



PUBLICATION OF DECISION LIST NUMBER 25/19-20

MUNICIPAL YEAR 2019/20

Date Published: 23 August 2019

This document lists the Decisions that have been taken by the Council, which require publication in accordance with the Local Government Act 2000. The list covers Key, Non-Key, Council and Urgent Decisions. The list specifies those decisions, which are eligible for call-in and the date by which they must be called-in.

A valid request for call-in is one which is submitted (on the form provided) to the Governance and Scrutiny Team in writing within 5 working days of the date of publication of the decision by at least 7 Members of the Council.

Additional copies of the call-in request form are available from the Governance and Scrutiny Team.

If you have any queries or wish to obtain further report information or information on a decision, please refer to:
– Claire Johnson (ext.4239)

Phone 020 8379 then extension number indicated

INDEX OF PUBLISHED DECISIONS – 23 August 2019

List Ref	Decision Made by	Date Decision comes into effect	Part 1 or 2	Subject/Title of Report	Category of Decision	Affected Wards	Eligible for Call-In & Date Decision must be called in by (If Applicable)	Page Number
1/25/19-20	Director of Customer Experience and Change (Kari Manovitch)	Tuesday 3 September 2019	Part 1	Translation and Interpreting Shared Service Partnership Extension	Key Decision KD 4890	All	Yes – Monday 2 September 2019	1
2/25/19-20	Director of Health and Adult Social Care (Bindi Nagra)	Tuesday 3 September 2019	Part 1 and Part 2 (Para3)	Mini Block Proposal for Autumn Gardens and Anastasia Lodge	Key Decision KD4951	All	Yes – Monday 2 September 2019	3
3/25/19-20	Director of Environment and Operational Services (Doug Wilkinson)	Tuesday 3 September 2019	Part 1 and Part 2 (Para3)	Award a Further Extension and Variation to the Litter Enforcement Contract	Key Decision KD4948	All	Yes – Monday 2 September 2019	4

DECISIONS

For additional copies or further details please contact Claire Johnson (020 8379 4239), Governance and Scrutiny Team.

LIST REFERENCE: 1/25/19-20

SUBJECT TITLE OF THE REPORT:

TRANSLATION AND INTERPRETING SHARED SERVICE PARTNERSHIP EXTENSION

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by decision	Decision taken by	Date Decision came in to effect	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by
Part 1	ALL	Director of Customer Experience and Change (Kari Manovitch)	Tuesday 3 September 2019	None	Key Decision KD 4890	Mark Morgan Mark.morgan@enfield.gov.uk 0208 132 1286	Yes – Monday 2 Sept 2019

DECISION

AGREED: that the following decision will come into effect on Tuesday 3rd September 2019, subject to not being called in: To extend the term of the existing shared service Partnership Agreement with LB Newham for the provision of Translation and Interpreting services for a further five years, with costs determined by usage, expected to be between £170,000-200,000 a year based on past years

ALTERNATIVE OPTIONS CONSIDERED

Tendering

- Tendering might find a supplier that is cheaper but would create a greater overhead for Enfield to manage the supplier directly, and ensure quality is maintained and that we properly meet our legal duties under The Equality Act 2010.
- The Shared Services Partnership have made the ethical treatment of the supply chain (linguists delivering the service) a priority and there is a commitment to pay 75% of the language fee to interpreters – this principle is difficult to mandate and then enforce within a standard procurement process.
- The Shared Services arrangement ensures that funding is available for service improvements and that any surpluses are re-invested back into delivery, rather than profit. The Shared Services Agreement operates a full cost-recovery model, this is unlikely to be the case with a commercially procured arrangement.
- A cost comparison exercise was carried out in 2018 with other councils. The results showed that TLS's charges give excellent value for money:

	TLS	Council 1	Council 2	Council 3
Face to face interpreting cost per hour	£26	£33	£30	£40

REASONS FOR RECOMMENDATIONS

1. By using this Translation & Interpreting service, Enfield Council can continue to ensure that it is offering equality in access and excellent customer care for all service users, thereby making sure that the council remains compliant with the Public Sector Equality Duty (The Equality Act 2010).
2. Members of the partnership only pay for the services used and there is no up-front subscription, no minimum usage level.
3. It reduces costs through economies of scale and pooled resources. Therefore, the rate is normally lower than if procured directly.
4. Enfield Council can give 9 months' notice to terminate the Agreement.
5. As opposed to outsourcing, it is based on collaborative working between similar organisations and a standardisation of practices. It also offers other tangible benefits. This partnership informs and shares best practice among organisations with aligned ethics and objectives, improves relationships with linguists and gives a greater focus on customer care and service delivery. Shared Service Members can influence all aspects of provision.
6. The partnership has set strategic objectives that benefit members, the community, linguists and incumbent providers. It is underpinned by the idea that each party's benefit is maximised through collaboration.
7. Members benefit from each other's knowledge and expertise. For example, The Language Shop has more than 30 years' experience in the sector and has produced guidance and support for members' staff on language trends, the benefits of channel switching and linguist development.
8. Free advice, training, support and consultancy particularly focused on compliance with legislation, external audit/inspections and optimising use of language services are given to members.
9. In September 2018, Enfield Council officers using the T & I service during the previous calendar month were contacted by email for their feedback of the service that they had received. All of the 34 responses received were happy with the current service. Comments received included:
 - *"Good availability, good professionalism, punctual."*
 - *"Yes they are fab – never had an issue. Please continue with them"*
 - *"very helpful and efficient."*
 - *"This is an essential service for Children's Services and have always found their service easy to use, helpful and accessible."*
10. Feedback is also obtained directly from customers from interpreters' timesheets. Customers rate the performance of the interpreter and the data is returned to the Language Shop; this is then shared with Enfield Council. In 2018-19, 100% of appointments were rated favourably, with no complaints during the financial year.

BACKGROUND:

Please note that a copy of the report is available on the Council's Democracy pages.

LIST REFERENCE: 2/25/19-20

SUBJECT TITLE OF THE REPORT:							
MINI BLOCK PROPOSAL FOR AUTUMN GARDENS AND ANASTASIA LODGE							
Part 1 or 2 (relevant exempt Paragraph)	Wards affected by decision	Decision taken by	Date Decision comes in to effect	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by
Part 1 and Part 2 (Para 3)	ALL	Director of Health and Adult Social Care (Bindi Nagra)	Tuesday 3 September 2019	None	Key Decision KD4951	Iain Hart 0208 379 4270 iain.hart@enfield.gov.uk	Yes – Monday 2 Sept 2019
DECISION							
<p>AGREED: that the following decision will come into effect on Tuesday 3rd September 2019, subject to not being called in:</p> <p>That approval is given to move current spot arrangements at Autumn Gardens and Anastasia Lodge, to a two year mini-block arrangement. The block will be a 1+1 arrangement effective from 1st April 2019 to 31st March 2021.</p>							
ALTERNATIVE OPTIONS CONSIDERED							
Keep the arrangements the same. This will not guarantee culturally specific residential and nursing accommodation and may allow other boroughs prepared to offer block arrangements to secure additional capacity from the provider. Contracting on a short-term block arrangement secures much needed capacity where there is currently a shortage of supply. Further details provided in the Part 2 Report.							
REASONS FOR RECOMMENDATIONS							
The benefits will be that Enfield will be able to secure appropriate culturally specific bed space within Enfield and the new block arrangements will deliver overall efficiencies over 2 years. Further details provided in the Part 2 Report							
BACKGROUND							
Please note that a copy of the report is available on the Council's Democracy pages. The Part 2 Report contains exempt information and will not be available to the press or public.							

LIST REFERENCE: 3/25/19-20

SUBJECT TITLE OF THE REPORT:

AWARD A FURTHER EXTENSION AND VARIATION TO THE LITTER ENFORCEMENT CONTRACT

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by decision	Decision taken by	Date Decision comes in to effect	Interest declared in respect of the Decision	Category of decision (i.e. Key, Non-Key, Council, Urgent)	Contact Details	Eligible for Call-in & Date to be called in by
Part 1 and Part 2 (Para 3)	ALL	Director of Environment and Operational Services (Doug Wilkinson)	Tuesday 3 September 2019	None	Key Decision KD4948	Sue McDaid 0208 3793680 Sue.mcdaid@enfield.gov.uk	Yes – Monday 2 Sept 2019

DECISION

AGREED: that the following decision will come into effect on Tuesday 3rd September 2019, subject to not being called in:

It is recommended that the Director of Environment and Operational Services

1. Agrees to award a further extension of the contract for a 10-month period from 1 September 2019 to 3 July 2020 inclusive
2. Agrees to a variation of the payment structure from an hourly rate to payment per FPN paid rate
3. Agrees the contractor manages all FPN payments by alleged offenders on behalf of the Council.

Further details provided in the Part 2 Report

ALTERNATIVE OPTIONS CONSIDERED

Not to provide the service

This is not a viable option as the Council has a duty under Section 89 of the Environmental Protection Act 1990 to, as far as is practicable, keep the land and highways clear of litter and refuse. Furthermore, we are unable to provide the extent of the contracted out service within existing staff resources.

Extend the current contract on current terms

This would be a continuation of the current service but without the opportunity to make changes to introduce the newer payment structure and reduce the financial risk of the contract for the Council.

Tender for a new contract

This is not considered a viable option and is unlikely to attract bidders at a cost-effective price given the 10-month period being offered.

REASONS FOR RECOMMENDATIONS

1. Extending (and varying) the current contract is a cost-effective method of maintaining seamless enforcement services until a new contract is in place for July 2020.
2. The varied contract reduces financial risks to the Council should an FPN not be paid but maintains the key performance indicators supporting continuous improvement and environmental outcomes.
3. Management of FPN payments passes to the contractor which is a cost saving to the Council in managing such processes.

BACKGROUND

Please note that a copy of the report is available on the Council's Democracy pages. The Part 2 Report contains exempt information and will not be available to the press or public.

Publication of Decision List 3/25/19-20 – 23 August 2019