing new and more efficient central heating systems or Air Source Heat Pumps will increase the energy efficiency of the participating properties, which will help reduce the carbon footprint of both the households and the borough, in line with 'Sustainable Enfield.'
- 5.3 Being able to heat their homes to an adequate level will improve the residents' health and well-being outcomes. It is expected that by helping the households keep warm for less, we will prevent further escalation of their existing illnesses, especially those exacerbated by cold weather. This will improve their ability to self-manage their health problems and reduce the need to interact with GP and emergency health provisions on such a frequent basis, in turn relieving some pressure on local NHS resources. A similar pilot scheme in Sunderland, 'Boiler on Prescription', saw a fall of 60% in GP appointments and a reduction of 30% in accident and emergency attendances among participants with Chronic Obstructive Pulmonary Disease.

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

#### **6.1 Financial Implications**

This report seeks the Council to:

- 6.1.1 Invest in the fuel poverty alleviation project, through the Warm Homes Fund and other funding sources (see table below).
- 6.1.2 Enfield Council to enter into a Memorandum of Understanding (MoU) with Islington Council to meet project outcomes and invoice Islington for Enfield's share of the funding periodically over the next 2 years.



- 6.1.3 The Council signs the Statement of Intent (Sol) to participate in ECO2(t) to enable officers to engage energy companies through flexible eligibility and attract further funding for use as match funding.
- 6.1.4 The total fundings of the project are listed below (fully funded from external funding sources). There are no costs on the Council as a result of this project.

Source of funding	Amount £000s
Warm Homes Fund grant	375
GLA's RE:NEW 1 Grant provided to be used as match funding	100
<b>Total Grant allocation Secured</b>	<b>475</b>
Further match funding to be sourced from external sources such as ECO funding/Landlords contribution/equipment supplied by manufacturer in return for RHI subsidy and a new £3million energy efficiency fund from the GLA	275
<b>Grand Total</b>	<b>750</b>
10% of grant value for project management costs	47.5
Contribution From Enfield Council	Zero

## 6.2 Legal Implications

- 6.2.1 The Council has the general power of competence under Section (1) of the Localism Act 2011 to do anything that individuals may generally do provided it is not prohibited by legislation. There is no express prohibition, restriction or limitation contained in a statute against use of the power in the way envisaged by the matters in this Report. Committing resources to fund fuel poverty alleviation measures in the borough is in accordance with this power.
- 6.2.2 The Memorandum of Understanding between the Council and the other London Councils, the related AWS Recipient Agreement (Grant Funding Agreement) the related service contract and any other legal agreements required as a result of the matters in this report must be approved in advance of their commencement date(s) by Legal Services.
- 6.2.3 The Council will need to comply with the Council's Constitution, in particular the Contract Procedure Rules in relation to the procurement of a services contract for project management services and any procurement of contractors.
- 6.2.4 The Council has a fiduciary duty to take into account the interests of its Council Tax payers, which should be considered in relation to this. The Council must also comply with its obligations with regards to obtaining best value under the Local Government (Best Value Principles) Act 1999.

## 6.3 Property Implications

- 6.3.1 Although this funding does not discriminate on the basis of tenure, it is unlikely that any council property will benefit from the project in the first instance. There is instead a strong emphasis on dispensation of funds in private sector homes, as these properties are more likely to fall below the standard of decency than Council-owned properties. However, if we are able to find suitable Council homes with eligible households, we could facilitate the installation of first time central heating. We will also likely require a match funding contribution from the Council's HRA budget. Upon initial discussion, we have been told that the HRA cannot afford to match fund any project at the moment.

## 7. KEY RISKS

Issue	Mitigation
Insufficient or many ineligible referrals mean we are unable to spend all the funding, and have to return it to the National Grid.	Use existing data to target residents who are claiming Housing Benefit, Council Tax Reduction or Disability Living Allowance and are living in homes with energy efficiency rating of E, F or G where gas is not the main source of heating fuel. Work with third sector organisations and the Council's front line staff to raise their awareness of the project and to drive referrals to the scheme.
Too much demand for measures. Many people are unable to get the help they need, and their health continues to decline as a consequence.	Set criteria such that those who will benefit most from these measures are prioritised. Other referrals should be dealt with by using the LEAP scheme to install smaller measures and provide advice.
Inappropriate or badly-fitted interventions lead to reputational damage for LBE and a reduction in the value for money of the project.	Only use trusted contractors with good credentials. We will use the RE:NEW team, who specialise in helping local authorities implement retrofit projects and alleviate fuel poverty, to source reliable contractors. We will also work with the RE:NEW team to manage effective installation of central heating systems or ASHPs and quality monitoring. Have a clear process for dealing with complaints.
A significant number of eligible residents or landlords refuse works, meaning that funding targets are not met.	Make the offer appealing to both residents and landlords and the process simple. Work with the Enforcement Team to encourage landlords to take part.
RE:NEW project management not	The Sustainability Service will client the RE:NEW team, who will be contracted for project management.

delivering outputs, leading to financial loss.	We will develop clear KPIs and ensure their delivery through regular client meetings. The pay to the RE:NEW team will be performance related: that is, we will be paying based on outputs, not a full project management cost up front.
Operational costs of ASHPs result in a revenue pressure for the Council.	It is unlikely that any Council properties would be affected by the project. However, if a suitable Council property with an eligible household is identified, we will facilitate an installation of first time central heating, and not ASHPs, thus avoiding revenue pressure from the operational costs potentially associated with ASHPs. Operational costs from ASHPs in the private sector will be the responsibility of the household.

## **8. IMPACT ON COUNCIL PRIORITIES**

### **8.1 Fairness for All**

This project will help vulnerable people keep their homes warm while spending less on their heating bills. This will improve their physical and mental health and quality of life and ensure that they have more disposable income to spend on other necessities. By doing so, the project will contribute to reducing inequality in the borough.

### **8.2 Growth and Sustainability**

The project will increase the energy efficiency of the properties, in the process reducing the borough's carbon footprint. This will contribute to Sustainable Enfield's 60% carbon reduction target for the Borough by 2025.

### **8.3 Strong Communities**

By helping vulnerable people keep warm and healthy as well as increasing their financial stability, the project will contribute to the Council's aim of making Enfield a safe and healthy place to live for all its residents. This will contribute to a sense of empowerment and trust in the Council as an authority that listens to the needs of the local people and works for their benefit.

## **9. EQUALITIES IMPACT IMPLICATIONS**

The project will help vulnerable households heat their homes to an adequate standard while spending less on heating bills. While income itself is not a protected characteristic, the eligibility criteria were designed to ensure that those most in need of these measures would be prioritised. As a result, the project can potentially contribute to eliminating discrimination and promoting equality of opportunity among several protected characteristic groups, such as people who have a disability, are elderly, or have young children and/or are pregnant. This will contribute to the reduction of inequality in the borough.

through financial inclusion and better health. We have completed a predictive EQIA (attached as Appendix 3). It has highlighted no negative impacts on residents from the protected characteristic groups or persons due to socio-economic factors.

#### **10. PERFORMANCE MANAGEMENT IMPLICATIONS**

We will be contracting out the project management to the GLA's RE:NEW team. The Sustainability Service will client the project. We will develop clear KPIs and manage their delivery through regular client meetings.

#### **11. HEALTH AND SAFETY IMPLICATIONS**

All contractors will have to comply with the health and safety policies and will be checked prior to any engagement with residents. We will work with the RE:NEW team, who specialise in helping local authorities implement retrofit projects, to employ reliable contractors with relevant accreditations, such as the Gas Safe certificate for boilers. We will also work with the RE:NEW team to ensure the quality of the works undertaken.

#### **12. HUMAN RESOURCES IMPLICATIONS**

Not applicable at this stage.

#### **13. PUBLIC HEALTH IMPLICATIONS**

The project will help improve the health and well-being of 100 of the most vulnerable households in the borough. By installing new boilers or air source heat pumps in their home, we will be increasing thermal comfort in their home, which has been proven to reduce the exacerbation of long-term respiratory and cardiovascular illnesses. This should allow residents to self-manage their illnesses more effectively and reduce the frequency with which they have to go to a GP or be admitted to the hospital.

#### **Background Papers**

None

## MUNICIPAL YEAR 2017/2018 REPORT NO.

### ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

### OPERATIONAL DECISION OF:

Executive Director –  
Regeneration and  
Environment

**Agenda – Part: 1**

**KD Num: 4598**

**Subject: Appointment of architect led,  
multidisciplinary team to support  
meanwhile at Meridian Water**

**Wards: Upper Edmonton**

Contact officer and telephone number: Jasper Keech 020 8379 3625

E mail: [jasper.keech@enfield.gov.uk](mailto:jasper.keech@enfield.gov.uk)

### 1. EXECUTIVE SUMMARY

- 1.1. The Neighbourhood Regeneration team identified a need for support in developing a meanwhile programme for Meridian Water in order to achieve its meanwhile objectives of providing a revenue stream and a regeneration impetus closely linked to place-shaping requirements. The support needed is for an architect -led multidisciplinary team to provide skills including: architecture and urbanism, landscape design, development management, planning, workspace planning and place branding, as well as the ability to contract manage further support for specific projects as needed.
- 1.2. The Team undertook a procurement process using a framework from the GLA/TfL called Architecture Design and Urbanism Panel Framework. A mini competition was run in accordance with the terms of the Framework
- 1.3. Four bids were received, and evaluated individually using the framework evaluation criteria outlined in the tender documents. From this process it is recommended that Bidder A are appointed.

### 2. RECOMMENDATIONS

It is recommended that the Executive Director:

- 2.1 Approves the appointment of Bidder A as set out in this report.

### 3. BACKGROUND

- 3.1. Meridian Water is Enfield Council's flagship regeneration project. It will deliver 10,000 homes and thousands of jobs.
- 3.2. Enfield is currently in negotiations with the 2<sup>nd</sup> bidder after discussions with Barratt London were terminated in October 2017.
- 3.3. Enfield Council is taking a proactive approach acquiring the land in Meridian Water and is responsible for it until it is passed to its Master Developer Partner for its 'long-term-use', be it housing, commercial space or other function. It is also therefore able to utilise all the land it acquires for Meanwhile Uses – which in this context is defined as any use until its intended long-term one.
- 3.4. The Neighbourhood Regeneration team identified a need for support in developing a meanwhile programme for Meridian Water in order to achieve meanwhile objectives agreed by the Meridian Water Meanwhile Board identified below:
  - 3.4.1. **Provide a revenue stream for the Council.** The Council has invested in land acquisition and has a practical and moral obligation to ensure its investment is making the best return it can. The overall revenue generated between the purchase of the land and the start of development should at least pay for its self. Some areas may generate more revenue than others, so total cost and revenue should be considered in aggregate site wide.
  - 3.4.2. **Provide regeneration impetus and activity that is closely linked to the place-shaping requirements of the project. The objectives here include:**
    - 3.4.2.1. **Change perceptions** of the local area and the local community. The Meridian Water site may be known as 'a deprived neighbourhood', 'the area north of Tottenham', 'the industrial area around Ikea', vacant land just south of the North Circular', or similarly negative or uninspiring descriptions. The Council wants to change these perceptions and have Meridian Water, and wider Edmonton, to be known as an exciting and vibrant place that **establishes a new destination** for people to live, work and visit.
    - 3.4.2.2. **Increase awareness** of Meridian Water project across a variety of audiences.
    - 3.4.2.3. **Increase footfall** to the area in various ways. Currently the site is not very accessible, but this will be changing as infrastructure is developed over the coming years. The Council wants to provide a variety of reasons for people to go to the area.
    - 3.4.2.4. **Projects and proposals should be complementary.** Meridian Water, and its meanwhile projects, including Meridian Works, have a focus on creativity and entrepreneurship. Projects should complement the area's planned position as a creative hub.
    - 3.4.2.5. **Generate benefits for local people within Upper Edmonton and neighbouring wards through participation, engagement and**

**empowerment. Bring local people into the new development** – physically, socially and economically. A headline aim of Meridian water is to take the neighbouring Edmonton wards out of the top 10% most deprived in the country, and the impact of the Meridian Water project, which starts with meanwhile uses, needs to address this agenda.

- 3.4.2.6. **Jobs/Employment & Economic Environment.** Meridian Water will provide workspace for thousands of jobs, meanwhile projects are crucial for creating jobs in the early years of the project. Jobs and economic activity pave the way for the transition of Meridian Water from a brownfield/industrial site towards a new destination to live and work.
- 3.5. The support needed is for an architect -led multidisciplinary team to provide skills including: architecture and urbanism, landscape design, development management, planning, workspace planning and place branding; as well as the ability to contract manage further support for specific projects as needed, such as further Meridian Works phases.
- 3.6. One such meanwhile project is a fashion manufacturing hub on the Orbital Business Park, (Meridian Works 'Phase 2').
- 3.7. Meridian Works Phase 2 will deliver a fashion hub in Orbital Business Park by refurbishing an existing industrial shed of 27,000sqft situated at the heart of Meridian Water, and improve the surrounding public realm.
- 3.8. **Governance - funding**
- 3.9. The cost for services related to this procurement are set out in Part 2 of the report.
- 3.10. The expenditure for the meanwhile programme will be funded by meanwhile income received by the Council this financial year. The funding for the architectural and other services for Meridian Works phase 2 are subject to grant funding, as detailed below.
- 3.11. The Council has submitted an expression of interest to the GLA for a grant under the Good Growth Fund to finance the project. The team were successful in reaching the second stage, for which further feasibility work is required.
- 3.12. The Council is also pursuing other potential grant funding with the UKFT to deliver Meridian Works Phase 2.
- 3.13. Upon notification for successful grant application, we require a multidisciplinary architect led team to complete designs for project, to then procure a construction contractor. The Council envisages that this requires the following skills and expertise: architectural design, engineering, urban planning and, landscape architecture.
- 3.14. The designs for the Meridian Works Phase 2 project will only be required if Enfield Council is successful in securing grant funding. This has been

made clear to bidders. The funding for this part of the work will be secured by grant funding, Enfield Council will need to forward fund this expenditure which will then be repaid by grant funding.

### **3.15. Governance - Procurement process**

**3.16.** The Neighbourhood Regeneration team liaised with LBE procurement on the best method to undertake the procurement. It was decided that using the GLA/TfL's Architecture Design and Urbanism Panel (ADUP) framework was the most suitable route.

**3.17.** The ADUP framework is comprised of 14 Lots which focus on distinct categories of work. Following discussions with the GLA and LBE procurement it was decided that Lot 7 was the most appropriate lot with suitable consultancies to use.

**3.18.** The procurement was presented to the Procurement and Commissioning Board on 21/09/2017 and was agreed.

**3.19.** A full specification and evaluation criteria was drafted and agreed in partnership with relevant parties, including LBE procurement and the GLA. The ADUP framework required a 70/30 quality/price split in evaluation.

**3.20.** All members on the framework were contacted prior to the Tender being sent out to gauge interest and ensure that all supplier's contact details were up to date. One supplier stated that they would not be submitting a bid for the tender due to capacity constraints so to not send to them.

**3.21.** All members of Lot 7 (apart from the supplier as explained in 3.20) were invited to tender on 31/10/2017, invitees were given three weeks to respond.

**3.22.** The team received four responses to the invitation to tender.

### **3.23. Evaluation of bids**

**3.24.** Four members of the Neighbourhood Regeneration Team evaluated and scored the responses as set out in the evaluation criteria. The scoring was undertaken individually, LBE procurement moderated the scores and undertook the pricing evaluation.

**3.25.** The bidders' scores are shown below

Bidder	Total Price Score 30%	Total Quality Score 70%	Summary Quality and Price Score
A	27.71%	64.38%	92.08%
B	30.00%	53.75%	83.75%
C	28.34%	55.31%	83.66%
D	27.43%	50.00%	77.43%



**3.26.** Bidder A scored the highest out of the suppliers.

**3.27.** Bidder A has created a team of expert subconsultants to provide the services. These are detailed in part 2 of the report.

**3.28.** It is therefore recommended that Bidder A is appointed

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

**4.1. Do nothing.**

This is option would leave LBE's meanwhile ambitions and objectives for Meridian Water at risk.

**4.2. Appoint another supplier.**

All suppliers were evaluated by a panel, scores were discussed and agreed upon. The recommended supplier scored the highest and is therefore the most economically advantageous option. Therefore, appointing another supplier is not recommended.

**4.3. Re tender.**

The responses were of high quality, retendering would delay the project. The team does not believe that retendering would lead to better responses than those received.

#### **5. REASONS FOR RECOMMENDATIONS**

**5.1.** Bidder A scored the highest on the evaluation. The procurement used the GLA's ADUP framework to ensure quality and value for money.

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

**6.1. Financial Implications**

**6.1.1** Financial implications are set out in Part 2 of report

**6.2. Legal Implications**

**6.2.1.** Section 111 of the Local Government Act 1972 gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

**6.2.2.** The Council also has a general power of competence in section 1(1) of the Localism Act 2011. This states that a local authority has the power to do anything that individuals generally may do provided it is not prohibited by

legislation. The power to enter into contracts is within the general power of competence

- 6.2.3. The Council's Constitution, in particular the Contract Procedure Rules ("CPR's") permit the Council to call-off from an existing legally compliant framework as long as the framework terms permit such and the framework is accessible by the Council
- 6.2.4. The Council's Corporate Procurement Service has conducted due diligence on the use of the framework, and is satisfied that the Council may procure such services, in accordance with the framework terms and conditions, provided the call off contract is entered into before 3<sup>rd</sup> February 2018 when the extended Framework expires. The Call Off must be undertaken strictly in accordance with the terms of the Framework Agreement.
- 6.2.5. The Council must comply with its obligations relating to obtaining best value under the Local Government (Best Value Principles) Act 1999.
- 6.2.6. The call off contract must be in the terms provided under the Framework Agreement. The call off contract incorporates the terms of the Framework Agreement and this provides for no fault termination on 30 days' notice (clause 28.4). This could be utilised in the event that grant funding is not forthcoming.
- 6.2.7. As the contract is over £75,000 it must be issued by the Legal Service, who will arrange for its sealing on behalf of the Council.

### **6.3. Procurement Implications**

- 6.3.1. The tender was a call-off from the GLA/TfL's Architecture Design and Urbanism Panel Lot 7). Due diligence was carried out by the Procurement and Commissioning Hub (P&C Hub) on the Council's ability to use the framework. The project was mini-tendered in accordance with the guidelines provided by the GLA who operate the framework. The tender returns were evaluated by the team. The P&C Hub were involved in the procurement and the process was carried out fairly and transparently.

### **6.4. Property Implications**

- 6.3.1 There are no direct property implications which arise from the appointment of a multidisciplinary team to support the meanwhile uses programme pending future delivery of Meridian Water.
- 6.3.2 Strategic property Services supports the introduction of a Meanwhile Uses programme and the initiative to appoint an experienced team of consultants to deliver.
- 6.3.3 It is recommended that the lead consultant and client side officer team work closely with Strategic Property Services on the commercial agency

function to ensure that appropriate landlord and tenant arrangements are put in place on agreed terms which protect the Council's longer-term vision for Meridian Water.

- 6.3.4 It is further recommended that the costs associated with the Meanwhile Uses programme should form part of the ongoing viability reporting to Council Members on a quarterly basis, together with other land holding costs including but not limited to security, corporate landlord, flytipping, and reactive and planned maintenance and other outgoings of a periodic nature and any capital expenditure incurred.

## **7. KEY RISKS**

- 7.1. **Funding is not secured for Meridian Works Phase 2.** The Council will not invest in Meridian Works Phase 2 if additional funding is not secured. The Council is working closely with the GLA and UKFT to secure funding for the fashion manufacturing hub.
- 7.2. **The appointed team does not provide value for money.** Bidder A are an established architecture firm with extensive experience. They were procured through the GLA/TfL's ADUP framework to ensure quality and value for money. Furthermore, the Council has ensured that Bidder A have adequate Professional Indemnity insurance to cover mistakes or neglect.
- 7.3. **The Meridian Water phasing plan changes.** Negotiations with the 2<sup>nd</sup> bidder for the Meridian Water master developer are in process, consequently there is not an agreed phasing plan. The Council will work closely with Bidder A to provide a flexible arrangement to ensure that the meanwhile plan is applicable to phasing plan outcomes.

## **8. IMPACT ON COUNCIL PRIORITIES**

### **8.1. Fairness for All**

- 8.1.1. The tender and marking process was transparent and fair, following the Council's policies.

### **8.2. Growth and Sustainability**

- 8.2.1. The meanwhile programme and Meridian Works Phase 2 will enable and provide workspace to promote growth in the borough, attracting new businesses and investment.

### **8.3. Strong Communities**

- 8.3.1. The meanwhile programme will support the delivery of a range of projects. These are likely to be wide ranging, including community and business space to support local communities.

## **9. EQUALITY IMPACT IMPLICATIONS**

- 9.1. Corporate advice has been sought in regard to equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of this report to Appoint

an architectural led, multidisciplinary team to support work at Meridian Water. Any contracts awarded from this should include a duty on the successful applicant to assist us with meeting our obligations under the Equalities Act 2010.

- 9.2.** It should also be noted that projects or work stream deriving from this may be subject to a separate Equalities Impact Assessment. Therefore any projects or work stream will be assessed independently on its need to undertake an EQIA to ensure that the council meets the Public Sector Duty of the Equality Act 2010.

## **10. PERFORMANCE MANAGEMENT IMPLICATIONS**

- 10.1.** The performance of the multidisciplinary team will be overseen by the Neighbourhood Regeneration team.

## **11. PUBLIC HEALTH IMPLICATIONS**

- 11.1** Enfield Council will work closely with the architects to consider public health impacts in the design phase; including improved public realm and ways to encourage walking.

## MUNICIPAL YEAR 2017/2018 REPORT NO.

**Action taken under delegated authority**

**REPORT OF:**

Director of Finance,  
Resources and Customer  
Services

<b>Agenda – Part: 1</b>	<b>Item:</b>
<b>Subject: Award of a Call-Off Contract - End User Computing Programme</b> <b>Key Decision Number: KD 4637</b>	
<b>Cabinet Member consulted:</b>	<b>N/A</b>

**Contact officer and telephone number:**

Michael Johnson / Steve Durbin / Nadira Hussain

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[nadira.hussain@enfield.gov.uk](mailto:nadira.hussain@enfield.gov.uk)

### **1. EXECUTIVE SUMMARY**

- 1.1. The Council's current PC, laptop and mobile technology estate is end of life and replacement is urgently needed. Gartner recommends replacement at 4 years for equipment – the majority of the Council's estate is older than this.
- 1.2. Levels of device failure are adversely affecting business delivery. Approximately 10% of current devices are under repair at any given time and due to the age replacement devices frequently fail in a short timescale.
- 1.3. Many current devices are not capable of running latest versions of operating systems and software, limiting the Council's rollout of modern, more effective tools.
- 1.4. Deployment of new devices will also enable us to improve security to counter the rising cybersecurity threats in ways current devices cannot handle.
- 1.5. A full staff consultation was undertaken, and device choices informed by this. An approval is sought to issue purchase order for the supply of laptop computers, associated accessories and services based on the prior Call Off Contract pursuant to the mini competition under CCS Framework RM1034 National Further Competition 39 EA16 initiated by a consortium of local authorities lead by London Borough of Merton, along with budget approval for the associated delivery spend.
- 1.6. The ability for staff to securely use personal devices will also be implemented; this will enable future cost reductions and provide a better experience for staff. Mobile device reduction and refresh will also be reviewed as part of the project.
- 1.7. The total programme cost is £2,997,657.25. The anticipated delivery timescale is one year from programme commencement. The EA16 costs are £1,880,677.25.

## **2. RECOMMENDATIONS**

- 2.1. The Council's current PC, laptop and mobile technology estate is end of life and needs replacing/reducing and there is limited end of life stock to service new requests/starters. It is therefore recommended these devices be replaced using the process as noted in the executive summary.
- 2.2. The Council needs increased flexibility and mobility from its End User Computing delivery to enable officers and members to work in ways that support the property rationalisation programme and wider organisational transformation, including greater partnership working. It is therefore recommended that the delivery spend is approved in order to ensure the programme is adequately resourced.
- 2.3. That a Purchase Order be issued for the purchase of 3,000 laptops/tablets plus warranty, onsite service arrangements and accessories based on the prior Call Off Contract pursuant to the mini competition under CCS Framework RM1034 National Further Competition 39 EA16 initiated by a consortium of local authorities lead by London Borough of Merton.
- 2.4. That additional deployment services, accidental damage cover and extended four-year warranties be purchased for all devices.

### **3. BACKGROUND**

- 1.3 Enfield Council has not replaced any significant proportion of its desktop/laptop estate since 2013. Gartner recommend that for notebook computers (the majority of the estate), the maximum lifespan for cost-constrained organisations should be 4 years, and many devices now exceed this age significantly.
- 1.4 The current number of devices in for repair / disposal as failed constitutes approximately 10% of the overall estate, and is rising. Additionally, the majority operating system (Windows 7) is no longer in mainstream support, and ceases security issue support in 2020.
- 1.5 Assessment of the Council's devices has shown that a significant proportion are not compatible with the latest Microsoft Operating System (Windows 10) and Office 365 productivity suite that the Council has invested in to support flexible and mobile working. Many of the older devices are therefore unable to take advantage of advances in security that is offered by the new Microsoft Operating System.
- 1.6 The council agreed in February 2017 to fund the partial replacement project to a total of £1.6m from capital in 2017/8. However, since this agreement the scope of the programme to deliver this change has widened to include replacement of all devices, and to deliver other required changes across End User Computing (Mobile, Security, File Storage and Bring Your Own Device).
- 1.7 In June/July 2017 ICT conducted a series of open sessions aimed at obtaining feedback from users on preferred replacement devices. These sessions were conducted across several locations of the council to obtain the widest feedback from users (Civic Centre, Charles Babbage House and John Wilkes House). The feedback obtained has informed the recommendations for device choice and type, as well as indicated the interest in Bring Your Own Device (BYOD) for the Programme. We have also been able to therefore give an accurate indication of hardware costs based upon any split of device types chosen (tablet vs conventional laptop vs mixed).
- 1.8 The council has a mobile workforce and a 7:10 desk ratio that encourages remote working. User profiling and replacement of devices will ensure that staff can continue working in the most effective manner possible, is a fit to current council strategy and will reduce the device footprint/support required of LBE ICT.
- 1.9 Additionally, End User Computing (EUC) has changed. Gone are the days of just managing desktops, laptops, and images. Today, bringing users closer to the computing environment means providing access to their applications and data from anywhere they want to work using any device they choose in a secure manner.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.3 Do nothing stay on with the existing Laptop Hardware. Considered not viable due to Gartner recommendations on retaining hardware for no longer than 4 years (last full hardware refresh was performed in 2013). ICT has limited stock that are end of life and outside of the recommended retention periods. These are of low reliability, not suitably powered enough to be compatible with a move to Windows 10 or support many of the features that Office 365 can offer. Windows 7 will also become unsupported by Microsoft in 2020, therefore greatly risking security for unsupported operating system that makes up 90% of devices.
- 4.4 Purchase up to 75% of devices to cover partial Laptop Hardware. Considered not viable because ICT support costs would increase to maintain a mixed estate of devices and would not cover the full breadth of staff who require a device to perform their roles. Do nothing stay on the existing network solution. Considered not viable due to the reliability and security issues.

#### **5. REASONS FOR RECOMMENDATIONS**

- 5.1 A staff consultation was carried out to inform device choices; a range of device options was offered to staff, and the two chosen as most suitable were then market tested following agreement from senior management.
- 5.2 As a result of the market testing it is proposed to purchase further devices and services via the CCS framework RM1034 National Further Competition 39 EA16 as this demonstrated best economic value.
- 5.3 As a result of learning from the past four years, accidental damage cover, four year full replacement warranties and stocks of spares for certain items were included in the specification.

#### **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES**

##### **6.1 Financial Implications**

- 6.1.1 The costs of procuring a mixture (75/25) of 3000 Laptops/Tablets with a 4 year warranty, 4 year Pro Support, 4 year Accidental Damage Protection (ADP), accessories, SCCM extension for build, Tamper Proof Asset Tags, and replacements of 10% of batteries (equating to 225 laptops) are set out in Part 2 of this report.
- 6.1.2 The costs of delivering changes to 10% of 350+ applications to support and rectify compatibility with Windows 10 operating system are set out in Part 2 of this report.



- 6.1.3 The resource costs involved in delivering technical changes, the full scope of works across all of the outlined workstreams will be funded from the Strategic Work Programme, Revenues (FG0230) and further Capital spend aligned directly with this programme and allocated under the ICT Programme.

## **7.1 Legal Implications**

- 7.1.1 Section 111 of the Local Government Act 1972 gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The matters outlined in this report are incidental to the functions of the Council's departments and are intended to help ensure an effective service.
- 7.1.2 The Council also has a general power of competence in section 1(1) of the Localism Act 2011. This states that a local authority has the power to do anything that individuals generally may do provided it is not prohibited by legislation.
- 7.1.3 The Council's Constitution, in particular the Contract Procedure Rules ("CPR's") permit the Council to purchase from an existing legally compliant framework as long as the framework terms permit such and the framework is accessible by the Council.
- 7.1.4 The Council is a member of the consortium of Local Authorities, led by the London Borough of Merton, which ran a further competition and has called off from CCS Framework RM1034 under NFC 39 EA16. The issue of a Purchase Order under that contract is the next stage of the process and the Council is entitled to purchase under the terms of the Call Off Contract
- 7.1.5 The Council must comply with its obligations relating to obtaining best value under the Local Government (Best Value Principles) Act 1999.
- 7.1.6 As the contract is over £250,000 it is a Key Decision, so the Council must comply with the Key Decision procedure.

## **7.3 Property Implications**

N/A

## **7.4 Procurement Implications**

- 7.4.1 That in all cases procurement must follow contract procedure rules and EU regulations.

7.4.2 Any call off from a framework must be in line with the framework terms and conditions and that the framework must be legally compliant and be accessible by Enfield Council.

7.4.3 Where a framework is single source or direct award then approval to procurement from the framework must be sought from the P&C hub.

## **7.5 ICT Implications**

7.5.1 Ongoing costs are already included in the ICT budget as we are not proposing to change the support base or structure/staff numbers.

7.5.2 Due to the extended warranty and accidental damage cover proposed, EUC will no longer have to repair machines leading to a general improvement of delivery to staff, nor will costs from accidental damage be incurred.

7.5.3 Equipment replacement over and above the warranty is included in estimates, e.g. battery replacement

## **8 KEY RISKS**

Any programme risks identified during the project implementation will be recorded, mitigated and reviewed on an ongoing basis.

## **9 IMPACT ON COUNCIL PRIORITIES**

### **9.1 Fairness for All**

N/A

### **9.2 Growth and Sustainability**

N/A

### **9.3 Strong Communities**

N/A

## **10 PERFORMANCE MANAGEMENT IMPLICATIONS**

N/A

## **11 HEALTH AND SAFETY IMPLICATIONS**

N/A

## **12 PUBLIC HEALTH IMPLICATIONS**

N/A

## **Background Papers**

None.



## 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: Approval of Proposals for Quietway  
Link 01 – Sydney and Essex Road

**Wards: Grange**

Contact officer and telephone number:  
Matthew Davies: 07855761934  
E mail: [matthew.davies@enfield.gov.uk](mailto:matthew.davies@enfield.gov.uk)

### 1. EXECUTIVE SUMMARY

This report seeks approval to undertake the installation of a contra-flow cycle lane (with light segregation) along Essex Road and Sydney Road and will link with the A105 cycling network to Enfield Town. These proposals form part of the Mayor's strategy to increase cycling in London and will be fully funded by Transport for London (TfL). Forming part of the wider network, the proposals contained in this report are expected to deliver health and transport benefits for both local residents and visitors to Enfield.

### 2. RECOMMENDATIONS

- 2.1 It is recommended that the Cabinet Member of Environment notes the issues raised in response to the statutory consultation and the officer responses set out in Section 6 of this report.
- 2.2 Approves expenditure of £70,000 to enable the scheme illustrated on drawings QWL01-2017-062-100-01 to 03 to be implemented, including making the necessary traffic management orders without modification and the conversion of the footway on the eastern side of Sydney Road (between Cecil Road and the car park entrance) into a shared pedestrian and cycle link.

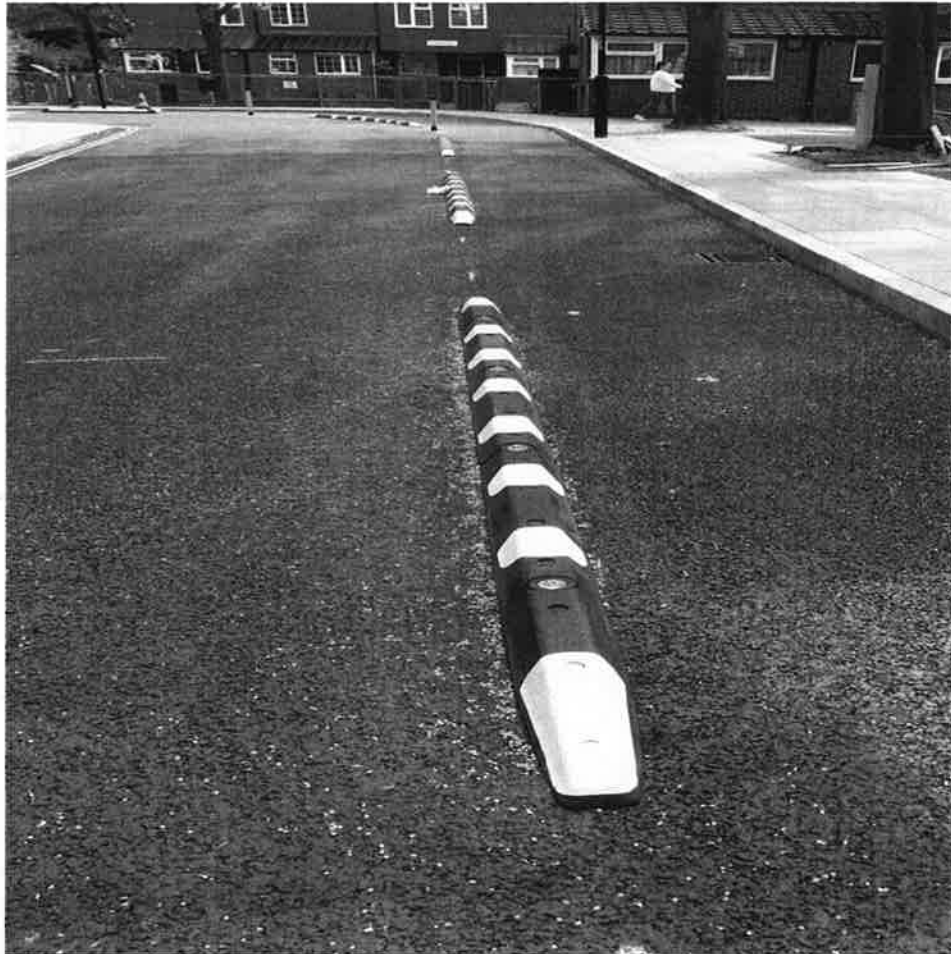
### 3. INTRODUCTION

- 3.1 Quietway Link 01 of the secondary route network forms part of the package of works aimed at improving the Borough's cycling infrastructure.
- 3.2 Secondary route links are intended to strengthen the network of cycle routes, following quieter streets, parks and waterways across Enfield. They'll connect with other cycling infrastructure, expanding the reach of cycling investment and linking residential areas to local services such as schools, town centres and green spaces. They help overcome barriers to cycling by providing safe and signed routes and where appropriate, creating 'feeder' routes to the major schemes.
- 3.3 Quietway Link 01 will connect the A105 major cycling network with Enfield Town Centre. At the end of the route enhanced cycle parking will be provided, creating secure storage for bicycles close to the town centre (further provision is available in the town centre itself). Link 01 will link into any future plans for a wider Enfield Town scheme, providing improved density of the overall network.
- 3.4 This report sets out the outcome of statutory consultation undertaken on the Sydney Road and Essex Road scheme, which provided the opportunity for residents and interested parties to comment on the design and layout of the proposed scheme.

### 4. SCHEME DESIGN PROPOSALS

A copy of the design for this scheme is at Appendix 1. Key design features of this scheme are:

- a) **Contra-flow cycle lanes** – Both Essex Road and Sydney Road will have up to 1.4m wide contra-flow mandatory cycle lanes with light segregation ('Wandorcas', - see Fig 1). Traffic islands will also be installed at the start of the contra-flow lanes to offer protection to cyclists as they enter the one-way streets
- b) **Road narrowing** – The installation of the contra-flow cycle lanes will reduce the available carriageway width to general traffic to 3m, which in of itself provides a further traffic calming measure which should reduce vehicle speeds on the one-way streets.
- c) **Relocation of parking** – Existing parking bays on the southern side of Essex Road will be relocated to the north side to accommodate the cycle lane, but there will be no net loss of parking.
- d) **Shared pedestrian/cycle path** – The footway on the eastern side of Sydney Road, between Cecil Road and the Palace Exchange car park entrance will be converted so that it can be used by both pedestrians and cyclists.



**Figure 1 – Wandorca (with glass reflectors)**

## **5. CONSULTATION PROCESS**

- 5.1 Following a TfL Sponsor Review of these proposals, an extended statutory consultation took place from August 2<sup>nd</sup> 2017 to September 3<sup>rd</sup> 2017. A total of 572 leaflets were hand delivered to residents in the area show in Appendix 2.
- 5.2 In line with the requirements of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996, the various prescribed consultees were notified. In addition, ward councillors, local residents' associations and disability groups were informed about the consultation process and details were published in the Enfield Independent and London Gazette on 2<sup>nd</sup> August 2017. Public notices were erected on street and the consultation was also promoted in the Council's Cycle Enfield e-newsletter to over 4,000 interested stakeholders. Throughout the process, detailed information on the proposals was published at [www.cycleenfield.co.uk/have-your-say](http://www.cycleenfield.co.uk/have-your-say)
- 5.3 Paper copies of the consultation document were available and issued to those that made a request. Copies of the consultation document are at Appendix 3.

## 6. CONSULTATION RESPONSES

**6.1** There were 41 separate submissions to the consultation. 9 of the respondents were in favour of the contraflow cycle lane. 23 of the respondents were against the contraflow cycle lane, in particular the Orca light segregation based on the perceived trip hazard issue. However, a number of these negative comments were from respondents unaware that the A105 scheme northbound was being curtailed at Essex Road. The emergency services were all informed of the proposals and no objections on any aspects of the design were received.

**6.2** The postcode split of the 41 responses is shown in the table below:

Postcode	No. of responses
EN1	8
EN2	24 (inc.10 from Essex Road, 2 from Sydney Road and 6 from Raleigh Road)
N1	1
N13	2
N21	5
B92 (Birmingham)	1*

Note - \* visitor to the area

The table below illustrates the key issues raised and provides a response:

Item	Issue Raised	Council Response
1	Objection based on the perception that contra flow cycle lane is unsafe.	One way systems can add a further barrier to cycling by making journeys longer and less accessible. Enabling two-way cycling on one-way streets can lead to improvements in safety, convenience and attractiveness of cycling. Two way cycling on one-way streets is common in other London boroughs and there is no evidence that these have led to a reduction in safety.



2	Why does the contraflow cycle lane not continue up to junction with Cecil Road? Why does it crossover onto proposed shared use footway?	The initial plan was to continue the cycle lane up to the junction with Cecil Road and provide cycle signals for accessing Cecil Road. However, investigations of the traffic movements at the junction revealed that large HGV lorries turn left into Sydney Road from Cecil Road making deliveries to Lidl and Argos. The turning circle of these vehicles utilises the full width of Sydney Road making a contraflow cycle lane at this junction unsafe as cyclists waiting at the junction would be directly in the path of the heavy goods vehicles. The existing footway is 2.5 metres wide (making this suitable for both pedestrian and cycle use) and will predominantly be used by northbound cyclists accessing town centre cycle parking and Cecil Road; southbound cyclists will be able to use the carriageway. Any future re-design work as part of the Enfield Town scheme can review the layout, if necessary.
3	Objection based on the perception that there won't be enough space for London Fire Brigade (LFB) vehicles.	A minimum road width of 3.1m will be provided between the parking bays and the cycle lane separators in both Sydney and Essex Road. This is ample space for a fire engine and, in any event, an appliance could straddle the cycle lane if necessary. As a reference point, bus lanes in London are often designed at 3m width. The width of a standard LFB pumping appliance is 2.3m and ones with large turntable ladders are 2.5m. Consultation with LFB directed us to LFB Fire Safety Guidance Note GN29 – Access for Fire Appliances which states that the required access width for appliances is 3.1m.
4	Objection based on the perception that congestion will be created by removing the two lane exit from Essex Road.	Flows out of Essex Road are low at present (See Appendix 4 for traffic spot counts) and the junction will continue to operate effectively with a single lane exit, albeit if some vehicles have to wait slightly longer than at present.

5	Objection based on the perception that Sydney Road and Essex Road are quiet streets that don't need traffic calming.	One way streets can lead to an increase in traffic speeds. The contraflow cycle lane will reduce the available traffic lane (minimum width 3.1m) potentially helping to reduce vehicle speeds along these quiet residential roads. In the first instance, and taking into account, consultation feedback, the proposed speed table on Sydney Road has been omitted from the final design. The kerb build-out will remain as it will protect cyclists waiting to cross Sydney Road.
6	Why has the cycle lane entrance from London Road already been built before the consultation exercise?	The gap in the cycle track on London Road opposite the junction with Essex Road has been built as an access point to the A105 cycle route. Cyclists travelling eastbound on Essex Road (either local residents or from the Town Park) have been provided with an entrance to the southbound cycle track.
7	Why is this cycle lane proposed when the A105 cycle lane is continuing up London Road to Enfield Town Centre?	The Enfield Town centre cycle proposals are currently programmed for future financial years as part of the Council's wider cycling strategy. Therefore, the A105 northbound cycle lane will be finishing at the junction with Essex Road. This scheme will open up these one-way streets to two-way cycling and then form part of a more comprehensive network once further work is conducted as part of the Enfield Town scheme (which will be subject to separate engagement and consultation).
8	Objection based on the perception that we will be removing mature trees to accommodate this scheme.	There are no plans to remove any trees to accommodate the shared area and cycle parking as part of this scheme. Cycle parking will be placed between the trees and these proposals have been reviewed by the Enfield Council Senior Arboricultural Officer who is satisfied that there will be no negative impact on these trees.

9	Objection based on the perception that the cycle lane will have a negative effect on parking available.	On Sydney Road the cycle lane will be positioned on the western side of the road which currently has double yellow lines so will not reduce any available parking. On Essex Road the existing parking will be relocated to the north side of the footway to accommodate the cycle lane. Following consultation feedback the business bay that was to be lost has been relocated further east on Essex Road at the end of the residents parking bay. Therefore, the resident parking opportunities available will remain the same.
10	Objection based on the conclusions of a recent Parliamentary Inquiry into shared space	The shared space referred to in this inquiry refers to the removal of traditional delineators between pedestrians and vehicles (such as kerbs and controlled crossing points) and the mixing of pedestrians and motor vehicles in the same street space. That is not being proposed here.

## 7. ALTERNATIVE OPTIONS CONSIDERED

The following alternative options have been considered:

Option	Comment
Not implementing scheme	This is not recommended as, in the short-term, it would result in there being no suitable continuation of the A105 route into the town centre. This option would therefore reduce the anticipated benefits resulting from the new infrastructure.
Implementing scheme with speed table etc.	The ordinarily proposed speed table in Sydney Road is not recommended in view of the consultation feedback and the relatively low existing speeds on this section of Sydney Road. The need for such a feature can be reviewed in the light of operational experience and installed at a later date if deemed necessary.
Implementing scheme without orcas or Wandorcas	Relying solely on the mandatory cycle lane marking would provide less protection when cycling in the opposite direction to other traffic. There is also a greater risk of the lane being blocked by parked vehicles.

## **8. REASONS FOR RECOMMENDATIONS**

The recommendations have been made to enable the scheme to be implemented so that a number of benefits can be realised, including:

- Ensuring a safe and convenient continuation of the A105 major cycling network into Enfield Town until a more comprehensive scheme for the town centre comes forward in future years;
- Enabling increased levels of physical activity by providing the infrastructure to encourage more people to make short journeys by bike instead of by car.

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

### **9.1 Financial Implications**

- 9.1.1 The total estimated cost implementing the scheme is £70,000, which will be fully funded via the 2017/18 Local Implementation Plan allocation provided by Transport for London to help deliver the Mayor's Transport Strategy.
- 9.1.2 The funding arrangements are governed through the TfL Borough Portal and no costs will fall on the Council. The release of funds by TfL is based on a process that records the progress of the works against approved spending profiles. TfL makes payments against certified claims as soon as costs are incurred, ensuring the Council benefits from prompt reimbursement.
- 9.1.3 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 the Greater London Authority (GLA) Act 1999, the Mayor is empowered, through TfL, to provide grants to London boroughs to assist with the implementation of the Transport Strategy. TfL is charged with responsibility of ensuring that the key rationale for allocating grants is the delivery of the Mayor's Transport Strategy.
- 9.2.2 Section 62 of the Highways Act 1980 provides a general power for the Council to improve highways. Section 65 of the same act provides a specific power that enables the Council to create the shared pedestrian/cycle path in Sydney Road.
- 9.2.3 The Road Traffic Regulation Act 1984 provides powers to regulate use of the highway, including powers to create contra-flow cycle lanes and designate parking bays.

9.2.4 In exercising powers under the Road Traffic Regulation Act 1984, section 122 of the Act imposes a duty on the Council to have regard (so far as practicable) to securing the 'expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway'. The Council must also have regard to such matters as the desirability of securing and maintaining reasonable access to premises and the effect on the amenities of any locality affected.

9.2.5 Any final decision to implement any scheme needs to take account of the considerations set out above and the outcome of the statutory consultation. Any changes to parking restrictions and the introduction of contra-flow cycle lanes will be subject to the making of a Traffic Management Order pursuant to powers contained within the Road Traffic Regulation Act 1984 and the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

### 9.3 Property Implications

There are no corporate property implications arising from this report.

## 10. KEY RISKS

The key risks relating to the scheme are summarised below together, where relevant, with steps taken to mitigate the level of risk:

Risk Category	Comments/Mitigation
<b>Strategic</b>	The scheme will support the Council's aims to encourage more people take up cycling as a safe and healthy means of travel.
<b>Operational</b>	<b>Risk:</b> Disruption during construction. <b>Mitigation:</b> Traffic management arrangements will be designed to minimise disruption for local residents. Roadworks will also be co-ordinated to take account of other work in the area.
<b>Financial</b>	<b>Risk:</b> Insufficient funds/cost escalation <b>Mitigation:</b> Funding from TfL has been allocated to the scheme and the estimated implementation cost falls within the available budget. Controls are in place to ensure that order is not placed until price is known and budget confirmed.
<b>Reputational</b>	<b>Risk:</b> Opposition to scheme from some local residents/organisations. <b>Mitigation:</b> Consultation has been undertaken to take into account views of local residents.
<b>Regulatory</b>	<b>Risk:</b> Failure to comply with statutory requirements.

	<b>Mitigation:</b> Scheme being delivered by experienced designers, with support from TMO experts.
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## 11. IMPACT ON COUNCIL PRIORITIES

The scheme supports the Council's vision is to make Enfield a better place to live and work; delivering fairness for all, growth and sustainability and strong communities. In particular, the scheme supports the following Council priorities:

Council Priority	Comment
<ul style="list-style-type: none"> <li>• People make healthier choices.</li> </ul>	Link 1 forms part of a network of safe cycle routes that will encourage more residents of all ages to engage in physical activity.
<ul style="list-style-type: none"> <li>• Diverse and attractive town centres and retail areas; and improving transport connectivity and capacity</li> </ul>	The scheme provides an efficient alternative to car use for short trips and so supports the long-term vitality of the town centre, as well as improving transport connectivity.
<ul style="list-style-type: none"> <li>• Neighbourhoods that are clean, safe, well regulated, welcoming, cohesive and resilient.</li> </ul>	Link 1 also forms part of strategy to reduce the impact of traffic on local neighbourhoods and to provide a coherent and connected cycle network.

## 12. EQUALITIES IMPACT IMPLICATIONS

12.1 The Council has a duty pursuant to section 149 of the Equality Act 2010 when introducing new policies and making changes to services to have due regard to the need to eliminate discrimination, advance equality of opportunity between persons who share a relevant protected characteristic, and foster good relations between persons who share a relevant protected characteristic and persons who do not share it. This includes persons of different ages, disability, race and sex (along with other protected characteristics).

12.2 An Equality Impact Assessment ("EQIA") has been carried out as part of the scheme design (see Appendix 5) This identifies if (and to what extent) the proposals that could have an impact (positive or negative) on a particular equality target group, or whether any adverse impacts identified have been appropriately mitigated.

12.3 The EQIA drew attention to the section of shared pedestrian/cycle path and the use of Wandorcas and a potential negative impact this could have on those with impaired vision. However, this risk has been mitigated by the

careful design of both features, including the use of tactile paving, signage and the siting of Wandorcas away from crossing points. We have also decided to trial wandorcas (with glass reflectors to increase visibility) on these quiet streets. These are 2.5m long (a standard orca is 920mm) and will be spaced further apart (up to 10m). Reducing the number of orcas in the road will considerably reduce any potential trip hazard and with them now being 2.5 times longer, they should be much more prominent to pedestrians choosing to cross the road away from the usual crossing points.

### **13. PERFORMANCE MANAGEMENT IMPLICATIONS**

The scheme for Link 1 will have limited impact on performance when considered in isolation. However, the scheme will contribute to a number of key targets, including those relating to improving the health of adults and children in the Borough, reducing the number of vulnerable road users injured on our roads, and increasing the use of sustainable means of travel.

### **14. PUBLIC HEALTH IMPLICATIONS**

- 14.1 The scheme is part of the Council's plans to improve the Borough's cycling infrastructure which provides a unique opportunity to improve the health of the Borough's residents and address health inequality.
- 14.2 Compared to those who are least active, sufficient physical activity reduces all-cause mortality and the risk of heart disease, cancer, mental health issues and musculo-skeletal disease by approximately 20 to 40%. These conditions account for 70% of the NHS budget.
- 14.3 25.4% of Year 6 pupils in Enfield (aged 10-11) are obese, higher than in London or England as a whole (22.6% and 19.1% respectively). 41% are either overweight or obese compared to 37.2% in London and 33.5% in England. This is the 6th highest in London.
- 14.4 Cycling can be a very effective means of integrating physical activity into everyday life. Improving cycling facilities in the Borough also has the potential to significantly increase the disposable income all residents in the Borough. Other benefits to the individual could include greater access to employment, education, shops, recreation, health facilities and the countryside.

### **15. Background papers**

None

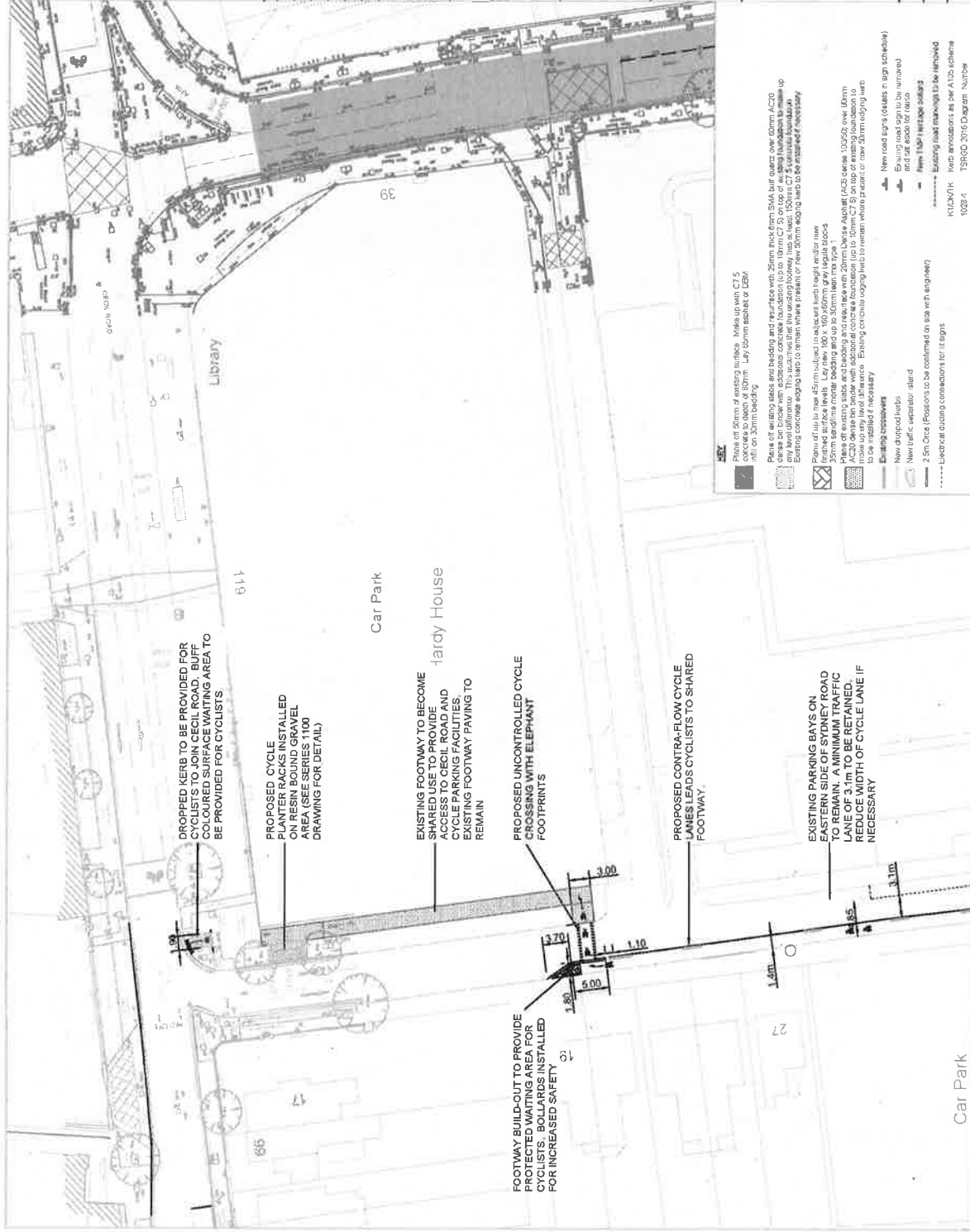




# Appendix 1

## General Arrangement Drawings





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.
4. ALL LEVELS ARE IN METRES AND RELATE TO CHANGING DATUM LEVEL UNLESS NOTED OTHERWISE.
5. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER DRAWINGS IN THE SAME SERIES.

E	Orca layout amended/removed	05-12-17
D	Business bay added plus dimensions	27-11-17
C	Cycle planter racks location added	15-10-17
B	Key changed: electrical ducting added	15-09-17
A	Speed table removed from Sydney Rd	24-08-17

Rev	Revision details	Date
1	1	1

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**DETAILED DESIGN**

**Client:**  
LONDON BOROUGH  
OF ENFIELD

**Job Title:**  
QUIETWAY LINK 01  
ESSEX ROAD  
AND SYDNEY ROAD

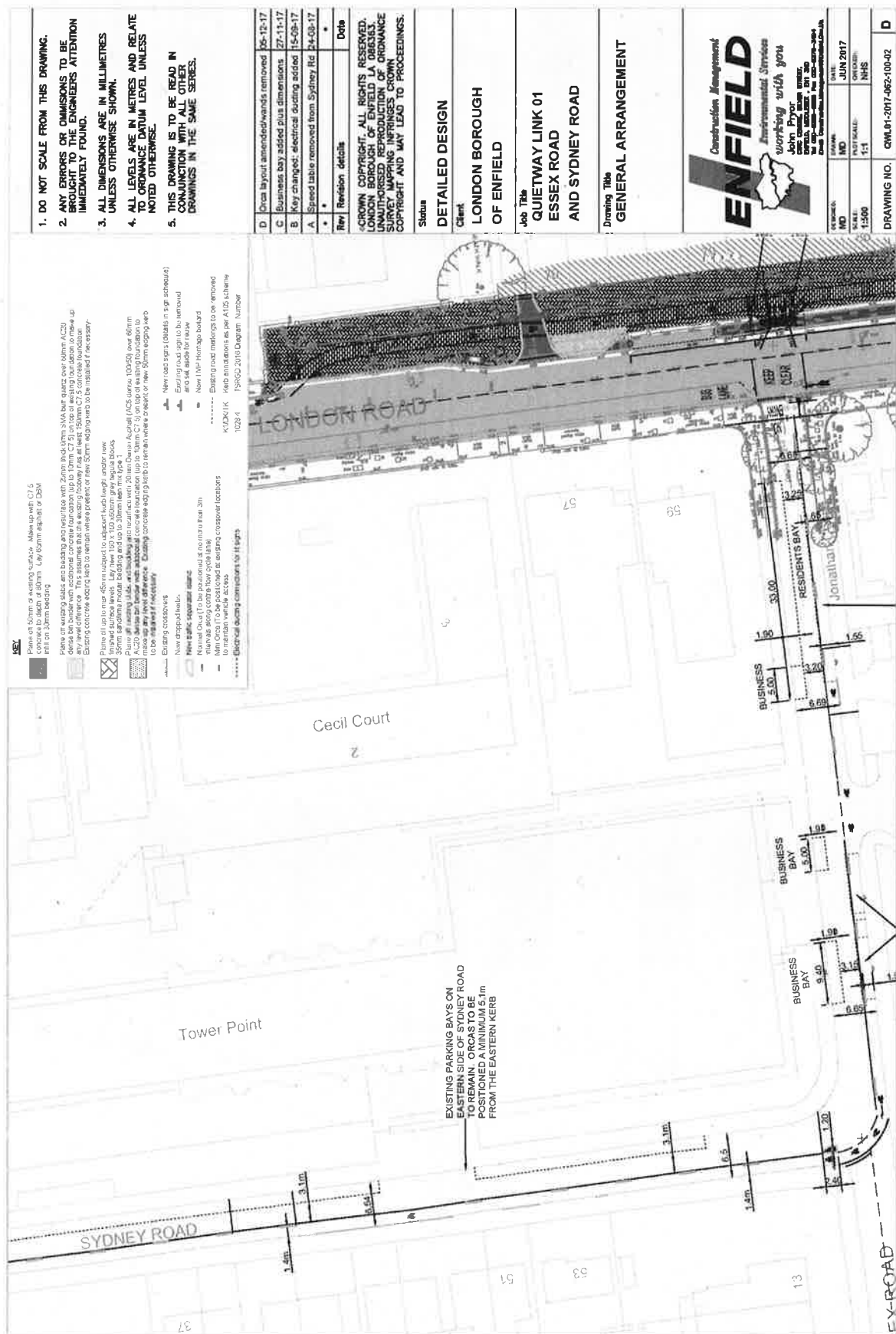
**Drawing Title:**  
GENERAL ARRANGEMENT

**ENFIELD** Construction Management  
Working with you

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Director  
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020 8350 2030

Project No.	MO	Rev	1
Client	MO	Date	JUN 2017
Scale	1:1	Sheet	NH5
Scale	1:500	Sheet	NH5

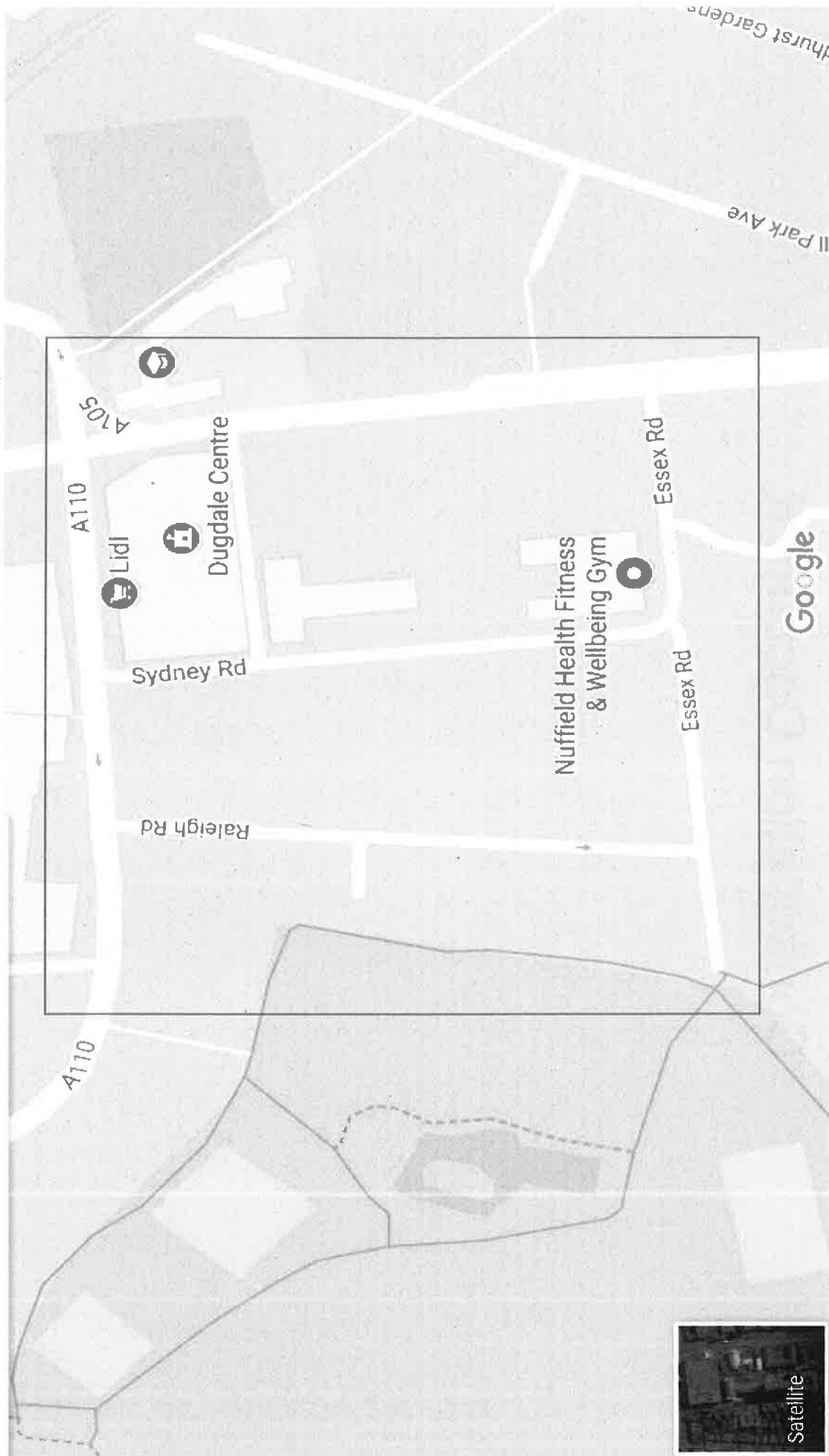
**DRAWING NO.** QWL 01-2017-002-100-01  
**E**





# Appendix 2

## Distribution Area



Google

Satellite

# Appendix 3

## Consultation Document



A better Enfield for everyone!

## IMPROVING OUR STREETS: SYDNEY AND ESSEX ROAD

These proposals will help calm traffic along this residential road and can be implemented without any negative impact on residential parking. They form part of a wider initiative to develop a network of safe routes to help more people walk and cycle. This short section will provide an initial link from the A105 route to Enfield Town.

**cycle  
enfield**



### SHARED USE FOOTWAYS

To enable both pedestrians and cyclists to safely share the path, we will improve the path adjacent to Lidl and create a shared footway. New cycle parking will be included to allow people to secure their bike whilst shopping in Enfield Town.



### SPEED TABLE

This traffic calming feature will help to slow traffic speeds and provide a crossing point to access the new shared footway. This will not affect access to the multi-storey car park or the area used by businesses for loading.



### CONTRAFLOW CYCLE LANES

Our proposals should reduce traffic speeds along residential roads.

The cycle lane will reduce the available road widths for motor vehicles on Sydney Road and Essex Road to approximately 3m, which should lead to a decrease in speeds. Cyclists will be lightly segregated from motor traffic with 'orcas' (rubber separators as shown in the photo). This form of separation ensures that access to all driveways along this route can be maintained.

Contraflow cycle lanes allow cyclists to travel in both directions on streets that are one-way for motor traffic. A 1.8m wide contraflow cycle lane will run along Essex Road to the junction with Sydney Road, it will then continue up Sydney Road.



### PARKING

There will be no negative impact on residential parking along Sydney and Essex Road. Residents will gain an additional bay, however the number of business parking bays will be reduced by one space. On Essex Road, parking bays for residents and businesses will be relocated to the opposite side of the road. Parking on Sydney Road will remain as it currently is.



### JUNCTION ENTRY TREATMENT

An island will be introduced at the junction of Essex Road. This will reduce the width of the lane for motor vehicles exiting onto London Road, but will provide a safe entry point into Essex Road for cyclists.



JUNCTION ENTRY  
TREATMENT  
DESIGN EXAMPLE

[cycleenfield.co.uk](http://cycleenfield.co.uk)

@cycleenfield

#BetterEnfield

f CycleEnfield

CONTRAFLOW CYCLE LANE  
DESIGN EXAMPLE



CYCLE ROUTE

DETAILED DRAWINGS AVAILABLE TO DOWNLOAD



## Appendix 4

### Traffic Spot Counts

**March 29<sup>th</sup> (16.55 – 17.25)**

Weather – Dry.

Location – Junction of Essex Road and A105 Green Lanes

**Left turning**

Cars – 12

Vans – 2

**Right turning**

Cars – 17

Vans – 2

**March 30<sup>th</sup> (08.23 – 08.53)**

Weather – Dry.

Location – Junction of Essex Road and A105 Green Lanes

**Left turning**

Cars – 15

Vans – 2

**Right turning**

Cars – 14

Vans – 2

**April 11<sup>th</sup> (16.48 – 17.18)**

Weather – Dry.

Location – Junction of Sydney Road and A110 Cecil Road

**Left turning into Sydney Road**

Cars – 48

Vans – 3

M/C – 3

**April 13<sup>th</sup> (08.42 – 09.12)**

Weather – Dry.

Location – Junction of Sydney Road and A110 Cecil Road

**Left turning into Sydney Road**

Cars – 69

Vans – 2

M/C – 0

HGV - 1

## Appendix 5

### Equality Impact Assessment

# Enfield Council Predictive Equality Impact Assessment/Analysis

Department:	Regeneration & Environment	Service:	Traffic & Transportation
Title of decision:	Quietway Link 01 – Sydney and Essex Road	Date completed:	13/11/17
Author:	Matthew Davies	Contact details:	<a href="mailto:matthew.davies@enfield.gov.uk">matthew.davies@enfield.gov.uk</a> 07855761934

## Equality Act 2010 – Section 149

### Public sector equality duty

- (1) A public authority must, in the exercise of its functions, have due regard to the need to -
  - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- (2) A person who is not a public authority but who exercises public functions must, in the exercise of those functions, have due regard to the matters mentioned in subsection (1).
- (3) Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—
  - (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
  - (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
  - (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- (4) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.
- (5) Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—
  - (a) tackle prejudice, and

(b) promote understanding.

(6) Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act.

(7) The relevant protected characteristics are—

age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

(8) A reference to conduct that is prohibited by or under this Act includes a reference to—

(a) a breach of an equality clause or rule;

(b) a breach of a non-discrimination rule.

(9) Schedule 18 (exceptions) has effect.

### Type of change being proposed: (please tick)

New project	<input checked="" type="checkbox"/>	Policy change or new policy	Grants and commissioning	Budget change
-------------	-------------------------------------	-----------------------------	--------------------------	---------------

**1** *Describe the change, why it is needed, what is the objective of the change and what is the possible impact of the change:*

#### Background

The Council is delivering a network of safe, direct and legible cycle routes and a programme of supportive measures to encourage more people to cycle. This will deliver many economic, health and transport benefits for local residents, businesses and visitors to Enfield.

Between August 2<sup>nd</sup> 2017 to September 3<sup>rd</sup> 2017, Enfield Council undertook a public consultation on the Sydney and Essex Road cycle scheme. A total of 572 leaflets were hand delivered to residents in the area inviting local residents and business owners/managers to comment.

In line with the requirements of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996, the various prescribed consultees were notified. In addition, ward councillors, local residents' associations and disability groups were informed about the consultation process and details were published in the Enfield Independent and London Gazette on 2<sup>nd</sup> August 2017.

Public notices were erected on street and the consultation was also promoted in the Cycle Enfield e-newsletter to over 4,000 interested stakeholders. Throughout the process, detailed information on the proposals was published at [www.cycleenfield.co.uk/have-your-say](http://www.cycleenfield.co.uk/have-your-say)

Paper copies of the consultation document were available and issued to those that made a request. Copies of the consultation document are at Appendix 3.

## Proposal

Key design features of this scheme are:

- a) **Contra-flow cycle lanes** – Both Essex Road and Sydney Road will have up to 1.8m wide contra-flow mandatory cycle lanes with light segregation (Wandorcas). Traffic islands will also be installed at the start of the contra-flow lanes to offer protection to cyclists as they enter the one-way streets
- b) **Road narrowing** – The installation of the contra-flow cycle lanes will reduce the available carriageway width to general traffic to 3m, which in of itself provides a further traffic calming measure which should reduce vehicle speeds on the one-way streets.
- c) **Relocation of parking** – Existing parking bays on the southern side of Essex Road will be relocated to the north side to accommodate the cycle lane but there will be no net loss of parking. Residents parking will gain one space, but business parking will be reduced by one space.
- d) **Shared pedestrian/cycle path** – The footway on the eastern side of Sydney Road, between Cecil Road and the Palace Exchange car park entrance will be converted so that it can be used by both pedestrians and cyclists.

## 2. Do you carry out equalities monitoring of your service? If No please state why?

The 'service' in this instance relates to users of the local road network in Essex Road and Sydney Road, including residents, businesses and community uses located along the route. However, there is limited specific information about the characteristics of the range of service users, which includes private vehicle users; taxis/minicab users; dial-a-ride users; pedestrians and cyclists. This is partly due to the range of organisations involved in providing services and partly due to the difficulty in collecting relevant equalities monitoring data.

Some context about Grange and Town wards is provided in the 2011 Census and the analysis included in the table below summarises some of the relevant characteristics of the key indicators and compares these to the borough average:

	Aged 65+	Health/Disability <sup>1</sup>
Borough	12.8%	7.3%
Town Ward	16.0%	6.3%
Grange Ward	19.5%	6.2%

1. Persons with long term health problems/disability - limiting a lot





If Yes answered above – please describe the impact of the change (including any positive impact on equalities) and what the service will be doing to reduce the negative impact it will have. If you have ticked yes to discrimination, please state how this is justifiable under legislation.



The section of shared pedestrian/cycle path and the use of Wandorcas could have some impact on certain people who have impaired vision. However, the risk is mitigated by the careful design of both features, including the use of tactile paving, signage and the siting of wandorcas away from crossing points.

**Protected characteristic: Disability**

**Positive Impact**

A network of cycle lanes will help all residents, including those using adapted cycles, to cycle safely, maintain their independence and remain physically active.

Negative Impact	Mitigation
Possible conflict between visually impaired pedestrians and cyclists on shared use footway	This is a short section of shared use footway and leads to cycle parking so cycle speeds will be low. In addition, the footway is 2.5 metres wide and provided space for pedestrians and cyclist to comfortable pass each other. 4 no. paving slabs (see Fig. 1 below) will be spaced out along the footway letting cyclists know that pedestrians have priority. These will be installed along with tactile paving and 2 no. TSRGD Dia.956 shared use sign plates (See Fig. 2 below) mounted on bollards at either end of the shared footway

		 <p>Fig. 1</p>	 <p>Fig. 2</p>
	<p>The siting of Wandorcas on the carriageway could have an impact on certain people with impaired vision</p>	<p>The risk is mitigated by the siting of wandorcas away from crossing points.</p>	
	<p>Less casual parking for blue badge holders</p>	<p>The contra-flow cycle lanes will prevent all kerb-side parking on the southern side of Essex Road (between the A105 and Sydney Road) and on the western side of Sydney Road, including by blue badge holders. However, sufficient on-street parking for blue badge parking is retained. In addition, the traffic order for the contra-flow cycle lane makes provision for blue badge holders (including dial-a-ride vehicles) to enter the lane to set down and pick up passengers.</p>	

#### 4. Tackling Socio-economic inequality

Indicate Yes, No or Not Known for each group

Communities living in deprived wards/areas	People not in employment, education or training	People with low academic qualifications	People living in social housing	Lone parents	People on low incomes	People in poor health	Any other socio-economic factor Please state:
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Will the proposal specifically impact on communities disadvantaged through the following socio-economic factors?	No	No	No	No	No	No	No	No	No
Does the service or policy contribute to eliminating discrimination, promote equality of opportunity, and foster good relations between different groups in the community?	No	No	No	No	No	No	No	No	No
Could this proposal affect access to your service by different groups in the community?	No	No	No	No	No	No	No	No	No
If Yes answered above – please describe the impact (including any positive impact on social economic inequality) and any mitigation if applicable.									
<b>5. Review</b>									
How and when will you monitor and review the effects of this proposal?									
Monitoring and evaluation will take place throughout the life of the scheme.									

## Enfield Council Predictive Equality Impact Assessment/Analysis

Date to be Reviewed: 31 March 2019

APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME: Gary Barnes SIGNATURE:.....



This form should be emailed to [joanne.stacey@enfield.gov.uk](mailto:joanne.stacey@enfield.gov.uk) and be appended to any decision report that follows.