



PUBLICATION OF DECISION LIST NUMBER 87/19-20

MUNICIPAL YEAR 2019/20

Date Published: 19 June 2020

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.1154)

Phone 020 8132 then extension number indicated

INDEX OF PUBLISHED DECISIONS – 19 June 2020

List Ref	Decision Made by	Date Decision came/ 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
1/87/19-20	Director of Customer Experience (Sue Nelson)	Monday 29 June 2020	Part 1	Civica on Demand Telephony Contract Extension	Key Decision KD: 5138	All	Yes Friday 26 June 2020	1-2
2/87/19-20	Leader of the Councillor (Cllr Nesil Caliskan)	Monday 29 June 2020	Part 1&2 (Para 3)	Drive-In Cinema in Meridian Water	Key Decision KD: 4979	Upper Edmonton	Yes Friday 26 June 2020	3-4
DECISIONS								
For additional copies or further details please contact Claire Johnson (020 8132 1154), Governance and Scrutiny Team.								

LIST REFERENCE: 1/87/19-20

SUBJECT TITLE OF THE REPORT:							
CIVICA ON DEMAND TELPHONY CONTRACT EXTENSION							
Part 1 or 2 (relevant exempt Paragraph)	Wards affected by decision	Decision taken by	Date Decision came into 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 (Sue Nelson)	Monday 29 June 2020	None	Key KD:5138	Geoff Waterton Geoff.waterton@enfield.gov.uk 0208 132 1190 Sally Sanders Sally.sanders@enfield.gov.uk 0208 132 2665	Yes Friday 26 June 2020
DECISION							
<p>AGREED subject to no call in being received:</p> <ol style="list-style-type: none"> To use the single provider Kingston Framework to make a new call off to Civica On Demand for the provision of Revenues and Benefits telephony services between the 30th April 2021 to the 29th April 2023. To review the current contract in late 2021 with a view to in sourcing in the longer term. That through the life of this contract, tier one services currently delivered by Civic on Demand are gradually increasingly delivered by the Council. 							
ALTERNATIVE OPTIONS CONSIDERED							
<p>Option 1 – Provide the service in-house</p> <p>While considering in sourcing for the longer term we need to ensure that the needs of our customers, particularly during this time of challenge increased financial hardship, are met. The estimated staffing cost of providing the service in-house would be c£650k (15 sc6 officers and 2 x S training officers). This does not take into account accommodation, IT and other costs which may be incurred. To create a viable team the council would need to start recruitment and training at least 6 months prior to contract start date creating additional costs. There is also a lack of management capacity within the in-house teams to manage this key project and a high risk of service failure at go live.</p> <p>Given the current Covid-19 situation it would be too risky to divert staff from the increased demands on the service to focus on an insourcing program. It is likely that the effects of the Covid-19 situation will be felt for more than 1 year; which is why a new two-year call off agreement is recommended.</p>							

Option 2 – Tender the service

This option would require substantial project management resource to meet the necessary deadlines. Market intelligence from other boroughs suggests that Revenues and Benefits service providers do not have the expertise to view Civica Open Revs and EDMS document management systems used in Enfield. As a call off option exists this option would appear high risk.

Given the current Covid-19 situation it would be too risky to divert staff from the increased demands on the service to focus on a full EU procurement exercise, and 'on-boarding' of a new provider.

REASONS FOR RECOMMENDATIONS

The current call off agreement for Civica On Demand Services takes the Council to May 2021 and there is no facility to extend. The current term of the Kingston Framework ends on 31st October 2022. The framework gives the Council the right to call off for a further two years. This report seeks approval to agree a two-year call off agreement from the 30th April 2021 to the 29th April 2023.

The cost would be split between the Customer Services Centre, Income and Debt and Financial Services.

BACKGROUND

Please note that a copy of the Part 1 report is available on the Council's democracy pages.

LIST REFERENCE: 2/87/19-20

SUBJECT TITLE OF THE REPORT:

DRIVE IN CINEMA IN MERIDIAN WATER

Part 1 or 2 (relevant exempt Paragraph)	Wards affected by decision	Decision taken by	Date Decision comes into 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&2 (Para 3)	Upper Edmonton	Leader of the Council (Cllr Nesil Caliskan)	Monday 29 June 2020	None	Key KD:4979	Paul Gardner Paul.gardner@enfield.gov.uk 0208 132 2577	Yes Friday 26 June 2020

DECISION

AGREED subject to no call in being received:
To

1. Approve the grant of a Licence to Occupy to The Drive In London Limited for an initial 16-week period for use of land as shown in the plan at Appendix 1 on Stonehill to run the cinema events.
2. Delegate authority to the Programme Director Meridian Water in consultation with the Director of Property and Economy to extend the Licence for a maximum term not exceeding 6 months inclusive of the initial 16 week period.
3. Approve a grant of up to £100,000 from the Meridian Water Revenue Budget into the Drive in Cinema Project and entry into a Grant Agreement with The Drive In London (who will be the operator of the Drive In Cinema).
4. The form of Licence and Grant Agreement to be approved by the Director of Law and Governance in consultation with the acting Executive Director of Resources.
5. Authorise Legal Services to arrange for due execution of the Licence and the Grant Agreement and any ancillary documents.

ALTERNATIVE OPTIONS CONSIDERED

1. **Not proceed with the proposal.** - The proposal offers a fantastic opportunity to deliver a major cultural and entertainment initiative on a par with the Field Day event in the summer of 2019. The proposal has been tailored to the social distancing constraints in place and has taken future measures into consideration. Not only would this proposal help Enfield to recover economically from the pandemic and lockdown by generating economic activity and providing employment in the hospitality and leisure sector which has been one of the hardest hit by the lockdown, it would also demonstrate that the Meridian Water regeneration project, and the land and resources available, can be used to generate positive economic activity, and exciting leisure and entertainment proposition in the borough.
2. **Try to market the empty site or otherwise secure rental income.** The site is currently part of the wider demise under negotiation to be included within a future lease for Meridian Water Studios. It is not practical (because of adjacent occupier, difficulty of securing independent access or demise) and not achievable (because of short timescale available before the land is require for Strategic Infrastructure Works in 2021) to separately market or secure an alternative tenant for this land. In other words, if it was not occupied by The Drive In London (or another Council team), it would sit empty without generating income.

REASONS FOR RECOMMENDATIONS

1. **Regeneration and Employment.** This proposal has a good strategic fit with the Council's Local Plan, and with Meridian Water's emerging policies. With respect to the Edmonton Leaside Area Action Plan (ELAAP), it delivers against Policy EL2 (Economy and Employment in Meridian Water) that stipulates that proposals should demonstrate that they support "opportunities for creative and cultural industries, digital and media, ecommerce, pharmaceuticals and high value engineering sectors...". This policy also states: "Where appropriate, the Council will explore and support meanwhile uses, in existing buildings or temporary structures for the development of new types of employment".

Furthermore, this drive-in proposal accords with the Employment Strategy, as it will be directly contributing to the objective of delivering 1,000 meanwhile jobs across Meridian Water, and it promotes some of the Strategy's target growth sectors of culture, media and the creative industries. Finally, it squarely delivers against the Meridian Water placemaking pillar: Your Place to Make and Create.

By way of example, the Drive In Cinema is using local business Ariela Gelato, based on the Hastingwood Estate in Meridian Water, as a supplier for the Cinema and has placed an order for 2000 tubs of ice cream.

Re local employment, organisation WorkWorks, which helps young people in the local area most likely to be excluded from the labour market, has put forward five candidates, three of which are being interviewed for jobs at The Drive In Cinema. In total 12 jobs are being advertised to be in place for the opening night.

2. **Placemaking.** The proposal will have a major positive impact in raising the profile of Enfield and making Londoners aware of Meridian Water as a destination for leisure. This enterprise will build on the momentum of recent communication and public relation successes including the opening of the new Meridian Water Station, Field Day, and the announcement of HIF funding.

3. **Meanwhile.** Strategically this is a good proposal to test meanwhile activity on the East Bank. It is temporary, low intervention and flexible and therefore a good way to test the market for Meridian Water as a destination for entertainment and leisure events. This is important for Troubadour Theatres gaining confidence to invest in Meridian Water and could inform when and how to bring forward the theatre and performance elements of its main proposal.

4. **Financial.** The proposal will generate rental income on a piece of land that is otherwise extremely difficult to let. Through the profit share element, there is an opportunity for the Council to increase its rental income substantially over and above the base rent element (Confidential Appendix has more details)

BACKGROUND

Please note that a copy of the Part 1 report is available on the Council's democracy pages. As the part 2 documents contain exempt information, they will not be available to press or public.

SECTION 2: Notice of forthcoming Key Decisions for which it has not been possible to provide notice

This section lists the Key Decisions that are proposed to be taken by the Council, which require publication in accordance with the Local Government Act 2000. The decisions listed are those for which it has not been possible to provide 28 days' notice and need to comply with the Council's urgency procedure. There are two routes that can be followed in this instance to enable a decision to be taken.

1. Rule 15 – General Exceptions

This procedure is used in cases when:

- it is not possible to provide the required 28 days' notice of a key decision; but
- it is possible to provide a minimum of 5 working days' notice prior to the decision being taken;

2. Rule 16 – Special Urgency*

This procedure should only be used in exceptional circumstances where it is not possible to:

- provide the required 28 days' notice prior of a key decision; and
- provide a minimum of 5 working days' notice prior to the decision needing to be taken;

***These decisions will not be eligible for call-in.**

If you have any queries or wish to obtain further report information or information on a decision please refer to: Claire Johnson 020 8379 4239

Key Decision – Reference Number: KD: 5176/U212.

DETAILS OF KEY DECISION

Part 1/2* and reason	Date Decision Planned	Decision of	Proposed Key Decision	Ward/s affected by the decision	Contact Name and Number
Part 1	26/06/20	Sarah Cary (Executive Director Place)	Grant Plan for allocating the Re-Opening High Streets Safely Fund (RHSSF)	All	Georgie Day 02080782882

Reasons for Urgency:

1. The council will be contacted on 30/06/2020 by the Cities and Local Growth Unit (CLGU) to submit a Grant Plan that this KD seeks approval for.
2. Officers need to imminently spend the funds allocated by the RHSSF to support Enfield's high streets as they re-open following COVID-19 lockdown.
3. It has not been possible to submit the KD for full notice of 28 days since notice of the fund was received on 24/05/2020, and the interim period has been spent compiling the Grant Plan. It has not been ready earlier.

Background Papers:

No.	Description of Background Papers	Name and Telephone No. of Document Holder	Location/e-mail address
	None		