

St Ann's and Haringay Area Forum and Committee

THURSDAY, 5TH JULY, 2012

6.30 pm

VENUE: CYPRUS KITCHEN, 628-630 GREEN LANES, N8 0SD

MEMBERS OF THE AREA COMMITTEE/FORUM:

Councillors Adamou, Alexander, Brabazon (Chair), Browne, Canver and Schmitz

Introduction by the Chair and Ground Rules

AREA FORUM

News Roundup and current consultations – 6.30pm

- St Ann's Hospital Site
- West Green Road Improvements
- DIY Streets
- Dog Control Orders
- Article 4 Direction
- Alexandra Palace
- Current Planning and Licensing applications

Then there will be a refreshment break, a chance to network and contribute to current consultations.

Waste and Recycling: the new arrangements - 7.15pm

Residents' viewpoint: Slide and video presentation from Liz Ixer, looking at the new system across Haringay and St Ann's.

Liz has been out and about with her camera, looking at how the new system is being implemented. This should be the start of a lively discussion, and we're asking Council officers to listen and respond to what we've seen.



AREA COMMITTEE - 8.15pm

- 1. APOLOGIES FOR ABSENCE (IF ANY)**
- 4. MINUTES OF THE PREVIOUS MEETING - 19 APRIL 2012**
- 3. URGENT BUSINESS**
- 4. DECLARATIONS OF INTEREST**
- 5. DEPUTATIONS AND PETITIONS**
- 6. FEEDBACK FROM THE AREA FORUM**
- 7. EVALUATION OF PHASE I OF WASTE COLLECTION ROLL-OUT, AND LESSONS LEARNED FOR PHASE II FOR ST ANN'S AND HARRINGAY**
- 8. ADDITIONAL HMO LICENSING - UPDATE ON PROGRESS**
- 9. AREA PLAN - MONITORING ARRANGEMENTS**
- 10. GREEN LANES OUTER LONDON FUND ROUND 2 / TFL CORRIDOR SCHEME - PROGRAMME SUMMARY**
- 11. FINSBURY PARK ACCORD**

Briefing to follow.

- 12. ANY OTHER BUSINESS**

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Friday, 22 June 2012

MINUTES OF THE ST ANN'S AND HARRINGAY AREA FORUM AND COMMITTEE
THURSDAY, 19 APRIL 2012

Councillors Alexander, Brabazon, Browne (Chair), Canver and Schmitz

SAH28.	<p>APOLOGIES FOR ABSENCE (IF ANY)</p> <p>There were no apologies for absence.</p>	
SAH29.	<p>MINUTES OF THE PREVIOUS MEETING - 26 JANUARY 2012</p> <p>A correction was made to the fourth paragraph of minutes PC25 "Making the Difference" in that reference to Hornsey Station should instead read 'Harringay Station'.</p> <p>RESOLVED</p> <p>That, subject to the correction indicated above, the minutes of the meeting held on 26 January 2012 be approved and signed by the Chair.</p>	Clerk
SAH30.	<p>URGENT BUSINESS</p> <p>There were no items of urgent business.</p>	
SAH31.	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest.</p>	
SAH32.	<p>DEPUTATIONS AND PETITIONS</p> <p>There were no deputations or petitions.</p>	
SAH33.	<p>GREEN LANES OUTER LONDON FUND DEVELOPMENT</p> <p>Cllr Canver advised the Committee that the project was in the process of procuring designers for the work and was working with Design for London and the Council. Further updates would be issued as work progressed.</p> <p>NOTED</p>	
SAH34.	<p>AREA PLAN</p> <p>The Committee discussed the draft area plan and the following suggestions / issues were raised:</p> <p>1. <u>Clean & Green, 3. Refuse & Recycling</u></p> <ul style="list-style-type: none"> • Under agreed activity 1., Cllr Schmitz proposed replacing "Robust communication about new fortnightly refuse collections will be shared with residents before implementation" with a proposal that the introduction of 	

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fortnightly collections be deferred until after a report had been produced on the issues arising in areas where fortnightly collections had already been rolled out. Cllr Schmitz reported that it seemed that there were particular issues in respect of HMOs, and that it would be imprudent to roll out to an area with a disproportionate number of HMOs until a report on the issues and how these could be addressed had been produced. These concerns were echoed by Cllr Alexander.

- In response, Cllr Canver, as Cabinet Member for Environment, advised that it was always anticipated that there would be challenges, particularly in respect of HMOs, in the course of the rollout. This did not mean, however, that the rollout of the 2nd phase should be deferred. Identifying problems at an early stage addressing these issues would require ongoing negotiation before, during and after the rollout. Engagement with HMOs, residents, landlords and the Landlords Forum was now taking place in advance of implementation of the 2nd phase of the rollout, and a range of forms of communication, including letters and home visits, were being used to engage with as many people as possible.
- The Committee agreed that there was a need to learn from the issues identified in phase 1 of the rollout, and that Members should see the report on this when it was produced. It was further suggested that Ward Members should meet as a group and hear from officers on a more frequent basis to monitor the rollout and any issues arising, in order that they were more engaged in the process.
- Cllr Canver confirmed that all Members would shortly receive a briefing note and FAQs; data on the first phase was in the process of being gathered, and Members would receive a report on phase 1 as soon as this was completed. Very early indications were that while the experience had been positive overall, there had been issues on roads with HMOs, and that the level of engagement with this type of property was being increased.
- The Committee was advised that officers would be visiting key local organisations to engage with them regarding the rollout. Members were asked to suggest possible venues and groups that should be involved in this engagement process.
- The Committee agreed, in the first instance, that the issue of implementing bi-weekly collections should be raised for discussion at the next meeting of the HMO Working Group, and that additionally a date would be set for the Green Lanes Strategy Group to discuss this issue in further detail, before the mid-June date that the rollout was timetabled to start.
- On seeking advice from the Chief Executive, the Chair ruled that it would be out of order to put to the vote the

Cllr
Canver

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motion that the implementation of phase 2 of bi-weekly collections be deferred, as the timetable for this process was a decision of the Cabinet.

2. Crime & Antisocial Behaviour, 1. Supporting Safer Neighbourhood Team priorities

- On point 2 under this heading, it was agreed that the SNT updates at Area Forums should include data on results / outcomes for the local area. It was further suggested that the Area Plan itself should include an extra column to show actions, what had been achieved and what was still to be done, in order to measure progress.

3. Culture & Creativity, 1. Inward investment

- It was suggested that there should be engagement with estate agents dealing with commercial property to try to identify what infrastructure improvements could be made to attract the best possible tenants to the area. The Chief Executive agreed to take this point away to look at how this tied in with work being done elsewhere in the Council and report back at the next meeting.
- 'Haringey on Line' to be corrected to Haringay Online.

Chief
Executive

6. Housing, 2. Affordable Housing (St Ann's Hospital Development)

- It was agreed that the wording of the first sentence of point 1. should be amended to read "Affordable Housing to be included as part of any redevelopment of the St Ann's Hospital site".
- It was noted that the MHT and NHS London had taken account of local discussions and have indicated their intent to retain some in-patient capacity for mental health at the St Ann's site.

7. Regulation, 1. Planning Enforcement

- It was confirmed that point 1, set the aspiration of increasing the number of enforcement staff.
- The Committee noted that the Council was looking at increasing the level of enforcement work that was self-sustaining as a result of court awards.

7. Regulation, 3. Trade Waste Enforcement

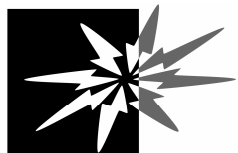
- In respect of point 2, it was confirmed that a pamphlet explaining the role and scope of Neighbourhood Services was planned by the Service, although decisions had yet to be taken regarding the timetable and resources for this. It was confirmed that this should remain in the Plan as an aspiration, progress with which could then be monitored.

Taking into account the agreed amendments and actions in the discussion above, the Committee:

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	<p>RESOLVED</p> <p>That the draft Area Plan be approved, subject to the amendments agreed during the meeting, as set out above.</p> <p>It was formally noted for the record that, while approving the rest of the Area Plan, Cllr Schmitz and Cllr Alexander objected to point 1, under Clean & Green, Refuse and Recycling, in respect of the introduction of fortnightly refuse collections before a full report on phase 1 had been made available for consideration.</p>	<p>Claire Kowalska</p>
<p>SAH35.</p>	<p>DISCUSSION OF VENUES AND AGENDA ITEMS FOR FUTURE MEETINGS</p> <ul style="list-style-type: none"> • The Committee discussed the format of the preceding Area Forum which had taken the form of 'information stands' rather than an open meeting. It was felt that having one to one discussions with residents enabled more information and suggestions to be passed on to Councillors and officers, and that it would be useful to repeat this format once or twice a year, maybe for an hour of the forum, followed by a wider discussion. • The Mental Health Trust had expressed an interest in attending the next meeting to seek questions and feedback from residents regarding the St Ann's Hospital development. • When the dates for 2012/13 were confirmed, it was suggested that these be circulated to the Residents Associations and mailing lists to ensure that people had early notification of forthcoming dates throughout the year. • Harringayonline had offered to run a surgery on social media, websites, and general IT issues before the start of the next meeting. • In light of the offer from Harringay Online, it was suggested that the next meeting also be held at the TCCA, as this venue had wi-fi access, but that for subsequent meetings the Forums should move between the wards in recognition of residents' preferences. • The Committee thanked the Chair for the smooth running of the meetings throughout the current municipal year. 	
<p>SAH36.</p>	<p>ANY OTHER BUSINESS OF AN URGENT NATURE</p> <p>There were no new items of urgent business.</p> <p>The meeting closed at 21:30hrs.</p>	

COUNCILLOR DAVID BROWNE
Chair



Haringey Council

Briefing note

St Ann's and Haringay Area Committee

St Ann's and Haringay Area Forum

Purpose of briefing

To provide a briefing on the changes to waste collection service and learning from phase 1 implementation.

Background

In April 2009 the council started the process of developing a new contract to increase recycling rates, reduce carbon emissions and improve the bin collection services it offers. In order to inform the procurement process of the Waste Management Contract, Haringey undertook consultation on its waste services in the summer of 2009. A questionnaire was distributed in Haringey People which is delivered to every household in the borough. The consultation was also available on Haringey's website. This generated 6,800 responses, and gave the opportunity for residents to comment on any aspect of the council's waste services. The council received the largest ever response to a consultation and the results were given to prospective contractors to consider when developing their bids for new services. Residents wanted us to recycle a greater range of materials, provide larger containers for recycling and provide a free bulky item collection service.

The new contract Haringey Council have with Veolia is set to deliver a 40% recycling rate and a 40% reduction in carbon emissions by 2015.

The changes will be rolled out to all low-rise residential properties across the borough in three phases, commencing in March 2012. The service includes;

- Continuation of the **weekly** collection of all dry recyclables.
- Continuation of the **weekly** collection of all food and garden waste (includes bones).
- A free bulky waste collection service for items that can be reused or recycled- this includes mattresses (new).
- The introduction of a 240 litre wheelie bin (new).
- Free six month supply of compostable food waste bags (new).
- Collection of non-recyclable rubbish fortnightly (new).

Phase one covered part of the west of the borough and the new service was implemented on the 5th March.

The second phase was launched on the 18th June, following a period of engagement with households affected. The areas affected include;

- Remaining streets in Crouch End, Hornsey, Bounds Green, Noel Park and Woodside

- Stroud Green
- Harringay
- West Green
- Bruce Grove
- Parts of St Ann's, White Hart Lane and Tottenham Green

Phase 1- Evaluation and Lessons Learnt

Impact on recycling

The overall target for recycling is 40% by 2015. The roll out has had an impact on recycling in the Phase 1 area, in its early days increasing the dry recycling tonnage in the Phase 1 area, from 260 tonnes to 300 tonnes a week, which represents a 15% increase in recycling tonnage. When translated to the recycling rate, this would represent an increase of just over 2%. Table 1 below compares the amount of co-mingled waste being collected on a weekly basis with the same weeks in 2011 and shows the steep increase at the first week of operating the new service.

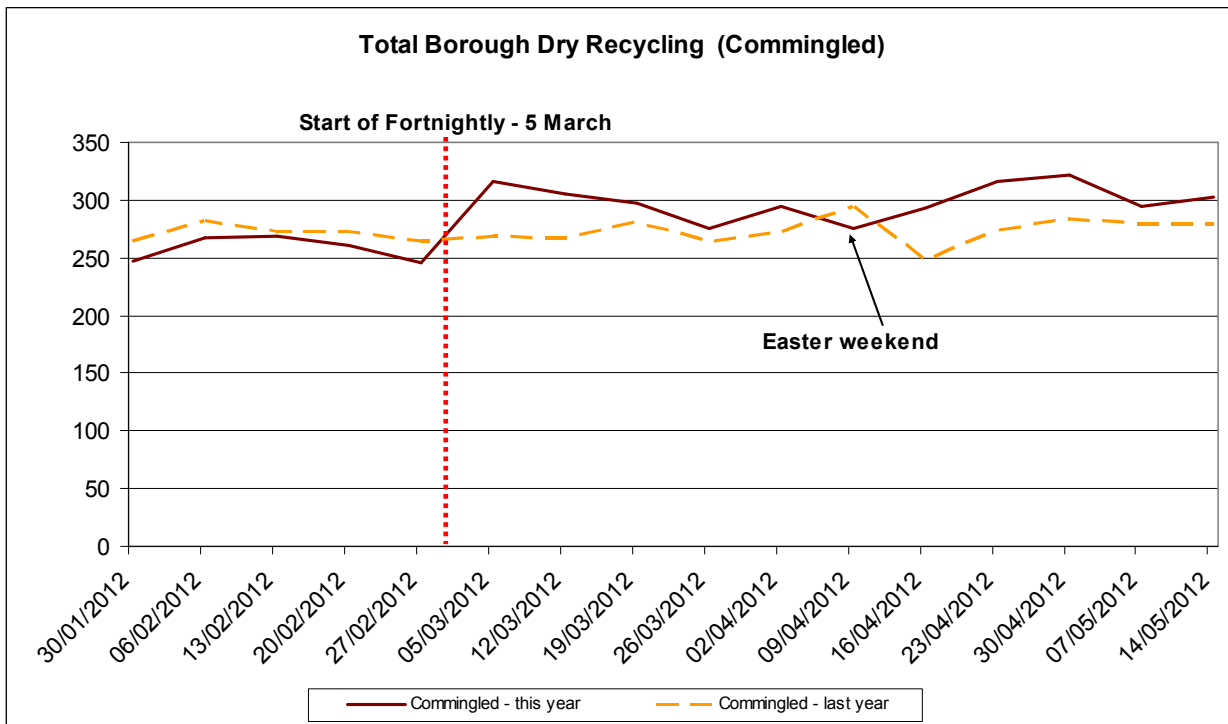


Table 1: Comparison of co-mingled recycling tonnages between last year and this year

Missed Collections

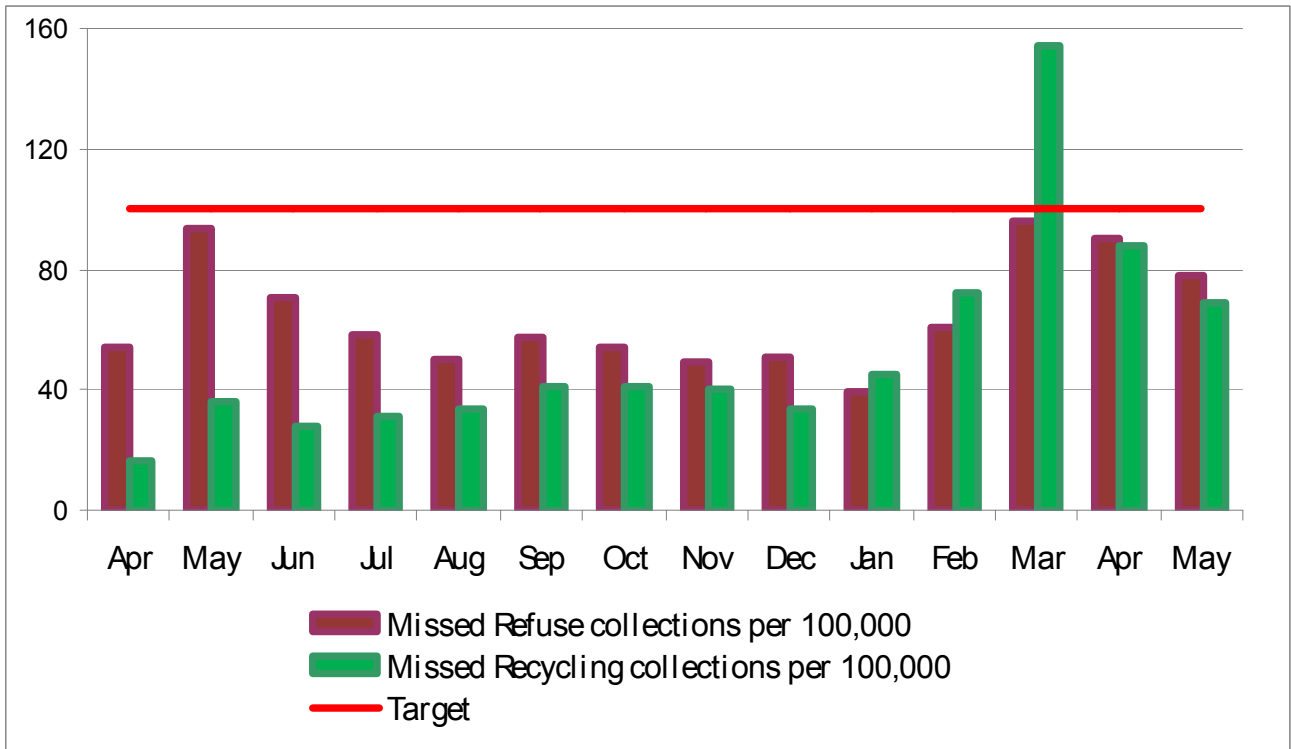


Table 2: Missed Collections

Lessons learnt and measure out in place for phase two

- Double-checking of delivery schedules with crews to ensure all roads are included.
- New service rounds are now issued to crews two weeks in advance.
- Temporary afternoon shift to deal with missed collections.
- If there is a missed collection twice or more then a Veolia supervisor will monitor the road for at least five weeks to identify the cause of the problem and ensure it doesn't re-occur.
- The Neighbourhood Action Teams are also monitoring both the performance of the refuse and recycling collection services.
- Daily report makes it easier to spot problems with missed collection.

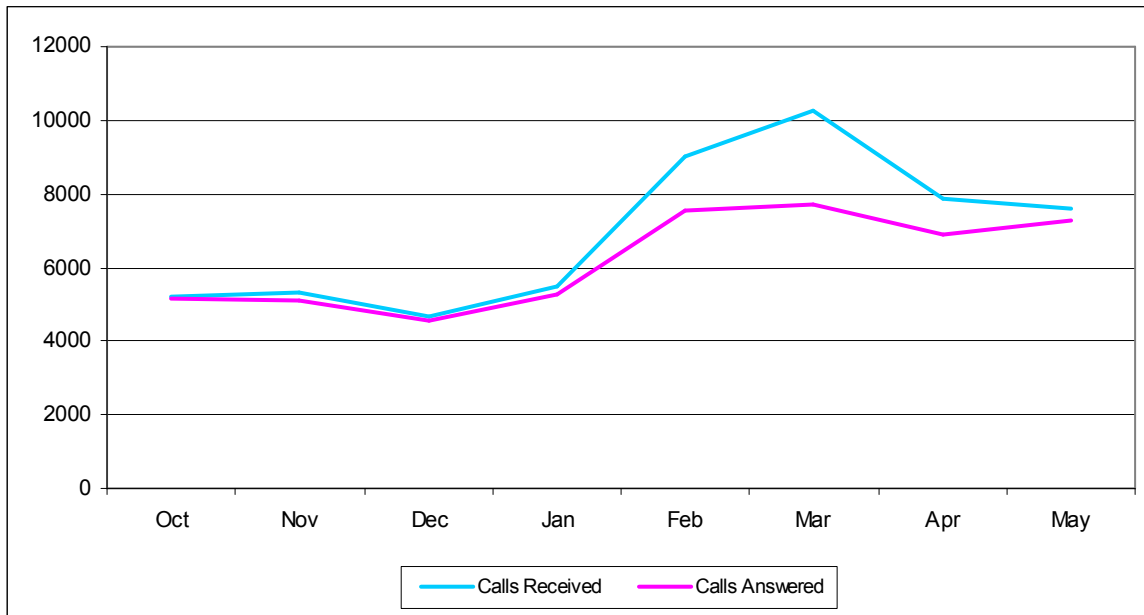


Table 3: Veolia Contact Centre Calls Received and Answered

Lessons learnt and measure out in place for phase two

- Veolia have made changes to their hardware through the provision of additional servers to ensure smooth and faster operation, which should speed up call handling and thus reduce call wait times.
- Veolia have increased staffing levels by 2 in phase 1 and a further 2 for phase 2 (4 extra staff in total).
- A new daily report is prepared which allows Veolia and the Council to see the number of calls to the Call Centre and response rate, requests for containers and the length of time people are waiting as well as missed bin reports from residents. This helps to ensure that issues can be picked up early.
- Veolia staff have been working at weekends to be able to deal with the volume of emails.

Container requests

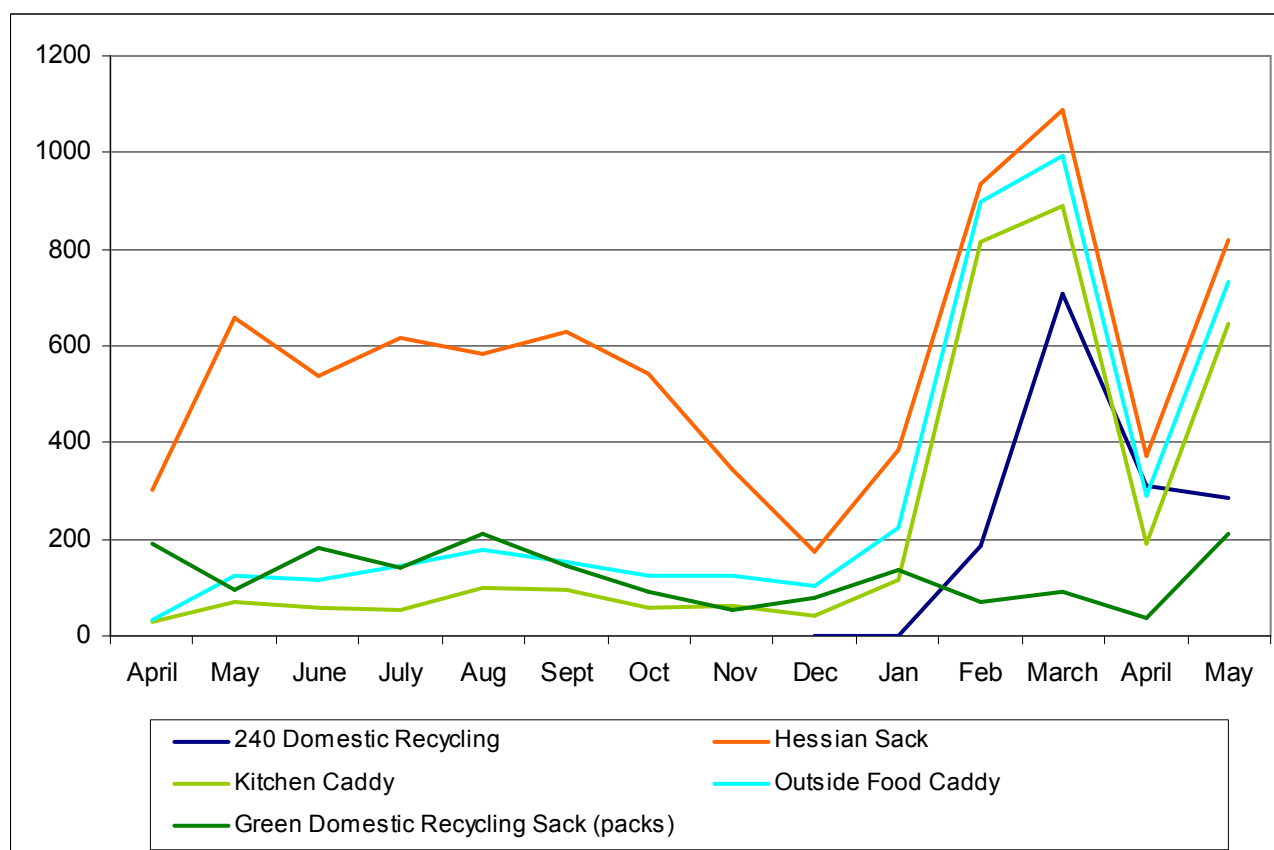


Table 4: Container requests to Veolia Contact Centre

Lessons learnt and measure out in place for phase two

- The appointment of a dedicated container manager and maximum stock level prior to phase 2 roll out to ensure correct deliveries of containers, application of lids and stickers and better planning of delivery schedules.
- Additional vehicles and crews to ensure timely delivery and can make decisions and record alterations during the roll out.
- The recycling sack has been made larger following feedback from residents that they found it too small.
- Residents are now able to collect containers (outdoor food waste bins and kitchen caddies) from the council's Reuse and Recycling Centres at Hornsey and Park View Road.
- Special arrangement with GRA and LCSP- residents can deliver their green recycling boxes to the Community Garden.
- Boxes will be collected from households in a rolling programme later on in the year.

Side waste and overflowing bins

Lessons learnt and measure out in place for phase two

- Identifying those bins that are overflowing as we roll out to identify for the engagement team to visit to encourage greater recycling.
- Identification of overflowing bins is a role for Veolia Village Managers, Street Sweepers and Neighbourhood Action Team Officers.

- NAT officers to take part in rounds to monitor missed collections/performance and properties of side waste.
- Double-checking of the property survey to ensure that there is more accurate identification of appropriate container for the property.
- In preparation for Phase 2 the council and Veolia have developed a specific action plan for houses in multiple occupation with face to face contact for over 8000 households.

Communications and engagement

- Generally the communications were seen to be successful but despite this we have increased our communications plan to include the following:
- Attendance at Area Forums and key stakeholder meeting i.e. resident association meetings.
- HMOs: there is a specific action plan for houses in multiple occupation. Activities include door knocking each HMO and a letter to be sent to all landlords.
- A separate letter has gone to blocks of flats in the Phase 2 area to explain changes from a recycling box collection to a wheelie bin collection and that blocks of flats will retain their weekly residual waste collection.
- Door knocking includes 8,000 households and 400 properties currently receiving a sack collection. The remaining households to be contacted will be those where recycling or where a smaller bin has been requested.
- Additional Council Officers have been trained to be able to deal with complaints to the Council.
- Letter is being sent to all community organisations and faith groups.
- Targeted engagement with certain locations i.e. Milton Avenue, N6.
- The letter to residents included the leaflet title, 'Changes to the waste collection services,' in several languages.
- Information and frequently asked questions on the council website.
- Ongoing engagement.

Further information about the changes and frequently asked questions can be found on the council's website: <http://www.haringey.gov.uk/changes>



Briefing for:	Cllr Z Brabazon
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Title:	Additional HMO Licensing (Haringay Ward)
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Purpose of briefing:	Update on Progress
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Lead Officer:	Steve Russell
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Date:	June 2012
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Background

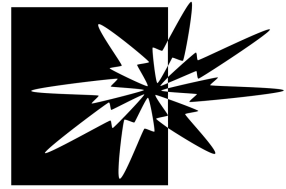
The scheme became operative on the 1st October 2011 and requires the owners of certain types of HMO to make a licence application. The main types of HMO requiring a licence is as follows:

- All HMO properties where there is sharing of facilities.
- All flats in multiple occupation
- All self contained flats or studio's, which are all in same ownership and fail to meet the 1991 building regulations.

The purpose of the licence and the Housing Health and Safety Rating System inspection is to control the following:

- Occupancy numbers.
- Fire Standards
- Amenity standards for both kitchens/bathrooms
- Management standards
- Repair/Safety requirements.

Failure to meet any of these standards will be an offence that can be enforced.



Team

There are six (6) officers dealing with HMO enforcement for housing purposes for the whole borough. The key objectives of the officers are:

- High risk HMO properties outside of licensing.
- Mandatory HMO
- Re-licensing of mandatory HMO properties
- Additional HMO licensing.

The team has to prioritise its work programme as it cannot deal with all HMO's referred. Enforcement of HMO's is complex, resource intensive, especially where there is no co-operation or officers are challenged. The need to target the worst cases or licensable properties is essential

High Risk HMO's

The team has no option but to take on a number of High Risk HMO's which fall outside of licensing due to the danger to which the tenants are exposed or the nuisance that the occupants are causing. These cases are usually complex and may well lead on to prosecution. Officers are currently dealing with around 15 cases.

Mandatory

Whilst undertaking the survey for the additional licensing area a number of mandatory HMO was discovered. We also find a number of other mandatory cases through other means. We are in the process of dealing with all applications received and other cases which need further investigation. In 2011-12 a total of 63 Mandatory HMO Licences were received generating an income of £ 62,400. Since the new financial year started in April 2012 we have received a further 10 Mandatory Licence applications. All but 2 of these cases have been allocated. The income for this financial year from the Mandatory licence scheme stands at 10, 440.00.

Re-Licensing

We have to re-licence mandatory HMO's. From October 2011 to March 31st 2012 we were responsible for relicensing 79 HMOs which generated an income of £92,138.00. This financial year a total of approximately 85 Licences will need to be renewed. 12 licence renewal applications have already been received amounting to an income of £12,736.00. This is a mandatory process and in many cases the circumstances have changed which means that additional works have been required or that breaches have been found requiring enforcement action. It is important that landlords realise that conditions and standards will be checked and action taken should they fail to meet them.

Additional HMO

We have had limited resources to totally dedicate to this area and we have had to consume this within the existing resources. The key areas that we have initially identified is as follows:-

- Initial Letters and Landlord Forum.
- Portfolio Owners.
- Turnpike Lane has been specifically targeted recently to identify potential licensable properties.
- Green Lanes/ Grand Parade will be a proactive project for the future

Initial Letters/Landlords Forum

In preparation towards the declaration of the Additional Licensing scheme in the Harringay Ward, a desk top study was undertaken to identify potential properties that would fall within the licensing definition. Existing Environmental Health records, planning enforcement data, and Enforcement complaints were all used to identify potential addresses. Work was then undertaken to identify the correct ownership contact details for the properties and application packs were sent out. The other properties are being inspected proactively to verify that they are licensable HMO before further correspondence with warnings attached are sent out. The Harringay Landlord Forum has also been used as a platform to educate and consult landlords on the proposals and declared area. Workshops have also been held at this event.

Portfolio Owners

We have sent 76 letters relating to 178 properties and have copied in 101 interested parties including the directors of the companies at their home addresses. We have received 16 applications and expecting 52 others from cooperative conversations that we have had. It is likely that we will have to take enforcement action against the others. These owners are likely to have properties in other areas where licensing may be extended to.

Turnpike Lane

We have started to look in detail at this road. We door knocked at all properties in Turnpike Lane from number 1 - 127 properties. The results from the survey are listed in a table below and give you some idea of the findings and follow up work that needs to be done.

Green Lanes

This is going to be the main area for HMO's. We are looking to target this area from April 2013 for a two year period as the re-licensing of properties should be less from that period and it is envisaged that further recruitment to the HMO Licensing Team will allow officers to be specifically targeted to work in an area/road.

Applications received to date

In total through all the work done in the additional area we have currently received 78 fully completed application forms of which 9 have received their licences with conditions attached, amounting to an income of £58,222.00. All cases have been allocated to officers are currently being processed.

Example Additional Licensing cases which have been problematic

Lothair Rd south

2 storeys 257 HMO, 7 studio bedsits

Previous history of anti social behaviour prior to the introduction of additional licensing. Have been pursuing landlord/agent for licensing application for the past 6 months. Including gathering information from housing benefit & Council tax research. The officer has organise a joint inspection with the police and is now gathering evidence for a possible prosecution.

Willoughby Road

3 storey 2 flat 257 HMO

Landlord is Refusing to licence. Tenant is sub letting property Complaints by neighbours about tenants throwing food onto roof top. Officer has contacted the L/L and agents. Refusal to license by owners. Officer gathering evidence to prosecute and failure to license the property. The agents have however, now emptied out the property and it is now vacant.

Warham Rd

Warham Rd is a two storey HMO with 6 bedrooms and a dining, living room, and shared kitchen facilities. Each bedroom has ensuite shower / toilet. The property was first brought to this services attention in **early June 2011** - complaint from the public regarding overcrowding, neighbour dispute nuisance, drainage problems. **In June 2011** A Planning enforcement notice was served on the property (Planning Act 1990 as amended) for breach of planning control (the property is in a restricted Conversion Area, the area is subject of an excessive number of flat conversions and material change of use to an HMO). The Landlords appealed the Notice, but the appeal was dismissed by the Planning Inspectorate. The councils involvement in the property continued with the introduction of the Additional (HMO) licensing scheme of such 2 storey HMO's. An Additional (HMO) application was made by the landlord in **October 2011** and the property was inspected. The property was found to be in good decorative order with fire precaution (integrated fire alarms, fire doors , protected escape route were present). It is proposed by this service that due to the limited amenities, and undersized bedrooms that occupancy be limited .The Landlord had also submitted plans with the licensing application to convert the property to an 8 bedroom HMO with ensuites and additional kitchen facility. This proposed alteration is unacceptable in the restricted conversion area where Planning had stipulated the maximum number of occupants residing at the property is 6. The landlord is currently carrying out works as condition of the Licence, and Planning have been updated.

Example HMO cases which are non licensable which have been problematic

Cavell Road is a 3 storey HMO but only has 3 people living there. The officer has had to serve an overcrowding notice and improvement notice. The property was identified through complaints about a lack of heating and hot water.

Tynemouth Terrace was a 3 storey HMO but the landlord moved the tenant out of the second floor loft conversion and sealed up the entrance. The officer has now just served a consultation notice for some low-risk cat 2 hazards. A complaint was received by the tenants residing at the property. The officer visited the property and sent a management Regulation Letter as well as carrying out an inspection under Housing Act 2004.

St Anns Road is a 2 storey property with 5 rooms. It was overcrowded so the officer has served a overcrowding notice and an improvement notice asking for fire safety related works to be undertaken.

Officer is currently inspecting a property in Green Lanes which is a sec 257 HMO containing 3 flats. There is a falls between levels issue and entry by intruders. There is a flat roof which can be accessed at second floor level from the communal staircase enclosure. The door has no lock and the flat roof is unguarded. The officer needs to return to the property to gain access to a further flat before enforcement notices can be served..

This is just an example of cases to show how complex the issues are that officers are having to deal with.

Copy of letter sent to portfolio landlords.

Community Housing Services
Housing Improvement Team (Private Sector)
1st Floor, Apex House, 820 Seven Sisters Road, London N15 5PQ
Tel: 020 8489 5521 Fax: 020 8489 4292
www.haringey.gov.uk



Deputy Director of Community Housing Phil Harris

Haringey Council

[]

Date: []
Our ref: UE/SCHS/HIT(PS)/SAR
Tel: 020 8489 5521
Email: marta.hardy@haringey.gov.uk
ian.gardner@haringey.gov.uk

Dear [],

Housing Act 2004 **Licensing of Houses in Multiple Occupation**

I am sure you are aware that the Housing Act 2004 introduced the mandatory licensing of certain larger houses in multiple occupation (HMO).

The Act also gave local authorities the power to introduce additional HMO licensing schemes, requiring the licensing of HMOs which fall outside of the mandatory licensing criteria.

In June 2011 Haringey Council designated such a scheme in the Harringay area of the borough, requiring the licensing of HMOs occupied by three or more people who are not from the same family, and regardless of the number of stories of the building, i.e. can apply to a flat as well as a house.

The additional licensing requirement also applies to certain properties converted into self-contained flats/units, where some or all of them are rented out, again regardless of the number of stories of the building, and if the conversion cannot be shown to meet the standards of the 1991 Building Regulations.

This scheme came into operation on 1 October 2011 from which date it has been an offence to manage or control a licensable HMO within the designated area unless an application for a licence (or an exemption) has been submitted to the Council.

We are writing to you as our records indicate that you may own, be the managing agent of, or have a relevant interest in, the following properties which are situated within the area, appear to require licensing, but for which no licence (or exemption) applications have been received:-

[insert addresses]

You are advised to visit our website at www.haringey.gov.uk/hmo-licensing and www.haringey.gov.uk/additional-hmo-licensing where you will find more information on licensing and the properties which meet the licensing criteria, together with the various documents which make up the HMO licensing application pack.

If you do not have a relevant interest in any of the above properties, if you do not believe they require licensing, or if you need assistance in deciding whether or not a property requires a licence, please contact the HMO licensing team immediately via one of the e-mail addresses or the telephone number above. Otherwise, I would urge you to submit the necessary applications.

You may wish to note the range of consequences that may arise from failure to apply for a licence in respect of a licensable HMO or failure to comply with licence conditions. These include:

- The person having control or managing an unlicensed HMO is committing a criminal offence and is liable upon conviction to a fine of up to £20,000.
- Failure to licence an HMO may be subject to action under the Proceeds of Crime Act 2002 to confiscate any financial gains which are made during the period of a breach of licensing requirements.
- A person convicted of an offence of failing to licence an HMO, or failure to comply with the conditions of a licence, once granted, may no longer be deemed to be a 'fit and proper' person to hold a licence. This would apply to all such properties that person has an interest in and not just the property to which any conviction relates.
- The Council may seek to recover up to 12 months of any housing benefit paid during the period the property was not licensed. This is recoverable from the landlord irrespective of whether it was paid to them directly.
- A tenant (or former tenant) may apply for a rent repayment order against the landlord for the recovery of up to 12 months worth of rent.
- You cannot lawfully serve Section 21 possession notices on assured shorthold tenants of a licensable HMO until an application for a licence (or an exemption) has been submitted.
- In certain circumstances, such as where unlawful eviction is threatened to avoid licensing requirements, the Council may take control of the management of the property.

I am sure you will agree that the above consequences are potentially far reaching. Please be assured that our preferred approach is one of guidance and support for responsible landlords and I apologise if setting out the above consequences in this letter appears threatening.

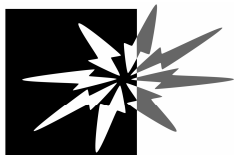
Responsible landlords can benefit from reduced fees for early applications (those made **by 31 March 2012**), good quality plans, and membership of the London Landlord Accreditation Scheme.

The Council is serious in its intent to address unsatisfactory housing evident in the Harringay area, such housing often being occupied by some of our most vulnerable residents, and to address the nuisance and detriment that poorly managed HMOs often cause to neighbouring residents. The Council has therefore committed additional resources to this area to identify and take action in respect of unlicensed HMOs.

If, in addition to the properties identified above, there are others you have an interest in that require a licence then you are strongly advised to ensure an application is submitted. If, in the future, we discover unlicensed licensable HMOs for which you are responsible we will not hesitate to initiate legal proceedings, and where appropriate bring to bear the full range of consequences referred to above.

Yours faithfully,

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Haringey Council

Briefing note for St Ann's & Haringey Area Committee

21st June 2012

Monitoring Arrangements for Area Plans

Purpose of Briefing

To outline the purpose of Area Plans and the roles and responsibilities of Officers to ensure the effective monitoring and development of plans.

Using Area Plans

The Area Plans have been developed to ensure that Area Forum & Committees focus on local priorities determined by local residents. The Area Plans will support Area Chairs with:

- Forward planning / agenda planning;
- Communicating local service activity to residents;
- Communicating local priorities to services.

Monitoring and Management of Plans

Officer from Engagement & Enablement Team (Single Frontline Service within Place & Sustainability) performing coordinating role:

- Prompt to activity leads to update their parts of the plan quarterly;
- Document management, to include electronic filing and change control;
- Uploading updated plans to the Area Forum & Committee web pages;
- Supporting annual review of priorities;
- Forwarding updated plan to Committee Clerks for consideration at agenda setting meetings.

Area Chairs:

- Suggesting new activity content each Forum / Committee meeting (ensuring requests to services are formally noted and actioned by Committee clerks);
- Deciding when activity has been duly actioned and can be archived;
- Directing and overseeing annual review of Area Plan priorities;
- Holding services and partners to account.

Activity Leads:

- Providing quarterly updates on activity (or upon request);
- Considering requests from Area Chairs for new activity and submitting a formal responses within 10 days of request;
- Attend Area Forum and Committee meetings to present activity updates upon reasonable request.

Area Champions (CEMB Officers):

- Providing advice and guidance to Area Chair on change control and new requests for activity;
- Escalating any arising Area Plan issues through CEMB to ensure prompt resolution (feeding back through formal minutes of Area Committee)
- Supporting Area Chairs to direct and oversee annual review of Area Plan priorities.

Committee Clerks:

- Managing attendance sheets and signage at Area Forum and Committee meetings;
- Formally noting any Area Plan issues arising and new requests for activity as part of formal Area Committee minutes;
- Ensuring Area Plans are a standing item at agenda setting meetings and quarterly Chairs meetings to address any issues.

Area Plan Monitoring Process (Summary)

What	Who	When
Overall coordination of Area Plan updates	Officer from Engagement & Enablement Team	Ongoing
Updates on existing plan activity	Named activity leads	Quarterly and upon request from Area Chair
Change control suggestions (adding new activity and archiving old)	Area Chairs	Quarterly (after each Area Forum & Committee)
Escalating issues arising from Area Plans (non-response to update requests etc)	Area Champions (CEMB Officers)	As necessary
Formal noting of Area Plan issues and requests for new activity	Committee Clerks	Quarterly (as part of Area Committee minutes)
Annual review of priorities	Led by Chairs and Area Champions with support from Engagement & Enablement Team	Annually

Zoe Robertson, Community Engagement Manager

GREEN LANES OUTER LONDON FUND ROUND 2/ TFL CORRIDOR SCHEME PROGRAMME SUMMARY

1. INTRODUCTION

The Green Lanes Strategy Group has worked with Haringey Council in putting together a successful Outer London Fund Round 2 bid. The Strategy Group have successfully bid into Outer London Fund Round 2 and have been awarded £1.78m to deliver a programme of capital improvements which will be delivered from April 2012 – March 2014.

1.1 THE OUTER LONDON FUND ROUND 2 (OLF2)

This programme will fund improvement to the public realm and to the facades of the buildings to allow the High Street to celebrate its diversity and to remain as a competitive alternative with a distinct local identity. The work will focus on the Town Centre from Grand Parade to the railway bridge at Harringay Green Lanes station

1.2 GREEN LANES TfL CORRIDOR SCHEME

In addition to the OLF2 scheme the TfL Corridor scheme is a collaborative project, which will support, embellish and provide a quality foundation for the OLF2 scheme. The Green Lanes Corridor is a borough-led package of works funded through the Council's LIP fund. The package is a range of highways improvements along the corridor including but not exclusive to highways infrastructure and street scene improvements, which will include walking, cycling, decluttering and landscaping improvements to the corridor.

The Green Lanes TfL Corridor scheme will focus on creating a place that is pedestrian and cycling friendly, which is accessible and feels safe and promotes green corridors with more trees and quality green spaces.

The area covered by the corridor scheme area comprises Green Lanes between Turnpike Lane and the borough boundary with LB Hackney.

2. THE OUTER LONDON FUND ROUND 2 (OLF2)

2.1 SCOPE

There are three main elements to the Green Lanes OLF2 scheme:

1. Improvements to the railway bridge and surrounding area to create a "gateway" entrance into the town centre.
2. Shop front improvements to 35 retail businesses on Green Lanes
3. Creation of micro-squares on the Green Lanes ladder roads

Action 1 – Harringay Gateway

At the southern end of Green Lanes the railway bridge will be cleared of clutter, cleaned and transformed by the installation of a three-dimensional field of light. This action will create a tangible gateway to the area, raising the status of the high street in the eyes of locals and visitors alike.

Action 2 – The Shop Fronts

The magnificent architecture of Green Lanes and the Grand Parade is to be celebrated. Selected terraces will be cleaned and restored, independent shops will receive investment to improve their shop fronts through appropriate conservation works and the considered introduction of contemporary details

Action 3 – The Public Realm

The high street is the public space. Where possible the pavement will be widened, trees planted, benches installed, cafe seating extended, lighting improved and shared surface treatment considered. This action will encourage people to appropriate the streetscape as a place to meet, chat, stroll and spend their time.

2.2 PROJECT DELIVERABLES AND DESIRED OUTCOMES

Outputs:

- 1 lighting scheme
- 1 bridge improved
- 5-6 terraces improved
- 35 shop fronts improved
- 8 micro squares established

Outcomes:

- Increased positive perceptions of quality of public realm and Increase in quality of pedestrian experience through public realm improvements
- Behavioural change of visitors, residents and businesses
- Virtuous Circle of Investment - Having a facility of this nature in the area will help attract future investment.
- Help to build a renewed sense of pride in the area
- Attract visitors from outside of the area and increase shopping revenue and footfall.

2.3 OBJECTIVES

The OLF2 scheme will:

2.3.1 SUPPORT CIVIC PRIDE + INVESTMENT

The urban street, private businesses and public spaces around Green Lanes have seen little public sector investment during the last 3 decades. Instead, local people and businesses have been investing their own time and money into improvements. These activities have been rewarded with a number of awards during the last 10 years including recently the Mayor of London's Award for voluntary work for the community. Our bid is intended to further support voluntary efforts and visually demonstrate to local residents and businesses that their efforts for the community can transform their neighbourhood. Rewarding community endeavour sends out a clear signal that civic pride is a quality that Londoners value highly.

2.3.2 DEVELOP -A SERIES OF EXEMPLARY CATALYSTS

When completed the 3 actions will create something tangible. Physical evidence of regeneration will be experienced by individuals in their homes and businesses as well as the public out on the street. As opposed to costly wholesale replacement the actions we propose are conscientiously targeted to provide pockets of change and improvement. If carefully designed, these pockets of change can become exemplary catalysts. The inspirational spark required to encourage renewed community activity, further private investment and a sense of ownership and place amongst residents and local businesses.

2.3.3 FOSTER -A LASTING SUSTAINABLE LEGACY

A sustainable legacy is secured through the careful consideration of a project throughout its entire lifetime, from design and delivery through its expected life-cycle and to the example it sets for

neighbouring and future developments. Our actions consider sustainability holistically in terms of design, construction and use. Our doctrine is 'Retain -Repair Renew', where careful consideration of the site and consultation with stakeholders generates an understanding of what should be retained, what needs improvement and where things need to be replaced entirely. This strategy is economical in terms of time, materials and finance but also ensures that what identifies Green Lanes as unique is given its rightful position in securing its legacy.

3. GREEN LANES TFL CORRIDOR SCHEME

Haringey's Local Implementation Plan (2011 to 2014) sets out the Council's Transport Strategy, reflecting the transport needs and aspirations of Haringey's residents and businesses, as well as helping to achieve the key priorities set-out in the Mayor's Transport Strategy. Haringey contains one Metropolitan Centre (Wood Green), below which there are five, smaller District Centres, of which Green Lanes is one. Together, these six town centres are the focus for future economic and employment growth in the Borough. The Local Implementation Plan contains a number of Strategic Environmental Assessment objectives. Three of these make specific reference to Green Lanes:

- To reduce crime, disorder and fear of crime and promote safe communities;
- To improve access to services, amenities and opportunities for all groups; and
- To improve the vitality and vibrancy of town centres.

The TfL Corridor scheme will seek to achieve the Local Implementation Plans objectives where possible through improvements to the urban realm along the Green Lanes corridor.

3.1 OBJECTIVES

- Improve conditions for cyclists, pedestrians and public transport to encourage more journeys by these modes
- Improve accessibility of the public transport network for everyone
- Deliver high quality, robust, attractive, legible and permeable public realm across streets, open spaces and transport interchanges within the study area.
- Reduce the adverse effects of traffic

3.2 BUDGET

- £1.2m from Transport for London

3.3 CURRENT STATUS

- Haringey Council is currently commissioning an architectural design team who will be initiating conceptual design advice and will be liaising with the local community in the near future.

3.4 POSSIBLE INTERVENTIONS

Walking / accessibility

- Widen and renew footways
- Improve and relocate formal and informal crossing points
- Renew footways outside shops and businesses
- Parking bays raised to footway level - to maximise footway widths when unoccupied and protect vehicles when occupied
- Raised level road surfaces and junction entry treatments will be installed on the highway at various locations throughout the scheme. This will reduce vehicle speed and prioritise pedestrians, which will contribute to a safer environment for all users

Cycling

- Rationalise and improve existing cycle lanes where possible
- New cycle stands throughout the area

Public transport

- Relocate bus stops to more logical and accessible locations
- Implement a Car Club bay and a Business Van Club bays

Crime

- Lowering of shrubs where required
- Lighting dark spots

Green areas / planting

- New trees where feasible
- Landscape areas
- New planters and planting

Wayfinding / Signage / Street furniture

- Review all signage and declutter
- New bins, plants, bike stands and benches throughout the area



Background:
 The Wood Green Town Centre - Transport for London (TfL) Major Scheme has a potential budget of £4.2 million, to design and implement improvements to the highways infrastructure and public realm within the shown orange boundary.
 Haringey Council is currently commissioning an architectural design team who will be initiating conceptual design and will be liaising with the local community in the near future.

The concept behind the Major Scheme is to look at all the main transport and wider related problems within an area; and develop a comprehensive and cost-effective treatment, rather than dealing with individual issues through small-scale, more limited interventions. The aspiration is that the Major Scheme will perform a key role in transforming Wood Green Town Centre into series of popular spaces that live up to their desired functions.

- Objectives:**
- The proposals are to introduce Public Realm improvements within the Wood Green area to contribute to the following objectives:
- Improve the social, environmental and economic fabric of an area
 - Improve peoples' movement within and beyond their local area
 - Understand and address the areas of concern in a locality
 - Address transport difficulties in the area and promote the use of walking, cycling and public transport
 - Improve peoples' quality of life including their non-transport use of public spaces; and act as catalyst for positive change
 - Improve the physical and living environment
 - Reduce vehicle dominance and create attractive outdoor living spaces
 - Improve personal security, reduce the fear of crime, particularly for travel during the hours of darkness
 - Increase the opportunities for local people to use streets as social spaces
 - Reduce social exclusion
 - Reduce the adverse effects of traffic
 - Improve conditions for cyclists, pedestrians and bus users to encourage more journeys by these modes
 - Improve accessibility of the public transport network for everyone

- Outcomes:**
- Better accessibility
 - Increased business inward investment
 - Increased visitor economy
 - Better connectivity to employment and training
 - Increased security and reduced fear of crime
 - Increased wellbeing
 - Increased resident satisfaction
 - Tackling climate change and enhancing sustainability

- Shared design principles:**
- High quality design and materials
 - Durable materials and easy to maintain schemes
 - Sustainability
 - Step free accessibility
 - Designing-out crime

Possible interventions (where feasible):

- Walking / accessibility**
 - Widen and renew footways
 - Improve and relocate formal and informal crossing points
 - Renew footways outside shops and businesses
 - Parking raised bays to footway level - to maximise footway widths when unoccupied and protect vehicles when occupied
 - Raised level road surfaces and junction entry treatments will be installed on the highway at various locations throughout the scheme. This will reduce vehicle speed and prioritise pedestrians, which will contribute to a safer environment for all users
- Cycling**
 - Rationalise and improve existing cycle lanes
 - New cycle stands throughout the area
 - Research the potential for a "Cycle hub" near Spouters Corner and/or Turnpike Lane underground station
- Public transport**
 - Relocate bus stops to more logical and accessible locations
 - Implement a Car Club bay and a Business Van Club bays
- Crime**
 - New street lighting - to improve the area aesthetic, increase visibility and safety; and will be more energy efficient
 - New feature lighting (up-lit trees and lights in trees)
 - Lighting / fencing improvements to alleyways
 - Lowering of shrubs where required
 - Lighting dark spots
- Green areas / planting**
 - New trees throughout the scheme
 - Landscape areas
 - Green walls
 - New planters and planting throughout
 - A comprehensive planting strategy will be developed to identify suitable trees for planting throughout the area. Existing trees will be reviewed and if they are not in a good condition they may be removed and replaced with suitable semi-mature trees in appropriate locations.
- Wayfinding / Signage / Street furniture**
 - Legible London (A Transport for London "Wayfinding" signage scheme)
 - Review all signage and declutter
 - New bins, plants, bike stands and benches throughout the area
- Public Realm**
 - Highlight notable buildings
 - Cleanup façade
 - Uplight façade
 - "Gateways" to the Town Centre to be designed
 - Comprehensive high quality architectural public space design
- Feature Lighting**
 - "Festoon" line lighting at several key locations
 - Tree uplighting
 - Other concepts to be suggested by the architectural design team
- Public Art**
 - Concepts to be suggested by the architectural design team

 **Wood Green Town Centre Major Scheme Scheme Boundary**
 (subject to change)

 **Duckett's Common area**
 (subject to further funding)

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