NOTICE OF MEETING

CABINET

Tuesday, 15th March, 2016, 6.30 pm - Civic Centre, High Road, Wood Green, N22 8LE

MEMBERS: Councillors Claire Kober (Chair), Jason Arthur, Ali Demirci, Joe Goldberg, Stuart McNamara, Peter Morton, Alan Strickland, Bernice Vanier and Ann Waters

Co-optees/ Non Voting Members

Quorum: 4

1. FILMING AT MEETINGS

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on.

By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under

Item 21 below. New items of exempt business will be dealt with at Item 25 below).

4. DECLARATIONS OF INTEREST

A Member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

(i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
(ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A Member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct.

5. NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE, ANY REPRESENTATIONS RECEIVED AND THE RESPONSE TO ANY SUCH REPRESENTATIONS

On occasions part of the Cabinet meeting will be held in private and will not be open to the public if an item is being considered that is likely to lead to the disclosure of exempt or confidential information. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (the "Regulations"), members of the public can make representations about why that part of the meeting should be open to the public.

This agenda contains exempt items as set out at **Item** *[22]* **: Exclusion of the Press and Public.** No representations with regard to these have been received.

<u>This is the formal 5 clear day notice under the Regulations to confirm that this Cabinet meeting will be partly held in private for the reasons set out in this Agenda.</u>

6. MINUTES (PAGES 1 - 20)

To confirm and sign the minutes of the meeting held on 9 February 2016 as a correct record.

7. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE

None

8. DEPUTATIONS/PETITIONS/QUESTIONS

To consider any requests received in accordance with Standing Orders.

9. PROVISIONAL OUTTURN REPORT (PAGES 21 - 30)

[Report of the Chief Operating Officer. To be introduced by the Cabinet Member for Resources and Culture.] This report provides an updated position based on budget managers period 10 projections for the 2015/16 revenue and capital outturn position.

10. DISCRETIONARY BUSINESS RATES RELIEF POLICY (PAGES 31 - 94)

[Report of the Chief Operating Officer. To be introduced by the Cabinet Member for Resources and Culture]The report seeks Cabinet's approval for the adoption of a new discretionary business rates relief policy following an eleven week public consultation.

11. HARINGEY, CAMDEN AND ISLINGTON ICT SHARED SERVICES PROGRAMME (PAGES 95 - 124)

[Report of the Chief Operating Officer. To be introduced by the Cabinet Member for Resources and Culture.]This report seeks approval from Cabinet for a joint programme with Islington and Camden to share ICT services and integrate ICT functions.

12. MANAGEMENT AGREEMENT WITH HOMES FOR HARINGEY FOR HOUSING SERVICES (PAGES 125 - 154)

[Report of the Chief Operating Officer. To be introduced by the Cabinet member for Housing and Regeneration.]Cabinet is asked to approve the new Management Agreement between the Council and Homes for Haringey. At the Cabinet meeting of September 2015, a decision was made to grant a new ten year Management Agreement to Homes for Haringey and to bring back the final agreement for approval no later than March 2016.

13. MONUMENT WAY DISPOSAL (PAGES 155 - 184)

[Report of the Director for Planning, Regeneration and Development. To be introduced by the Cabinet Member for Housing and Regeneration.] Details the feasibility of the disposal of a strip of undeveloped land along Monument Way within Chestnut Estate to deliver affordable housing as part of the Tottenham Regeneration Programme.

14. PURCHASE OF THE HEAD LEASE AT 40 CUMBERLAND ROAD, LONDON N22 7SG (PAGES 185 - 192)

[Report of the Director for Planning, Regeneration and Development. To be introduced by the Cabinet Member for Housing and Regeneration.]The Council has agreed with the Head Leaseholder to purchase their interest in 40 Cumberland Road. The Council is the freeholder and occupies the building under a head lease.

15. NOEL PARK CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN (PAGES 193 - 294)

[Report of the Director for Planning, Regeneration and Development. To be introduced by the Cabinet Member for Housing and Regeneration.]The report seeks Cabinet's approval for the adoption of the Noel Park Conservation Area Appraisal and Management Plan, following a six week public consultation.

16. AUTHORITY MONITORING REPORT (AMR) 2014-15 (PAGES 295 - 364)

[Report of the Director for Planning, Regeneration and Development. To be introduced by the Cabinet member for Planning.] The report seeks Cabinet's approval for the publication of the Authority Monitoring Report 2014-15. Publication of the AMR is a statutory requirement. The AMR assesses the effectiveness of Haringey's planning policies and reports on milestones in the Local Development Scheme.

17. UPDATE OF THE HARINGEY LOCAL DEVELOPMENT SCHEME (LDS) 2016 - 2019 (PAGES 365 - 388)

[Report of the Director for Planning, Regeneration and Development. To be introduced by the Cabinet Member for Planning.]The Local Development Scheme (LDS) sets out the work programme for future planning policy documents that makes up the Local Plan, and provides early opportunities for public and stakeholder engagement in the emerging local planning framework. The Council is required to review its LDS regularly, and if significant changes to the project plan for preparing planning policy documents are envisaged, then these should be set out in a revised LDS. This update to the LDS sets out the revised work programme for the preparation of policy documents from April 2016 onwards.

18. HARINGEY TRAVEL POLICY (PAGES 389 - 440)

[Report of the Deputy Chief Executive. To be introduced by the Cabinet Member for Children and Families.] The report will present the draft Haringey Travel Policy for permission to consult with a range of stakeholders including users; parent, family and other carers; schools; partners and local residents.

19. MINUTES OF OTHER BODIES (PAGES 441 - 444)

To note the minutes of the following:

Cabinet member signing on the 11th February 2016
Cabinet member signing on the 1st March 2016.

20. SIGNIFICANT AND DELEGATED ACTIONS (PAGES 445 - 460)

To note the delegated decisions and significant actions taken by directors in February 2016.

21. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at Item 3 above.

22. EXCLUSION OF THE PRESS AND PUBLIC

Note from the Acting Democratic Services Manager

Item 23, 24 and 25 allow for the consideration of exempt information in relation to Items, 13, 14, and 3 respectively.

RESOLVED:

That the press and public be excluded from the remainder of the meeting as the items below contain exempt information, as defined under paragraph, 3, Part 1, schedule 12A of the Local Government Act 1972

23. MONUMENT WAY DISPOSAL (PAGES 461 - 466)

As per item 13.

24. PURCHASE OF THE HEAD LEASE AT 40 CUMBERLAND ROAD, LONDON N22 7SG (PAGES 467 - 472)

As per item 14

25. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at Item 3 above.

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Published on 7th March 2016.

Agenda Item 6

MINUTES OF THE MEETING OF THE CABINET HELD ON Tuesday, 9th February, 2016.

PRESENT:

Councillors: Claire Kober (Chair), Jason Arthur, Ali Demirci, Joe Goldberg, Peter Morton, Alan Strickland, Bernice Vanier and Ann Waters

185. FILMING AT MEETINGS

The Leader referred to Agenda Item 1 as shown on the agenda in respect of filming at this meeting, and Members noted this information.

186. APOLOGIES

Apologies for absence were received from Councillor McNamara.

187. URGENT BUSINESS

There were no items of urgent business received.

188. DECLARATIONS OF INTEREST

Cllr Waters declared a personal interest in report item 10, Fees and Charges 2016/17, by virtue of being an allotment holder.

189. NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE, ANY REPRESENTATIONS RECEIVED AND THE RESPONSE TO ANY SUCH REPRESENTATIONS

No representations were received.

190. MINUTES

Cllr Engert commented that she had not received a response to the previous action under Item 171, in relation to the air quality apprentice. The Director of Regeneration, Planning and Development agreed to chase a response.

The minutes of the meeting held on 19th January 2016 were agreed as a correct record of the meeting.

191. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE

None.

192. DEPUTATIONS/PETITIONS/QUESTIONS

There were no deputations, questions or petitions put forward to the meeting.

193. THE COUNCIL'S BUDGET FOR 2016/17

The Cabinet Member for Resources and Culture introduced the report which set out the latest position in respect of the Council's Finances with the aim of finalising the budget proposals from Cabinet for the year 2016/17 or consideration and approval by the Council on the 22nd February 2016. The budget report had not changed significantly from the last iteration considered at Cabinet on the 19th January. Following the final finance settlement being received by the Council this week, the budget estimations were unchanged. The Cabinet Member for Resources and Culture highlighted the public consultation results for adding a 2% precept to Council Tax to specifically fund Adult Social Care. The results reflected strong support for this decision and the Cabinet report recommended to Full Council approval of this 2% precept. There were 27% of responders asking for this additional funding to be directed to Day Care Centres. In response to this, the Council recognised the value of the Centres, but as set out in the report, the social care precept did not change the budget pressures in Adult's Service and therefore the report was proposing that the income from the precept would be directed to support care packages for young people with complex needs, Learning Difficulties and older people.

The Cabinet Member for Resources and Culture drew Cabinet's attention to the increased tax base and the intention to place this additional funding into a risk reserve. This was also done last year and had helped offset overspend in Adult and Children's Services.

Councillor Wright, Chair of Overview and Scrutiny Committee was invited the by the Leader to address the meeting and highlight the Scrutiny budget recommendations that were contained at Appendix 6 of the Cabinet report.

Councillor Wright welcomed the proposed acceptance of the Scrutiny recommendations. He reported that Overview and Scrutiny had noted that the 3 year budget assumptions were holding up and this was a tribute to officer's good work.

Councillor Wright referred to the Overview and Scrutiny discussion on Day-Care Centres contained at page 32 and the difficulties with the pressures in the Adults budget. He recognised the huge pressures going forward on Adult's budget.

Overview and Scrutiny recommended maintaining a high level risk register to monitor the budget situation in Adults Services, keeping adequate levels of reserves and welcomed the £1.7m additional funding for Adult care shown in this report. The Chair of Overview and Scrutiny felt it would be important, in the next budget year, to keep a close eye on all the savings targets and make sure that they were proceeding according to plan. The Scrutiny Panels would also keep this under review, over the coming year, through the budget monitoring reports.

Overview and Scrutiny also agreed it was important for the Council to maximise income from all sources.

In response to Councillor Engert's question on a revised Capital Strategy coming forward to Cabinet, it was noted that a 10 year Capital Strategy would come forward to Cabinet in June 2016 and then also go forward to Full Council in July 2016.

Agreed that Councillor Engert is provided with a written response to her question on the reasons for the £1.1m increase in PFI cost for 2015/16 shown at appendix 3, page 41.

Agreed that Councillor Engert is provided with an itemised list of expenditure for the Capital Programme in 2015/16.

Councillor Morton, Cabinet Member for Health and Wellbeing, welcomed the recommendation for implementing a 2% Council Tax precept specifically for funding Adult Social Care but highlighted the nationwide underfunding issue for Adult Social Care. The Council would ensure that this additional funding was made effective use of.

The Leader of the Council asked Cabinet to agree the recommendations at section 3.

RESOLVED:

1. To approve, subject to any agreed amendments, the proposals set out in the report at appendix 1, including the 2% precept on Council Tax towards funding Adult Social Care pressures and submit them for consideration by the full Council at their meeting on 22nd February 2016 as Cabinet's 2016/17 budget proposals;

2. To propose approval to the Council of the 2016/17 General Fund revenue budget as set out in Appendix 1 of the report, including specifically a General Fund budget requirement of £255.627m but subject to the final decisions of the levying and precepting bodies and the final local government finance settlement;

3. To propose approval to the Council of the 2016/17 Housing Revenue Account budget as set out in Appendix 2 of the report;

4. To confirm and propose approval to the Council of the 2016/17 General Fund capital programme detailed in Appendix 3 of the report;

5. To confirm and propose approval to the Council of the 2016/17 Housing Revenue Account (HRA) capital programme detailed in Appendix 4 of the report;

6. To approve the changes to the rent levels for General Needs Homes for Haringey tenants reflecting the expected regulations requiring a 1% rent reduction in 2016/17 and subsequent years'. This will reduce the average weekly rent from £106.62 to £105.55 as set out in paragraph 9.4 and Table 2;

7. To approve the changes to the rent levels for Sheltered/ Supported Housing tenants reflecting the expected, 1 year only, exemption from the government's rent reduction policy. This will increase the average weekly rent from £94.49 to £95.34 as set out in paragraph 9.8 and Table 3;

8. To approve the changes to service charges for leaseholders set out in Table 4;

9. To approve that rents for decanted properties are set at the appropriate Local Housing Allowance rate as set out in paragraph 9.14 and 9.15 of the report;

10. To note the recommendation of the Chief Operating Officer (S151 officer) that any additional resources , including those generated from the improved tax base identified in this report, should be initially held in a risk reserve to support the statutory review of the adequacy of reserves in the context of the 2015/16 overspend position;

11. To propose to the Council the indicative Dedicated Schools Budget (DSB) for 2016/17 of £242.685m as set out in Appendix 5;

12. To approve the proposed changes to the Haringey Formula for Financing Schools as recommended by the Haringey Schools Forum and set out in paragraphs 8.13 – 8.14 of the report for the secondary lump sum factor and, for the deprivation factor, option 2 set out in paragraph 8.19 of the report;

13. To approve the responses made to the Overview and Scrutiny Committee recommendations following their consideration of the draft budget proposals and as set out in Appendix 6;

14. To note that this report will be considered by the Council at its meeting on 22nd February 2016 to inform their decisions on the 2016/17 budget and the associated Council Tax for that year; and

15. To delegate to the S151 officer, in consultation with the Cabinet Member for Resources and Culture, the power to make further changes to the 2016/17 budget proposals consequent on the publication of the final local government finance settlement or other subsequent changes up to a maximum limit of £1.0m.

Reasons for decision

In February 2015, and following extensive consultation, the Council approved its Corporate Plan and Medium Term Financial Strategy (MTFS) covering the period 2015 - 18. The Corporate Plan set out the Council's priorities, the MTFS outlined the overall financial strategy and the Workforce Plan outlined the workforce strategy for achieving those priorities.

As a result of the significant reductions to the Council's funding from central government grants, the MTFS required around £70m of approved saving proposals to deliver a balanced budget position in each of the three years' covered by the MTFS (2015 – 18).

Following the publication, on 17th December 2015, of the Provisional Local Government Finance settlement, Cabinet reviewed the impact of the settlement on the 2016/17 budget set out in the approved MTFS.

Taking all relevant factors into account, including in particular the outcomes from statutory consultation with business rate payers, further public consultation, the recommendations from the Overview and Scrutiny committee meeting held on 25th January 2016 and any other subsequent changes, the report set out Cabinet's final budget proposals which, if approved, will be sent for consideration at the Full Council budget setting meeting scheduled for 22nd February 2016.

The final budget report to the Council on 22nd February would also additionally include a number of requirements consequent on the proposals set out in this report and in particular:

1. The formal Budget Resolution required in accordance with the LGFA 1992 as amended by the Localism Act 2011, which sets the Council tax for the forthcoming financial year;

2. The Precept of the Greater London Authority (GLA) for 2016/17 in accordance with S40 of the LGFA 1992 which must be added to the Haringey Council element of the Council tax to give a total Council tax for each category (band) of dwelling in the Council's area;

3. The formal assessment of the relevant basic amount of Council tax against the principles established by the Secretary of State for the purpose of determining whether any Council tax increase is 'excessive' and therefore is subject to referendum.

4. Approval of the Cash Limits for 2016/17;

5. The S151 Officers evaluation of the adequacy of the Council's reserves and the robustness of the estimates including the council's reserves policy;

6. Approval of the Treasury Management Strategy Statement (TMSS) which has been formulated by the Corporate Committee and subject to the scrutiny review process

Alternative options considered

The Cabinet has considered or are asked to consider the following alternative options:

1. The Overview and Scrutiny committee met on 25th January 2016 and the formal recommendations from that meeting have been reviewed by the Cabinet Member for Resources. Cabinet are asked to further consider the recommendations and approve the proposed responses set out in Appendix 6 of the report.

2. The outcomes from all of the consultation activities and our consideration of all of the comments are summarised in this report.

3. The Cabinet have considered the extent to which further resources could be generated from an increase in the Council tax above the proposed 2% precept for Adult Social Care and, taking into account the impact on Council tax payers, the Cabinet is not proposing any further increase above the Adult Social Care precept of 2% set out in this report.

194. FEES AND CHARGES

The Cabinet Member for Resources and Culture introduced this yearly report which identifies any proposed increase to fees and charges. The appendices detailed the increases being taken forward.

The Cabinet Member for Resources and Culture also drew Cabinet's attention to the proposed Spurs Day Resident Permit charge of £20.00, included at Appendix 2, page 96 of the report pack, and proposed its withdrawal from the report. This increase was put forward as part of the MTFS last year but following a further analysis by officers this year; there was an overestimation in the income to be received from this charge and it was not now an appropriate charge to take forward.

Councillor Engert referred to appendix 10a which set out the fees and charges increases to parks and leisure based activities and questioned how these increases would support the Council's aim for reducing obesity.

In response, the Cabinet Member for Resources and Culture referred to paragraph 8.3.6 of the report relating to swimming charges, which gave details of the new higher quality swimming services being provided, the increase in teacher numbers and the increased number users of these facilities. He also referred to the refurbished facilities at Tottenham Green and Park Road Pools. This higher cost would require support with increased fees. The Council had to balance the increased use of services whilst recognising the strain on council budget when setting fees and the approach taken was appropriate.

RESOLVED

1. Taking into account the findings of equalities assessments as set out in section 8 of the report and available in full at Appendix A, to agree the proposed fees and charges to be levied by the Council with effect from 1 April 2016, unless otherwise stated, and as detailed in the appendices;
2. To delegate approval for any necessary changes to allotment charges to the Cabinet Member for Environment following the Priority 3 review, as detailed in paragraph 8.33 of the report
3. To note that it is anticipated that the proposed changes to fees and charges will allow the achievement of 2016-17 income budget, as opposed to delivering further additional income as in previous years.
4. To delete the Spurs Day Resident Permit charge of £20. 00, included at Appendix 2, page 96 of the report pack.

Reasons for Decision

There was a requirement to review fees and charges annually. The financial position of the Council supported the view that levels of fees and charges should be maximised taking into account all relevant factors including the effect on service users and any consequent demand for services.

Alternative options considered

This report summarised the conclusions after consideration of a range of alternative approaches dependent on particular services and relevant factors. As such a range of alternative options ranging from no increase to differentiated rates of increases have been considered and reflected in this report.

195. REPORT TO AGREE THE ADMISSION ARRANGEMENTS FOR THE ACADEMIC YEAR 2017/18

The Cabinet Member for Children and Families introduced the report which set out the proposed admission arrangements for the school year 2017/18 in respect of the borough's community and voluntary controlled schools. These arrangements are consulted upon annually. The most recent consultation included a proposal to restrict the sibling priority for primary schools to those children living within 0.5 miles of the school if the family were to move home between admission of the first child to the school and any subsequent children. This proposal had been included to allay concerns from residents that families were moving away from the local area but that younger siblings were still attending those schools and thereby preventing local children going to their local school.

Following the statutory consultation, which was carried out between 13 November 2015 and 31 December 2015, nearly 240 responses were received on the sibling priority proposal and the Cabinet Member advised that the responses were approximately 56% in favour and 44% against. The Cabinet Member further advised that an Equalities Impact Assessment (EQIA) was undertaken following the consultation and that the EQIA showed that there would be a disproportionate impact on certain protected characteristics and would effect people who would be moving for reasons other than out of choice. Attempts to maintain the proposal whilst managing the impact had proven unsuccessful due to the complications and the computerised nature of the application process for primary schools.

The Cabinet Member advised that, in addition, the demand for primary schools had levelled out this year and that there was still reception places available for N10 and N8 postcodes; hence the need to protect primary school places for people living locally had decreased. As a result, the report recommended that the Council would not proceed with amending the sibling priority criterion.

The Cabinet Member outlined that the Council were aware that there were a number of claims of people moving to the area and getting their first child into the school and then moving away from the area whilst their younger children continue to attend that school. The Council would also be taking other steps to ensure that siblings did not gain an unfair priority and there would be an anonymous whistle blowing provision on the Council's website to investigate claims. The Cabinet Member stated that the Council would follow up on claims made through the whistle blowing website page and would take action.

The Leader stated that EQIA's were conducted precisely to understand the unintended consequences of a decision and that this felt like the right decision to be taking in circumstances where a significant number of people could potentially be disadvantaged.

RESOLVED

1. To agree the recommendation set out in this report not to proceed with a change to the sibling criterion for the borough's primary community and VC schools;

2. To determine the Council's admission arrangements for the academic year 2017/18 as set out in Appendices 1- 6 of the report. These appendices include a retention of the existing sibling criterion for primary community and voluntary controlled (VC) schools for the academic year 2017/18 (Appendix 2 of the report);

3. To determine that the co-ordinated schemes for Reception and Year 7 admissions remain unchanged from 2016/17;

4. To agree the in-year fair access protocol (IYFAP) as set out in Appendix 5 of the report to come into force from 1 March 2016

5. To agree that the determined arrangements for all maintained primary and secondary schools in the borough are published on Haringey's website by 15 March 2016 with an explanation of the right of parents, under the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) Regulations 2012, to object to the Schools Adjudicator in specified circumstances[1].

Reasons for decision

The School Admissions Code 2014 requires all admission authorities to determine admission arrangements every year, even if they had not changed from previous years and thus a consultation is not required. Regulation 17 of the School Admissions Regulations 2012 also required admission authorities to determine admission arrangements by 28 February in the determination year.

In addition, the Regulations required the admission authority (in this case the local authority) to publish on its website by 15 March in the determining year the determined arrangements of all maintained primary and secondary school and academies in the borough, advising the right to object to the Schools Adjudicator, where it was considered that the arrangement did not comply with the mandatory provisions of the School Admissions code 2014.

Haringey consulted on its admission arrangements annually irrespective of whether or not there was a proposed change to the arrangements. This was to ensure transparency and openness on the contents of the admission arrangements and to allow parent/carers and other stakeholders to make representations which can then be considered as part of the determination of the arrangements.

This year the Council consulted on one material change to the admission arrangements for the borough's primary community and voluntary controlled (VC) schools. This change is to the sibling over subscription criterion with the change seeking to limit admission of sibling(s) to any oversubscribed school if the home address changes between admission of the first child and subsequent child (ren) and that change is to a distance further than 0.5 miles when measuring home to school distance. This change would only apply where the first child is on roll at the school on or after 1 September 2017.

The proposed change to the criterion was to seek to ensure that local places are available for local families and to guard against any parent or carer that may seek to rent a home close to a school on a short term basis in an attempt secure a school place at that school, thereafter returning to their permanent address which is some distance from the school, and so limiting the number of places available to local children in future years when the sibling(s) of that first child are admitted under the current sibling criterion.

In beginning the consultation the Council was aware of the risk that the change might bring i.e. That it *may* impact on those families where a change of address is outside of their control

(e.g. if they are in temporary accommodation or are being evicted by a landlord) or due to an unforeseen change in circumstances necessitating a house move e.g. the breakdown of a relationship. The Council was also aware that it could also potentially influence a family's decision to move home for other more personal reasons such as a preference for a smaller or larger home. An equalities impact assessment (EqIA) is included at Appendix 8 of the report and has ascertained that the proposed change will be likely to have an impact on protected group of race and sets out whether there are steps that can be taken to mitigate against such an impact.

Alternative options considered

Consultation on the proposed change to the sibling criterion arises as a result of views from parents and carers in the borough that local places should, as far as possible, be retained for families that continue to live locally to a school after their first child has been admitted on roll at that school. We have heard a number of concerns over several years from families who have told us that they have been unable to access a local school under the distance criterion because a proportion of its roll is filled with children of families who no longer live locally but who have benefited from the sibling criteria which prioritises admission for their second and any subsequent children.

So as to seek wider views on whether a change to the sibling criterion should be made a decision was taken in October 2015 (via a Cabinet Member signing) to consult on a change that would ensure some retention of local places for local families by limiting admission of siblings when the family no longer lives in the area local to the school. We undertook to consider representations received through this consultation and to balance these alongside other material considerations, including the findings of an Equalities Impact Assessment and the continued supply of and demand for school places across the borough and any other measures we could enhance or introduce that would support the offer of places to families whose only or main residence is a local one.

While there are other ways admission arrangements can influence the allocation of school places set out in the Schools Admissions Code 2014 (e.g. designated catchment areas or identified feeder schools) no alternative criterion were being considered at the time of the consultation or when writing this report.

There is a statutory requirement on all admission authorities to determine their admission arrangements each year and for those arrangements to be consulted on if there is a proposed change or at least once every 7 years if there has been no change in that period.

196. ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 – REQUEST TO COMMENCE PUBLIC SPACE PROTECTION ORDER CONSULTATION - ST ANN'S AND TOTTENHAM GREEN WARD

The Cabinet Member for Communities introduced the report which sought approval for a consultation on a Public Space Protection Order to tackle anti -social behaviour that was being perpetrated in the vicinity of; and resulting from, groups of men gathering and seeking illegal and unregulated work outside Wickes in Seven Sisters Road N15.

The Cabinet Member commented that this issue had been a problem for a number of years and that a variety of agencies had targeted resources and used a variety of measures to disperse and discourage these groups. This would be the first instance of the Council seeking to use a Public Spaces Protection Order, to prevent anti-social behaviour from taking place in public Spaces.

The Leader welcomed the report and also welcomed the different approach being taken to resolve what had been a longstanding issue for local residents.

RESOLVED

That Cabinet, approves for consultation the draft Public Spaces Protection Order (PSPO) as contained in Appendix 2 of the report. The consultation will commence in accordance with section 72 of the Antisocial Behaviour, Crime and Policing Act 2014, with consultation to run for a period of eight weeks.

Reasons for decision

The Council and its partners have undertaken various measures and activities to tackle the Anti Social Behaviour (ASB) issues that blight residents' lives. These issues are all associated with the men who gather at Wickes. Due to the limited success of various measures and activities undertaken, it is considered by officers, that an effective deterrent will be the use of the new tools and powers available under the Antisocial Behaviour, Crime and Policing Act 2014.

The legislation allows for the use of penalties such as Fixed Penalty Notices and prosecution. It is proposed that, in order to support the legislation, targeted and sustained enforcement will be used from partners including: Haringey police, Police Partnership Team officers, immigration, British Transport police, Tactical Enforcement, Neighbourhood Action Team officers and ASBAT. It must be noted that there will be a financial cost should the authority wish to gate off an area blighted by ASB, and should the authority prosecute any of the perpetrators.

Alternative options considered

Not to pursue any PSPO. Given community feedback over many years, and the ASB being caused, this option is not considered appropriate.

197. TOTTENHAM HALE DELIVERY [DISTRICT CENTRE FRAMEWORK]

The Cabinet Member for Housing and Regeneration introduced the report which set out a number of proposals in relation to the regeneration of Tottenham Hale. Cabinet noted that the District Centre Framework (DCF) was a masterplan demonstrating how the Council would fulfil its ambitions to deliver 5000 new homes and 4000 new jobs. The District Centre Framework also showed how Tottenham Hale would be transformed into a town centre with a range of new commercial, retail, leisure and entertainment uses.

The Cabinet Member advised that a whole range of consultations, both formally and through informal workshops had been undertaken with local residents to ensure that the reports presented to Cabinet reflected the views of the local community. The Cabinet Member further advised that the aim was to deliver a holistic programme of regeneration to the area and to that effect, there were a number of sub-strategies that sat under the District Centre Framework; such as a Meanwhile Plan, a Green Spaces Strategy and a Test Project approach to ensure that innovative projects and new initiatives were brought to the area.

The Cabinet Member thanked officers for their continuing hard work to bring this significant report forward following work with residents over the last two years.

In response to Cllr Engert's question as to why it was proposed to delegate authority to approve the final versions of a number of key documents to officers, and not the Cabinet Member, it was noted the decisions would be taken with the Cabinet Member's knowledge and information. A pragmatic approach was being taken to delegate final amendments to officers following Cabinet approval.

In response to Cllr Engert's question a how the local communities concerns about issues such as a lack of GP's and community infrastructure would be addressed as developments came forward, the report set out that the District Centre Framework was clearly linked to the Area Action Plan and the key principles of the DCF were embedded within the Area Action Plan for the area. These principles were backed up with hard Planning policy.

RESOLVED

1. To adopt the Tottenham Hale District Centre Framework as the council's delivery framework for Tottenham Hale for the reasons set out in paragraphs 4.3 – 4.9 of the report, and which can also be found in full in appendix 3 of the report.

2. To note the draft delivery strategies listed below and grant delegated authority to the Tottenham Programme Director, in consultation with the Assistant Director for Environmental Services and Community Safety and Assistant Director of Planning, to approve the final version as the council's delivery strategy for Streets and Spaces and Green and Open Spaces:
    i. Tottenham Hale Streets and Spaces Strategy for the reasons set out in paragraphs 4.10-4.15 of the report and which can also be found in full in appendix 5 hereto.
    ii. Tottenham Hale Green and Open Spaces Strategy for the reasons set out in paragraphs 4.16 and 4.19 of the report and which can be found in full in appendix 4 hereto

3. To note the following capital projects which already have Housing Zone funding in place to be taken forward in consultation with internal and external stakeholders (set out in Table 1) and agree that these projects should be added to the capital programme:
    i. GL2 Hale Village Bridge/ Central Bridge
    ii. GL1 - Hale Wharf Bridge and PB1 Pymmes Brook Bridge
    iii. PR3 - Ferry Lane/ Forest Road

4. To note the following capital projects which already have funding from other sources in place to be taken forward in consultation with internal and external stakeholders (set out in Table 2) and agree that these projects should be added to the capital programme:
    i. Chesnut Road (Phase 1)
    ii. Broad Lane Pocket Parks

5. To note the intention to continue to develop proposals, including a masterplan and/or a business case for capital investment, for the following projects in consultation with internal and external stakeholders (set out in Table 3):
    i. The Paddock
    ii. Down Lane Park
    iii. Park View Road Underpass

6. To note the Test Project approach set out in paragraphs 4.28 – 4.33 of the report and appendix 6 of the report.

Reasons for decision

The adoption of the Tottenham Hale District Centre Framework (DCF), Streets and Spaces Strategy and Green and Open Spaces Strategy, the Test Project approach, along with the endorsement of the first tranche of projects to be delivered by Cabinet will be a significant milestone in the regeneration of Tottenham Hale. These decisions will signal the end of the strategy development stage and the start of the delivery stage.

The reasons for adopting the DCF and supporting strategies:

District Centre Framework (DCF)

The London Plan and Haringey's Local Plan set out ambitious targets for home and job growth in Tottenham Hale. The AAP proposes designating Tottenham Hale as a District Centre. The DCF is a delivery framework for Tottenham Hale and shows how the outputs in the AAP can be translated on the ground and the heart of Tottenham Hale could begin to take shape. At its heart, this includes consideration of the elements that make up a sustainable place, including the social, community, economic and physical infrastructure needed to support the level of growth envisaged.

The process of preparing the DCF has been important in that it has been used to test key principles in the AAP – in terms of place making (the ingredients that make up a successful place), urban capacity and viability. The DCF shows what the district centre could look like by describing the structure of Tottenham Hale (its streets and spaces), the form and function of its buildings, the nature of green and open spaces and the location of key community infrastructure.

The strategy is to transform the heart of Tottenham Hale, currently an area dominated by surface car parking and out of town retailing, into a safe, open and attractive series of streets and spaces for people, flanked by shops, cafes and community facilities. The DCF is based on the following five themes:

1. **A Revitalised Heart:** A place with a range of shops and leisure options where people enjoy spending time.
2. **An Affordable 21st Century Neighbourhood Of Choice:** A mix of affordable and market homes to rent and buy. The social and community infrastructure to support a growing community.
3. **A Well Connected Centre:** Well-connected and accessible spaces, promoting walking and cycling.
4. **A Network Of Green And Open Spaces:** High quality, green and open spaces, which are well managed/maintained, clean and safe.
5. **A Working Centre:** A good place to start up and grow businesses and create jobs. A mix of job types at varying skill levels.

Through the AAP policy AAP3 and in line with the commitments provided through the Housing Zone the council has committed to a 'portfolio based approach to sites', The implications of this policy approach is explored in the DCF document having regard to potential site development scenarios within the Local Plan documents (and based upon current

circumstances). The council will work collaboratively with landowners through the planning system to coordinate the provision of housing tenure and types. This means that each site will be considered in terms of its specific characteristics and suitability for different housing types and tenures and balanced against proposals for other sites in Tottenham Hale, with the council playing a key role in managing the distribution across the area. For example, some sites may be more appropriate for family or smaller units, while others may suit particular tenure types.

In parallel with the preparation of the AAP, the Council is also preparing a Development Management DPD. Two policies are proposed which are of particular relevance. The first policy (DM55) concerns regeneration and masterplanning and requires applicants to demonstrate that proposals will neither prejudice future development nor frustrate delivery of the site allocations or wider area outcomes. The second Policy (DM56) is related as it supports land assembly to achieve comprehensive and co-ordinated development. The Policy confirms that the Council will use compulsory purchase powers where necessary, and where certain requirements are met.

The DCF has been prepared specifically to provide clarity and a framework for the implementation of the sites identified in the AAP, ensuring coordinated delivery of the strategic outcomes sought for the area. The DCF also sets out high level time scales for the delivery of key identified sites. The DCF forms part of the evidence base for the AAP, helping to demonstrate deliverability and providing more detail on implementation.

Preparation of the DCF has been informed by an extensive and bespoke programme of stakeholder consultation and community engagement (Appendix 1). This process has placed great emphasis on engaging with key landowners and the wider community to ensure all are aware of the vision for change in the Tottenham Hale area and the opportunities open to local people and businesses to become involved with and benefit from the investment being earmarked for the area.

Adopting the DCF as the council's delivery framework would support the polices in the existing and emerging Local Plan, including the "Haringey Development Charter" (Policy DM1) and express the Council's clear commitment to the community and developers about the quality of development that the council would like to see in Tottenham Hale. The DCF can then be used by the council to help steer design and investment decisions in a direction that allows a good quality of design and the delivery of a built environment which celebrates Tottenham Hale's unique assets. This is the reason for the recommendation in section 3.1.

Streets and Spaces Strategy

A key challenge in delivering a successful new district centre in a dense urban environment will be to ensure that the streets and spaces successfully connect Tottenham Hale's neighbourhoods to each other and provide attractive, safe routes across the area. It is of critical importance that these spaces are well designed with a character reflecting what is distinctive and of value in Tottenham Hale today and built with good quality materials.

The Streets and Spaces Strategy describes a vision and sets a quality benchmark for the public realm including pedestrian streets, roads, cycle network and public spaces in the district centre. It will be used to guide council led highway improvements in Tottenham Hale and also public realm around new developments delivered by developers.

A key part of the Streets and Spaces Strategy is the Ashley Road North-South link, a new part pedestrianised street linking Ashley Road and the retail park. The street will connect a number of different development sites under different land ownership. In order to ensure that the street

has the same character and uses the same materials throughout we propose to develop a design guide with partners.

Preparation of the Streets and Spaces Strategy is being informed by an ongoing programme of stakeholder consultation and community engagement (sections 6.9 – 6.14). The next steps are to develop the capital funding strategy for the projects which have been identified and work with Environmental Services and Community Safety to develop a sustainable solution to management and maintenance of the new and improved streets and spaces (sections 6.18 – 6.20).

This report is recommending that Cabinet note the communication drafts of the Streets and Spaces Strategy and give delegated authority to the Tottenham Programme Director, in consultation with the Assistant Director of Environmental Services and Community Safety and Assistant Director of Planning to approve the final version of this strategy.

Green and Open Spaces Strategy

Another key element to the success of the district centre is the access to and quality of the green and open spaces. In the context of significant new development, it is clear that our existing open spaces will need investment. In some cases this is building on significant existing momentum. In others, this is about building the case for investment. The Lea Valley is currently difficult to access from most of Tottenham Hale.

The Green and Open Spaces Strategy sets out a vision for a network of high quality green spaces across Tottenham Hale and a series of new and improved links across the railway line and various watercourses making it easier to access the Lea Valley. The Strategy identifies how the All London Green Grid / Haringey's Green Grid will be realised in Tottenham Hale.

Well planned, designed and managed green infrastructure can lead to a more successful and productive community that is environmentally, socially and economically sustainable. Investing in Tottenham Hales green infrastructure will help ensure that everyone's quality of life improves in the area as the transformation takes place. The DCF and delivery strategies will help the council to meet its priorities in the Haringey's Health and Wellbeing Strategy 2015-2018 including (1) reducing obesity (2) increasing healthy life expectancy and (3) improving mental health and wellbeing.

Preparation of the Green and Open Spaces Strategy is being informed by an ongoing programme of stakeholder consultation and community engagement (sections 6.9 – 6.14). The next steps for this strategy are to develop the capital funding strategy for the projects which have been identified and work with Environmental Services and Community Safety and Assistant Director of Planning to develop a sustainable solution to management and maintenance of the new and improved green and open spaces (sections 6.18 – 6.20).

This report is recommending that Cabinet give delegated authority to the Tottenham Programme Director, in consultation with the Assistant Director of Environmental Services and Community Safety to approve the final version of this strategy.

Capital projects to be delivered in a first phase

In July 2014 Cabinet agreed to the submission of the Tottenham Housing Zone bid and gave delegated authority for officers to enter into Housing Zone grant agreements with the GLA. Tottenham Hale was designated a Housing Zone by the Mayor of London in February 2015. In August 2015 officers (under the above delegated authority) agreed to the Council entering into an Overarching Borough Agreement with the GLA for a series of investments totalling

approximately £44m to help deliver homes and jobs, improve the local environment and links to the Lea Valley Park.

Through development of the Green and Open Spaces Strategy and Streets and Spaces Strategy we have identified a long list of projects to be delivered over a ten year horizon to support the significant homes and job growth anticipated in the area.

Of this long list of projects the council initially will be taking forward a shortlist of nine projects. These projects, summarised in Tables 1, 2 and 3, have been selected because:

1. The projects have capital funding already in place through the Housing Zone and these projects are already included in the Overarching Borough Agreement for the Housing Zone
2. The projects have capital funding already in place through other funding sources and they help to meet the aspirations set out in the DCF and supporting strategies
3. The projects have been identified as being a priority for stakeholders and the council is recommending that further design work and a delivery strategy is progressed.

Each project is at a slightly different stage and next steps will depend on the size of the project, the partners involved and how the project is funded. All of the projects will need to go through the appropriate approval processes before progressing to delivery stage. It may be that some of these projects do not proceed to delivery stage if they do not successfully pass each relevant project gateway.

Capital projects with funding secured through the Housing Zone

Project	**Brief description of project**	**Target Completion Date**
Central Bridge	New pedestrian footbridge over railway line linking to Hale Village *Preferred delivery route through Network Rail*	2018/19
Hale Wharf Bridge	New pedestrian footbridge over canal to Hale Wharf *Preferred delivery route through private sector*	2017/18
Pymmes Brook Bridge 1	New pedestrian footbridge over Pymmes Brook linking to canal tow path *Probable delivery by LB Haringey*	2016/17
Ferry Lane/ Forest Road	Capital investment to Ferry Lane to improve cycleway and amenity for pedestrians *Preferred delivery route partnership between LB Haringey and LB Waltham Forest*	2016/17

Table 1: Capital projects with funding secured through the Housing Zone

The Tottenham Programme Delivery Board oversees and drives forward the delivery of the Tottenham Regeneration Programme at an operational level with LBH, GLA, TfL and the Met Police. This Programme Delivery Board will decide whether Housing Zone funded projects should be progressed to delivery stage. All Haringey capital projects will also be approved by the Haringey Capital Board to maintain a strategic overview of delivery and financial forecasting/spend.

Other capital projects with funding secured through other sources

Project	Brief description of project	Target Completion Date
Chesnut Road (Phase 1)	Public realm improvements including landscaping and new play areas *Funding: S106, LB Haringey*	2016/17
Broad Lane Pocket Parks	Enhancements to two pocket parks on Broad Lane *Funding: Transport for London / GLA*	2016/17

Table 2: Capital projects with funding secured through other sources

Funding has already been secured for these two projects and it is proposed that they proceed to delivery in 2016/17. Both projects will undergo a period of community and stakeholder engagement to agree the scope and develop the design and to confirm the delivery route.

Other projects to be progressed in phase 1

Project	Brief description of project	Target Completion Date
The Paddock	Capital investment in Paddock and agreement of a sustainable management strategy. Dependent on business case and securing of necessary funding.	2018/19
Down Lane Park	Capital investment in park including improved facilities and more planting	Delivery in phases
Park View Road Underpass	Public realm improvements including lighting and signage	2016/17

Table 3: Other projects to be progressed in phase 1

These projects are an important part of the Green and Open Spaces Strategy and have been identified as a priority by stakeholders. Officers will undertake further work to develop the business case for each of the above projects. Progress will be subject to satisfactory business case and funding being in place and securing the necessary approvals.

Reasons for supporting the Test Project approach

The approach: The Test Project approach is based on the principle of testing community and/or business ideas for new projects. It can be thought of as planting a seed from which larger projects may grow, but acknowledging up front that some may feel or may be heavily changed through the testing phase. It is similar to the *beta* phase in the testing of web or IT projects. It is an evolution of, and includes, the use of Meanwhile activities, which are now a common-place part of most regeneration projects and further afield.

The Council has noted the experience of Meanwhile projects elsewhere in London and recognises their potential in making the most of assets that are in transition, whether that's spaces or buildings. However, in looking at the characteristics of Tottenham Hale and in mapping the neighbourhood's civic networks, the Council is proposing a broader version of Meanwhile which is not just about temporary spaces, but which helps to support temporary/beta projects which have the potential to grow into larger and sustainable projects. The full approach is set out in the Test Project report.

Consultation: The Test Project report has identified a number of small scale projects that could be set up in Tottenham Hale in the next few years. Some are based on ideas that have worked elsewhere, amended to take into account Tottenham's local characteristics, while others have come from dialogue with the local community. Ideas range from a 'Made in Tottenham' brand which would help link up local manufacturers/producers and retailers (both near and far), to ideas to establish a Village Green in the Lea Valley.

How it would work: The Test Project approach will work with local stakeholders to test ideas for projects which build on Tottenham Hale's strengths. A test project will need to bring together partners with a common purpose. The projects may have social, economic, environmental or cultural objectives. We will work to help partners to secure funding and/or resources (e.g. in a temporary space if it's a physical project) in order to test the idea for a limited time. If the project has demonstrated it is successful and sustainable, we will work with partners to take it to the next level where it can operate independently.

Current core funding is limited to an allocation of £50,000 per annum within the agreed Tottenham Regeneration Programme budget.

We are asking Cabinet to note the Test Project approach as a commitment to support community and business led activities to ensure that the existing communities in Tottenham Hale are supported throughout this period of significant transition and change.

Alternative options considered

The Council has long been committed to the regeneration of Tottenham Hale and it has for some time been earmarked as a Growth Area (Haringey Local Plan: Strategic Policies, Tottenham Hale Urban Centre Masterplan SPD, Strategic Regeneration Framework, and Physical Development Framework). These plans include the development of a new mixed-use urban centre, or district centre.

In deciding whether or not to commission a District Centre Framework the following other options were considered:

1. Do nothing: allow sites to come forward for development that accord with the policies of the AAP, and allowing for infrastructure to be delivered in parts by different sites as they come forward
2. District Centre Framework: To develop a non statutory masterplan backed up by a suite of delivery strategies, in dialogue with delivery partners, which can be used to guide development but which is not adopted planning policy
3. Supplementary Planning Document: Developing a comprehensive Council-led masterplan setting out in policy the principles for development in Tottenham Hale

The first option was discounted because if the Council relied solely on the AAP there would be a risk that the planning polices alone would not capture the proactive programme of investment promoted by the Council which sits outside planning policy documents such as the AAP. Lack of delivery clarity over what the council expects in relation to the design of the streets and spaces in between the buildings and the level of investment in the green and open spaces and infrastructure would make it difficult for the council to secure the quality and level of aspiration set out in the SRF.

The third option was discounted it was felt that it the planning policy position for Tottenham Hale would be sufficiently set out in Tottenham AAP and it was not necessary to produce a further policy document. The benefits of the District Centre Framework were that it could be a delivery orientated document, an adaptable and flexible framework which could respond

quickly to changes areas the regeneration programme moved forward, rather than a static, inflexible document.

198. APPROPRIATION OF LAND AT THE OLYMPIA TRADING ESTATE FOR PLANNING PURPOSES

The Cabinet Member for Housing and Regeneration introduced the report which detailed the issues behind the Council seeking to appropriate the Olympia Trading Estate on behalf of the developer. This would enable the developer to benefit from the protection afforded by Section 237 of the Town and Country Planning Act 1990 (as amended) which would have the effect of converting the rights of the property owner (including rights to light) to compensation, but prevented a property owner injucting a development scheme. The Council sought to use these powers in support of the wider regeneration of the area.

In response to Cllr Engert's question on why it was not clear which powers the Council had used to acquire the land and whether the council's action could therefore be subject to legal challenge, The Director of Regeneration, Planning and Development advised that the report recognised that the land was already held for planning purposes but officers were unable to ensure that the correct provisions were used previously. Part of the reason that the report was brought to Cabinet was to refresh the appropriation under the correct legislation to ensure that the land was appropriated in the correct way.

RESOLVED

1. To appropriate the Olympia Trading Estate (outlined red in the plan attached as Appendix A of the report) for planning purposes pursuant to section 232 of the Town and Country Planning Act 1990 ("the Act"). This is on the basis that the appropriation (and subsequent disposal) will facilitate the carrying out of development/redevelopment or improvement on or in relation to the land and that the development/redevelopment or improvement will promote or improve the economic, social or environmental well being of the area.

2. That the resolution under 3.1(i) and the disposal of the Olympia Trading Estate under Section 233 of the Act are intended to attract the application not only of Section 237 but also of any replacement whether Clause 137 of the Housing and Planning Bill (as enacted) or otherwise. This is to override any easements or rights which could adversely impact on the proposed development and/or redevelopment of the Olympia Trading Estate and the subsequent beneficial use.

Reasons for decision

The Council wishes to support and facilitate the delivery of a new Housing scheme at Clarendon Road as it will bring significant public benefits, act as a catalyst for wider regenerative change and will deliver the objectives for the Wood Green Area Action plan and Investment Framework.

If the Council were to not agree these recommendations, the proposed development scheme will be at risk of injunction and will be delayed and put at risk.

Alternative options considered

The alternative option to consider would be not to appropriate the site at the Olympia Trading Estate for planning purposes. This would put the site at risk of being injuncted and therefore put the development at risk and delay the building of the scheme.

199. PROVISION OF INTERNAL AUDIT SERVICES

The Cabinet Member for Resources and Culture introduced the report which sought approval for an extension of the Council's contract with the London Borough of Croydon, through their Audit Services Framework Agreement, to provide the internal Audit service for the Council for an estimated value of £510k.

RESOLVED

1. That approval be granted for an extension from 1 April 2016 to 31 March 2018 of the Council's existing contract with the London Borough of Croydon to provide, by means of their Audit Services Framework Agreement, audit resources to deliver the Internal Audit service for the Council for an estimated value of £510k.

Reasons for decision

A one year contract extension from 1 April 2015 to 31 March 2016 was approved under delegated authority in December 2014; a one year extension was agreed in order to assess the continuing effectiveness of the contract. New management arrangements have been put in place by Mazars to deliver the service and the contract has satisfied the statutory and performance criteria required; therefore it is recommended that the option to extend for the remaining 2 year period available under the Croydon framework contract is taken up.

An extension of the contract for 12 months was approved in December 2014 by the Assistant Director of Corporate Governance. However, given the value of the extension now proposed for the remaining two years of the framework, approval for the extension is required at Cabinet level in accordance with CSO 10.02.2.

The framework contract with Croydon Council represents good value for money for Haringey in terms of service provision and costs; and therefore the extension to the existing contract is recommended.

Alternative options considered

Option 1 – Full Open Tender
The potential contract values involved for this length of contract would require a full re-tender following European procurement legislation unless an acceptable alternative procurement route is used e.g. an appropriate framework agreement. Haringey alone undertaking a tendering procedure under EU rules is not recommended, as recent assessments of the current market confirmed that taking an independent procurement route in this way would be resource-intensive and unlikely to achieve better results in terms of value for money than the other options available.

Option 2 – Alternative Framework contract
There is another framework agreement established by a London authority in 2014/15 for the provision of internal audit services and other local authorities are included in the list of organisations eligible to use the framework. The framework is delivered by another private sector contractor, but the daily rates quoted are substantially higher than those currently paid by the Council under the London Borough of Croydon framework contract.

Option 3 – In-house Provision/Shared Service with another authority
Haringey Council has no in-house internal audit resources. The experience of other London councils has proved that it is highly unlikely that an in-house resource could be recruited and retained to deliver the Council's internal audit service. All London boroughs have outsourced their internal audit service to some extent and none are looking to bring this service fully back in-house due to the ongoing costs of recruitment, retention and training. Some London authorities have adopted a 'shared service' model for the provision of their audit services, joining audit resources to provide greater resilience for their in-house service. However this has always, to date, been in conjunction with a private sector provider to supplement the in-house resources. Haringey does not have any in-house internal audit resources, so this option has not been considered to date.

It is proposed to review these options above during the two year extension as different service delivery models and options evolve. It may be more economically advantageous in the future to consider a different approach, but at the present time, this would not represent good value for money for the Council.

200. SIGNIFICANT AND DELEGATED ACTIONS

RESOLVED

To note the delegated decisions taken by Directors in January 2016.

201. NEW ITEMS OF URGENT BUSINESS

None.

202. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the remainder of the meeting as the items contained exempt information, as defined under Schedule 12, Paragraph 3 of the Local Government Act 1972.

203. PROVISION OF INTERNAL AUDIT SERVICES

As per item CAB 199.

204. NEW ITEMS OF EXEMPT URGENT BUSINESS

None.

Report for: Cabinet – 15th March 2016

Item number: **9**

Title: Provisional Outturn 2015/16

Report authorised by : Tracie Evans – Chief Operating Officer

Lead Officer: Neville Murton – Head of Finance, Budgets and Accounting

Ward(s) affected: ALL

Report for Key/ Non Key Decision: Key

1. Describe the issue under consideration

1.1. .At its meeting held on 19th January Cabinet received the Q3 (period 8) budget monitoring report and agreed, amongst other things, to receive a further report on the provisional outturn position. This report provides an updated position based on budget managers period 10 projections for the 2015/16 revenue and capital outturn position.

2. Cabinet Member Introduction

2.1. . When we set out our Medium Term Financial Strategy (MTFS) in 2015 we knew that there would be challenges in making further savings of £70m in addition to the £120m already saved since 2010.

2.2. We were clear about our priorities and the challenges that we faced with unprecedented funding reductions and uncertainty about future funding levels. Despite that uncertainty we now know that our funding projections were accurate and that as a result the level of savings we needed to make across the three years of the MTFS were necessary.

2.3. I am pleased to see that the overall overspend has come down in recent months but clearly it has been a challenging year for the authority. We know that the pressures we are experiencing in key areas which have impacted on our 2015/16 estimated outturn position, are being seen across the country. That is particularly true of Adult Social Care – an area which has been underfunded by central government for a number of years. This year we are using reserves to help meet the demands of some of the most vulnerable within our community but we know that approach cannot continue in the long run. Although the council agreed to raise the Adult Social Care precept next year, the revenue raised comes nowhere near the cost of providing support for vulnerable adults.

2.4. It is imperative, not only for Adult Social Care but across all of the council's services, that we continue to deliver the changes necessary to ensure that we can meet the council's priorities within the available resources. More work must also be done to improve our collection rates, both for council tax and business rates.

2.5. Our prudence in previous financial years has resulted in us having reserves available to support us through these difficult times. We must continue to exercise the level of control that has stood us in good stead previously as we continue with our aim of delivering high quality services to our residents even in these times of extreme financial austerity

3. Recommendations

That Cabinet:-

3.1. Consider the report and the Council's 2015/16 provisional outturn position in respect of net revenue and capital expenditure;

3.2. Agree the principle that the carry forward of resources will only be permitted once agreed by the Chief Finance Officer and where the expenditure is backed by an approved reserve or external funding source; and

3.3. Maintain under review the key risks and issues identified in this report in the context of the Council's on-going budget management responsibilities.

4. Reasons for decision

4.1. Members' involvement in financial monitoring is an essential part of delivering the Council's priorities.

5. Alternative options considered

5.1. This report proposes that the Cabinet considers the provisional outturn position for 2015/16. The reporting of the Council's outturn and management of financial resources is a key part of the role of the Chief Finance Officer (Section 151 Officer) and no other options have therefore been considered.

5.2. At this stage of the year the impact of management action on the final outturn position is limited however, given the overall position and the further savings to be delivered in 2016/17 it is still as important that corrective action is identified to bring expenditure back into line with the budget.

6. Background information

6.1. Following the conclusion of the period 10 (January) budget management processes, the Council's provisional revenue and capital outturn position for 2015/16 is set out below. The estimated outturn position for the Housing Revenue Account (HRA) is also included.

7. Revenue Outturn 2015/16

7.1. Budget managers have been providing their estimated outturn position as at the end of Period 10 (January 2016). The gross position on the General Fund is an estimated **overspend of £11.1m**. The Risk Reserve of **£2.2m** has been applied to provide mitigation and, at their November meeting, the Cabinet agreed to the use of a further **£5m** of reserves as a further strategy for managing the position; this results in a net forecast overspend of ***£3.9m*** at this point. The revenue position is summarised in Table 1.

7.2. It is important to note that the outturn position has been made based on the position at the end of January 2016 and the experience of previous years' tends to reflect a marginal improvement in the final outturn position. Officers will, in addition, and as part of the year end close down processes be examining all balance sheet items held to ensure that any amounts which can be written back are used to offset the overall revenue overspend.

7.3. As part of the year end closure process there are normally a number of requests brought to Cabinet from services to seek agreement to the carry

forward of resources. Clearly in the current environment, and where these requests relate to General Fund resources we are not proposing to allow any carry forward. The exceptions to this general rule would be cases where the carry forward relates to external grant funding that would otherwise be lost or where funding for a specific project has been previously approved by Cabinet and the spend will inevitably be incurred across more than one year and thus a carry forward is required to ensure that the budget matches the expenditure profile. In these cases the CFO has authority to approve these requests.

Table 1 – Summary Revenue Position (Month 10)

£'000 General Fund	**2015/16 Budget Variance**		
	Budget	Estimated Outturn	Variance
Leader and Chief Executive	4,049	3,715	(334)
Chief Operating Officer	73,410	79,033	5,623
Deputy Chief Executive	145,877	162,489	16,612
Dir. of Regeneration/ Planning	17,640	18,097	457
Non Service Revenue (NSR)	3,969	(6,360)	(10,329)
Total	**244,944**	**256,059**	**11,115**
Approved application of reserves			**(7,200)**
Revised position			**3,915**

7.4. For the Housing Revenue Account (HRA) the estimated outturn position is an ***underspend of £378k*** which reflects an improvement against the budgeted surplus agreed by the Council in February 2015.

7.5. The position on the ring fenced Housing Revenue Account (HRA) is summarised in the table below. The original budget was set to generate a surplus in order to provide resources for future investment in the Council's housing stock. In the event the current projection suggests that a marginally improved surplus will be made.

Table 1a – HRA Summary Revenue Position (Month 8)

£'000 HRA	**2015/16 Budget Variance**		
	Budget	Estimated Outturn	Variance
Housing Revenue Account	**(16,315)**	**(16,693)**	**(378)**

8. Key Financial Management Issues 2015/16

Children's Services (Deputy Chief Executive)

8.1. The budget management information from Children's Services identifies a gross forecast overspend of £4.7m. In addition Dedicated Schools Grant (DSG) budgets are showing an overspend of £1.1m which, as it relates to increased costs of meeting the needs of Children with SEN will largely be funded from the DSG contingency within the High Needs block.

8.2. There are a number of areas within the service where pressures are being seen. The main area of pressure is within the safeguarding and social care service where, based on current and expected numbers of Looked After Children (LAC), there is a £2.5m pressure.

Adults Services (Deputy Chief Executive)

8.3. The projection from Adults services indicates a net overspend of £12.5m.

8.4. The service overspent by £3 million last year as a result of demographic pressures and the rising costs of care. These pressures have continued into 2015/16 which has led to an increasing overspend position despite management action.

8.5. The service has adopted an ambitious new strategy for supporting people with social care needs as part of the Corporate Plan and the Medium Term Financial Strategy. This new approach is expected to deliver significant savings as well as improved outcomes for people; however due to the far ranging and complex nature of the changes required and the Council's commitment to a co-production approach the benefits of the transformation are not expected to be achieved in the current financial year leading to a delay in the delivery of savings.

8.6. The service continues to take action across all client groups to assist with the management of costs including:

- Contract re-negotiations
- Reducing dependency of existing clients on existing packages through reablement
- Improving VFM for spot contracts.

8.7. It is clear however, that the implementation of fundamental changes to realise the savings proposals are necessary to bring the expenditure in this area back into line with the approved budget.

8.8. As part of the 2015 Medium Term Financial Strategy members proposed further savings in 2016/17 amounting to £5.5m. However, in accordance with the budget set for 2016/17 at the Full Council meeting in February 2016, an amount of £1.7m has been added to the Adults budget, based on the yield from the Adult Social Care precept; this funding will go some way towards meeting the cost of care packages for Older People and Younger Adults with complex needs and learning disabilities. A further £1.2m in recognition of additional funding for Care Act duties has also been added to the Adult Social Care budget in 2016/17.

Other Deputy Chief Executive areas

8.9. The Commissioning budget is showing a £210k underspend which is mainly attributable to variances against staffing budgets and which will be maintained to offset pressures elsewhere within the Deputy Chief Executive's area.

8.10. Following confirmation from the government of the estimated £1.3m in-year reduction to the Public Health Grant the service has been taking action to mitigate the effect of that reduction; currently a £0.3m underspend is anticipated.

General Fund Housing (Chief Operating Officer)

8.11. The Housing service within the General Fund is presently showing an overspend of £5.1m. The pressure is attributable to the Temporary Accommodation budget, where the costs of acquiring TA is continuing to rise.

8.12. This is for two main reasons, firstly increases in rent levels for existing properties, as existing landlords switch properties to more expensive nightly rated stock and secondly increased costs for newly acquired units, as the existing unit is sold. Therefore the gap between rent paid out and collected is growing further apart, in common with the rest of London.

Customer Services (Chief Operating Officer)

8.13. Following the creation of the new Shared Service Centre (SSC) the information relating to Customer Services, which sits outside the SSC, has been separately identified. Customer Services are currently showing an overspend of £0.9m

8.14. This overspend mainly relates to the non-achievement of planned staff savings associated with the customer services/ libraries transformation programme, including delays to the roll-out of MyAccount which will facilitate customer self service.

Regeneration, Planning and Development (Director of Regeneration)

8.15. Overall the Regeneration, Planning and Development service is currently projecting an underspend of £0.5m.

Non Service Revenue

8.16. At this stage an underspend of c£10.3m is available representing the clear need to utilise contingencies and the remaining inflationary provision as a strategy for offsetting service budget pressures.

8.17. The achievement of significant benefits from the council's successful Treasury Management strategy and reduced need to make Minimum Revenue Provision Payments (MRP) for capital expenditure has also provided addition resources in this year.

Housing Revenue Account (HRA)

8.18. The Housing Revenue Account is showing a minor underspend of £378k, which will be added to the projected surplus in order to fund additional capital works to maintain and enhance the Council's building stock.

9. Capital Outturn

9.1. Currently there is a projected underspend of £10.7m against the 2015/16 approved General Fund Capital Programme, the HRA is also projecting an underspend of £13.9m.

9.2. The projected underspending in the General Fund will result in a reduced need for borrowing in 2015/16. For the HRA the slippage will temporarily increase the level of balances at the end of the year pending scheme completion; Members will be asked at the end of the year to agree to carry forward these resources which will facilitate completion of the projects in future financial years'

10. Capital Receipts

10.1. The General Fund capital expenditure programme agreed by the Council in February 2015 is in part predicated on the achievement of capital receipts. In total over the period 2015 – 2018 £41.7m of receipts are required to finance expenditure. In the current year receipts of £7.1m are projected compared to £9.3m originally forecast. To date only £2.4m has been achieved.

10.2. If there is a shortfall of capital receipts, caused by timing issues the Council will need to consider the extent to which it might need to undertake temporary borrowing in accordance with its Treasury Management Strategy. However, as set out above the lower estimated level of capital expenditure will also impact on the need for the various sources of financing.

11. Collection Fund

11.1. The Collection Fund reflects a statutory obligation on the Council to maintain a separate ring-fenced account for the collection of business rates and council

tax and the distribution of these between Haringey (30%), the Greater London Assembly (20%) and central government (50%).

11.2. For 2015/16 the surplus or deficit attributable to the Council's revenue position is based on the performance of the Collection Fund (covering both Council Tax and Business Rates) in 2014/15 and to a more limited effect 2013/14. Overall taking together the performance in those years compared to the budgeted position results in a deficit of £0.856m which will form part of the Council's overall 2015/16 outturn position.

11.3. In part this reflects the significant uncertainty surrounding business rates appeals following the implementation of the Business rate Retention Scheme.

12. Financial Risks

12.1. In setting the 2016/17 budget the Chief Finance Officer considered the overall adequacy of the Council's reserves. Depending on the final outturn position the level of the Council's general reserves (un-earmarked reserves) are anticipated to be £19.6m which assumes the application of a further £2m to cover the final overspend following the closure of the 2015/16 year end. This is above the assumed use of £4.2m of General Fund reserves assumed in the Medium Term Financial Strategy for 2015/16.

12.2. The overview and Scrutiny Committee also recommended that a comprehensive risk register should be maintained and reported to the Cabinet on a quarterly basis. The latest key financial risk register is included as Appendix 2.

13. Summary/ Conclusions

13.1. Overall a General Fund projected overspend of £11.1m is being reported which, through the application of reserves, can be reduced to £3.9m. The final overspend will represent a call on the Council's General Fund reserve and, in assessing the adequacy of the reserves, it has been assumed that a sum of £2m will be needed; this reflects a number of assumptions that will become apparent only once the final outturn position has been settled.

13.2. The continuation of significant budget pressures within Adults and Children's services from previous years is a serious concern given the ambitious savings targets in these areas for future years' budgets. There are also significant pressures being reported in the Temporary Accommodation area which similarly has future years' saving targets.

13.3. For capital expenditure within the General Fund the primary source of general financing is through Prudential Borrowing and, as a result, any slippage in expenditure against the programme does result in a lower than budgeted need for borrowing; resulting in a consequent short term benefit to the General Fund revenue account; this is currently contributing to keeping the overspend lower than it would otherwise be.

13.4. A number of risks together with an assessment of the impact and likelihood of impact has been compiled and should be kept under review Appendix 2.

14. Contribution to strategic outcomes

14.1. Adherence to strong and effective financial management will enable the Council to deliver all of its stated objectives and priorities.

15. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

15.1. This report covers all of the relevant financial implications for members to consider.

15.2. The Assistant Director of Corporate Governance has been consulted on this report. There are no specific legal implications arising from this report.

16. Use of Appendices

Appendix 1 - Financial Risk Register.

17. Local Government (Access to Information) Act 1985

17.1. The following background papers were used in the preparation of this report:

- Budget management papers
- Medium Term Financial Planning Reports

17.2. For access to the background papers or any further information please contact Neville Murton – Lead Finance Officer.

Appendix 1

Risk Title	Internal Controls	Risk and Control Ownership	Date of last review	Impact	Likelihood	RAG/ Score	Comments
Uncertainty around Government funding levels negatively impacts on the Council's MTFS. Also issues around potential changes to specific grant levels	The use of independent modelling tools to supplement local analysis provides an additional sense check on funding projections, continued attendance at key events and the timely evaluation of government announcements.	Head of Corporate Finance and CFO	February 2016	7	2	14	The local government settlement has been announced and confirms the accuracy of our funding projections.
Material over / under spends materialise in either revenue &/ capital. These could be either un-forecasted or of significant magnitude that they disturb the Council's financial position.	The Council's budget monitoring process places more onus on the budget holder and re-inforces the accountability of the relevant AD. This may result in poorer forecasting, at least in the short term.	Heads of Finance	January 2016	9	9	81	Projected overspending in both Adults and Children's Services have been identified. Temporary Accommodation pressure is also apparent. All areas have further additional savings in 2016/17
The Council fails to set a balanced budget for 2016/17 and beyond.	The MTFS for 2015 - 2018 covered a full three year planning period and was substantially balanced.	Head of Corporate Finance and CFO	February 2016	8	2	16	A strategic review of the Council's MTFS is being undertaken in 2016. This will include consideration of the government's 4 year 'funding guarantee'.
Non-compliance with Prudential Framework.	Prudential limits are approved by Members annually with quarterly reporting of outcomes v limits and benchmarks to the Corporate Committee.	Head of Pensions & Treasury	24-Sep-15	5	2	10	

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Report for: **Cabinet 15th March 2016**

Item number: **10**

Title: **New discretionary Business Rates relief policy**

Report authorised by : **Tracie Evans - Chief Operating Officer**

Lead Officer: **Neville Murton – Lead Finance Officer**

Ward(s) affected: **All**

Report for Key/ Non Key Decision: **Key**

1. Describe the issue under consideration

1.1 The Council's existing policy on discretionary business rates relief dates back to January 1990, and currently grants relief to particular types of voluntary and community sector organisations. Back in 1990, the legal framework only permitted local authorities to offer discretionary relief to charities and not for profit organisations.

1.2 There have been significant changes to the policy, legal and financial frameworks that govern business rates and these changes present an opportunity to consider how our discretionary business rates relief policy can better:

- support the Council's strategic priorities including the growth of key economic sectors, new job creation, supporting economic regeneration programmes, and working to support those organisations whose activities are bringing most social value to our residents;

- support the Council's Medium Term Financial Strategy in ensuring we can become a more financially self-sustaining organisation in the context of changes to national funding arrangements.

1.3 On 12th November 2015 the Cabinet Member for Resources and Culture approved the start of an eleven week consultation with voluntary and community organisations, local businesses, residents and Haringey taxpayers on proposals which would form the basis for a new discretionary business rates relief policy. A consultation report is attached in Appendix B.

1.4 A new discretionary business rates relief policy, attached in Appendix A, has been developed taking into account the responses from the consultation. If the proposal is approved it would come into effect on 1st April 2016.

2. Cabinet Member Introduction

2.1 In the context of significant reductions to Government funding and recent proposals by the Chancellor of the Exchequer to create greater financial freedoms and responsibilities for local authorities, Haringey Council will in the future be much more reliant on locally generated sources of income.

2.2 The new policy reflects our ambitions for Haringey. We want to put the borough at the heart of London's growing economy and offer a modern business rates relief policy geared towards removing barriers to new businesses launching in Haringey.

2.3 The new policy will ensure that we're doing all we can to help our residents; support organisations that contribute to the community; support start-up firms, and make Haringey a place where new companies succeed – bringing job opportunities and boosting the local economy. Changing our business rates relief to support a growing economy in Haringey will also boost the council's income in the long-term by growing the borough's business base and ultimately giving us more money to invest in local services for residents.

3. Recommendations

3.1 That the Cabinet approve the new Discretionary Business Rates Relief Policy, as appended to this report at Appendix A and described in more detail at section 6 of this report, which:-

a) Introduces new discretionary relief schemes for businesses:

i) to support occupancy of new and converted office and work space across the borough (B1 class usage)

ii) that are temporarily using a space whilst a new development project is being completed (meanwhile initiatives)

b) Updates and makes the following changes to our existing discretionary business rates relief scheme for Voluntary and Community Sector Organisations (VCOs):

i) VCOs applying for discretionary relief will be asked to outline how their services bring social value and local impact to our residents. This information would be used as a basis for ongoing discussion over opportunities for the Council and VCOs to work closer together to bring benefits for residents and the local area

ii) Reduces the current offer of 100% relief to charity gift shops to 80%, but retains our offer of 100% relief to youth centres, counselling centres and voluntary aided schools

iii) Shift from currently automatically offering 100% relief to all VCOs that are receiving funding from the Council (funding includes

grants, contracts and discounted rent), to making a case by case assessment in the future. During the case by case assessment, the Council would assess (i) how the VCO intends to use the additional relief to directly support the activities that the Council is funding (ii) social value, and (iii) the financial case for offering the additional relief.

iv) Updates the existing categories of VCO that can claim 80% discretionary relief under the policy to also include:

- **employment and skills support services**
- **organisations that promote health and wellbeing for local residents and a clean local environment**
- **organisations that work with groups of residents who are vulnerable or have additional needs e.g. working with those with special educational needs and disabilities, isolated individuals and children whose welfare is at risk**
- **children's playgroups**

4. Reasons for decision

4.1 Haringey's discretionary business rates relief policy has not been updated since 1990.

4.2 There have been significant changes to the policy, legal and financial frameworks that govern business rates and these changes present an opportunity to consider how Haringey's discretionary business rates relief policy can better

- support the Council's strategic priorities – including the growth of key economic sectors, new job creation, supporting economic regeneration programmes, and support those organisations whose activities are bringing most social value to our residents
- support the Council's Medium Term Financial Strategy

5. Alternative options considered

5.1 To maintain the current policy. This option is not being considered because of changes to the local, national, legal and financial context outlined below:

a) Local

i) The Council's Corporate Plan 2015-18 marks a shift to a more outcome focused approach to policy development and service delivery. It sets out five priorities for the Council to deliver against: 1) enable every child and young person to have the best start in life, 2) empower all adults to live healthy, long and fulfilling lives, 3) a clean and safe borough where people are proud to live, 4) drive growth and employment from which everyone can benefit, and 5) create homes and communities where people choose to live and are able to thrive. Under each priority the

Corporate Plan lists objectives and outlines how it will measure success for each objective.

ii) In this new local context, there is an opportunity for a new discretionary business rates relief policy to better support our corporate priorities and objectives.

National

i) The new policy has been developed at a time when a wider agenda is emerging nationally on devolving power down from Central Government to local authorities over business rates.

ii) On 5th October 2015, the Chancellor announced that by the end of the Parliament, local authorities will be able to retain 100% of local business rates revenue. This was reiterated in the autumn statement in November 2015.

iii) With significant cuts to Government funding for local authorities in the pipeline and the expected phasing out of Revenue Support Grant, the locally retained share of business rates will in the future become an increasingly important source of revenue for Haringey Council to use to fund local services for residents.

iv) Having the power to decide locally how relief is given on business rates is a key part of the devolution agenda, particularly as relief can be used to support the medium to long term growth of business rates revenue (see d) below).

c) **Legal**

i) The Localism Act 2011 has given local authorities scope to offer a broader discretionary business rates relief policy, including its extension to profit making organisations.

d) **Financial**

i) In April 2013, the Government introduced the business rates retention scheme, aiming to provide a financial incentive for local authorities to stimulate the local growth of business rates revenue. In London, local authorities now retain a 'local share' of 30% of the total business rates collected within their area.

ii) In the context of a challenging national financial environment, revenue generated from business rates is set to become an increasingly important source of income for local authorities. A discretionary business rates relief policy, directed at incentivising the supply and value of rateable commercial property, has the potential over the medium term to help grow the Council's revenue base from retained business rates.

5.2 Another option would have been to introduce a new discretionary relief scheme targeted at other economic sectors such as retail. This was not taken forward at this point in time because Haringey's current Economic Growth Strategy is primarily aimed at growing new economic sectors in the borough such as tech, high value manufacturing and creative industries, all of which occupy office and work space (B1 Usage Class). However, business rates levy and discount schemes targeted at strengthening High Streets could in the future be looked at as part of Business Improvement Districts, but these policy proposals still are only at an early stage of development and require the support of local businesses to implement. There are also a number of other business rates relief schemes already in place which other economic sectors, such as retail, can benefit from including small business rate relief, empty properties relief and transitionary relief.

5.3 A further option was to consider applying relief for existing office space. This was not taken forward because of financial reasons as it would not deliver the additional growth of business rates to mitigate the cost to the Council in applying the discount. However, there are other business rates relief schemes that remain in place that occupiers of existing office space can benefit from, including small business rates relief, empty properties relief and transitionary relief.

6. Background information

Introduction to business rates and discretionary business rates relief

6.1 Non-Domestic Rates, or business rates, are levied on all organisations which occupy commercial premises and are collected by local authorities.

6.2 Some occupiers of properties are eligible for relief (or a discount) on their business rates such as small business rates relief, empty properties relief and mandatory relief for registered charities

6.3 The Local Government Finance Act 1988 (the Act) requires local authorities to grant mandatory rate relief to the following:

- Registered charities.
- Registered Community Amateur Sports Clubs (CASCs).
- Village Post Offices, general stores, specialist food shops, public houses and petrol filling stations – where they are in a designated rural settlement.

6.4 Mandatory rate relief provides an 80% reduction in business rates. The Act also permits the Council to offer discretionary relief to top up this mandatory relief by a further 20%, offering up to 100% relief. Further, where an organisation is neither a registered charity nor falling within the above categories but is nevertheless within the voluntary sector, the Council can use its discretionary powers to offer up to 100% relief.

6.5 Local authorities have also been given powers by the Localism Act 2011 to use their discretion to offer up to 100% relief on business rates to

organisations when it is “satisfied that it would be reasonable to do so, having regards to the interests of persons liable to pay council tax set by it.” The use of these powers is at the local authority’s discretion, and the local authority has the flexibility to devise its own policy and criteria for when it will award such relief.

Haringey’s new discretionary business rates relief policy

6.6 The rationale behind the policy is to use the Council’s discretionary power to offer business rates relief to better pursue social and economic outcomes which will bring wider benefits for local residents. This includes job opportunities from supporting the local growth of key economic sectors, and supporting the work of local voluntary and community organisations through providing relief on their business rates.

6.7 The new policy has been broadened to now include business rates relief for occupiers of new and converted general office and work space (B1 Class Usage), businesses that are temporarily using a space whilst a new development project is being completed (meanwhile initiatives) and updates the relief criteria for VCOs.

The rationale for introducing these specific changes is given below:

i) new discretionary relief scheme to support occupancy of new and converted office and work space (B1 Class Usage)

6.8 The new policy introduces a discretionary business rates relief scheme for companies who occupy new and converted general office space, research and creative studios, laboratories or work spaces – this is the B1 usage class as defined by the Town and County Planning Act. Under the scheme, eligible occupiers of new and converted office and work space would receive 30% relief on their business rates, time-limited to 3 consecutive financial years – after this the occupiers of the new office and work space would be subject to full business rates.

6.9 The types of businesses who occupy this form of office and work space include technology and ICT companies, creative industries, high value manufacturing and light industry, start-ups and research companies.

6.10 The rationale for targeting the B1 sector is threefold:

- Creating new jobs and supporting employment opportunities. Technology, ICT, creative industries, high value manufacturing, start ups and research companies have been identified as having the potential to generate local employment growth in Haringey. General office and work spaces provide more jobs per square metre than warehouses or factories.

- Supporting economic regeneration goals. The development of new work and office space will be an important part of both the Tottenham and Wood Green regeneration programmes. A business rates relief scheme which

strengthens market demand for new office and work space would lend support to our ambition to make Haringey a place where businesses want to start-up and invest in.

- Supporting a financially sustainable business rates revenue base for the local authority over the medium to long term. New office and work space in the borough, once occupied, will bring in an increased amount of business rates revenue for Haringey Council to use on local services. A business rates relief scheme which strengthens market demand for this new office and work space will therefore support the growth and financial sustainability of business rates revenue in the medium to long term. It is envisaged that no additional administrative resources will be needed to be invested by the Council to administer the proposed scheme.

6.11 For this new scheme to be effective at attracting inward investment in new and converted office and work space, we recognise that the Council will have to be proactive in raising awareness over the relief offer among commercial developers, businesses and financial investors interested in locating and investing in Haringey. The Council will aim to identify in advance key strategic sites and areas that are likely to match the eligibility criteria for this relief scheme should they become commercially developed and occupied in the future, and communicate these to potential investors.

ii) Support temporary initiatives which help generate interest and 'kick start' new regeneration projects and developments (e.g. meanwhile initiatives and pop-ups).

6.12 When a regeneration development project is getting underway, there may be opportunities to launch specific initiatives which help generate new activities in and around the site. These initiatives will usually only be temporary or 'meanwhile', and aim to help create interest in the regeneration project through providing a good reason for people to visit the area whilst development or construction is underway.

6.13 A recent example is a plan by Transport for London to redevelop Tottenham Hale station. Whilst this development is underway, Transport for London intends to work with local start-up and creative companies to put in place temporary 'pop-up' retail units on the location of the future development. This will help create activity and a positive environment in and around the area, whilst construction works take place.

6.14 To help the initiative, Haringey Council in August 2015 agreed to offer relief on business rates to the companies who will be operating the retail 'pop-ups,' who otherwise would financially not be able to run a viable business on the site. Because the area under development is not currently subject to any business rate charges, there is no loss of existing business rates revenue for the Council when applying this type of relief. The relief on business rates on the site will end once the new site has been developed

iii) Updates our discretionary relief criteria for Voluntary and Community Sector Organisations (VCOs)

6.15 The new policy introduces the following changes for VCOs:

i) Captures information on the output or social value which the organisation receiving the relief produces

The Council's new Voluntary and Community Sector Commissioning Framework places greater emphasis on VCOs demonstrating their social outcomes. The new policy requires VCOs to provide information on their social value as part of the future application process for discretionary business rates relief. The information would provide:

- VCOs with an opportunity to inform the Council about their good work and help highlight success stories.

- a stronger link for residents as to the social reasons why the Council should be offering business rates relief to particular VCOs.

- the Council with a deeper level of insight into the contribution of VCOs across the borough that does not currently exist.

In order to reduce the administrative burden on VCOs, if they have already submitted social value information as part of another process then VCOs will have the option to reattach this social value assessment as part of the discretionary relief application process.

ii) reduces the relief offered to charity gift shops from 100% to 80%

By reducing the relief offered to charity gift shops from 100% to 80% Haringey will be in line with other local authorities.

Charity gift shops will therefore be the group most affected by the changes to Haringey's discretionary relief policy. However, they will still be able to claim 80% relief on business rates, which is in line with nearly all other local authority areas, and treats charity gift shops similarly to most over types of VCOs when it comes to rates relief.

The Council will maintain the full 100% relief for VCOs that operate youth centres, voluntary aided schools and counseling centres. This is because the Council believes these types of organisations are providing essential services to local council taxpayers and residents.

iii) shift from currently automatically offering 100% relief to all VCOs that are receiving funding from the Council to making a case by case assessment in the future

The Council intends to keep a criterion that enables it to offer 100% relief on business rates to VCOs that it funds. Funding includes grants, contracts

(including instances when the Council is jointly commissioning a service with another public agency), and those organisations that are receiving a discounted rent through a community building model lease.

This is because there are instances when offering additional relief on business rates is of mutual interest for both the Council and the VCO, to directly support the financial viability of the activities and initiatives that the VCO is funded by the Council to deliver.

However, changing to a case by case assessment for this type of instance is a better way to consider the impact of the additional relief, and whether the cost is justified in the interests of residents and the local community.

Under the new policy the Council will ask VCOs that are funded by the Council to provide information on:

1. Their funding arrangement with Haringey Council, including the date when the funding arrangement will come to an end
2. To outline how the additional discretionary relief applied for would directly support and be reinvested in the activities or initiative that Haringey Council is funding the organisation to undertake
3. Their social value for local residents and the community (this last point is the same information captured as for all VCOs applying for discretionary relief – see above 6.15 i)

This information will be used to guide our case by case decision on whether to award the full 100% relief to a VCO funded by the Council or not. It should be noted those funded VCOs that are not awarded 100% relief, will still be assessed as per normal against the other criterions in the discretionary relief policy that award either 80% or 100% based on the type of activity that the organisation delivers.

As a transitionary measure, so long as they can provide the above information, all organisations that are currently funded by the Council and benefiting from the 100% relief will continue to do so up until the point when their existing funding arrangement with the Council expires. After this, they would have to reapply for discretionary relief as per normal.

iv) updates the categories of VCO that can claim 80% discretionary relief

This is to ensure that the policy reflects changes to the types of VCO operating in the area since the policy was last reviewed in 1990. In addition to the existing categories- charity HQ/offices; ethnic and community centres; religious organisations; schools (private); sports clubs and associations and theatre and arts groups – the new policy adds eligibility for the 80% relief to the following categories of VCOs

- **employment and skills support services**

- **organisations that promote health and wellbeing for local residents and a clean local environment**
- **organisations that work with groups of residents who are vulnerable or have additional needs e.g. working with those with special educational needs and disabilities, isolated individuals and children whose welfare is at risk**
- **children's playgroups**

Consultation

6.16 On 12th November 2015 the Council launched an 11 week consultation with residents, businesses and the voluntary and community sector on proposed changes to its discretionary business rates relief policy. The consultation closed on 28th January 2016.

6.17 The following engagement activity was undertaken with key stakeholder groups:

a) Residents, Council taxpayers and the general public

- a press release was circulated to communicate the existence of the consultation to residents, council tax payers and the general public
- consultation documents were published online on the Council's website, and hard copies distributed to all libraries, the Council's customer service centre and Haringey Civic Centre
- an article was published in the December edition of Haringey People and publicised using Twitter

b) VCOs

- a letter notifying over the launch of the consultation was sent to all VCOs currently receiving discretionary business rates relief under our existing scheme
- an open roundtable for VCOs was held on 11th January 2016 which was attended by 8 VCOs

c) Private companies

- an open roundtable for businesses and commercial developers was held on 13th January 2016 and was attended by 10 organisations
- the consultation proposals were discussed at the Tottenham Landowners and Major Businesses Group on the 16th December 2015 and at the Wood Green Business Forum on the 12th January 2016

6.18 In total, the consultation questionnaire was completed by 28 respondents -16 VCOs, 7 business representatives and 5 residents.

6.19 17 different organisations were represented at the two consultation roundtable discussions with a further 2 organisations meeting separately with Council officers to share their views on the proposals.

6.20 A majority of respondents agreed with each of the proposals set out in the consultation.

Having considered the consultation responses and feedback, the following changes have been made:

a) Relief scheme to support inward investment and occupancy of new and converted office and workspace (B1 Use Class)

- In response to the idea put forward by consultees of connecting this new relief scheme to wider social priorities and targets for the borough, built into the new policy is an expectation that an occupier receiving relief would engage and work positively with Haringey Council to help bring value and benefit for residents. Before the offer of relief, an initial meeting will be set up between the applicant and Council officers to discuss ways that both parties can work together (this conversation will have a jobs creation, economic development and regeneration focus).

- In response to the idea put forward by consultees to adopt some form of zoning policy to accompany the new relief scheme, we agree that any such scheme would be most effective at attracting inward investment if there is greater certainty and communication over which areas/sites will become eligible. The Council will therefore aim to identify in advance key strategic sites and areas that are likely to match the eligibility criteria for this relief scheme should they become commercially developed and occupied in the future. We will communicate and raise awareness over these sites and their relief eligibility, drawing the attention of commercial developers and potential occupiers that may be interested in investing in Haringey.

b) Relief for businesses that are temporarily using space that will become part of a new development project/site (meanwhile initiatives)

- The Council agrees with consultees that meanwhile initiatives could provide good opportunities for smaller, independent traders, community organisations or start-ups, and this is something we would want to encourage. Therefore the Council proposes to add an extra guiding principle for officers to consider when making the case by case decision on offering relief, to assess whether the initiative promotes opportunities for these groups.

- To help raise awareness of opportunities to set up meanwhile initiatives among businesses and community organisations, the Council's intention is to work with local traders forums and developers to identify in advance key sites

and areas where temporary meanwhile initiatives could bring benefits. The Council will communicate and raise awareness over these sites.

c) Relief for voluntary and community sector organisations

- In response to the suggestions from consultees to incorporate organisations that work with isolated people, the Council now proposes to rephrase one of the 80% categories under the relief scheme to "organisations that work with groups of residents that are vulnerable or have additional needs, e.g. working with those with special educational needs and disabilities, isolated individuals and children whose welfare is at risk."

- In response to the suggestion from consultees to incorporate organisations that promote environmental wellbeing in the borough, the Council now proposes to rephrase one of the 80% categories under the relief scheme to "organisations that promote health and wellbeing for local residents and a clean local environment."

- In response to the suggestion from consultees to incorporate organisations that promote cultural and historical heritage, the Council now proposes to rephrase one of the 80% categories under the relief scheme to "theatre, arts and cultural groups."

- The Council will take forward the idea put forward by consultees that if an applicant has previously carried out a social value assessment as part of another process (for example when applying for funding from Haringey council or another public body) they may choose to submit a copy of this assessment as part of the application for discretionary relief. This would avoid unnecessary duplication.

6.21 Further details can be found in the consultation feedback report in Appendix B.

7. Contribution to strategic outcomes

7.1 The proposal contributes to achieving the priorities set out in the Corporate Plan in particular Priority 4 – 'Drive growth and employment from which everyone can benefit' and the cross cutting theme 'Working together with our Communities'. It also helps support the medium-term sustainability of the Council's financial business model.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Comments of the Chief Finance Officer and financial implications

8.1 These measures are designed to stimulate additional demand for activities that will generate growth in employment and over time add to the Council's taxbase.

They are also designed to improve the Council's understanding of how businesses in receipt of certain reliefs contribute to the Council's objectives and seek to maximise those benefits.

8.2 The extension of relief, at up to 80%, to additional categories of Voluntary and Community Organisations may result in a reduction of income from business rates but this is not considered to represent a significant loss and is more than offset by the expected gains from the other measures set out in this report.

8.3 Under the current arrangements for business rate retention, and to the extent that these measure result in changes to the Council's business rate income, the Council will only see 30% of the impact (whether positive or negative). As proposals for changes to the business rate retention scheme are developed the effectiveness of the Council's policy will need to be kept under review to ensure that it continues to deliver the intended outcomes.

Comments of the Assistant Director of Corporate Governance and legal implications

8.4 The Assistant Director of Corporate Governance has been consulted on this report. Section 47 of the Local Government Finance Act 1988, as amended by section 69 of the Localism Act 2011, gives local authorities a wide power to grant discretionary business rate relief, subject to the condition that the local authority may only grant the relief if it is satisfied that it would be reasonable to do so having regard to the interests of council tax payers in its area.

8.5 The Council has undertaken an 11 week consultation with its council tax payers and also with local groups and businesses, and the outcome of that consultation is reproduced in summary and including the Council's response to the consultation at Appendix B. As a result of the consultation some changes have been made to the scheme and these are set out in paragraph 6.20 above.

8.6 An equality impact assessment has been prepared in relation to the proposed revision to the policy.

Equalities and Community Cohesion Comments

8.7 The Council has a public sector equality duty under the Equality Act (2010) to have due regard to:

- tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
- advance equality of opportunity between people who share those protected characteristics and people who do not;

- foster good relations between people who share those characteristics and people who do not

8.8 An Equality Impact Assessment accompanies the final Cabinet report and finds that:

- The proposals to introduce a new discretionary relief scheme targetted at attracting investment in new and converted commercial build for B1 Class usage, should help create new job opportunities and stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing). This has the potential to benefit younger people who are being educated and trained in the borough in particular, and groups where there are known inequalities or imbalances in access to certain career pathways (can include women, BME, those with special educational needs and disabilities).

  To reinforce this, there will be a clear expectation that an occupier receiving discretionary relief on their business rates would engage with Haringey Council on helping to support social value and corporate priorities.

- Using relief on business rates to support the establishment of meanwhile initiatives should help make areas in the borough more vibrant for residents.

  There is an expectation built into the policy's guidance for offering relief to meanwhile initiatives, that they are public facing, support wider economic regeneration goals, provide opportunities for local traders, and ensure that they comply with planning and maintenance standards. This includes ensuring that the meanwhile initiative is accessible and open to all groups of residents to enjoy, plus does not impact negatively on groups living in the immediate vicinity of the initiative.

- Through asking VCOs to outline social value as part of the new application process for rates relief, this is intended to act as a basis for ongoing discussion over opportunities to for VCOs and the Council to work together in the future. A process has been put in place to ensure providing information on social value is not an onerous or excessive task for VCOs applying for rates relief under the new policy. The guidance on social value that accompanies the relief application form explicitly includes 'equity and social inclusion' as well as 'building strong communities' as criteria – it has a strong emphasis on VCOs outlining how they are tackling inequality, creating opportunities for different groups of residents and fostering good community relations.

  The updates to the categories of VCO that can apply for 80% discretionary relief also should lead to a policy that is more inclusive of VCOs that are working with different groups of Haringey residents, now formally capturing children's playgroups, organisations that promote health, wellbeing and a clean local environment, employment and skills support organisations, and organisations that work with groups that are vulnerable and have additional

needs.

- The shift to a case by case assessment over offering 100% relief to VCOs that are funded by the Council will mean that in the future not all funded VCOs may receive the full 100% relief. They will instead be assessed on social value and whether they intend to use the additional relief to directly support the activity or initiative that the Council is funding them todeliver.

  There are 35 organisations that currently benefit from the criterion of automatically offering 100% relief to VCOs funded by the Council, and this includes VCOs that provide services targeted specifically at those with protected characteristics such as those with disabilities, women, ethnic groups (Turkish, Irish, Chinese, Greek Cypriot, Turkish Cypriot), young people and children. We have introduced a transitionary measure to ensure that these 35 organisations can continue to receive 100% relief up until the point that their current funding expires, so long as they can demonstrate social value and outline how the additional relief directly supports the activity or initiative that the Council is funding them to deliver.

Head of Procurement Comments

There are no procurement comments

9. Use of Appendices

Appendix A: Discretionary Business Rates Relief Policy
Appendix B: Consultation report
Appendix C: EQIA

10. Local Government (Access to Information) Act 1985

-http://www.haringey.gov.uk/housing-and-planning/planning/planning-policy/local-development-framework-ldf/local-plan-evidence-base

-Department of Business, Innovation & Skills, Paper no2 (December 2013), 'SMEs: the key enablers of business success and the economic rationale of Government intervention.'

-Consultation paper on proposed changes to business rates relief in Haringey (November 2015) http://www.haringey.gov.uk/council-tax-and-benefits/business-rates/business-rates-relief-policy-consultation

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Haringey Council's Discretionary Business Rates Relief Policy

Under Section 47 of the Local Government Finance Act (1988),[1] Haringey Council has the discretionary power to award relief on business rates where "it is satisfied that it would be reasonable for it to do so, having the regard to the interests of persons liable to pay council tax set by it."

This policy document sets out:

- The circumstances when Haringey Council will consider using its discretion to offer business rates relief to local rate-payers
- The length of time and amount of relief that Haringey Council would normally consider offering should these circumstances be met

The document is set out in three separate sections. Each section outlines a circumstance when Haringey Council will consider using its discretionary power to offer business rates relief, including criteria to guide the Council when making its final decision over offering relief:

- Section 1 – business rates relief for occupiers of new or recently converted commercial office and work space in Haringey (B1 use class)

- Section 2 – business rates relief for businesses that are temporarily occupying and using a space whilst a new development project is being completed (meanwhile activities)

- Section 3 – business rates relief for voluntary and community sector organisations (VCOs) occupying premises in Haringey

Section 1 – Business rates relief for occupiers of new or recently converted commercial office and work space in Haringey (B1 Use Class[2])

A discount on business rates will be given for occupiers of new or recently converted commercial premises used for B1 Use Class purposes if they can demonstrate that they satisfy Part A – C of the criteria below.

Should all parts of the criteria be satisfied, Haringey Council will use its discretionary power to offer **30% relief** against the annual amount of business rates due to be paid by the occupier. The full 30% relief period would last for **three consecutive financial years**[3], inclusive of the financial year in which the relief is awarded.

This relief scheme is to be applied borough wide. Where possible, Haringey Council will in advance identify key strategic sites and areas that are likely to match the eligibility criteria for this relief should they become commercially developed and occupied in the future.

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[1] As amended by Section 69 of the Localism Act (2011)
[2] B1 Class of usage is defined by the Town and County Planning Order (Use Classes) 1987
[3] A financial year begins on the 1st April and lasts for 12 months i.e. the 31st March

CRITERIA	REQUIREMENTS FOR OCCUPIER TO SATISFY
Part A – pre-qualifying conditions	To be eligible to be considered for discretionary relief, the occupier must be: 1. Occupying rateable premises in Haringey 2. Not subject to investigation by the relevant regulator 3. a) If the applicant is a company limited by guarantee, able to evidence that accounts are up to date and filed with Companies House b) If the applicant is structured in another way, able to evidence a robust business plan which highlights how the premises they occupy assists in the delivery of the organisation's objectives 4. Not already receiving discretionary relief from the Council 5. Not receiving more public-funded aid than EU State Aid de Minimus rules permit (an organisation must not have received public-funded aid to support commercial activities exceeding a total of 200,000 Euros over a 3 year period – this includes all reliefs, grants, subsidies and guarantees received from public bodies)
Part B – occupying a premise for <u>B1 Use Class</u> purposes	Commercial space usage that falls into the B1 Use Class includes: ➢ Offices which are not within A2 Use Class (this excludes financial, professional and other services appropriate to a shopping area, where the services are provided principally to visiting members of the public) ➢ Research and development of products and processes – includes studios, work spaces and laboratories ➢ Light industrial use (which could be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit) Use Class B1 is defined by the Town and County Planning Order (Use Classes) 1987
Part C – occupying <u>new</u> or recently <u>converted</u> premises	The occupier needs to satisfy one of the following conditions: 1) They are occupying **newly built** commercial premises 'Newly built' is to be defined as new and additional commercial floorspace, that has been put on the open market for sale or rent for the first time within the previous 12 months **OR** 2) The organisation is occupying premises that have been recently converted to be suitable for B1 use class:

	'Recently converted' is to be defined as commercial floorspace that was previously used for B2 – B8 Use Classes (industrial and storage warehousing), that has undergone a conversion into B1 use class and within the previous 12 months has been put on the open market for sale or rent for the first time

There is an expectation that an occupier receiving discretionary relief on their business rates under this criteria would engage and work positively with Haringey Council on helping to support corporate priorities and bring benefits for residents and the local area. Before making the offer of relief, an initial meeting will be arranged between appropriate Haringey Council officers (with an economic development and regeneration focus) and the occupier to discuss how both parties can work together going forwards to bring value and benefits for local residents.

Section 2 - Business rates relief for businesses that are temporarily occupying and using a space whilst a new development project is being completed (meanwhile activities)

A discount on business rates may be considered for businesses that are temporarily occupying and using a space that is to become part of a new development project (meanwhile activities).

In these circumstances, Haringey Council will make decisions on whether to use its discretion to offer business rates relief to the temporary occupier (including the amount given and for what length of time) on a **case by case basis**.

The following criteria and principles will guide Haringey Council in making this decision:

CRITERIA	**REQUIREMENTS FOR OCCUPIER TO SATISFY**
Part A - Pre-qualifying conditions for all applicants	To be eligible to be considered for discretionary relief, the occupier must be: 1. Occupying rateable premises in Haringey 2. Not subject to investigation by the relevant regulator 3. a) If the applicant is a limited company, able to evidence that accounts are up to date and filed with Companies House b) If the applicant is structured in another way, able to evidence a robust business plan which highlights how premises would assist in the delivery of the organisation's objectives 4. Not already receiving discretionary relief on the premise occupied from Haringey Council 5. Not receiving more public-funded aid than EU State Aid de Minimus rules permit (an organisation must not have received public-funded aid to support commercial activities exceeding a total of 200,000 Euros over a 3 year period – this includes all reliefs, grants, subsidies and guarantees received from public bodies)

Part B – they are occupying space that will become part of a new development site	The space / site that the business is temporarily occupying must be part of a new development project or initiative. This is likely to have been: ➢ Outlined in a development framework / area action plan that has been agreed by Haringey Council OR ➢ Received planning permission from Haringey Council to be developed OR ➢ Has been identified by local traders forums and Haringey Council as an area or site suitable for temporary meanwhile activities, with the expectation that the site/area would be developed in the future The business may temporarily occupy or use the space whilst it is laying vacant before works on the new development begins, or during the development and construction period
Part C – compliance with conditions for using the site	The temporary initiative that the occupier intends to use the space for must abide by any conditions for using the development site. This may include: ➢ Planning conditions ➢ Licensing conditions and other trading regulations ➢ Environmental and maintenance conditions attached to approval for the temporary/meanwhile initiative to go ahead
PART D – Contributing value for residents and to the local area	Haringey Council will consider the following: ➢ Would the temporary initiative provide activities for local residents to enjoy in and around the area? The initiative should be public facing – i.e. something that the public can access ➢ Would the initiative help make the area more vibrant for residents and contribute to plans to improve local high streets and economic regeneration areas? ➢ Does the initiative promote opportunities for smaller, independent traders, community organisations or start-ups, who intend to build their business base in Haringey? ➢ Does the initiative lend support to Haringey Council's Corporate Plan priorities? ➢ Would the initiative avoid adding any extra costs to local residents and businesses? (for example through increased service charges)
Part E – financial case for applying relief	Haringey Council would also consider: ➢ The cost of applying the relief through loss of immediate business rates revenue, and whether the financial case is balanced against the future increase of business rates income expected from the new development project once complete

There would be an expectation that an occupier receiving discretionary relief on their business rates under this criteria would engage and work positively with Haringey Council on helping to provide value for residents and support corporate priorities. Before making the offer of relief, an initial meeting will be arranged between appropriate Haringey Council officers (with an economic development and regeneration focus) and the occupier to discuss how both parties can work together going forwards to bring value and benefits for local residents.

Section 3 – Business rates relief for voluntary and community sector organisations occupying premises in Haringey

Section 43(6) of the Local Government Finance Act 1988 makes it mandatory for local councils to offer 80% business rates relief to all registered charities[4] and community amateur sports clubs[5] (known as mandatory relief)

Beyond this mandatory relief, Haringey Council will use its discretionary power to offer additional business rates relief to voluntary and community sector organisations occupying premises in Haringey if they match one of the three circumstances outlined below:

A) The organisation is using the premise as a youth centre, voluntary aided school or counselling centre

Haringey Council will use its discretion to offer 100% business rates relief to charities, not-for-profit and voluntary and community sector organisations that are providing the following facilities in Haringey:

1. Youth Centres – these are places run to provide activities and services to young people in the area

2. Voluntary aided schools – these are schools that are funded by Haringey Council, but where a charitable trust or voluntary sector organisation (such as a religious body like the Church of England) owns the land and is formally part of the governing body with responsibility for running the school

3. Counselling centres – these are places run to provide assistance and guidance in resolving personal, social or psychological problems and difficulties

We would expect any organisation applying for discretionary relief under this criterion to offer services or facilities that are open to and accessible for all groups of residents in the community to participate in.

[4] A registered charity is a body that is registered and regulated by the Charities Commission
[5] Community amateur sports clubs are registered with HM Revenue & Customs and are defined by the Corporation Tax Act (CTA) 2010 Part 13 Chapter 9 and Community Amateur Sports Clubs Regulations 2015

B) The organisation is receiving funding from the Council

Funding includes grants, contracts (including funding from joint commissioning arrangements between the Council and other public agencies) and discounted rent under a community building model lease.

Haringey Council will use its discretion on a case by case basis to offer 100% relief on organisations receiving funding from the Council.

The case by case assessment for offering 100% relief to organisations that are funded by the Council will be based on the following information that will be requested on the relief application form:

1. Their funding arrangement with Haringey Council, including the date when the funding arrangement will come to an end

2. To outline how the additional discretionary relief applied for would directly support and be reinvested in the activities or initiative that Haringey Council is funding the organisation to undertake

3. Their social value for local residents and the community (this last point is the same information captured as for all VCOs applying for discretionary relief – see part B of the criteria below and Appendix A)

Any award of 100% relief made under this part of the policy would only last up until the organisation's present funding arrangement with the Council expires.

C) The organisation is not a registered charity or community amateur sports club, but is structured as a not-for-profit or voluntary and community sector organisation and is occupying premises in Haringey

Haringey Council will use its discretion to offer 80% relief off business rates to not-for-profit and voluntary and community sector organisations that are occupying premises in Haringey for the following uses:

- Charity headquarters / offices
- Charity shops and outlets that are reinvesting their profits into local social causes
- Ethnic and community centres
- Religious organisations
- Schools (outside of local authority control)
- Sports clubs and associations
- Theatre, arts and cultural groups
- Children's playgroups
- Employment and skills support services
- Organisations that promote health and wellbeing for local residents and a clean local environment

- Organisations that work with groups of residents who are vulnerable or have additional needs – e.g. working with those with special educational needs and disabilities, isolated individuals and children whose welfare is at risk

We would expect any organisation applying for discretionary relief under this criterion to offer services or facilities that are open to and accessible for all groups of residents in the community to participate in.

If the voluntary and community sector organisation satisfies one of the above circumstances, they will also have to complete the following requirements:

CRITERIA	**REQUIREMENTS FOR OCCUPIER TO SATISFY**
Part A - Pre-qualifying conditions for all VCO applicants	Eligible organisations must be: 1. Occupying rateable premises in Haringey 2. Not subject to investigation by the relevant regulator, which may include the Charity Commission, Ofsted or the Care Quality Commission 3. Able to evidence that accounts are up to date and filed with the appropriate national body 4. Set up as an organisation operating in the voluntary and community sector – they must be structured to reinvest their profits back into social causes. This for example would include registered charities, community amateur sports clubs, not for profit companies, community interest companies and social enterprises. 5. Demonstrate that they are operating in a transparent manner – local residents should be able to publically access information on the services or facilities that the organisation provides 6. Not already receiving discretionary relief on the premise occupied from Haringey Council 7. Not receiving more public-funded aid than EU State Aid de Minimus rules permit (an organisation must not have received public-funded aid to support commercial activities exceeding a total of 200,000 Euros over a 3 year period – this includes all reliefs, grants, subsidies and guarantees received from public bodies)
Part B –complete a Social Value assessment form	As part of the application process for discretionary business rates relief, all voluntary and community sector organisation will be asked to outline how their services and activities add social value to the local community and for residents The information supplied on social value by applicants will be used as a

	source of intelligence to help inform discussions over future opportunities for the Council and VCOs to work more closely together for the benefit of residents If the organisation has already undertaken a social value assessment as part of another process (for example when previously applying for funding from Haringey Council or another public body), they may choose to submit a copy of this assessment as part of the application for discretionary relief Guidance on social value will accompany the application form for business rates relief, and this is included in Appendix A of this policy document

Making the decision over offering discretionary business rates relief

Haringey Council will set out an application process for discretionary business rates relief that all organisations wanting to be considered will have to undertake. The application form and process will be reflective of the criteria and guidance outlined in this policy document.

If after assessing an application Haringey Council decides not to offer discretionary business rates relief, it will give its reasons for not doing so in writing to the applicant.

Under the Local Government Finance Act (1988) there is no right of appeal against the Council's use of discretionary powers. However the Council will accept a ratepayer's written request for a further review of the decision if the applicant has concerns that the decision has not been made within the framework set out in this policy document, and that this is supported by further written information or evidence and made within one calendar month of the decision.

Any review would be taken by a different person from the person who made the decision to which the review relates, and shall normally be carried out within 28 days from the date that the review request is received by the Council.

Appendix A – Social Value guidance

Haringey Council will ask voluntary and community organisations (VCO), when applying for discretionary relief on business rates, to outline in their application:

What social value does the organisation bring to Haringey?

The table below will be issued as guidance to VCO applicants for discretionary business rates relief over how they could demonstrate social value.

Social value criteria	What does it mean?	How can I demonstrate this?
1. Prevention and early help	People have access to early support to prevent problems or escalation of issues with community knowledge and capacity to support an early help approach.	Your organisation will be working in ways which: • avert or reduce the risk of crisis and supports recovery and/or; • address underlying issues e.g. family breakdown, drug & alcohol abuse, debt and/or; • support parenting/family life/needs of carers/home learning environment and/or; • signpost/connect with debt/financial education/housing/welfare support and/or; • reduce avoidable admissions to hospital/delayed discharge and/or; • engage communities in wellbeing and resilience and/or; • strengthen awareness of and links to sources of community support.
2. Local employment	People have opportunities for training, skills and support to find and keep good quality employment, with increased employment of people with mental health problems.	Your organisation will be working in ways which: • provide training, skills, volunteering, or employment for local people including where possible those facing the greatest barriers (people with mental health problems, disabilities, ex-offenders) and/or; • open up opportunities for young people and/or; • provide pathway activities e.g. volunteering, education, arts and creativity and/or; • demonstrate work-life balance/carers e.g. flexible working and/or; • offer opportunities for individual placement support in workplaces and/or; • use local businesses/social enterprises in the local supply chain.
3. Healthy life expectancy	People have knowledge, information, opportunities and support to improve their health and wellbeing and to influence factors that affect their	Your organisation will be working in ways which: • promote health and wellbeing opportunities for those most excluded and/or; • offer opportunities for physical activity/improved access and/or; • deliver opportunities for healthy eating/affordable healthy food/cooking skills and/or; • provide opportunities/training for communities to deliver themselves where this might increase uptake

	health.	and/or; • bring people together to reduce social isolation and/or; • increase basic skills (literacy & numeracy).
4. Equity and social inclusion	People with mental health problems experience better health, quality of life & independence and fewer barriers to achieving their goals.	Your organisation will be working in ways which: • develop the assets/aspirations of disadvantaged groups and/or; • increase the engagement, participation, empowerment and influence of disadvantaged groups as well as those who use the service and/or; • provide additional opportunities/added value for individuals or groups facing greater social or economic barriers and/or; • increase access of the most disadvantaged & excluded e.g. financial inclusion, access to services, access to leisure, culture, sport, training, learning and/or; • reduce stigma and isolation e.g. supported self-help; befriending and/or; • utilise peer support & mentoring to connect people/groups/services/sectors.
5. Building strong communities	People feel connected, involved, rich in networks and able to contribute in their communities, with increased participation among those who have been least represented in the past, delivered through:	Your organisation will be working in ways which: • promote asset based community development approaches and/or; • increase the skills, capacity, leadership of Voluntary, Community, and Social Enterprises e.g. business support/facilities for community use and/or; • build capacity for co-production and/or; • reduce crime/anti-social behaviour and/or; • inspire and involves young people and/or; • channel profits/resources into philanthropy/community trust/sponsor awards/ contributes 'in kind' e.g. to time bank and/or; • add value to the local community e.g. staff volunteering, sharing facilities, complementary services delivered to community.

Consultation on proposed changes to business rates relief in Haringey – summary of findings and responses

Local authorities have the discretionary power to offer relief on business rates when it would be "reasonable to do so in the interests of council taxpayers." Haringey's policy on discretionary business rates relief sets out a criteria and the circumstances for when the Council considers it reasonable to offer discretionary relief to a local business rates-payer, and the amount of relief that would be given.

Consultation activities

On the 12th November 2015, Haringey Council launched a public consultation on a number of proposed changes to its discretionary business rates relief policy. The consultation lasted 11 weeks and closed on the 28th January 2016.

A press release accompanied the launch of the consultation, which was promoted on Haringey Council's website and Twitter. There was also coverage in the Haringey Independent local newspaper.

The consultation has been targetted at residents, businesses and voluntary and community sector organisations.

A consultation booklet was produced, that asked consultees to respond to 18 questions relating to proposals set out over three sections:

- Section 1: business rates relief for new and converted general office and work space
- Section 2: business rates relief for businesses that are temporarily using a space whilst a new development project is being completed
- Section 3: business rates relief for voluntary and community sector organisations

The booklet was publically available on Haringey Council's website, where consultees had the option of completing the questions via an online survey or downloading and emailing back a completed Microsoft Word version of the booklet.

Hard copies of the consultation booklet were also available and distributed at all 9 of Haringey's public libraries, as well as the Council's customer service centre, Haringey Civic Centre, at the 639 Enterprise Centre on Tottenham High Road, and the Hornsey Vale Community Centre. Consultees could also request a hard copy of the booklet to be sent to them in the post.

The December edition of Haringey People, circulated in the post to all Haringey residents, included an article on the consultation, including how residents could participate and complete the consultation online.

The consultation notification and booklet was also circulated electronically via the North London Chambers of Commerce, Federation of Small Business, Tech UK and the Haringey Association of Voluntary and Community Organisations (HAVCO)

On the 12th November 2015, a letter notifying over the launch of the consultation was sent in the post to each voluntary and community sector organisation currently receiving relief under Haringey's existing discretionary relief policy (around 140 letters). The letter explained how to complete the consultation.

The Council organised two consultation roundtable events in Wood Green Library for lead officers and Cabinet Members to discuss the proposals with key stakeholders and rates-payers:

- Roundtable for voluntary and community sector representatives on the 11th January 2016 – organisations that contributed to the roundtable included the Bridge Renewal Trust, Jacksons Lane, Age UK Haringey, Hornsey Historical Society, Afro International, the Selby Trust and Hornsey Vale Community Association.

  The roundtable was open to any voluntary and community sector organisation that wanted to attend, and was promoted both through the Haringey Association of Voluntary and Community Organisations (HAVCO) and Haringey's Voluntary and Community Sector Forum, as well as the Council's website.

- Roundtable for business and commercial developer representatives on the 13th January 2016 – organisations that contributed to the roundtable included the Fashion Technology Academy, Lee Valley Estates, Tottenham Traders Association, Green Lanes Traders Association, the Haringey Business Alliance, the Federation of Small Business, Argent, Sandler Seating and the Ten 87 Studios

  In addition, officers met separately with representatives from Metro Bank and the Mill Co Project, both of whom were not able to attend the roundtable on the 13th January but wanted to discuss and share their views on the proposals in more detail.

The views and ideas that were put forward by participants at both of the roundtable consultations were captured and a written report on each has been shared with those who attended, inviting opportunity for further comments or corrections.

Presentations by officers on the consultation proposals were also given at the Tottenham Landowners and Major Businesses Group on the 16th December 2015 and at the Wood Green Business Forum on the 12th January 2016. Those attending these groups were invited to engage with the consultation, and there was a short discussion following the presentation at each.

Officers also promoted the consultation at Small Business Saturday event in Wood Green High Street and the Tottenham Winter Festival at Tottenham Green, both on the 5th December 2015.

Consultation responses

Volume:

In total, the consultation questionnaire was completed by 28 respondents. This included 5 who identified themselves as residents, 7 who identified themselves as business representatives, and 16 who identified themselves as a representative of a voluntary and community sector organisation (VCO).

17 different organisations were represented at the two consultation roundtable discussions with a further 2 organisations meeting separately with Council officers to share their views on the proposals (see consultation activities above for full breakdown).

Main themes emerging from the responses:

Below summarises the main themes and suggestions that the Council has received back from residents, businesses and voluntary and community organisations throughout the consultation period – both through the online survey and through feedback from the roundtables and wider activities.

The findings are presented below are structured under the 3 sections and 18 questions that were outlined in the consultation booklet.

Whilst the online consultation response from residents (as opposed to businesses and VCOs) was small with only 5 respondents, 80% were in support of the proposals to introduce rates relief for new and converted office and work space and meanwhile initiatives. Those residents that did respond to the online survey also were broadly supportive of the proposed changes to the discretionary relief policy for VCOs, particularly around asking VCOs in the future to provide information on their social value.

Section 1 – business rates relief for new and converted general office and work spaces

Consultation Proposal:

The consultation proposes to introduce up to 30% relief on business rates, for three consecutive years, for occupiers of new and converted office and work space (B1 commercial usage under the Town and County Planning Act).

The consultation states that the rationale behind the proposal is:

- To support the growth of economic sectors that occupy this type of commercial build, such as tech, ICT, creative and light industries, and to increase the density and diversity of job opportunities in the area
- To support economic regeneration goals through providing a financial incentive for developers and businesses to invest in new commercial space that is becoming available in regeneration areas.

- To support the growth of retained buisness rates revenue for the Council in the medium to long term through increasing demand to occupy new and converted commercial premises in the borough

Question 2 – Do you support the proposal to introduce a new business rates relief scheme for new and converted office and work space?

Online Survey results:

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
13	3	7	0	1	24	4
54%	13%	29%	0%	4%	100%	

- Many of the consultees were supportive of the idea of linking Haringey's business rates relief policy as a way to strategically target the growth of particular types of business and industry in the borough.

- Most consultees thought that a targeted relief scheme would act as a strong incentive to attract certain businesses into the area, and that this in turn would create a greater range of job opportunities and enhance the local business environment. Many of the consultees said that a reduction in a rates relief scheme would also help businesses when expanding their footprint and to take on more square footage of commercial space.

- Some consultees also drew the link between the challenges facing local government finances and finding ways to incentivise the growth of business rates revenue through adopting policies that stimulate investment in new and higher value commercial property build.

- Consultees have highlighted the high scrutiny of risk when investing in new or converted commercial office and work space. Investors need to be convinced that the surrounding area will change over time into a business friendly environment, and that there will be significant demand for the new office/work space once the new build or conversion has taken place.

  Many of the consultees agreed that a business rates relief policy that supports occupancy could contribute to the investment case in developing new or converted office/work space. However, this should be part of a broader/holistic package that will help convince investors that the business environment will change – includes transport and skills infrastructure, housing mix, the local high street offer and planning certainty around the area.

  Some consultees have suggested that the Council should consider a zoning policy linked to commercial property development and growth (and rates relief). Through zoning the Council would make it clear what strategic sites or areas it sees as having the highest potential to turn

into new office/work-space, and then pulls together a supportive policy environment and package of support to facilitate this – the proposed business rates relief scheme could be a key part of the package. Zoning would provide a more focused and managed approach, increasing certainty and clarity for potential investors, developers and occupiers.

Zoning could also support the growth of economic sectors in area based clusters, mutually strengthening business and support networks.

- Some consultees have highlighted the need to ensure that regeneration projects and supporting policy initiatives (such as rates relief) delivers opportunities for existing residents, local businesses and local start-ups, and not just focus on attracting larger businesses from outside the borough into the newly regenerated areas.

  Linked to this was a concern raised by some consultees that the new/converted office and workspace infrastructure, that the proposed relief scheme aims to support, could be unaffordable or unsuitable for smaller start-ups and seeds. These consultees suggested that both the regeneration plans and rates-relief initiative need to have a "balanced view of the types of industry" that the borough hopes to develop and grow, that is inclusive of affordable space suitable for local start-ups and local businesses looking to expand.

- Some consultees also differentiated between the merits of offering relief to smaller firms and start-ups to help them expand, and offering the relief to big multi-national companies that are already established and can afford to pay full business rates. Some consultees suggested that the best relief offered should be reserved for innovative, creative workspaces.

  However, other consultees argued that attracting a large multi-national company in a key economic growth field would help with branding Haringey as a new place for business, and support clusters of smaller businesses develop locally.

- Some consultees were concerned that offering relief could create a false situation that businesses become financially reliant upon. When the relief period expires these businesses may not be in a position to continue without receiving further relief on business rates. This presents risks to local tax-revenue collection.

- Some consultees raised a concern that the financial benefits of a reduction in business rates will be captured by landlords, who could decide to increase the market rent for their premises to reflect that occupiers will pay reduced business rates.

- Some consultees suggested that this relief initiative could be connected to reinforce other priorities and targets for the borough, for example supporting business practices that contribute to healthier environments.

Haringey Council's Response

We recognise the need to develop a broad package of measures or an 'offer' that provides a convincing business case and facilitative environment for developers and businesses to consider investing and locating in Haringey. Our intention is for this relief scheme to form one part of Haringey's economic growth offer, alongside a supportive planning environment, ambitious regeneration plans for Tottenham and Wood Green, and significant investment in local infrastructure including better transport links and quality local skills providers.

- The relief scheme would directly support the priorities set out in the Council's Economic Development and Growth Strategy. This includes encouraging the growth of economic sectors including creative industries, high value and light manufacturing, and new technology companies, where we believe Haringey could be an attractive base.

  Our intention is for the borough to develop a good range of commercial spaces that would facilitate the strategic growth of these types of industries. Critically, this does include new workspace intended to be suitable and affordable for start-ups to grow out from, as well as new office and workspace suitable for larger more established firms. Getting the right mixture of start-ups and more established firms will be vital to developing local clusters and networks to support the growth of key economic sectors in Haringey.

- In response to the idea of connecting this relief scheme to wider social priorities and targets for the borough, we intend to build into the policy an expectation that an occupier receiving relief would engage and work positively with Haringey Council to help bring value and benefit for residents. Before the offer of relief, an initial meeting will be set up between the applicant and Council officers to discuss ways that both parties can work together (this conversation will have a jobs creation, economic development and regeneration focus).

- In response to the idea to adopt some form of zoning policy to accompany the relief scheme, we agree that any such scheme would be most effective at attracting inward investment if there is greater certainty and communication over which areas/sites will become eligible. Our intention therefore is to identify in advance key strategic sites and areas that are likely to match the eligibility criteria for this relief scheme should they become commercially developed and occupied in the future. We will communicate and raise awareness over these sites and their relief eligibility, drawing the attention of commercial developers and potential occupiers that may be interested in investing in Haringey.

  We do however intend for the relief scheme to be applicable borough wide and not restricted to focusing on limited areas. Therefore the process of identifying and communicating potential sites and areas will not act as a precondition for applying for relief under the scheme, and there may be some sites that become eligible and are not identified in advance.

7

Question 3 – If you support the proposal, do you agree that offering a 30% discount is the right level?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
8	7	6	2	1	24	4
33%	29%	25%	8%	4%	100%	

- Many of the consultees thought that a 30% relief is just enough to make a meaningful impact on the finances of businesses, particularly those in their earlier stages of development. However, some consultees said that anything less than 30% would not have a significant enough drive to influence market behaviours.

  Some consultees said that the balance with the immediate cost of offering the relief from loss of business rates revenue seemed about right at the 30% level.

- Some consultees thought that the Council should be bolder in the amount of relief given in the proposed initiative. One consultee suggested that a 50% discount should be considered as this would be an exceptional stimulus for commercial developers, and also would be an incentive for larger multi-national companies to consider Haringey.

- Some consultees suggested that the amount of relief given could be differentiated on a case by case basis, to reflect the size of the project, the financial means of the occupier, and the value to the community.

Haringey Council response

There was a good level of support for setting the amount of relief at 30% for the scheme, and therefore we will continue to propose to set the level at 30%.

If the Council were to set the level any higher than 30%, then the Council would risk losing existing business rates revenue whilst the relief is applied. This is because the projected increase in business rates value from converting a warehouse into office or work space is around 35%.

In response to the idea of a differentiation of relief on a case by case basis we do not propose to take this forward. As well as the financial constraints outlined above of offering relief any higher than 30%, a case by case basis would be difficult to administer and could lead to a scheme that is not transparent and inconsistent.

Question 4 – If you support the proposal, do you agree that the discount given should be for a period of 3 years?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
9	7	5	2	1	24	4
38%	29%	21%	8%	4%	100%	

- Many of the consultees thought that a 3 year discount period is a reasonable amount of time to support a business in establishing itself in an area and moving to a financially sustainable period. However, some consultees said that anything less than 3 years would reduce the significance of the relief and be unlikely to drive market behaviours.

- Some consultees suggested that the Council may wish to phase out the relief over a longer period of time (e.g. 5 years), with the risk being that a sudden stop of relief after 3 years could be too much of a transition for some businesses.

  These consultees have put forward the idea of a 2/3 year taper, so that the full relief is offered for the first 3 years as per the proposal, but then this relief is gradually staged down on the 4th and 5th year that the business is occupying the premise with the aim of moving to complete financial sustainability without any rates relief by year 6.

Haringey Council response

There was a good level of support for setting the relief period for the scheme at three consecutive financial years. Three years is a reasonable amount of time to support a business establishing itself in the area, and a 30% discount on business rates over this period should prove an attractive investment proposition for new and converted office and work space as it becomes available.

We will not be taking forward the idea of a taper to gradually stage down the relief period after three years. This is because the relief scheme is predominately aimed at generating inward investment in the supply and occupancy of new or converted office and work space .Introducing a taper at the end of the relief period is unlikely to significantly add to the inwards investment case for building or occupying new office and work space, and would have the effect of delaying the growth of new business rates revenue for the Council. It also would be more complicated to administer. Companies should be able to adjust from 30% relief back to paying full business rates, particularly as they would have three years to build this adjustment into their financial planning.

Question 5 – In light of the financial implications outlined in the consultation paper, are there any circumstances when you believe it would be justified for the Council to consider offering relief on business rates for existing office and work space?

- Many of the consultees agreed that in the challenging financial climate, the Council needed to make sure that its business rates relief policy support a longer term financial growth strategy for business rates revenue. Offering relief to existing occupiers of commercial premises would have a permanent cost to the Council from loss of existing business rates revenue.

- Yet there were suggestions put forward by consultees that relief for existing office and work space should be considered on a case by case basis in the following instances:

    - Many consultees suggested that rates relief should apply to occupiers of existing premises if they are delivering social value locally, with many of the consultees giving examples from the voluntary and community sector or social enterprises.

    - Some consultees suggested that rates relief for occupiers of existing premises should be considered if they are a start-up and can show that they have an achievable growth plan, and will be looking to expand and create jobs.

    - Some consultees suggested that rates relief for occupiers of existing premises should be considered if they are well established in the area and they find that suddenly their market rent for occupying the same premises is set to significantly increase.

- Some consultees highlighted a risk that existing office and work premises may in the future face reduced demand for occupancy, particularly when the new and converted commercial build becomes available and market demand being focused there. In these instances, extending relief to include these older offices could become necessary to prevent them becoming empty

Haringey Council's response

Offering relief to occupiers of existing office and workspace would result in a loss of business rates income, which would endanger the Council's future finances. For this reason we do not propose any extension of the new scheme to existing office and workspace.

However, in many of the circumstances that consultees highlighted, there are already relief schemes in place that may cover occupiers of existing premises:

- Our scheme for voluntary and community sector organisations covers those using existing premises to deliver social value locally

- Small business relief will support the growth of start-ups that are occupying smaller spaces

- Transitionary relief arrangements are usually put in place following a revaluation of business rates due on existing premises, and there is local hardship relief for exceptional circumstances

Section 2 – business rates relief for businesses that are temporarily using a space whilst a new development project is being completed

Consultation Proposal

To offer relief for businesses that are temporarily using a space whilst a new development project is being completed- these meanwhile activities could include pop-up market stalls, street food, creative exhibitions, events etc. The Council would make decisions on whether to give the relief, the amount of relief given, and the length of time the relief is to be applied for on a case-by-case basis, guided by a broad set of principles defined in the discretionary relief policy.

The consultation states that the rationale behind the proposal is to support meanwhile activities to encourage people to continue to visit the area whilst construction works are underway, and to support the maximum use of space at all times rather than it lying vacant.

Question 6 – Do you agree with the proposal to use business rates relief to support businesses that temporarily use space whilst a new development project is being completed?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
9	11	4	-	-	24	4
38%	46%	17%	0%	0%	100%	

- Consultees have highlighted the opportunities for smaller, independent traders or start-ups (e.g. Fashion Tech Academy graduates) to lead meanwhile activities. This could have a local connection, and support entrepreneurs and businesses to grow their presence in Haringey. Business rates relief would support their financial viability.

  Some consultees said that the temporary use of space, with reduced business rates, can encourage individuals/enterprises to try out new ideas with lower risks (than a full commercial leased premises).

- Consultees also highlighted opportunities for meanwhile activities to increase footfall around under-used areas/sites surrounding high-streets. This could support the high street offer and vibrancy, and bring new people and customers into the area – a place shaping agenda

  Consultees commented that meanwhile activities can help keep the surrounding area alive while major construction work is underway, and to avoid areas going derelict.

- Some of the consultees said that they had enjoyed visiting pop-up sites such as street food markets in other parts of London where major developments are underway, and that they would

like to see something similar in local areas.

- Some of the consultees suggested that alongside the relief scheme, the Council should also increase information and clarity on space that could be used for meanwhile activities or is currently unused, and promote opportunities among local businesses.

Haringey Council's response

Temporary meanwhile initiatives are expected to play an important supporting role in the regeneration plans, making areas more vibrant for residents and ensuring that there is maximum use of space whilst areas are being developed. Offering relief on business rates can be one way to support getting these temporary initiatives off the ground, but because every site and initiative will have different circumstances we are proposing that decisions over relief are made on a case by case basis.

We agree that meanwhile initiatives could provide good opportunities for smaller, independent traders, community organisations or start-ups, and this is something we would want to encourage. Therefore we propose to add an extra guiding principle for officers to consider when making the case by case decision, to assess whether the initiative promotes opportunities for these groups.

To help raise awareness of opportunities to set up meanwhile initiatives among businesses and community organisations, our intention is to work with local traders forums and developers to identify in advance key sites and areas where temporary meanwhile initiatives could bring benefits. We will communicate and raise awareness over these sites. The process of identifying and communicating potential sites and areas will not act as a precondition for applying for relief under the scheme, and there may be some sites that become eligible and are not identified in advance.

Question 7 – Do you agree with the broad principles set out in the consultation paper to assit the Council in determining whether or not to offer relief to a business that temporarily uses space whilst a new development project is being completed?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
7	10	4	1	0	22	6
32%	45%	18%	5%	0%	100%	

Question 8 – Are there any other principles or criteria that you think the Council should take into account?

- Most consultees agreed that a case by case assessment would need to factor in the pros and cons for each site and meanwhile activity.

- Having a measurable local connection and benefit was highlighted by many of the consultees as the principle or criteria they felt most important for offering this type of relief

- Some consultees have highlighted that meanwhile activities would not be appropriate for all developments and decision makers need to be aware of this – the effect on the environment and maintenance (e.g. litter) needs to be carefully considered before giving the go ahead, particularly around housing areas.

- If the meanwhile activity is on private occupied land, some consultees highlighted that there needs to be an awareness that costs associated with meanwhile sites could be passed on by the landowner to leaseholders through increased service charges.

- Some consultees thought that relief for meanwhile activities should only be granted to new start ups and community social enterprises, and not for profit voluntary organisations.

Haringey Council's response

We agree that meanwhile initiatives would not be appropriate for all developments, and that the impact on the environment and maintenance needs and associated costs should be carefully considered, especially around housing developments. Therefore we intend to incorporate these considerations into the guiding principles that will inform officers when making case by case decisions over offering relief.

Section 3: business rates relief for voluntary and community sector organisations (VCOs)

There were four proposals outlined in Section 3 of the consultation paper relating to amending parts of our discretionary relief policy for voluntary and community sector organisations:

Proposal 1 – Reduce the 100% relief the Council currently offers to charity gift shops to 80%, but keep the 100% level of relief for youth centres, voluntary aided school and counselling centres

The Council's existing discretionary relief policy offers 100% relief to organisations that are (i) charity gift shops, (ii) youth centres (iii) voluntary aided schools, and (iv) counselling centres. The consultation paper proposes reducing the 100% relief for charity gift shops down to 80%, whilst keeping the other three categories at 100%.

The consultation states that the rationale behind the proposal would be:

- Offering the full 100% relief to charity gift shops (as opposed to 80%) currently costs around £88,000 a year through reduced business rates revenue.
- Most other local authority areas do not offer discretionary relief to charity gift shops, so changing relief to 80% would bring Haringey in line with neighbouring areas.
- The three other categories (voluntary aided schools, youth centres and counselling centres) could be argued to be more deserving of the full 100% as they are essential services for residents.

Question 9 – Do you think the Council should change the discount currently offered to charity gift shops on their business rates from 100% to 80%?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
9	7	5	1	4	26	2
35%	27%	19%	4%	15%	100%	

- Many of the consultees agreed that the full 100% relief for charity gift shops is somewhat of an anomaly compared to other boroughs, which should be reviewed as the Council renews its discretionary relief policy.

  Some consultees made the point that most of the charity shops in Haringey tend to be part of larger charities with sizeable incomes and that they can afford to pay part or all of their business rates. This would increase local tax revenue.

- Traders who have responded to the consultation have said that the existing 100% relief policy for charity gift shops is an unfair competitive advantage in overhead cost that is leading to a proliferation of charity shops on the high street compared to other retail and service outlets that have to pay full business rates. Some traders thought that charity shops are taking business

away from independents.

- However, there were also some consultation responses in strong support of maintaining the full 100% relief for charity gift shops. These consultees argued that the profits from charity gift shops are going to worthwhile causes, and applying business rates could affect their financial viability.

  Some made a distinction between larger, national charities who could afford to pay part of their business rates, and charity shops that are run by smaller, locally focused charities that were argued to be more deserving of the full relief.

Haringey Council response

There was broad agreement with the Council's rationale for proposing to change relief from 100% to 80% for charity gift shops. This will bring the area into line with other local authority areas.

We propose to change the category to 'charity shops and outlets that are reinvesting their profits into local social causes.' Those organisations that fall into this category in the future will be able to apply for 80% discretionary relief (if they are registered charities they will already be entitled to 80% mandatory relief)

Question 10 – Do you think the Council should keep the 100% relief that it currently offers to youth centres, voluntary aided schools and counselling centres?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
16	7	4	1	0	28	0
57%	25%	14%	4%	0%	100%	

- Many of the consultees agreed with keeping the full 100% relief for these types of service, believing that they are vital for local communities. Many of the consultees highlighted that without this full relief, the financial viability of these types of services may be put at risk.

  Some consultees said that the only condition should be that these organisations demonstrated that they operate in a fully transparent manner and that their services are freely available to all sections of the community without any pre-conditions.

- Some consultees suggested that rather than keeping the full 100% relief for all voluntary aided schools, youth centres and counselling centres as proposed in the consultation, that these too should be put on a level playing field with most other types of VCO activity – i.e. a baseline of 80% relief with a case by case assessment of offering the additional 20% for those funded by the Council, in part based on the social value of their activity

Haringey Council response

There is strong support for keeping youth centres, voluntary aided schools and counselling centres as categories of organisation where we use our discretion to offer 100% relief, and we will keep this part of the criteria unchanged.

We would expect any organisation applying for discretionary relief under this criterion to offer services or facilities that are open and accessible for all groups of residents in the community.

Proposal 2 –Offer 20% extra relief to organisations that are funded by the Council on a case by case basis

The Council's existing policy is to offer the full 100% relief automatically to any voluntary and community organisation that receives funding from the Council and applies for discretionary relief. Currently there are 35 organisations that receive the additional 20% relief under this criterion, and the cost through loss of business rates revenue is around £170,000 every year.

The consultation proposal is to change this to as case by case assessment for future cases. A transitionary measure would mean that any organisation that currently receives 100% relief under this criterion would continue to do so up until the point that their Council funding arrangement expires, when they would switch to a case by case assessment.

The consultation states that the rationale behind the proposal would be to allow the Council to consider the impact of the extra 20% relief and whether it is justified in the interests of residents and the local community balanced against the cost of loss of business rates revenue.

Question 11 – Do you agree that the Council should in the future make a case by case assessment over whether to offer the extra 20% on business rates to voluntary and community organisations (VCOs) that are also receiving funding from the Council?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
9	7	6	1	2	25	3
36%	28%	24%	4%	8%	100%	

- Most consultees agreed that some form of case by case assessment would be justified, as voluntary and community organisations all differ in their services and level of funding.

- However, there were some concerns that a case by case assessment system would be non-transparent, and that this could decrease financial certainty for VCOs to plan their business model around.

  One consultee was worried that the offer of the additional relief on a case by case basis would in

effect result in only those groups who comply with the Council's wishes getting the full relief, posing a risk for the independence of the voluntary sector.

- Some consultees argued that if the Council is already giving an organisation funding, it would not be fair for them to effectively receive further support through additional relief off rates.

- Some consultees have suggested that as well as the contracted services that the Council directly commissions from VCO providers, that this criterion could also cover instances where other public sector agencies are contracting VCOs to deliver services for Haringey residents – for instance those VCOs commissioned by the Better Care Fund.

- Some consultees have highlighted issues around the administrative practicalities of making a 'case by case assessment' under this criterion, and potential administrative costs and time for both the Council and VCOs.

  Some consultees suggested case by cases assessments on rates relief should not take place every year, and should instead be for a set period of time, in order to reduce administrative burden plus to support medium-long term financial planning.

Question 12 – Do you agree with the broad principles set out in the paper to assist the Council in determining whether or not to offer the extra 20% relief?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total answered	No answer
10	9	3	3	2	100	1
37%	33%	11%	11%	7%	100%	

Question 13 – Are there any other principles or criteria that you think the Council should take into account in determining whether or not to offer the extra 20% relief?

- Many of the consultees thought that social value and the tangible benefits of the VCO's activity should be considered as part of the case by case assessment under this criterion

- Some of the consultees argued that the additional relief should be directly linked to supporting the VCO gain financial strength. Any VCO receiving the additional relief should be working towards a financially sustainable model in the longer term, which means after the relief is reduced they should be able to continue to deliver the services.

Haringey Council's response

We intend to keep a criterion that enables the Council to offer 100% relief on business rates to VCOs that it funds. This is because there are instances when offering additional relief on business rates is of mutual interest for both the Council and the VCO, to directly support the financial viability of the activities and initiatives that the VCO is funded by the Council to deliver.

However, we believe that changing to a case by case assessment for this type of instance is a better way to consider the impact of the additional relief, and whether the cost is justified in the interests of residents and the local community. There was overall support from consultees for making this change.

Under the new policy we will ask VCOs that are funded by the Council to provide information on:

1. Their funding arrangement with Haringey Council, including the date when the funding arrangement will come to an end

2. To outline how the additional discretionary relief applied for would directly support and be reinvested in the activities or initiative that Haringey Council is funding the organisation to undertake

3. Their social value for local residents and the community (this last point is the same information captured as for all VCOs applying for discretionary relief – see page 20 below). Many of the consultees suggested in their response to question 13 that social value forms part of the case by case assessment here.

This information will be used to guide our case by case decision on whether to award the full 100% relief to a VCO funded by the Council or not. It should be noted those funded VCOs that are not awarded 100% relief, will still be assessed as per normal against the other criterions in the discretionary relief policy that award either 80% or 100% based on the type of activity that the organisation delivers.

As a transitionary measure, it is our intention that so long as they can provide the above information, all organisations that are currently funded by the Council and benefiting from the 100% relief will continue to do so up until the point when their existing funding arrangement with the Council expires. After this, they would have to reapply for discretionary relief as per normal.

Funding is to include grants, contracts (including instances when the Council is jointly commissioning a service with another public agency), and those organisations that are receiving a discounted rent through a community building model lease.

Proposal 3 – update the categories of VCO that can claim 80% discretionary relief under the policy

Under our existing policy the Council offers 80% relief to organisations that are carrying out the following activities: (i) charity HQ/offices (ii) ethnic and community centres, (iii) religious organisations, (iv) schools (private), (v) sports clubs and associations, and (vi) theatre and arts groups. This 80% relief is offered to organisations carrying out these activities even if they are not legally structured as a registered charity or community amateur sports club (for whom it is mandatory for all local authorities to offer 80% relief).

The proposal in the consultation is to add the following categories to this: (i) employment support and advice, (ii) health and wellbeing organisations (iii) special educational needs and disabilities services and (iv) children's playgroups.

The consultation states that the rationale over adding these categories of VCO was to bring the policy more up to date, as there have been changes to the types of VCO operating in the local area since the policy was last reviewed in 1990.

14. Do you agree that the Council should update the following categories of VCO that receive up to 80% relief: (a) children's playgroups, (b) employment and skills support services (c) health and wellbeing organisations and (d) special educational needs and disabilities services.

	Yes	No	Unsure	No answer
Children's playgroups	61%	12%	27%	2
Employment and skills support services	63%	11%	26%	1
Health and wellbeing organisations	66%	17%	17%	2
Special educational needs and disabilities services	81%	7%	12%	2

15. Are there any other categories of VCO that should be added to Haringey Council's business rates relief policy?

- Some consultees have suggested that we should re-phrase the existing 'theatre and arts group' category so that it would clearly capture VCOs that are promoting cultural heritage of the borough

- Many consultees suggested that we should add a category of VCOs that work with vulnerable elderly people in the borough (e.g. isolation, low incomes)

- Some consultees suggested that we should add a category of VCOs that promote environmental wellbeing in the borough (air quality, energy needs etc)

- Consultees were broadly supportive of the principle of offering 80% relief based on the activity that VCOs carry out, rather than purely their legal structure. However, many consultees thought it important to close any loopholes and ensure that the broad categories defined in the policy are not open to speculative applications by large profit-making companies who can afford to pay

full business rates.

Some consultees suggested to add a term into the policy that an organisation applying for relief under the VCO categories should be legally structured to re-invest its profit into social causes.

Haringey Council response

In response to the suggestions from consultees to incorporate organisations that work with isolated people, we now propose to rephrase one of the 80% categories to "organisations that work with groups of residents that are vulnerable or have additional needs, e.g. working with those with special educational needs and disabilities, isolated individuals and children whose welfare is at risk."

In response to the suggestion from consultees to incorporate organisations that promote environmental wellbeing in the borough, we now propose to rephrase one of the 80% categories to "organisations that promote health and wellbeing for local residents and a clean local environment."

In response to the suggestion from consultees to incorporate organisations that promote cultural and historical heritage, we now propose to rephrase one of the 80% categories to "theatre, arts and cultural groups."

Proposal 4 – All VCOs applying for discretionary relief should be asked to outline how their services bring social value and local impact to our residents

Under our existing policy, the Council does not ask the applicant to outline their activities, outreach or local impact, and offering discretionary relief is based purely on what type of VCO they are categorised as or whether they are funded by the Council.

The consultation proposes to ask all VCOs to outline their social value when applying for discretionary business rates relief, using guidance based on the six broad categories defined through the Social Value Act. These are the same social value categories as being integrated into the Council's commissioning practice and community building model leases.

The consultation document states that the rationale behind this proposal was to support a new strategic emphasis on social value in our policy and practices. The aim would be for the information supplied on social value to form the basis of an ongoing dialogue with the Council on working together to deliver social value for residents. Providing business rates relief is part of the Council's support to VCOs.

Question 16 – do you support the Council's proposal to ask organisations to outline how their services and activities add social value to the local community and residents when applying for discretionary business rates relief?

Strongly agree	Agree	Unsure	Disagree	Strongly disagree	Total	No reply
15	9	2	0	1	27	1
56%	33%	7%	0%	4%	100%	

- The majority of consultees were supportive of the concept over the Council supporting those VCOs that offer the most social value locally, and agreed that this lent itself to offering relief on business rates.

- Consultees have highlighted that the main challenge over social value assessments would be the potential administrative burden, both for the Council and VCOs.

  Some consultees have suggested that if VCOs have already undertaken a social value assessment as part of another process (e.g. during commissioning for a contract or applying for a community building model lease), then the social value information submitted previously could be used for applying for discretionary business rates relief – this would avoid unnecessary duplication and ensure the assessment on social value is joined-up.

Question 17 – if your answer to the above was 'do not support,' what else could VCOs applying for business rates relief be asked to do to demonstrate their social value and local impact for residents?

Question 18 – this asked for feedback on the draft application form for discretionary business rates relief, including the social value guidance:

- Some consultees have suggested the inclusion of a simple box on the application form for business rates relief that asks whether the organisation has previously undertaken a social value assessment, in what circumstances and when – if an applicant ticks this box, they would not have to complete the section on the business rates relief form on social value and the Council internally would instead look at the previous social value assessment under this criterion of the rates relief application.

Haringey Council's response

Our intention is to use the information supplied on social value by applicants as a source of intelligence to help inform discussions over future opportunities for the Council and VCOs to work more closely together for the benefit of residents. We do not intend to make completing the new social value section of the relief application form an onerous task for the applicant.

Therefore we will take forward the idea that if an applicant has previously carried out a social value assessment as part of another process (for example when applying for funding from Haringey council or another public body) they may choose to submit a copy of this assessment as part of the application for discretionary relief. This would avoid unnecessary duplication.

Haringey Council

Equality Impact Assessment

Name of Project	Discreationary business rates relief policy	**Cabinet meeting date** ***If applicable***	15 March 2016
Service area responsible	Finance / Shared Services		
Name of completing officer	Ben Ritchie	**Date EqIA created**	Sept 2015 – Feb 2016
Approved by Director / Assistant Director	Neville Murton	**Date of approval**	3 March 2016

The Equality Act 2010 places a '**General Duty'** on all public bodies to have '**due regard'** to:

- **Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act**
- **Advancing equality of opportunity between those with 'protected characteristics' and those without them**
- **Fostering good relations between those with 'protected characteristics' and those without them.**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a '**Specific Duty'** to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published. This Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council's website

Stage 1 – Names of those involved in preparing the EqIA	

1. Project Lead - Zakir Chaudhry	5.
2. Equalities / HR - Ben Ritchie	6.
3. Legal Advisor (where necessary)	7.
4. Trade union	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.

Local authorities have the **discretionary power** to set out their own policy for offering relief on business rates. The Council can decide on the types of organisation who can apply for relief , the circumstances when relief would be considered and the maximum amount of relief that could be granted. When offering an organisation relief on their business rates, the local council reduces the amount of revenue it will collect locally from business rates. Therefore the Council needs to make sure that any relief offered on business rates is for the benefit of local council taxpayers and residents.

The Council's existing policy on offering discretionary business rates relief dates back to 1990 and exclusively focuses on relief for voluntary and community sector organisations. The existing policy is based around a simple assessment of what type of organisation occupies a building or office in the area. The table below shows the current rate of relief offered to different categories of community organisation. Some types of VCO occupying premises in Haringey benefit more than others from our current discretionary business rates policy;for example religious organisations and theatre groups receive an 80% discount on rates whilst charity gift shops and youth clubs receive the full 100% of relief. Haringey Council currently gives around £620,000 of **extra** discretionary relief every year to around 165 VCOs occupying buildings in the area.

Type of Voluntary and Community Sector Organisation	**Total Level of business rate relief Haringey council currently gives**
Charity headquarters / offices	80%
Charity gift shops	100%
Ethnic and community centres	80%
Counselling centres	100%
Religious organisations	80%
Schools (private)	80%
Schools (voluntary aided)	100%

Sports clubs/associations	80%
Theatre / Arts	80%
Youth clubs	100%
Not for profit organisations that receive funding from Haringey Council	100%

On the 12th November, the Council launched a 11 week consultation on proposed changes to our discretionary business rates relief policy that looked at modernising relief given to VCOs occupying premises in Haringey, as well as introducing a new relief scheme for some private organisations occupying premises in the borough to support Haringey's Economic Growth & Development Strategy.

The proposed changes to the Council's discretionary relief policy are as follows:

1) **Business rates relief for occupiers of new or converted office and work space**

The proposal is to introduce a new relief scheme that specifically supports growth of B1 class of commercial property usage (general office space, research & development studios, laboratories, high tech and light industry). Occupiers of this new commercial property would be able to claim up to 30% relief on their business rates for three consecutive years.

This proposal aims to support Haringey's Economic Growth & Development Strategy through targeting the growth of economic sectors where significant demand for additional floorspace in the borough is projected, and which are identified as having the greatest potential to generate local employment growth. This would also support economic regeneration goals through providing an added financial incentive for developers and businesses to invest in new commercial space in regenerated areas. An overall increase in higher value commercial property across the borough will over the medium to long term lead to a more sustainable growth of retained business rates revenue for the Council to spend on local services.

2) **Business rates relief for businesses that are temporarily using a space whilst a new development project is being completed**

When a new development project gets underway (e.g. the construction or renovation of a building or new public space), there may be opportunities for businesses to **temporarily** use the site whilst it is still lying vacant or during the period that it is being developed. Business initiatives that temporarily use development sites in this way could include 'pop-up' market stalls, street food, art exhibitions, performances and events.

The Council is proposing to introduce relief for these types of temporary initiative into our new business rates relief policy. Decisions on whether to give the relief, the amount of relief given, and the length of time the relief is to be applied for would be made on a **case-by-case basis.**

Such initiatives and activities can provide an attractive incentive for people to visit the area whilst construction works are in the pipeline or are already underway. They can help make the area more attractive and appealing for residents during the construction period. The proposal also aims to support the maximum use of the space at all times, rather than a site being unused during development.

3) Updating Haringey's policy for offering business rates relief for Voluntary and Community Sector Organisations (VCOs)

In summary the proposals to our relief policy for VCOs are as follows:

a) Keep discretionary relief open to a broad range of VCO legal entities (registered charities, not for profit, community interest companies, social enterprises etc)

b) Reduce the 100% relief the Council currently offers to charity gift shops to 80% – but keep 100% relief for youth centres, voluntary aided schools and counselling centres

c) shift from currently automatically offering 100% relief to all VCOs that are receiving funding from the Council to making a case by case assessment in the future

d) Update the categories of VCO that can claim 80% discretionary relief – in addition to the existing categories we are proposing to add employment support and advice, organisations that promote health, wellbeing and a clean local environment, organisations that work with groups of residents who are vulnerable or have additional needs, and children's playgroups

e) As part of the future application process for discretionary relief, all VCOs will also be asked to outline how their services bring social value and local impact to Haringey's residents. The guidance on social value that accompanies the relief application form explicity includes 'equity and social inclusion' as well as 'building strong communities' as criteria – it has a strong emphasis on VCOs outlining how they are tackling inequality, creating opportunities for different groups of residents and fostering good community relations

The proposed changes aim to bring Haringey's policy on offering discretionary business rates relief to VCOs up to date, and more in line with other local authorities and London boroughs. The proposal also supports the Council's Voluntary & Community Sector Commissioning Framework's new emphasis on social value and partnership working with VCOs. The aim is to provide a basis for ongoing dialogue between the Council and VCOs on working together on social value outcomes – providing business rates relief is part of the Council's support to VCOs.

This Equality Impact Assessment (EqIA) assesses how the proposed changes to our discretionary relief policy would impact on different groups of business-rate payers and residents in the borough. In Section 6 it puts forward measures that will help minimise any potential adverse impacts identified and promote equality of opportunity and good relations among different groups. **Because the award of discretionary relief under the Council's existing policy is exclusively for some types of VCOs occupying premises in the borough, it is these groups that could potentially be most affected from any proposed change – this EqIA will pay particular attention to this impact.**

Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment **Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.**	
Data Source (include link where published)	**What does this data include?**
EqIA Profile on Harinet	Age, gender, ethnicity, disability information – for the Council and the Borough

Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment **This section to be completed where there is a change to the service provided**	
Data Source (include link where published)	**What does this data include?**
A) The Council's Revs & Bens department's database of all VCOs that currently receive discretionary relief under our existing policy	**<u>Data analysis on which VCO groups benefit from Haringey's existing policy on discretionary business rates relief</u>** Haringey Council currently gives around £613,000 of **extra** discretionary relief every year to around 164 VCOs occupying buildings in the area. The data shows that some types of VCO occupying premises in Haringey benefit more than others from our current discretionary business rates policy.

Type of Organisation	**Protected groups that these work with**	**Number of VCOs receiving some form of <u>discretionary</u> relief in 2015/16**	**Total amount of <u>discretionary</u> relief given to this type of organisation in 2015/16**	**Average amount of <u>discretionary</u> relief given per organisation for each category**
Charity headquarters / offices	All	7	£14,335	£2047
Charity gift shops	All	27	£88,450	£3275
Ethnic and community centres	Ethnic/race	24	£71,161	£2965
Counselling centres	All	4	£6588	£1647

Religious organisations	Religious	1	£58	£58
Schools (non-voluntary aided)	Age (children)	0	£0	£0
Schools (voluntary aided)	Age (children)	20	£185,096	£9254
Sports clubs/associations	All	10	£25,356	£2535
Theatre / Arts	All	19	£84,000	£4421
Youth clubs	Age (young)	5	£2731	£546
Information, Advice and Guidance Services	All	9	£25,832	£2870
Services for special education needs and disabilities	Disabilities	6	£4814	£802
Children's play groups	Age (children)	4	£16,142	£4035
Employment and skills organisations	All	13	£59,400	£4569
Health and wellbeing organisations	All	4	£4799	£1199
Miscellaneous		6	£20,001	£3333
TOTAL		164	£616,333	AVERAGE - £3758

The data confirms that it is organisations operating as schools (voluntary aided), charity gift shops, theatre and arts groups, and ethnic and community centres that are currently benefiting most from Haringey's existing discretionary relief policy.

How would the proposed policy changes for VCO discretionary relief affect this?

Listed below are the proposed changes for how discretionary relief is awarded to VCOs – the data analysis above is used to assess the potential impact of each of the proposed changes when measured against which groups currently benefit under our existing policy.

a) Keep discretionary relief open to a broad range of VCO legal entities (registered charities, not for profit, community interest companies, social enterprises etc) – ***No change***

	b) Withdraw the 100% relief the Council currently offers to charity gift shops – but keep 100% relief for youth centres, voluntary aided schools and counselling centres ***Impact***: charity gift shops that occupy premises in Haringey would no longer be able to claim the extra 20% discretionary relief on business rates that they currently can under the existing policy. This would affect around 27 charity gift shops, many of which are run by national charities, including 6 Cancer Research UK shops, 4 North London Hospice Shops, 5 Oxfam shops, 2 Marie Curie Cancer Care shops, 1 Barnardos, 1 RSPCA shop, 1 British Heart Foundation shop etc. The proposed withdrawal of discretionary relief for charity gift shops will on average cost each of those 27 charity gift shops affected around £3275 per annum through them having from 2016/17 onwards to now pay 20% of the business rates due on the premises they occupy (they will still get 80% relief on their business rates) Youth centres, voluntary aided schools and counselling centres occupying premises in the borough would continue to receive the maximum level of relief from the Council's discretionary business rates relief policy. This will continue to provide the maximum financial support through rates relief to organisations that are working with children and young people in the borough. **c)** shift from currently automatically offering 100% relief to all VCOs that are receiving funding from the Council to making a case by case assessment in the future ***Impact:*** There are 42 premises occupied by 35 different VCOs that are receiving an additional 20% discretionary relief (bring relief up to 100%) because they are also funded by the Council. Out of these organisations, 10 of them are operating as ethnic and community centres, 4 are charity HQ offices, 3 are arts groups, 10 are advice and support groups, 3 are services that work with those with disabilities, 4 are children's playgroups and 1 is a leisure centre. They work with a wide range of residents, with some services targeted specifically at those with protected characteristics such as those with disabilities, women, ethnic groups (Turkish, Irish, Chinese, Greek Cypriot, Turkish Cypriot), young people and children. These organisations that are currently funded by the Council and receiving 100% relief will be asked to reapply under the updated relief scheme. However, as a transitionary measure, so long as they can evidence that they are still being funded by the Council, bring social value to residents, and can describe how they will be using the additional relief to directly support the activitiy or initiative that the Council's funding is intended for, then they will continue to receive the full 100% relief up until their existing funding arrangement expires. Those that cannot or whose funding has expired, will be treated the same as other organisations under the discretionary relief policy (i.e. they are likely to receive 80% relief).

	d) Update the categories of VCO that can claim 80% discretionary relief – in addition to the existing categories we are proposing to add employment support and advice, organisations that promote health, wellbeing and a clean local environment, organisations that work with groups of residents who are vulnerable or have additional needs, and children's playgroups ***Impact:*** Already there are a number of VCOs that fit into the new proposed categories that are benefiting from the existing discretionary relief policy (this is usually because they are being funded by the Council and are therefore eligible to claim up to 100%). The proposed changes to formally recognise these extra categories of VCO in the new policy will ensure that these types of VCO are treated more consistently and transparently. **e)** As part of the future application process for discretionary relief, VCOs will also be asked to outline how their services bring social value and local impact to Haringey's residents ***Impact:*** this new part of the application process will affect all VCOs that apply for discretionary relief. It is anticipated that all VCOs should be capable of demonstrating their social value and completing this new section of the form, which is not intended to be an onerous administrative task or one that will have the effect of excluding VCOs from applying for relief. Outlining social value to the Council as part of the new application process for rates relief may bring benefits to those VCOs, as it is intended to act as a basis for ongoing discussion over opportunities to work together in the futures. The guidance on social value that accompanies the relief application form explicity includes 'equity and social inclusion' as well as 'building strong communities' as criteria – it has a strong emphasis on VCOs outlining how they are talking inequality, creating opportunities for different groups of residents and fostering good community relations.
B) Projections for employment growth	The proposals over introducing a new discretionary relief scheme for occupiers of new and converted commercial build for B1 Class usage, aims to support job creation and employment diversity in the borough. This should bring new employment opportunities for residents. There would also be benefits through creating stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit younger people who are being educated and trained in the borough in particular, and groups where there are **known inequalities or imbalances in access to certain career pathways** (can include women, Black and Minority Ethnic, those with special educational needs and disabilities – see table row below on employment imbalances).

Class B1 usage (general office and work space) of commercial property has a significantly higher jobs density per square metre than classes B2 (industrial) and B8 (warehousing). The Homes & Community Agency estimates that on average there is:

- 1 full time job for every 12sqm of B1a general office space, and for every 10sqm of B1a office space in business parks and work-stations
- In contrast the HCA estimates that there is 1 full time job for every 36sqm of B2 industrial space, and 80sqm of B8 warehousing space

Therefore an expansion of occupied B1 commercial property land is projected to lead to a 200% higher density of jobs than an equivalent expansion of B2 land, and a 567% higher density than the equivalent expansion of B8 land.

The Haringey Employment Land Study[1] identified potential B class employment growth of between 3070 and 9730 full-time jobs from 2011-2031, but that this growth would be spread unevenly among B1 (offices), B2 (industry) and B8 (warehouse/storage) sectors.

- All three scenarios considered by the study anticipated **employment growth in Haringey would be mainly concentrated in the B1a/b sectors (offices and research studios), ranging from a demand for 4060 -8540 additional full-time jobs by 2031**

- In contrast, all three scenarios anticipated that there would be a decline in demand for jobs in the B2 sector (industrial), ranging from 250 to 420 fewer full-time jobs by 2031. Two of the scenarios anticipated a gradual decline in jobs in the B8 sector (warehouse/storage), and the study concluded that a lack of suitable sites in the borough for new warehouse development makes any growth for this sector unsuitable and unlikely.

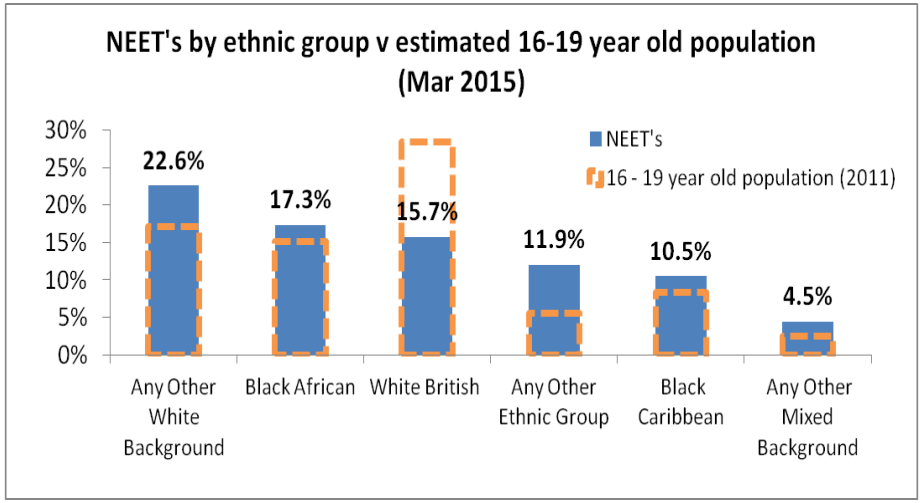
The Council's land use planning policy aims to convert the projected employment growth trends above into matching additional floorspace and land requirements, enabling the capacity for the borough to realise its full jobs growth potential.

The indicative additional requirement for B1a/b floorspace over the period 2011-2031 is projected to range between an additional 48,000 – 102,600sqm. Securing the additional B1 floorspace could come from:

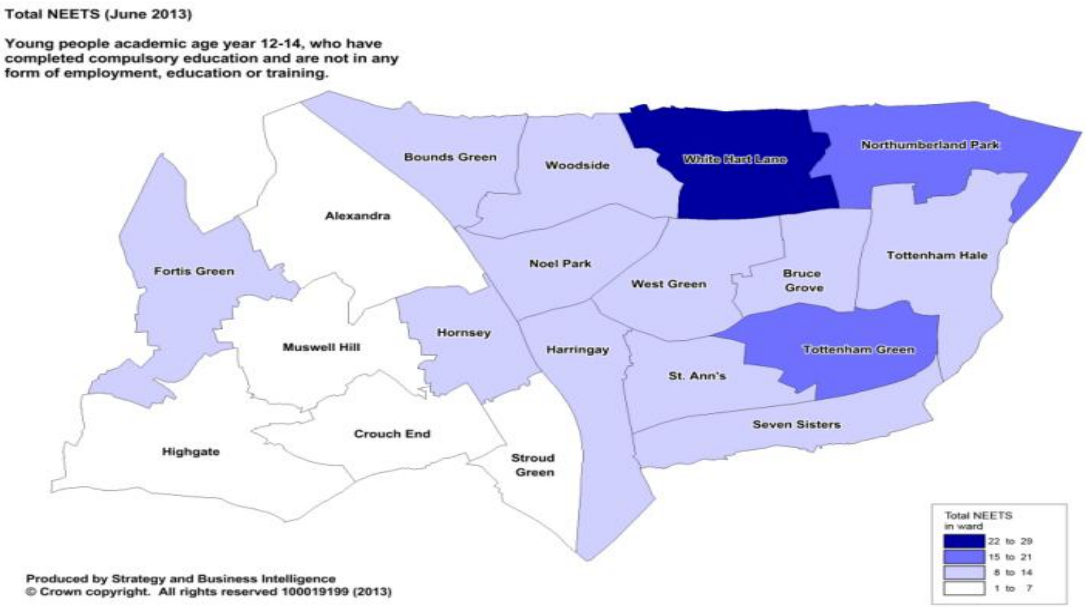
- Safeguarding existing B1 office floorspace where possible
- Re-using or converting B2/B8 land for future B1 purposes
- New development of B1 commercial property sites

The proposed introduction of a discretionary business rates policy targeted at the B1 class would complement and help reinforce land use

[1] http://www.haringey.gov.uk/housing-and-planning/planning/planning-policy/local-development-framework-ldf/local-plan-evidence-base

	planning policy targeted at expanding floorspace for the B1 class. It would provide an additional incentive for businesses to occupy B1 commercial property eligible for the discretionary business rates discount. This should increase the market confidence of B1 landowners and developers, or those considering converting B2/B8 land into B1, that they will find occupiers to purchase or rent their office/work space. At the same time, a discretionary business rates policy targeted at B1 would directly support the businesses occupying the premises themselves, with the aim to maximise their job and growth potential in line with the Council's Economic Growth Strategy. To receive discretionary relief it would be conditional for an occupying business to engage with the Council's Economic Development team.
C) Imbalances into employment and career pathways between different groups of young people	**In the period April-June 2015, across London there were 106,000 young people (16-24 year olds) who were 'Not in Education, Employment and Training' (NEETs). There is a gender imbalance; more young women are NEET than men** ➢ NEETs make up 10.8% of all 16-24 year olds in London. ➢ Those who are categorised as 'NEET' include both the unemployed (JSA claimants who are not students) and those who are economically inactive (not in work or training, but not claiming JSA). **After completing compulsory education, we know that some groups of young people in the borough are more likely to become 'not in education, employment and training' (NEETs) than others** ➢ There are disparities in the percentage of NEETS between different ethnic groups. Young people from White British ethnic backgrounds as a whole are less likely to become a NEET than those from other ethnic backgrounds. 

- **There are geographical disparities in the percentage of NEETS – with a clear East-West divide in Haringey.**



The Department of Education's Longitudinal Study of Young People in England gives some more detailed information on characteristics of young people who were NEET and aged 19 in 2010

• Young people who have achieved five or more GCSEs grade A-C are less likely to be NEET than those who have not.

• Those eligible for free school meals are more likely to be NEET than those not eligible.

• Those who have been excluded or suspended from school are more likely to be NEET than those who have not.

• Those with their own child are more likely to be NEET than those without.

• Those who have a disability are more likely to be NEET than those who do not.

Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	**Negative**	**Details**	**None – why?**
Sex	Yes		**Women** - The proposals to introduce a new discretionary relief scheme for occupiers of new and converted commercial build for B1 Class usage, should help create stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit women who are being educated and trained in the borough in particular, through helping to address known gender inequalities and imbalances in access to some career pathways (see section 4c above)	
Gender Reassignment	Yes		Helping the growth of new economic sectors in the area should provide employment opportunities for all	
Age	Yes		**Young people -** VCOs that work to provide young people with employment support and skills will be for the first time formally incorporated into the proposed new business rates relief policy. Youth clubs, voluntary aided schools and counselling centres will also continue to receive up to 100% relief under the proposals, with young people their primary service users. The proposals to introduce a new discretionary relief scheme for occupiers of new and converted commercial build for B1 Class usage, should help create stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit younger people who are being educated and	

			trained in the borough in particular.	
Disability	Yes		VCOs that work with those with special education needs and disabilities will be for the first time formally incorporated into the proposed new business rates relief policy, through a new criteria that offers 80% relief on those organisations that work with those groups that have additional needs The proposals to introduce a new discretionary relief scheme targetted at attracting investment in new and converted commercial build for B1 Class usage, should help create new job opportunities and stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit groups (which can include with those with a disability) where there are known inequalities or imbalances in access to certain career pathways	
Race & Ethnicity	Yes		There are currently 10 ethnic and community centres that are benefiting from the extra 20% relief on business rates because they are funded by the Council. As a transitionary measure, so long as they can evidence that they are still being funded by the Council, bring social value to residents, and can describe how they will be using the additional relief to directly support the activitiy or initiative that the Council's funding is intended for, then they will continue to receive the full 100% relief up until their existing funding arrangement expires. The proposals to introduce a new discretionary relief scheme targetted at attracting investment in new and converted commercial build for B1 Class usage, should help create new job opportunities and stronger links between Haringey based education and skills institutions to the economic sectors that the	

			new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit groups (which can include those from BME backgrounds) where there are known inequalities or imbalances in access to certain career pathways.	
Sexual Orientation	Yes		Helping the growth of new economic sectors in the area should provide employment opportunities for all	
Religion or Belief (or No Belief)	Yes		Schools that are voluntary aided (many of which involve a religious body on the school governing board), will continue to receive 100% relief on their business rates. This provides financial support to 20 faith schools in the borough. Helping the growth of new economic sectors in the area should provide employment opportunities for all	
Pregnancy & Maternity	Yes		Children's playgroups will for the first time be formally recognised in our business rates relief policy, through a new criteria that offers 80% relief. Helping the growth of new economic sectors in the area should provide employment opportunities for all	
Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))	Yes		Helping the growth of new economic sectors in the area should provide employment opportunities for all	

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
The initial impact analysis has identified the potential for the proposed introduction of a relief scheme for B1 occupiers of new and converted commercial buildings to support the growth of employment and skills	• Integrate the new business rates relief policy into the Council's wider Economic Growth and Development Offer, to maximise how relief lends support to targeting job creation opportunities locally for all residents. • In the new policy, insert a clear expectation that an occupier receiving discretionary relief on their business rates would engage with Haringey Council on helping to support social value and corporate

opportunities for all residents, and particularly young people in the borough.	priorities. An initial meeting will be arranged between Haringey Council officers and the occupier to discuss how both parties can work together going forwards to bring social value for local residents - – this could for example entail forging stronger links with local education and training institutions to the economic sector, and addressing known inequalities/imbalances in access to career pathways (see section 4c).
Monitoring and oversight	• A review will be undertaken in 2017-18 to assess which organisations are now receiving business rates relief under the proposed new policy arrangements. The review's insight should be enhanced by collecting information on social value as part of the new application process for business rates relief.

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	**What does this data include?**
On 12th November 2015 the Council launched an 11 week consultation with residents, businesses and the voluntary and community sector on proposed changes to its discretionary business rates relief policy. The consultation closed on 28th January 2016.	Overall there was strong support for the proposals and rationale put forward in the consultation. A full report into the consultation and the Council's response has been written.
The consultation revealed a high level of support for offering relief to support the set-up of temporary meanwhile initiatives. Some respondents did however highlight the need to ensure meanwhile initiatives are suitable for the area, create opportunities for smaller traders and abide by high maintenance standards.	The proposed new relief policy is to assess offering relief to meanwhile initiatives on a case by case basis, recognising that every site and area will be different. We propose to include a set of guiding principles to help officers with reaching decisions, that aim to ensure the potential impact of the meanwhile initiative is properly accounted for. This includes ensuring that the meanwhile initiative is accessible and open to all groups of residents to enjoy, plus does not impact negatively on groups living in the immediate vicinity of the initiative.

Stage 8 - Final impact analysis

This Equality Impact Assessment has found that the proposed new business rates relief policy should bring an overall positive impact for different groups of Haringey residents, and that the consultation revealed widespread support for the proposed changes:

- The proposals to introduce a new discretionary relief scheme targetted at attracting investment in new and converted commercial build for B1 Class usage, should help create new job opportunities and stronger links between Haringey based education and skills institutions to the economic sectors that the new relief policy is targetted at (including technology, creative industries and high value light manufacturing) – this has the potential to benefit younger people who are being educated and trained in the borough in particular, and groups where there are known inequalities or imbalances in access to certain career pathways (can include women, BME, those with special educational needs and disabilities).

  To reinforce this, there will be a clear expectation that an occupier receiving discretionary relief on their business rates would engage with Haringey Council on helping to support social value and corporate priorities

- Using relief on business rates to support the establishment of meanwhile initiatives should help make areas in the borough more vibrant for residents.

  There is an expectation built into the policy's guidance for offering relief to meanwhile initiatives, that they are public facing, support wider economic regeneration goals, provide opportunities for local traders, and ensure that they comply with planning and maintenance standards. This includes ensuring that the meanwhile initiative is accessible and open to all groups of residents to enjoy, plus does not impact negatively on groups living in the immediate vicinity of the initiative.

- Through asking VCOs to outline social value as part of the new application process for rates relief, this is intended to act as a basis for ongoing discussion over opportunities to for VCOs and the Council to work together in the future. We have put in place measures to ensure providing information on social value is not an onerous or excessive task for VCOs applying for rates relief under the new policy. The guidance on social value that accompanies the relief application form explicity includes 'equity and social inclusion' as well as 'building strong communities' as criteria – it has a strong emphasis on VCOs outlining how they are tackling inequality, creating opportunities for different groups of residents and fostering good community relations.

  The updates to the categories of VCO that can apply for 80% discretionary relief also should lead to a policy that is more inclusive of VCOs that are working with different groups of Haringey residents, now formally capturing children's playgroups, organisations that promote health, wellbeing and a clean local environment, employment and skills support organisations, and organisations that work with groups that are vulnerable and have additional needs.

- The shift to a case by case assessment over offering 100% relief to VCOs that are funded by the Council will mean that in the future not all funded VCOs may receive the full 100% relief. They will instead be assessed on social value and whether they intend to use the additional relief to directly support the activitiy or initiative that the Council is funding them to provide/deliver. There are 35 organisations that currently benefit from the criterion of automatically offering 100% relief to VCOs funded by the Council, and this includes VCOs that provide services targeted specifically at those with protected characteristics such as those with disabilities, women, ethnic

groups (Turkish, Irish, Chinese, Greek Cypriot, Turkish Cypriot), young people and children. We have introduced a transitionary measure to ensure that these 35 organisations can continue to receive 100% relief up until the point that their current funding expires, so long as they can demonstrate social value and outline how the additional relief directly supports the activity or initiative that the Counil is funding them to deliver.

Stage 9 - Equality Impact Assessment Review Log

Review approved by Director / Assistant Director		Date of review	
Review approved by Director / Assistant Director		Date of review	

Stage 10 – Publication

Ensure the completed EqIA is published in accordance with the Council's policy.

Report for: Cabinet, 15 March 2016

Item number: **11**
Title: ICT Shared Service – Haringey, Camden and Islington

Report Authorised by: Tracie Evans, Chief Operating Officer

Lead Officer: Priya Javeri, Interim Head of IT Services
Tel: 02084893470
Email: priya.javeri@haringey.gov.uk

Ward(s) affected: ALL

Report for Key/ Non Key Decision: **Key Decision**

1. Describe the issue under consideration

1.1. This report seeks the approval from the Cabinet to join a shared Information and Communications Technology (ICT) service with the London Boroughs of Camden and Islington, to commence formally in October 2016.

1.2 In September 2015, the Council commissioned SOCITM (the Society of Information Technology Management) to carry out a high-level assessment of the ICT service in the Council, to consider the possibility of the Council joining the shared service set up by Camden and Islington Councils.

1.3 Following the review, SOCITM found a clear alignment in the strategic direction of all the three councils and the outcomes required from their respective ICT functions to deliver change and support future savings plans within their organisations.

2. Cabinet Member introduction

2.1 In February 2015 the Council developed its ambitious corporate plan. The Council has subsequently set out its five top priority outcomes.

The Council has also set out to deliver significant transformation which is being delivered across all of its services.

2.2 The ICT service is one of the key enablers to ensure we can deliver transformation of the Council's services through implementation of technology and fundamentally change the way we deliver services.

2.3 The proposal to join our ICT service with Camden and Islington will allow us to increase our ICT service's resilience and resources by working jointly with colleagues from Islington and Camden.

2.4 The increasing pressure on local authorities to reduce budgets whilst continuing to deliver critical services will mean that they `cannot continue to work in silos. There are various examples of shared service projects in various scales which are examples of changing the way we deliver local services.

3. Recommendations

3.1 To agree to establish a shared ICT service between Haringey, Camden and Islington Councils;

3.2 To agree that a formal executive Joint Committee be established , comprising six members, two members appointed by each of the London Boroughs of Camden, Islington and Haringey, to oversee the shared service, with a view to review options for commercial operating model within 12 months;

3.3 To note that the Leader, subject to the Cabinet agreement of 3.1 and 3.2 above, will, in consultation with the Cabinet Member for Resources, make any further decisions required (and makes any appropriate delegations to officers) as to the terms of reference and operation of the executive Joint Committee and associated agreements;

3.4 To authorise the Chief Operating Officer to enter into a joint agreement between the Council, Camden and Islington Councils (as approved by the Leader) and any additional legal documentation necessary for the establishment of the shared ICT Service. This does not extend to the establishment of any future commercial governance arrangement and operating model, which would require separate member approval;

3.5 To agree the Council's's maximum contribution of £2.5m to a total cost-of-change budget of a maximum of £7.5 m to support the transition across the three boroughs;

3.6 To note that costs and savings for the core service offering will be shared on equal basis between the three boroughs subject to due diligence and that any variation shall be agreed by the Chief Operating Officer.

4. Reasons for decision

4.1 The current corporate plan and priority outcome programmes continue to create demand for different IT skills and resources which are necessary for delivering these transformation programmes.

4.2 The changing world of public services with increasing financial pressure will ultimately require innovative solutions and greater need for rapid service

transformations. Sharing ICT resources with neighbouring local authorities will help the Council to deliver this transformation at greater speed and reduced cost.

4.3 The research published by LGA in 2015 identified 416 shared service arrangements between the councils across the country resulting in £462m of efficiency savings. In Greater London there are 46 examples of shared services.

4.4 The development of shared services with Islington and Camden will allow us to develop digital skills to respond more effectively to changing demands on our services.

4.5 Joining the shared services with Islington and Camden will help the Council in:

- Delivering value for money and cashable financial savings,
- Consolidating the expertise and best practice from all three ICT services into one integrated and high-performing service, and
- Creating a public service structure that is resilient and is able to better withstand market conditions from both local government and beyond.
- Benefit from the transformational projects which have been already delivered in Islington or Camden.

4.6 The shared IT services will allow us to deliver improved digital services as set out in the council's corporate plan at reduced cost through sharing of resources and skills with Islington and Camden.

4.7 The shared services proposal will allow the council to continue improving its digital offer while delivering substantive savings.

5. Alternative options considered

5.1 Officers and lead members from the Council have carefully considered the underlying business case. It is felt that there is a sufficient level of benefit – both financial and otherwise – to recommend the Council joining the shared service in a joint committee model.

5.2 At this stage there is not enough evidence to justify setting up a commercial model for the shared service on October 2016. Further research will be carried out over twelve months after the Joint Committee set up goes live in October 2016 to assess if the joint service should adopt a commercial model.

5.3 There is a significant pressure to support the Council wide transformation. The pressure to support and deliver more with fewer resources often results in employing short term resources. This option often increases cost of delivery in short term. The shared service model will allow the Council to share existing resources more effectively across the three boroughs and even better value for money for residents of each borough.

5.4 The current savings profile for ICT service has achieved savings of £35k for financial year 15/16 and £170k for 16/17. The savings profile of the shared services business case as summarised in the table at 7.12 sets out significant savings which are higher as a result of joining the ICT service with Islington and Camden.

5.5 Should the Cabinet decide that we do not engage in shared services with Islington and Camden, the Council's ICT service will continue to deliver ICT services in its current format.

5.6 We have considered the option of outsourcing the ICT service ,both to the public sector and to the private sector. The ICT service currently has various contracts with private sector organisations for some service elements as they provide value for money. It is not envisaged that at this stage the pursuing full outsourcing will provide greater benefits than the shared services option. The shared services option provides more benefits than just financial benefits for the Council.

6. Background

6.1 Review background

6.1.1 In March 2015, Camden and Islington Councils commissioned SOCITM (the Society of Information Technology Management) to carry out a high-level assessment of the Information and Communications Technology (ICT) services in all three organisations and to consider the possibility of establishing a shared service.

6.1.2 Following this review, SOCITM found clear alignment both in the strategic direction of the councils and in the outcomes required from their respective ICT functions to deliver change and support future savings plans within their organisations.

6.1.3 In September 2015, both Islington and Camden Council cabinets approved the report and formally created a Shared ICT Service between the councils. The new shared service will go live in October 2016.

6.1.4 In August 2015, the Council made a decision to explore options to join the shared service set up by Camden and Islington ,to benefit from the opportunity it presents to expedite and deliver change for the Council .

6.1.5 SOCITM were appointed to carry out an exercise to review benefits and establish a possible business case for the Council joining the Islington/Camden shared service.

6.1.6 Following stakeholder engagement exercise both within the ICT service and across the Council, SOCITM presented the business case that recommends the Council joining the shared service with Islington and Camden.

6.2 Review Process

6.2.1 The review process included a wider engagement with stakeholders across the council.

It included -

1. Engagement with the senior stakeholders in the Council to assess appetite and potential blockers
2. Engagement with the IT staff and IT management team
3. A review of the revenue spend in the Council and comparison with the spend profiles for Camden and Islington
4. A review of the technology and architecture of the Council and the degree of alignment with Camden and Islington
5. A review of key documents and previous IT reviews

6.2.2 A detailed Infrastructure and applications review was conducted with IT management to assess risks and opportunities relating to the joining of the infrastructure and applications across the three boroughs. The focus of the review was on the current infrastructure and applications used by the Council and how these compare to the associated elements of both Camden and Islington.

6.3 Review Findings

6.3.1 Shared risks and challenges

The review found a number of common risks and challenges that are faced by all the three councils. These include:

- **The role of Digital in the Transformation Agenda:** In response to the challenging financial environment, the financial strategies of all three organisations have been to prioritise a more transformative approach, avoiding short-term relatively low savings. The use of ICT and further digital innovation is seen as a critical enabler for transformational change throughout all three organisations. It is, therefore, critical that the councils have a high quality, responsive and resilient ICT service. The lack of skilled ICT resources will have direct impact on the Council's ability to deliver transformational services to its residents.

- **Employment Market:** Islington, Camden and the Council's ICT Services are operating in a highly competitive market with a shortage of high-quality ICT staff. Given the skills set required, the Council , Camden and Islington are competing with employers from both the public and private sector and have ongoing difficulties in recruitment and retention. Looking ahead, this represents a significant risk to future service delivery. The cost of recruiting short term resources also has added risk of increasing the cost of delivery of IT projects. The joint shared services will help to share skilled resources.

Government cuts: The funding outlook for local authorities following the General Election in May 2015 remains very challenging. It is highly likely that funding for local government will continue to fall and that all the three councils will remain under intense pressure to reduce their expenditure over the medium term. The Council has estimated that it will need to deliver a combined total savings of £70m by 2018/19.

6.3.2 **Opportunities**

The review was undertaken to develop and validate a high level business case for the Council joining the Islington/Camden Shared service. The review also identified opportunities to align the objectives set out by the Islington and Camden shared service.

The opportunities and benefits for
The Council from joining a shared arrangement are similar to those identified by Islington and Camden. Some of them are:

1. **Financial Savings:** The shared service arrangement would be expected to deliver cashable savings of £2m per annum for the Council through joining teams and sharing resources across the three councils.

   The table in 7.12 explains the breakdown of figures.

2. **Sharing Best Practice and Learning:**

   The review found significant commonality in corporate transformation objectives that offer the opportunity to save money and accelerate delivery by doing things together and sharing investments as set out in the Digital Strategies across the three councils. These opportunities include:-
   - Customer Access
   - Workforce collaboration and mobile working
   - Health & social care Integration

   The review also identified significant commonality in the use of key service applications that offers opportunity to align applications support, improve supplier management and potentially consolidate applications in future to drive further savings and service improvements. e.g.:
   - The same system (Northgate M3) is used across all three councils for buildings control, planning and land charges;
   - The Council uses the Impulse and Mosaic systems for Adults and Children's Social Care – the same as Camden;
   - The Councils use Northgate's iWorld for Revenues and Benefits

   Like Camden and Islington, the Council has a need to review its future data centre provision due to the planned closure of Techno Park in 2017. This offers a significant opportunity to take an integrated approach across the three councils and develop a consolidated data centre infrastructure that will save

money, improve resilience and provide a platform to widen the partnership further or provide services to other public sector bodies.

3. **An enriched and rewarding working environment:** The creation of a shared service would also provide staff with the opportunity to work in an integrated way across three large organisations. This would create a greater range of career and work development opportunities. It would also open up the potential, in the medium term, for local apprenticeships and links to educational establishments. It is hoped that this strategy would help to manage the current risks around recruitment and retention and ensure that the organisations benefit from a wider and deeper talent pool of staff.

4. **Short to medium term opportunities to align resources:** In addition to the opportunities cited above, the review also identified a series of benefits that could be delivered in the short to medium term. These include:

    1. Accelerate the integration of support for systems and infrastructure (e.g. single helpdesk, shared networks) to deliver more immediate financial savings, improve knowledge sharing and reduce dependency on agency staff,

    2. The potential to accelerate the implementation of digital platforms that are being successfully used in one Borough – but not yet available in the others - to deliver savings and transformation.

7. Financial implications

7.1 A high-level financial analysis has been undertaken of the existing services and the financial benefit that could accrue from a shared arrangement. This high level analysis anticipates delivering annual savings of £2m for the Council once the joint service is fully operational.

7.2 The anticipated savings are based on the understanding of current high level Target Operating Model (TOM) and the delivery of further development of a detailed TOM. (Appendix B)

7.3 The majority of these savings would come from a rationalisation of the workforce and a reduction in FTE staff numbers as the service moves from a standalone service to a joint service arrangement. This integrated operating model would require fewer management and supervisory posts. It would also be expected that there would be a further reduction in the workforce from process efficiencies as all three councils would benefit from integrated networks, data centres and common applications.

7.4 At this stage the high level financial analysis by SOCITM forecasts a potential reduction of 16 FTE staff against the total of 91 FTE staff for the Council .

This figure is based on the total savings forecast divided by the average cost of a FTE member of staff. The ICT service currently carries 12 vacant posts. The exact size of the FTE staff reduction will require further work on the Target Model Operating model and detailed financial analysis.

7.5 In addition to the workforce savings, the financial model assumes 11% savings on non-staff costs through the removal of duplicated spend and the integration of contract and software licensing. This is based on the research of other shared ICT services. The experience from other ICT shared services have over time delivered savings of close to 20%. This is seen as a prudent estimate.

7.6 To implement these arrangements, SOCITM has concluded that upfront investment in the region of £2.5 million will be required from the Council. It is thought that this is a prudent estimate and it is expected that these costs will be driven down as the project is implemented.

7.7 It is also anticipated that some of the investment costs for the Council may reduce taking into account progress made by the Islington and Camden joint service to date.

7.8 The anticipated costs include:

1. **Project support to aid the start-up and transition to the shared service**, including organisational development, process redesign and governance arrangements, programme management support and contract rationalisation support, procurement support and legal costs.

2. **Restructuring costs:** This would include job design, job evaluation, assimilation, selection, recruitment costs and associated redundancy costs.

3. **Building a common base (e.g. platform / infrastructure costs)** to bring the three councils to a common standard and approach.

7.9 Further work will be undertaken to validate and agree the baseline budgets in detail and to estimate the savings and investment cash flows to inform the councils' financial plans. All three councils will need to identify capital and revenue investment funding for the project costs during the transition.

7.10 The Council has set aside earmarked reserves to cover redundancy costs. It is expected that the Council's redundancy costs will be met from those reserves.

7.11 The Council's share of the investment costs is currently approximately £2.5m, though, it is expected that this level of investment will be driven down as plans are developed further.

7.12 High Level Financial Analysis.

	Total
Summary	**£000s**
Total Annual Savings	6,000
Total Investment Cost	7,500
End State FTE Reduction	66
Annual Savings	
Staff Savings	3,400
Non staff savings	2,600
Total Annual Savings	**6,000**
Investments and One-Off Costs	
Project Team Cost (External)	3,000
Capital Investment	2,500
Severance Pay	2,000
Total Investment and One-off Costs	**7,500**

8. Treatment of Financial Savings and Costs

8.1 Given the financial imperative, the shared service will need to deliver financial savings for all three councils. Consideration has been given to how this arrangement could work. There appears to be a range of options to apportion the financial benefits, including:

- Understanding where individual savings fall and allocating them accordingly,
- Distributing the savings according to the existing expenditure baselines of the councils, or
- Sharing the savings across the three councils as detailed above.

8.2 Each of the options above has both merits and drawbacks. While fairness is a key consideration, this must be balanced against the need to avoid unnecessary complexity and bureaucracy. It is also felt that any arrangement should align with and not undermine the spirit of the proposed integrated service delivery model.

8.3 In line with the above, it is also anticipated that the agreed project investment and one-off costs will be shared across the three councils as defined in 7.12.

8.4 There may well be occasions when each council will wish to invest in a local priority. Equally, there may well be times when one council is slightly more

advanced than the other in a certain area of the business and in order to progress a joint undertaking, that council will require further investment. In these instances, it would be expected that the costs of any focused investment would fall directly on the council in question.

9. Target operating model

9.1 The business case states that in order to deliver the benefits of shared service; all the councils will need to align the structures to a new TOM. The shared services have proposed to adopt seven guiding principles (Appendix A). At their core, these principles aim to ensure that current activities are aggregated as much as possible into a range of cross-cutting portfolios to deliver cost savings and to facilitate greater synergies, joint investment, and knowledge sharing and common approaches.

9.2 The new integrated proposed TOM across the three councils (Appendix B) will create a joint team across the three councils to facilitate and improve functional service delivery.
The key functional overview is as below:

- **The Digital Change function** will ensure that any digital developments are aligned with the strategic priorities of the councils at both a departmental and corporate level.
- **An Applications Support team** will have responsibility to support corporate and departmental systems.
- **The Common Infrastructure function** will lead on the integration and consolidation of underlying infrastructure.
- **The Strategy and Architecture function** will have responsibility for the overall strategic direction and operational performance of the service.

9.3 The aim of this project is to create a resilient ICT service that is fit for purpose in delivering improved ICT services across the three councils. The service will jointly support and deliver transformation projects across all service areas and priority outcomes. The aim is to create a service that has a strong brand which attracts and retains high calibre resources in the market.

9.4 The shared service will be led by a single Head of IT service across the three councils. The post holder will have strong links with the Chief Operating Officer at the Council .

9.5 The post holder will have direct line management by Camden Council and will be accountable for performance to the management board and to the Joint Committee ,which will be comprised of members from across the three councils. It is planned that the recruitment process to fill this role will include both senior officer and member involvement from all three councils. If these proposals are approved by all three councils, the recruitment process would be expected to start in April 2016

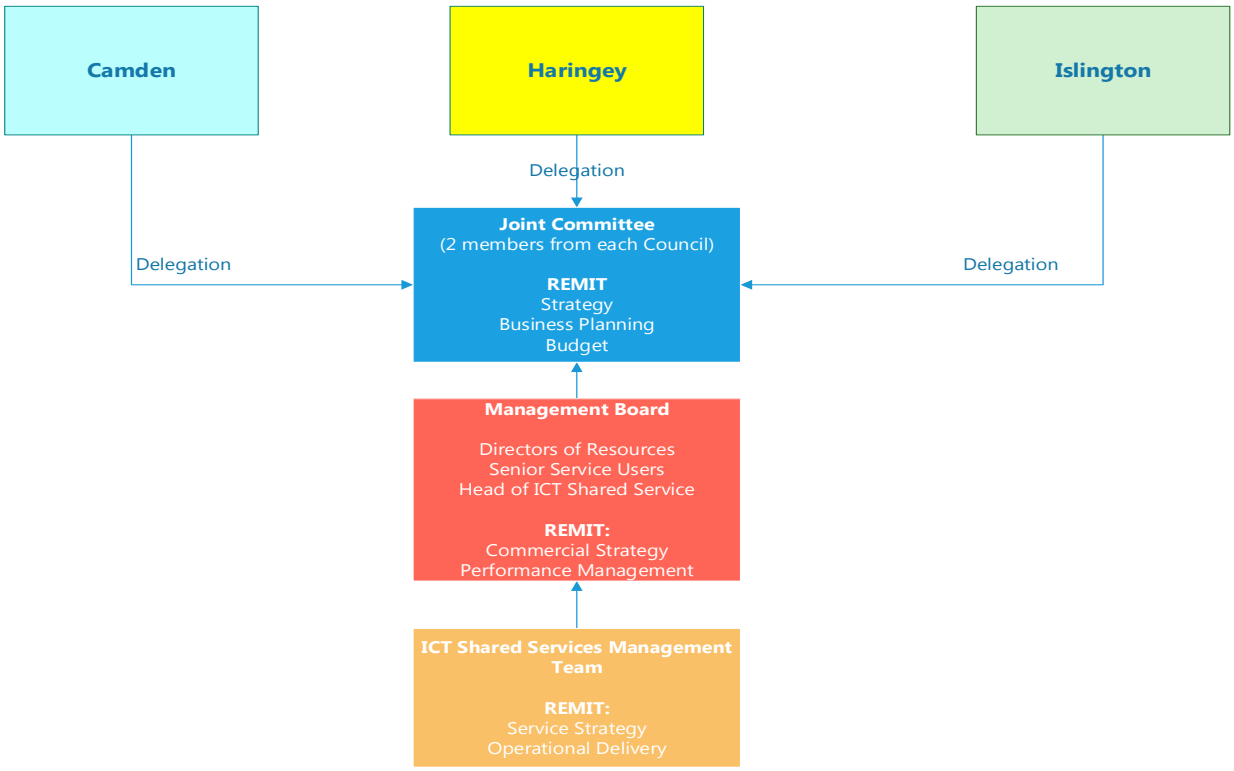
9.6 At the outset, existing staff in the Council will not be transferred under the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") 'to another employer but will, as necessary, provide services to the Camden Council under a secondment agreement, given that Camden Council will take a lead role in the shared service in certain respects (see paragraph 11.5) This agreement will be subject to staff consultation. HR activities for the Council's employees will remain with the Council .

9.7 The longer term option to operate under a more commercial framework means that there is an ambition to move towards a harmonisation of employment terms and conditions over the next 24 months. In line with the employment practices of all three councils, this will be subject to a formal staff consultation process.

10. The Governance Framework

10.1 The review recommends that the Council adopts the governance framework which has been agreed by Islington and Camden Councils through the initial exercise of defining the governance for those two councils.

10.2 This governance structure recommends a Joint Committee structure which has been recommended as a quickest route of operation. The recommended model is as below.



10.3 Further details and terms of references of the Joint Committee are detailed in Appendix C and Appendix D

10.4 A Management Board would be established to be responsible for the delivery of the overall service strategy and for managing overall operational and financial performance. The membership of the Board would include three senior officers from each council and the Head of the Service. The representatives from each

council would include the respective director of finance (in the Council, the Chief Operating Officer) and two senior service users.

11. Resourcing Impact

11.1 The Council will continue to work with both Islington and Camden to develop a detailed resource plan for the joint shared service arrangement. At this point in time, the high level TOM has been prepared and proposed; but a detailed TOM is yet to be discussed and developed.

11.2 The ICT teams from the three boroughs will be joined in a pool of staff to create the shared service resource pool.

11.3 The detailed TOM will be developed before a joint recruitment process begins. The Council's redundancy policy will apply for the Council's staff.

11.4 The likely impact on the number of staff in Haringey is estimated as detailed in Para 7.4. At this stage, it is impossible to identify which posts will be affected.

11.4 It is not envisaged that the project will have any negative impact on the Council and the current ICT service provision whilst we continue to build the shared team. The new joint team will have positive impact on all the three councils in terms of providing added resilience and skilled IT resources.

11.5 It is proposed that Camden will be the lead employer for the shared service once the Joint Committee is established. Any new posts will be recruited on Camden's terms and conditions. Camden will lead on HR activities for the new posts . The associated staffing costs would be captured within the budget of the joint service and funded through the broader resources of the service. It is also recognised that there will be a need for agreed systems and processes that provide sufficient reassurance to the Council and Islington Council that decisions and actions are being taken by Camden Council within its legal and statutory responsibilities. It would be the responsibility of Camden to provide a range of required support and advice services such as finance ,procurement and HR

11.6 A detailed plan is being developed through a joint board to ensure there is minimum negative impact on ICT service delivery whilst ensuring that we maximise opportunities to generate savings with some early wins.

11.7 It is to be noted that any changes that may impact such as changes to infrastructure and service desk will be scoped in detail and that the delivery of these changes is anticipated to go live at later stage in the project. This will ensure there is no impact on the Council's staff of any changes such as changes to the HelpDesk system in October 2016.

11.8 There are three key projects that have been prioritised for early delivery. These are:

- **Data Centre Strategy and Consolidation.**

The data centre strategy and consolidation will pursue a strategic approach to data centre strategy allowing medium term realignment and savings. It is planned that the project will reach conclusion on initial steps and long term strategy by the autumn.

- **Sharing and Defining of Architecture.**
  There is a significant scope for application consolidation between the three councils and the scoping work has already begun. In addition integrating the network architecture at an early stage will enable many of the practical benefits of the shared service for ICT staff and users.

- **Review of ICT Supplier Contracts.**
  An initial review of Islington's and Camden's ICT contracts is underway. This will be expanded to include the Council should the councils all agree the proposed three council shared ICT service. An early review of contracts will look to identify opportunities to consolidate, renegotiate, procure jointly, share the same contract rates and many more should the decision to enter into a shared service be approved. The SOCITM review of the Council's ICT contracts confirmed there are no blockers to the shared service model.

11.9 There has been extensive formal engagement with the Council's ICT service staff concerning the proposal to create a shared service. This has taken place through staff briefings and extended ICT service management team workshops. Management has also engaged with the trade unions from the outset. They have seen drafts of this report and have also been briefed at People Management meetings and in one to one meetings with the Head of the ICT Service

12 Contribution to strategic outcomes

12.1 This report seeks approval to create a shared service which in principle will allow the ICT service access to more resources, thus improving its ability to support all current corporate priority and transformation programmes.

12.2 The shared service approach will also allow the Council to reduce the current costs of short term resources required by transformation programmes and priority outcomes.

13 Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities

Head of Procurement

13.1 There are no procurement implications related to the sharing of resources and services as described in this document; however consideration should be given to any existing contractual arrangements that may be impacted (i.e. consolidating software and license agreements, termination or variation clauses etc.)

Chief Finance Officer

13.2 The Council's current medium term financial strategy (MTFS) only includes £205k savings from IT, £35k of which has already been achieved during 2015/16. Whilst Members need to be mindful that the on-going revenue savings of £2m outlined in paragraph 7.12 of this report are only an estimate, even if less is achieved it will still make a net additional on-going contribution to the Council's £70m savings over the lifetime of the current MTFS and corporate plan. It should also be underlined that the recommended shared service offer is expected to deliver benefits over and above purely financial ones which are compelling.

13.3 The work undertaken by SOCITM suggests that tangible cashable savings should not be expected until 2017/18. Further work and analysis will be required to more accurately predict this.

13.4 The current recommended approach to attributing eventual savings & investment is to do it on an equal shared basis. As a consequence of the different skills, infrastructure and maturity of each organisation this may mean that the Council realises less financial benefit than under an alternative model . However this approach is likely to bolster and support good partnership working under the proposed governance arrangements which should offer greater benefits in the longer term; it is also expected that this will be kept under review as more detailed work continues to refine the figures.

13.5 The Council will need to identify funding for the required one-off investment but given the estimated cost and savings and the fact that a corporate redundancy reserve already exists to cover some of the investment, this is a real invest to save opportunity.

Assistant Director of Corporate Governance

13.6 This report proposes the establishment of an executive joint committee with the London Boroughs of Islington and Camden to govern the operation of a shared ICT service. A joint committee performing executive functions is constituted under section 101(5) of the Local Government Act 1972, as applied by section 9EB of the Local Government Act 2000 and the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 (SI 2012/1019).

13.7 These regulations empower the Leader and Cabinet to make arrangements to discharge their functions with other local authorities via a joint committee created for that purpose. The regulations set out how such committees are established; how members are appointed and their term of office determined;

and how the scope of the committee is agreed. Appointments to the committee, in this case, may only consist of Cabinet members of each borough. Either the Leader or the Cabinet will be required to agree appointments to the joint committee and the functions which are to be delegated to the committee.

13.8 The joint committee will be subject to the full rigour of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, including listing all key decisions on the forward plan, and decisions being subject to call-in by each of the three boroughs.

13.9 It is proposed that all staff working in the shared service will remain employees of their original borough, and will, if necessary, work under secondment agreements. It is thought to be unlikely that the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") will apply to the setting up of the shared service, as the Joint Committee is a piece of administrative machinery through which the three councils will continue themselves to carry out ICT activities , but in co-operation with one another. Leading Counsel has now advised to this effect. The council will be liaising with the London Borough of Islington and London Borough of Camden on its position on TUPE.

13.10 In September 2000 the Council entered into an agreement with the trade unions called "Council/Trades Unions Agreement on Trades Unions Involvement in Outsourcing" . That agreement provided that prior to making a decision to outsource a service the Council needed to consult with the trade unions over a proposal to outsource a service. The agreement does not define "outsource" but it is arguable that the setting up of the shared ICT service could be an outsourcing of the Council's ICT service. As such the trade unions have been consulted over this proposal, and the Cabinet will be informed of any comments from the trade unions, and management's response to them, when it considers this report.

13.11 Any decision to alter the governance model of the shared ICT service, for example a move to a more commercial governance arrangement and a separate company, will require further legal advice and decision(s) at member level.

13.12 The proposed terms of reference for the Joint Committee provide for it to meet twice a year and at least once every six months. Given the setting up of the Joint Committee will be a significant development, and given the ICT service is a business-critical function, Members may consider that to maintain an appropriate level of Member oversight the Joint Committee should meet four times a year, in each three month quarter.

Equality Impact Analysis

13.13 The Council has a public sector equality duty under the Equality Act 2010 to have due regard to the need to :

- Eliminate discrimination, harassment victimisation and any other conduct that is prohibited by or under the Act advance equality of opportunity between people who share any of the protected characteristics of age, disability, gender reassignment, , pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation and people who do not
- Foster good relations between people who share any of those characteristics and people who do not.

13.14 Further to Cabinet approval, a detailed Target Operating Model will be discussed. The proposed changes will affect staff working in the Council , Islington and Camden. A full assessment of the staffing impact will be carried out as the project begins implementation.

13.15 An EqIA has been completed in relation to the proposal for Haringey to join the shared ICT service. As the shared service will be largely about changes to IT infrastructure it is not anticipated that the arrangements will have any impact for our equality duty in relation to public facing IT services. Any future proposed changes to frontline service delivery would be subject to further consultation and decision.

13.16 It is anticipated that the proposed model would have positive benefits for staff in terms of greater development opportunities. However, future decisions made as part of the shared service arrangement may also have a negative impact for staff in terms of rationalisation of current staffing levels, although this is not anticipated to be beyond what would be required through future savings targets. A full assessment of the staffing impact will be carried out as the project begins implementation and the EqIA will be updated to reflect future decisions taken as part of the shared service arrangement.

14 Use of Appendices

Appendix A: Design Principles for a Responsive Shared Service
Appendix B: Proposed Target Operating Model
Appendix C: Governance Frameworks
Appendix D: Joint Committee Terms of Reference: DRAFT

15 Local Government (Access to Information) Act 1985

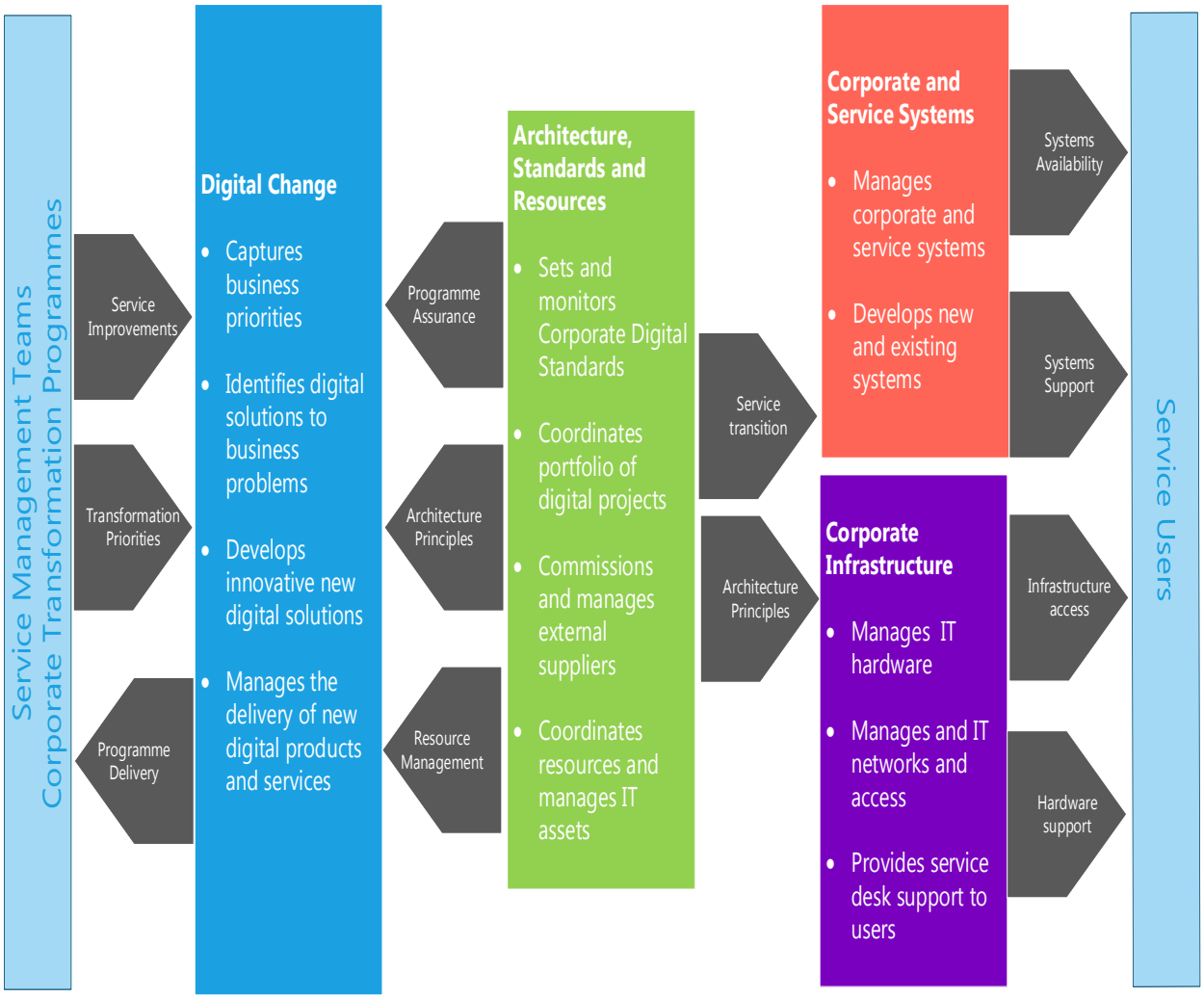
No documents required to be listed were used in the writing of this report

Appendix A: Design Principles for a Responsive Shared Service

1. Partnership based on an integrated model of delivery that will ultimately save money & accelerate innovation.
2. Responsive to customer need through partnership and alignment to corporate strategy & business driven approach to the allocation of resources.
3. Embedded in and with service needs through a strong and effective business partnering model.
4. Optimised through demand aggregation, integrated programme management and standardisation.
5. Delivers economies of scale through shared infrastructure & applications support services.

6. Provides resilience through shared knowledge and joint teams.
7. Deliver transformation capabilities & accelerate innovation through specialist teams building on shared expertise from the three teams (e.g. mobile working, customer access development skills).

Appendix B: Proposed Target Operating Model



Appendix C: Governance Frameworks

A. Joint Committee

Features

A formal local authority committee constructed under Section 101 of the Local Government Act 1972 with responsibility for policy-setting delegated by principal local authorities
Serviced by designated officers

Positives

Staff remain employed by their respective Councils – i.e. no TUPE impact
Allows a simple delegation of authority functions
Simple Governance structure that is tried and tested
Fastest way of establishing the Shared Service

Enables several longer-term structures to be considered as the Shared Service arrangement evolves – can form the basis of a move to a more commercial company structure once established, if desirable
Democratic accountability is maintained – member involvement at the heart of the entity
Provides the opportunity to create a sense of partnership identity through a separate 'brand' that distinguishes the service from the founding service departments and provides the basis for culture change

Challenges

Can be bureaucratic - competing viewpoints within the Joint Committee increases the risk of more cumbersome strategic decision-making
The ability to "trade" is subject to legal challenge – need to ensure external service provision remains within legal boundaries.
May not drive culture change – may be difficult to create a sense of separate identity and joint enterprise
Limited scope to introduce commercial expertise (if trading is a driver)
No corporate entity to be able to contract or own property in own name (e.g. one of the principals needs to lead for external contracting) – if the Joint Committee was to contract in its own name each member of the Committee would be jointly and severally liable for claims for breach of contract

B. Wholly Owned Company

Features

Separate legal entity set up by the principal local authorities - owns assets, employs staff and able to contract in its own right
Company controlled by the local authorities – likely to be Company Limited by Guarantee with each local authority a company member – with purpose set out in memorandum and articles of association

Positives

Distinct legal status
Provides the opportunity to create the necessary terms and conditions of employment to attract and retain the best talent in a highly competitive market without impacting on the three Councils

Appendix D: Joint Committee Terms of Reference: DRAFT

Membership:

1. The Committee shall comprise of six members, two appointed by each of Camden, Haringey and Islington Council.

2. One member appointed by each council should be the relevant Cabinet/Executive member responsible for technology.

3. Every member appointed to the joint committee shall be a member of the Executive/Cabinet of their council. Political balance rules do not apply.

4. Each Council may nominate substitute Members to attend meetings of the Joint Committee, should an appointed member of the Committee be unavailable or unable to attend a meeting of the Joint Committee. A substitute Member attending in the absence of an appointed member must be a member of the Executive/Cabinet of their council and will have full voting rights

5. Each Member of the Joint Committee shall be appointed for an initial period of three years but shall cease to be a member if he or she ceases to be a member of the council appointing him or her or of its Cabinet/Executive.

Terms of Reference:
The Camden/Islington/Haringey Joint Committee will:

1. Provide democratic oversight over the strategic delivery of the joint digital service provided to Camden, Haringey and Islington councils through powers delegated to it by all three Executives.

2. Approve the strategic service and financial plan for the service and the performance measures to ensure services are delivered to the agreed standard and within the resources provided by all three councils.

3. Receive updates on the Business Plan and the performance of the Joint Service.

4. Approve revisions to the Terms of Reference of the Haringey/Camden/Islington Joint Committee to be referred back to individual Cabinets for approval

5. Receive and consider a detailed report, within twelve months of the creation of the Joint Committee [by October 2017] that considers the options for the Shared ICT Service to be delivered via a wholly owned company rather than a Joint Committee structure and make recommendations to the Cabinet/Executive of Camden, Haringey and Islington Councils in respect of the report.

Meetings of the Committee:

1. The Joint Committee will meet twice a year and shall meet at least once every six months. Additional meetings of the Joint Committee may be called by the Chair of the Joint Committee and shall be so called on the request of the Head of Paid Service of authority, the Management Board or any two members of the Joint Committee.

2. Meetings of the Joint Committee shall be held at the venue or venues as agreed by the Joint Committee.

3. The Joint Committee shall appoint one of its members as Chair and that member shall remain Chair for one year unless he or she ceases to be a Member of the Joint Committee. The Chair will rotate between each authority on an annual basis with the vice-chair to come from one of the other authorities.

4. A meeting of the Joint Committee shall require a quorum of at least one Member of each Council who are entitled to attend and vote. If there is a quorum of members present but neither the Chair nor the Vice Chair is present, the Members present shall designate one Member to preside as Chair for that meeting.

5. Subject to the provisions of any enactment, all questions coming or arising before the Joint Committee shall be decided by a majority of the Members of the Joint Committee immediately present and voting thereon. Subject to the provisions of any enactment, in the case of an equality of votes the Chair shall have a second or casting vote but before exercising this, the Chair shall consider whether it is appropriate to defer the matter to the next meeting of the Joint Committee.

6. Any Member of the Joint Committee may request the Joint Committee to record the votes of individual Members of the Joint Committee on a matter for decision.

7. Any member of the Councils who is not a Member of the Joint Committee is entitled to attend the Joint Committee but he/she shall not be entitled to vote, shall not take part in the consideration or discussion of any business, save by leave of the Chair.

8. Meetings of the Joint Committee will be open to the public except to the extent that they are excluded under paragraph10.

9. Any decision of the Joint Committee which is a Key Decision shall be published by the Joint Committee and the relevant Council(s) in accordance with the Local Government (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

10. The public may be excluded from a meeting of the Joint Committee during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information as defined in section 100A (3) of the Local Government Act 1972 or exempt information as defined in section 100I of the Local Government Act 1972 would be disclosed to them.

11. Each Council may call in any decision of the Joint Committee in accordance with the overview and scrutiny provisions of that Council's constitution. If any decision of the Joint Committee is subject to call in by a Council, the Joint Committee shall take no action to implement that decision until after the call in process is completed. The Joint Committee may delegate a function to a Sub-Committee, or an officer of one of the councils.

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Haringey Council

Equality Impact Assessment

Name of Project	IT shared services	**Cabinet meeting date** ***If applicable***	15 March 2016
Service area responsible	IT		
Name of completing officer	Priya Javeri	**Date EqIA created**	07 March 2016
Approved by Director / Assistant Director	Tracie Evans	**Date of approval**	07 March 2016

The Equality Act 2010 places a '**General Duty'** on all public bodies to have '**due regard'** to:

- **Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act**
- **Advancing equality of opportunity between those with 'protected characteristics' and those without them**
- **Fostering good relations between those with 'protected characteristics' and those without them.**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a '**Specific Duty'** to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council's website.

Stage 1 – Names of those involved in preparing the EqIA	
1. Project Lead: Priya Javeri	5.
2. Equalities / HR : Fiona Amui	6.
3. Legal Advisor (where necessary): Victoria Wyatt	7.
4. Trade union: Gerard McGrath	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.
Member approval is being sought to join a shared ICT Digital service with the boroughs of Camden and Islington and to establish an executive Joint Committee to oversee the shared service arrangements. Future decisions made as part of the shared service arrangement could have an impact for staff and service delivery and so the report is of relevance to our general equality duty. At present officers are seeking agreement to enter into formal discussions with the boroughs of Camden and Islington. The detail of the shared service arrangements will form part of these discussions. This EqIA will therefore be updated to reflect decisions taken as part of the shared service arrangement. At this stage the EqIA profile of existing staff does not warrant concerns in terms of adverse impact of this proposal on current IT staff.

Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment **Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.**	
Data Source (include link where published)	**What does this data include?**
EqIA Profile on Harinet	Age, gender, ethnicity, disability information – for the Council and the Borough
EqIA Profile of existing IT service	Age, gender, ethnicity, disability information for IT service staff

Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment **This section to be completed where there is a change to the service provided**	
Data Source (include link where published)	**What does this data include?**
No change at this stage as the Target Operating Model has yet to be decided.	

Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	**Negative**	**Details**	**None – why?**
Sex				The shared service will be largely about changes to IT infrastructure. It is therefore not anticipated that the arrangements will have any impact on public facing IT services. Any future proposals to change frontline IT service delivery would be subject to further decision and consultation.Any future proposals that involve change to IT support for service transformation would also be subject to further internal consultation.
Gender Reassignment				As above
Age				As above
Disability				As above
Race & Ethnicity				As above
Sexual Orientation				As above
Religion or Belief (or No Belief)				As above
Pregnancy & Maternity				As above
Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))				As above

Stage 5b – For your employees and considering the above information, what impact will this proposal have on the following groups: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	**Negative**	**Details**	**None – why?**
Sex	The shared service proposal is anticipated to bring positive benefits for all staaff in terms of offering a greater range of career and work development opportunities. The proposal should also bring opportunities for expanding local apprenticeships and links to education which should have positive benefits for the wider community.	The shared service proposal may result in a rationalisation of current staffing levels and reduction in FTE numbers, especially in management and supervisory posts. However, this is not anticipated to be beyond that which would be required as part of overall savings targets for the service.	Add in details in terms of IT service staff gender breakdown	None at this stage as the Target Operating Model is yet to be decided. The proposal is not anticipated to have a disproportionate impact on groups with the protected characteristics.
Gender Reassignment	As above	As above	Add in details if known on IT service staff As above	As above.
Age			Add in details in terms of IT service staff age reakdown	As above.
Disability			Add in details in terms of IT service staff disability breakdown	As above.
Race & Ethnicity			Add in details in terms of IT service staff race breakdown	As above.
Sexual Orientation			Add in details if known on IT service staff	As above.
Religion or Belief (or No Belief)			Add in details if known on IT service staff	As above.
Pregnancy & Maternity			Sarah Picton	As above.

Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))			Add in details if known on IT service staff	As above.

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
The proposal is not anticipated to have any impact on public facing services. The EqIA has identified that the proposal may bring positive benefits for staff in terms of opportunities for development. Although the proposal may result in future rationalisation of staff numbers this is not beyond that required as part of overall savings and is not anticipated to impact disproportionately on groups with the protected characteristics.	The EqIA will be updated on the basis of the TOM and formal consultation with staff

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	**What does this data include?**
None at this stage as there is no impact on staff until the target operating model is confirmed. The staff have been briefed on the business case and formal engagement with staff has taken place. There have been number of formal staff briefings for all IT staff and FAQ has been compiled. This has not highlighted impact on EqIA.	The EqIA will be updated on the basis of the TOM and formal consultation with staff

Stage 8 - Final impact analysis
No impact at this stage until the target operating model is confirmed. The staff have been briefed on the business case and formal engagement with staff has taken place.

Stage 9 - Equality Impact Assessment Review Log

Review approved by Director / Assistant Director	Tracie Evans	Date of review	07 March 2016
Review approved by Director / Assistant Director		Date of review	

Stage 10 – Publication

Ensure the completed EqIA is published in accordance with the Council's policy.

Report for: Cabinet 15th March 2016

Item number: **12**

Title: Management Agreement with Homes for Haringey for Housing Services

Report authorised by :

Lead Officer: Mustafa Ibrahim, Head of Housing Commissioning & Investment

Ward(s) affected: All

Report for Key/ Non Key Decision:

1. Describe the issue under consideration

1.1. In September 2015, Cabinet decided that Homes for Haringey should be retained as the Council's Arm's Length Housing Management Company with a new contract for ten years in duration, to expire on 31st March 2026, with a review after five years.

1.2. Cabinet agreed that the new Management Agreement with Homes for Haringey should be prepared for approval, not later than March 2016. This report brings forward the new agreement for approval.

2. Cabinet Member Introduction

2.1. In July 2014 Cabinet commissioned a review of the Future Housing Delivery Model for Haringey. The review group looked at different options for the delivery of housing services and consulted with Tenants and Leaseholders to understand their views and opinions. Cabinet responded to this in September 2015 by deciding to commission a new ten year management agreement with Homes for Haringey.

2.2. The new agreement, enables the Council to ensure that its priorities and objectives around Housing and Homelessness are delivered and that performance is consistently improved. Homes for Haringey will expand the opportunities for tenants and leaseholders to be involved in shaping the service they receive and will work closely with residents to make sure this service is amongst the best performing across a pier group of London ALMOs and Councils. This will help maximise resident satisfaction and provide greater value for money.

3. Recommendations

It is recommended that Cabinet:

3.1. Notes that the Management Agreement requires the consent of the Secretary of State.

3.2. Approves the new Management Agreement between the Council and Homes for Haringey attached as appendix 1, to take effect from 1st April 2016, or from such date that approval of the Management Agrement is received from the Secretary of State if later than 1st April 2016.

3.3. Delegates authority to the Chief Operating Officer, to be exercised in consultation with the Cabinet Member for Housing and Regeneration, to make amendments to the detail of the Management Agreement that may arise from the requirement to gain the consent of the Secretary of State to enable the implementation of the agreement, or in general.

4. Reasons for decision

4.1. A decision is required following the previous Cabinet decision to retain Homes for Haringey and put a new management agreement in place. The current agreement expires on 31 March 2016 and approval of the new agreement is required to take effect on 1 April 2016.

5. Alternative options considered

5.1. The current Management Agreement with Homes for Haringey (HfH) is a long and detailed document. An alternative option was to recreate a similar type of agreement but it was felt this approach was outdated and would not fully reflect the new relationship and style of working with HfH that the council is moving towards, as set out in this report.

5.2. The recommended approach provides a shorter and more focused agreement as HfH's priorities and objectives are now fundamentally determined by the Corporate Plan and the Housing Strategy and will be reflected in HfH's annual business plan.

6. Background information

6.1. In July 2014, Cabinet approved a review of options for the future delivery of housing services, in anticipation of the existing management agreement with HfH expiring in March 2016. The review was also timely as government funding for Decent Homes, the principal reason for HfH's creation, was coming to an end.

6.2. In September 2015, the recommendations of the review were presented to Cabinet. The options that were considered as part of the review included:

(a) The Council retains ownership of the housing stock and:
- Continues to use HfH to provide housing services, or
- Brings the management of housing services back into the Council

Or:

(b) The Council transfers the ownership of its housing stock to:
- An existing Housing Association or other organisation, or
- A new Housing Association or other delivery vehicle, set up to receive the stock and services

6.3. The review concluded that no single option achieved all of the Council requirements and recommended that the Council retain HfH to continue to provide housing services with a new ten year agreement, to be reviewed after five years, that would:

(a) Reflect the need for continuous improvement and forHfH to be a top quartile performer by March 2018
(b) Extend the offer to engage tenants in the management of their homes
(c) Maintain a high standard of leadership and staffing, both within HfH as an organisation and within its Board
(d) Enable services to be moved between the Council and HfH as necessary, by way of any on-going decisions on the part of the Council

6.4. Cabinet agreed this recommendation of the review and the commissioning team, supported by professional advisers, has worked with HfH to develop the new agreement. Due to the tight timeline leading up to implementation, Trowers and Hamlins - external solicitors with expert prior knowledge in this field - were commissioned to draft the new agreement. The proposed agreement is attached as appendix 1 and addresses the requirement set out in 6.3 above.

6.5. The core principle of the new agreement is that services, priorities and performance standards will be agreed annually within a robust business planning process. The business planning framework specified in the new agreement supports the alignment of HfH's targets and performance management framework with that of the council. Targets and outcomes will continue to be set by the council in agreement with HfH.

6.6. Continuous service improvement is stipulated in the new agreement, which requires HfH to regularly review how it can better perform its obligations to achieve improved standards and/or greater cost effectiveness. Improvement standards are defined within the approved HfH Business Plan for 2-17/17and accompanying Perfmormance Management Framework for 2016/17 to enable Hf H to become a top quartile performer by March 2018.

6.7. The requirements for HfH to continually review and maximise its offer to engage tenants in the management of their homes and the requirement to maintain a high standard of leadership and staffing within HfH and its Board are also specified in the new agreement.

6.8. The new agreement is designed to be more flexible, allowing the council to add to, vary or remove services from the scope of services provided by HfH as part of the annual business planning process. Under the current agreement, formal amendment of the agreement is required, and this approach was taken in September 2014 when the council's retained housing services were transferred to HfH as part of the housing unification programme. These additional services,

which included homelessness, temporary accommodation and allocations will remain with HfH under the new agreement.

6.9. This flexibility and agility is doubly importrant in the current housing context. The challenges posed by government housing policy and continued budget restraints require pragmatic and innovative responses which may affect the role of HfH. The proposed new agreement supports the ability to respond to new housing intitiatives and service delivery priorities as required.

6.10. The new agreement also reflects the stronger commissioning disciplines that have developed since housing unification. The council sets policy and desired outcomes and commissions HfH to deliver. This is achieved through the annual business planning process, but there is also the flexibility to commission additional projects or ad hoc pieces of work from HfH at any time as required.

6.11. Under section 27 of the Housing Act 1985, Local Authorities are required to obtain the approval of the Secretary of State for any new management agreement as defined within the Act. Secretary of State consent for the new management agreement between the Council and Homes for Haringey is in the process of being sought and is referred to below within the comments of the Assistant Director of Corporate Governance.

6.12. The Council sought comments from the Secretary of State in April 2014 when drafting the variation to the existing management agreement between the Council and Homes for Haringey. The Secretary of State gave a favourable view and indicated a desire not to add any unnecessary or additional regulatory burden on Councils, should they decide to change their housing management arrangements.

7. Contribution to strategic outcomes

7.1. The adoption of this management agreement contributes to the strategic outcomes under Priority 5 of the Corporate Plan - “We will create homes and communities where people choose to live and are able to thrive.” Specifically, the agreement supports Priority 5, Objective 2 “to prevent homelessness and support residents to lead fulfilling lives” and Objective 3 “to drive up the quality of housing for all”.

7.2. The Council’s draft Housing Strategy has four objectives that are closely aligned to Corporate Plan objectives. The Strategy is underpinned by a number of associated policies and delivery plans that HfH’s business plan will be aligned with.

7.3. The new management agreement provides the framework that enables the council to ensure that HfH continues to deliver and improve the services it provides. This service will be measurable and subject to performance outcomes stipulated by the council.

7.4. The services provided by HfH range across the Corporate Plan and Housing Strategy objectives and include outcomes that:

- Maintain stock and strive to drive up the quality of council housing,

- Manage and help create estates and environments that residents value and where they choose to live.
- Provide housing advice and offer tenancy sustainment support, both of which help to prevent homelessness and improve help for those in housing crisis.
- Manage the allocation of social housing within the borough, ensuring that those in housing need are prioritised and able to access the safe, good quality housing they need.
- Manage our own tenancies and support others to ensure secure and stable homes for Haringey residents.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

8.1. This report concerns the new management agreement between the Council and Homes for Haringey. The costs of making the decision on the future of the ALMO as well as developing the new Management Agreement have been met within existing budgets and allocated budget from the Transformation Fund.

8.2. The existing management agreement with Homes for Haringey largely concerns services funded by the Housing Revenue Account (HRA) which is split into 4 areas for budget monitoring purposes.

8.3. The Retained Account which contains HRA funded services delivered by the Council for example Housing Strategy functions and client monitoring as well technical budgets such as those for debt financing.

8.4. The Managed Account which contains HRA funded services delivered by Homes for Haringey on the Council's behalf, but where the Council retains control of the budgets within this account. This includes items such as rental and service charge income and energy / utilities costs. The reason the Council retains responsibility for these budgets are that the income and expenditure is deemed to be volatile and it is not reasonable to expect Homes for Haringey to manage those budgets within a fixed management fee.

8.5. The Company Account which contains HRA funded services delivered by Homes for Haringey paid for by a fixed Management fee. This account includes the staffing costs as well as the cost of the repairs service. The current management fee is £35.7m per annum.

8.6. The Management Fee for 2016-17 is set at £36,534,000. This represents an increase of £795,000 from the Management Fee for 2015-16. The main movements are;

Reduction due to Savings agreed in the MTFS - £925,000
Increase due to Inflation, National Insurance Changes - £580,000
Increase due to functions transferring from Managed to Company Account post Unification - £1,045,000
Other Minor Amendments - £95,000

8.7. As the funding source for the Management Fee, rental income, is reducing for the next 4 years due to the governments imposition of a rental reduction, then the Management Fee will need to be subject to ongoing review to identify off-setting efficiencies.

8.8. The HRA Capital Budget which works on the same basis as the Managed Account with Homes for Haringey being responsible for managing expenditure on capital budgets agreed by the Council.

8.9. This split is expected to continue under the new management agreement; however as Homelessness services will now be delivered by Homes for Haringey on a more permanent basis, there will also be a Managed Account within the General Fund. Again the reasoning for not including this within the company accounts and hence the management fee is the volatility of the budgets involved.

8.10. As outlined in the report the relevant budgets, including the Management Fee, will adjust over time for example due to changes in functions that Homes for Haringey undertake and savings identified as part of the wider business planning process. The Management Fee will also be adjusted for more routine reasons such as pay awards and inflation adjustments.

8.11. As the overall funding for the Housing Revenue Account is being substantially reduced due to rent reductions enforced by Central Government and reductions in Housing stock due to Right to buy regulations, it will be necessary to identify ongoing savings within the HRA to offset these reductions. As part of the new Management Agreement, Homes for Haringey would be expected to lead on identifying saving options and delivering any savings agreed by Cabinet.

8.12. The management fee for 2016-17 is expected to be broadly similar to that for 2015-16. However in the medium term the existing management fee would be expected to reduce, all other factors remaining equal, to contribute towards the savings required. The Chief Operating Officer has delegated authority to agree the final management fee each year.

Legal

8.13. The Assistant Director of Corporate Governance has been consulted in the preparation of this report, and comments as follows.

8.14. As previously notified to Cabinet in the September 2015 report, any new management agreement will require the consent of the Secretary of State at the Department of Communities and Local Government pursuant to section 27 of the Housing Act 1985 prior to implementation. Plans are in place to secure that consent.

8.15. The advice received from Trowers and Hamlins on consent, is that the agreement in its current draft contains all of the matters that the Homes and Communities Agency – acting on behalf of the Secretary of State - will be expecting to see. Accordingly, subject to anything unforeseen happening, they do not envisage any difficulties in obtaining consent.

8.16. A verbal update will be provided to the meeting on progress made if consent has not been obtained prior to the date of the meeting. Were that to be the position, then any approval of the new management agreement made by Cabinet would have to be expressed as being conditional upon the consent having been obtained prior to implementation.

8.17. Further, there would be a need for the existing management agreement to roll over to regulate service delivery until such time as consent is obtained if after 1st April 2016.

Equality

8.18. The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:

a) · Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;

b) · Advance equality of opportunity between people who share those protected characteristics and people who do not;

c) · Foster good relations between people who share those characteristics and people who do not.

8.19. The new proposed agreement is intended to strengthen the Council's governance of HfH and enable them to align more closely with Council priorities and outcomes which should have a positive impact for residents. This decision is therefore not anticipated to have a disproportionate impact on any of the protected groups.

8.20. The scope of services delivered by HfH and the associated performance expectations will be resolved by the Council as part of the annual business plan settlement. Any impact on any equalities issues associated with the specifics of an annual plan will be assessed as part of the annual business plan settlement process

9. Use of Appendices

Appendix 1 - Proposed Management Agreement

10. Local Government (Access to Information) Act 1985

Report to Cabinet 15th September 2015 - Report of the steering group on the future housing review

Report to Cabinet 15th July 2014 - Improvement and unification of housing management services

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Dated: 7 March 2016

The Mayor and Burgesses of the London Borough of Haringey

and

Homes for Haringey Limited

Agreement for the delivery of housing management and other services

Trowers & Hamlins LLP
3 Bunhill Row
London
EC1Y 8YZ

t +44 (0)20 7423 8000
f +44 (0)20 7423 8001
www.trowers.com

7t March 2016

Agreement

dated

Parties

(1) **The Mayor and Burgesses of the London Borough of Haringey** of Civic Centre, High Road, Wood Green, London N2 8LE (the **Council** and which shall include any statutory successors); and

(2) **Homes for Haringey Limited** whose registered office is situated at Floor 4, 48 Station Road, Wood Green, N22 7TY (**HFH**).

Introduction

(A) The Council is the local housing authority for its area pursuant to Sections 1 and 2 of the Housing Act 1985 (**1985 Act**) and pursuant to the powers contained in the 1985 Act provides housing accommodation and exercises general management, regulation and control of its housing accommodation.

(B) Pursuant to Section 27 of the 1985 Act and with the approval of the Regulator and pursuant also to Section 1 of the Localism Act 2011 and all other enabling powers the Council agrees that HFH shall exercise such of the Council's functions as are specified herein.

(C) The Council and HFH have agreed to extend the term for HFH's provision of the Services and have further agreed to work together within a spirit of mutual cooperation and have agreed to terminate the Original Agreement with effect from the date of this Agreement and to enter into this Agreement to set out the ongoing terms and conditions upon which HFH will provide the Services on behalf of the Council.

(D) This agreement will be reviewed after five years

1 **Definitions and interpretations**

The definitions used are as follows:

Articles means articles of association of HFH;

Business Plan means the annual business plan for HFH as revised each year in accordance with Clause 6;

Council's Representative means the individual appointed by the Council to exercise the Council's rights under this Agreement and such individual shall be nominated in writing from the Council to HFH. The Council may from time to time revoke the nomination of such representative, and nominate another representative in his place. All such nominations and revocations shall be in writing. The Council's Representative may appoint a person to act as Deputy and such Deputy shall be entitled to exercise the Council Representative's rights in his place either generally or limited by reference to subject matter, time or both as may be set out in the nomination. The Council's Representative may from time to time at any time revoke the appointment of his/her

Deputy and appoint another person in his/her place. All such nominations and revocations shall be in writing and the Council's Representative shall also act as the Council's representative in its capacity as sole member at HFH for the purposes of the Articles and as required by section 323 of the Companies Act 2006;

Dwellings means the residential accommodation owned or leased by the Council and managed by HFH pursuant to this Agreement;

Fee means the fees payable by the Council pursuant to and calculated in accordance with clause 9**;**

Financial Year means the period from 1 April to 31 March;

HCA means the Homes and Communities Agency;

HFH's Representative means HFH's managing director or such other person with a similar role who may be nominated from time to time by HFH;

HRA means the Housing Revenue Account of the Council;

HRA Business Plan means the HRA business plan at the date hereof as revised by the Council from time to time;

Regulator means the HCA (acting through the Regulation Committee established by it) or any successor authority;

Representatives means collectively the Council's Representative and HFH's Representative;

Right to Manage is the right exercisable pursuant to the Housing (Right to Manage) Regulations 2008;

Services means the services described in Schedule 1 and any other services which from time to time are provided by HFH pursuant to this agreement subject to any variations pursuant to this agreement;

SLA means the service level agreement(s) by which the Council provides support services to HFH (as set out in Schedule 2);

Stock Maintenance and Improvement Programme means the maintenance and improvement programme managed by HFH as part of the Services ;

1.2 A reference to any Act of Parliament, or to any order, regulation, statutory instrument, or the like, shall be deemed to include a reference to any amendment, re-enactment, consolidation, variation, replacement or extension of the same respectively from time to time and for the time being in force.

1.3 A reference to any statutory authority, agency or regulatory body shall include a reference to any other such authority, agency or regulatory body which from time to time carries on substantially the same functions.

1.4 Wordings denoting the singular shall include the plural and vice versa and words denoting the masculine gender shall include the feminine gender and vice versa and words denoting persons shall include firms and corporations.

1.5 References to clauses, schedules and annexes shall be deemed to be references to the clauses in and the schedules and annexes to this Agreement as so numbered.

1.6 In this Agreement headings are included for ease of reference only and shall not affect this Agreement or the interpretation thereof.

2 **Current HFH Services and HFH Obligations**

2.1 HFH shall provide the Services in respect of

2.1.1 all Dwellings, land or properties held within the Council's HRA, as more particularly delineated within the Council's land terrier, except for assets or land where the Council has another alternative management arrangement in place and which have been notified in writing from the Council to HFH from time to time; and

2.1.2 any Dwellings that are held in the Council's General Fund and which are leased by HFH on behalf of the Council for the purpose of temporary accommodation.

2.2 The Council may nominate HFH to act as its agent in providing a client role to those third parties that may manage HRA assets from time to time. Any such nomination shall form part of the Business Plan review where possible, but the Council reserves the right to make changes in year where necessary, pursuant to clause 5

2.3 The Council also reserves the right to alter the management arrangements for its stock, therefore reducing or adding to the Dwellings, land or other assets that HFH supplies Services in respect of. This will usually be done as part of the annual Business Plan review pursuant to clause 5 but HFH acknowledge that there may be instances where decisions will have to be made outside of the Business Plan review process. Where this is the case, the Council will give as much notice as it reasonably can and any such change may be reflected in a change to the Fee pursuant to Clause 9

2.4 In consideration of the Fee, HFH shall at all times perform the Services to the satisfaction of the Council's Representative in accordance and in compliance with the Contract Standard. The Contract Standard is the standard which shall require HFH to perform the Services with all due skill, care and diligence and in accordance otherwise in compliance with:

2.4.1 the annual Business Plan and in particular (but without limitation) the key performance requirements of the Services set out therein;

2.4.2 any performance management framework that the Council sets for HFH

2.4.3 any current performance indicators issued by the Regulator or other regulatory body which are relevant to the performance of the Services or any part thereof;

2.4.4 any reasonable instructions issued to HFH by the Council Representative pursuant to or in connection with the Agreement;

2.4.5 all statutory and regulatory requirements (including in relation to health and safety);

2.5 In this connection, HFH also agrees to

2.5.1 devote resources to discharge its strategy; and

2.5.2 notify the Council promptly of failure to deliver any Services.

2.6 The Council acknowledges the existence of a subsidiary of HFH and for the potential for future subsidiaries to be established. HFH undertakes that its Business Plan will incorporate in reasonable detail the actives of any subsidiaries and how that links in with corporate objectives of the Council. The Council reserves the right to invoke the performance concerns framework if any Services or other functions of HFH are undertaken by a subsidiary or a subcontractor of HFH and there is a failure of, or performance concern about a Service or function.

3 **Council Responsibilities and Entitlements**

The Parties agree that the Council

3.1 has ultimate responsibility for the HRA, setting rents for the Dwellings, and (in accordance with this agreement) setting the Fee and defining the Services.

3.2 will provide support services to HFH, to be subject to a range of SLAs and protocols separate to this agreement in accordance with Schedule 2 and that HFH is not able to withdraw from any corporate services provided by the Council under an SLA, without the mutual agreement of both parties.

3.3 will retain all decisions on the long term use of, or change of interest in land or property managed by HFH. These will include, but are not limited to the following examples:

3.3.1 Licensing, way leaves and easements;

3.3.2 Disposal or acquisition.

3.4 will retain responsibility for strategy and policy development in relation to such strategies and for the associated statutory consultation regarding the Services covered in this agreement including but not limited to its statutory obligations in relation to rent setting and under Section 105 Housing Act 1985. The Council has the ability to use its commissioning processes to delegate any aspect of policy or strategy development or associated consultation to HFH via the commissioning process and any such delegation shall be documented in writing.

4 **Services provided by HFH**

4.1 The scope of Services provided by HFH is contained in Schedule 1.

4.2 The Council is able to add to, vary, or remove services from the scope of services provided by HFH. This will generally be done within the context of the annual Business Plan settlement process as set out in Clause 6, but it is acknowledged by the Parties that there may be circumstances where decisions are made by the Council in year.

4.3 Decisions will be made by the Council Representative and communicated to HFH in writing. Where possible, three months' notice will be given, but the Council cannot guarantee a minimum notice period.

4.4 The Council may revise the performance management framework for the Services and will set the reporting framework for other projects that HFH undertakes on the Council's behalf. This will be done as part of the annual Business Plan review process pursuant to Clause 6 unless the matter is so urgent in which case as much notice as is reasonable shall be given.

4.5 From time to time, the Council may carry out an in depth review of Services, to establish and verify the accuracy of performance data supplied by HFH and to scrutinise performance

4.6 If the Council has concerns about HFH's performance, the following process shall be followed:

4.6.1 Stage 1:

The Council may register a performance concern. This can be in the form of an email or meeting minute brought to the attention of the appropriate Director of the organisation and logged by the Commissioning function within the Council and the HFH Director responsible for Client Liaison. Upon receipt of a concern, the appropriate Director within HFH will prepare a remedial action plan that the Council is satisfied with, within ten working days of the concern being raised. HFH will then implement the remedial plan.

4.6.2 Stage 2:

If the concern is not adequately addressed at stage 1, (allowing reasonable time), the Council may initiate a service review. The scope of this review will, in the Council's opinion, be sufficient to examine and address the performance concern. HFH and the Council will work jointly to undertake the review. HFH will co-operate with the findings of the review or any other directions the Council may issue. Directions of the Council may include the temporary or permanent variation of the agreement, or any other measures the Council thinks appropriate in the circumstances of the performance concern. Any such review will be conducted and findings issued within one month of the Council requesting it. The Council will have the option to delegate the review to HFH to undertake. Where any remedial solutions

are imposed on HFH by the Council, the Fee shall be reviewed to reflect this. For the avoidance of doubt the Council may vary the Services in response to a performance concern.

4.6.3 Stage 3:

If the concern is not adequately addressed at stage 2 (allowing in the Council's opinion, reasonable time for this to be addressed), the Council may act in accordance with clause 24 (Disputes) or clause 20 (Termination) of this Agreement.

4.6.4 In the execution of the performance concerns process, both parties will work collaboratively and proactively to resolve the performance concern at the earliest opportunity, ideally at stage one.

5 **The annual Business Plan**

5.1 HFH shall prepare the annual Business Plan on an annual basis in accordance with Clause 6.

5.2 The annual Business Plan shall:

5.2.1 Set out how HfH intend to translate the Housing related objectives of the Council's Corporate Plan into an operational delivery plan and how they intend to meet the outcomes specified in the Council's Housing Strategy.

6 **Business planning process**

6.1 The Council will advise HFH of the annual business planning cycle no later than 1st November every year.

6.2 The annual Business Plan shall be prepared by HFH in line with the business planning time scales laid out by the Council and shall take place against a three year horizon to complement:

6.2.1 three year MTFF;

6.2.2 three year Council corporate plan.

6.3 The annual Business Plan will:

6.3.1 be outcome focused, setting out key objectives, performance measures, project milestones and targets for the next 12 months; for HFH and its subsidiaries

6.3.2 outline HFH's Company strategy in respect of the Services and show how this supports the strategic goals that it has been set by the Council;

6.3.3 confirm the financial and staffing resources required to deliver the plan;

6.3.4 include delivery plans for service delivery and improvement over the next 12 months;

6.4 The Council and HFH will discuss any potential variation to Services as part of the annual business planning process and in doing so (and without prejudice to the Councils right to vary the Services pursuant to Clause 4) the Council will have ultimate flexibility to add or remove Services and where the Services delivered by HFH materially vary (either pursuant to this clause or pursuant to Clause 4), the Fee may be re-assessed to reflect this.

6.5 The HFH annual Business Plan will also reflect the requirements of the Council and enable HFH to deliver the required outcomes for the Council. There will be an annual performance framework review that accompanies the business plan review and the Council may revise any of the performance criteria, amend the items on the HFH score card, set targets, set exception reporting parameters and set monitoring meeting frequencies.

6.6 If the Council (via the Council's Representative) shall notify HFH that the draft Business Plan is not acceptable, further negotiations shall take place to achieve a mutually agreed resolution in order that there is a Business Plan approved by the Council and the HFH Board by 1 April in any year. Both parties are to use all reasonable endeavours to achieve this.

6.7 Once the Council's Representative has accepted the plan, they will formally approve it on the Council's behalf.

6.8 In the event that the Business Plan is not agreed under this clause 6 within sufficient time for there to be an agreed plan in place by 1 April, then the dispute shall be resolved under clause 24.

6.9 The Council's commissioning process will deal with the following:

6.9.1 any ad hoc requests for additional pieces of work;

6.9.2 clarification and detailing of any requirements of the annual Business Plan;

6.9.3 consideration and discussion of any initiatives or proposals, either to be enacted mid-year, or fed into subsequent annual Business Plans.

6.10 **Annual performance monitoring**

6.11 By the end of June every year, HFH will provide the Council with an annual performance report for the previous financial year. The report will consist of an annual score card and will examine and narrate performance over the year. The performance indicators within this report will have been predetermined within the performance management framework set by the Council and revised from time to time.

7 **Stock Maintenance and Capital Works**

7.1 HFH shall develop a programme of capital works, in accordance with the Council's planning requirements. This shall be done to complement the Council's budget setting process and in strict accordance with the business planning process (as set out in Clause 6). This process may take account of (inter alia):

7.1.1 changing standards (such as energy efficiency);

7.1.2 future stock condition surveys;

7.1.3 legal and regulatory requirements (relating to fire safety guidance and all other relevant areas of Health and Safety compliance (whether mandatory or otherwise) from the Regulator and other matters).

Procurement

7.2 Subject to compliance with HFH's contract standing orders and procurement guide, HFH will procure and let works contracts and other contracts as necessary to deliver the Services.

7.3 The contracts to be procured or let will be in relation to the management, maintenance and improvement of the Council's stock and other purposes connected with the Services. The letting or procuring of contracts will be in accordance with EU procurement legislation and any other relevant and applicable public procurement contract regulations.

7.4 The Council may decide to procure, let and manage category specific contracts in its own name in connection to the management and/or maintenance of its stock. Where this is the case, the Council may name HFH as the Council's agent to operate the contract.

7.5 The Council may decide to name HFH as its agent when tendering for corporate contracts, so that HFH can access the suppliers within the corporate frameworks.

7.6 HFH will seek Council approval for all contracts that go beyond the term of this Agreement.

8 **Provision of information**

8.1 HFH will provide the Council with such information as may reasonably be required to demonstrate HFH's delivery of the Services, in accordance with the measures and frequencies laid out within the performance management framework.

8.2 The parties (acting reasonably) shall from time to time agree the format for the reports required from HFH.

9 **Fee**

9.1 For the first Financial Year of this Agreement (here meaning the period to 31 March 2017) the Council will pay HFH a Fee of £36,534,000 for the provision of the Services.

9.2 The Fee shall only be varied in accordance with the process and principles set out in this clause 9.2 and any variance in the Fee shall always be subject to the provisions of Clause 15:

9.2.1 the parties will commence discussions on the Fee for the next Financial Year as part of the settlement of the Business Plan in accordance with Clause 6;

9.2.2 the Council may vary the Fee in connection with a variation of the Services in accordance with clause 6;

9.2.3 The Council may also vary the fee as a result of other changes, such as (but not limited to) a change in the Business Plan, or other circumstances that may warrant a re-calculation.

9.3 The Fee due and payable under this clause 9 shall be paid in advance by equal payments each month.

10 **HFH and Council Accounts**

10.1 HFH shall maintain the following financial accounts:

10.1.1 company account – to be held within HFH and to include the necessary resources for landlord and tenant services. This account is paid for by the Management Services Fee and will generally include the cost of staffing resources employed by HFH, (other than those staff costs capitalised through the managed accountsor those paid for by grant funding)

10.1.2 commissioning account – to be held within HFH and to operate in the following way:

(a) surpluses shall be declared at the end of the financial year, this will include non-budgeted savings;

(b) any surpluses the Council decides can be retained by HFH will be held in the commissioning account;

(c) the commissioning account can be used to fund any work the Council commissions HFH to undertake or that HFH proposes, not covered within the budgeted level of resources;

(d) any projects or work funded by the commissioning account would need prior Council agreement, both in terms of the work itself and its funding;

10.1.3 managed accounts - these accounts are to be held by the Council and managed by HFH. The Council acknowledge the level of spend on these accounts is beyond the immediate control of HFH. The type of managed accounts include:

(a) HRA capital budget (managed) – to be held by the Council, but managed by HFH;

(b) HRA revenue (managed) – includes income receivable and bad debt;

(c) GF revenue (managed) – includes temporary accommodation costs;

11 **Future delivery of the housing service in Haringey**

11.1 HFH shall provide any assistance reasonably needed to enable the Council to review and reconfigure the delivery of the housing service in Haringey and which may include the conversion of HFH into a registered provider of social housing or similar landlord body. (and which HFH acknowledge may result in a change to HFH's constitution)

11.2 Such assistance may include:

11.2.1 provision of information and records about the Services;

11.2.2 providing such reports or other documentation as the Council may reasonably require in a manner and timescale prescribed by the Council for consideration by the tenants or the Council; and

11.2.3 attendance at meetings of such tenants;

12 **Additional Business**

12.1 HFH must obtain the consent of the Council before they bid for any contract to deliver services to a third party, either in their own name or through any subsidiary. Any such initiative on the part of HFH or their subsidiaries must either be agreed as part of the annual business plan, or be officially commissioned by the Council in year, by the commissioning process.

12.2 In considering whether it is minded to grant consent, the Council will give weight to the following factors:

12.2.1 whether the proposal is likely to have a negative impact on HFH to provide Services and other services that HFH already delivers for the Council;

12.2.2 whether there is any reputational risk for the Council; and

12.2.3 whether the Council may wish to bid for these contracts in any way.

13 **Continuous Improvement**

13.1 The parties acknowledge the importance of the principle of continuous improvement in the provision of the Services and the delivery of the Stock Maintenance and Improvement Programme and accordingly:

13.1.1 HFH will regularly review how better to perform its obligations hereunder; and

13.1.2 the Council will support HFH to improve its performance.

13.2 Continuous improvement will result in either or both improved standards or greater cost-effectiveness.

14 **HFH's Constitution**

14.1 The Council shall only use its rights as sole member of HFH to amend HFH's Constitution or to issue directions to HFH or its board if and then only for so long as HFH fails to comply with the terms hereof and the Council would therefore be entitled to terminate this Agreement in accordance with its terms or;

14.2 (in relation to the Council's right as the sole member to issue directions to HFH) if the Council (acting reasonably) believes that HFH is undertaking an activity which is outside the scope of the Business Plan agreed pursuant to this agreement and/or where the Council believes that an activity being undertaken by HFH is detrimental to the Council's best interests.

14.3 Wherever practicable, the Council will consult with HFH with a view to agreeing an amicable resolution to the matter at issue before exercising its powers under this Clause 14.

15 **Council's financial support for HFH and staffing**

15.1 The Council shall provide and evidence such support for HFH as shall be required to enable HFH's auditors to confirm from time to time to HFH's board of directors that HFH is and will continue to be able to meet its debts as they fall due and is otherwise a 'going concern'.

15.2 The Council agrees that whether through the Fee or otherwise it shall ensure that HFH is able to discharge its liabilities for the pensions costs attributable to HFH's past, present and future employees and the Council agrees to indemnify HFH against all costs, proceedings, liabilities and claims of whatever nature in respect of the Employees' membership of the Local Government Pension Scheme whilst in the service of the Council or HFH..

15.3 HFH shall notify the Council's Representative of any material amendments in HFH's staffing structure during the Term.

16 **Employees**

16.1 HFH undertakes to be a good employer and to be innovative

16.2 HFH shall adhere to the its code of conduct in relation to employment matters and will have a recognition agreement in place with the appropriate trade unions (relevant to the Services).

16.3 HFH shall within six months before the expiry of this Agreement or within such other period as the Council may specify in the event of an earlier termination of this Agreement either in whole or in part and upon a continuing basis provide such information as the Council may require about the terms and conditions of employment of any employees employed by HFH in connection with the provision of the Services.

16.4 HFH will maintain a high standard of leadership and staffing in the organisation and within the Board.

17 **The HRA ring-fence**

17.1 The parties acknowledge that HRA income and expenditure is and remains (following the implementation of Self-financing) subject to the requirements of the statutory ring-fence and they will use all reasonable endeavours to maximise the benefits of the HRA.

17.2 HFH shall supply the Council with such assistance and information as the Council may reasonably require to enable it to allocate such expenditure between the HRA and its general fund.

18 **Section 151 duty**

18.1 It is acknowledged that the Council has nominated an Officer with statutory duties under Section 151 of the Local Government Act 1972 and nothing in this Agreement shall be construed as preventing that officer from doing such acts or things as are properly required for the discharge of such duties.

19 **Term and break clauses**

19.1 This Agreement shall expire on the 31 March 2026 unless it is terminated by the Council under clause 20.

19.2 The Council shall have a right to terminate this Agreement in part where it is required to enter into an agreement with a Tenant Management Organisation (TMO). If the Agreement is terminated under this Clause 19.2 the Council and HFH shall within three months of such termination make all necessary arrangements for the transfer of the relevant functions from HFH to the TMO.

19.3 This Agreement shall be terminated if such requirement is imposed pursuant to Section 247(2) or 249(2) of the Housing and Regeneration Act 2008. If the Agreement is terminated pursuant to this clause 19.3 the Council and HFH shall make all necessary arrangements for the transfer of the relevant functions from HFH.

20 **Termination**

20.1 Subject to Clause 19.2 the Council shall be entitled to terminate this Agreement if HFH fails to comply with the terms hereof or if in the Council's reasonable opinion there is a serious and substantiated risk that HFH will shortly fail so to comply.

20.2 Unless HFH's actual or anticipated failure (and which would entitle the Council to terminate this Agreement under clause 20.1) cannot (in the Council's reasonable opinion) be remedied then HFH shall be afforded a reasonable opportunity (including where appropriate by devising a remedial plan) to comply or demonstrate that it will comply with the terms hereof.

20.3 For the purposes of clauses 20.1 and 20.2 a failure to comply with any remedial Plan now shall be deemed by the Council incapable of being remedied.

20.4 If the Council becomes entitled to terminate this Agreement it may decide to terminate the whole or any part hereof and either provide the Services itself or procure that any

third party do so and HFH will take such steps as may reasonably be required to give effect to the Council's decision.

20.5 The Council can terminate this Agreement if it decides on economic or other reasons, to bring part or all of the services back in house or to transfer all or part of the Services to another provider. In this situation, it shall give as much notice as is reasonably practicable.

21 **Resident Involvement and Access information**

21.1 HFH will engage tenants and leaseholders in the management of their homes, through appropriate channels, commensurate with the scope of their involvement.

21.2 HFH will afford the Council and persons properly authorised by it (including the commissioning team) access to any information reasonably required.

22 **Insurances etc**

22.1 HFH shall at all times maintain in force policies of insurance with reputable insurers or underwriters as shall insure and indemnify HFH (on the usual terms available in the market) against HFH's liability to:

22.1.1 the Council and any employee of the Council;

22.1.2 the employees of HFH;

22.1.3 any other person

in the sum of at least £5,000,000 in respect of any one occurrence or series of occurrences arising out of one event.

22.2 The Council shall itself insure against all the usual risks associated with its housing stock and acknowledges that HFH has no liability therefor.

22.3 HFH shall procure adequate insurance in respect of ICT equipment either owned by it or provided by the Council to HFH.

22.4 HFH will establish and maintain policies and procedures designed to (a) maintain so far as practicable continuity of business during periods of disruption caused by abnormal circumstances and (b) manage so far as practicable the risks facing it.

22.5 The business continuity plan of HFH shall complement and support that of the Council, particularly in relation to the anticipated use of buildings and physical assets and the provision of emergency services.

23 **Data protection**

23.1 HFH must at all times abide by the Council’s data protection and information security policies that apply to the systems used by HfH.

24 **Dispute resolution**

24.1 Save as otherwise provided in this Agreement, in the event of any dispute between the parties arising out of or in connection with this Agreement the parties shall in the first instance use their reasonable endeavours to resolve it amicably between them in accordance with the procedure set out below. If stages 1 to 3 have not been completed within 30 days of the dispute first being notified to the other in writing, the dispute shall automatically move to stage 3:

24.1.1 **Stage 1:** Representatives of the parties (being the officers having day to day responsibility for or knowledge of the area which is the subject of the dispute) shall meet. If they are unable to agree a resolution at such meeting or if there shall be no appropriate officers of each of the parties available to attend such meeting then move to Stage 2.

24.1.2 **Stage 2:** The lead commissioning officer of the Council, shall meet with the managing director of HFH. If they are unable to agree a resolution at such meeting or if there shall be no appropriate officers of each of the parties available to attend such meeting then move to Stage 3.

24.1.3 **Stage 3:** The Council's Representative and the Chair of the board of HFH or their nominated deputies shall meet within ten working days.

24.1.4 In seeking to resolve any dispute considered under Stage 1, Stage 2 or Stage 3 the parties shall apply the following principles:

(a) a spirit of mutual trust and co-operation

(b) both parties shall bear their own costs

(c) the parties shall extend the periods of negotiation if they both agree to do so

(d) any unanimous decision shall be implemented.

24.2 Disputes remaining unresolved after following the procedure set out in clause 24.1 shall be referred to the Council’s Representative for determination.

24.3 The result of any dispute resolution procedure under this clause 24 shall be final and binding on the parties (save in the event of fraud or a mistake in law or material fact) and shall where and to the extent necessary shall be communicated to the board of HFH and if appropriate be treated as a variation to the provisions of this Agreement.

24.4 Until such time as a dispute between the parties is resolved or concluded in accordance with this clause 24 the parties shall continue to comply with their respective obligations under this Agreement.

25 **Regulator**

25.1 This Agreement is subject to the Regulator's right to direct the variation or termination thereof and the parties will take all steps necessary to give effect to any such variation or termination.

25.2 HFH or the Council will not do or refrain from doing anything that might lead to action by the Regulator against the Council or HFH.

26 **Variations to tenancy agreements**

26.1 HFH shall not vary or accept or acquiesce in any variation to:

26.1.1 any of the Council's occupancy agreements used with regard to accommodation and:

26.1.2 without the prior written consent of the Council.

27 **Freedom of Information Act**

27.1 In the event that, pursuant to a request which the Council or HFH has received under the FOIA the Council or HFH (as the case may be) is required to disclose any information which is the subject of this Agreement, the Council or HFH (as the case may be) shall:

27.1.1 notify the other Party promptly of such request;

27.1.2 consult with the other Party prior to disclosing any such information;

27.1.3 pay due regard to any representations which the Other Party may make in connection with such disclosure;

27.1.4 co-operate with the other Party in correlating the required information; and

27.1.5 apply any relevant exemptions which may exist under the FOIA to any request.

28 **Tenant Management Organisations**

28.1 In the event that in accordance with regulations made under Section 27AB of the Housing Act 1985 any tenants propose to form a Tenant Management Organisation (as defined in Section 27AB(8) of the said Act) the Council shall be legally responsible for dealing with all aspects of such proposal.

28.2 The Council may pursuant to such a proposal instruct HFH to provide such assistance as may be required to the Council and any tenants making such proposal which assistance shall include:

28.2.1 provision of information and records about the Services;

28.2.2 providing such reports or other documentation as the Council may reasonably require in a manner and timescale prescribed by the Council for consideration by the tenants or the Council; and

28.2.3 attendance at meetings of such tenants;

28.2.4 and such other help or advice as the Council may require to enable the Council to fulfil its statutory obligations.

28.3 At such time as a decision is made that a transfer of management responsibility for all or part of the Services is to take place in accordance with the provisions set out in clause 28.1 the Council may issue further instructions to HFH requiring HFH to make arrangements to transfer responsibility for the Services in respect of the Dwellings so affected to the Tenant Management Organisation in such manner and within such timescale as the Council may prescribe and HFH shall comply with such instructions which may include (but not be limited to):

28.3.1 transferring data, records, statistics, files and other information in a format and manner prescribed by the Council;

28.3.2 transferring to the Tenant Management Organisation in accordance with the Regulations any staff transfer wholly or mainly engaged in the provision of services to the Tenant Management Organisation;

28.3.3 transferring necessary equipment and materials as may reasonably be stipulated by the Council's Representative;

28.3.4 establishing working arrangements with the Tenant Management Organisation; and

28.3.5 providing any other assistance reasonably needed to enable such transfer to take place.

28.4 At such time as a transfer of management responsibility to a Tenant Management Organisation takes place the Council shall be entitled to vary this Agreement (giving three months' notice to HFH) and where such a variation is made the amendment to the annual Business Plan in accordance with clause 6 shall reflect the cost of providing such Services as remain to be carried out under this Agreement and if no such Services remain this Agreement shall terminate (and clause 19.2 shall apply).

28.5 HFH will assume all those responsibilities of the Council which are set out in any management agreement made between the Council and any Tenant Management Organisation whether such agreement exists at the date of this Agreement or arises during the currency of it.

28.6 In the event that a Tenant Management Organisation to which responsibility for managing the Services has been transferred in accordance with this clause 28 ceases to provide all or any part of those Services for all or any of the Dwellings the Council shall be entitled to vary further this Agreement so as to require HFH to provide such ceased Services and where such a variation is effected a variation may also be made in relation to the current annual Business Plan in accordance with clause 6 and Fee in accordance with clause 9.

28.7 The provisions of this clause shall apply, mutatis mutandis, to the transfer of additional management responsibilities to an existing Tenant Management Organisation as well as any other Tenant Management Organisations.

28.8 HFH shall in complying with its obligations under this clause 28 ensure that to the extent permitted by any existing agreement(s) with any Tenant Management

Organisation the obligations to provide the Services at the level and standards required by the Agreement or otherwise prescribed by the Council are unaffected.

29 **Value added tax**

29.1 All payments by any party to another party pursuant to the terms of this Agreement shall be exclusive of any Value Added Tax chargeable in respect of the supply of goods or services for which the payment is consideration and in so far as such payments fall to be made under this Agreement such Value Added Tax shall be added to the amount thereof and paid in addition thereto upon production of a proper Value Added Tax invoice.

30 **Interest on overdue payments**

30.1 Save where payment is reasonably disputed by one party and the other party has been notified of such dispute, if and whenever any payment due in accordance with this Agreement shall at any time remain unpaid for a space of twenty-one days next after becoming payable a further and additional sum by way of interest on the same calculated on a day-to-day basis at an annual rate higher by two per cent than the Base Rate of the Bank of England in force from time to time from the date upon which such sum first became payable shall (if demanded) be accounted for (as if paid) by the defaulting party to the other party.

31 **No partnership**

31.1 Nothing in this Agreement shall be construed as creating or implying any partnership between the parties hereto and save as expressly provided nothing in this Agreement shall be deemed to make HFH the agent of the Council or authorise HFH to:

31.2 incur any expenses on behalf of the Council;

31.3 enter into any engagement or make any representation or warranty on behalf of the Council; or

31.4 commit or bind the Council in any way whatsoever without in each case obtaining the Council's Representative's prior written consent.

32 **Survival of this Agreement**

32.1 Insofar as any of the rights and powers of the Council provided for in this Agreement shall or may be exercised or exercisable after the termination or expiry of this Agreement the provisions of this Agreement conferring such rights and powers shall survive and remain in full force and effect notwithstanding such termination or expiry.

32.2 Insofar as any of the obligations of HFH provided for in this Agreement remain to be discharged after the termination or expiry of this Agreement the provisions of this Agreement imposing such obligations shall survive and remain in full force and effect notwithstanding such termination or expiry.

33 **Severance**

33.1 If any provision of this Agreement becomes or is declared invalid or unenforceable that shall not affect any other provisions which shall all remain in full force and effect.

34 **No assignment**

34.1 No party shall be entitled to assign this Agreement or any of the rights hereunder to any other party.

35 **Notices etc**

35.1 Any notice or other communication under this Agreement shall be sufficiently served if served personally on the other party or sent by prepaid first class post to the addresses given at the head of this Agreement or by electronic mail to the central email addresses given in the parties' websites and, subject to proof to the contrary, shall be deemed to have been received on the second working day after the day of posting or on successful transmission, as the case may be.

36 **Third party rights**

36.1 No rights are conferred under this Agreement pursuant to the Contracts (Rights of Third Parties) Act 1999.

37 **Concurrent remedies**

37.1 No right or remedy for any party under this Agreement is exclusive of any other right or remedy and each such right or remedy shall be cumulative and enforceable concurrently and shall be without prejudice to pre-existing obligations.

38 **Variation**

38.1 Except as otherwise expressly provided, no variation of this Agreement shall be valid unless it is in writing and executed and delivered as a deed by or on behalf of each of the parties.

39 **Confidentiality**

39.1 The parties agree to keep the subject matter of this Agreement confidential subject only to statutory duties and/or usual contractual obligations.

40 **Law**

40.1 This Agreement shall be governed and construed according to English law.

This Agreement has been entered into as a deed and is delivered on the date stated at the beginning

The **COMMON SEAL** of
THE MAYOR AND BURGESSES OF THE LONDON BOROUGH OF HARINGEY)
was affixed)
in the presence of:)

The **COMMON SEAL** of)
HOMES FOR HARINGEY LIMITED)
was affixed)
in the presence of:)

_____

Authorised Signatory

Schedule 1

HFH's Services

(Clause 2)

1) The following landlord and tenant services are provided by HfH to the Council:

- Voids, allocations and lettings
- Tenancy and leasehold management
- Estate management
- Rent, service charge and sundry account management
- Repairs and maintenance
- Major works
- Housing advice, homelessness services and housing needs
- Private sector housing
- Housing information

Where there are services that rely on collaboration between the Council and HfH, an appropriate protocol will be devised as necessary.

Schedule 2

Services provided by the Council

These services are delivered by the Council and are described in a series of service level agreements and governed by a central Performance Concerns Framework:

- Customer services
- Single front line services
- HR and OD
- IT
- Procurement
- Property Services
- Insurance
- Parking services and CCTV
- Benefits
- Leisure
- Finance and accounting
- Legal services
- Communications
- Fraud investigation

Report for: Cabinet 15th March 2016

Item number: **13**

Title: Disposal of land at Monument Way, Tottenham Hale

Report authorised by : Director of Regeneration Planning and Development

Lead Officer: Jon McGrath Assistant Director Corporate Property and Major Projects

Ward(s) affected: Tottenham Hale

Report for Key/ Non Key Decision: Key

1. Describe the issue under consideration

1.1. The Council currently owns land within the Chesnut Estate located to the north of Monument Way comprising Fairbanks Road, a small car park, a linear strip of grass and a brick wall and known as the Monument Way site ("Monument Way site") and shown edged red on the site plan in Appendix A.

1.2. An opportunity has arisen to dispose of the Monument Way site to Newlon Housing Trust for the purpose of building affordable rented residential units.

1.3. This paper is asking Cabinet to approve the disposal of the Monument Way Site to Newlon Housing Trust and for approval to grant right to buy receipts to Newlon Housing Trust to enable a scheme with a proportion of affordable rent homes which is significantly above the current planning policy requirement.

2. Cabinet Member Introduction

2.1. Tottenham is a strategic area for the council and the transformation of Tottenham Hale will benefit the existing and new communities across Haringey and London. The Council's strategy for the regeneration of Tottenham Hale includes a number of activities which allow growth to be positively managed. The Council is putting in place an appropriate planning policy framework through the Tottenham Area Action Plan and a delivery framework through the Tottenham Hale District Centre Framework and associated delivery strategies.

2.2. The Council has secured funding to support delivery through a variety of sources, including the Housing Zone and are identifying and/or working with development partners to see key sites coming forward. The regeneration activities will also deliver a social dividend, for example investment in a Tottenham Hale Health Centre and investment in green and open spaces.

2.3. There are significant challenges around delivery of affordable rent homes in Tottenham, Haringey and across London. The Monument Way site has been identified as being appropriate for affordable homes because the council owns

this site and it is a relatively straightforward site to develop, residents in the area have also expressed a preference for affordable rent homes to be located on this site . This is an opportunity to dispose of a small area of land which is surplus to the councils requirements to deliver affordable homes in Tottenham, this is a positive message to the community in Tottenham that the Council is delivering affordable rent homes at the start of the Housing Zone delivery programme.

3. Recommendations

3.1 It is recommended that members agree:

a) To declare the Monument Way site (shown edged red on the site plan attached Appendix A) surplus to requirements.

b) To authorise the disposal of the Monument Way site to Newlon Housing Trust for the sum set out in Part B of the report and on the terms set out in the Heads of Terms attached in Part B.

c) To note the intention to acquire the piece of land at the end of Fairbanks Road (shaded green on the plan attached in Appendix A) from Holy Trinity School and part of the land shaded orange on the plan attached in Appendix A from Transport for London and to dispose to Newlon Housing Trust as part of recommendation b) and on the basis that the disposal is likely to contribute to the achievement of the promotion or improvement of the economic or social or the environmental well being of the area.

d) That delegated authority be given to the Director of Regeneration Planning and Development after consultation with the Section 151 Officer and Cabinet Member for Housing and Regeneration to agree the final details of the Heads of Terms and contract documentations.

e) To grant a sum of a maximum of £5,000,000 from right to buy receipts to Newlon Housing Trust as a contribution towards the provision of a minimum of 44 affordable rented units as set out in the Heads of Terms in Part B and subject to Newlon Housing Trust entering into a funding agreement and 100% Nominations Rights for the minimum of 44 affordable rented units.

4. Reasons for decision

4.1. The Monument Way site sits within the Tottenham Housing Zone. Officers consider the site suitable for affordable rent homes and is able to use right to buy receipts to maximise the affordable rent position. The site can be delivered relatively quicky and independently of other sites in the Housing Zone and is a priority since Council has an urgent demand for affordable rent homes.

4.2. It is proposed that the Monument Way site be declared surplus to requirements and can be disposed of to provide much needed affordable rent housing. This is the reason for the recommendation in 3.1 (a).

4.3. The Council are not in a position to undertake the development themselves due to insufficient resources and have been discussing with Newlon Housing Trust, as a preferred partner, the opportunity to take forward the development.

4.4. Officers are recommending that the land is disposed to Newlon Housing Trust for the sum set out in the Heads of Terms in Part B and on the terms set out in the Heads of Terms in Part B. This is the reason for the recommendation in 3.1 (b)

4.5. The Council holds the freehold of most of the land within the Monument Way site except and is in the process of acquiring two parcels of land from adjoining owners. These land transfers will be dealt with in separate reports, the Council is recommending that members note the land assembly activities, this is the reason for the recommendation in 3.1 (c).

4.6. Draft Heads of Terms can be found in Part B, however terms cannot be fully agreed due to land assembly complications and abnormal costs which are at present not fully understood. These will be resolved in the final documentation; therefore the report is recommending that delegated authority be given to the Director of Regeneration Planning and Development after consultation with the Section 151 Officer and Cabinet Member for Housing and Regeneration to agree the final detail of the Heads of Terms. This is the reason for the recommendation in 3.1(d).

4.7. The Council will give a grant to Newlon Housing Trust from right to buy receipts in order to maximise the number of affordable rent units. The Council has previously agreed in principle that Right to Buy receipts can be allocated to development partners to increase the level of affordable housing within the Borough. However, in line with other Council expenditure any allocation above £500,000 needs to be agreed by Cabinet. This is the reason for the recommendation in 3.1 (e).

5. Alternative options considered

5.1. The alternative option is to not sell the site to Newlon Housing. This would result in not achieving a minimum of 44 new affordable rented residential accommodation in Tottenham Hale.

5.2. The Council could sell the site in the open market. However the land receipt is unlikely to be higher than that for a social rented development and would at best be policy compliant and therefore not achieve the same level of social housing the Newlon proposal provides.

5.3. The Council could undertake the development themselves. However the Council's new build programme, due to insufficient resource, is not in a position to undertake the development and Newlon as a preferred partner could take the development forward.

6. Background information

Strategic Context

6.1. Tottenham is a major regeneration area for Haringey and London. The Tottenham Strategic Regeneration Framework (SRF), approved by Cabinet on 18th March 2014, identifies Tottenham Hale as being London's next great neighbourhood and sets out an ambitious vision for the transformation of this area.

6.2. The Haringey Local Plan: Strategic Policies and emerging Tottenham Area Action Plan (AAP) (approved at Full Council on 23 November 2015 to be submitted for Examination in Public consequent to Regulation 19 in 2016) include ambitious targets of 5,000 homes and 4,000 jobs to be delivered in Tottenham Hale across a number of specific development sites.

6.3. The Monument Way site is part of site TH 10: Welbourne Centre & Monument Way in the AAP and has been identified as being suitable for housing and other uses. This report relates to the Monument Way site and not the Welbourne Centre site.

The Monument Way site

6.4. The Monument Way site comprises Fairbanks Road, a linear strip of grass and small car park with a brick wall on the southern boundary, shown edged red on the site plan in Appendix A. Fairbanks Road provides access into Chestnut Estate, which comprises two and three storey terraced housing managed by Homes for Haringey. The grassed area provides limited amenity and is used for dog walking and informal ball games; Fairbanks Road and the car park area is used for car parking.

6.5. To the south of the brick wall is a linear strip of land that provides a pedestrian footpath adjacent to a tree lined grass verge fronting Monument Way, currently not in the councils ownership.

6.6. The Council holds the freehold of most of the land within the Monument Way site except for the land shown shaded green which the Council is in the process of acquiring from Holy Trinity School (London Diocesan Board for Schools) and the land shaded orange which the Council is acquiring from Transport for London. The land in the Monument Way site is currently held in the Housing Revenue Account (HRA) and the land shown shaded green and orange when acquired will be held for general fund purposes. A condition precedent in the Heads of Terms will be to have completed all necessary land assembly prior to exchange.

Development Proposal

6.7. The site allocation for site TH 10: Welbourne Centre & Monument Way in the AAP describes the site as "being suitable for comprehensive redevelopment of the Welbourne Centre site for secondary town centre uses (which could include a health centre) at ground floor level, and residential above with limited new residential development to the south of Chesnut Estate". The AAP Design Guidelines state the development along Monument Way should be more in keeping with the surrounding context.

6.8. A range of development options to meet the outputs in the AAP were developed and reviewed in the development of the DCF, informed by an extensive and bespoke programme of stakeholder consultation and community engagement, this is set out in Appendix 1 of the Cabinet Report Tottenham Hale District Centre Framework and Delivery Strategies on 9 February 2016. Through development of the DCF it has been established that the full development capacity in the AAP for this site cannot be achieved, the outputs from the Monument Way site and Welbourne Centre site in the DCF represent a realistic development capacity for the site.

6.9. There has been specific engagement with the residents in Chesnut Estate as it is one of the only sites which has a direct interface with an existing residential community. Through this process the Council has noted a number of priorities for residents regarding the Monument Way site:

- Affordability: Residents would support a development providing affordable rent units
- Density and building height: Residents were concerned with building heights along Monument Way and as a result the DCF proposals show building height being in keeping with surrounding context.
- Open Space: Residents were concerned with the loss of green space within the estate and as a result the proposals were amended so that three of the four possible plots are developed, retaining the fourth plot as open space.
- Brick Wall: Residents living in Chesnut Estate value the brick wall and the protection it gives from the noise of vehicles on Monument Way. The council will work with Newlon Housing Trust to carry out detailed options for the new public realm along Monument Way including proposals for whether or not to retain the wall.
- Footpath and cycle route: A new footpath and cycle route has been created as part of the TfL Gyratory works, this is part of the cycle network in the area. New development would need to include a cycle route and footpath.
- Parking: Residents have expressed concern with potential loss of parking. The new development at Monument Way will reprovide some parking spaces along Fairbanks Road but there will be in a net loss in parking spaces. A parking study carried out during the development of the DCF shows that overnight parking within Chesnut Estate is not at full capacity so there is capacity for some loss of parking spaces. This will be explored in more detail and dicsussed with residents during detailed design.

6.10. The new public realm, including open spaces, around Monument Way and the Welbourne site will be some of the first spaces in the the Green and Open Spaces Strategy to be delivered. The Green and Open Spaces Strategy sets out a vision for a network of high quality green spaces across Tottenham Hale and a series of new and improved links making it easier to access the Lea Valley. Cabinet approved the recommendation to note the draft DCF delivery strategies and grant delegated authority approve the final version on 9 February 2016.

Newlon Housing Trust

6.11. The proposal from Newlon Housing Trust will provide a minimum of 44 affordable rent units on the site, this is much needed social housing for the Borough which will support the Council's Housing need. This supports the Council's priorities as set out in the Corporate Plan.

6.12. Newlon Housing Trust are a strong local partner and have their headquarters located at Hale Village N17, as Newlon are locally based they will be able to provide a responsive management service to residents. They are already one of just two significant RSL partners in the Tottenham Hale area and have a strong track record of providing housing in the area.

6.13. The Council has established that a grant of up to £5,000,000 from right to buy receipts is required in order to maximise the number of affordable rent units. This will represent 30% of the development costs for the development which is the maximum allowable for the Council to fund from right to buy receipts for affordable housing. Newlon Housing Trust will be funding the remainder of the scheme themselves.

Risks

6.14. There is a cost risk in that Newlon have requested that the Council provide an indemnity towards all their costs should the Council pull out of the deal. The heads of terms allow for this up to obtaining planning consent for the development and up to a maximum sum set out in Part B.

6.15. The Council can only provide a maximum of 30% of Right to Buy receipts towards this project. Should this be insufficient to support the project it is proposed to provide Housing Zone Grant to ensure the project is deliverable.

6.16. Following the announcement in the Comprehensive Spending Review of proposed changes to the housing sector and the introduction of new affordable housing product the GLA will no longer be able to provide grant for affordable rented products, though support for shared ownership is expected to continue. In addition to this the implications of the new NPPF planning regulations are not yet clear. There is a risk that the Monument Way site will be required to deliver a different tenure mix to reflect new planning regulations.

7. Contribution to strategic outcomes

7.1. The recommendations in this report are related to a number of Council wide corporate policies and priorities and will help deliver the Council's priorities as set out in the Corporate Plan 2015-2018: building a stronger Haringey together and in the draft Housing Strategy. In particular, the affordable rented homes in this proposed development will support delivery of the Council's target for affordable housing in the Borough.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

8.1. The Council has previously agreed in principle that Right to Buy receipts can be allocated to development partners to increase the level of affordable housing within the Borough. However, in line with other Council expenditure any allocation above £500,000 needs to be agreed by Cabinet.

8.2. In allocating Right to Buy receipts, the Council needs to assure itself that 2 criteria are satisfied. Firstly, Right to Buy receipts can only represent a maximum of 30% of the total cost of providing affordable housing, so for example for every £1m invested in Affordable Housing, £300,000 is the maximum that can be funded from Right to Buy receipts.

8.3. Secondly the Council needs to ensure that its receives value for money, effectively meaning that the Council contribution via Right to Buy receipts, is only funding additional Affordable Housing Units and not units that could have been provided anyway.

8.4. In order to ensure that these conditions are satisfied, the Council will need to verify the viability assessments supplied by Newlon. However, the initial position shows a total scheme cost as set out in Part B, thus a maximum of £5,000,000 of Right to Buy receipts could expect to be allocated. As the scheme costs will change as the project progresses, it would be advisable for Cabinet to provide Delegated authority for this amount to be varied as necessary.

8.5. With respect to Right to Buy receipts, the Council has retained around £10,000,000 over the last 3 years, representing the proportion of the sales income the Council is allowed to retain. The other options the Council has for these receipts is to fund its own new build programme or return them to Central Government. The scope of the Council new build programme means that the Right to Buy receipts are very unlikely to be used internally in the timescale (3 years) before they have to be returned to government anyway. Hence this scheme represents good value for money for the Council in that it will increase the availability of affordable housing by using funding that the Council would not otherwise be able to utilise.

8.6. The Construction Procurement Group (CPG) have no reasons preventing Cabinet from approving the report recommendations.

Legal

8.7. The Council holds the part of the Monument Way site that it owns for housing purposes. The Council can dispose of the land under section 32 of the Housing Act 1985 but it must first obtain the consent fo the secretary of state. The Council may dispose of vacant land under Consent A3.2 of the General Housing Consents 2013.

8.8. Part of the site includes Fairbanks Road and any public highway and paths may need to be stopped up if the development is to proceed, The stopping up should form part of the planning process.

8.9. The part of the site shown shaded green and shaded organge on the plan are still to be acquired by the Council. Once acquired the Council will hold the land for general fund purposes. The Council may dispose of such land under section 123 of the Local Government Act 1972. The Council can dispose this land in any manner it wishes but must obtain the best consideration that can reasonably be obtained otherwise it must obtain the consent of the secretary of state. The General Disposal Consent 2003 allows the Council to dispose under value provided the under value is less than £2m and where it considers that the disposal would help it secure the promotion or improvement of the economic, social or environmental well being of its area. The Council must also have regards to its community strategy.

8.10. The Council is proposing to grant a sum of a maximum of £5,000,000 to Newlon Housing Trust and in return Newlon will construct a minimum of 44 of affordable rented units on the site. That funding must be no more that 30% of the development costs (as defined in the Agreement with the Secretary of State for Communities and Local Government dated 27 June 2012 (as subsequently varied on 14 June 2013) pursuant to Section 11(6) of the Local Government act 2003. In order to protect that funding Newlon must enter into a funding agreement that is acceptable to the Council and the Council will be able to nominate tenants for these units through a nominations agreement.

Equality

8.11. The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:

- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;

- Advance equality of opportunity between people who share those protected characteristics and people who do not;

- Foster good relations between people who share those characteristics and people who do not

8.12. An updated version of the Equality Impact Assessment for the Tottenham Hale Delivery Framework accompanies this report (Appendix C), which draws on the plans for Monument Way and the impact on different groups of residents.

8.13. The Equality Impact Assessment concludes that the impact of the disposal of the Monument Way site and development for a scheme which delivered a level of affordable rent units which is considerably higher than current policy requirements is generally considered to be positive as it delivers much needed affordable rent homes inTottenham Hale as well as provides an opportunity to improve the amenity along Monument Way.

8.14. There should be positive outcomes for groups sharing the protected characteristics, in particular younger residents, disabled residents and BME residents, whose need for affordable housing is proportionally higher. Residents with the protected characteristics will also benefit from the improved amenity, including through increased accessibility for disabled residents and parents/carers with buggies. Within the overall Tottenham Hale Development Framework, a robust process for monitoring and evaluating development will be used to ensure that the intended benefits for all groups of residents, including those from the protected groups, are felt.

8.15. The EqIA also notes that there is potential for disruption arising from the proposed development that will require mitigation. Disruption is likely to impact in particular on residents of the Chesnut Estate.

8.16. The overall Tottenham Hale Delivery Framework recognises the need for engagement with residents and service users likely to be impacted by development proposals, including the need to engage with groups that share the protected characteristics and may be harder to engage. Delivery partners are expected to engage positively and proactively with the community and to support the community throughout the period of development including minimising the impact of disruption from construction works wherever possible.

8.17. The Regeneration Team is working with Homes for Haringey to liaise with hard to reach groups on the Chesnut estate and surrounding areas. A number of priorities have been identified in consultation with the residents in Chesnut Estate (see 6.9) which have already influenced the emerging design and which has also identified some mitigating actions specific to this scheme:

- The target of delivering affordable rent homes
- The delivery of a scheme whose massing respects the building height of the existing estate
- The retention of one of the possible four development plots for open space and inclusion of new play spaces in the refurbishment of Chesnut Road
- The decision on whether to retain the brick wall or not will be made in consultation with residents
- Parking capacity will be part of a separate study and tested through the planning process
- Monitoring and oversight arrangements will be ongoing as part of the DCF communication strategy
- Residents in Chesnut Estate and surrounding areas will continue to be engaged through the pre application stage and detailed design stage
- The construction method statement will be developed in consultation with residents and will aim to minimise disruption caused by the development

9. Use of Appendices

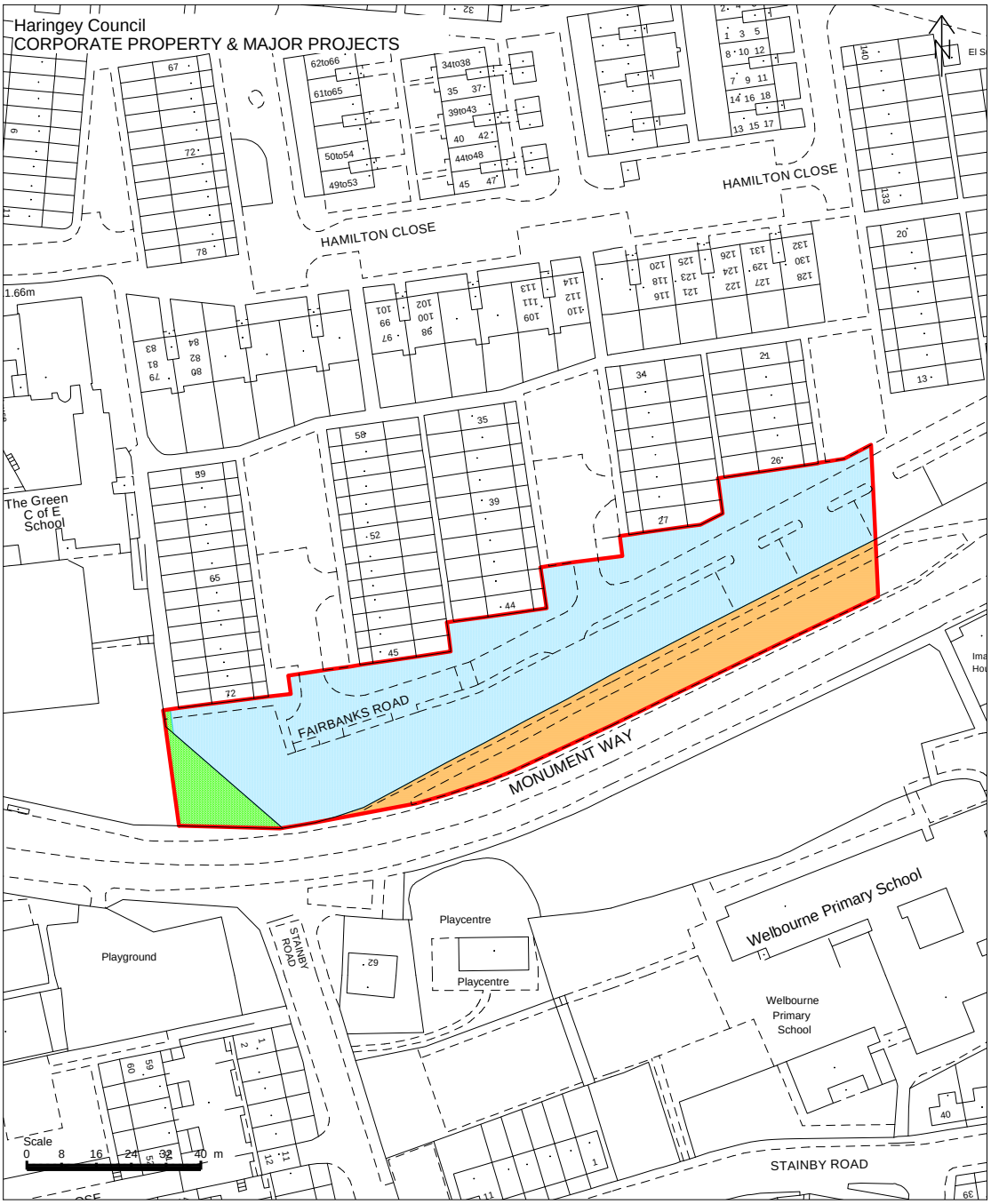
Appendix A – Site Plan
Appendix B – Draft Heads of Terms – In Part B
Appendix C – Equality Impact Assessment

10. Local Government (Access to Information) Act 1985

10.1. Tottenham Strategic Regeneration Framework (SRF), approved by Cabinet on 18th March 2014
10.2. Haringey Local Plan: Strategic Policies
10.3. Tottenham Area Action Plan (Pre submission version January 2016)
10.4. Tottenham Hale Disctrict Centre Framework and supporting strategies, adopted by Cabinet 9 February 2016

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Appendix A – Site Plan



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Development Site
Fairbanks Road
Tottenham
LONDON
N17

Red verging - Development site
Blue shading - Haringey Council ownership
Green shading - Holy Trinity School ownership
Orange shading - TfL ownership

Site Area : 0.5849 hectare

Overlay : HSS - misc.

Scale 1:1250

Plan produced by Janice Dabinett on 18/02/2016

Drawing No. BVES A4 2778b

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Haringey Council

Equality Impact Assessment (EqIA) Name of Project	Tottenham Hale Delivery Strategies **Monument Way Update**	**Cabinet meeting date** ***If applicable***	9 February 2016
Service area responsible	Chief Operating Officer		
Name of completing officer	Beth Kay	**Date EqIA created**	25th November 2015
Approved by Director / Assistant Director	Helen Fisher	**Date of approval**	29 February 2016

The Equality Act 2010 places a '**General Duty'** on all public bodies to have '**due regard'** to:

- **Eliminating discrimination, harassment and victimisation**
- **Advancing equality of opportunity**
- **Fostering good relations**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a '**Specific Duty'** to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council's website.

Stage 1 – Names of those involved in preparing the EqIA		
1. Project Lead	Beth Kay	5.
2. Equalities / HR	Ben Ritchie	6.
3. Legal Advisor (where necessary)	---	7.
4. Area Manager	Peter O'Brien	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups

2.1 The Council's strategy to the regeneration of Tottenham Hale covers a number of key strands, including:

- Developing appropriate planning policies (through the Tottenham Area Action Plan)
- Developing a delivery framework (through the Tottenham Hale District Centre Framework and associated delivery strategies)
- Site acquisitions to support the AAP's approach to comprehensive development
- Securing funding to support delivery (through a variety of sources, but including the Housing Zone)
- Identifying and/or working with development partners to see key sites coming forward, including a strategic development partnership for the first phase of the Tottenham Hale District Centre
- Delivering a social dividend, for example investment in a Tottenham Hale Health Centre and investment in green and open spaces
- Engaging local residents and businesses
- Protecting the long term legacy by developing novel approaches to maintenance and management issues

2.2 This document relates to the above strategies and was written to accompany the following Cabinet report:

- Tottenham Hale: District Centre Framework, 9 February 2016
- **The document has been updated to accompany the Monument Way disposal Cabinet report, 16 March 2016**

2.3 The document has been updated to assess the impact of a Cabinet decision to:

- **Dispose of the Monument Way Site to Newlon Housing Trust and for approval to grant right to buy receipts to Newlon Housing Trust to enable a scheme with a proportion of affordable rent homes which is significantly above the current planning policy requirement**

2.4 The London Plan and Haringey's Local Plan and Tottenham Area Action Plan (AAP) set out ambitious targets for home and job growth in Tottenham Hale. The District Centre Framework (DCF) shows how these high level policies can be translated onto the ground and how beyond numbers, the heart of Tottenham Hale will begin to take shape. At its heart, this includes consideration of the elements that make up a sustainable place, including the social, community, economic and physical infrastructure needed to support the level of growth envisaged.

2.5 The Tottenham AAP is supported by a Sustainability Appraisal, which includes a Habitats Regulation Assessment, Environmental Impact Assessment,

and an Equalities Impact Assessment. The Sustainability Appraisal tests the policies and proposals to identify the likely social, environmental and economic impacts that may arise, and evaluates options for mitigating negative impacts and enhancing positive impacts. The Habitats Assessment determines whether the proposals in the AAP might have a significant effect on a European designated natural habitat. The Equalities Impact Assessment examines how the AAP meets the needs of the whole community and makes sure that the proposals and policies being advocated through the AAP do not result in any disproportionate disadvantage to any group in the community.

2.6 The DCF and supporting strategies set out in the Cabinet Report show what the district centre could look like by describing the structure of Tottenham Hale (its streets and spaces), the form and function of its buildings, the nature of green and open spaces and the location of key community infrastructure. The strategy is to transform the heart of Tottenham Hale, currently an area dominated by surface car parking and out of town retailing, into a safe, open and attractive series of streets and spaces for people, flanked by shops, cafes and community facilities. The DCF is based on the following five themes:

- A Revitalised Heart: A place with a range of shops and leisure options where people enjoy spending time.
- An Affordable 21st Century Neighbourhood Of Choice: A mix of affordable and market homes to rent and buy. The social and community infrastructure to support a growing community.
- A Well Connected Centre: Well-connected and accessible spaces, promoting walking and cycling.
- A Network Of Green And Open Spaces: High quality, green and open spaces, which are well managed/maintained, clean and safe.
- A Working Centre: A good place to start up and grow businesses and create jobs. A mix of job types at varying skill levels.

2.7 Cabinet approved the recommendation to adopt the DCF and supporting strategies and endorse the first tranche of projects to be delivered on 9 February 2016. The adoption of the DCF, Streets and Spaces Strategy and Green and Open Spaces Strategy at Cabinet provides a clear indication to the community and developers about the quality of development that the council would like to see in Tottenham Hale. The adopted documents will now be used by the council to steer design and investment decisions in a direction that allows a good quality of design and the delivery of a built environment which celebrates Tottenham Hale's unique assets.

2.8 The first site to be considered at Cabinet after the adoption of the DCF is the Monument Way site. The Council currently owns land within the Chesnut Estate located to the north of Monument Way comprising Fairbanks Road, a small car park, a linear strip of grass and a brick wall known as the Monument Way site. An opportunity has arisen to dispose of the Monument Way site to Newlon Housing Trust for the purpose of building affordable rented residential units. There are significant challenges around delivery of affordable rent homes in Tottenham, Haringey and across London. This is an opportunity to dispose of a small area of land which is surplus to the councils requirements to deliver affordable homes in Tottenham.

Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment
Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the

Council's workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.	
Data Source (include link where published)	**What does this data include?**
NA	
Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment **This section to be completed where there is a change to the service provided**	
Data Source (include link where published)	**What does this data include?**
Ward level equalities data, 2011 Census http://www.haringey.gov.uk/sites/haringeygovuk/files/ward_level_eqia_data.xlsx	Demography, Ethinicity/ identity/ language/ religion, health, housing and accommodation, qualifications, labour market
A Plan for Tottenham final EqIA http://www.haringey.gov.uk/sites/haringeygovuk/files/a_plan_for_tottenham_final_eqia.pdf	Indices of deprivation, age, disability, race/ religion/ belief, gender, tenure
Tottenham AAP Sustainability Appraisal Report http://www.haringey.gov.uk/sites/haringeygovuk/files/tottenham_aap_-_interim_sa_report_feb_2015.pdf	Sustainability Appraisal topics covering social, economic and environmental objectives
Equalities profile of Tottenham Hale and Tottenham Green in Haringey– in appendix	Gender, age, ethnicity, religion, disability, marital status, sexual orientation

Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	**Negative**	**None**	**Details**
Sex	X			Data. The percentage of female residents in the ward is the same as the Borough average of 50.5%. The percentage of females in employment (part time or full time) in the ward is not significantly different to that in the Borough or in London (43%). All residents regardless of gender will benefit from the proposals set out in the strategies including the: • the improved transport links • the provision of more homes • the improvements in existing open spaces • improvements to public spaces and streets; and

				• plans to increase jobs and training opportunities
Gender Reassignment			X	There will be no adverse impact on this protected group.
Age	X			Data Haringey has a relatively young population with a quarter of the population under the age of 20, and 91% of the population aged under 65 (89% London and 83% England). Tottenham Green's largest age group is the 25 - 29 group with 11.1% of the population, a similar percentage the Haringey. Tottenham Hale's largest age group is the 20 -24 group with 11.4% of the population, this is the largest increase in an age group of 3.3% increase since 2001. Tottenham Hale has a high percentage of under 20 year olds at 30% (compared to Haringey average of 25%). Impact – Positive As the number of young people living in Tottenham Hale is above the Borough average the plans to invest in the area and deliver more homes and jobs will benefit these young people. The investment in the public realm, streets and open spaces will also benefit residents and the provision of improved community and leisure facilities. The improvements to the accessibility of the Lea Valley with the new bridges and improved connections will benefit all residents, residents with young children and the elderly will particularly benefit as access to the Lea Valley is currently quite challenging. **The Monument Way development will include a proportion of affordable rent homes which is significantly higher than the current planning policy requirement which meets current policy requirements regarding accessibility. There should be positive outcomes for groups sharing the protected characteristics, in particular younger residents, disabled residents and BME residents, whose need for affordable housing is proportionally higher.**
Disability	X			Data In Haringey 14% of residents have a long term health problem that limits their day to day

				activity, lower than England but in line with London. This is slightly higher in Tottenham Green ward and higher still in Tottenham Hale at 16.4%. In Haringey 5.7% of residents report being in bad health, slightly higher than England and London, in Tottenham Green this is higher at 6.3% and in Tottenham Hale even higher at 7.4%. Impact – Positive The percentage of long term sick/disabled in Tottenham Hale is above the Borough average, and the improvements to accessibility to the Upper Lea Valley will benefit residents with disabilities. The Streets and Spaces Strategy and Green and Open Spaces Strategy propose a series of interventions into the public realm and open spaces. The purpose is to create a series of high quality and accessible neighbourhoods with good connections to community infrastructure like the Upper Lea Valley and also employment and community facilities. The interventions will have a positive impact on groups with disabilities as they include new and improved public realm and specifically aim to improve accessibility through the disctrict centre and to the Upper Lea Valley. **The Monument Way development will include a proportion of affordable rent homes which is significantly higher than the current planning policy requirement which meets current policy requirements regarding accessibility. There should be positive outcomes for groups sharing the protected characteristics, in particular younger residents, disabled residents and BME residents, whose need for affordable housing is proportionally higher.**
Race & Ethnicity	X			Data Haringey is the 5th most ethnically diverse borough in the country. Over 65% of residents come from non-White British communities, compared to 20% in England, 55% for London and nearly 81% of our school children. 190 different languages are spoken in our schools. The proportion of non-White British communities varies from 35.2% in Muswell Hill to 83.4% in Northumberland Park. Tottenham Green and Tottenham Hale have a high percentage of Black residents. Tottenham Green is ranked fourth for Black residents (28.9%) and Tottenham Hale is ranked second

				(32.6%) as compared to Haringey (18.8%) and London (13.3%). Tottenham Green and Tottenham Hale also have higher than borough average of Asian, Mixed and Other residents. Impact – Positive The ward has a higher percentage of BME residents and all groups of residents, regardless of ethnicity/race, will benefit from: • the improved transport links • the provision of more homes • the improvements in existing open spaces • improvements to public spaces and streets; and • plans to increase jobs and training opportunities **The Monument Way development will include a proportion of affordable rent homes which is significantly higher than the current planning policy requirement which meets current policy requirements regarding accessibility. There should be positive outcomes for groups sharing the protected characteristics, in particular younger residents, disabled residents and BME residents, whose need for affordable housing is proportionally higher.**
Sexual Orientation			X	All residents regardless of their sexual orientation will benefit from the actions set out in the plan so there will be a neutral affect on this protected group.
Religion or Belief (or No Belief)	X			Data Haringey is one of the most religiously diverse places in the UK. The most common religion was Christianity, accounting for 45% of residents, less than London (48.4%) and less than England (59.4%). In Tottenham Green 50.9% residents are Christian and in Tottenham Hale 52.4% are Christian. The Christian population has decreased as a percentage since the 2001 census, in Tottenham Green it has decreased by 2.1% and in Tottenham Hale it has decreased by 1.9%. The next most common religion is Muslim (14.3%), higher than London (12.3%). In Tottenham Green this is higher than the borough average at 17.7% and in Tottenham Green it is higher still at 20.2%. The Muslim population has increased since the 2001 census, in Tottenham Green it has increased by 2.0% and in Tottenham Hale it has increased by 3.7%.

				Impact – Positive All groups of residents, regardless of religion/belief, will benefit from: • the improved transport links • the provision of more homes • the improvements in existing open spaces • improvements to public spaces and streets; and • plans to increase jobs and training opportunities
Pregnancy & Maternity	X	X		The proposals will have a positive impact on this protected group since they: • Identify a site for a new health centre • Identify possible locations for more community facilities • Provide better access to and provision of open space • Set out improvements to the underpass which is currently inaccessible for parents/ carers with buggies
Marriage and Civil Partnership			X	All residents will benefit from the actions set out in the plan so there will be a neutral affect on this protected group.

Stage 5b – For your employees and considering the above information, what impact will this proposal have on the following groups: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	**Negative**	**Details**	**None – why?**
Sex				Not applicable
Gender Reassignment				Not applicable
Age				Not applicable
Disability				Not applicable
Race & Ethnicity				Not applicable
Sexual Orientation				Not applicable
Religion or Belief (or No Belief)				Not applicable
Pregnancy & Maternity				Not applicable
Marriage and Civil Partnership				Not applicable

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
Governance and equality The Tottenham Hale DCF and supporting strategies aim to bring a wide range of social, envirionmental and economic benefits to all groups of residents living in the Tottenham Hale area. This is an ambitious and major regeneration programme, which will require strong governance and oversight to deliver.	**Monitoring and oversight arrangements –** A robust process for monitoring and evaluating development will be used to ensure that the vision for Tottenham Hale's District Centre is being successfully realised and that the intended benefits for all groups of residents are being felt. The DCF (page 165) commits to analysing a range of measures as part of this evaluation process, including user satisfaction surveys, transport by mode statistics, crime statistics, road safety indicators, cleaniness indicators, usage levels for new green spaces, job opportunities and profiles, and air quality indicators. Where targets are not being achieved, or if there is an indication that some groups of residents are becoming excluded, the Council will put in measures and look for solutions. The governance structure specific to the delivery of the DCF operates at three levels; the Joint Strategic Forum is accountable for strategic leadership and challenge whilst the Tottenham Delivery Board will oversee and drive forward the operational delivery of the programme – bringing together the Council, Met Police, TfL and GLA. The Major Businesses and Landowners Group brings together investors in the Tottenham Programme to work together more closely to improve the area. Delivery partners will be encouraged to commit to supporting the existing and future community throughout the period of transformation Delivery partners will be expected to: • Work together to ensure that Tottenham Hale is an exemplar of social, economic and environmental sustainability • Engage positively and proactively with the community throughout the planning and development process • Sign up to local labour market approach (skills, advertising positions

	locally etc through negotiated s106 agreements) and to procure services locally, wherever possible Residents in Chesnut Estate will need to be engaged throughout the pre application design process in order to ensure that detailed design of the units including the external works does not negatively impact upon residents, in fact there are opportunities to improve the amenity for existing residents.
Communication with hard to reach groups Hard to reach groups in the community are often those most affected by the transformation of a regeneration area and so these groups need to be meaningfully engaged with throughout the process to understand their needs and therefore the specific risks and issues around the proposals.	Given the breakdown of the local community it is important that events held such as the open days are promoted to and attended by the whole community. • Attendance will be monitored and if any groups of residents appear to be underrepresented actions will be developed. • It may be that specific outreach for hard to reach groups is required, this will be best achieved through working with existing community groups with strong links to the community. Tottenham Regeneration Team will work with Homes for Haringey to liaise with hard to reach groups on Chesnut Estate and surrounding areas.
Disruption Notwithstanding the benefits, the Council recognises the impact large scale development is likely to have on local people's lives during the construction delivery phases in Tottenham Hale over the next 10 years.	**<u>Actions to minimise disruptions</u>** The Council will work closely with partners and developers to minimise the impact of disruption from construction works wherever possible. The Council will continue to engage with the community and seek feedback to understand their concerns over potential disruption throughout this period of development. Delivery partners will be encouraged to commit to supporting the existing and future community throughout the period of transformation, including minimising disruption. Delivery partners will be expected to coordinate works and share information with each other, and sign up to the Considerate Constructors Scheme. The Test Project Strategy aims to set up a variety of meanwhile initiatives in

	the Tottenham Hale Area, that make the area an exciting and vibrant area for residents to live in whilst the construction works are underway. These initiatives will be open for all groups of residents to enjoy. Residents in Chesnut Estate will need to be engaged throughout the pre application design process in order to ensure that construction logistics and implementation plan minimises disruption to existing tenants.
Young people Tottenham Green and Tottenham Hale has a higher percentage of young people than in the rest of the borough and so this age group will be more affected than others by the proposals. Generally the proposals will result in a positive impact to the community because they are intended to improve the built environment and invest in the areas facilities and assets to support the housing growth which is being promoted. Consultation has identified some concerns set out in section 7 below.	Actions relating to young people • Carry out specific outreach to this hard to reach group to understand their needs better and to understand the impact of the regeneration • Develop programmes (or link into existing programmes) which support young people to access training and education to be able to benefit from the job opportunities which arise Residents in Chesnut Estate and surrounding areas will need to be engaged throughout the pre application design process for this scheme and also the Chesnut Road refurbishment (part of the Green and Open Space Strategy) to consider options for reproviding play space for young people and the deisgn of such spaces.
People with disabilities It is assumed that there will be a positive impact in people with disabilities, particularly which affect the mobility since the proposals include significant improvements to the public realm and streets and new fully accessible links to the Upper Lea Valley.	Actions relating to people with disabilities: • Engage with relevant groups in developing the detailed design for the new and improved infrastructure to fully understand needs • Engage with suitably qualified professionals to advise on emerging designs in terms of accessibility and DDA/ Doc M compliance
Black or Minority Ethnic Groups Tottenham Green and Tottenham Hale has a higher percentage of BME residents than most other wards in the borough and so this age group will be more affected than others by the proposals. Generally the proposals will result in a positive impact to the community because they are intended to improve the built environment and invest in the areas facilities and assets to support the housing growth which is being promoted. There will inevitably be some	Actions relating to BME groups: • Carry out specific outreach to this hard to reach group to understand their needs better and to understand the impact of the regeneration • Work with developers and contracting authorities to mitigate against disruption caused by construction works, maintain a clear communication campaign throughout the works to make sure all

disbenefits resulting from the regeneration, particularly in the medium terms when development is on site and there is disruption caused by the construction works.	residents are kept informed about the works as they progress.
People with a religion or belief (or no belief) Tottenham Green and Tottenham Hale has a higher percentage of people of Christian faith and a growing community of people with the Muslim faith. Whilst there are no specific proposals that identify new space for worship there may be opportunities within the area as development comes forward. The new residents will also provide opportunities for existing places of worship to increase their congregations. It is generally assumed that the proposals will have a positive impact on this protected group. One known need in the area is a community space large enough for events like wedding celebrations, christenings and funerals, whilst the proposals acknowledge the need for community space no space of adequate size or guaranteed cost has been identified.	Actions relating to people with a religion or belief (or no belief) • Engage with relevant groups in developing the detailed design for the new and improved infrastructure to fully understand needs • Continue to scope options for a community meeting space which could be used for local wedding celebrations, christenings and funerals
Pregnancy and maternity It is anticipated that the proposals will have a positive impact on this protected group and they involve significant improvements to the community and social infrastructure and also to the public realm, streets and open spaces. One service which caters for pregnant women and/ or parents and carers of young children may be affected.	Actions relating to pregnant women and parents and carers of young children • Engage with relevant groups in developing the detailed design for the new and improved infrastructure to fully understand needs • Any proposals for the Pavilion Nursery would have to be consulted upon within the staff and service users and any adverse impact on the protected group need to be mitigated against.

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	**What does this data include?**
There has been extensive engagement for the Tottenham Programme and specifically the Tottenham Hale District Centre Framework.	
Tottenham's Future In October 2013, Haringey Council commissioned an independent organisation called Soundings to conduct a thorough five-month	More than 3,700 people contributed to this consultation through a variety of methods – including completing canvas cards; visiting a dedicated website; visiting drop-in events and attending various exhibitions, community meetings and interviews. The responses fed into and shaped the council's Strategic Regeneration Framework (SRF)

consultation exercise called Tottenham's Future, to gather views from the community on their views and ambitions for the next 20 years. The Tottenham's Future consultation closed in February 2014, and a final report outlining responses can be viewed below. Tottenham's Future Consultation Report (PDF, 6.9MB) Tottenham's Future Consultation Report Appendices (PDF, 3MB)	for Tottenham, which sets out an exciting vision and seven strategies on how the local community's priorities can be achieved. By the age of 20, a child born in Tottenham today will have the same level of opportunity as the best in London, with: · World-class education and training · Improved access to jobs and business opportunities · A different kind of housing market · A fully connected community with even better transport links · A strong and healthy community · Great places · The right investment and high-quality development
Strategic Regeneration Framework In March 2014 Cabinet approved the SRF, which was then followed in July by the Cabinet-approved SRF Delivery Plan.	This sets out sets out the programme of projects in the short to medium term that will enable the delivery of the vision for Tottenham, structured around four priorities: • People: Improved access to jobs and business opportunities; world-class education and training; a strong and healthy community; • Place: Better caring for the place and delivering improved public realm in all of the local centres that comprise Tottenham; • North Tottenham including High Road West – a new stadium and an estate regeneration programme centred on Northumberland Park; and • Tottenham Hale – a key area of opportunity, building on the delivery of a new station and a range of mixed-use development.
Tottenham Hale Information Days – DCF 1 In October 2014, Haringey Council together with planning and urban design experts Allies and Morrison held a series of engagement events with the local community at Tottenham Hale to capture their views on the sort of centre they wanted to see in their local area.	More than 100 people attended the events, representing a range of interests, from residents associations, to local businesses. The four sessions all differed in the issues discussed and the key messages which emerged. The report sets out the following priorities: • Healthcare provision • Layout of the new centre • Retail offer – retain much used brands • Concerns with gyratory works making area less green and still not pedestrian friendly • Concerns about safety for pedestrians and cyclists • Jobs – want opportunities to young people to access training and employment
Tottenham Hale Information Days - DCF 2 In March and June 2015, Haringey Council held a series of engagement events with the local community at Tottenham Hale	The events held in Tottenham Hale have highlighted a number of common responses from local people about the proposals for Tottenham Hale and these have informed the plans to date.

to display and discuss emerging proposals for the DCF and supporting strategies.	Community priorities include: • Social infrastructure: Additional GPs were the most requested facility as well as future proofing schools to make sure there are enough school places for a growing community • Height: Concerns were raised about loss of light and the views to neighbouring buildings if new taller buildings are built • Streets and public realm: Create safe, pleasant connections between areas of Tottenham Hale for both pedestrians and cyclists. Open up public spaces and make them more welcoming • Business and retail: Many people wished to see more restaurants and social spaces introduced to the area and any new retail should include space for small and local businesses • Transport: There are already parking pressures in residential areas and it was felt underground parking/ managed parking systems should be considered to deal with additional parking requirements • Employment: There were questions over what employment would be delivered in the area. Jobs should meet local employment needs and skills • Building design: The quality of the design and materials of the buildings is important. Buildings should be designed to reflect the character of the area • Affordable housing: There is a need for genuine affordable housing for local people particularly families. New homes need to meet the needs of the local community • Affordable workspace: Creative and alternative business uses in the area should be retained, developed and supported
Test Project approach - mapping civic networks • Through February and March we undertook a review of policy, strategy and existing studies on the area, including the Strategic Regeneration Framework, Regeneration Strategy, Tottenham Hale Masterplan Refresh, Workspace Strategy and documentation on site-specific allocations. • We also met with a number of civic organisations and networks indicative of the area to inform an outline	The full range of mappings and interviews, which formed the basis for the development of Test Projects contained within the project bank, is contained within the Test Project Approach Appendix.

understanding of the latent skills, ideas and capabilities that could be supported or built upon.	
Sustrans Community DIY Streets • Engaged with approximately 500-700 residents through on-street events • Held 3 regular drop-ins, 7 on-street pop-ups, 5 co-design sessions, 5 feedback sessions and one final showcase, totalling 22 events. • Gathered approximately 200 email addresses, 40+ phone numbers	The project aimed, through a holistic, community led, street design process, to identify issues and collaboratively find solutions which help: • Calm and quiet residential streets • Improve links to walking and cycling routes • Improve access and links to playable/green/public space
Individual workshops and meetings with stakeholder groups	In November 2015 and January 2016 we engaged with a number of individual organisations and are preparing an engagement strategy for the next two years which will allow these groups to continue to be involved as the projects progress.
During all of the above events a number of specific priorities regarding he development of the Monument Way site were identified:	• Affordability: Residents would support a development providing affordable rent units • Density and building height: Residents were concerned with building heights along Monument Way and as a result the DCF proposals show building height being in keeping with surrounding context. • Open Space: Residents were concerned with the loss of green space within the estate and as a result the proposals were amended so that three of the four possible plots are developed, retaining the fourth plot as open space. • Brick Wall: Residents living in Chesnut Estate value the brick wall and the protection is gives from the noise of vehicles on Monument Way. The council will work with Newlon Housing Trust to carry out detailed options for the new public realm along Monument Way including proposals for whether or not to retain the wall. • Footpath and cycle route: A new footpath and cycle route has been created as part of the TfL Gyratory works, this is part of the cycle network in the area. New development would need to include a cycle route and footpath. • Parking: Residents have expressed concern with potential loss of parking. The new development at Monument Way will reprovide some parking spaces along Fairbanks Road but there will be in a net loss in parking spaces overall. A parking study carried

	out during the development of the DCF shows that overnight parking within Chesnut Estate is not at full capacity so there is capacity for some loss of parking spaces. This will be explored in more detail and sicsussed with residents during detailed design.

Stage 8 - Final impact analysis

The Equality Impact Assessment concludes that the impact of the disposal of the Monument Way site and development for a scheme which delivered a level of affordable rent units which is considerably higher than current policy requirements is generally considered to be positive as it delivers much needed affordable rent homes inTottenham Hale as well as provides an opportunity to improve the amenity along Monument Way.

There should be positive outcomes for groups sharing the protected characteristics, in particular younger residents, disabled residents and BME residents, whose need for affordable housing is proportionally higher. Residents with the protected characteristics will also benefit from the improved amenity, including through increased accessibility for disabled residents and parents/carers with buggies. Within the overall Tottenham Hale Development Framework, a robust process for monitoring and evaluating development will be used to ensure that the intended benefits for all groups of residents, including those from the protected groups, are felt.

The EqIA also notes that there is potential for disruption arising from the proposed development that will require mitigation. Disruption is likely to impact in particular on residents of the Chesnut Estate.

The overall Tottenham Hale Delivery Framework recognises the need for engagement with residents and service users likely to be impacted by development proposals, including the need to engage with groups that share the protected characteristics and may be harder to engage. Delivery partners are expected to engage positively and proactively with the community and to support the community throughout the period of development including minimising the impact of disruption from construction works wherever possible.

The Regeneration Team is working with Homes for Haringey to liaise with hard to reach groups on the Chesnut estate and surrounding areas. A number of priorities have been identified in consultation with the residents in Chesnut Estate (see 6.9) which have already influenced the emerging design and which has also identified some mitigating actions specific to this scheme:

- The target of delivering affordable rent homes
- The delivery of a scheme whose massing respects the building height of the existing estate
- The retention of one of the possible four development plots for open space and inclusion of new play spaces in the refurbishment of Chesnut Road
- The decision on whether to retain the brick wall or not will be made in consultation with residents
- Parking capacity will be part of a separate study and tested through the planning process

- Monitoring and oversight arrangements will be ongoing as part of the DCF communication strategy
- Residents in Chesnut Estate and surrounding areas will continue to be engaged through the pre application stage and detailed design stage
- The construction method statement will be developed in consultation with residents and will aim to minimise disruption caused by the development

Stage 9 - Equality Impact Assessment Review Log

Tottenham Hale District Centre Framework and Supporting Strategies Review approved by Director / Assistant Director	Helen Fisher	Date of review	27/1/16
Monument Way Disposal Review approved by Director / Assistant Director	Lyn Garner	Date of review	29/02/2016

Stage 10 – Publication

Ensure the completed EqIA is published in accordance with the Council's policy.

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Agenda Item 14

Report for: Cabinet 15th March 2016

Item number:

Title: Purchase of the Head Lease at 40 Cumberland Road, London N22 7SG

Report authorised by : Director of Regeneration Planning and Development

Lead Officer: Jon McGrath Assistant Director Corporate Property and Major Projects**jon.mcgrath@haringey.gov.uk** Telephone -0208 489 1818

Ward(s) affected: Noel Park

Report for Key/ Non Key Decision: Key

1. Describe the issue under consideration

1.1 The Council owns the freehold interest in the property at 40, Cumberland Road which is subject to a head lease to Salaft Properties Limited dated 26th October 2004 for a term of 20 years from 24th June 2004 ("Head Lease"). The Council occupies the building through a sub lease and currently uses the building as offices.

1.2 The head lessee has accepted an offer from the Council to acquire the head lease. This would provide the Council with an unencumbered freehold interest in the site.

1.3 The property forms part of the Council's ownership in Station Road and is currently offered as part of the Joint Venture proposal being procured by the Council.

2. Cabinet Member Introduction

2.1 40 Cumberland Road forms an important part of the Council's land holdings in Station Road. The purchase of the Head Lease of 40 Cumberland Road will ensure that the Council has an unencumbered freehold on the site in line with the Council's other holdings.

2.2 The site is a key component of the wider Council ownership in Station Road and will help provide the opportunity to redevelop the site as part of the Joint Venture development vehicle currently being procured

2.3 The purchase of the head lease will save the Council the rental payments on the building until the end of the lease and provide further opportunities for meanwhile uses in the short term.

3. Recommendations

3.1 It is recommended that Cabinet agree:

a) To purchase of the Head Lease of the property located at 40 Cumberland Road as outlined red on the plan attached in Appendix A for general fund purposes for the purchase price and costs set out in Part B of this report and based on the Heads of Terms set out in Part B of this report.

4. Reasons for decision

4.1 The Council are the freeholders of 40 Cumberland Road and also own the freehold of the majority of the adjoining properties in Station Road. The acquisition of the head lease at 40 Cumberland Road will save the Council rent and will also enable the site together with the other Council owned sites to be part of the Joint Venture Company currently being procured.

5. Alternative options considered

5.1 Should the Council not acquire the lease they will continue to pay rent until the end of the lease. A dilapidations cost would likely to be substantial at the end of the lease.

5.2 In the event that the site forms part of future redevelopment proposals of the Joint Venture development vehicle the current head lease interest would then need to be acquired at that time.

6. Background information

6.1 The site of 40 Cumberland Road is 0.125 hectares (0.31 acres) with approximately 3277sqm (35,278 sqft) of accommodation on 5 storeys with car parking. The freehold is owned by the Council with a long lease at a peppercorn rent held by Salaft properties Limited for 150 years from July 1981 (115 years unexpired). There is also an electricity substation on the site sublet by Salaft properties to Eastern Electricity for 150 years from July 1981.

6.3 The Council sublets the property from Salaft Properties on a lease dated 26th October 2004 for a term of 20 years expiring in June 2024 (8 years 3 months unexpired). The lease is subject to 5 yearly rent reviews at a current rent of £318,990 per annum (approximately £10.64 per sqft).

6.4 The lease is subject to a rent review in 2019 and the potential rent has been assessed based on a level set out in Part B of the report. On this basis the rental saved based on a purchase in 3 months with 8 years and 3 months unexpired would be 3 years 3 months at a level set out in Part B of this report.

6.5 Benefits of purchasing the Head Lease from Salaft Properties Limited include the following:-

- The Council would control the freehold of this and adjacent properties.
- It makes the opportunity to redevelop the site in Station Road owned by the Council much easier.
- There would be a potential saving in rent to the Council set out in Part B in this report.
- There will be no dilapidation claim on the building at the end of the lease.
- There will be marriage value created with the Council's other ownerships adjacent.

Best Consideration

6.6 An appraisal of the site has been undertaken by BNP Paribas who have considered the value of the head lease. The rental achieved at the next rent review is the main factor affecting the investment value. Currently BNP consider the building under rented and although there is little evidence available for similar properties with a single tenant in Wood Green they consider a rental value as set out in Part B to this report being a comfortable level that might be achieved at the next rent review. Based on this figure the head lease has been assessed by BNP as showing an investment value as set out in Part B of this report. Therefore the price agreed represents good value.

6.7 Should this rental level be agreed at review (in June 2019) a potential rental saving as set out in Part B of this report could be achieved although it is feasible that a lower rental level may be agreed at the review date.

6.8 There will be additional costs including stamp duty and agents fees as set out in Part B of this report in relation to the purchase which will need to be factored into the overall budget.

Contribution to strategic outcomes

6.9 The Council's Corporate Plan identifies Wood Green as one of the Council's two priority regeneration areas, alongside Tottenham. The Haringey Strategic Policies DPD (2013) - currently being altered alongside publication of the emerging Site Allocations DPD (2016) and the London Plan (2015), identifies the Wood Green area as a focus for considerable growth and development in the borough over the period of the Local Plan to 2026.

6.10 The Cumberland Road site forms part of the Station Road holdings of the Council which is a key part of the wider Wood Green Investment

Framework and Area Action Plan presented to Cabinet in January 2016. The Area Action Plan Issues and Options report sets out four broad development options, for public consultation in February/March 2016.

6.11 In the Wood Green Investment Framework the Station Road site has been identified for mixed-use, residential-led development and a tall landmark building on the site of River Park House.

6.12 The assessment of site opportunities and the grant of planning permission on the Clarendon Road site indicate that the area offers significant opportunity for urban renewal and intensification. This will provide the impetus to support economic development of the town centre. There is scope to provide up to 6,000 additional homes and 4,000 jobs on development sites in and around the town centre, including Council owned sites of which this site is part of.

6.13Further development potential will be supported by Crossrail 2. Consultation on Crossrail 2 options (including changes specific to Wood Green) with either new stations at Turnpike Lane and at Alexandra Palace or one station located centrally within Wood Green closed on 8th January 2016.

6.14 The AAP issues and options report has accordingly been prepared having regard to the potential of Crossrail 2. Significant redevelopment of key sites should reinforce the Metropolitan Town Centre status, with improvements to connectivity, the appearance of streets and spaces, civic uses, social infrastructure and improvements to the range and quality of the retail and leisure offer to serve the wider area.

6.15 Meanwhile uses (up to 5 years) of the 40 Cumberland Road building could also support the Council's long-term regeneration plans for Wood Green town centre. This would be in addition to the current GLA-supported Green Rooms Art Hotel and Box Park (workspace, retail and food and drink offers in reconditioned shipping containers) on the site of the Station Road staff car park.

6.16 The site is part of the proposals included in the Council's Joint Venture development vehicle the investment partner of which is currently being procured. The acquisition will greatly enhance the ability to provide vacant possession of the Council owned buildings once the Joint Venture vehicle is ready to take development proposals forward.

7. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

7.1 This purchase can appropriately be funded from the Acquisitions Fund which was created as part of the 2014-15 budget process and was subject to a further report to Cabinet in January 2015. This capital budget is funded from agreed Prudential borrowing. Due to the purchase price being above the level of Delegated Authority granted, a Cabinet decision is required to enable the purchase to proceed. Acquiring unencumbered ownership of the property enables acquisition of a significant asset which supports the Council's Priority 4, Economic Growth, in helping to facilitate Regeneration in Wood Green and providing further benefits to the ongoing Development Vehicle.

7.2 It should be noted that the MTFS contains a significant savings expectation related to the Accommodation Strategy and this property was identified as a property that could be vacated to generate a proportion of those savings. Although the saving related to rent payments could now be achieved, if the Council continues to occupy the building until Regeneration takes place then savings related to Business Rates and to the running cost of the building will now not be achieved and compensatory savings will need to be identified.

7.3 The Corporate Procurement Unit notes the recommendations in this report and that there is no input from procurement required.

Legal

7.4 The Council has the power under section 120 of the Local Government Act 1972 to acquire land by agreement for the purpose of any of its function or for the benefit, improvement or development of its area and may do so even if the land is not immediately required for that purpose and until it is required that land may be used for the purpose of any of the Council's functions.

Equality

7.5 The Council is subject to the Public Sector Equalities Duty ("PSED") set out in section 149 of the Equalities Act 2010 which obliges the Council in performing its functions "to 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"

7.6 The protected characteristics under the legislation are age, sex, ethnic origin, sexual orientation, disability, religion or belief, pregnancy or maternity and gender reassignment, marriage and civil partnership.

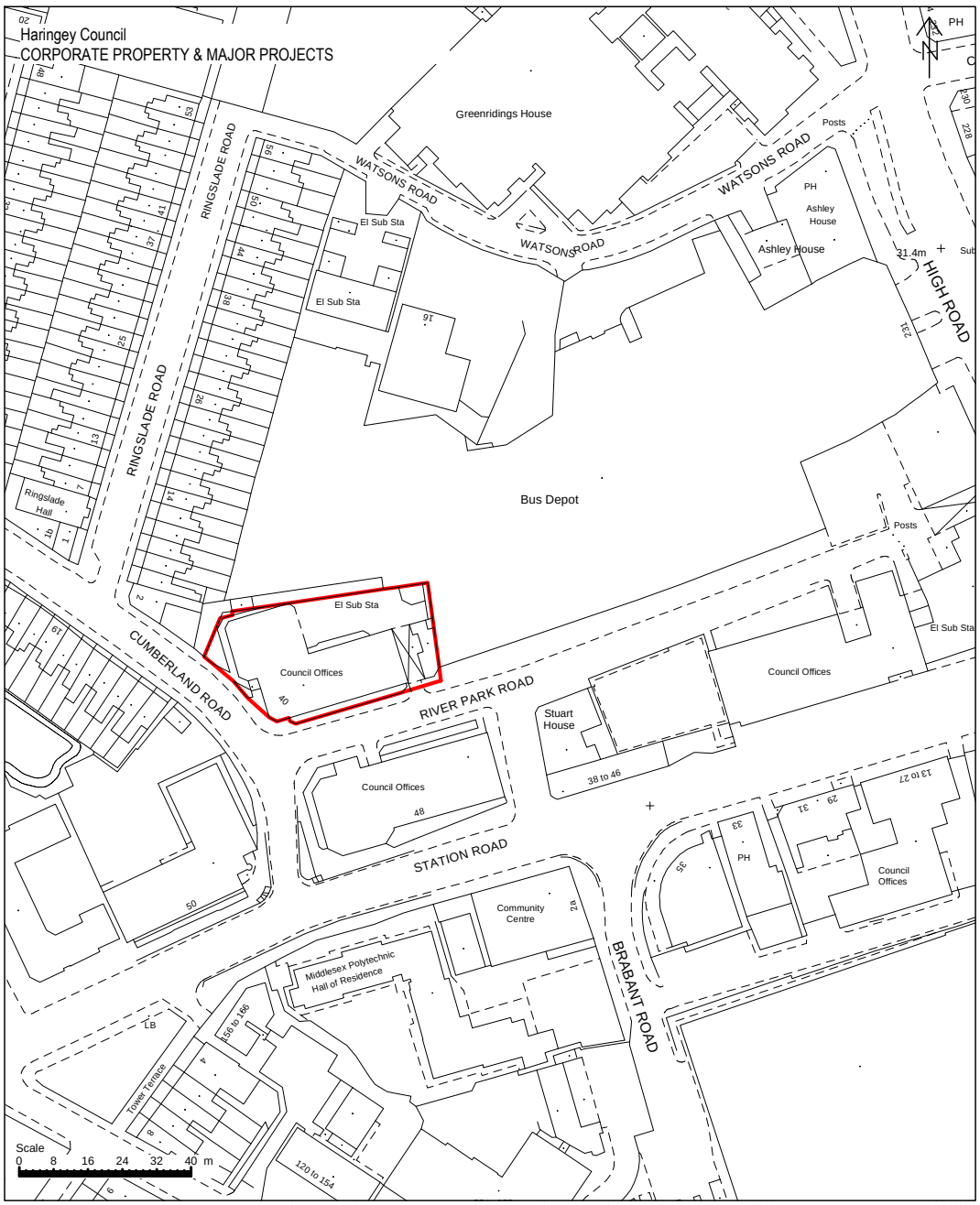
7.7 The purchase of the head lease of 40 Cumberland Road has no impact on employees of the Council. The potential redevelopment of the site would involve relocating staff and equalities issues will be reported in a future report.

8. Use of Appendices

Appendix A- Site Plan of 40, Cumberland Road, Wood Green
Appendix B – Heads of Terms - See Part B of this report

9. Local Government (Access to Information) Act 1985
None

Appendix A – Site plan for 40, Cumberland Road, Wood Green



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ACQUISITION OF HEADLEASEHOLD INTEREST

Red verging - Head leasehold NGL408614

40 Cumberland Road
Wood Green
LONDON
N22 7SG

Deed packet no. : freehold 5756, Headlease L.3964, Leaseback T.1281

Title no. : FHO NGL341357, HeadLHO NGL408614, UnderLHO AGL136304

CPM no. 0959

Site area (hectares) : 0.1252 ha (13476 sq ft)

Overlay : Corp - Admin Bldgs

Scale 1:1250

Plan produced by Janice Dabinett on 28/01/2016

BVES Drawing no. A4 2819

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Report for: Cabinet 15th March 2016

Item number: 15

Title: Noel Park Conservation Area Character Appraisal and Management Plan

Report authorised by : Stephen Kelly, Assistant Director, Planning

Lead Officer: Lucy Morrow, Conservation Assistant (x4497)
Nairita Chakraborty, Principal Conservation Officer (x2841)

Ward(s) affected: Noel Park

Report for Key/ Non Key Decision: Key

1 Describe the issue under consideration

1.1 This report seeks members' approval for the adoption of the finalised draft of the Noel Park Conservation Area Appraisal and Management Plan, attached at Appendix 1. Following publication of the draft document for public consultation from 27th November 2015 to 8th January 2016, the document has been amended in light of the representations received.

2 Cabinet Member Introduction (draft to be approved by Councillor Demirci)

2.1 Noel Park was designated as a conservation area in 1982 and the Council implemented an Article 4 Direction in 1983 restricting permitted development rights in order to further protect the area's special character. Despite this designation, there have been a great many inappropriate alterations to buildings, and the Council has been unable to enforce against many of these. Significant harm has been caused to area's character, leading to the conservation area being placed on Historic England's At Risk Register.

2.2 The undertaking of an up to date Conservation Area Appraisal and Management Plan in response to the statutory requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the National Planning Policy Framework represents an opportunity to address the above issues. It will clearly identify those elements that make the area special and ensure that decisions going forward reflect the need to preserve and enhance the estate's

special character. It will give the council a firm basis from which to consistently enforce planning rules.

2.3 The Council undertook a public consultation on the draft document in December 2015 and January 2016. The comments have been reviewed and the document has been amended accordingly. The response to the consultation is summarised in the Consultation Statement (Appendix 2) and amendments to the document are detailed in Appendix 3.

2.4 Responses to the consultation were generally positive, with the majority of the consultees supporting the adoption of the appraisal and management plan. Key issues highlighted in the consultation were the number of inappropriate alterations to houses within the area, and concerns about whether planning rules can be effectively enforced going forward. A number of minor amendments have been made to reflect the comments received. The design guidance has been refined and added to so that it better reflects the needs of residents.

2.5 The Regulatory Committee was consulted on the finalised draft of the document on February 15th 2016. A minor change was made to the design guidelines (installation of security grills to windows and doors) in response to the committee's comments.

3 Recommendations

3.1 That Cabinet:

A. Notes the comments received to the consultation on the draft document and how these have been taken into account in the finalising the draft Noel Park Conservation Area Appraisal and Management Plan, highlighted at paragraph 6.17 and set out in the Consultation Statement at Appendix 2;

B. Approves the adoption and publication of the finalised draft Noel Park Conservation Area Appraisal and Management Plan as attached at Appendix 2;

C. Authorises the extention of the the existing Article 4 Direction to cover the entire designated conservation area in accordance with the appraisal recommendations and instructs officers to undertake such steps as are necessary under Schedule 3 to the Town and Country Planning (General Permitted Development) (England) Order 2015 to do so.

4 Reasons for decision

4.1 The Council has a statutory duty to ensure that conservation areas are preserved or enhanced and publish policies for the implementation of the same.

The various insenstive alterations within the area have resulted in the conservation area being included in Historic England's 'At Risk' register. It is therefore important that the Council adopts this appraisal along with the management plan to ensure that the significance of the area is preserved or enhanced.

4.2 The management plan includes recommendations that both the conservation area and Article 4 area are extended. It is important that these changes are made in order to give the Council consistent control over minor changes to buildings across the whole estate so that the significance of the whole area can be effectively protected.

5 Alternative options considered

5.1 The appraisal explores the possibility of leaving the boundaries of the conservation area and the area covered by the Article 4 Direction as they currently are. However, the proposed addition to the conservation area is contemporary with the Noel Park Estate and has the same architectural and historic significance therefore it was considered preferable that it be included in the conservation area and given the same protection as the rest of the estate.

5.2 Furthermore, given the cumulative impact of the loss of architectural detailing, it is considered preferable that a consistent control over such alterations is implemented across the whole of the conservation area by extending the Article 4 Direction (which removes permitted development rights to alterations to the front of the property only).

6Background information

6.1 There are 29 conservation areas in Haringey, designated over a period of 45 years, of which 13 have adopted character appraisals. Noel Park was designated as a conservation area in 1982 in recognition of its special architectural and historic significance. The estate is a fine example of a planned Victorian artisan estate and the architecture and townscape are of high quality. The Council implemented an Article 4 Direction in 1983 restricting permitted development rights relating to the front elevations of buildings and some side elevations. The conservation area was extended in 1991 to cover most of the original estate, but the Article 4 Direction was not extended at this time and currently only applies to part of the conservation area.

6.2 The Council has a statutory requirement to *'...formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas*' under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. Conservation area character appraisals are primary evidence-based documents which aid the implementation of approved

development plan policies for the preservation and enhancement of conservation areas.

6.3 The appraisal follows relevant guidance published by Historic England. It covers the historical context of the area and provides an assessment of the area's character and special interest. It addresses planning policy and development management issues and provides design guidance. It also includes a review of the boundaries of the conservation area and a recommendation that the boundaries of both the conservation area and Article 4 Direction are extended. A separate process will be followed to extend the Article 4 direction and cabinet will receive a further report about this in due course.

6.4 The appraisal has been produced with support from Historic England, and working with the community under the Community Heritage Initiative Partnership (CHIP). Officers have also worked closely with Homes for Haringey during this time to ensure that the work undertaken by Decent Homes Programme is sensitive towards the character of the area. Thus the document has been produced in close liaison with residents, Homes for Haringey and Historic England.

6.5 It is important to stress that a character appraisal or management plan ***cannot introduce new policy***. The purpose of the appraisal and management plan is to provide a clear indication of the Council's approach to the preservation and enhancement of the Noel Park conservation area, as well as supplement existing planning policy already set out in the Local Plan.

6.6 The National Planning Policy Framework (NPPF) issued by the Government in March 2012 requires local planning authorities to set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment. In doing so, they should recognise that heritage assets are an irreplaceable resource and should be conserved in a manner appropriate to their significance. In this regard, character appraisals are primary guidance which define the special character of conservation areas, and identify what is of special architectural and historic interest within them.

6.7 The Council's strategy for the conservation and enjoyment of the historic environment takes into account the desirability of new development that makes a positive contribution to local character and distinctiveness. This position is reflected in the Council's adopted UDP and emerging Local Plan Strategic Policies.

6.8 The emerging Development Management Plan Policies states that the preservation and enhancement of historic environment should be given highest regard as per statutory duty and should be used as the basis for good design and positive change. All new development should be of the highest standard of design that respects its local context, character and historic significance.

6.9 An adopted character appraisal provides a sound basis, defensible on appeal, to implement the Council's approved development plan policies and to inform development management decisions. The appraisal is for the use of local residents, community groups, businesses, property owners, architects and developers and is an aid to the formulation and design of development proposals and change in this particular area. The document will be used by the Council in the assessment of all development proposals.

6.10 An adopted character appraisal is taken into account by the Planning Inspectorate when it considers and determines planning appeals. The character appraisal is also helpful to those considering investing in the area, and can be used to guide the form and scale of new development proposals. When funding was sought for grant aid schemes, such as the Townscape Heritage Initiative at Bruce Grove, Tottenham, an adopted character appraisal was essential to demonstrate the value of the area.

Structure of the Noel Park Conservation Area Appraisal and Management Plan

6.11 The Noel Park Conservation Area Appraisal and Management Plan has been written to reflect the framework set out in *Understanding Place: Conservation Area Designation, Appraisal and Management, published by* Historic England in March 2011. A brief structure of the appraisal and the issues it addresses is set out below:

a) **Introduction:** the background and aims of the study, general identity and character of Noel Park Conservation Area and details of its designation;

b) **Summary of special interest:** a vivid, succinct picture of the overall conservation area as it is today;

c) **Community based partnership**: details of the Community Heritage Initiative Partnership;

d) **Location and setting**: the context of Noel Park within the wider settlement and landscape;

e) **Origin and Development:** The history of the area and its development up to the present day;

f) **Character Assessment**
An overall assessment of the current character and appearance of the area, including;

- Townscape analysis
- Layout and plan form

- Architectural character
- Hierarchy of streets
- Boundary treatments
- Uses within the area
- Public Realm
- Trees and open space
- Views
- Positive contributors
- Negative contributors

g) **Problems, issues and opportunities:** alterations to properties, subdivision of properties, poor quality public realm, opportunity for boundary review, opportunity to upgrade some properties through the decent homes programme, opportunity for public realm enhancements;

h) **Management plan and design guidance:** details of the council's plans for the management of the area, including:

- Boundary review: proposals to extend the boundaries of the conservation area and Article 4 Direction;
- The planning process: the council's approach to planning decisions and enforcement; and
- Design guide: guidance on how to repair and maintain buildings and how to alter them sensitively.

Please see the Appendix 1 for the draft Noel Park Conservation Area Appraisal and Management Plan.

Community Involvement and Public Consultation

6.12 The appraisal has been produced as part of a Community Heritage Initiative Partnership in collaboration with Historic England, aimed at encouraging the local community to better understand their historic surroundings, and engaging with the issues around the future management of the area. The process involved a training workshop for volunteers including representatives from various amenity and conservation societies, the appointment of a group of stakeholders as a steering group who undertook survey work, and then a review of the draft document by stakeholders prior to the formal consultation period. Their observations, where consistent with current planning policy and guidance, have been included in the draft appraisal.

6.13 A six-week public consultation of this draft appraisal was undertaken from Friday 27 November 2015 to Friday 8 January 2016, in line with the Council's Statement of Community Involvement (SCI).

6.14 Consultation activities included: writing to residents of the conservation area and the proposed extension to the conservation area; issuing a press notice giving details of the consultation; providing paper copies of the draft appraisal to the Wood Green Central Library and making them available at River Park House and Wood Green Civic Centre; publishing the draft document on the Council's website, accompanied by an electronic feedback form to facilitate responses; and holding a drop-in session at Shropshire Hall on 16th December, where officers were available to answer questions and members of the public were invited to comment on the draft document.

6.15 Following the consultation period, representations were collated and analysed. A consultation report is included in Appendix 2. The majority of those responding to the consultation supported the adoption of the appraisal and the recommendations of the management plan (including the extensions to the conservation area and Article 4 area), recognising the need to do more to protect the area's heritage. A small number did not support it, many citing the fact that a lot of original features have already been lost.

6.16 Notification letters including clear information about the consequences of the designation were sent to all addresses within the propsed extension. There were no objections directly addressing the extension to the conservation area although a small number of respondants indicated that they didn't support it via the online survey. There were a small number of comments directly addressing the proposed extension to the Article 4 Direction, mainly citing the additional cost and inconvenience of complying with stricter planning rules.

6.17 Where appropriate, the draft document was amended to reflect consultation responses. A schedule of amendments is included in appendix 3. Minor amendments were made to the character appraisal and the design guidelines have been refined and added to in order to better reflect the needs of residents.

Implementation

6.18 Should Cabinet formally adopt the Conservation Area Appraisal and Management Plan, officers will notify respondents and property owners in the area of the change to boundary of the conservation area. They will ensure the extension to the conservation area boundary is made to the Borough's Policy Map and that the conservation area designation applying to the new properties is placed on the land registry title.

6.19 Officers will also undertake such steps as necessary under the Article 4 Direction legislation to extend this to cover the entire designated conservation area.

7 Contribution to strategic outcomes

7.1 The Appraisal and Management Plan support the Council's strategic objective 3 (A clean and well maintained and safe borough where people are proud to live and work) by providing a document that in collaboration with resident stake holder groups highlights the sarchitectural and significance of the area. It also gives guidance on how the area can be maintained and enhanced in the future for our future generations to enjoy.

8 Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

8.1 Any costs associated with the adoption and publication of the Conservation Area Appraisal and Management Plan will be contained within existing approved budgets for Planning Policy & Design

Assistant Director of Corporate Governance and legal implications

8.2 The Assistant Director of Corporate Guidance has been consulted on the preparation of this report and comments as follows.

8.3 Local planning authorities are under a duty to formulate and publish proposals for the enhancement of conservation areas under section 71 Planning (Listed Buildings and Conservation Areas) Act 1990. The power to vary and extend the nature and extent of a conservation area is provided for in sections 69 and 70 thereof and there are associated notification requirements to be complied with. Where the local planning authority publishes proposals for the preservation and enhancement of any parts of their area which are existing conservation areas those proposals shall be submitted for consideration to a public meeting in the area to which they relate and the local planning authority shall have regard to any views concerning the proposals expressed by persons attending the meeting.

8.4 The procedure for making and extending Article 4 Directions is contained in Schedule 3 to the Town and Country Planning (General Permitted Development) (England) Order 2015.

8.5 The Cabinet will need, following the Regulator Committee's recommendations, to consider the proposals in light of the requirements for not only conservation areas but also Article 4 Directions and provide any necessary authority to action the agreed proposals.

Equality

8.6 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:

- tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age,

disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;

- advance equality of opportunity between people who share those protected characteristics and people who do not;
- foster good relations between people who share those characteristics and people who do not.

8.7 This report does not introduce any new policy. The guidance in the document clarifies how the Council's existing planning policy will be implemented, and relates mainly to the architectural character of buildings in the area. It will apply equally across the area. The public consultation period, highlighted at paragraph 5.18 and set out in the Consultation Statement at Appendix 2, allowed for any equalities issues to be raised and none were.

8.8 The report includes guidance about the installation of access ramps in front gardens, which does not prohibit their installation but offers advice about appropriate design.

9 Use of Appendices

Appendix 1: Noel Park Conservation Area Character Appraisal and Management Plan for adoption
Appendix 2: Consultation Statement
Appendix 3: Schedule of amendments

10 Local Government (Access to Information) Act 1985

a) Planning (Listed Buildings and Conservation Areas) Act 1990
b) Town & Country Planning (General Permitted Development) (England) Order 2105
c) National Planning Policy Framework (NPPF), March, 2012;
d) Planning Policy Statement (PPS) 5Practice Guide, English Heritage, March 2010;
e) Understanding Place: Conservation Area Designation, Appraisal and Management, English Heritage, March 2011.

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NOEL PARK CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN





1.

FOREWORD

It is with great pleasure that I am able to present the Noel Park Conservation Area Appraisal and Management Plan. It is hoped that this document will play a significant role in guiding all aspects of the future management of Noel Park Conservation Area. It is hoped that the document will guide developers, residents, planners and the Planning Inspectorate in any future planning decisions.

This document has been prepared in close collaboration with Noel Park Conservation Area Advisory Committee and Homes for Haringey, whose invaluable input and co-operation has broken new ground and enabled the project to be one of the first of its kind in London. The essence of this approach lies in the benefits of community engagement in local decision making. The preparation of this document has brought together a range of expert and community views in order to gain a fully integrated understanding of Noel Park: evaluating the built environment, public realm and landscape which together form the vital character of the area. This 'holistic' and partnership based approach will be the only way that Noel Park's precious heritage can be protected for future generations.



Councillor Ali Demirci

Cabinet Member for Planning

Picture 1. Morley Avenue roofscape: courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service

ACKNOWLEDGEMENTS

This document has been produced by the council in close liaison with Noel Park Conservation Area Advisory Committee (CAAC), Homes for Haringey, Historic England and the Council's own conservation officers. In particular, contributors include Heidi Saarinen, Rachella Sinclair, Rebecca Threlfall and Nick Threlfall. In addition we would like to thank Mei Wang (Noel Park CAAC); Rachael Mcmillan and Richard Parish (Historic England); Eddie Booth and Rob Lloyd[1] (Conservation Studio) and Jacinta Walters (Haringey Council) for their support during the project.

We would also like to extend our gratitude to Councillor Peray Ahmet and Councillor Ali Demerci for their continued support for the promotion and enhancement of the borough's historic environment.

1 Rob Lloyd is currently working for Historic England





HELM
HISTORIC ENVIRONMENT
LOCAL MANAGEMENT

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1. INTRODUCTION

Noel Park Estate is a planned estate of approximately 2000 terraced properties in Wood Green, North London. It was planned and developed by the Artizans, Labourers and General Dwellings Company circa 1881-1913. The houses were designed to house the families of workers and artisans (skilled labourers) in fashionable cottage style dwellings. The area retains its homogenous appearance and much of its attraction, and is easily distinguished from the surrounding Wood Green area.

The estate was designated as a conservation area on 4 November 1982 in recognition of its special significance. Conservation Areas are designated under the provisions of Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990.[1]

A conservation area is defined as “an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance”.

To further protect the area’s special interest, the Council implemented an Article 4 Direction on 18 February 1983, restricting permitted development rights on works to the front elevation, roof and front boundary of buildings.[2]

The Conservation area was extended on 16 September 1991 to include Pelham Road, to the West of Gladstone Avenue, and the area to the South of Lymington Avenue which was built during the later phase of development. However, the article 4 direction was not extended at this time.

1 See Appendix 1 for further details on designation of conservation areas

2 See Appendix 2 for a copy of the Article 4 direction and restrictions

NOEL PARK ESTATE CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

Section 71 of the Planning (Listed Buildings and Conservation Areas) Act, 1990 requires local planning authorities to formulate and publish proposals for the preservation and enhancement of conservation areas. Section 72 also specifies that, in making a decision on an application for development in a conservation area, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.



Picture 2. A walk-around of the estate during the training workshop organised in partnership with Historic England

Working in partnership with Historic England and the local community, the Council has produced this document the objectives of which are:

- To understand the significance of Noel Park Estate and its historical, architectural and landscape assets; and to protect and enhance these assets through positive management.
- To provide a long-term, evidence based, comprehensive approach to the future of Noel Park Estate as a firm basis against which planning applications can be assessed.
- To support the long term sustainability of the significance of the Noel Park Estate as a heritage asset.

This document therefore seeks to:

- Define the special interest of the conservation area and identify the issues which threaten its special qualities (the “Appraisal”).
- Provide guidelines to prevent harm and achieve enhancement (the “Management Plan”).



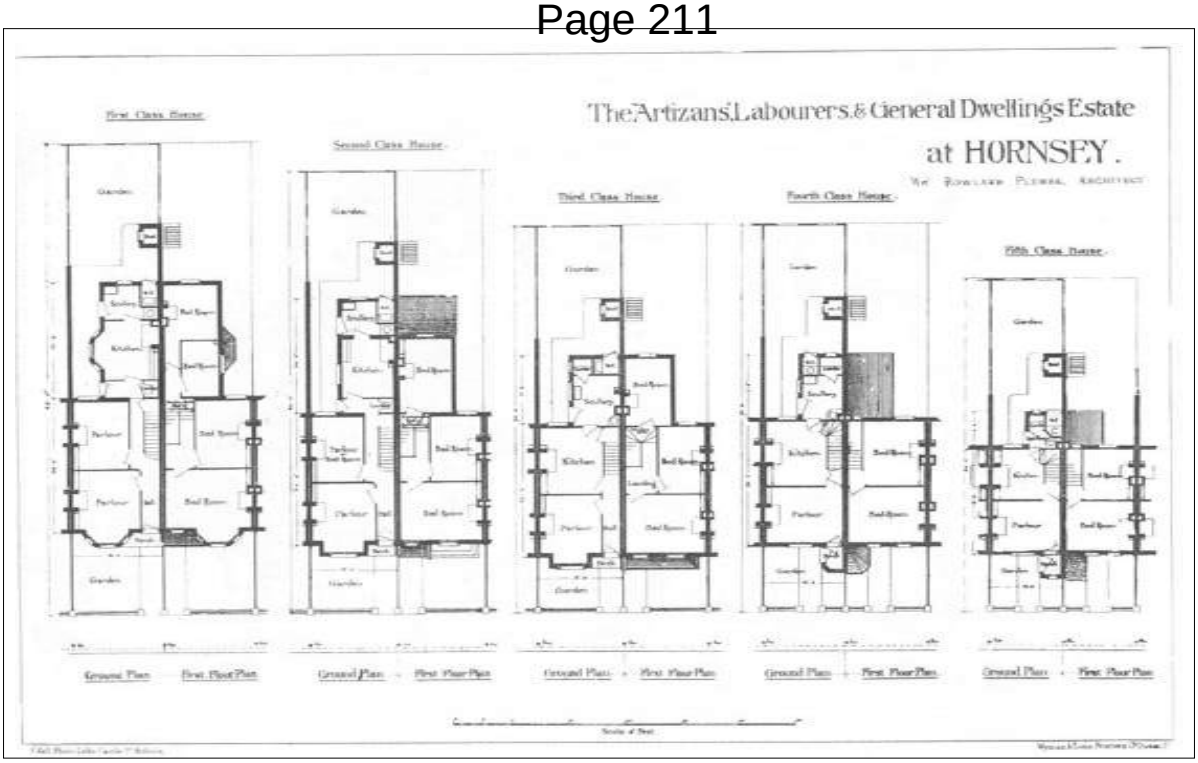
2. SUMMARY OF SPECIAL INTEREST

The picturesque architectural composition of the Noel Park estate, with its narrow plots, hierarchical house types, and closely planned grid of tree-lined streets encompasses c.2000 terraced dwellings. Since its development between 1881 and 1913, Noel Park has fostered a tightly-knit community, attracted by its richly decorated, small, well designed houses. One of four London estates developed by the Artisans, Labourers and General Dwellings Company, it reflects the wider Victorian philanthropic aspirations to provide better conditions for workers.

Noel Park is one of the few examples of planned Artisan estates within London, built at the height of Victorian philanthropy. “It is the physical manifestation of a particular aspect of Victorian philanthropy, and as a ‘model’ housing estate it is infused with ideals of improvement, order, and morality.”[1] Although Artizans Company were not the first philanthropic venture to attempt this type of development, they were larger and more successful than their contemporaries such as Suburban Village and Dwellings Company (Milkwood Road, Brixton, 1868). Their houses were well constructed of good quality materials and were deemed to have excellent drainage and sanitation. They were designed to house one individual family, avoiding sub-letting or sharing amenities and promoting harmonious family units. Built on open land and not in city centres, cottage estates of this type contrasted dramatically with the contemporary tenement blocks of other charitable bodies. They were the forerunners of the Garden City movement which was influential in the design and layout of later residential areas and the development of Town Planning.

The estate also reflects the creation of speculative suburban development in the latter half of the nineteenth century, enabled by the development of

1 Welch, C (2006). *Noel Park: A Social and Architectural History. London: Haringey Council*



Picture 3. Original plans showing the estate's five dwelling types, courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service

London's railways network. Noel Park, alongside other historic estates such as Tower Gardens and the Campsbourne Cottage Estate, form an important part of the history of the development of the borough from isolated hamlets and villages to denser suburbs.

An important aspect is the typology of the housing. The Artizans Company organised the properties in a number of different house types or 'classes'. Smaller houses were available at lower rents and larger ones, with more rooms, at higher rents. Houses were zoned, to a certain extent, with 'higher' and 'lower' class areas within the estate.

St Mark's Church and Noel Park School are located at the heart of the estate. Many of the streets are lined with trees, with houses set behind small front gardens. Architecturally, the appeal of the streets in Noel Park comes primarily from the small details of each building such as original sash windows in various designs, garden walls, panelled front doors, ironwork, decorative brickwork and porches. Some corner houses have turrets, and the flats on Gladstone Avenue have very striking and unusual veins of grey brick (to the east), and bright green brick (to the west).

Each terrace row is different, with distinctive variations in architectural detailing: some with rounded porches, some with sloped, tiled porches; some with round attic windows and some with double fronted windows. The terraces are brought together with commonalities such as the layout of the streets, corner features such as turrets, and the extensive use of red brick which forms the overall backdrop.



3. COMMUNITY BASED PARTNERSHIP

Community Heritage Initiative Partnership (CHIP) is a collaborative project between the Council and Historic England to encourage the local community to get involved with and understand their historic surroundings. CHIP aims to encourage a “grass roots” approach to conservation through a collaborative approach. The initiative is the first one of its kind in London and has been made possible by support from Historic England.

In Noel Park Estate, the issues regarding enforcement are severe and the Council recognises this. Over the past years, the estate has generally seen a decline in its quality with loss of local architectural details such as original windows, boundary walls, gates, poorly maintained properties, installation of satellite dishes, front porches etc. The declining condition was highlighted by the Council and the area was included in the Heritage at Risk Register by Historic England.

However, due to lack of resources, an Appraisal and Management Plan, the Council has failed to take appropriate actions to reverse the works and has often lost at planning appeals and enforcement prosecutions. Recognising the need for a detailed Appraisal to highlight the special features of the area and its significance, the Council approached Historic England requesting for support on how the residents could be involved in writing the document. Essentially, the purpose of the project was to engage residents in understanding and appreciating their neighbourhood and provide guidance for future development and management in the area.

Project work began in summer 2014, with a training workshop for volunteers in Noel Park. The volunteers included local residents, local Councillors, representatives from a variety of historical, amenity and conservation societies [including the Conservation Area Advisory Committees] and officers from Haringey Council and

ENGLISH HERITAGE

Conservation Area Characterisation and Community Engagement

HELM HISTORIC ENVIRONMENT LOCAL MANAGEMENT

An opportunity to join a free workshop to understand and assess the significance of the historic environment in your community

What is the workshop for?

English Heritage, in partnership with Haringey Council is holding a one day workshop in Haringey for local authority and community representatives from across the borough.

The aim of the day is to provide the skills needed to understand and explain the significance of local heritage using a simple toolkit.

The workshop is aimed primarily at anyone who would like to get involved in managing their local conservation areas, and learn how to how assess local character to help inform local planning policies.

What will the workshop cover?

- An outline of the tools and approaches available to appraise and manage local historic areas and how to choose the most appropriate one for your aims;
- Actively learn how to use some of the these tools to help understand and appraise the Noel Park conservation area in a practical workshop;
- Learn how to address some of the challenges an area may face through a range of management options, including gaining an understanding of how your appraisal can fit into wider conservation and planning policy frameworks.





6.

Date: 26th June 2014
Time: 9:30am to 4:30pm
Venue: St Mark's Church Hall, Ashley Crescent, London N22 6LJ
Booking: Please complete the booking form and return it to: rachael.mcmillan@english-heritage.org.uk

Haringey Council



5.



4.

Picture 4. Workshop at St Marks Mission Hall

Picture 5. Walk-around

Picture 6. Flyer distributed to the community

Historic England. Heritage consultants Conservation Studio were appointed to facilitate the workshop and provide relevant training to the attendees.

Following the workshop, a group of stakeholders were selected to lead on the project with the Council officers. Project methodology and time table were discussed and agreed with the group. Further discussions were held regarding methodology. The survey sheets for site visits were based on the Oxford Tool kit and adapted to suit Haringey and Noel Park.[1]

During the autumn and winter of 2014, residents completed the first draft of the survey work and this was reviewed by officers. However, due to lack of resources, additional workshops and feedback on the survey work was not undertaken. There were further delays in the project due to other work commitments.

Following advice from Historic England, further resources were allocated to complete the survey work and prepare a draft appraisal on that basis.

Maps and sketches were completed to be included in the appraisal and Design guidance as part of the management plan was also prepared. The draft document was then reviewed by the stakeholders. A six-week public consultation on the draft document was held in December 2016. The document was made available on the Council's website as well as at Wood Green Central Library and the Haringey Civic Centre. Notices were issued in the press and information about the consultation mailed to each address within the area on the Council's database. Consultees were invited to comment on the document online or by post or email. Additionally, a public meeting was held at Shropshire Hall in Noel Park where consultees were invited to ask questions and make detailed comments.

The public consultation was considered a success, demonstrating a good level of support within the community for the adoption of the new appraisal, and providing input and suggestions so that the final document better reflects the needs and outlook of the local community.

1 See Appendix 3 for a copy of the survey sheet used for the appraisal





Residents were asked to create mental maps as part of the appraisal process.

Picture 7. Mental map of Noel Park by local resident Heidi Saarinen

Picture 8. Collage by Heidi Saarinen



4. LOCATION AND SETTING

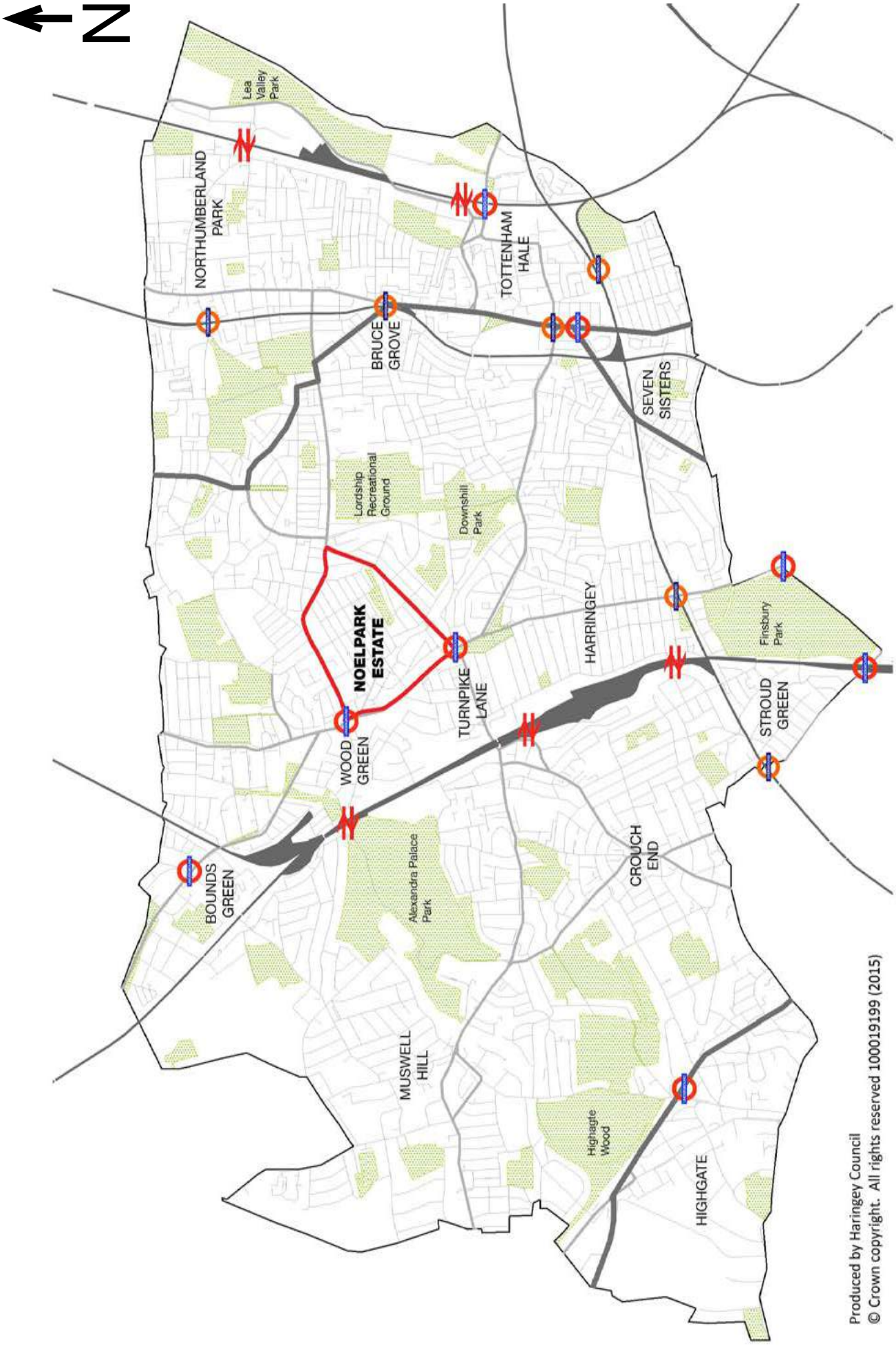
LOCATION

Noel Park Estate is located almost at the heart of Wood Green, around halfway between Highgate and Tottenham. The area forms a rough triangle, with Lordship Lane to the north and north-east, Wood Green High Road to the west and Westbury Avenue to south and south-east.

BOUNDARIES

The River Moselle, which historically formed the northern boundary of the estate running parallel with Lordship Lane, was culverted during construction. To the west, the Palace Gates Line of the Great Eastern Railway (now defunct) formed the western boundary. Since the closure of the railway line the land between the High Road and the western edge of the estate has become dominated by a large shopping mall at Wood Green (Shopping City).

To the North West, River Park House at the top of Wood Green High Road and the commercial centre of Wood Green form the setting of the area. Along Lordship Lane, generally domestic scale late Victorian and Edwardian residential buildings integrate the estate with the wider suburban area to the north and east. Westbury Avenue, close to but not adjoining the estate, is a busy road connecting Wood Green High Road with Lordship Lane. The scale of the buildings remains largely suburban, characterised by later Victorian or Edwardian terraces.



Map 1. **Location and setting of the area**

CIRCULATION AND ACCESSIBILITY

Gladstone Avenue and Lymington Avenue are the two main thoroughfares in the estate and have junctions with Wood Green High Road, a busy highway and shopping street. The junction with Lymington Avenue has been pedestrianised reducing through traffic and making the junction with Gladstone Avenue the main gateway to the estate on the West side.

Aside from Gladstone Avenue, there is no direct vehicle access to surrounding streets on the South East side of the estate. This contributes to a quiet residential character and pattern of use, and limiting through traffic.



Picture 9. Pedestrianised junction on Lymington Avenue, limiting through traffic from the High Road

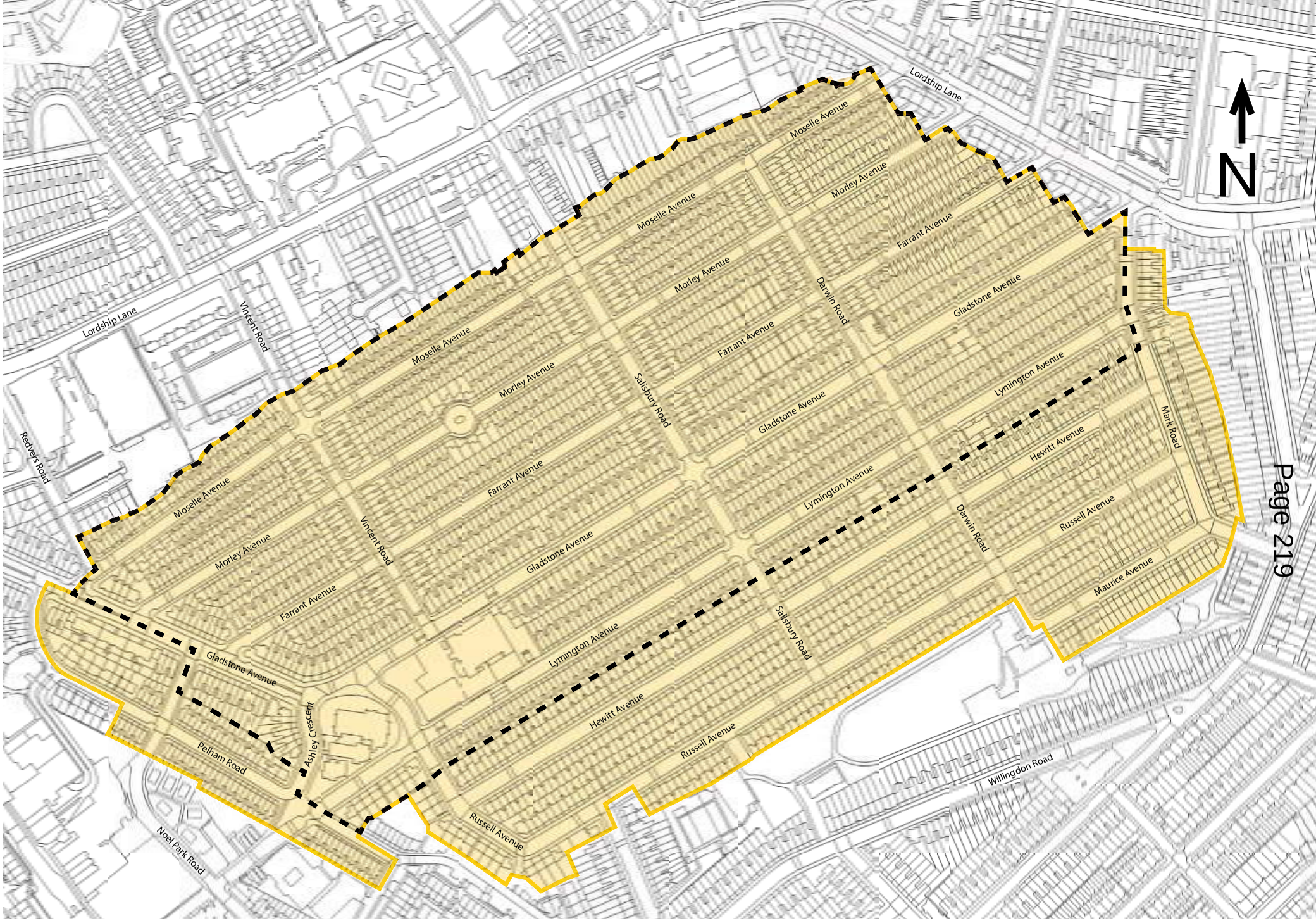
Accessibility is good due to the estate's proximity to transport hubs at Wood Green and Turnpike Lane. There are currently no bus routes within the boundaries of the estate which reduces traffic issues and contributes to the quiet character and relatively safe roads.

LAND USE

The estate is nestled within the urban centre of Wood Green, with mixed land use and higher density developments of a different scale from that of the estate. Wood Green is a designated town centre and is the main commercial centre of the area as well as a transport interchange. The section of Green Lanes between Wood Green underground station and Turnpike Lane station (also part of Wood Green High Road) is busy, with excellent bus routes to central London as well as other parts of the borough. However, the estate forms a quiet residential area within the 'hustle and bustle' of the town centre.

TOPOGRAPHY AND LANDSCAPE

The area is generally flat which allows for long views along the streets. There are few open spaces within the immediate vicinity, the nearest being Ducketts Common and Lordship Recreation Ground. Russell Park is the only open space within the estate itself, but sits just outside of the conservation area. Landscaping within the estate is limited to street trees and front gardens of properties.



Conservation area

Article 4 area

Map 2. **Boundaries of the conservation area**

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5. ORIGIN AND DEVELOPMENT

In medieval times, much of Wood Green was owned by the Lord of the Manor. However, there were some freehold estates, and some lands were owned by the Church. One of these privately owned estates was Ducketts, which extended along the banks of the Moselle River and along what is now Westbury Avenue. It was mentioned in 1256 when James de Stevinton and his wife Isabella granted 160 acres of arable land to a John Renger, who was a clerk to Henry III.

Wood Green remained a small settlement until the 1850s with houses widely scattered around Ducketts Common and Wood Green Common, and a few to the east along Lordship Lane. From the 1840s onwards, Wood Green began to grow rapidly with the opening of a new Church in 1844 and the opening of the railway. The area, still partly wooded with undulating countryside, was attractive to speculators planning a new middle class suburb.

THE ARTIZANS, LABOURERS AND GENERAL DWELLINGS COMPANY

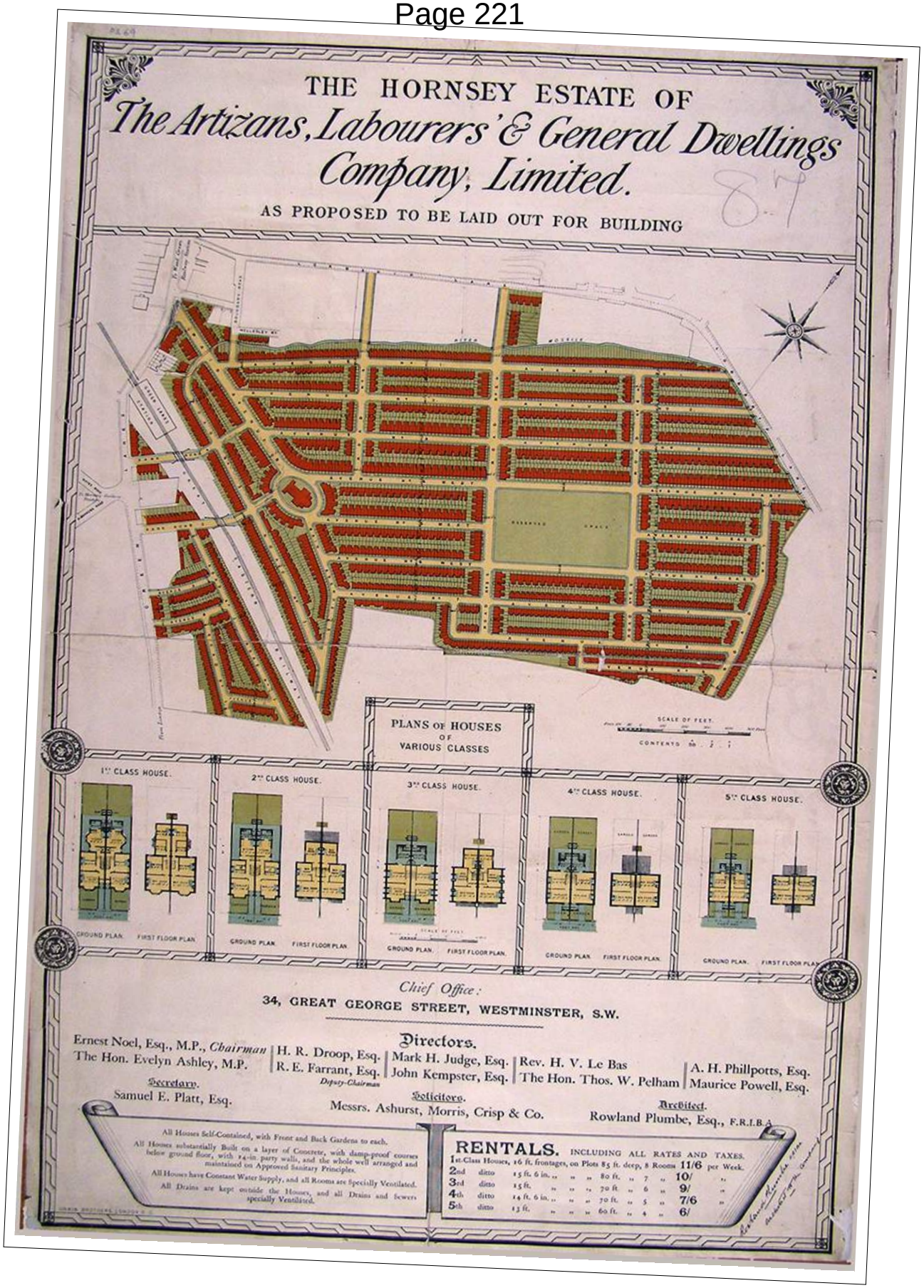
The Artizans, Labourers and General Dwellings Company was established in 1867, by a small group of clerks and working men, under the guidance of the noted philanthropist Lord Shaftesbury[1]. As a result of Industrial Revolution more and more workers were moving to London, which was increasingly becoming over-crowded and polluted with poor quality back to back housing. The Artizans Company aimed to address the housing shortage and targeted workers (skilled and unskilled) and artisans (the higher ranks of the working classes).

Within the centre of London, other contemporary philanthropic organisations such as Peabody Estates concentrated on multi-storey block dwellings. The Artizans Company, on the other hand, planned low rise picturesque housing estates with integrally planned amenities, around existing railway lines. The first of the Artizans Company's four London estates was begun in Battersea in 1872, and named Shaftesbury Park after the Company's President. The second estate, Queen's Park, was built in Paddington.

In 1881 the Artizans Company hired Rowland Plumbe as their consulting architect, in consultation with Royal Institute of British Architects (RIBA). The same year the Company purchased 100 acres of land in Wood Green which was well served by rail transport links. By November 1881 Rowland Plumbe had already submitted his plans to the Board of Directors of the Company.

The area was intended to provide 2000 to 2600 self-contained cottage style homes for the industrial classes at a density of 27 houses per acre, to be owned exclusively by the Artizans Company and rented out at a low price. In 1883, the estate was

1 Welch, C (2006). *Noel Park: A Social and Architectural History. London: Haringey Council*



Picture 10. The original estate plan from the Artizans, Labourers and General Dwellings Company (Courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service)

named Noel Park after the chairman of the company board, Mr Ernest Noel MP. Later, Farrant Avenue, Morley Avenue, Russell Avenue and other roads took the names of prominent members of the company.

The Earl of Shaftesbury attended the opening of the estate in August 1883, and laid a stone on the corner of one of the Avenues. By this time two or three hundred houses were already completed. Within three years the estate had 7000 inhabitants. Nevertheless, progress was slow. Although the area was thought to be easily accessible by rail for the many potential residents who would need to commute to central London, in practice the cost of rail fares meant this wasn't feasible for many. For a time construction outstripped lettings, and work had to stop. Eventually campaigning and negotiations resulted in the Great Northern Railway granting some half price fares to Noel Park residents in 1886, after which demand gradually increased and works on the estate resumed. The construction of Noel Park was largely completed by 1907, although Noel Park Recreation Ground did not open till 1925, and some work on the estate continued until 1927.

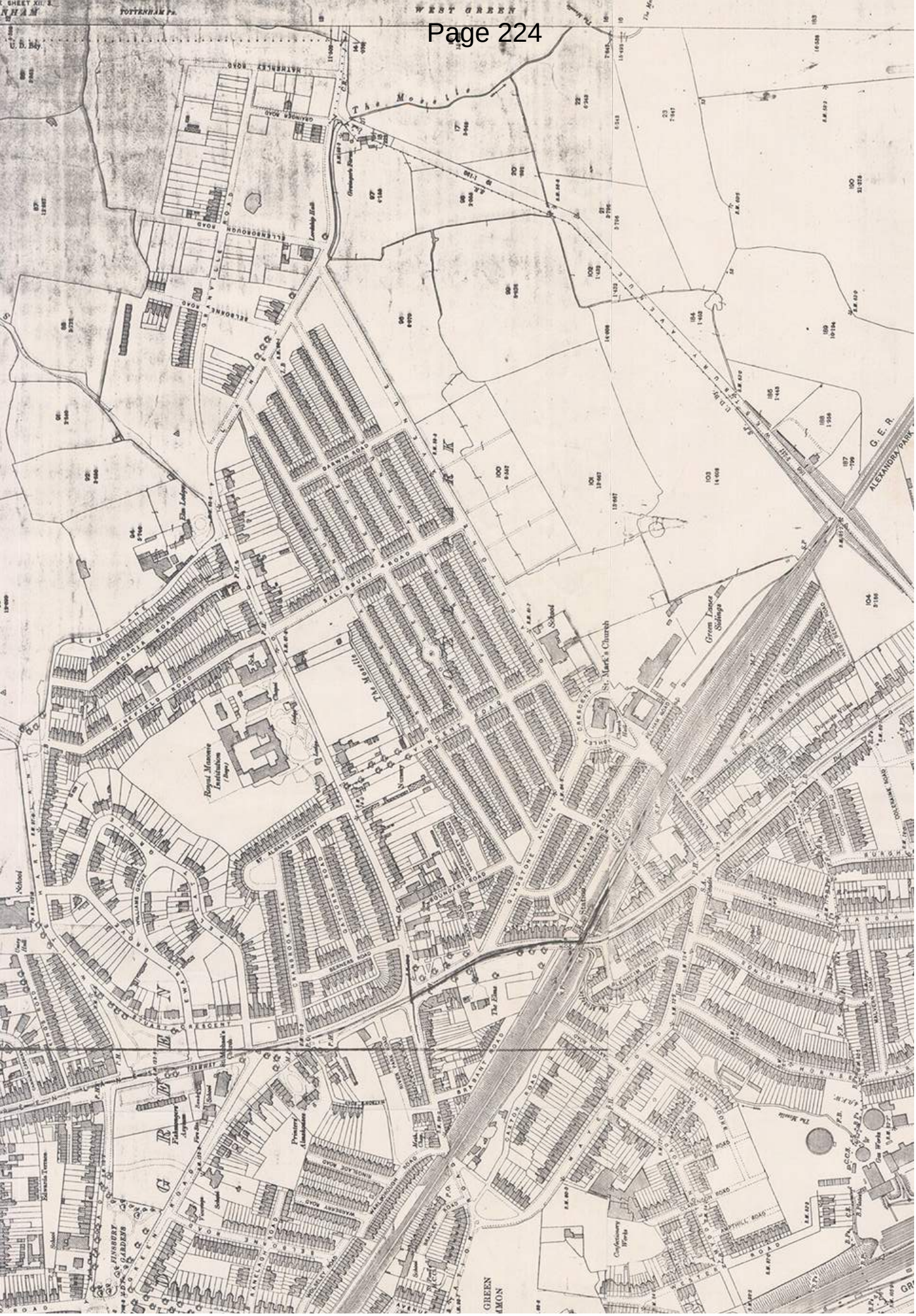
As with the Artizans Company's earlier estates at Shaftesbury Park in Battersea and Queens Park in Paddington, the low-rent housing consisted of small cottage-style houses in long straight terraces of stock brick. There were five main dwelling types of varying sizes to cater for different budgets. In addition to the houses, the company built some flats on Gladstone Avenue.

With its long, tree-lined avenues, a school, a church, shops, a theatre (on the site on Lymington Avenue now occupied by shopping city), a community hall and a variety of high quality housing, Noel Park set a standard for later suburban Council estates. Indeed, the idea was to create a 'model town' that contained everything necessary to sustain and entertain the residents. At the opening ceremony in 1883 the Earl of Shaftesbury said he hoped that residents would take advantage of the proximity of Alexandra Palace and Park. The only establishments that were not allowed on the estate were public houses.



Map 3. **The area in 1864**

Maps courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service



Map 4. **1894-6: The first phase of development, north of Gladstone Avenue, is complete.**



Map 5. **1914: The estate is complete**

Maps courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service

MATERIALS, DECORATION AND DETAILING

Another well reported fact at the time of construction was the quality of the buildings. A well built and well ventilated house was considered essential to maintaining good health. The architect Roland Plumbe also paid attention to the visual appeal of his designs, enlivening facades through the use of gables and turrets, projecting and recessed bays, decorative polychrome brickwork and terracotta panels.

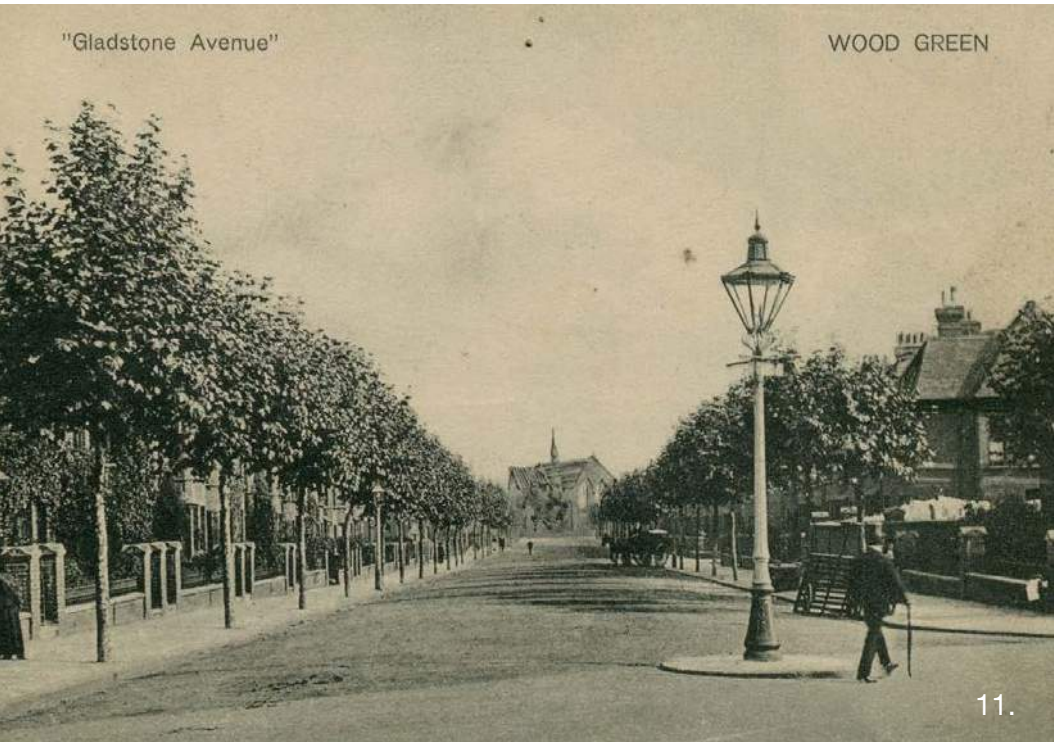
Three of Roland Plume's original drawings for Noel Park were published in *The Builder* on 30th June 1883, which reported that:

> "The houses are all built with a layer of concrete over the whole area of the buildings; the walls are of brickwork- the party walls being hollow to prevent the passage of sound between the tenements; slate and cement damp proof courses are used; the walls are faced with red and yellow bricks, with terracotta cills and flower guards; the roofs are mostly slated, but to give variety many are tiled; the whole being built with the best materials and designed to have bright and cheerful appearance".

Picture 11. Gladstone Avenue, 1905: The view looking SW towards St Mark's Church

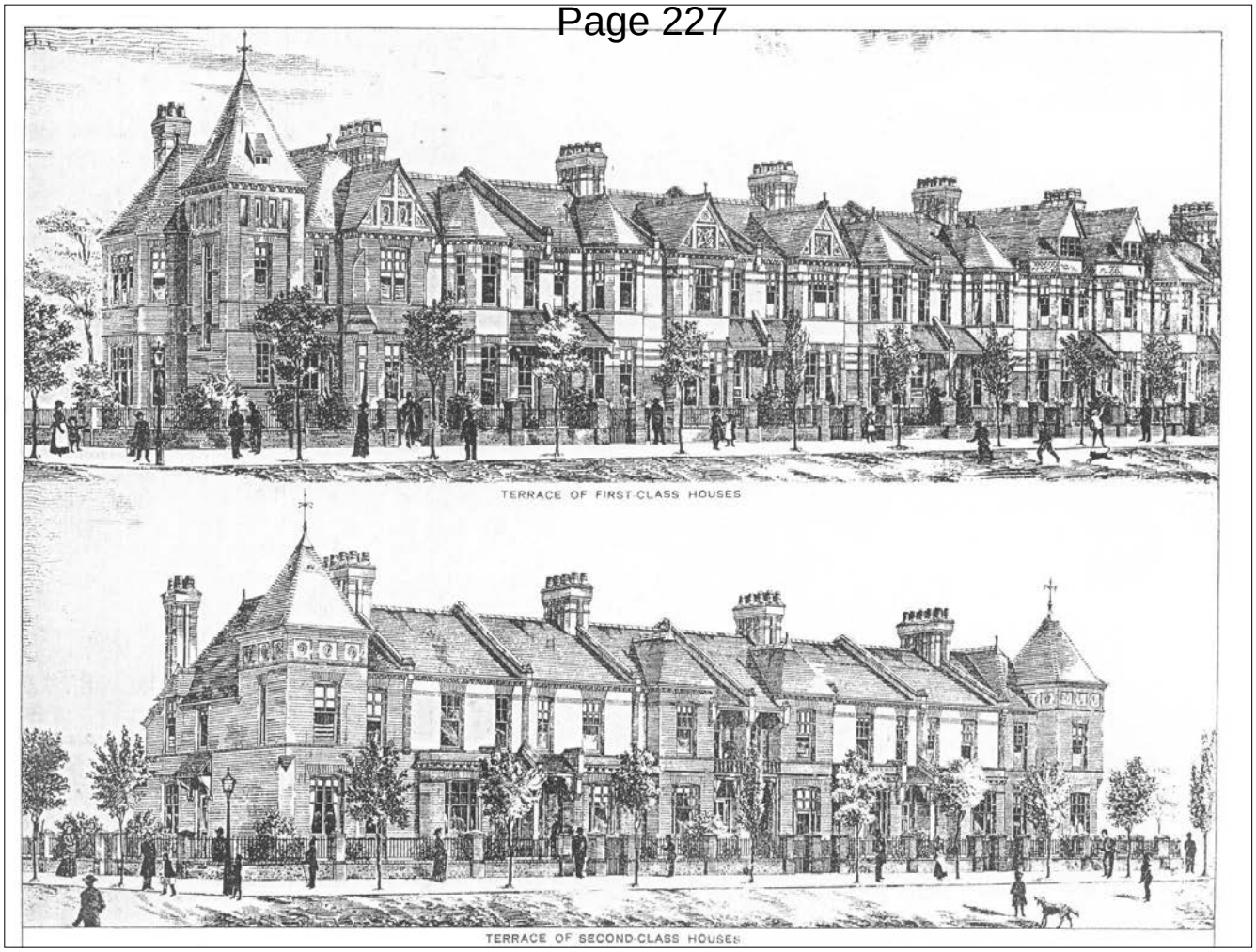
Picture 12. House on the corner of Gladstone Avenue and Morley Avenue, 1905

(Pictures courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service)



11.


12.



Picture 13. Drawings showing the architects original designs, courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service

The January 23rd 1884 edition of the *Pall Mall Gazette* speaks of 'New London', and contains a special feature dedicated to the Noel Park estate. The article described how at least 30,000 "brickes" were required to build each house, and high quality Blue Lias lime mortar (allowing the building to 'breathe') was used throughout. It also stated that:

> "The differences between the classes [of the houses] is alone to be discovered in the amount of accommodation provided. Tobin's ventilating tubes are fitted in every room of the house; and it is manifest that in every direction there has prevailed a zealous determination to secure for the inhabitants of these estates the very best health conditions attainable."

> "An inspection of any one of these houses cannot fail to afford pleasure. The stoves, the marble mantelpieces, the wall-papers are all admirable. Mr Farrant [the Deputy Chairman of the Board of Directors of the Artizans, Labourers and General Workers' Dwellings Co.] makes it a matter of personal pride that the inch flooring boards (an unusual thickness, mark you) shall lie so close that not even a threepenny piece can pass between them. A 6 shilling house has the same features and the same finish as a 12 shilling house; and, altogether, the houses, every one of them, are fitted, furnished, and papered with excellent taste and in first class style."

The building of these cottage style estates was considered an enormous improvement on the living conditions that many working class people endured in London's slums.

THE FIVE 'CLASSES OF HOUSE'

Noel Park estate was planned with five different 'classes' of houses, as opposed to only three at Queens Park and Shaftesbury Park. The plans were deep and narrow conforming to the traditional house plans prevalent at the time, with essential functions such as cooking and bathing in rear out shots.

The larger 'first class' and 'second class' houses had two reception rooms and a hallway which led through to the back for the carrying of coal etc. The third, fourth and fifth class houses were of the 'half-hall entranced' type. The fifth class had a tiny scullery, kitchen and parlour on the ground floor and two bedrooms above.

Each house was designed with a porch, scaled proportionally according to the size of the house. Each house, irrespective of "class", had a front garden bounded by a low brick wall with coping, capitals and railingHouses were fitted out with fireplaces, flues and coppers. Some were connected to mains gas and electricity and all houses had running water. Each had a WC, accessed only from the yard "on the most approved sanitary principle" (The Builder, August 11th 1883), but only first class houses had toilets upstairs.

THE LAST PHASE OF THE ESTATE

Buildings in the southern section of the Noel Park Estate differ distinctly in elevation from the rest, and plans for houses on Lymington Avenue and Mark Road were drawn by the Company's Surveyor, G J Earle. Houses on Mark Road and Russell Avenue are recognisably turn of the century in their use of Arts and Crafts devices such as regular gables to the facade, the use of brick and white render, curved window hoods to the ground floor and white painted woodwork.

COMMUNITY AMENITY

Amenities for the new residents were integrated into the plan of the Estate, as they were at Queens Park and Shaftesbury Park. The site for St Mark's Church was allocated in early plans; however, the church was not erected until 1889. The earliest place of worship at Noel Park was founded by the 'Shropshire Mission to East London' in 1884, using shop premises on Lymington Avenue.

The Mission Hall (now known as Shropshire Hall) was opened in 1913 and named after Bishop William Walshaw-How.

Noel Park School was founded and built in 1889 by the Wood Green School Board, who employed the architect Charles Wall, of Chelsea. It is set back in its own grounds but the scale of the building is such that it appears prominent on the street scene.

Terraces of shops were built to cater for the residents of the Noel Park Estate, and also perhaps to attract residents from the adjacent suburbs. The remaining parades include the terrace of shops between Gladstone Avenue and Shopping City, and the grander Cheapside Shopping Parade, built before 1911, running from Shopping City to Dovecote Avenue.

The centrepiece of the Cheapside Shopping Parade was the Wood Green Empire theatre. The architect was Frank Matcham, renowned for his opulent and fashionable theatres all over London and the UK (including Hackney Empire, London Coliseum and Buxton Opera House). Wood Green Empire opened on 9th September 1912 and boasted a 43 foot proscenium opening and a sliding roof “which will render the theatre the coolest in the very hot weather” (Weekly Herald, 6th September 1912). It had a large auditorium seating 3000.

The final performance at the Wood Green Empire was held on 31st January 1955. The building was then used as a production studio by Associated Television until 1963. The interior was demolished in December 1970 and the crowning turret and cupola have since been removed. However, much of the facade remains above the first floor level.



Picture 14. The Wood Green Empire in 1945, courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service

WORLD WAR II

Noel Park was badly hit during the air raids of World War II. Many lost their lives and flying bombs destroyed dozens of houses. Gladstone Avenue, Farrant Avenue, Pelham Road and Vincent Road were the worst hit. A feeding centre was set up in the estate, which also contained washing facilities. There was a public shelter in Noel Park Recreation Ground.

NOEL PARK ESTATE AT PRESENT

The original layout of the Estate survived until the middle of the 20th Century when Noel Park Station closed, the Goods Yard was demolished, and Wood Green Shopping City was built in their place. Some properties adjacent to the railway line were demolished. The most obvious visual impact today is to the east, where views are abruptly terminated by the rear elevation of Shopping City.

In 1966, the Noel Park Estate comprising of some 2175 properties was purchased by Haringey Council. Some modernisation, for example the introduction of gas, had been undertaken by the Artizans Company in the early 20th Century. However, during the 1970s, Haringey Council recorded that many of the houses lacked basic amenities such as baths, internal WCs and hot water systems.

During the 1980s, The Housing Act gave tenants the right to buy their houses. This resulted in a complex pattern of ownership, with some houses privately owned, some privately rented, some Council owned and some leased by the Council.



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Picture 15. "Fourth class" houses on Pelham Road 1905

Picture 16. Children playing on Russell Avenue, 1905.

Picture 17. Bomb damage on Gladstone Avenue, 1945

Picture 18. Morley Avenue in the 1970s

(Pictures courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums Service)



6. CHARACTER ASSESSMENT

6.1 TOWNSCAPE ANALYSIS

The layout of streets, composition of terraces, architectural character, boundary treatments and open space collectively form an attractive and coherent townscape. There is a clear hierarchy of streets reflected in land use, building size and design, and road width. The grid layout, straight streets, continuous building line and treatment of corner properties create an organised and legible space with attractive long street views throughout. Homogeneity in the streetscape gives the estate a clear identity and sense of place. Garden spaces and trees contribute to a pleasant and spacious residential character.

Much of the Estate's charm and interesting character derives from the quality of the architecture. The architects' consistent use of gothic ornamental detail and high quality materials in complementary designs is visually appealing. Facades are enlivened with decorated gables and recession and projection of bays. The red and yellow brickwork in bands and continuous roof lines emphasise the horizontal mass, while the differentiated gables and corner houses with their fully hipped turrets give each composition rhythm and unity. All around the estate, decorative details further added variety to the terraces.

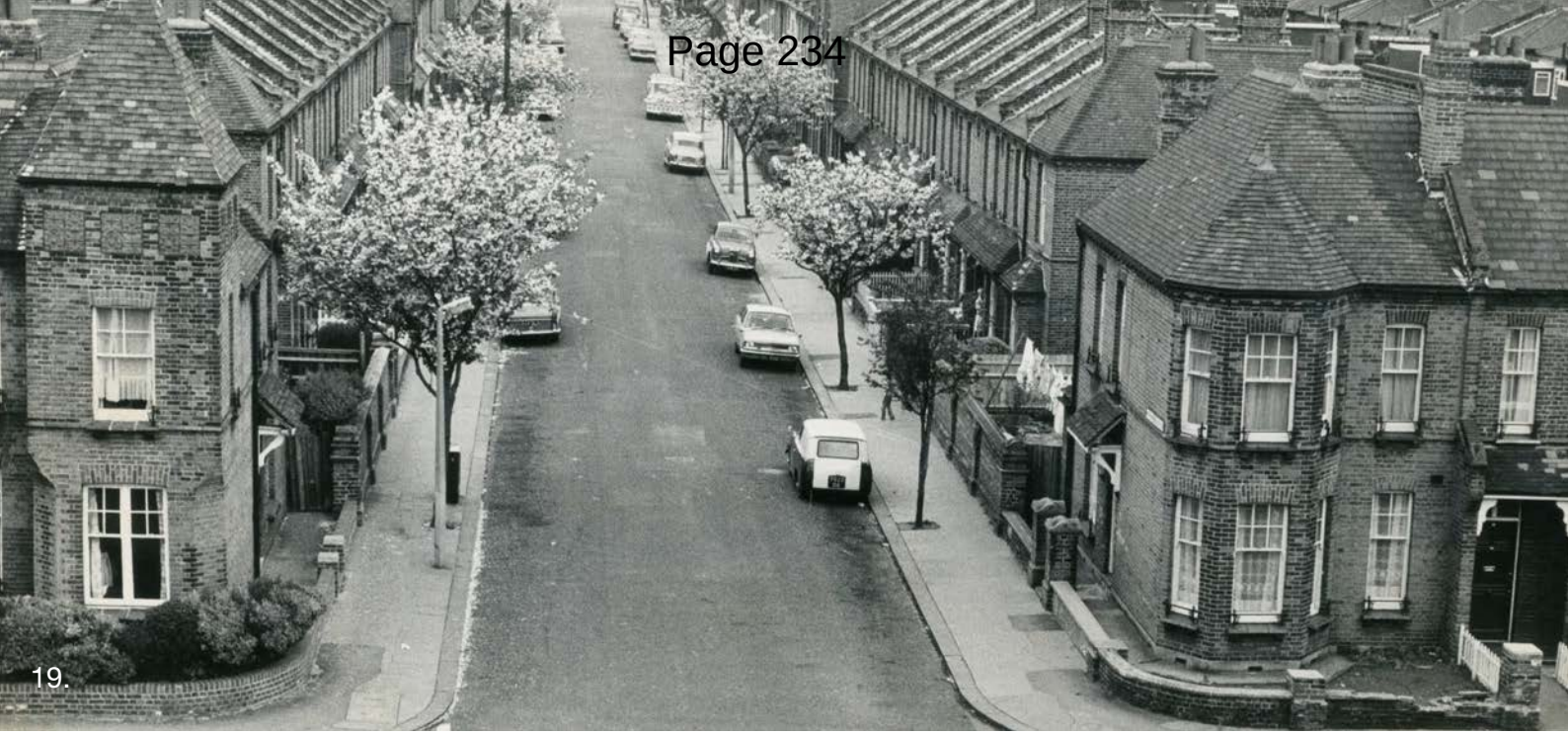
Consistency across the estate gives the area a distinctive character. Each property is an integral part of the design and makes its own contribution towards the character of the neighbourhood, however some of the properties have been "improved" or repaired in a way which has affected their character detrimentally, and thereby damaged the homogeneity of the townscape.



Conservation area boundary
Gateway
Important building or frontage
Statutory listed building
Important view

Map 6. **Townscape features**

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6.2 LAYOUT AND PLAN FORM

Picture 19. Morley Avenue in the 1970s, courtesy of Bruce Castle Museum, Haringey Libraries, Archives and Museums

The estate is laid out in a grid pattern, with long straight streets creating formal, well-ordered and uniform streetscapes with good legibility. The Avenues (Farrant Avenue, Moselle Avenue, Morley Avenue, Hewitt Avenue, Lymington Avenue, Russell Avenue) run south-west to north-east, and have long sections of unbroken terrace between junctions. Vincent Road, Salisbury Road and Darwin Road run south-east to north-west with shorter street sections, and connect with Lordship Lane.

The exception is Gladstone Avenue, the central street and 'backbone' of the estate which runs parallel with the other Avenues for most of its length but veers North at St Mark's church to join the High Road. Ashley Crescent curves around St Mark's church creating a focal point in an otherwise uniform layout.

The grid pattern and small blocks mean that the area within the estate has good permeability and good connections with surrounding streets to the north and east. Permeability is poorer on the south side where the park and shopping developments cut off access and visual connections to adjacent areas. Streets in this part of the estate have reduced through traffic.

The area to the south of Gladstone Avenue which was completed during the later phase of development has a slightly different building layout, but is in keeping with the street pattern of the original plan. The townscape therefore has collective consistency and coherence.

Map 7. **Buildings and space**

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Conservation area boundary

Buildings



6.3 ARCHITECTURAL CHARACTER

Much of the estate's character derives from the visual appeal of the buildings and the way they are laid out. The terraces are modestly proportioned with two storeys and pitched roofs. Plots are narrow and the terraces are built across the full width, resulting in a tightly knit streetscape. Individual terraces or street sections are of uniform design, making each individual street visually harmonious.

The composition of terraces is important. Consistent building lines with rhythm and vertical articulation define ordered streetscapes. Most terraces have differentiated houses at their centre with features such as prominent decorated gables to the façade, projecting bays and additional decorative detail. Corner properties are also treated differently and act as focal points at junctions. These often have prominent gables or turrets with hipped roofs, and additional decorative details.

Designs throughout the estate have a collective consistency in which each individual house makes a contribution to the character of the area as a whole. Different designs complement each other and share similar proportions, materials and architectural style. The style is distinctive and unusual in the wider area contributing to a sense of place.

The architectural style of the houses on the estate is best described as a variation of Victorian Gothic. Ornamental detail and high quality materials have been used throughout. Facades are in red and yellow stock brick in Flemish bond. Decorative brickwork with corbelling, coloured banding, diaper pattern, and gauged brick arches is used throughout. There are decorative clay hanging tiles and terracotta detailing including rosettes, panels, string courses and window sills with corbels. All house designs feature paired entrances with projecting or recessed porches. Windows throughout are double hung wooden sash windows with narrow glazing bars. There is great harmony in design, but the estate is not simply row upon row









Picture 20. Russell Avenue: A turret with pyramidal roof and finial marks the end of a terrace

Picture 21. Morley Avenue: A double gable feature at the centre of the terrace.

Picture 22. Tyneside flats with Gabled frontage on Gladstone Avenue

Picture 23. Ashley Crescent: The corner house is decorated with gables and turrets.



25.



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of identical façades. The subtle variety in detailing gives each row of terraces its individual character and distinctiveness.

The roofscape makes an important visual contribution. Pitched roofs are in welsh slate with clay ridge tiles and lead flashing. Clay tile is used on some corner properties, turrets and dormers. Gabled party wall parapets with brick and terracotta corbels, and prominent chimney stacks with decorative polychrome brick work and clay pots add visually interest and rhythm.

Throughout the estate, many properties have been either altered or repaired in a way that doesn't reflect the original design or materials. Examples include painting, pebble dashing or cladding of facades, replacing windows and removing, enclosing or replacing porches. This has damaged the original character

Picture 24. A gable decorated with brickwork and terracotta rosettes

Picture 25. Parapets and prominent chimneys in the rooscape

Picture 26. Decorative brickwork and corbelling on a bay window

6.4 HIERARCHY OF STREETS

One of the significant features of the estate is the clear hierarchy of streets. Gladstone Avenue is the widest and larger buildings including St Mark's Church and the school are located here. Vincent Road, Salisbury Road and Lymington Avenue are also well connected and relatively wide with some retail use. Other streets tend to be narrower and have only residential land use.

This hierarchy is reflected in the arrangement of house types on the estate. Plumbe's original designs specified five different types of house. The largest houses are around St Mark's church, with houses decreasing in size with distance from the central area.

The largest type of house is found on Gladstone Avenue and Ashley Crescent. These have double height bay windows. There are projecting dormer windows at the centre of terraces and corner properties are accented with elaborate roof configurations including turrets and prominent decorated gables. There are also several terraces of Tyneside flats on Gladstone Avenue which are larger in scale. Numbers 105–221 (odd) are particularly distinctive in design, with a regular rhythm of large projecting gables decorated with vivid green or grey glazed brick in diaper pattern. The scale and detailing of the buildings here, as well as the width of the road, set it apart from other streets within the estate.





Picture 27. Tyneside flats on Gladstone Avenue

Picture 28. "First class" houses on Gladstone Avenue

Vincent Road and Salisbury Road are wider than the more modest residential streets on the estate, with shorter terraces between junctions. The second largest type of house is found on these streets, as well as on Farrant Avenue (numbers 1-35 odd and 2-22 even). These houses have square projecting bays at ground floor level and corner properties have square or angled turrets with hipped roofs. There are short shopping parades at the Northern end of Vincent Road and Salisbury Road. These have an attic storey with dormer windows and additional architectural detailing including hanging tiles, finials and terracotta panels.

Picture 29. Vincent Road



Moselle Avenue, Morley Avenue, Farrant Avenue, Darwin Road and Pelham Road have long unbroken terraces between junctions and are relatively narrow with a strong sense of enclosure. The modest scale and style of houses on these streets give them a cosy residential character. The three smaller house types are found on these streets. These are small cottage-style houses with projecting porches. A large mature tree on Morley Avenue ("The friendship tree") is an attractive focal point. Buildings are set back to accommodate it, creating an enclosed circular space.

Houses to the south of Gladstone Avenue were built during a later phase of the estate's development. These don't reflect Plumbe's original typology exactly but there are several apparent styles of house which also decrease in size with distance from Gladstone Avenue. The largest houses are on Lymington Avenue, Hewitt Avenue and Mark Road. Houses on Russell Avenue and Maurice Avenue are smaller and do not have projecting sections to the rear. Houses reflect the style, materials and proportions of houses found elsewhere on the estate, but there are some differences in architectural detailing including the use of brown glazed bricks on porches and boundary walls. Houses on Russell Avenue and Maurice Avenue are noticeably later in style and show the influence of the Arts and Crafts movement, with large gables at regular intervals and rough cast render to facades.









Picture 30. Lymington Avenue: Facades are different in design, featuring glazed bricks.

Picture 31. Darwin Avenue has a cozy, residential character.

Picture 32. Russell Avenue: Facades have sweeping gables, render and recessed arched porches in glazed brick.

Picture 33. Modest cottage style houses on Moselle Avenue

6.5 BOUNDARY TREATMENT

All houses have dwarf boundary walls which delineate small front gardens of uniform size. These are of brick in Flemish bond and with piers at gateways and in some cases between properties. Boundary walls have moulded or terracotta coping and capitals. They originally featured cast iron fences and gates though almost all of these have been removed. Corner plots have the same boundary treatment and garden width on both frontages, keeping the consistency of building line. Areas of infill often reflect the original boundary treatment.

Boundary treatments make an important contribution to character by creating space in an otherwise tightly packed streetscape, and providing a buffer of clearly delineated private space between front doors and the public street. The consistency of boundary walls and the rhythm of piers and gateways contribute to the ordered, formal character of streetscapes and views.

Many boundary walls have been altered, replaced or repaired in a way that doesn't reflect the original design. This includes alterations in height, addition of fencing or blockwork, rebuilding in a different material or (unusually) removal. This has damaged the homogeneity of the streetscape.

Where there are gaps between terraces at junctions, Rear gardens are enclosed with high brick walls in Flemish bond which are contemporary with the rest of the estate and in keeping with its character. These typically have piers with decorative capitals and moulded or terracotta coping stones.









Picture 34. Moselle Avenue: A rear garden wall with decorative pilaster

Picture 35. Gladstone Avenue: The boundary treatment continues around the corner of the property.

Picture 36. Glazed brick wall with iron railings on Hewitt Avenue

Picture 37. Russall Avenue: Front garden

6.6 USES WITHIN THE AREA

Though the majority of land use is residential, there are currently other land uses including the church, community centre, primary school, and some small parades of local shops. Shops are found near the pre-existing thoroughfares of Lordship Lane and Wood Green High Road. The Church, School and Shropshire Hall Children's centre are grouped together around Gladstone Avenue, providing a focus for the whole estate. This area takes on a noticeably different and more vibrant character at the end of the school day, when the streets fill up with families leaving school. These community assets lend spatial and functional coherence to the estate and are characterised by purpose built, larger and more ornate buildings.

Whilst most of the houses were built as family houses, many have been subdivided into flats. The only purpose built flats are found on Gladstone Avenue which has several terraces of 'Tyneside flats' or tenement flats. These have a smaller unit size but the building has a large elevation and mass.

6.7 PUBLIC REALM

Pavements throughout the estate retain the original wide granite curbs. Streets completed during the first phase of development generally have a tarmac pavement surface which is patchy in places where work has been carried out. Streets completed during the later phase of development have concrete paving slabs.

Street furniture is generally standard and includes standard black street lights, parking signage, telephone poles and signal boxes. Apart from in a few areas, it is not too cluttered and makes a neutral contribution while doing little to enhance the character of the streetscape.

There are some examples of traffic calming measure including widened pavement with narrowed carriageway at major junctions, speed bumps, raised junctions and pedestrianised areas with raised paving.





Picture 38. Cluttered public realm on Pelham Road.

Picture 39. Active shop frontage on Salisbury Road

6.8 TREES AND OPEN SPACE

There are no large public open spaces within the conservation area. Russell Park is located at the Southern-most corner of the estate, outside of the conservation area. It contributes to the amenity of the estate, and allows for some views through to trees and greenery. It is surrounded by the rear elevations of houses and accessible only through one of several gateways. It is generally poorly integrated with surrounding streets though this layout lends the park a pleasing element of surprise, and enclosure.

St Mark's church and Noel Park School both sit in fairly large open plots. These spaces do not have public access and are enclosed behind fences, but provide a visual opening in the townscape allowing for views through to trees and greenery.

All houses have private open space in the form of small front gardens and larger rear gardens enclosed behind terraces. These spaces make an important contribution to the quality of the streetscape, softening hard urban lines to create a relaxed, residential, and sometimes leafy character. Where gardens are poorly maintained or paved, there is a negative effect on character. In some streets bins in front gardens also have a negative effect.

Trees make an important contribution to the area. Many streets have tree lines which give them a pleasant leafy character in the summer, provide shade, and frame long street views. At the edges of the estate, the start of the tree line is often a visual marker of the estate's boundary. Tree lines vary in quality, consistency, maturity and species. The friendship tree on Morley Avenue is a particularly important example, providing a focal point for street views and being well-liked by those living locally. Unfortunately it has suffered from some fly-tipping.

6.9 VIEWS

Long linear streets mean that there are striking street views in much of the estate which are enhanced by tree lines and terraces. Moving through the space, there are unfolding views into adjacent streets, creating connections between spaces. There are opportunities for glimpses through to rear elevations and greenery in rear gardens where there are gaps in the terraces around junctions.

Many long street views and views out of the area terminate on the imposing rear elevation of Shopping city, or other large modern buildings nearby (including Wood Green Crown Court, River Park House, and blocks of flats.) This sometimes creates a striking contrast but in streets near the boundary of the estate these large buildings can be overbearing.



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Picture 40. Long street view on Vincent Road looking south

Picture 41. Morley Avenue: There are views through to the rear elevation of houses on Salisbury Road.

Picture 42. Morley Avenue: Street trees and greenery in front gardens softens the streetscape

Picture 43. Front garden greenery on Gladstone Avenue

6.10 POSITIVE CONTRIBUTORS

The homogeneity of terraces and streetscapes is an important part of the character of the estate. Where there are variations in design within a street, these complement each other and reflect the character and proportions of the street as a whole.

Architectural detailing is attractive and distinctive, contributing to the estate's unique character. There is great harmony in design and houses share a similar palette of materials and features. Front gardens and boundary treatment which are consistent throughout the whole estate help create collective consistency. Individual features including sash windows, decorative brickwork, chimneys and chimney pots, roofs, ridge tiles finials and porches, collectively give the buildings their distinctive character.

The flats at 105-221 (odd) Gladstone Avenue are particularly distinctive. These have large gables to the facade with vivid green or grey brickwork in diaper pattern and a small rounded pediment at the apex. Almost all windows in these terraces are original or in keeping with the original style.

The terrace of houses on Ashley Crescent is a fine example of the largest type house found on the estate. The roofscape and decoration is particularly striking and the curve of the terrace creates a sense of enclosure. These houses are generally well-preserved.

119 -137 Darwin Road form a particularly well-preserved terrace of smaller houses, with shared cantilevered gabled porch canopies. Many have their original windows and there have been few alterations to facades.

The Noel Park School located on Gladstone Avenue is an imposing three-storey red brick building built in 1889. It is relatively plain in design and has very large windows with arched lintels and small panes separated buy thick glazing bars. There is some pargetting to gables. The school is set on a large plot with open space and mature trees.

St Mark's Church is located to the west of the school on a large plot. This is a well preserved grade II listed building, designed by Roland Plumbe in 1889. The church, in early gothic style, is in red brick with glazed terracotta detailing, simple stepped arches and grouped lancet windows. The church forms a group with the grade II listed Mission Hall built in 1884, and an attractive vicarage designed by J.S Adler in 1903. All three buildings sit on a large island site which is a focal point for the estate.

The "Friendship Tree" on Morley Avenue and the buildings which surround it create an important focal point within that street.





Picture 44. Multi-layered roofscape of St Mark's Church and Mission Hall, seen from Lymington Avenue

Picture 45. The Vicarage next to St Mark's Church

6.11 NEGATIVE CONTRIBUTORS

Loss of architectural detailing has damaged the character of some buildings, either through buildings falling into disrepair, or through repairs or alterations that do not reflect the original materials and details.

There are a great number of small scale renovations and alterations to properties that are insensitive and damage character of buildings and the homogeneity of terraces. These include UPVC window replacements which do not reflect the original configuration, the replacement of porches (or the enclosing of existing porches) in an inappropriate style or with poor-quality materials, the removal or alteration of boundary treatments (including changes in height, painting, replacement and complete removal) and the cladding or painting of facades.

Alterations and loss of original detail are present throughout the estate, but some streets or street sections are particularly badly affected. Moselle Avenue and Farrant Avenue (especially towards the east near junctions with Lordship lane) have a great number of poor quality alterations, especially replacement porches and cladding. These areas appear quite run down. Mark Road, Russell Avenue and Maurice Avenue (which lie outside of the Article 4 direction) have also been altered extensively.

The proliferation of satellite dishes on front elevations has a negative impact on the character of many streets, especially where properties have been sub-divided. Large numbers of wheelie bins in front gardens also have a negative effect. In the narrower streets, parked cars can have a negative impact through restricting views and reducing the navigability of the space.

There are some rear extensions that are visible from the street, where there are gaps in the building line around junctions. Views through to rear elevations contribute to the character of streets throughout the estate and where rear elevations have been unattractively altered there is a negative effect. Rear extension ‘pods’ to flats on Gladstone Avenue are particularly noticeable.


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Picture 46. Morley Avenue: Brickwork and windows have been replaced with inappropriate materials

Picture 47. Poor quality porch replacements on Moselle Avenue

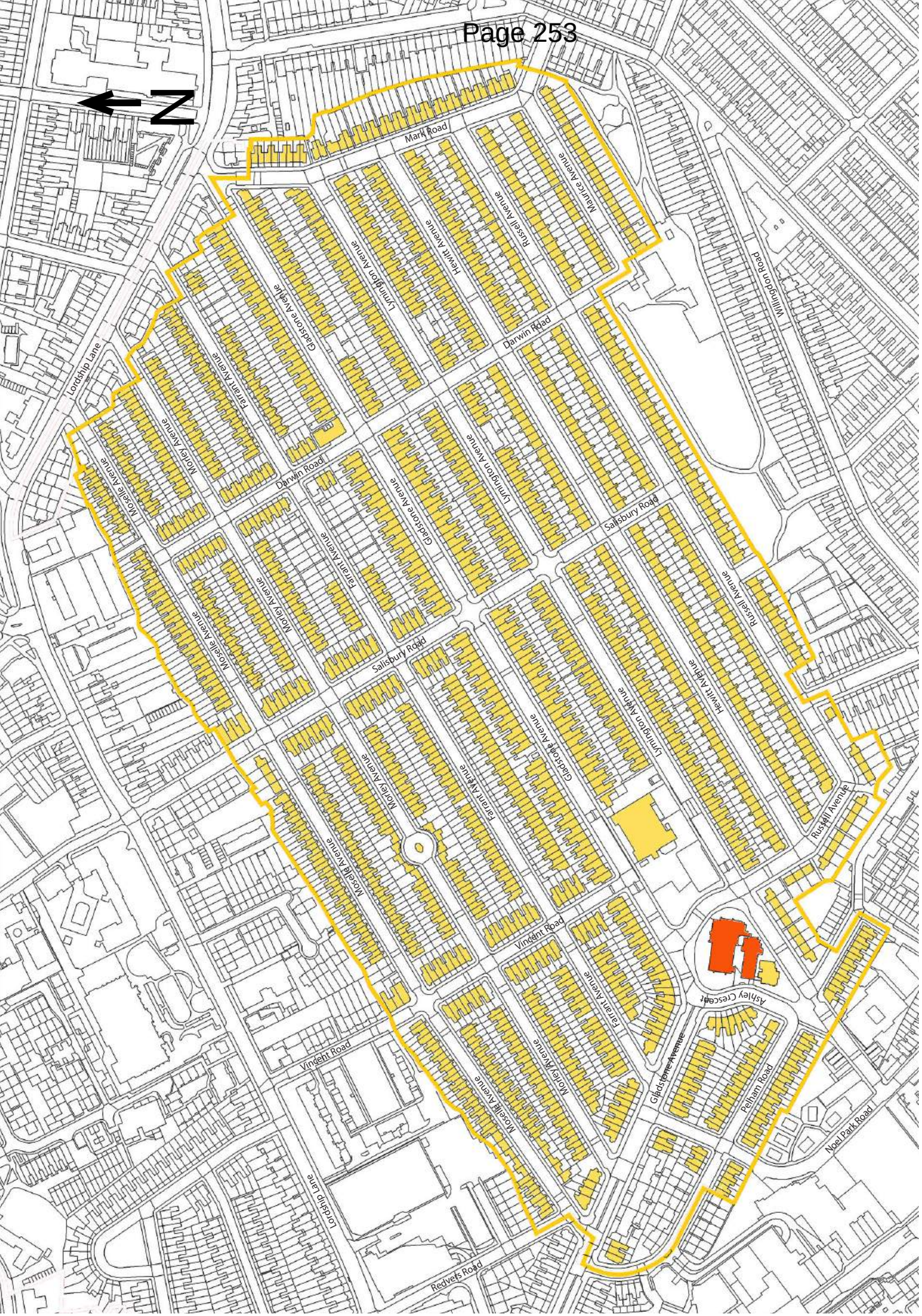
Picture 48. Rear extension ‘pods’ on Gladstone Avenue are visible from the street

Picture 49. Farrant Avenue: Pebble dashing and poor maintenance leading to the loss of roof features.

6.12 SUMMARY

The Noel Park estate has collective value by virtue of the quality and architectural features of the buildings, harmony in design across different streets, consistency in layout and streetscapes, and the coherence and legibility of the estate as a whole. The special character has been damaged extensively by the loss of original features, and small scale alterations that have damaged the homogeneity of streets and groupings of buildings.

Extensions and subdivision of properties, linked to a complex pattern of ownership have resulted in proliferation of bins, parked cars and satellite dishes. The deterioration of the original built fabric and the inadequacies of the original houses (when judged by modern standards) mean that appropriately designed alterations and repairs have been necessary and will continue to be necessary in order to preserve the usefulness of the estate.



Map 8. **Positive contributors**

Statutory listed buildings

Conservation area boundary

Positive contributors to character

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7. PROBLEMS, ISSUES AND OPPORTUNITIES

Some features including brickwork, roofs, windows and boundary walls are in poor repair and in need of work in order to prevent their loss and improve the condition of the homes. Residents have suggested that the type and condition of windows causes problems such as condensation, drafts and poor energy efficiency. Of the repairs that have been carried out, some are sensitively done while others have altered the appearance and character of properties.

There are a great many small scale additions and alterations to properties, and examples of complete replacement of original features in a different style. These have damaged the homogeneity and character of terraces and streetscapes. The proliferation of these, despite conservation area status and article 4 directions having been in place since 1982 and 1983 respectively, would suggest that residents find the original features (especially windows) inadequate to their needs, and find it difficult to meet the maintenance needs of their properties and ensure liveability while also respecting the heritage character. There is a clear need to work with residents to ensure that properties can be upgraded in a way that ensures their utility and meets Decent Homes standards, while also ensuring the preservation of the area's character.

Many of the properties that were originally designed as single family dwellings have been subdivided or are in multiple occupation, leading to proliferation of bins, satellite dishes and cars. There may also be issues around the provision of space within properties. Many have been extended at the rear.

Public realm in the estate including paving and street furniture is inconsistent and parts are cluttered or unsightly. It generally does not serve to enhance the character of the area. Some areas suffer from a cluttered appearance due to the proliferation of signs, etc. The area is dark and less inviting after dark, and might benefit from improvements to street lighting. Residents report increased incidents of fly-tipping which may be linked to general run-down appearance of some areas.

Setting is an important consideration in the ongoing management of heritage assets. In this case, changes in areas outside the boundary of the conservation area have had an effect on its significance. The cohesive character of the conservation area and its legibility has been eroded by nearby developments, the design of which does not respect the setting of the estate. This is particularly pronounced in respect of the scale of nearby large commercial premises, and the location of their service access.

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There are no sites or spaces within the conservation area which are likely to present development opportunities. Future patterns of change are likely to result from ongoing processes of incremental change.

The appraisal and management plan is an opportunity to review the boundary of the conservation area and of the article 4 designation in order to reflect the current condition and ensure that the character of the whole area is protected by policy. There is an opportunity, through the use of planning enforcement, provision of advice and guidance, and through working closely with residents, to encourage the repair and reinstatement of original features which will greatly enhance the character of buildings and streetscapes.

A number of the streets in the estate are part of the Haringey decent homes programme phase 8 (2015/16, currently in the survey/planning stage) and will benefit from investment to ensure that homes are safe, wind and watertight, and have efficient and effective heating. There is an opportunity to work with Homes for Haringey to devise a programme of renovations which also respect and enhance heritage value.

There are opportunities for improvements in public realm for example replacement of poor quality paving and renovation of original street signs. There may be opportunities to improve access (to Russel Park) and the quality of pedestrian and cycle routes and connections through the estate.

8. MANAGEMENT PLAN AND DESIGN GUIDANCE

8.1 BOUNDARY REVIEW

As part of the ongoing management of the conservation area this appraisal includes a review of the area's boundaries.

CHANGES TO CONSERVATION AREA BOUNDARY

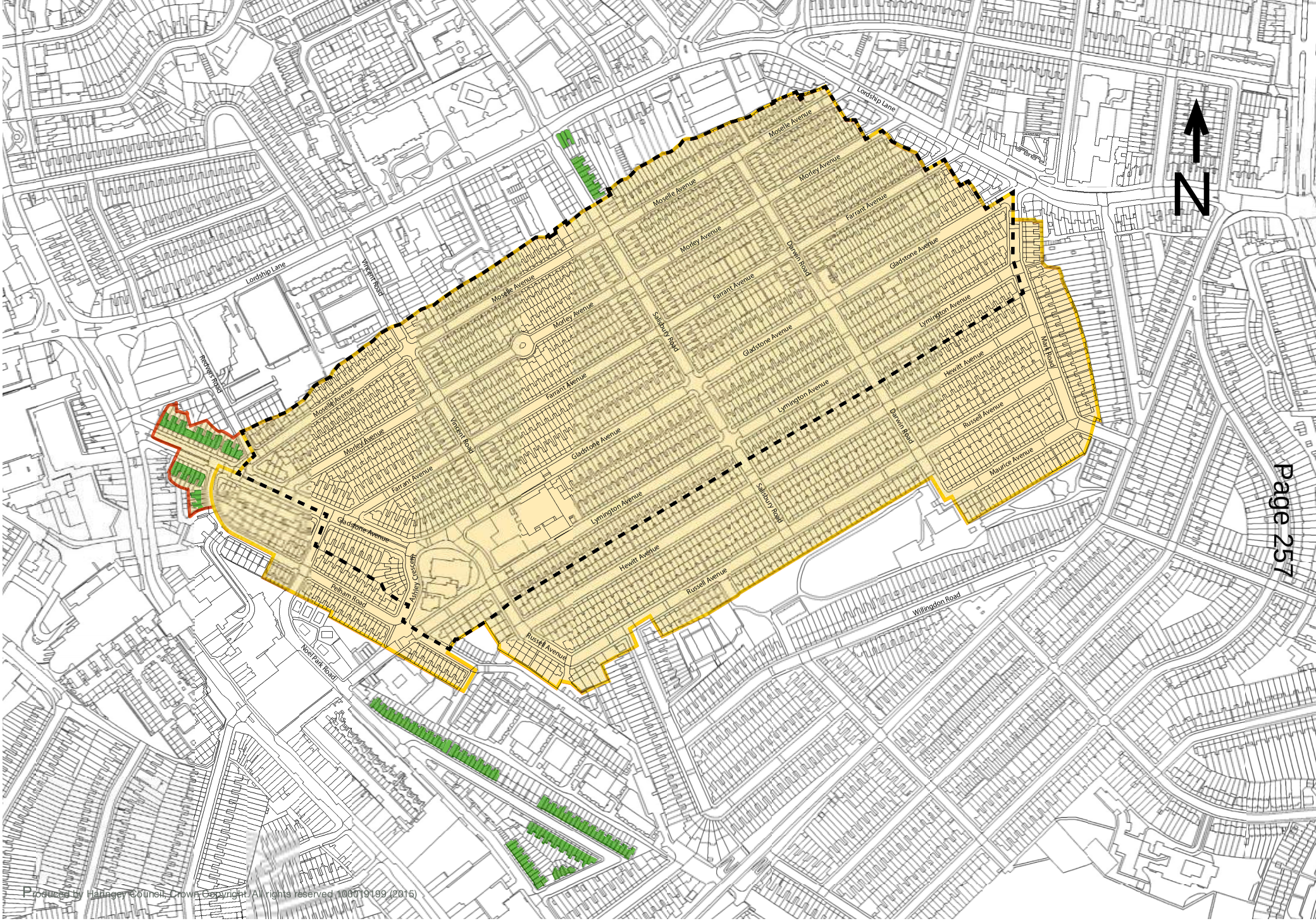
It is not recommended that any areas are removed from the conservation area. Although the character of some street sections has been damaged, the special character of these areas is still discernible, marking them out as part of the estate. Furthermore, the streets within the estate form a coherent whole with a planned layout and hierarchy of streets. It is therefore desirable to protect the area as a whole rather than to consider streets individually.

There are some areas of housing and parades of shops near the boundary of the conservation area which are contemporary with the rest of the estate and share the same architectural style and features. However, these are not recommended for inclusion in the conservation area. In some cases they are not contiguous with the rest of the estate: they are separated from it by areas of later infill in the area previously occupied by the railway line. Furthermore, the streetscapes in which these buildings sit have a different character due to large areas of modern development, the proximity of large modern buildings, or loss of architectural character and original features. For these reasons it is not suggested that they are included within the conservation area

There is a section of Gladstone Avenue which was part of the original estate and is not currently within the conservation area boundary. Houses here are similar in design and condition to those found elsewhere in the estate and the street shares the same character. It is proposed that the boundary is amended to include this area.

ALTERATION TO ARTICLE 4 DIRECTION

It is recommended that the area covered by the Article 4 direction is amended to include the whole of the designated conservation area and the proposed new addition to it. Streets which are currently not covered by the Article 4 direction (Hewitt Avenue, Russell Avenue, Maurice Avenue, Mark Road and Pelham Road) share the special character of the estate as a whole. The above streets demonstrably suffer from the same pattern of incremental change as the estate as a whole. The additional controls over small scale changes afforded by the Article 4 direction would allow the council to better manage and control such change.



Terraces that was originally part of the estate

Proposed conservation and article 4 area

Existing boundary to conservation area

Existing boundary of article 4 area

proposed extension to conservation area

Map 9. **Proposed changes to boundaries**



8.2 DEVELOPMENT MANAGEMENT

New developments, demolitions and alterations within the conservation area are managed through the planning process. Decisions about planning permission will reflect the need to preserve and enhance the special character of the Noel Park estate, in line with statutory requirements and Haringey's local plan policies.

This means that the council will resist loss of, or harm to, the significance of the heritage assets. The council will seek to retain buildings and structures that make a positive contribution to the character and appearance of the area, as shown on the Positive Contributors map (p50), and substantial harm to them will generally not be permitted.

There may be opportunities for development within or in the context of the conservation area where buildings detract from the area's significance, character and appearance. (see positive contributions map, p49). The Council will require that such proposals enhance the area's special character, appearance and setting and are compatible with and/or complement the significance of the area.

ALTERATIONS TO BUILDINGS

The Noel Park Estate is subject to Article 4 restrictions which gives the council increased control over certain small scale alterations to properties. The Article 4 Direction removes permitted development rights relating to enlargement, improvement or alteration to houses, construction or alteration of boundary walls and painting of the exterior of houses, insofar as these relate to the front facade of the property or certain other important facades. This means that the following would require planning permission at the front of the house and on some side elevations:

- Replacement of windows and doors
- Exterior painting

- Alterations to boundary walls, gates, fences and other means of enclosure
- Installation of roof lights or alterations to roof materials

The following are not considered permitted development in a conservation area, and would require planning permission:

- Installation or alteration of chimneys, vents, and flues on walls or roof slopes at the front or side of the house
- Installation of dormers or extensions to roofs
- Installation of satellite dishes on a wall or roof slope that is visible from the road
- Exterior cladding

In considering proposals for alterations to buildings, the council will have regard to its statutory duty and national and local plan policies . Alterations or extensions will be expected to complement the architecture and layout of the original buildings, and retain or reinstate original features. Basic guidance on works that are considered appropriate in the conservation area is given in the Design Guide (p57). Further advice on planning issues in conservation areas is available on the council's web page.

TREES

Trees within the conservation area enjoy additional protection. The council must be notified at least six weeks in advance where it is intended that works are carried out to a tree within the conservation area. This gives the council time to enact a tree preservation order if it is considered necessary.

ENFORCEMENT

The council, under its statutory power, can take enforcement action towards unauthorised works that detract from the significance of the conservation area. Unauthorised demolition or alterations to buildings within a conservation area is a criminal offence and those responsible may face prosecution.

It is recommended that as an aid to enforcement and monitoring, the Council considers establishing a comprehensive dated photographic record of the condition of properties in Noel Park. It may be possible to engage volunteers in this project.

Planning Enforcement page: http://www.haringey.gov.uk/housing-and-planning/planning/planning-enforcement

Pre-application advice service: http://www.haringey.gov.uk/housing-and-planning/planning/planning-applications/pre-application-planning-advice-services



8.3 DESIGN GUIDE

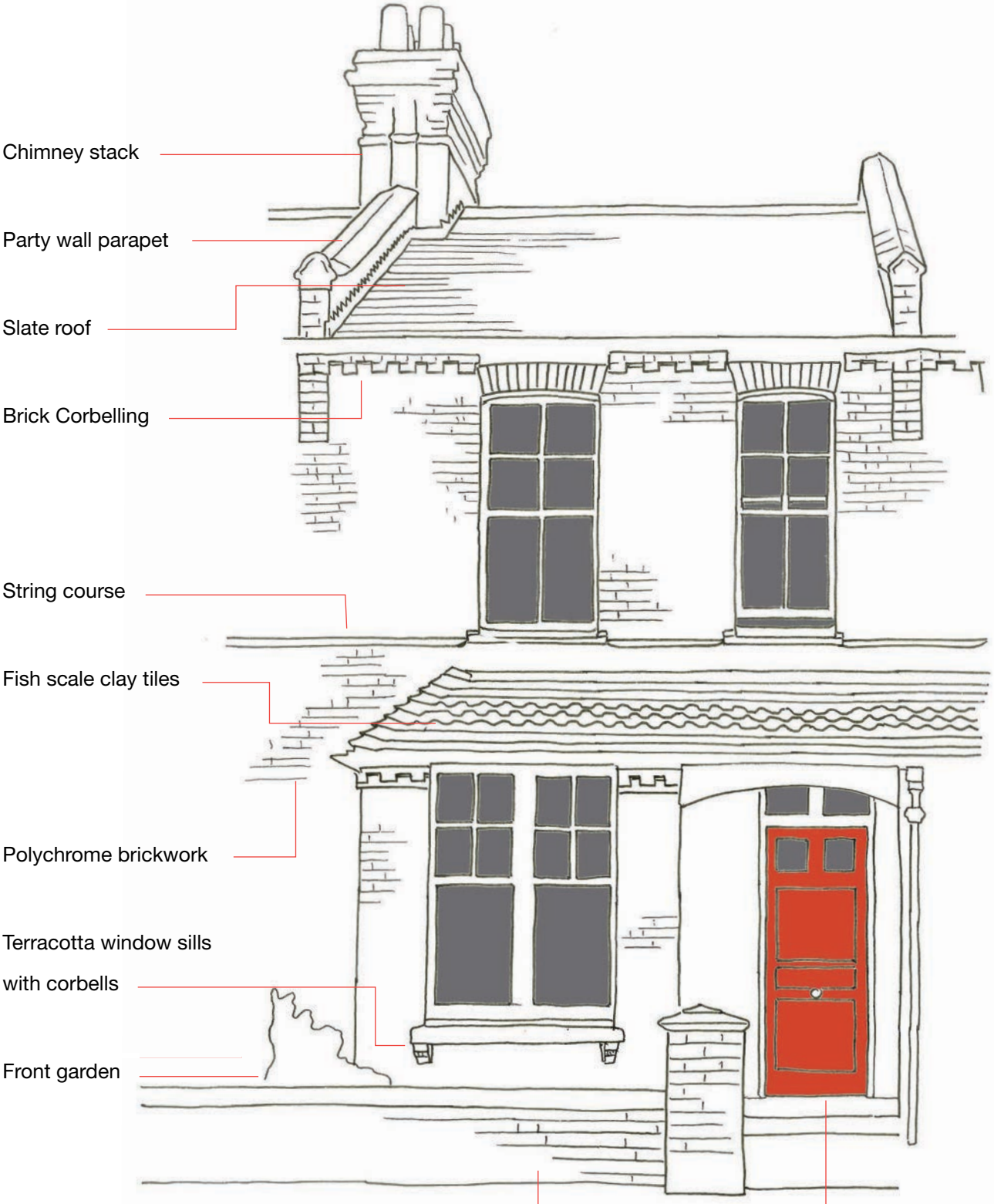
When applying for planning permission to make changes to a property in the Noel Park Conservation Area, applicants should make sure that the proposed scheme is in line with the design guidelines contained here.

When making changes to properties that do not require planning permission, residents may still wish to follow these guidelines in order to maintain and highlight the traditional character and features of the property. The guidelines reflect what the council considers to be the best approach, but it may also be possible to preserve and enhance the appearance of buildings in Noel park using techniques or approaches to design not specified here.

It is recommended that resident keep their houses in good repair. Planning permission is not required for repairs using tradition techniques, materials and finishes.

KEY POINTS TO REMEMBER

- Proposals should seek to retain as much of the original fabric of the building as possible.
- Regular maintenance is important and can prevent bigger and more expensive problems later on, for example blocked gutters can lead to damp problems and damage to brickwork.
- Old buildings are constructed differently from modern ones. Their construction makes them more porous and naturally ventilated, so they ‘breathe’. They generally include softer materials such as lime based plasters and mortars which respond to air and moisture differently. It is usually a good idea to use traditional materials and techniques when repairing older buildings so as not to change their natural thermal behaviour.



Picture 50. The distinctive features of a typical Noel Park house which should be retained, repaired or reinstated wherever possible.

WINDOWS

Residents are encouraged to retain and existing sash windows where possible. UPVC replacement windows cannot replicate the appearance of original windows and are not appropriate in the conservation area. It is never appropriate to alter the configuration of windows or the size of openings. Where windows have been altered, every opportunity should be taken to restore them to their original style.

Repair

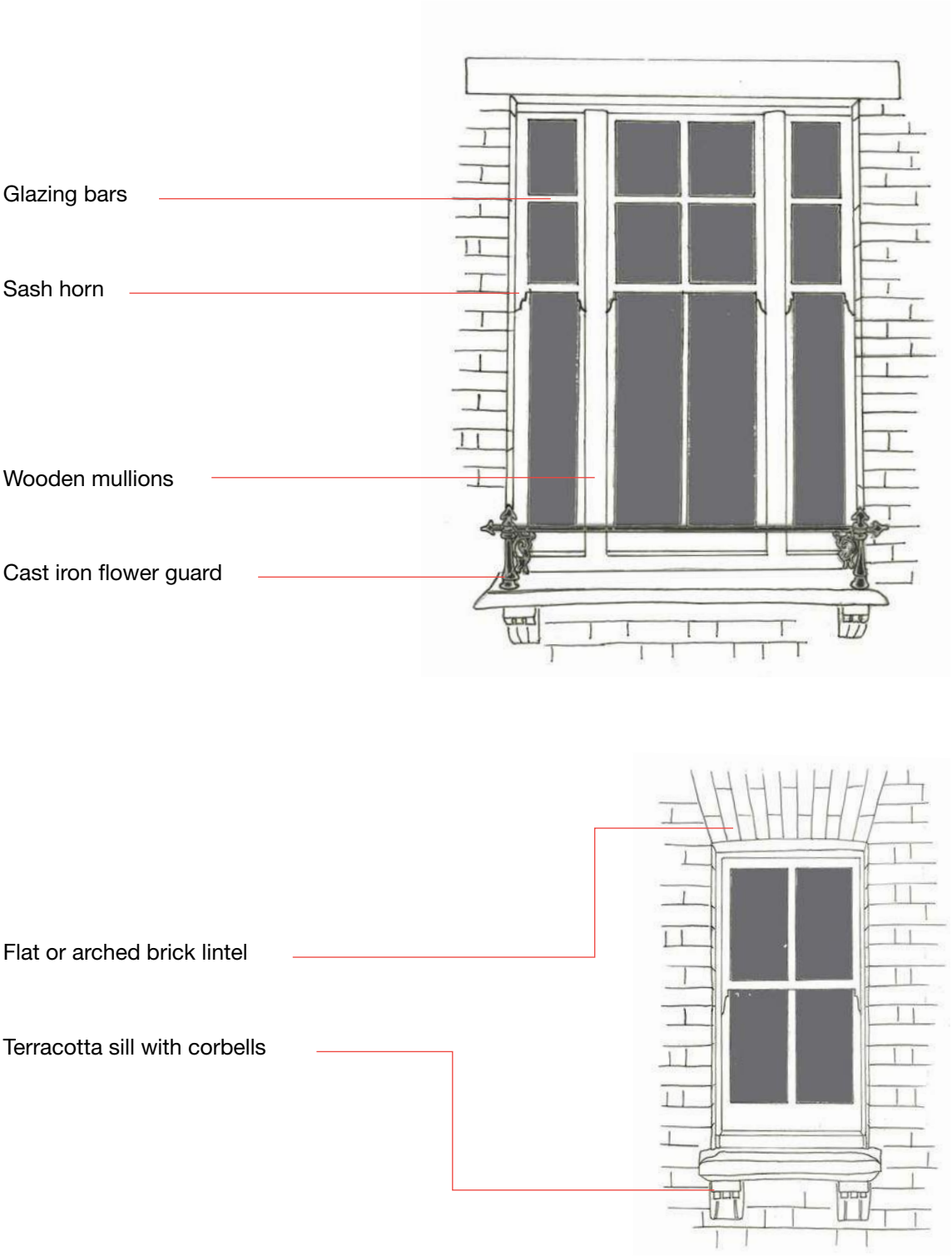
- Repairs should be made by removing decayed wood and grafting in a new piece to match the existing.
- Decay can be minimised by maintaining the putty to the glazing (therefore preventing water build up around the frames) and by regular painting.
- The thermal performance of windows can be significantly improved through the use of draught excluders made especially for sash windows and/or discreet secondary glazing.

Replacement

- Replacement windows should be wooden sashes which carefully match the original design. These should replicate all dimensions including the thickness and profile of frames and sash horns, and the configuration, thickness and profile of glazing bars.
- Windows can be double-glazed, provided it is still possible to replicate the original frame profile.
- There may be more flexibility about materials where windows are on rear elevations and not visible from the street.
- In cases where a previously altered window is to be replaced, the new window should seek to replicate the original details, which can usually be ascertained by looking at nearby houses of the same type.

External security grills, gates and shutters should not be installed to doors or windows as this harms the character of the area. Residents wishing to improve security are advised to seek specialist advice on more appropriate solutions.

Where the Article 4 Direction applies, planning permission is required for the replacement of windows. Permission is not required for maintenance and like for like repairs.



Picture 51. The features of typical Noel Park windows, which should be retained, repaired or reinstated where possible.

DOORS

Most houses in Noel Park have partially glazed wooden panelled doors. There are a variety of original door designs on the estate. As far as possible, original doors should be retained.. Repairs can be made by removing decayed wood and grafting a new piece to match the original. It is never appropriate to replace original panelled doors with a different style or material. Some doors have original stained glass which should be retained or replaced on a like for like basis, as this is an important feature.

Where doors need to be replaced the original design should be replicated in wood. Advice from an appropriately experienced joiner should be sought. Where the original door has been lost every opportunity should be taken to replicate the original design. It is usually possible to ascertain the original design by looking at other houses of the same type on the street.

Side lights and and top lights are an important part of the door design and should not be covered or altered. The configuration of door panelling often relects the dimensions of side lights and top lights so it is important to choose the correct door design for your house type.

Doors should be painted regularly to prolong their life. The council, with their partners Homes for Haringey, have developed a palette of paint colours that would be considered appropriate.

External security grills, gates and shutters should not be installed to doors or windows as this harms the character of the area. Residents wishing to improve security are advised to seek specialist advice on more appropriate solutions.

Where the Article 4 Direction applies, planning permission is required for replacing front doors. Permission is not required for maintenance, painting and repairs to the original door.

Colour palette for doors

Tomato Red	Black Blue	Fir Green	Traffic Black
RAL 3013	RAL 5004	RAL 6009	RAL 9017



It is important to replicate the dimensions and proportions of the original door design.

Picture 52. Doors of Noel Park

ROOFS

Most of the houses in Noel Park have slate roofs. Plain clay tiles are used in some cases, especially on corner gables, turrets, roofs to bay windows and porches. Damaged or loose tiles can allow water to penetrate the roof and should be repaired as soon as possible.

Where it is necessary to repair or replace a slate roof, new or salvaged natural slates should be used. These should match the colour, size, texture and thickness of the originals. Whilst natural Welsh slate is ideal, imported slate is often a cheaper option and can achieve a good match. Slates should be fixed with copper or aluminium nails (not hooks). Artificial slates such as Eternit should never be used as these products cannot replicate the original appearance and have a short life. Surface coatings should not be applied to slates in an attempt to extend their life or make them appear old, as this is only a short-term measure and results in poor appearance.

Where it is necessary to repair a clay tile roof, replacement tiles should be made of clay and should match the existing ones in type and colour. Often some tiles can be salvaged and reused, and wherever possible these salvaged tiles should be used on the front of the house, and the new ones on the back of the house, to avoid a patchwork appearance.

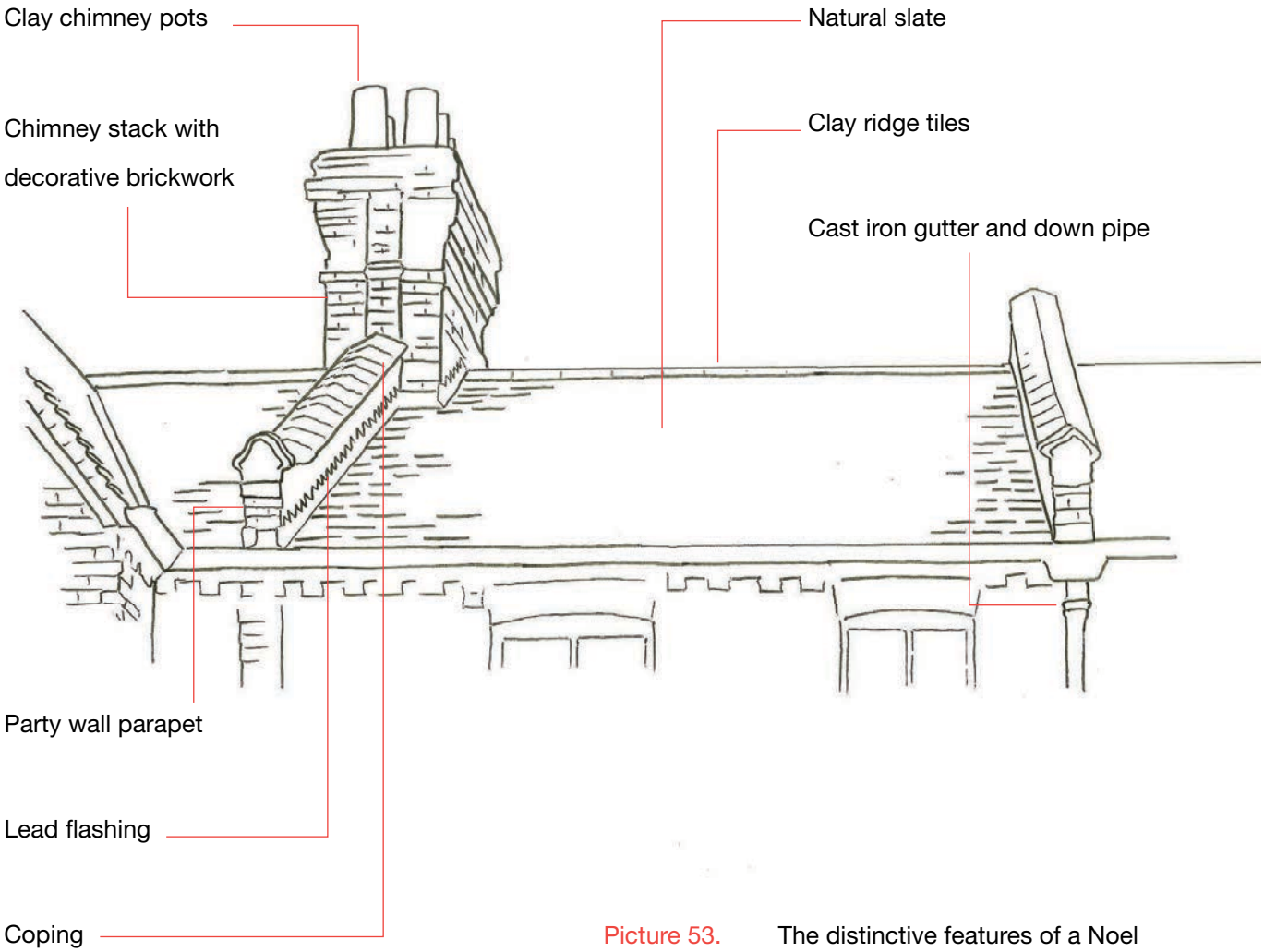
The original clay ridge and hip tiles are an important feature and where possible these should be retained . New tiles should match the originals. Where modern insulation is installed in the roof, it may be necessary to provide additional ventilation to prevent moisture build-up within the roof structure. This can be achieved sensitively by incorporating an unobtrusive ventilation system under the ridge tiles and at the eaves. Vents should not be installed on the roof slope.

Flues or windows should not be installed on the front of the roof or any part of the roof that is visible from the street.

Flashings

Flashings are the strips of lead that protect the openings and joins between the roof and party walls and chimneystacks. Repairs to flashings should match existing materials in appearance, should be stepped in to the brickwork, and should not be painted.

Where the Article 4 Direction applies, permission is required for extensions and alterations to roofs, the introduction of new materials, the wholesale replacement of roof structures and alterations to chimneys. Maintenance and like for like repairs do not require planning permission.



Picture 53. The distinctive features of a Noel Park roof, which should be retained, repaired and reinstated

Chimneys

Chimney stacks should never be removed or altered without consent. Repairs may be necessary to stabilise the chimney, but the Council recommends that the height is not reduced and pots are not removed. Where original pots have been lost, these can be reinstated.

Gutters and Pipes

Rainwater gutters and downpipes were originally in cast iron, though many of these have now been replaced with other materials. Regular maintenance is important as leaking rainwater can damage the fabric of the building. Repairs and renewal should preferably be in cast iron, painted black, but black plastic is an alternative if the shape is the same as the original.

FACADES AND BRICKWORK

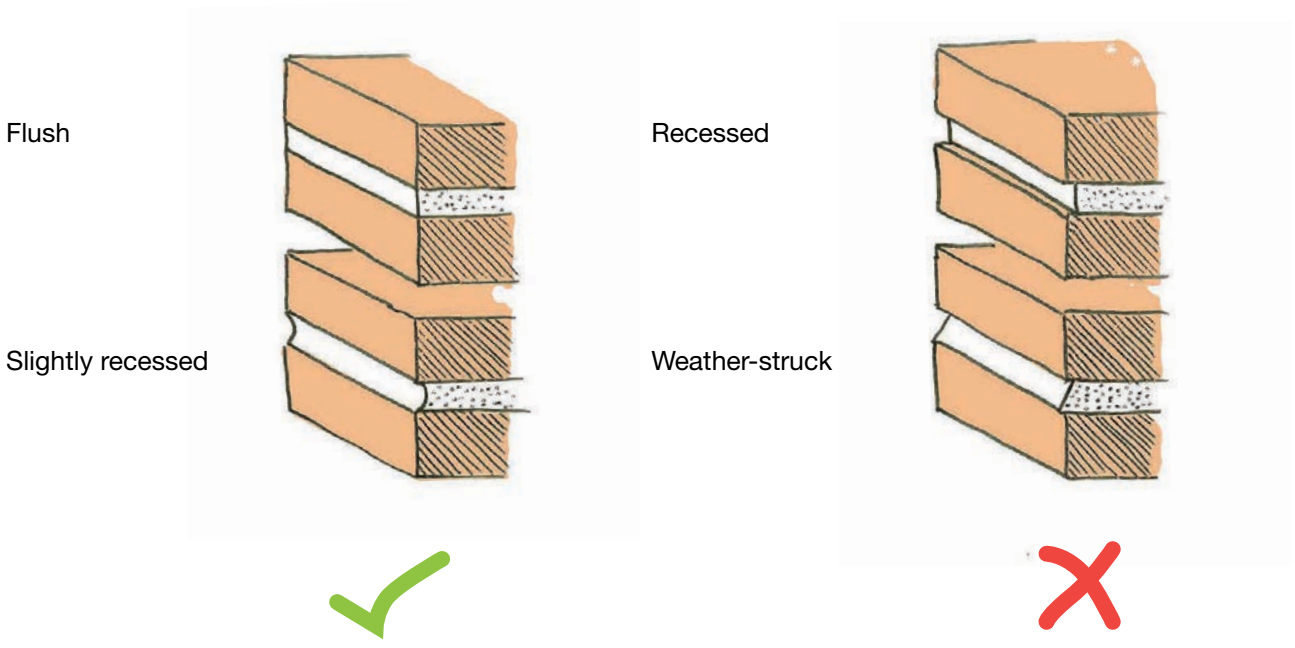
Most walls are of red or yellow stock brick set in lime mortar. Some are decorated with brown, green or grey glazed bricks. Brickwork should never be painted or covered with cladding or render. Where this has taken place the council wishes to encourage the removal of the paint or cladding, provided this can be achieved without damaging the fabric of the building. Where paint cannot be removed, it will be acceptable to repaint in a suitable colour that appears unobtrusive in the context of the street.This would usually be a carefully chosen matt brick red or neutral shade.

Re-pointing should be with a 1:2:9 cement/lime/ sand mortar carefully matching the existing mix in texture and colour. Cement based hard mortar is not recommended as it is less permeable than a lime mortar mix and can lead to deterioration of brickwork. A flush or bucket handled mortar joint profile is most appropriate. A weather-struck joint profile should not be used.

Decayed bricks should be replaced with bricks of a similar quality and colour, and laid in the same pattern as the original.

Residents should not install satellite dishes to the front of properties without first obtaining planning permission. It is recommended that either a shared satellite dish in a discreet location, or cable television is installed, as multiple dishes harm the character of the conservation area.

> Planning permission is required for painting or replacing brickwork, but not for maintenance and like for like repairs.

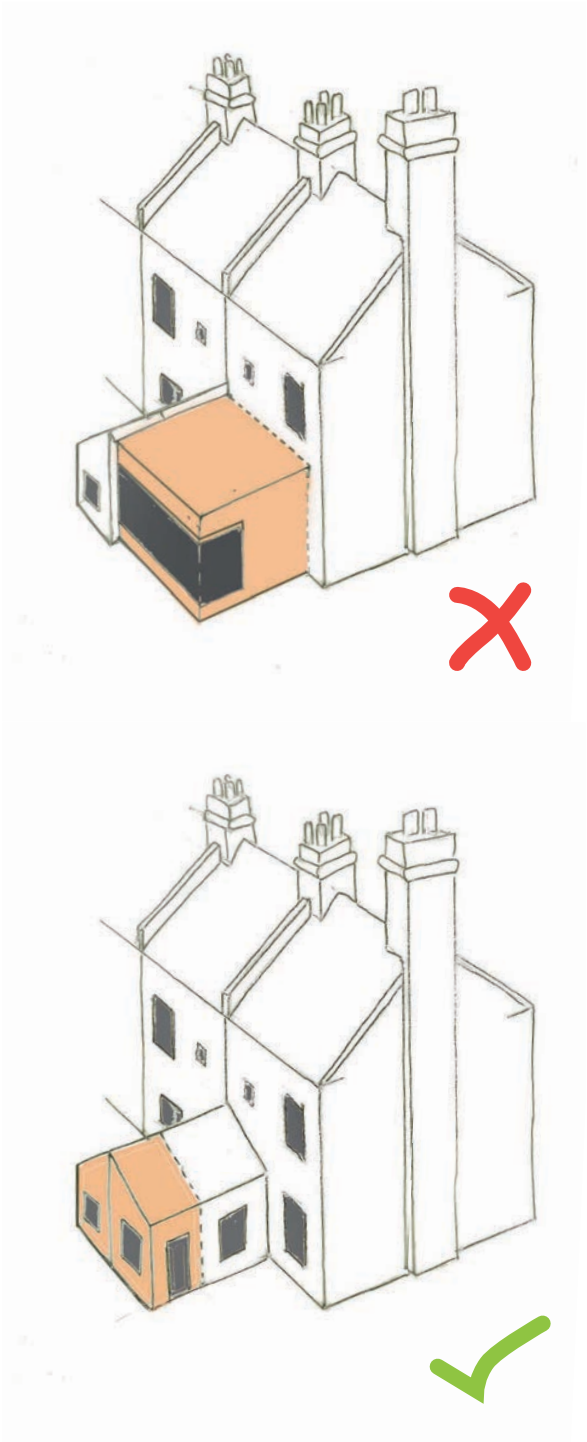


Picture 54. Mortar joint profiles

EXTENSIONS

Single terraced family houses may be extended to the rear without a requirement for planning consent, provided that the extension has a single storey and is within certain size limits. All extensions with more that one storey will require planning permission. Whether or not works require planning permission, building regulations approval may be required. It is strongly advised that anyone considering an extension should seek the advice of the planning department and the building control department, and where possible, discuss proposals with their neighbours.

All extensions should be subordinate in size to the original house. Extensions should complement the historic character and make use of high quality design and materials. Alterations to the shape of the roof or dormer windows will not be considered appropriate, although roof windows that are flush with the roof slope will be acceptable on roof slopes that are not visible from the street. Where the original house has an 'L' shaped footprint, rear extensions should reflect the original layout and should not be built across the full width of the plot. Extensions should not usualy extend more than three metres beyond the rear wall.



Picture 55. Appropriate and inappropriate rear extensions

Building Control page: http://www.haringey.gov.uk/housing-and-planning/building-control

Pre-application advice service: http://www.haringey.gov.uk/housing-and-planning/planning/planning-applications/pre-application-planning-advice-services

PORCHES

It is not appropriate to replace porches in a different style or material, or to enclose open porches. Where porches have been lost or replaced, the council will encourage reinstatement of the original design. Some doors are set back in a small lobby, sometimes shared with an adjoining house. These lobbies should not be fitted with new doors or storm porches; nor should they be subdivided into two separate compartments.

Where the Article 4 Direction applies, planning permission is required to alter or replace porches. Permission is not required for maintenance and like for like repairs.

BOUNDARY WALLS AND FRONT GARDENS

Low brick garden walls in Flemish bond, and piers with moulded cappings are an important feature of the street scene. Some are in distinctive brown glazed brick. Walls should not be removed or rebuilt in a different style or with different materials. Additions to walls such as wooden fencing or block work are also inappropriate.

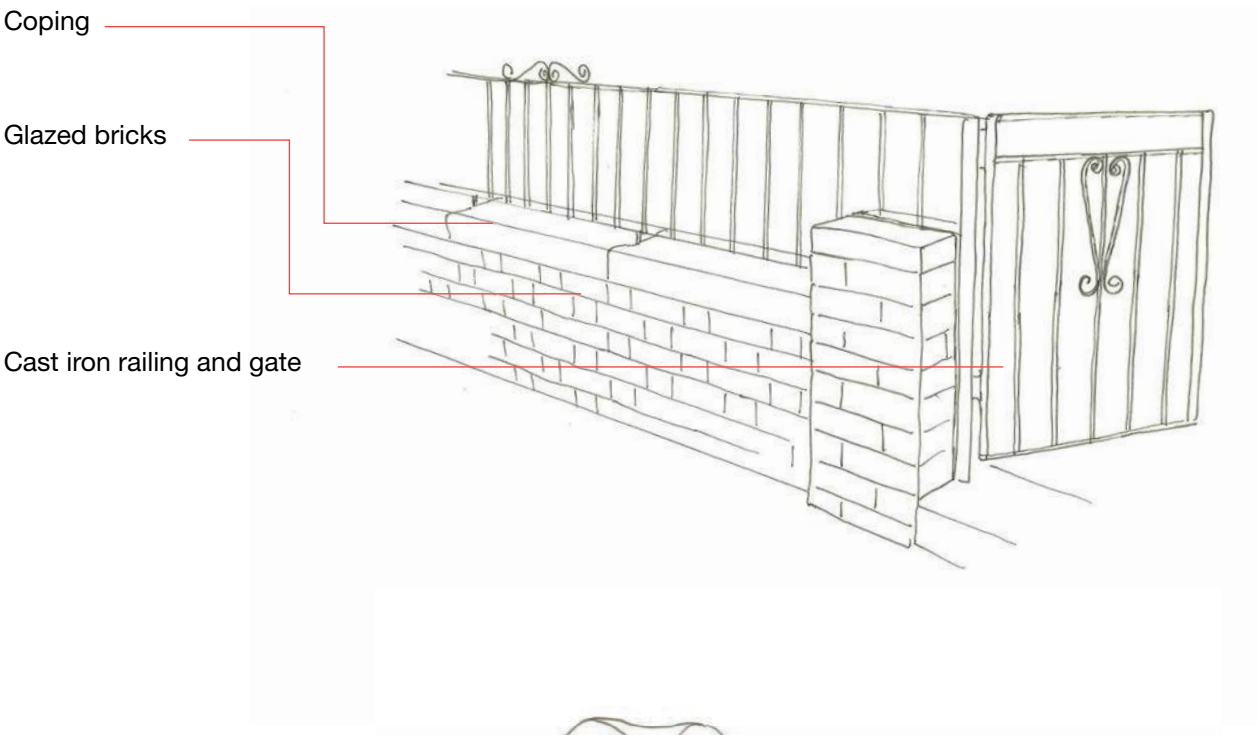
The original boundary treatment included simple cast iron railings however almost all of these are now lost. In streets where examples of the original railings remain, cast iron railings that replicate the design and dimensions of the originals will be considered appropriate.

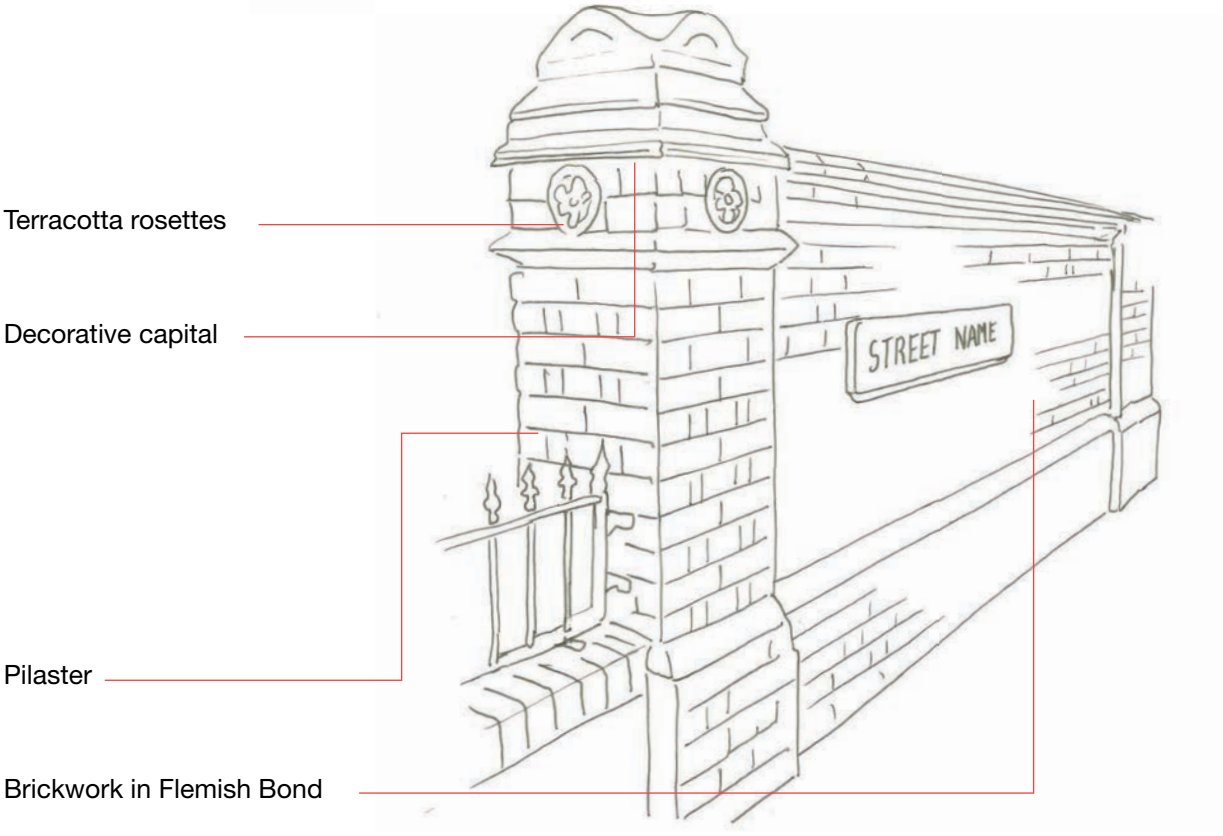
Where boundary walls are in poor repair they should be carefully repaired or rebuilt to reflect the original appearance. Many rear garden boundary walls feature decorative brickwork, coping and capitals. These should not be removed or altered, but many are in need of repair and should be carefully repaired or rebuilt to reflect the original appearance.

Ramps and other alterations to improve access to houses should only be installed where necessary. These should be of bespoke design and should complement the character of the house and front boundary treatment. Where possible solutions should be reversible.

Residents are encouraged to keep front gardens in good repair and avoid replacing greenery with hard surfaces, as this can have a detrimental effect on the streetscape. Refuse should not be stored in front gardens.

Where the Article 4 Direction applies, planning permission is required for alteration, removal or replacement of all boundary walls fronting on to the street. Permission is not required for maintenance and like for like repairs.





Picture 56. Front boundary wall with glazed bricks and cast iron railing

Picture 57. A rear garden wall with decorative pilaster

SHOP FRONTS

Many of the original Victorian shop fronts in Noel Park have been extensively altered or are in poor repair. Nonetheless, many original features remain and these should be retained. The council will generally encourage shop owners to repair original shop fronts or re-instate the traditional architectural frame.

Large expanses of glass are usually out of scale. The use of transom and mullions ensures that glazing panels are broken visually. Stallrisers should be retained and restored. These are traditionally in timber. Laminates, tile or render are not usually appropriate materials and should be avoided. Fascias should be in proportion with the shop front. Box plastic fascias or internally illuminated fascia panels should not be installed.

Solid roller shutters will be unacceptable as these can appear visually intrusive when closed. Open roller grills, removable grills or internal grills are preferable as these allow the shop front to be seen and contribute to the street frontage. Shutters and grills should be incorporated in to the design of the shop front. Shutter grills should not cover pilasters when in the down position, and all shutters should have a paint or coloured finish to harmonise with the rest of the shop front.

Planning permission is required for any alterations or removals that affect the appearance of the shop front. This includes removals or alterations to doors, windows and stall risers, and the installation of shutters or security grills. A separate consent is required for advertisements and shop signs.



Picture 58. Appropriate and inappropriate shopfront treatments

ENERGY EFFICIENCY AND MICROGENERATION EQUIPMENT

When upgrading older properties for energy efficiency, it is important not to disrupt the natural thermal performance of the building. Older buildings tend to be constructed from permeable materials and it is important that water vapour is able to evaporate from the fabric to prevent moisture build up. The installation of some modern insulation materials can alter this and cause damp to build up on or within the structure leading to problems such mould growth, rot and decay. It is usually better to choose vapour permeable materials such as natural wool, and great care should be taken to provide appropriate ventilation and to avoid 'cold spots' where condensation can occur.

The first measure should always be repairs and draft proofing, which can deliver significant improvements with very little disruption and cost. Care should be taken to provide sufficient ventilation. The installation of modern energy efficient boilers, appliances and heating systems, which will generally not harm the building's character.

Repairing and draft-proofing windows can deliver significant improvements in their thermal performance, as can the use of blinds, shutters, and secondary glazing. Where it is necessary to replace a window, appropriately designed double glazing will be considered appropriate (see p59 'Windows').

It will usually be possible to install insulation in the roof with good results. If additional ventilation is needed, this should be incorporated in to the ridge and under the eaves. Vents should not be installed on the roof slope. Walls in Noel Park are of solid brick so will be difficult to insulate effectively. External wall insulation should not be used. It may be possible to insulate the walls internally but materials should be chosen and installed with great care in order to avoid moisture build-up or cold spots. Expert advice should be sought.

Micro-generation equipment such as solar panels will often deliver improvement in the overall energy efficiency of the building but its application in the conservation area will necessarily be limited. It is not appropriate to install solar panels or other microgeneration equipment on facades or roof slopes that are visible from the street, and other interventions should be considered in the first instance.

Detailed advice about improving energy efficiency in older buildings is published by Historic England and is available on their website: www.historicengland.org.uk/advice/your-home/saving-energy/

9. APPENDICES

APPENDIX 1: CONSERVATION AREA POLICY CONTEXT

NATIONAL

The Planning (Listed Buildings and Conservation Areas) Act 1990 requires that councils designate as conservation areas any "areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance." Designation provides the basis for policies designed to preserve or enhance the special interest of such an area.

Section 71 of the same act requires local planning authorities to formulate and publish proposals for the preservation and enhancement of conservation areas. This character appraisal is primarily an evidence based document which defines the special architectural and historic character of the conservation area, clarifying the qualities and attributes of the area to be preserved or enhanced.

The conservation of historic assets is a core principle of the *National Planning Policy Framework* (NPPF). This character appraisal is an evidence based-primary document consistent with NPPF chapter 12: Conserving and enhancing the historic environment, para.126.

The English Heritage publication *Understanding Place: Conservation Area Designation, Appraisal and management*, dated March 2011, is the latest relevant guidance document.

REGIONAL

The mayor of London's *London plan: Spatial Development Strategy for Greater London July 2011* forms part of the statutory plan for the borough. It contains a range of policies relating to the historic environment and historic landscapes. This character appraisal takes into account policy 7.8: Heritage Assets and Archaeology, and policy 7.9: Heritage-led regeneration.

LOCAL

Haringey's *Local Plan: Strategic Policies* (adopted March 2013) sets out a vision and key policies for the future development of the borough up to 2026. Policy SP12 of the Local Plan: Strategic Policies states that 'The council shall ensure the conservation of the historic significance of Haringey's assets, their setting, and the wider historic environment.'

Haringey's emerging *Development management DPD* has further detailed policies on design and conservation.

CONSERVATION AREA DESIGNATION

Conservation areas are considered 'designated heritage assets' in the *National Planning Policy Framework* 2012. The aim of conservation area designation is to protect the wider historic environment. Areas may be designated for their architecture, historic street layout, use of characteristic materials, style or landscaping. These individual elements are judged against local and regional, rather than national, criteria. Conservation areas should be cohesive areas in which buildings and spaces create unique environments that are of special interest and are irreplaceable.

Local authorities have responsibility for designating conservation areas. They also have a statutory duty to review all their conservation areas periodically. English heritage recommends that each area is reviewed every five years.

Conservation area designation provides extra protection within these areas in the following ways:

- Planning permission is required for some demolition
- Local authorities have some additional controls over some minor householder developments which are normally considered to be permitted development.
- Special provisions are made to protect trees.
- When assessing planning applications, the local authority must take in to account the desirability of preserving or enhancing the area's character and appearance.
- The local authority can include policies in the local development framework to help preserve or enhance the character and appearance of conservation areas.

The contents of this appraisal are intended to highlight significant features but should not be regarded as fully comprehensive and the omission of or lack of reference to a particular building or feature should not be taken to imply that it is of no significance. This may only be fully identified at such time as a feature or building is subject to the rigorous assessment that an individual planning application necessitates. Similarly, the controls that apply to elements may vary and in some instances the items that have been identified as significant cannot be fully protected by planning legislation.

APPENDIX 2: ARTICLE 4 DIRECTION

TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDERS 1977 TO 1981
THE TOWN & COUNTRY PLANNING (NATIONAL PARKS, AREAS OF OUTSTANDING NATURAL BEAUTY AND CONSERVATION AREAS) SPECIAL DEVELOPMENT ORDER 1981
ARTICLE 4 DIRECTION - NOEL PARK CONSERVATION AREA N22

WHEREAS the Council of the London Borough of Haringey being the appropriate local planning authority for the said Borough within the meaning of article 4 of the Town and Country Planning General Development Order 1977 as amended by article 2(a) of the Town and Country Planning General Development (Amendment) Order 1980 are of the opinion that development of the descriptions set out in the Schedule hereto should not be carried out on land at Noel Park Conservation Area N22 (being the land shown edged by a broken black line on the plan annexed hereto) insofar as such development affects the front elevation of buildings and those side elevations indicated on the plan annexed hereto unless permission therefor is granted on application made under the Town and Country Planning General Development Order 1977 as amended.

NOW THEREFORE the said Council in pursuance of the powers conferred upon it by the said article 4 hereby directs that the permission granted by article 3 of the Town and Country Planning General Development Order 1977 as modified by the Town and Country Planning (National Parks, Areas of Outstanding Natural Beauty and Conservation Areas) Special Development Order 1981 shall not apply to development on the said land (being land within an area designated as a conservation area) of the description set out in the Schedule hereto insofar as such development affects the front elevation of buildings and those side elevations indicated on the plan annexed hereto.

SCHEDULE

Class I - Development within the curtilage of the dwellinghouse

1. The enlargement, improvement or other alteration of a dwellinghouse so long as:

   (a) the cubic content of the original dwellinghouse (as ascertained by external measurement) is not exceeded by more than 50 cubic metres or ten percentum whichever is the greater, subject to a maximum of 115 cubic metres;

   (b) the height of the building as so enlarged, improved or altered does not exceed the height of the highest part of the roof of the original dwellinghouse;

   (c) no part of the building as so enlarged, improved or altered projects beyond the forwardmost part of any wall of the original dwellinghouse which fronts on a highway;

   (d) no part of the building (as so enlarged, improved or altered) which lies within a distance of two metres from any boundary of the curtilage of the dwellinghouse has, as a result of the development, a height exceeding four metres;

(e) the area of ground covered by buildings within the curtilage of the dwellinghouse (other than the original dwellinghouse) does not thereby exceed 50 per cent of the total area of the curtilage excluding the ground area of the original dwellinghouse;

Provided that:

(a) the erection of a garage, stable, loosebox or coachhouse within the curtilage of the dwellinghouse shall be treated as the enlargement of the dwellinghouse for all purposes of this permission (including calculation of cubic content);

(b) for the purposes of this permission the extent to which the cubic content of the original dwellinghouse is exceeded shall be ascertained by deducting the amount of the cubic content of the original dwellinghouse from the amount of the cubic content of the dwellinghouse as enlarged, improved or altered (whether such enlargement, improvement or alteration was carried out in pursuance of this permission or otherwise); and

(c) the limitation contained in paragraph (d) above shall not apply to development consisting of:

(i) The insertion of a window (including a dormer window) into a wall or the roof of the original dwellinghouse, or the alteration or enlargement of an existing window; or

(ii) Any other alterations to any part of the roof of the original dwellinghouse;

2. The erection or construction of a porch outside any external door of a dwellinghouse so long as:

(a) The floor area does not exceed 2 square metres;

(b) No part of the structure is more than 3 metres above the level of the ground;

(c) No part of the structure is less than 2 metres from any boundary of the curtilage which fronts on the highway.

Class II - Sundry Minor Operations

1. The erection or construction of gates, fences, walls or other means of enclosure not exceeding 1 metre in height where abutting on a highway used by vehicular traffic or 2 metres in height in any other case, and the maintenance, improvement or other alteration of any gates, fences, walls or other means of enclosure; so long as such improvement or alteration does not increase the height above the height appropriate for a new means of enclosure.

3. The painting of the exterior of any building or work otherwise

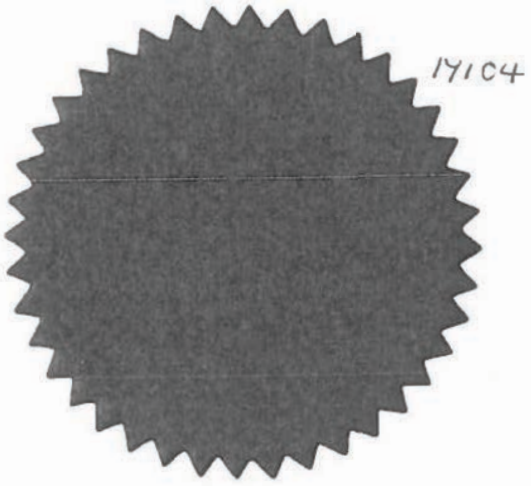
than for the purpose of advertisement, annoucement or direction, and the painting of doors and window frames.

Being development comprised within Classes I and II referred to in Schedule I of the said Order as amended by article 2(b)(i)of the Town and Country Planning General Development (Amendment) Order 1981 and modified by article 3(a) of the Town and Country Planning (National Parks, Areas of Outstanding Natural Beauty and Conservation Areas) Special Development Order 1981 and not being development comprised within any other Class.

GIVEN UNDER THE COMMON SEAL OF
THE LONDON BOROUGH OF HARINGEY

THIS 18th DAY OF February 1983

THE COMMON SEAL OF THE COUNCIL
WAS HEREUNTO AFFIXED BY ORDER

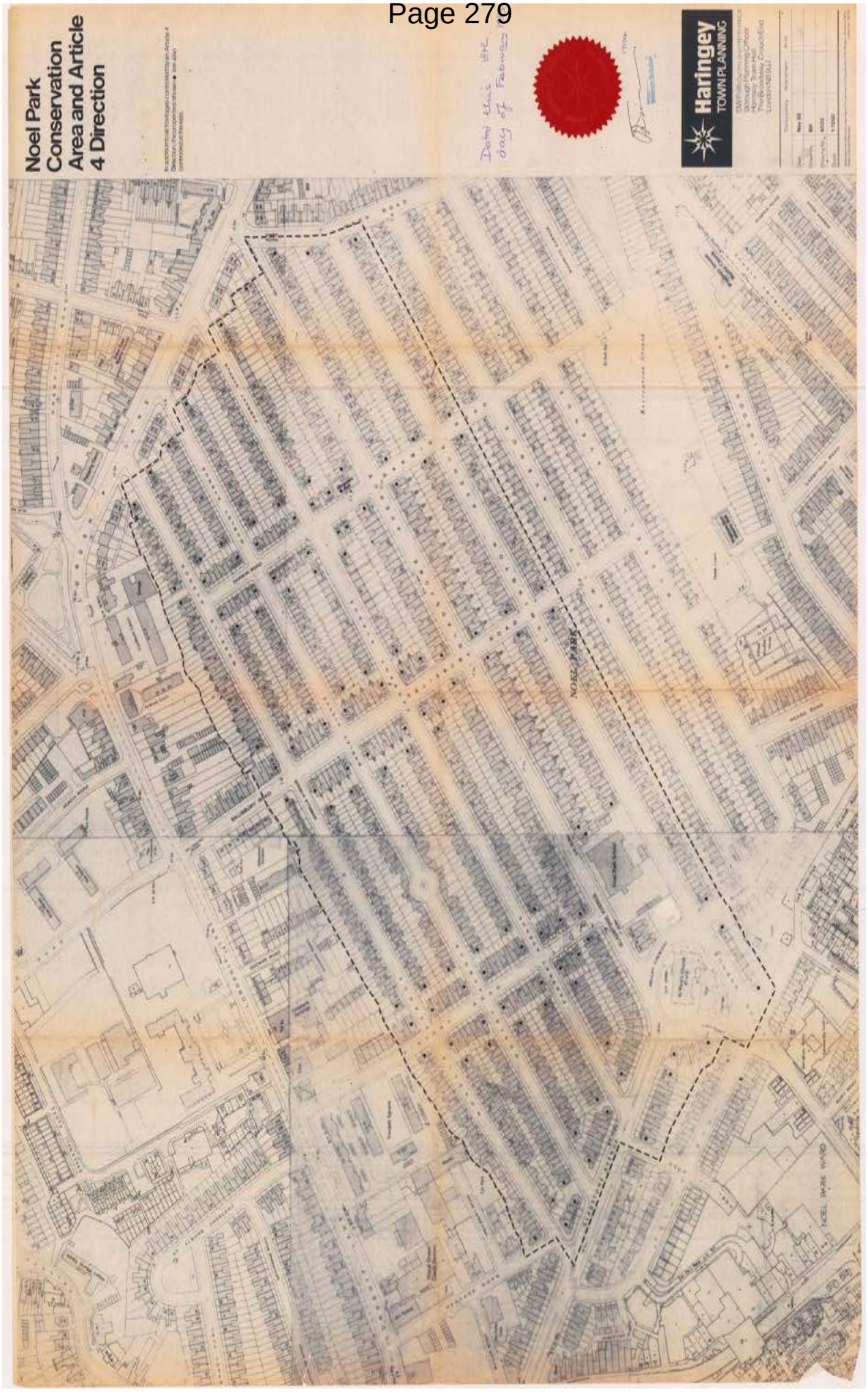


The Secretary of [illegible] hereby approves the foregoing [illegible].

Signed by authority of the Secretary of State

[illegible] Chief Planner
[illegible] Department of the Environment

16 May 1983


Noel Park
Conservation
Area and Article
4 Direction
Haringey
TOWN PLANNING
NOEL PARK

APPENDIX 3: SURVEY SHEET

Noel Park Estate Character Assessment Survey Sheet

SURVEY DETAILS	
Street/Building/Area name or numbers	
Date	
Time	
Weather	

Overall character (Highlights to be filled after the survey)

1. SPACES: Gaps between built elements- Streets, gardens etc		Value -5 to +5
Gaps between buildings (wide/narrow?)		
Means of enclosure (Boundary wall/ hedges/ blank?)		
Building plots (Deep/narrow/wide/deep and narrow?)		
Relationship of the space to buildings and structures (Creates a tight frontage/ Gaps create more suburban look/ can see trees in rear gardens?)		
Uses and activity (Busy/Quiet/retail/residential/Noisy because of a particular use such as a school or transport node?)		
Paving Materials (Concrete/York stone/ Tarmac/ none?) Also note its quality- consistency and wear and tear?		
Street furniture (Public bins/seating/BT boxes/street lights/ poles?)		
Impact of vehicles and traffic (Quiet residential area/ busy through traffic/ parked cars on both sides) Also think about is impact (Do parked cars block views of the terrace behind/ does the noise from the traffic detract from the feel of the area?)		

Noel Park Estate Character Assessment Survey Sheet

2. Buildings: Contribution of buildings to the space, size, scale form, frontage onto street, materials etc		Value -5 to +5
Contribution of buildings to the space (positive/negative/neutral) Also think about what bits a positive and what are negative-eg satellite dishes are negative to otherwise attractive terrace		
Size/Scale (Height, depth, width- eg two storey terrace with pitched roof and chimneys)		
Age- Estimate whether it is Victorian, Inter War or modern?		
Materials (Bricks, doors, windows, porches) Also think of lost windows eg. UPVC replacement		
Roofscape (Gables, chimneys, roofs) Also think of consistency- eg consistent slate roof' chimney stacks with clay pots at regular intervals?)		
Condition (Good/poor/poor but retains original features/altered poorly/altered sensitively?)		

3. Views: Within the space- long/short; focal points; vistas		Value -5 to +5
Form of view (Short/long/unfolding/ glimpsed/channelled/ wide?)		
Focal points (street intersection/ cross roads/ particular buildings) Eg- Friendship Tree		
Streetscape (Homogenous/varied) Eg- consistent materials and style would be homogenous and different materials and roof forms would be variety)		
View on and out of the area (Good/bad/ugly?) Eg View of the shopping Mall from Ashley Crescent?)		
Urban/Rural Views (Continuous terraces would be urban whereas lots of gaps and green spaces would be suburban. Similarly hedgerows with narrow winding road would be rural)		

Noel Park Estate Character Assessment Survey Sheet

4. Landscape: Hedgerows, grass verges, parks, street trees		Value -5 to +5
Leafy and/or green image (Street trees providing avenues, front gardens with hedgerows?)		
Public/Private greenery (Is the above due to landscaping in the public realm or within private gardens?)		
Topography (Does the land feel generally flat or undulating- where and what does it result in- long and short views etc?)		

5. Ambience: Activities, noise levels, smells, light/dark spaces		Value -5 to +5
Activities (Retail/residential/traffic/ school)		
Level of activity (Busy through the day or certain part of the day/always busy/quiet)		
Dark, shady, light, airy		
Smells and noises (Does it smell of the leafiness or of traffic or the bins?)		

If you want this in your own language, please tick the box, fill in your name and address and send to the freepost address below

Shqip **Albanian** ❑

Nëse dëshironi ta keni këtë në gjuhën tuaj, ju lutemi vendosni shenjën ✓ në kuti, shënoni emrin dhe adresën tuaj dhe niseni me postë falas në adresën e mëposhtme.

বাংলা **Bengali** ❑

আপনি যদি এটা আপনার নিজের ভাষায় পেতে চান তাহলে অনুগ্রহ করে' সঠিক বাক্সে টিক্ চিহ্ন দিন, আপনার নাম ও ঠিকানা লিখুন এবং নিচের বিনা ডাকমাশুলের ঠিকানায় পাঠিয়ে দিন।

Français **French** ❑

Pour recevoir ces informations dans votre langue, veuillez inscrire votre nom et adresse et renvoyer ce formulaire à l'adresse ci-dessous. Le port est payé.

Kurmanci **Kurdish** ❑

Hek hun vêya bi zimanê xwe dixwazin, ji kerema xwe qutîkê işaret bikin, nav û navnîşana xwe binivîsin û ji navnîşana jêrîn re bi posta bêpere bişînin.

Soomaali **Somali** ❑

Haddii aad qoraalkan ku rabto luuqadaada, fadlan sax mari sanduukha, kusoo buuxi magaca iyo ciwaankaaga, kuna soo dir boostada hoose ee lacag la'aanta ah.

Türkçe **Turkish** ❑

Bu kitapçığın Türkçesini istiyorsanız lütfen kutuyu işaretleyip, adınızı, soyadınızı ve adresinizi yazarak posta pulu yapıştırmadan aşağıdaki adrese gönderin.

Please indicate if you would like a copy of this letter in another language not listed or any of the following formats and send to the freepost address below.

- Large print ❑
- On audio tape ❑
- Another language ❑ *Please state:* _____
- On disk ❑
- Braille ❑

Name: _____

Address: _____

Freepost RLXS-XZGT-UGRJ, Translation & Interpreting Services, 6 Floor, River Park House, 225 High Road, N22 8HQ

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Consultation Statement

On the draft Noel Park Conservation Area Appraisal and Management Plan

February 2016

1. Consultation Overview

1.1 Recognising the special historic character of the Noel Park area as well as the issues and challenges facing the area, the Council undertook to produce an appraisal and management plan. This was done with support from Historic England, and by working closely with a steering group drawn from the local community under the Community Heritage Initiative Partnership (CHIP).

1.2 The council approved a six-week consultation of the draft document in November 2015, aimed at gauging public support for the adoption of the appraisal and the recommendations of the management plan, as well as giving residents the opportunity to comment in detail on the document and make suggestions.

1.3 A total of 72 responses were received and the process allowed the council to engage with the wider local community outside of the steering group. Responses were generally positive and in support of the appraisal's adoption. There were also a number of useful suggestions relating to the content of both the appraisal and management plan.

1.4 The consultation methodology was in line with the Council's statement of community involvement (SCI).

2. Methodology

2.1 The consultation took place between 27th November 2015 and 8th January 2016. Letters were sent to all addresses on the Council's database within the conservation area notifying them of the purpose of the consultation, detailing how to respond, and including a leaflet summarising the main content of the document. Additionally, letters were sent to all addresses on the Council's database within the proposed extension to the conservation area, including information about the effects of designation.

2.2 A notice was placed in the Haringey Independent on the 27th November stating the dates of the consultation, where to view the document and how to respond. Relevant information was made available on the Council's website with the documents available to download.

2.3 Paper copies of the document were made available to view at Wood Green Central Library, River Park House, and Haringey Civic Centre.

2.4 Consultees were invited to submit comments either through an online questionnaire accessed from the council's website, through a printed questionnaire submitted via a freepost address, via email, or in person at a public meeting.

2.5 A public drop-inn session was held at Shropshire Hall in Noel Park on 16th December 2016 where officers were available to answer questions and consultees were invited to make detailed comments and suggestions which were recorded. Additionally, officers attended the Noel Park Community Conference on 22nd November and were available to answer questions. Both meetings were well attended and allowed for discussion related to the document.

3. Summary of responses

3.1 Following the consultation, all comments received were summarised and analysed. There were a total of 72 responses. 18 were submitted either by email or post. 53 were submitted via the online survey. Additional comments were made either verbally or by annotating posters at the drop-in meeting.

3.2 The majority of respondents supported the adoption of the appraisal, and agreed with the recommendations of the management plan. Many agree that more should be done to protect the character of the area.

3.3 41 respondents answered 'yes' to the question 'Do you support the adoption of the Noel Park Conservation Area Appraisal and Management Plan?' 13 respondents answered 'no' to the same question.

3.4 39 respondents answered 'yes' to the question 'Do you agree with the recommendations of the management plan?' 12 respondents answered 'no' to the same question.

3.5 23 respondents answered 'yes' to the question 'Do you support the proposed extension to the conservation area?' 11 respondents answered 'no' to the same question.

3.6 15 anonymous responses were received via the online survey.These were received in quick succession and didn't provide name, address, contact details or comments, so were disregarded for the purposes of the above analysis. It is however noted that all 15 answered 'no' to all three of the questions given above.

3.6 The table on the next page summarises the main concerns expressed in the consultation responses, and the Council's response to them.

Consultation comments	Council response
The majority of respondents are in support of adopting the appraisal, and agree with the recommendations of the management plan Many emphasise the area's special character and think more should be done to protect it.	Support noted
Many respondents consider that the design guide is a valuable part of the appraisal. There are some suggestions for additional advice to be included, and minor amendments to be made to the existing advice. It is suggested that the information be summarised in a leaflet to be distributed within the estate.	Ch 8.3 (Design Guide) to be revised accordingly. Advice to be added or clarified: Energy efficiency and micro-generation equipment, placement of satellite dishes, advice on brickwork maintenance, gardens, roof ventilation, paint colours. The council will consider producing a leaflet summarising the design guidelines after adoption of the appraisal.
There was concern expressed that (on a small number of issues) the advice in the design guide is too prescriptive and limiting (e.g. advice on paint colours), when a different solution might work equally well.	Text amended at Ch 8.3 Design Guide to clarify that there may be other options available.
Many respondents expressed concern over the number of inappropriate alterations to houses especially UPVC windows, which have harmed the character of the area. Many respondents support stricter enforcement of planning rules. There are some concerns that it might not be possible to enforce the rules effectively, especially given the extent of existing unsympathetic alterations.	The adopted appraisal will support our ability to enforce effectively in the area, as well as support consistent decision making in development management and improve public awareness of which alterations require planning consent. The proposed extension of the conservation area and Article 4 direction will give consistency across the estate, and increase our control with regard to minor alterations.
There were suggestions that a comprehensive written or photographic record of the current state of Noel park properties would enable more effective enforcement, providing a means of determining which alterations have taken place recently and are therefore enforceable.	A recommendation will be included in the document that the council considers compiling a dated photographic survey of the conservation area as an aid to monitoring changes and enforcement. It may be possible to engage local volunteers in this.

It was suggested that a short row of shops (numbers 1-17 odd Salisbury Rd) is also included in the conservation area. The buildings are identified by some consultees as making potentially making a contribution to local amenity and character.	Initial site research for the appraisal included a comprehensive assessment of areas surrounding the conservation area with a view to amending the boundaries if necessary. There are a number of buildings outside of the conservation area boundary that were contemporary with the original estate, but weren't recommended for inclusion because their character had changed. NPPF Policy 127 states that when designating conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest. A further site visit was conducted to assess the condition of this terrace, and it is not recommended for inclusion in the conservation area as much of the architectural quality has been lost (including all original shop front and the majority of windows.)
A number of consultees thought that Noel Park properties are cold and/or damp, and that there is a need to improve thermal performance.	Advice on insulation and energy efficiency improvements to be included within the design guide.
A number of concerns were expressed that the rear extension 'pods' on Gladstone Avenue are not fit for purpose and should be replaced with something more appropriate.	The conservation team will work with Homes for Haringey to ensure that any solution is appropriate to the historic setting.
Concern expressed over the number of houses being subdivided for rental purposes, and the detrimental effect on the neighbourhood.	While it is recognised that subdivisions can lead to problems such as proliferation of bins, this is not a conservation issue and is dealt with by the Council's wider planning policy, and enforcement team.
Many respondents expressed concerns about fly-tipping, proliferation of bins in the street and other rubbish related issues. It was suggested that more enforcement in this area would be beneficial.	While it is recognised that these things can have an effect on the character of the area, it is not really a conservation issue. The team Noel Park initiative is working hard to address issues such as fly-tipping and waste management in the area.

There was a detailed response from Historic England which generally supports the documents, with some minor suggested amendments to the design guide and character appraisal, and support expressed for the extension to the conservation area.	Minor amendments to be made in line with recommendations in most instances.The wording of *Summary of Special Interest* (Ch 2) is to be amended to more accurately reflect the value of the area to the community, and its borough-wide significance.
A small number of respondents do not support the introduction of stricter rules (with the extension of the Article 4 Direction), citing the additional cost of complying with conservation guidelines, or concern about the loss of their permitted development rights.	While there can be additional costs associated with living in a historic building, the design guidelines in the management plan offer advice that balances the practical needs of residents with the need to preserve the area's historic character. In many cases, the measures recommended in the design guide reflect the most efficient and effective ways to keep the houses in good repair.
Some respondents have concerns about the appraisal and management plan on the grounds that much of the original character of the area has already been lost due to insensitive alterations, making the document a waste of time.	We recognise there has been a lack of enforcement in the area, and the historic character has been harmed in the past. However, the estate is still considered to be a significant heritage asset, and with many features worth protecting.
Comments to the effect that street lighting is inadequate and certain areas are too dark at night.	Text amended to address this issue in Ch 7, Problems, issues and opportunities.

4. Next steps

4.1 The council considers all comments and where appropriate and within the remit of the conservation area appraisal and management plan, has suggested amendments to the document to reflect consultation comments. The consultation exercise is considered to be successful, demonstrating widespread support for the aims and recommendations of the appraisal and management plan, and providing input and suggestions so that the final document will better reflect the needs and outlook of the local community.

4.2 The final amended appraisal and management plan will be referred back to the cabinet for adoption in March 2016.

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Noel Park Conservation Area Appraisal and Management Plan

Schedule of Amendments

P3	**Summary of Special Interest** The picturesque architectural composition of the Noel Park estate, with its narrow plots, hierarchical house types, and closely planned grid of tree-lined streets encompasses c.2000 terraced dwellings. Since its development between 1881 and 1913, Noel Park has fostered a tightly-knit community, attracted by its richly decorated, small, well designed houses. One of four London estates developed by the Artisans, Labourers and General Dwellings Company, it reflects the wider Victorian philanthropic aspirations to provide better conditions for workers.	Wording changed to better capture the special significance of the estate, reflecting recommendations from Historic England
P3	**Summary of special interest** The estate also reflects the creation of speculative suburban development in the latter half of the nineteenth century, enabled by the development of London's railways network. Noel Park, alongside other historic estates such as Tower Gardens and the Campsbourne Cottage Estate, form an important part of the history of the development of the borough from isolated hamlets and villages to denser suburbs.	Paragraph added to better capture the borough wide significance of the estate, reflecting recommendations from Historic England
P5	**Community Based Partnership** A six-week public consultation on the draft document was held in December 2016. The document was made available on the Council's website as well as at Wood Green Central Library and the Haringey Civic Centre. Notices were issued in the press and information about the consultation mailed to each address within the area on the Council's database. Consultees were invited to comment on the document online or by post or email. Additionally, a public meeting was held at Shropshire Hall in Noel Park where consultees were invited to ask questions and make detailed comments. The public consultation was considered a success, demonstrating a good level of support within the community for the adoption of the new appraisal, and providing input and suggestions so that the final document better reflects the needs and outlook of the local community.	Text added to reflect the current stage of the project

Deleted: Noel Park Estate is a composition of buildings, streets and trees which as a group is an asset to the community. The Estate has a special character which distinguishes it from its surroundings. It displays historical associations with the Artizans, Labourers and General Dwellings Company and with the Garden City Movement. The layout of the streets, composition of the terraces, architectural design and detailing of the buildings and construction define collectively the Estate's cohesive townscape. Slight variations in architectural detailing give each street its own identity.

P41	**Uses Within the Area** The Church, School and Shropshire Hall Children's centre are grouped together around Gladstone Avenue, providing a focus for the whole estate. This area takes on a noticeably different and more vibrant character at the end of the school day, when the streets fill up with families leaving school. These community assets lend spatial and functional coherence to the estate and are characterised by purpose built, larger and more ornate buildings.	Paragraph amended to better reflect both the significance of community amenity uses within the area, and their changing character at different times, in response to comments from Historic England.
P43	**Trees and Open Space** The friendship tree on Morley Avenue is a particularly important example, providing a focal point for street views and being well-liked by those living locally. Unfortunately it has suffered from some fly-tipping.	Paragraph added to acknowledge the special significance of the 'friendship tree' in response to comments from consultees.
P49	**Summary** The deterioration of the original built fabric and the inadequacies of the original houses (when judged by modern standards) mean that appropriately designed alterations and repairs have been necessary and will continue to be necessary in order to preserve the usefulness of the estate.	Text amended for clarity in response to comments from Historic England.
P51	**Problems, Issues and Opportunities** Some areas suffer from a cluttered appearance due to the proliferation of signs, etc. The area is dark and less inviting after dark, and might benefit from improvements to street lighting. Residents report increased incidents of fly-tipping which may be linked to general run-down appearance of some areas.	Reference to street lighting added to reflect a number of comments from residents.
P51	**Problems, Issues and Opportunities** Setting is an important consideration in the ongoing management of heritage assets. In this case, changes in areas outside the boundary of the conservation area have had an effect on its significance. The cohesive character of the conservation area and its legibility has been eroded by nearby developments, the design of which does not respect the setting of the estate. This is particularly pronounced in respect of the scale of nearby large commercial premises, and the location of their service access.	Discussion of setting added in response to comments from Historic England, to reflect the importance of setting in the management of a heritage asset.
P53	**Boundary Review** There are some areas of housing and parades of shops near the boundary of the conservation area which are contemporary with the rest of the estate and share the same architectural style and features. However, these are not recommended for inclusion in the conservation area. In some cases they are not contiguous with the rest of the estate: they are separated from it by areas of later infill in the area previously occupied by the railway line. Furthermore, the streetscapes in which these buildings sit ~~these areas~~ have a different character due to large areas of later development, the proximity of large modern buildings, or loss of architectural character and original features. For these reasons it is not suggested that they are included within the conservation area.	Text amended to more clearly reflect the boundary review process, in the light of questions and suggestions received during consultation.

Deleted: community

Deleted: facilities

Deleted: upgrades and repairs

Deleted: e

P55	**Development Management** Trees within the conservation area enjoy additional protection. The council must be notified at least six weeks in advance where it is intended that works are carried out to a tree within the conservation area. This gives the council time to enact a tree preservation order if it is considered necessary.	Additional information included in response to consultation comments.
P55	**Enforcement** It is recommended that as an aid to enforcement and monitoring, the Council seek to establish a comprehensive dated photographic record of the condition of properties in Noel Park. It may be possible to engage volunteers in this project	Additional recommendation included in response to suggestions made in consultation comments.
P57	**Design Guide** The guidelines reflect what the council considers to be the best approach, but it may also be possible to preserve and enhance the appearance of buildings in Noel park using techniques or approaches to design not specified here.	Sentence added for clarity/accuracy, and in response to comments concerned that the guidelines are too prescriptive.
P63	**Design Guide – Roofs** The original clay ridge and hip tiles are an important feature and where possible these should be retained. New tiles should match the originals. Where modern insulation is installed in the roof, it may be necessary to provide additional ventilation to prevent moisture build-up within the roof structure. This can be achieved sensitively by incorporating an unobtrusive ventilation system under the ridge tiles and at the eaves. Vents should not be installed on the roof slope.	Advice revised to reflect our experiences renewing roofs as part of Decent Homes upgrades, to reflect the preferred method.
P65	**Design Guide – Facades and Brickwork** Where paint cannot be removed, it will be acceptable to repaint in a suitable colour that appears unobtrusive in the context of the street. This would usually be a carefully chosen matt brick red or neutral shade.	Advice amended to address concerns raised at consultation that 'matt brick red' was not appropriate in some street contexts, and that some of the reds were too garish.
P67	**Design Guide – Boundary Walls and Front Gardens** Residents are encouraged to keep front gardens in good repair and avoid replacing greenery with hard surfaces, as this can have a detrimental effect on the streetscape. Refuse should not be stored in front gardens.	Advice added in response to consultation comments to reflect the importance of front gardens to the character of streets.
P70	**Design Guide** ENERGY EFFICIENCY AND MICROGENERATION EQUIPMENT When upgrading older properties for energy efficiency, it is important not to disrupt the natural thermal performance of the building. Older buildings tend to be constructed from permeable materials and it is important that water vapour is able to evaporate from the fabric to prevent moisture build up. The installation of some modern insulation materials can alter this and cause damp to build up on or within the structure leading to problems such mould growth, rot and decay. It is usually better to choose vapour permeable materials such as natural wool, and great care should be taken to provide appropriate ventilation and to avoid 'cold spots' where condensation can occur. The first measure should always be repairs and draft proofing, which can deliver significant improvements with very little	Advice added in response to a number of comments about damp/cold issues and at the suggestion of Historic England.

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	disruption and cost. Care should be taken to provide sufficient ventilation. The installation of modern energy efficient boilers, appliances and heating systems, which will generally not harm the building's character. Repairing and draft-proofing windows can deliver significant improvements in their thermal performance, as can the use of blinds, shutters, and secondary glazing. Where it is necessary to replace a window, appropriately designed double glazing will be considered appropriate (see p59 'Windows'). It will usually be possible to install insulation in the roof with good results. If additional ventilation is needed, this should be incorporated in to the ridge and under the eaves. Vents should not be installed on the roof slope. Walls in Noel Park are of solid brick so will be difficult to insulate effectively. External wall insulation should not be used. It may be possible to insulate the walls internally but materials should be chosen and installed with great care in order to avoid moisture build-up or cold spots. Expert advice should be sought. Micro-generation equipment such as solar panels will often deliver improvement in the overall energy efficiency of the building but its application in the conservation area will necessarily be limited. It is not appropriate to install solar panels or other microgeneration equipment on facades or roof slopes that are visible from the street, and other interventions should be considered in the first instance. Detailed advice about improving energy efficiency in older buildings is published by Historic England and is available on their website: www.historicengland.org.uk/advice/your-home/saving-energy/	

Report for: Cabinet – 15th March 2016

Item number: 16

Title: Authority Monitoring Report 2014/15

Report authorised by : Lyn Garner – Director of Planning, Regeneration and Development

Lead Officer: Erik Nilsen, 020 8489 5516, erik.nilsen@haringey.gov.uk

Ward(s) affected: N/A

Report for Key/ Non Key Decision: Non Key

1 Describe the issue under consideration

1.1 The Authority Monitoring Report (AMR) is used to assess the effectiveness of Haringey's planning policies and to inform any future revisions to policies or their implementation.

1.2 This AMR covers the monitoring period 1st April 2014 to 31st March 2015. This is the first AMR prepared since the Corporate Plan 2015-18 was published. Therefore, in addition to covering planning policy performance the AMR will also engage with the priority outcomes covered by the service that are reflected in the Corporate Plan. This will help to set a framework for future reporting, where further opportunities for alignments with the Corporate monitoring process can be explored.

2 Cabinet member introduction

2.1 We are making steady progress in preparing our new planning policy framework for Haringey that will replace our old Unitary Development Plan. The new Local Plan engages with our ambitions for the borough and, in particular, our programme for the regeneration of parts of Tottenham and Wood Green. To ensure the objectives and new targets of the Plan are being delivered, it is important that we monitor its implementation and effectiveness. The Authority's Monitoring Report (AMR) sets out our current performance to date, highlighting where we are achieving and where we need to improve, including potential interventions to address issues or under-performance.

3 Recommendations

3.1 That the Cabinet note the findings of the Authority Monitoring Report (AMR) for the monitoring period 2014/15;

3.2 That the Cabinet approve the Authority Monitoring Report (AMR) 2014/15 for publication on the Council's website; and

3.3 The Cabinet approve undertaking of an interim review of development data (i.e. planning permissions and completions) for the 2015/2016 reporting year, to be published as an addendum to this AMR.

4 Reasons for decision

4.1 The publication of the Authority Monitoring Report is a requirement of the Localism Act 2011. Approval of the AMR 2014/15 for publication will ensure that the Council meets its statutory obligations for planning performance monitoring.

4.2 Publication of the 2014/15 AMR, and addendum covering 2015/16 development data, will provide for timely reporting of up-to-date technical evidence needed to support Haringey's emerging Local Plans when they are considered at public examination later this year.

5 Alternative options considered

5.1 The Localism Act 2011 requires local planning authorities to produce monitoring reports. The Council considers that Haringey's existing procedure of annual monitoring is an effective way for presenting the effectiveness of planning policies, within existing resources. As such, no other options were considered.

6 Background information

6.1 The 2014/15 AMR introduces a revised format for the AMR, with the Haringey Corporate Plan priority outcomes covered by the service at its heart. The structure used for previous reporting was based on the adopted Local Plan monitoring framework. The new format continues to apply this framework to meet statutory requirements for assessing performance of Haringey's Development Plan, but it does so in wider view of the Corporate Plan, recognising synergies between several of its priority outcomes and the Local Plan objectives.

6.2 This AMR monitors the performance of the Council's adopted planning policies, which are currently set out in the Strategic Policies Local Plan (2013) and Saved Unitary Development Plan (UDP) policies. The AMR does not review each planning policy individually, rather it focuses monitoring on key policy objectives in order to assess overall outcomes in plan delivery.

6.3 Consistent with previous monitoring reports the AMR 2014/15 presents information across three key areas: local plan making updates along with highlights of key changes in the national and regional planning framework; performance outcomes for key planning policy objectives covering a range of topic areas; and performance with regard to the handling of planning

applications, appeals and enforcement decisions. This information is set in context of the Corporate Plan priorities covered by the service, where relevant.

Plan-making update

The following section responds mainly to Priority 4 which reflects the importance of an up-to-date Local Plan that sets out how much, where and when new homes and jobs will be created, and also helps to coordinate delivery of key infrastructure to support growth.

6.4 There have been significant changes at the national and regional planning levels in recent years. The Government's programme of planning reform has resulted in a new National Planning Policy Framework (NPPF) and associated guidance, along with new rules governing the change of use of land for housing, employment and retail uses. In addition, the Mayor of London has adopted changes to the London Plan (2015) to reflect current and projected increases in the capital's population, resulting in a significant increase in Haringey's strategic housing and jobs targets.

6.5 The Council is proactively responding to these changes within its emerging planning documents, including undertaking an early review of the Strategic Policies DPD, adopted in 2013, to reflect the higher housing and job numbers. An up-to-date suite of Local Plans will help to ensure a coordinated approach to growth and regeneration in Haringey, with a focus on enabling new development that meets assessed needs, is appropriate to its location within the Borough, and is supported by strategic and community infrastructure.

6.6 In accordance with the Local Development Scheme (January 2015), which sets out the timetable for the preparation of the Council's local development documents, progress was made during 2014/15 on preparing the 'preferred option' versions of Haringey's emerging Local Plan documents. These took into account the assessments of previous consultation outcomes (Issues & Options consultation undertaken in January - March 2014), new technical evidence and studies, as well as ongoing collaboration with key stakeholders and delivery partners.

6.7 Following Cabinet approval in January 2015, the alterations to the Strategic Policies and the 'preferred option' drafts of three local plan documents (the Development Management DPD; Site Allocations DPD; and Tottenham AAP), were published for public consultation from 9th February to 27th March 2015.

6.8 The aim of the consultation was to invite public and stakeholder views and comments on the proposed policies or sites being put forward for consideration, and to enable consultees to offer up further information, to enable the preparation of the next iterations of the documents – the pre-submission versions.

6.9 In total, over 650 representations were received to the consultation on the four draft documents. These came from a wide range of respondents from individuals and residents associations through to local community groups, local businesses, developers, agents, landowners and statutory bodies. The respondents made in excess of 6,000 detailed comments to the proposed policies and site allocations. The vast bulk of the 2015/16 AMR reporting period was therefore taken up with

reviewing, analysing and responding to each of the comments made, stating how they had been taken into account in drafting the final version of the documents – the pre-submission versions.

6.10 On 23rd November 2015, the revised 'pre-submission' versions of the Local Plans were approved by Full Council for Regulation 19 publication. An 8-week consultation period commenced on 8th January 2016 and will run to 4th March 2016. At the close of this consultation the four Local Plan documents, together with their supporting evidence and all representations received, will be submitted to the Secretary of State for independent examination - likely to take place between April and September 2016.

6.11 In the 2015/16 reporting year, work also commenced on the Wood Green Area Action Plan (AAP). This Plan will help give effect to the Council's regeneration objectives for the Wood Green area, and where appropriate, provide more nuanced policy approaches than proposed in the emerging Site Allocations DPD. Consultation on the Wood Green Area Action Plan (AAP) 'Issues and Options' document commenced on 8th February 2016 and will run until 20th March. This is the very first stage of the AAP production.

6.12 The Council has jointly commissioned (with the five other boroughs in North London) the preparation of the North London Waste Local Plan. This document will ensure North London provides sufficient capacity to manage waste generated in North London, including the achievement of recycling targets. A Regulation 18 public consultation on a draft Plan was carried out from 30th July to 30th September 2015. The Plan is currently scheduled to proceed to public examination in late 2016 with adoption in Autumn 2017.

6.13 The Council has continued to support the Highgate Neighbourhood Forum in preparation of its emerging Neighbourhood Plan. This will be a cross-borough plan as the designated Highgate Neighbourhood Area covers parts of Haringey and Camden. In January 2015 the Forum carried out a 'pre-submission' consultation on a draft plan, to which the Council submitted a joint response with LB Camden. In response to comments received, the Forum reviewed and made amendments to the initial draft plan. It has now carried out an additional consultation on a revised draft plan, which ran from December 2015 to early February 2016. Again, LB Haringey and LB Camden prepared a joint response to the plan proposals, having particular regard to matters of conformity with the Boroughs' current and emerging Local Plans.

6.14 In September 2015, the Council received an application from a Crouch End community group for a proposed Crouch End Neighbourhood Area and Neighbourhood Forum. Both the Neighbourhood Area and Forum were formally designated by the Council on 15th December 2015.

Highlights of key plan and policy performance outcomes

6.15 This section of the AMR summarises key plan and policy performance outcomes across a range of topic areas, including housing, employment, environmental sustainability and strategic infrastructure funding. These topic areas are linked to Corporate Plan priority outcomes, as appropriate.

The following section responds to Priorities 4 and 5 which reflect the need to achieve a step change in the number of homes being built, and to ensure provision for high quality housing across a range of types and tenures.

6.16 The Council is committed to meeting and exceeding its London Plan housing delivery target. The London Plan (2015) was adopted in the reporting year, significantly increasing the Borough's strategic housing requirement from 820 to 1,502 homes annually.

6.17 This results in a cumulative target for the Local Plan period of 19,802 homes over the plan period (split between annual targets of 820 units 2011-2014 and 1,502 units from 2015-2026). Whilst the annual target was not met in 2014/15, with only 646 net units completed, this figure was 150 units higher than last year's completions. Despite two years of only modest completion rates, since the start of the plan period in 2011 we have delivered 3,684 new homes. Details of housing units delivered by year are set out in the "headline summary table" of the AMR. The Borough is still therefore on course to meet its strategic housing target. Informed by monitoring outcomes, Haringey's emerging Local Plan documents provide for a strong pipeline supply of suitable housing land and propose targeted policy interventions to help achieve a 'step-change' in housing delivery.

6.18 Housing delivery over the past two reporting years is slightly down from previous years. This suggests a comparatively static housing market over this time, particularly in the private market. This point is reinforced by planning permissions in 2013/14, amounting to roughly 500 net residential units. By comparison, planning permissions in 2014/15 jumped significantly, with consent granted for roughly 1,300 net residential units. This is owing to several large developments including Hornsey Re-Use and Recycling Centre, St Lukes Hospital, the Police Station and Magistrates Court site at Archway Road and Former GLS Depot at Ferry Lane. The uplift in permissions should help to rebalance housing delivery over the short term.

6.19 The housing delivery figure is calculated by factoring 3 types of supply: completions of conventional units (self-contained houses and flats), non-conventional units (student bedrooms, hostels, HMOs), and counting empty homes brought back into use.

6.20 Housing delivery in 2014/15 comprised of: 642 net conventional housing units completed; a net loss of -40 non-conventional units; and 44 empty homes brought back into use through targeted enforcement action.

6.21 406 affordable housing units were completed in 2014/15, accounting for 54% of new gross conventional housing units completed. This performance is up from previous years and meets the Borough-wide affordable housing target. However, it is unlikely that the target percentage will be maintained in 2015/16. Achievement of the target in this reporting year was owing to the completion of a large scheme (Brook House - circa 220 units) and the 'frontloading' of affordable housing in the phasing of development at Lawrence Road – set against a lower number of private housing units.

6.22 Affordable housing delivery is in part reflected by levels of housing completions across all tenure types in a given year, as well as the challenge of continued provision of affordable rent (including social rent) products for affordable housing. Provision is linked to development viability and changing patterns of affordable housing funding options. This includes implications of the emerging Housing Bill 2015/16, where delivery of affordable 'starter homes' may take precedence over other affordable housing products. Once the Bill receives Royal assent and secondary legislation is drafted, further work will be undertaken, including through the Housing Strategy, by the Housing and Planning teams to understand the implications of 'starter homes' on housing delivery and the ability to secure additional forms of affordable tenures.

6.23 Planning contributions remain an important tool for the Council to secure affordable housing. Over the past four reporting years (2011/12-2014/15), S106 agreements have secured the specific provision of affordable housing, totalling 619 units on-site and over £4.4 million in off-site contributions.

6.24 Monitoring indicates that a higher proportion of 1 and 2 bedroom units are being delivered compared to larger and family sized housing. This continues a trend from previous years. In response to this challenge, the emerging Local Plan documents include policies which seek to ensure that a mix of housing types and tenures are delivered across the Borough, having regard to site characteristics, development viability and the Council's Housing Strategy. The Local Plan also proposes a Family Housing Protection Zone which places restrictions on residential conversions to help maintain a supply of larger family homes.

The following section responds mainly to Priority 4 which reflects the need to deliver growth by creating an environment that supports investment and growth in business and jobs.

6.25 The London Plan (2015) sets out revised employment projections for Haringey. It forecasts 12,000 additional jobs in the Borough over the period 2011-2026. Over the period 2011-2036, it forecasts an additional 22,000 jobs in Haringey. This represents a 29.5% increase in jobs, the highest projected employment growth rate of all London boroughs. Haringey's Local Plan aims to accommodate this growth by safeguarding key employment locations and seeking a greater intensity of uses on sites, so as to increase business and job numbers.

6.26 In 2014/15, planning permissions resulted in a total net loss of 7,625 sq m of employment (Class B) floorspace across the Borough. This loss comprised of: loss of 4,605 sq m of B1 (business) floorspace; loss of 2,456 sqm of B2 (general industrial) floorspace; and loss of 564 sq m of B8 (storage and distribution) floorspace.

6.27 Changes to the Town and Country Planning (General Permitted Development) (Amendment) Order 2013 allow for the change of use to Class C3 (dwellings) from Class B1a (offices) provided that this takes place on or before 30 May 2016 subject to a "prior approval" process. The majority of B1 floorspace lost in the reporting year was through the prior approval process.

6.28 All of the B2 (general industrial) floorspace lost in the reporting year was owing to the planning consent granted at the Hornsey Reuse and Recycling Centre site,

which involved conversion to a mixed-use scheme including A1 (retail) and C3 (residential).

6.29 The vast majority of B Class employment floorspace loss occurred on sites outside of Haringey's designated employment locations. Informed by monitoring outcomes, Haringey's emerging Development Management DPD gives stronger protection to employment uses and floorspace on non-designated sites.

6.30 Only one site on which employment use was lost was located within a designated employment site: a loss of 604 sq m in Florentia Clothing Village, Vale Road which is part of the Locally Significant Industrial Site. This application was approved for prior notification for change of use from B1 to C3.

6.31 Additionally, in response to the temporary permitted development rights in respect to the change of use from B8 to C3, the Council has introduced a non-immediate Article 4 Direction, which was approved by Cabinet in November 2015. That this will come into effect after a 12 month notification period (i.e. anticipated early to mid 2017) and will remove these permitted development rights. Through ongoing monitoring, the Council will assess the impact of other permitted development rights, such as permitted change of use from B1 to C3, and may consider whether there is sufficient justification to warrant introducing additional Article 4 Directions.

The following section responds mainly to Priority 3 and its focus on improving the environment, including parks and open spaces, to help make Haringey a point of destination where people will want to live and work.

6.32 There was no net loss of designated open spaces or sites of biodiversity in the reporting period.

6.33 20 parks and open spaces managed by Haringey Council have been declared as being among the best in the country, recognised by the national Green Flag scheme. In 2015, Parkland Walk and Queen's Wood became the latest spaces awarded Green Flags. Green Flags were also awarded to Highgate Wood (managed by the Corporation of London), Alexandra Park (run by the Alexandra Palace Trust) and Tottenham Marshes (run by the Lee Valley Regional Park Authority. This brings the total Green Flag parks in Haringey to 23.

6.34 An Open Space & Biodiversity Study has been prepared to support Local Plan preparation. It assesses sites across the Borough for nature conservation status. It also updates information on areas of public open space deficiency in the Borough, taking account of new population growth figures. There is scope for a review of this study to capture baseline evidence of smaller sites, which would give further support their protection against inappropriate development.

6.35 Household recycling rates in Haringey have shown continued improvement in recent years, with 37% of household waste recycled or composted in 2014/15, up from 21% in 2006/07. Haringey's emerging Development Management DPD includes policies to ensure that all new development contributes to sustainable waste management, where appropriate.

The following section responds to Priority 4 and the objective to manage the impact of growth by reducing carbon emissions across the Borough.

6.36 The latest data on carbon emissions was published in 2015 by the Government Department of Energy and Climate Change and covers the year 2012-2013. During this period Haringey's carbon emissions decreased by 2.9%. Since 2005, the earliest year for which emissions data are available at the local authority level, Haringey's emissions have fallen by 13.5%. This is better than the performance for London on whole, where emissions have decreased 11.6%.

6.37 Per capita carbon emissions in the Borough have decreased 24% since 2005 (the baseline year) while population is projected to have risen by 14.8% over this period. This reflects that the Haringey is delivering growth and regeneration whilst moving towards its carbon reduction target.

6.38 As a Council, Haringey has committed to reduce its own carbon emissions 40% by 2015 (five years ahead of the overall Borough target of 40% by 2020). We have exceeded this target by reducing overall emissions 45% since the baseline year of 2006, due largely to a significant 19% decrease in emissions between April 2014 and March 2015.

6.39 Despite this progress, meeting the Borough carbon reduction target will be challenging. Achievement of the target will be made particularly difficult in light of the Government's recent decision to abandon proposed changes to Building Regulations, which would have increased on-site energy efficiency standards to secure zero carbon housing, and cuts to subsidies for the renewable energy sector (e.g. solar panels). Haringey's Local Plan sets policies to ensure that new development proposals meet, and seek to exceed, the minimum required reductions in carbon emissions. It also aims to enable more options for developers to deliver energy efficient buildings, such as by facilitating decentralised energy network development in key growth locations.

The following section responds to Priority 4 which emphasises the role of Community Infrastructure Levy funding and Section 106 agreements to ensure growth is appropriately supported with infrastructure.

6.40 The Mayor's Community Infrastructure Levy (CIL) was introduced in 2012 to help finance Crossrail. The CIL is calculated on net additional floorspace and the rate for Haringey has been set at £35/m². Some types of development are CIL exempt including health and education, affordable housing and development by charitable organisations. The Council collects CIL on behalf of the London Mayor. In 2014/15 the amount of Mayoral CIL collected was roughly £343,000 which was down from £473,000 the previous year.

6.41 Haringey's Community Infrastructure Levy Charging Schedule was adopted by Full Council on 21st July 2014. The local CIL has been implemented from 1st November 2014, with all applications for qualifying development decided on or after this date liable to pay the levy. To-date, some £677,000 has been collected for Haringey's CIL which will help fund projects identified in the published Regulation 123 list.

6.42 Haringey's CIL is underpinned by a viability appraisal which has informed the setting of rates across the Borough. In the future, further viability testing may be undertaken to assess any change in circumstance, which might suggest that current CIL rates require reviewing.

6.43 Planning contributions (including S106 agreements) remain an important tool to ensure adequate provision of infrastructure across the Borough, particularly for affordable housing, as noted above. However, due to changes in national legislation, uptake of S106 funding will be more limited in the future, as the focus on provision of strategic infrastructure has shifted to Haringey's CIL. Affordable housing and site specific infrastructure still come under S106 negotiations.

6.44 In 2014/15, the Council secured over £6.5 million in Section 106 funds. This is significantly up from £2 million the previous year. This spike likely reflects the comparatively lower levels of development activity experienced in 2013/14 along with significant contributions for a few major developments, including some £2.4 million secured via consent at Hornsey Re-use and Recycling Centre and roughly £800,000 for St Lukes Woodside Hospital site.

6.45 The Council's Infrastructure Delivery Plan (IDP) is a key document which supports Haringey's Local Plan. It identifies current and future infrastructure needs and sets the basis for securing developer contributions. The IDP is intended to be reviewed regularly and is currently being updated to support Haringey's emerging Local Plans.

The following section responds to Priority 4 which emphasises the Council's role in enabling growth through timely planning decisions, and where the planning service is measured as a 'top quartile' service for speed, cost and quality.

6.46 In 2014/15 the Council decided 3,253 planning applications consisting of 20 major applications, 371 minor applications, 1,858 householder and other applications and 1,004 PSO applications.

6.47 The Council's performance in processing applications in 2014/15 was: 100% of major applications determined within 13 weeks; 76.55% of minor applications; 81.11% of other applications; and 64.25% of PSO applications within 8 weeks or extension of time.

6.48 The Council met and exceeded its local performance targets for the processing of major, minor and other applications. The Council has also improved its performance against the CLG designation of poorly performing planning authorities criteria increasing to 90.5% from 10% in November 2012. The service is continuing to investigate opportunities for further service improvements.

6.49 In 2014/15, there were a total of 68 appeals on refusals decided by the Planning Inspectorate, with 14 appeals allowed (20.6%) and 54 appeals dismissed (79.41%). The proportion of appeals allowed in Haringey was an improvement on the previous year (32.9%) and better than the London average.

6.50 The Council carried out a snapshot survey of all applicants and enforcement complainants for Quarter 1 of 2013/14. This showed above satisfaction levels for all areas of interaction except the pre-application service. Measures have been

put in place to address this and a revamped pre-application service has been implemented since 1 April 2015.

6.51 Recognising the importance of understanding how the planning service is meeting customer needs and expectations, and for considering future service improvements, the Council is taking part in the Planning Quality Framework offered by the Planning Advisory Service (PAS), and is looking at radical ways of reworking the planning process and is actively participating in both corporate and service specific improvement programmes.

Summary of key considerations for future monitoring

6.52 As noted previously, there have been a number of changes in the national and regional planning framework which will need to be monitored, with a potential need for further local policy responses, particularly:

- The Town and Country Planning (General Permitted Development) (England) Order 2015, which sets out the Government's programme of planning reform, including impacts of revised permitted development rights (for example, allowing conversions of offices/shops to residential use);

- The London Plan (consolidated with alterations since 2011), published March 2015, includes the revised housing delivery and employment targets. It is anticipated that the London Plan will undergo another comprehensive review following the election of a new London Mayor in May 2016; and

- The Housing and Planning Bill 2015/16, which makes provision about new affordable Starter Homes, automatic planning permission in principle on Brownfield sites, planning reforms to support small builders, and selling off of high value vacant assets. The Bill is currently at Committee Stage and is due to come into force later this year.

7 Contribution to strategic outcomes

7.1 The preparation of a Local Plan for Haringey aligns with our Corporate Plan vision and objectives to actively manage and drive growth and development across the borough, specifically:

7.2 **Priority 3 (Clean and Safe Environment)** by ensuring we continue to protect Haringey's natural environment and, where possible, increase and enhance provision, public access and use (where appropriate), on new development sites or through the use of s106 and CIL for off-site improvements.

7.3 **Priority 4 (Growth)** by maximising opportunities for significant residential and commercial growth and development targeted at areas of the Borough that can accommodate change and have the capacity to do so; priority 4 includes a specific commitment to focus regeneration and investment in Tottenham and Wood Green.

7.4 **Priority 5 (Housing)** by providing the policy framework necessary to enable the delivery of a significant numbers of new homes and policies controls necessary

to ensure such growth and development results in a high quality and attractive residential amenity

7.5 Annual monitoring of the performance of the Local Plan policies also aids significantly in understanding how we are doing against these much broader corporate priority outcomes.

8 Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

8.1 The cost of preparing this report and associated initiatives discussed within it have largely been met from the Planning base budget with additional one-off funding for specific area-based planning work in Tottenham and Wood Green.

8.2 The Planning service provides a crucial role in supporting the Economic Growth priority. As external government funding continues to reduce, the Council is increasingly dependent on Council Tax and Business Rates income to fund its core activity and planning policy enables economic and housing growth, whilst making sure that this growth is not detrimental to the local area. The Community Infrastructure Levy (CIL), in conjunction with S106 payments are an increasingly important source of funding for the Council and provide financial support to infrastructure projects that are required to support a growing population.

8.3 Procurement note the contents of the report; however there is limited procurement commentary, as procurement input is picked up through the commissioning process when delivering the outcomes stated in the report.

Legal

8.4 The Assistant Director of Corporate Guidance has been consulted on the preparation of this report and comments as follows.

8.5 The Council is required by virtue of s35 Planning and Compulsory Purchase Act 2004, as amended by s113 Localism Act 2011, to prepare an annual report providing such information as is prescribed as to the implementation of the local development scheme; and the extent to which the policies set out in the local development documents are being achieved.

8.6 The report must be in respect of a period which the authority considers appropriate in the interests of transparency, which begins with the end of the period covered by the authority's most recent report, and which is not longer than 12 months or such shorter period as is prescribed. The report must also be in such form as is prescribed; and contain such other matters as is prescribed.

8.7 The Council must make these reports available to the public.

Equality

8.8 In the exercise of its function as the local planning authority the Council is subject to the Public Sector Equalities Duty set out in section 149 of the Equalities Act 2010 which obliges the Council in performing its functions "to 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".

8.9 The AMR highlights developments in planning policy over the reporting period, including the review of the Strategic Policies DPD and development of the Wood Green Area Action Plan. Equalities considerations form a key part of the evidence presented for review alongside our planning policies, through sustainability appraisal. As the AMR highlights, consultation with the public and key stakeholders has also been a key element of the review process.

8.10 The AMR also updates on performance outcomes for planning policy objectives. This is key to monitoring the contribution that planning policy makes to our Corporate Plan priorities, including to actively manage and drive growth which everyone can benefit from. Members are advised to note performance outcomes for completions of affordable housing units and employment projections as of particular relevance to our equality duty.

9 Use of Appendices

- Appendix A: Authority Monitoring Report 2014/15

10 Local Government (Access to Information) Act 1985

- Haringey Strategic Policies Local Plan (2013) and Alterations (Pre-Submission) (2016)
- Haringey Development Management DPD (Pre-submission) (2016)
- Haringey Site Allocations DPD (Pre-submission) (2016)
- Tottenham Area Action Plan (Pre-submission) (2016)
- Haringey CIL Charging Schedule (2014)
- London Plan (2015)
- Mayor's CIL Charging Schedule (2012)
- Haringey Local Development Scheme (2015)
- Haringey Fifth Annual Carbon Report (2015)
- North London Waste Authority Annual Monitoring Report (2015)

Authority Monitoring Report

2014/15



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Haringey LONDON

Authority Monitoring Report (AMR)

For the period covering

1st April 2014 to 31st March 2015

Summary

Introduction to the AMR

The Authority Monitoring Report (AMR) assesses the performance of Haringey's planning policies. It also reports on milestones in the Council's Local Development Scheme (LDS), the timetable for production of our local planning documents.

The AMR is a key feedback tool identifying how planning policies are performing. It provides a robust basis to inform any future revisions to policies or their implementation.

Reporting period

This AMR covers the year 1st April 2014 to 31st March 2015. Information beyond this date is included where it helps to provide a more complete picture of planning performance and project delivery.

Monitoring requirements

The Council is required by section 35 of the Planning and Compulsory Purchase Act 2004, as amended by section 113 Localism Act 2011, to prepare an annual report providing such information to the implementation of the local development scheme; and the extent to which the policies set out in the local development documents are being achieved.

Which policies are being monitored?

The Council is in the process of replacing the Saved Policies of its Unitary Development Plan (UDP) with a suite of Local Plans. Haringey's Strategic Policies Local Plan, adopted in March 2013, is the first plan to come forward as part of this replacement process. It includes a collection of monitoring indicators and targets. These have been used as the basis for assessing policies in this AMR.

The AMR does not attempt to monitor each planning policy individually, but focuses on monitoring key policy objectives for which data is currently available, in order to assess overall outcomes in plan delivery.

Haringey's Corporate Plan

The 2014/15 AMR introduces a revised format for the AMR, with the Haringey Corporate Plan priority outcomes covered by the Planning Service at its heart.

The structure used for previous reporting was based on the adopted Local Plan monitoring framework. The new format continues to apply this framework to meet statutory requirements for assessing performance of Haringey's Development Plan, but it does so in wider view of the Corporate Plan, recognising synergies between several of its priority outcomes and the Local Plan objectives.

Consistent with previous AMRs, the 2014/15 report sets out information across 3 key areas:

- Local Plan making updates, along with highlights of key changes in the national and regional planning framework;
- Performance outcomes for key planning policy objectives covering a range of topic areas (including housing delivery, employment land management, environmental sustainability and strategic infrastructure); and
- Performance with regard to the handling of planning applications, appeals and enforcement decisions.

Plan making update

*The following section responds mainly to **Corporate Plan Priority 4** which reflects the importance of an up-to-date Local Plan that sets out how, when and where new homes and jobs will be created, and also helps to coordinate delivery of key infrastructure to support growth.*

Background

There have been significant changes at the national and regional planning levels in recent years. The Government's programme of planning reform has resulted in a new National Planning Policy Framework (NPPF), along with new rules governing the change of use of land for housing, employment and retail uses. In addition, the Mayor of London has adopted **changes to the London Plan** (2015) to reflect current and projected increases in the capital's population, resulting in a significant increase in Haringey's strategic housing and jobs.

The Council is proactively responding to these changes within its emerging planning documents, including undertaking of an early review of the Strategic Policies DPD, adopted in 2013, to reflect the higher housing and job numbers. An up-to-date suite of Local Plans will help to ensure a coordinated approach to growth and regeneration in Haringey, with a focus on enabling new development that meets assessed needs, is appropriate to its location within the Borough, and is supported by strategic and community infrastructure.

Haringey's Local Plan

The Council's **Local Development Scheme** (covering 2015-18) sets out the Council's time table for preparing Local Plan documents. The LDS was revised and adopted in January 2015 and set out the work programme for the reporting year. It sees four emerging Local Plans all progress in tandem to the same timetable, including:

- **Alterations to Strategic Policies;**
- **Development Management DPD;**
- **Site Allocations DPD; and**
- **Tottenham Area Action Plan (AAP)**.

In accordance with the LDS, progress was made during 2014/15 on preparing the 'preferred option' versions of Haringey's emerging Local Plan documents, listed above. Following Cabinet approval in January 2015, Preferred Option plans were published for public consultation from 9th February to 27th March 2015.

The volume and nature of comments received was significant - over 650 representations were received with respondents making in excess of 6,000 detailed comments to the policy proposals - and this resulted in further time being required to analyse these, respond to each, and to amend the documents ready for the next Plan stages. As a result, the timetable for these documents has slipped and the LDS will be revised to reflect the changes.

On 23rd November 2015, the revised 'pre-submission' versions of the Local Plans were approved by Full Council for Regulation 19 publication, and an 8-week consultation period commenced on 8th January 2016. At the close of this consultation the four Local Plan documents will be submitted to the Secretary of State for independent examination.

In the 2015/16 reporting year work commenced on the **Wood Green Area Action Plan (AAP**). This Plan will help give effect to the Council's regeneration objectives for the Wood Green area, and where appropriate, provide more nuanced policy approaches than proposed in the emerging Site Allocations DPD. Consultation on the Wood Green Area Action Plan (AAP) 'Issues and Options' document commenced in early February 2016.

The Council has jointly commissioned with the other boroughs in North London the preparation of the **North London Waste Plan**. This document will ensure North London provides sufficient capacity to manage waste generated in North London, including the achievement of recycling targets. A Regulation 18 public consultation on a draft Plan was carried out from 30th July to 30th September 2015.

Neighbourhood Planning

The Council has continued to support the **Highgate Neighbourhood Forum** in preparation of its emerging cross-borough Neighbourhood Plan. In January 2015 the Forum carried out a 'pre-submission' consultation, to which the Council submitted a joint response with Camden Council. The Forum amended the draft Plan in light of feedback received and undertook another round of public consultation from December 2015 to January 2016, which the Councils also responded to.

The **Crouch End Neighbourhood Forum** and Area were formally designated by the Council on 15th December 2015. The Council is supporting the Forum in the preparation of its Neighbourhood Plan.

Supplementary planning documents

The **Finsbury Park Town Centre SPD** was adopted on 25 June 2014. This is a cross-borough document which aims to improve the town centre, station and surrounding public spaces, create new homes, jobs and training opportunities, make the most of the historic buildings and improve links between the town centre and Finsbury Park.

In July 2014, Cabinet Members agreed to commence a process of consolidating the Council's suite of **Supplementary Planning Guidance**. This will ensure that guidance appropriately supports Haringey's current development plan policies. The streamlined suite of guidance will also reduce confusion amongst communities and remove contradictions in local advice to help guide development more effectively.

Stakeholder engagement

The Council has been carrying out the **Duty to Co-operate** in preparing its Local Plan documents, as required by the Localism Act.

The **Statement of Community Involvement** is currently being updated and is due to be adopted mid 2016.

Plan and policy performance

This section of the AMR discusses key plan and policy performance outcomes across a range of policy topic areas. These are linked to **Corporate Plan priority outcomes**, as appropriate.

Housing delivery

*The following section responds to **Corporate Plan Priority 4** and **Priority 5** which reflect the need to achieve a step change in the number of homes being built, and*

to ensure provision for high quality housing across a range of types and tenures.

The Council is committed to meeting and exceeding its London Plan housing delivery target. The London Plan (2015) was adopted in the reporting year, significantly increasing the Borough's strategic housing target from 820 to 1,502 homes annually.

The current target for the Local Plan period is 19,802 homes (split between annual targets of 820 units 2011-2014 and 1,502 units from 2015-2026). Whilst the annual target was not met in 2014/15, with only 646 net units completed, this figure exceeded last year's delivery and over the plan period to date, the Borough is on course to meet its housing target.

Housing delivery over the past 2 reporting years is slightly down from previous years. This suggests a comparatively static housing market over this time, particularly in the private market. This point is reinforced by planning permissions in 2013/14, amounting to roughly 500 net residential units. By comparison, permissions in 2014/15 jumped significantly, with consent granted for roughly 1,300 net residential units, owing to several major developments. The uplift in permissions should help rebalance delivery over the short term.

Haringey has submitted a successful bid for the Mayor's Housing Zone initiative, which will provide additional funding to significantly boost housing delivery and regeneration in Tottenham. Tottenham Hale is the first phase. The Housing Zone will also assist the Borough in meeting the more ambitious housing targets set out in the London Plan (2015).

Affordable housing

406 affordable housing units were completed in 2014/15, accounting for 54% of new gross conventional housing units completed. This performance is up from previous years and meets the Borough-wide affordable housing target. However, it is unlikely that the target percentage will be maintained in 2015/16. Achievement of the target in this reporting year was owing to the completion of a large scheme and the 'frontloading' of affordable housing in the phasing of development at Lawrence Road – set against a lower number of private housing units.

Affordable housing delivery is in part reflected by levels of housing completions across all tenure types, as well as the challenge of continued provision of affordable rent (including social rent) products for affordable housing. Provision is linked to development viability and changing patterns of affordable housing funding options. This includes implications of the emerging Housing Bill 2015/16, where delivery of affordable 'starter homes' may take precedence over other affordable housing products.

Housing mix

Monitoring indicates that a higher proportion of 1 and 2 bedroom units are being delivered compared to larger and family sized housing. This continues a trend from previous years. In response to this challenge, the emerging Local Plan includes policies which seek to ensure that a mix of housing types and tenures are delivered across the Borough, having regard to site characteristics, development viability and the Council's Housing Strategy. The Local Plan also proposes a Family Housing Protection Zone which would place restrictions on residential conversions to help maintain a supply of larger family homes.

Housing quality

The emerging Development Management DPD includes proposals for a “Haringey Development Charter”, which sets out key principles for high quality design to which all development proposals must positively respond.

The Council continues to make significant progress on Decent Homes. Targeted actions have resulted in an overall reduction in the proportion of non-decent Council homes.

On 25 March 2015 through a written ministerial statement, the government introduced new technical housing standards and detailed how these would be applied thorough planning policy. The system comprises of new additional ‘optional’ building regulations on water and access, and national space standards for new homes. These new standards came into effect on 1st October 2015 and will be absorbed into regional policy through Minor Alterations to the London Plan, likely to be adopted in 2016.

Employment growth

*The following section responds mainly to **Corporate Plan Priority 4** which reflects the need to deliver growth by creating an environment that supports investment and growth in business and jobs.*

The London Plan (2015) sets out revised employment projections. Over the period 2011-2036, it forecasts an additional 22,000 jobs in Haringey. This represents a 29.5% increase in jobs, the highest projected employment growth rate of all London boroughs. Haringey’s Local Plan aims to accommodate this growth by safeguarding key employment locations and seeking a greater intensity of uses on sites, so as to increase business and job numbers. It also includes bespoke policies to enable employment development to come forward where viability is a challenge.

Employment land and sites

In 2014/15, planning permissions resulted in a total net loss of 7,625 sq m of employment (Class B) floorspace across the Borough. This loss comprised of: loss of 4,605 sq m of B1 (business) floorspace; loss of 2,456 sq m of B2 (general industrial) floorspace; and loss of 564 sq m of B8 (storage and distribution) floorspace.

Changes to the Town and Country Planning (General Permitted Development) (Amendment) Order 2013 allow for the change of use to Class C3 (dwellings) from Class B1a (offices) provided that this takes place on or before 30 May 2016 subject to a "prior approval" process. The majority of B1 floorspace lost in the reporting year was through the prior approval process.

All of the B2 floorspace lost in the reporting year was owing to the consent granted at the Hornsey Reuse and Recycling Centre site, which involved conversion to a mixed-use scheme including A1 (retail) and C3 (residential).

The vast majority of Class B employment floorspace lost in 2014/15 occurred on sites outside of designated employment locations. This mirrors a situation from the previous year. Informed by monitoring outcomes Haringey’s emerging Local Plan documents give stronger protection to employment uses and floorspace on non-designated sites.

Additionally, in response to the temporary permitted development rights in respect to the change of use from B8 to C3, the

Council has introduced a non-immediate Article 4 Direction, which was approved by Cabinet in November 2015. That this will come into effect after a 12 month notification period (i.e. anticipated early to mid 2017) and will remove these permitted development rights.

Town centres

Haringey's town centre vacancy rates have increased in recent years. However, when surveys were last carried out, the overall local vacancy rate (7%) remained lower than the national (14%) and London (9%) averages at that time. The proportion of non-retail uses in Haringey's town centres is broadly consistent with local targets, which suggests that planning policies are supporting an appropriate balance of uses. Town centres will need to be regularly surveyed to ensure up-to-date evidence is available to inform planning decisions.

In the future, it is noted that town centres are expected to be subject to changes reflecting new shopping and macro-economic patterns, as well as the proposed national planning policies and legislation that aim to relax planning rules for town centre uses. The emerging Local Plan documents include a dedicated suite of policies to ensure Haringey's town centres retain their vitality and unique identities, and remain at the heart of local communities, even in the face of these changes.

To support the growth and regeneration of Tottenham, the Local Plan proposes to designate a new District Centre at Tottenham Hale. This is consistent with the London Plan (2015) which indicates there is scope for this change to Haringey's town centre hierarchy.

Environmental sustainability

This part of the AMR covers environmental sustainability topics, addressing the Council's performance in managing its environmental resources and tackling the challenge of climate change.

*The following section responds mainly to **Corporate Plan Priority 3** and its focus on improving the environment, including parks and open spaces, to help make Haringey a point of destination where people will want to live and work.*

Open space and biodiversity

Planning policies are performing well in protecting the borough's designated open spaces and sites of biodiversity importance. There was no net loss of such designated sites in 2014/15.

Indicators suggest that many of Haringey's parks are of a high quality and that overall, local parks are well used and managed to a good standard, as evidenced by the growing number of Green Flag parks in the Borough.

Haringey's emerging Local Plan documents will give effect to the Mayor's All London Green Grid, with policies to support new and improved linkages between the local network of green and open spaces.

Sustainability Appraisal and Habitats Regulations Assessment have been prepared alongside the emerging Local Plan documents, ensuring that plan proposals have due regard to, and will not adversely impact on, biodiversity and the environment.

Waste management

Household recycling rates in Haringey continue to improve. As noted above, work progressed on the North London Waste Plan in the reporting year.

Design and conservation

*The following section responds to **Corporate Plan Priority 3** and **Priority 5** which reflect the aim of strengthening communities by creating and preserving high quality built environments.*

As noted above, the emerging Local Plan proposes a "Haringey Development Charter", which all proposals will be required to engage with and positively respond to. The Charter sets out the key principles the Council considers are essential to delivering high quality, sustainable development that is sensitive to local character.

As part of the pre-application process, Haringey encourages applicants to present proposals to an independent review panel. In 2014/15, the Haringey Design Panel met 8t times and considered 17 development proposals, 6 of which were for major schemes, 7 for controversial minor schemes and 4 for planning policy or area plans. Overall, the Panel was able to positively influence the design quality of proposals.

In the future, this process will be taken forward through a reconstituted Quality Review Panel. The first meeting of the QRP was in April 2015, and outcomes will be reported in the next AMR.

There are currently 9 Conservation Area Character Appraisals covering 13 Conservation Areas, which have been performing well since their adoption. In November 2015, the Council consulted on the Noel Park Conservation Area Appraisal and Management Plan.

Carbon reduction

*The following section responds to **Corporate Plan Priority 4** and the objective to manage the impact of growth by reducing carbon emissions across the Borough.*

Since 2005, Haringey's carbon emissions have fallen by 13.5%. This is better than the performance for London on whole.

As a Council, Haringey has committed to reduce its own carbon emissions 40% by 2015 (five years ahead of the overall Borough target of 40% by 2020). We have exceeded this target by reducing overall emissions 45% since the baseline year of 2006, due largely to a significant 19% decrease in emissions between April 2014 and March 2015. Moving forward, the Council has created a new goal to reduce emissions a further 10% by 2018.

Emissions per capita data indicates that carbon emissions are falling at a rate that is faster than population growth in the Borough. Haringey is delivering growth and regeneration whilst moving towards its carbon reduction target.

Despite this progress meeting the Borough's carbon reduction target will be challenging, particularly in light of the Government's recent decision to abandon proposed changes to legislation and policy (i.e. requirements for developers to deliver 'zero carbon' homes), along with cutting subsidies to the renewable energy sector and ending Green Deal funding.

Haringey's Local Plan sets policies to ensure that new development proposals meet, and seek to exceed, the minimum

required reductions in carbon emissions and also help deliver Decentralised Energy network development.

Infrastructure funding and delivery

*The following section responds to **Corporate Plan Priority 4** which emphasises the role of Community Infrastructure Levy funding and Section 106 agreements to ensure growth is appropriately supported with infrastructure.*

Haringey's CIL was adopted by a decision of Full Council on 21 July 2014. It has been implemented from 01 November 2014, with all applications for qualifying development decided on or after this date liable to pay the levy.

To date some £677,000 has been collected for Haringey's CIL which will help fund projects identified in the published Regulation 123 list.

Haringey's CIL is underpinned by a viability appraisal which has informed the setting of rates across the Borough. Further viability testing may be undertaken in the future to assess any change in circumstance, which might suggest current CIL rates require reviewing.

Planning contributions remain an important tool to ensure adequate provision of infrastructure, particularly for affordable housing and other site specific requirements. However due to changes in national legislation, uptake of S106 funding will be more limited in the future, as the focus on provision of strategic infrastructure has shifted to Haringey's CIL.

In 2014/15, the Council secured over £6.5 million in Section 106 funds, up from the £2 million the previous year. This spike likely reflects the comparatively lower levels of development activity experienced in 2013/14 along with significant contributions from a few major developments.

The Infrastructure Delivery Plan (IDP) supports the Local Plan. It identifies the service areas where investment will be needed to meet the additional demand from growth. It also sets the basis for developer contributions through CIL to meet future need and highlights, where applicable, gaps in existing provision to form a platform for future investment and project delivery. The IDP will be updated having regard to Haringey's emerging Local Plan documents.

Development management

*The following section responds to **Corporate Plan Priority 4** which emphasises the Council's role in enabling growth through timely planning decisions, and where the planning service is measured as a 'top quartile' service for speed, cost and quality.*

In 2013/14, the Council decided 1,965 planning applications consisting of 22 major applications, 356 minor applications and 1587 other applications.

The Council met and exceeded its local performance targets for the processing of major, minor and other applications. The service has also exceeded the Government's published 'performance standard' for Major applications, which was a matter for concern during the early part of the monitoring period. The service is continuing to investigate opportunities for further service improvements.

In 2013/14, there were a total of 73 appeals on refusals decided by the Planning Inspectorate, with 24 appeals allowed (32.9%) and 49 (67.1%) appeals dismissed. The proportion of appeals allowed in Haringey was an improvement on the previous year (39%). Haringey's performance on appeals over the past 5 years is a positive reflection on Council decisions, with performance generally in line with that of authorities across London and England.

Recognising the importance of understanding how the planning service is meeting customer needs and expectations, and for considering future service improvements, the Council is taking part in a free program offered by the Planning Advisory Service (PAS) and is actively participating in both corporate and service specific improvement programmes.

Future monitoring

The AMR 2014/15 introduced a revised format for the AMR. In addition to covering planning policy performance, in line with statutory requirements, the AMR has engaged with the priority outcomes covered by the planning service that are reflected in Haringey's Corporate Plan. This format should help to set a framework for future reporting, where further opportunities for alignments with the corporate monitoring process can be explored.

There have been a number of changes in the national and regional planning framework, both adopted and emerging, which will need to be monitored and may trigger a need for further local policy responses, particularly:

- The Town and Country Planning (General Permitted Development) (England) Order 2015, which sets out the Government's programme of planning reform, including impacts of revised permitted development rights (for example, allowing conversions of offices/shops to residential use);

- The London Plan (consolidated with alterations since 2011), published March 2015, includes the revised housing delivery and employment targets. Minor Alterations to the London Plan (2015), including new housing and parking standards, are due to be adopted in March 2016;

- It is anticipated that the London Plan will undergo another comprehensive review following the election of a new London Mayor in May 2016; and

- The Housing and Planning Bill 2015/16, which makes provision about new affordable Starter Homes, automatic planning permission in principle on Brownfield sites, planning reforms to support small builders, and selling off of high value vacant assets. The Bill is currently at Committee Stage and is due to come into force later this year.

Summary of performance against selected Local Plan indicators									
Corporate Plan Priority	**Indicator**	**Performance**				**Current target**	**Future target**	**Local Plan policy**	**Action**
		2014/15	**2013/14**	**2012/13**	**2011/12**				
Priority 4 Priority 5	Housing delivery / number of housing completions	646 net units (of which 642 conventional, loss of -40 non-conventional, and 44 empty homes brought back into use.	493 net units (of which 474 conventional, loss of -40 non-conventional, and 59 empty homes back into use)	1,150 net units (of which 606 conventional, 492 non-conventional , 52 long term empty homes back into use)	1,395 net units (of which 694 conventional, 646 non-conventional , 55 long term empty homes back into use)	820 additional homes per year	1,502 additional homes per year	SP2	On course to meet strategic housing target. Revised London Plan (2015) target to take effect in FY2015. Monitor delivery against new target.
Priority 4 Priority 5	Affordable housing units (gross units)	54%	26%	51%	44%	50%	40%	SP2	New target proposed on basis of updated viability evidence. Review outcomes of Housing Bill.
Priority 4	Protection of employment (Class B) land and floorspace	Permissions - Net of loss of 7,625 sq m comprising: -4,605 B1 - 2,456 B2 +564 B8	Permissions - Net loss of 4,071 sq m comprising: -4,687 B1 -1,101 B2 +1,717 B8	Permissions - Net loss of 31,716 sq m Comprising: -30,986 B1 and -730 B2/B8	Permissions - Net loss of 11,500 sq m Comprising: +8,700 B1, -20,200 B2/B8	Protect B Class land/ floorspace to meet forecast demand of 137,000 sq m floorspace	Protect B class land/ floorspace to meet forecast demand of 23,000 sq m floorspace	SP8	Policy performing - most Class B floorspace lost outside of designated areas and to 'Prior Approval' process for change of use. Emerging DM DPD gives greater protection to non-designated sites. Continue

									to monitor prior approvals and review need for Article 4 Direction. New target proposed on basis of updated evidence.
Priority 3	Protect designated open space/ biodiversity sites	No net loss	No net loss	No net loss	No net loss	No net loss designated land	No net loss designated land	SP13	Consider opportunities to capture baseline evidence on smaller sites for protection and monitoring against loss.
Priority 3	Waste management/ recycling household waste	37%	36.5%	32%	26.75%	31.7% of waste should be recycled or composted (former NI192)	North London Joint Waste Strategy aims to achieve 45% recycling / composting household waste by 2015 and 50% in 2020.	SP6	Performance improving. Sites for managing strategic waste apportionment to be allocated through North London Waste Plan DPD.
Priority 4	Carbon reduction per capita (Data based on latest DCLG information, which is time delayed i.e. FY2014 figures	3.4 kilotonnes per capita	3.5 kilotonnes per capita	3.4 kilotonnes per capita	3.8 kilotonnes per capita	Reduce carbon emissions per capita to contribute to Borough-wide target to reduce carbon	Borough-wide target to reduce carbon emissions 40% by 2020.	SP4	Per capita emissions have decreased 24% since 2005 baseline (4.5 kilotonnes) while

	cover 2012/13)					emissions 40% by 2020.			population is projected to have risen by 14.8%. Planning policy response subject to scope set out in national policy and legislation.
Priority 4	Planning contributions negotiated	£6,548,272	£2,058,983	£4,237,826	£21,896,711	Not applicable	Not applicable	SP16 SP17	Continue to collect S106 in line with legislation. S106 likely to decrease in future as CIL takes precedence.
Priority 4	Haringey Community Infrastructure Levy (CIL) funding secured	No CIL collected in 2014/15 due to local CIL being implemented late in reporting year.	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	SP16 SP17	Haringey CIL implemented from 1st November 2014 and no qualifying development commenced (triggering CIL collection) within the reporting year. Monitor CIL take-up and review rates having regard to up-to-date viability evidence.

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1 Introduction

1.1 What is the Authority Monitoring Report?

1.1.1 The Authority Monitoring Report (AMR) is used to assess the performance and effectiveness of Haringey's planning policies in delivering their key objectives. Currently, these policies are set out in the adopted Strategic Policies Local Plan and Unitary Development Plan (UDP) saved policies. In addition, the AMR reports on the achievements of services in the Council which contribute to the delivery of planning objectives. The AMR also includes an update on the progress and implementation of the Council's Local Development Scheme (LDS), which sets the timetable for the preparation of future Local Plan documents.

1.1.2 The AMR is an important feedback tool and helps the Council to assess the extent to which its planning policy objectives are being achieved.

1.2 What is the reporting period?

1.2.1 This AMR covers the year 01 April 2014 to 31 March 2015 and key performance outcomes are set within this period. Information beyond this date is included where it helps to provide a more complete picture of planning performance.

1.3 What is being monitored?

1.3.1 The Council is required by virtue of section 35 of the Planning and Compulsory Purchase Act 2004, as amended by section 113 Localism Act 2011, to prepare an annual report providing such information as is prescribed as to the implementation of the local development scheme; and the extent to which the policies set out in the local development documents are being achieved.

1.3.2 The AMR 2014/15 assesses performance of Haringey's adopted planning policies, currently set out in the Strategic Policies Local Plan (2013) and the Saved Unitary Development Plan (UDP) policies. This is the first AMR prepared since Haringey's Corporate Plan 2015-18 was published. Therefore in addition to covering planning policy performance the AMR will also engage with the priority outcomes covered by the Planning Service that are reflected in the Corporate Plan. This will help to set a framework for future reporting, where further opportunities for alignments with the corporate monitoring process can be explored.

1.3.3 The AMR uses the most relevant and timely information available to the Council at the time of report preparation, including outcomes from non-planning services which contribute to delivering planning objectives.

1.3.4 This report does not attempt to measure and monitor each planning policy individually, but focuses on monitoring key policy objectives for which data is currently available, in order to assess overall outcomes in plan delivery.

1.4 Who is this report for?

1.4.1 The AMR is a means of publicising the achievements and progress of the Planning Service in Haringey. This report is of importance to anyone who has an interest in planning and regeneration in the Borough.

1.4.2 The local community can use the AMR to see how the planning service is performing and how it will improve its performance in the future. The AMR can help communities to understand the impact of their own engagement in the planning process, and can also be a useful tool for neighbourhood planning by encouraging communities to engage in future policy making and helping them understand where neighbourhood plans sit in the whole context of a particular area.

1.4.3 The AMR can assist local Councillors in their scrutiny function and provides them with an overall view of the performance of the service.

1.4.4 Planning officers use the AMR to see successes in implementing planning policies and assess how and where improvements can be made to performance. Officers at the Greater London Authority (GLA) and neighbouring boroughs can also use Haringey's AMR to help inform their strategic plans.

1.5 Haringey's Corporate Plan priorities

1.5.1 The 2014/15 AMR introduces a revised format for the AMR, with the Haringey Corporate Plan priority outcomes covered by the Planning Service at its heart. The structure used for previous reporting was based on the adopted Local Plan monitoring framework. The new format continues to apply this framework to meet statutory requirements for assessing performance of Haringey's Development Plan, but it does so in wider view of the Corporate Plan, recognising synergies between several of its priority outcomes and the Local Plan objectives.

1.5.2 Consistent with previous monitoring reports, the AMR 2014/15 presents information across 3 key areas:

- Local Plan making updates, along with highlights of key changes in the national and regional planning framework;
- Performance outcomes for key planning policy objectives covering a range of topic areas (including housing delivery, employment land management, environmental sustainability and strategic infrastructure); and
- Performance with regard to the handling of planning applications, appeals and enforcement decisions.

1.5.3 Informed by findings for the reporting year the AMR highlights key considerations for future policy monitoring, where appropriate.

2 Plan making update

*The following section responds mainly to **Corporate Plan Priority 4** which reflects the importance of an up-to-date Local Plan that sets out how, when and where new homes and jobs will be created, and also helps to coordinate delivery of key infrastructure to support growth.*

2.1 Background

2.1.1 There have been significant changes at the national and regional planning levels in recent years. The Government's programme of planning reform has resulted in a new National Planning Policy Framework (NPPF), along with new rules governing the change of use of land for housing, employment and retail uses. In addition, the Mayor of London has adopted changes to the London Plan (2015) to reflect current and projected increases in the capital's population, resulting in a significant increase in Haringey's strategic housing and jobs targets.

2.1.2 The Council is proactively responding to these changes within its emerging planning documents, including undertaking of an early review of the Strategic Policies DPD, adopted in 2013, to reflect the higher housing and job numbers. An up-to-date suite of Local Plans will help to ensure a coordinated approach to growth and regeneration in Haringey, with a focus on enabling new development that meets assessed needs, is appropriate to its location within the Borough, and is supported by strategic and community infrastructure.

2.2 Local Development Scheme

2.2.1 All local planning authorities are required to have a Local Development Scheme (LDS) showing the Local Plan documents they propose to prepare and the timetable for doing so. Haringey's adopted LDS is available online at Haringey's Planning Policy webpage and can be accessed using this link: Local Development Scheme.

2.2.2 The LDS is subject to regular review to take into account the changes to national and regional planning framework, local priorities and the need to programme the undertaking of local studies and public consultation into the plan production process.

2.2.3 The Council's LDS (covering 2015-18) was revised and adopted in January 2015 and set out the work programme for the reporting year. It sees the alterations to the Strategic Policies DPD, the Development Management Policies DPD, the Site Allocations DPD, and the Tottenham Area Action Plan all progress in tandem to the same timetable.

2.2.4 In accordance with the current LDS timetable, Preferred Options consultation was undertaken on all four documents in January 2015. The volume and nature of comments received was significant and resulted in further time being required to analyse these, respond to each, and to amend the documents ready for Pre-Submission publication and Submission. As a result the current timetable has slipped by approximately 3 months but has also impacted on the proposed timetable for preparing and consulting on the Wood Green Area Action Plan, which has also slipped 3 months.

2.2.5 A further Regulation 18 consultation stage has also been proposed for the Wood Green AAP, reflecting the fact that Council will wish to prepare draft site allocations and locally specific policies for the area, and will want to get residents and landowner views on these before finalising the AAP.

2.2.6 Delays to the North London Waste Plan are a result of further work to be done on site selection and ensuring a robust assessment of these.

2.2.7 The following table show the revised timetable for preparing the Local Plan documents.

Development Plan Document	**Stage**	**Timetable**
Alterations to Strategic Policies Site Allocations Development Management Tottenham Area Action Plan	Pre-submission	January 2016
	Submission	March 2016
	Examination	July 2016
	Adoption	November 2016
Wood Green Area Action Plan	Issues & Options	February 2016
	Preferred Option	October 2016
	Pre-submission	April 2017
	Submission	June 2017
	Examination	October 2017
	Adoption	December 2017
North London Waste Plan	Pre-submission	June 2016
	Submission	August 2016
	Examination	December 2016
	Adoption	March 2017

2.2.8 The following sub-section of the AMR highlights progress made on the preparation of Local Plan documents.

2.3 Haringey's Local Plan

2.3.1 Haringey's Local Plan is being prepared within the context of the Government's National Planning Policy Framework (NPPF) (2012) and the Mayor's London Plan (2015). The NPPF acts as guidance for local planning authorities both in drawing up plans and making decisions on planning applications. The London Plan sets out the spatial development strategy for London. Haringey's Local Plan documents need to be consistent with national policy and in general conformity with the London Plan.

2.3.2 Haringey's Local Plan comprises a suite of Development Plan Documents (DPDs). Haringey's Strategic Policies Local Plan was adopted on 18 March 2013. The Strategic Policies replaced many of Haringey's saved Unitary Development Plan (UDP) policies. However, some will remain extant (along with UDP Schedules 1 – 13) until they are replaced by future Local Plans. The full list of UDP saved policies is set out in Appendix 1 of the Strategic Policies.

2.3.3 Further work is now being undertaken to ensure that the Council's strategic policies and planning objectives are put into place effectively, with complementary development management policies and site allocations, area action plans, Community Infrastructure Levy and a limited number of supplementary planning documents.

Strategic Policies, Site Allocations DPD, Development Management DPD, Tottenham AAP

2.3.4 In accordance with the Local Development Scheme (January 2015), progress was made during 2014/15 on preparing the 'preferred option' versions of Haringey's emerging Local Plan documents. These took into account the assessments of previous consultation outcomes (Issues & Options consultation undertaken in January - March 2014), new technical evidence and studies, as well as ongoing collaboration with key stakeholders and delivery partners.

2.3.5 Following Cabinet approval in January 2015, the alterations to the Strategic Policies and the 'preferred option' drafts of three local plan documents (the Development Management DPD; Site Allocations DPD; and Tottenham AAP), were published for public consultation from 9th February to 27th March 2015.

2.3.6 The aim of the consultation was to invite public and stakeholder views and comments on the proposed policies or sites being put forward for consideration, and to enable consultees to offer up further information, to enable the preparation of the next iterations of the documents – the pre-submission versions.

2.3.7 In total, over 650 representations were received to the consultation on the four draft documents. These came from a wide range of respondents from individuals and residents associations through to local community groups, local businesses, developers, agents, landowners and statutory bodies. The respondents made in excess of 6,000 detailed comments to the proposed policies and site allocations. The vast bulk of the 2015/16 AMR reporting period was therefore taken up with reviewing, analysing and responding to each of the comments made, stating how they had been taken into account in drafting the final version of the documents – the pre-submission versions.

2.3.8 On 23rd November 2015, the revised 'pre-submission' versions of the Local Plans were approved by Full Council for Regulation 19 publication. An 8-week consultation period commenced on 8th January 2016 and will run to 4th March 2016. At the close of this consultation the four Local Plan documents, together with their supporting evidence and all representations received, will be submitted to the Secretary of State for independent examination - likely to take place between April and September 2016.

Wood Green Area Action Plan

2.3.9 In the 2015/16 reporting year, work also commenced on the Wood Green Area Action Plan (AAP). This Plan will help give effect to the Council's regeneration objectives for the Wood Green area, and where appropriate, provide more nuanced policy approaches than proposed in the emerging Site Allocations DPD. Consultation on the Wood Green Area Action Plan (AAP) 'Issues and Options' document commenced on 8th February 2016 and will run until 20th March. This is the very first stage of the AAP production.

North London Waste Plan

2.3.10 The Council has jointly commissioned (with the five other boroughs in North London) the preparation of the North London Waste Plan. This document will ensure North London provides sufficient capacity to manage waste generated in North London, including the achievement of recycling targets.

2.3.11 A Regulation 18 public consultation on a draft Plan was carried out from 30th July to 30th September 2015. The Plan is currently scheduled to proceed to public examination in late 2016, with adoption in Autumn 2017.

2.3.12 An Interim Report on the Draft Plan Consultation was published in January 2016. Details are available at the North London Waste Plan webpage which can be accessed at http://www.nlwp.net/

2.4 Neighbourhood Planning

2.4.1 The Localism Act (2011) enables local communities, through Neighbourhood Forums, to prepare Neighbourhood Plans. Once adopted, Neighbourhood Plans form part of Haringey's statutory development plan and can be used in the determination of planning applications.

2.4.2 The Council has continued to support the Highgate Neighbourhood Forum in preparation of its emerging Neighbourhood Plan. This will be a cross-borough plan as the designated Highgate Neighbourhood Area covers parts of Haringey and Camden. In January 2015 the Forum carried out a 'pre-submission' consultation on a draft plan, to which the Council submitted a joint response with LB Camden. In response to comments received, the Forum reviewed and made amendments to the initial draft plan. It has now carried out an additional consultation on a revised draft plan, which ran from December 2015 to early February 2016. LB Haringey and LB Camden prepared a joint response to the plan proposals, having particular regard to matters of conformity with the Boroughs' current and emerging Local Plans

2.4.3 In September 2015, the Council received an application from a Crouch End community group for the proposed Crouch End Neighbourhood Area and Neighbourhood Forum. Both the Neighbourhood Area and Forum were formally designated by the Council on 15th December 2015. The Council will support the Forum in the preparation of its Plan.

2.5 Supplementary Planning Documents and guidance

2.5.1 The main role of Supplementary Planning Documents (SPDs) is to elaborate on adopted planning policies. SPDs cannot set policies or allocate land. SPDs are justified where there is a clear benefit of additional guidance to help deliver sustainable development.

Supplementary Planning Document/Guidance Review

2.5.2 The NPPF encourages local planning authorities to review their planning guidance, either in whole or in part, to respond flexibly to changing circumstances.

2.5.3 In considering the performance of the Council's planning policies and reflecting changes in the wider policy context, a review of the borough's suite of Supplementary Planning Documents and Guidance was undertaken in Spring/Summer 2014. The review findings identified a scope to rationalise some of the Council's existing guidance to ensure it remains consistent with current policy, to provide greater clarity for the public and to help promote sustainable development in the Borough.

2.5.4 On 15th July 2014, Cabinet Members agreed to commence a process of consolidating Haringey's supplementary planning guidance. This will ensure that guidance appropriately supports Haringey's current development plan policies. The streamlined suite of guidance will also reduce confusion amongst communities and remove contradictions in local advice to help guide development more effectively.

Finsbury Park Town Centre

2.5.5 This SPD follows from the 'Finsbury Park Accord' agreed in June 2012 between Haringey, Hackney and Islington boroughs. The Accord includes a list of priorities, including one that is aimed at managing future development of the area through a cross-borough strategy in the form of an SPD.

2.5.6 The Finsbury Park Town Centre SPD was adopted on 25 June 2014. The aim this document is to improve the town centre, the station and surrounding public spaces, create new homes, jobs and training opportunities, make the most of the historic buildings and improve links between the town centre and Finsbury Park.

2.6 Community Involvement and Duty to Cooperate

Community Involvement

2.6.1 The Council is committed to involving and consulting with local people in all planning processes and decisions.

2.6.2 The Council's Statement of Community Involvement (SCI) sets out how the community, as well as stakeholders with an interest in the Borough, will be engaged in the preparation of local planning documents and in determining planning applications.

2.6.3 Haringey's SCI was first adopted in 2008, updated in 2011 and is now undergoing a further update to take account of changes in planning legislation brought forward through the Localism Act 2011, and to reflect current practices in community engagement, including greater use of electronic communications such as email and social media.

2.6.4 The updated SCI was consulted for eight weeks from 10th August to 2nd October 2015. A challenge to the consultation was received and this in turn impacted on the timetable for adopting the updated SCI. The challenge was dropped at the end of February 2016 and SCI can now proceed to the next Full Council which takes place in June 2016. The updated SCI will be adopted following approval by Full Council.

Duty to Cooperate

2.6.5 The Localism Act (2011) requires local planning authorities to engage constructively, actively and on an ongoing basis with neighbouring planning authorities and a prescribed list of bodies when preparing development plan and other local development documents concerning matters of 'strategic significance'; that is matters affecting two or more local planning authorities.

2.6.6 Neighbouring boroughs, Lee Valley Regional Park Authority and the prescribed list of bodies have been engaged during the preparation of Haringey's local development documents. An auditable record of Duty to Cooperate actions will be maintained and presented as appropriate when these documents are submitted to the Secretary of State for independent examination.

2.6.7 A number of meetings have taken place since January 2013 to February 2016 with our Duty to Cooperate bodies to discuss issues arising from the emerging Local Plan documents. The majority of these took place in 2013/14 at the preferred options stage of the Local Plan documents and only one such meeting was requested during the pre-submission stage of consultation.

2.6.8 A list of key Duty to Cooperate actions for the reporting year is set out in the table below.

Document	Actions by the Council
Site Allocations, Development Management Policies, Tottenham Area Action Plan	▪ Continued to liaise with GLA in particular on housing, growth areas, employment land development and strategic transport issues. ▪ Liaised with Transport for London , as well as adjoining boroughs on strategic transport issues, plans and proposals, including Crossrail 2. ▪ Liaised with neighbouring authorities, Environment Agency, and English Heritage on emerging development plan documents. ▪ Liaised with Historic England with regard to the Council's Historic Environment Record, archaeology and listed buildings.
North London Waste Plan	▪ Progressed work on a North London Waste Plan (along with Barnet, Camden, Enfield, Hackney, Islington and Waltham Forest Councils) which will set out the planning framework for waste management in North London ▪ Supported preparation of draft Regulation 18 consultation document.
Draft Further Alterations to the London Plan	▪ Provided consultation responses on the FALP to help inform production of regional planning framework. (This document was consolidated with previous updates to produce London Plan 2015).
Upper Lee Valley Development Infrastructure Study	▪ Liaised with the GLA, TFL and neighbouring authorities in the preparation of the Upper Lee Valley DIFS, in order to inform future considerations for delivering the planned growth in the Opportunity Area.

The above table provides a summary of key Duty to Cooperate actions undertaken during the reporting period. When development plans are progressed for Examination in Public, the Council will set out a full list of Duty to Cooperate consultation actions for relevant documents covering plan preparation.

3 Plan and policy performance outcomes

3.1 Background

3.1.1 This section of the AMR discusses key plan and policy performance outcomes across a range of policy topic areas, including housing, employment, environmental sustainability and strategic infrastructure funding. These topic areas are linked to Corporate Plan priority outcomes, as appropriate.

3.2 Housing delivery

*The following section responds to **Corporate Plan Priority 4** and **Priority 5** which reflect the need to achieve a step change in the number of homes being built, and to ensure provision for high quality housing across a range of types and tenures.*

Housing delivery

3.2.1 The Council is committed to meeting and exceeding its London Plan housing delivery target. The London Plan (2015) was adopted in the reporting year, significantly increasing the Borough's strategic housing target from 820 to 1,502 homes annually.

3.2.2 The current target for the Local Plan period is 19,802 homes (split between annual targets of 820 units 2011-2014 and 1,502 units from 2015-2026). Whilst the annual target was not met in 2014/15, with only 646 net units completed, this figure exceeded last year's delivery by roughly 150 units, and over the plan period to date, the Borough is on course to meet its strategic housing target. Informed by monitoring outcomes, Haringey's emerging Local Plan documents propose targeted policy interventions to address local housing supply, taking into account the new London Plan targets.

3.2.3 Housing delivery over the past two reporting years is slightly down from previous years. This suggests a comparatively static housing market over this time, particularly in the private market. This point is reinforced by planning permissions in 2013/14, amounting to roughly 500 net residential units. By comparison, planning permissions in 2014/15 jumped significantly, with consent granted for roughly 1,300 net residential units. This is owing to several large developments including Hornsey Re-Use and Recycling Centre, St Lukes Hospital, the Police Station and Magistrates Court site at Archway Road and Former GLS Depot at Ferry Lane. The uplift in permissions should help to rebalance housing delivery over the short term.

3.2.4 The housing delivery figure is calculated by factoring 3 types of supply: completions of conventional units (self-contained houses and flats), non-conventional units (student bedrooms, hostels, HMOs), and counting empty homes brought back into use.

3.2.5 Housing delivery in 2014/15comprised of: 642 net conventional housing units completed; a net loss of -40 non-conventional units; and 44 empty homes brought back into use through targeted enforcement action.

3.2.6 Empty homes data is drawn from Haringey Council records and reflects empty homes brought back into use through targeted enforcement action. This data is distinguished from that which is published by the Government Department of Communities and Local Government (CLG), which is based on Council tax records. The CLG figures are used by the GLA in their annual monitoring, however the Council uses its own records in order to draw on local evidence, as well as to ensure timely and consistent information in its AMR.

Housing Zone

3.2.7 In June 2014 the Mayor published the Housing Zones Prospectus, inviting bids from London boroughs to a £400 million programme, jointly funded by the Mayor and central Government, to create a number of Housing Zones across London. Delivery of housing in these zones will be supported by a menu of planning and financial measures.

3.2.8 Haringey has submitted a successful bid for the Housing Zone initiative, which will provide additional funding to significantly boost housing delivery and regeneration in Tottenham. Tottenham Hale is the proposed first phase. The Housing Zone will also assist the Borough in meeting the more ambitious housing targets set out in the London Plan (2015).

Affordable housing

3.2.9 406 affordable housing units were completed in 2014/15, accounting for 54% of new gross conventional housing units completed. This performance is up from previous years and meets the Borough-wide affordable housing target. However, it is unlikely that the target percentage will be maintained in 2015/16. Achievement of the target in this reporting year was owing to the completion of a large scheme (Brook House - circa 220 units) and the 'frontloading' of affordable housing in the phasing of development at Lawrence Road – set against a lower number of private housing units.

3.2.10 Affordable housing delivery is in part reflected by levels of housing completions across all tenure types in a given year, as well as the challenge of continued provision of affordable rent (including social rent) products for affordable housing. Provision is linked to development viability and changing patterns of affordable housing funding options. This includes implications of the emerging Housing Bill 2015/16, where delivery of affordable 'starter homes' may take precedence over other affordable housing products. Once the Bill receives Royal assent and secondary legislation is drafted, further work will be undertaken, including through the Housing Strategy, by the Housing and Planning teams to understand the implications of 'starter homes' on housing delivery and the ability to secure additional forms of affordable tenures.

3.2.11 Planning contributions remain an important tool for the Council to secure affordable housing. Since 2004, 67 S106 agreements have required the specific provision of on-site affordable housing, totalling almost 2,550 units.

Housing mix

3.2.12 Monitoring indicates that a higher proportion of 1 and 2 bedroom units are being delivered compared to larger and family sized housing. This continues a trend from previous years.

Market housing dwelling mix

Size	2012/13	2013/14	2014/15
1 bed	46%	48.4%	57%
2 bed	36%	36.5%	27%
3 bed	14%	10.5%	12%
4+ bed	4%	4.6%	6%

3.2.13 In response to this challenge, the emerging Local Plan documents include policies which seek to ensure that a mix of housing types and tenures are delivered across the Borough, having regard to site characteristics, development viability and the Council's Housing Strategy. The Local Plan also proposes a Family Housing Protection Zone which would place restrictions on residential conversions to help maintain a supply of larger family homes.

3.2.14 The Council published a local Strategic Housing Market Assessment (SHMA) in May 2014. This study updates the North London sub regional SHMA (2011), which informed the Local Plan Strategic Policies. The SHMA provides an understanding of the Haringey housing market in both current and future terms, relating to housing growth, needs and regeneration. The findings of the SHMA will be used to inform planning policy for the long-term delivery of housing within Haringey, and will also help to inform negotiations on planning applications.

Housing supply

3.2.15 Paragraph 47 of the NPPF requires local authorities to 'identify and update annually a supply of specific deliverable sites sufficient to provide five years worth of housing against their housing requirements with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the market for land'. A footnote to the paragraph explains what is meant by deliverable.

3.2.16 In meeting this requirement, the Council monitors the supply of sites on an annual basis, linked to the AMR review process. Further details are set out in Appendix 1 of this AMR.

3.2.17 In addition to the 5 year supply of sites, paragraph 47 of the NPPF requires that a further identification of a supply of specific, developable sites or broad locations for growth for years 6-10 and where possible, for years 11-15; and for market and affordable housing, to illustrate the expected rate of housing delivery through a housing trajectory for the plan period'. A footnote to the paragraph explains what is meant my developable. A housing trajectory has been prepared, with further details set out in Appendix 2 of this AMR.

Housing quality

3.2.18 The Decent Homes standard is a national standard for social housing. It means that homes must be safe, wind and watertight, provide reasonably modern kitchens and bathrooms, and have effective and efficient heating.

3.2.19 From 2008 to March 2014, £170 million has been invested in improvements to Council homes (tenanted and leasehold) in Haringey, with 9,550 homes having received works and of these, 6,800 made decent. As part of this investment, 654 supported homes have had works done – all supported housing stock in Haringey now meets the Decent Homes standard. When the program is complete in 2015/16, it is anticipated than non-decency levels will have dropped significantly and the bulk of council homes will be improved.

3.2.20 Year 7 of the Decent Homes Programme (2014/15) will see 2,039 tenanted homes be made decent. A total of 3,837 council homes (tenanted and leasehold) will receive works as part of this program. This includes tenanted homes that were identified as being non-decent at the start of the programme in 2008 and homes where improvements were postponed in earlier programmes.

3.2.21 On 25 March 2015 through a written ministerial statement, the government introduced new technical housing standards and detailed how these would be applied thorough planning policy. The system comprises of new additional 'optional' building regulations on water and access, and national space standards for new homes. These new standards came into effect on 1st October 2015 and will be absorbed into regional policy through Minor Alterations to the London Plan, likely to be adopted in 2016.

Gypsy and traveller accommodation

3.2.22 The Local Plan sets out that the Council will protect existing lawful gypsy and traveller sites, plots and pitches. There are currently two permanent gypsy and traveller sites in Haringey, providing capacity for 10 pitches.

3.2.23 There was no net addition to the stock of Gypsy and Traveller pitches over the reporting period.

3.2.24 A Gypsy and Traveller Accommodation Needs Assessment study will be prepared as technical evidence to support Haringey's Local Plan documents. It will inform the Council's approach towards provision for identified need over the course of the plan period, having regard to national policy, including the new "Planning Policy for Traveller Sites" published in August 2015.

Houses in Multiple Occupation (HMOs)

3.2.25 Haringey contains approximately 10,000 private sector HMOs. This type of accommodation plays an important role in meeting particular housing needs, including for low income residents, young people and those in need of temporary accommodation. However, many HMOs provide sub-standard living conditions, adversely impact on local character and amenity through clustering, and also reduce availability of family housing for which there is a need.

3.2.26 In response to the many issues associated with HMOs, an Article 4 Direction was introduced in November 2013 removing the permitted development rights for conversion to small HMOs (3 to 6 unrelated people) in the defined eastern areas of the borough. It requires those who wish to change to a single dwelling (Use Class C4) into a small HMO, to apply for planning permission.

3.2.27 Further approaches for managing HMO development have been set out in the Council's emerging Development Management DPD.

3.3 Employment and town centres

*The following section responds mainly to **Corporate Plan Priority 4** which reflects the need to deliver growth by creating an environment that supports investment and growth in business and jobs.*

Employment land management

3.3.1 The London Plan (2015) sets out revised employment projections for Haringey. It forecasts 12,000 additional jobs in the Borough over the period 2011-2026. Over the period 2011-2036, it forecasts an additional 22,000 jobs in Haringey. This represents a 29.5% increase in jobs, the highest projected employment growth rate of all London boroughs. Haringey's Local Plan aims to accommodate this growth by safeguarding key employment locations and seeking a greater intensity of uses on sites, so as to increase business and job numbers.

3.3.2 In 2014/15, planning permissions resulted in a total net loss of 7,625 sq m of employment (Class B) floorspace across the Borough. This loss comprised of: loss of 4,605 sq m of B1 (business) floorspace; loss of 2,456 sqm of B2 (general industrial) floorspace; and loss of 564 sq m of B8 (storage and distribution) floorspace. It is important to note that this loss has not yet been realised – this will depend on whether the approved schemes are constructed and completed.

3.3.3 Changes to the Town and Country Planning (General Permitted Development) (Amendment) Order 2013 allow for the change of use to Class C3 (dwellings) from Class B1a (offices) provided that this takes place on or before 30 May 2016 subject to a "prior approval" process. The majority of B1 floorspace lost in the reporting year was through the prior approval process.

3.3.4 All of the B2 (general industrial) floorspace lost in the reporting year was owing to the planning consent granted at the Hornsey Reuse and Recycling Centre site, which involved conversion to a mixed-use scheme including A1 (retail) and C3 (residential).

3.3.5 The vast majority of B Class employment floorspace lost in the reporting period occurred on sites outside of Haringey's designated employment locations. This mirrors a situation from previous years, where the loss of floorspace outside of designated locations and UDP designated Site Specific Policy areas has been experienced. Informed by monitoring outcomes Haringey's emerging Development Management DPD gives stronger protection to employment uses and floorspace on non-designated sites.

Net change in employment (B1/B2/B8) floorspace - permissions

	2014/15	2013/14	2012/13	2011/12
Change	-7,625 sq m	-4.071 sq m	-31,716 sq m	-11,500 sq m

3.3.6 Only one site on which employment use was lost in 2014/15 was located within a designated employment site: a loss of 604 sq m in Florentia Clothing Village, Vale Road which is part of the Locally Significant Industrial Site. This application was approved for prior notification for change of use from B1 to C3.

3.3.7 Additionally, in response to the temporary permitted development rights in respect to the change of use from B8 to C3, the Council has introduced a non-immediate Article 4 Direction, which was approved by Cabinet in November 2015. That this will come into effect after a 12 month notification period (i.e. anticipated early to mid 2017) and will remove these permitted development rights. Through ongoing monitoring, the Council will assess the impact of other permitted development rights, such as permitted change of use from B1 to C3, and may consider whether there is sufficient justification to warrant introducing additional Article 4 Directions.

Town centres

3.3.8 Vacancy rates can be used as an indicator of the health of a town centre. Government planning guidance suggests that vacant property data should help to inform strategic decisions on the role and function of town centres. For instance, persistently low vacancy rates may signal the need for more flexible approaches to development, such as allowing for a greater diversification of uses or other targeted measures to ensure town centre vitality.

3.3.9 Haringey's town centre vacancy rates have increased in recent years. However, when surveys were last carried out in 2013, the overall local vacancy rate (7%) remained lower than the national (14%) and London (9%) averages at that time. The proportion of non-retail uses in Haringey's town centres is broadly consistent with local targets, which suggests that planning policies are supporting an appropriate balance of uses. Town centres will need to be regularly surveyed to ensure up-to-date evidence is available to inform planning decisions.

3.3.10 In the future, it is noted that town centres are expected to be subject to changes reflecting new shopping and macro-economic patterns, as well as the proposed national planning policies and legislation that aim to relax planning rules for town centre uses.

3.3.11 The emerging Local Plan documents include a dedicated suite of policies to ensure Haringey's town centres retain their vitality and unique identities, and remain at the heart of local communities in the face of these changes. The Plan policies seek that shops form a majority of uses in designated frontages, protect against the loss of public houses which are of value to the local community, and also support the appropriate diversification of town centres to ensure they remain viable over the long term.

3.3.12 To support the growth and regeneration of Tottenham, the Local Plan proposes to designate a new District Centre at Tottenham Hale. This is consistent with the London Plan (2015) which indicates there is scope for this change to Haringey's town centre hierarchy. The Plan policy is supported by new technical evidence assessing the impact of the new designation on other town centres.

Managing the overconcentration of uses

3.3.13 As noted in previous AMR reports, managing clusters of negative uses (particularly betting shops, pay day loan shops and hot food takeaways) has emerged as an important local health issue, which planning policy can play a positive role in helping to address.

3.3.14 NHS Haringey's Public Health Directorate reviewed health evidence on the clustering of town centre uses, looking at the health effects linked with hot food outlets, betting shops and high street money lenders. A final report titled 'Health Evidence Base for emerging policy containing retail provision' was published in October 2012, which helped to inform a draft policy approach for the Development Management DPD. Since then, the Council has published further evidence on hot food takeaways, in the form of a 'Hot Food Takeaway Technical Paper'. Both studies are available on the Council's Local Plan evidence base web page and can be accessed using this link.

3.3.15 The table below shows the totals for betting shops licensed since 2007. There has been a slight decrease in the number of licensed bettering shops over this period.

3.3.16 The Government has introduced new legislation, amending the Use Classes Order, to bring greater control over the change of use of premises to betting shops. These uses have been removed from the Class A2, and are now considered Sui Generis uses. This change provides a greater scope of control over these uses in terms of permitted development, and reflects that the issue of betting shops is not only relevant to Haringey but to town and neighbourhood centres across the country.

Haringey licensed betting shops

Year	Betting shops	New	Surrendered	Running total
2007	63	1	0	64
2008	64	5	3	66
2009	66	1	6	61
2010	61	5	1	66
2011	66	2	2	66
2012	66	2	0	68
2013	68	1	6	63
2014	63	2	2	63
2015	63	0	0	63

3.4 Environmental sustainability

3.4.1 This part of the AMR covers environmental sustainability topics, focussing on open space and biodiversity as well as climate change adaptation and mitigation, including waste management and carbon reduction. Overall, the indicators help to assess the Council's performance in managing its environmental resources and tackling the challenge of climate change.

*The following section responds mainly to **Corporate Plan Priority 3** and its focus on improving the environment, including parks and open spaces, to help make Haringey a point of destination where people will want to live and work.*

Open space

3.4.2 Haringey has a good amount of open space compared to other London boroughs, with open space making up more than a quarter of its total area.

3.4.3 There are 17 areas designated as Metropolitan Open Land (MOL) which help to shape the physical character of the borough. The Lea Valley also makes a key contribution, particularly with Metropolitan Green Belt, as well as other parks, recreation grounds and green open spaces which are of significant amenity value. In addition, the Borough has three rivers: the River Lee, New River and the Moselle Brook.

3.4.4 There was no net loss of designated open spaces in the reporting period.

3.4.5 20 parks and open spaces managed by Haringey Council have been declared as being among the best in the country, recognised by the national Green Flag scheme. In 2015, Parkland Walk and Queen's Wood became the latest spaces awarded Green Flags. Green Flags were also awarded to Highgate Wood (managed by the Corporation of London), Alexandra Park (run by the Alexandra Palace Trust) and Tottenham Marshes (run by the Lee Valley Regional Park Authority. This brings the total Green Flag parks in Haringey to 23.

3.4.6 The Community Green Flag award (previously the Green Pennant award) recognises high quality green spaces managed by voluntary and community groups. In 2014, four community gardens in Haringey retained their Green Flag status: The Gardens' Community Garden, Living Under One Sun Community Allotment, Lordship Community Woodland and Hornsey Church Yard.

3.4.7 An Open Space & Biodiversity Study has been prepared to support Local Plan preparation. It assesses sites across the Borough for nature conservation status. It also updates information on areas of public open space deficiency in the Borough, taking account of new population growth figures. There is scope for a review of this study to capture baseline evidence of smaller sites, which would give further support their protection against inappropriate development.

3.4.8 Haringey's emerging Local Plan documents seek to give effect to the Mayor's All London Green Grid, with policies setting out how the Green Grid will be delivered locally across the Borough.

Nature conservation

3.4.9 Although Haringey is a highly urbanised borough, it supports a variety of habitats providing significant benefits for wildlife and people.

3.4.10 In terms of nature conservation designations, the Borough supports 60 Sites of Importance for Nature Conservation (SINCs) which are given protection through planning policy. This is made up of five sites of Metropolitan importance, 9 of Borough Grade I importance, 13 of Borough Grade II and 32 of Local importance.

3.4.11 Haringey currently supports 5 Local Nature Reserves: Alexandra Palace & Park, Coldfall Wood, Parkland Walk, Railway Fields and Queens Wood. These statutory sites are protected by an Act of Parliament and have been chosen by the council in consultation with English Nature. Alexandra Palace & Park and Coldfall Wood were designated in 2013.

3.4.12 There are 27 allotments in Haringey that are managed by Haringey Council, a further three allotment sites are managed by others. The list of allotments can be found online at the Council's website using the following link.

3.4.13 The Lee Valley adjacent to Haringey is a Site of Special Scientific Interest as well as a Special Protection Area and Ramsar site, the latter two being identified habitats of international importance. It is imperative that the ecological value of these sites continues to be considered in plan making or on individual planning applications, whether through Habitats Regulations Assessment or Environmental Impact Assessments, as appropriate.

3.4.14 Within the Borough, there was no identified loss of designated Metropolitan Open Land, Significant Local Open Space, SINC, allotments or green chains in the monitoring period.

3.4.15 A London Wildlife Sites Board (LWSB) has been established at the regional level to provide support and guidance on the selection of SINCs in London boroughs and will help to inform decisions for a change in site status.

Waste management

3.4.16 Haringey is committed to the sustainable management of waste, in line with national and regional policy, through prioritising waste reduction, re-use and recycling.

3.4.17 The responsible authority for the disposal and treatment of waste generated in Haringey is the North London Waste Authority (NLWA). It receives and manages the disposal of waste from the 7 constituent North London boroughs, as well as making arrangements for the recycling collected by all but one of the boroughs. Waste management monitoring information for this AMR is drawn from NLWA Annual Strategy Monitoring Reports which can be accessed online using this link: North London Waste Authority.

3.4.18 Local authority collected waste (previously termed municipal waste) includes all waste collected for recycling, composting, recovery and disposal from households and businesses in the North London area by the boroughs in their capacity as waste collection authorities. The amount of local authority collected waste decreased between 2006/07 and 2012/13 despite an increase in both the population of North London and the dwelling stock over the same period. However, local authority collected waste has increased slightly in the two years since 2012/13, with this reporting year showing an increase of 8,991 tonnes. The NLWA Annual Monitoring Report suggests reasons for this slight increase and notes that investment made in waste prevention is expected to be a factor in countering this recent upward trend.

3.4.19 Approximately 3,000 tonnes of waste was collected for re-use in North London in 2014/15, up from roughly 2,600 tonnes in 2013/14 and 1,300 tonnes in the 2006/07 baseline year. Most of the waste collected for re-use consists of textiles and furniture and tonnage collected continues to grow.

3.4.20 Household recycling rates in Haringey have shown continued improvement in recent years, with 37% of household waste recycled or composted in 2014/15, which up from 21% in 2006/07.

3.4.21 Between 2008/09 and 2012/13 there was a decline in tonnage of construction and demolition waste collected for recycling. For the past two years this waste stream has been increasing. The NLWA Annual Monitoring Report suggests there is no clear, single reason for this increase.

3.4.22 Haringey's emerging Development Management DPD helps give effect to Policy SP6 and includes policies to ensure that all new development contributes to sustainable waste management, where appropriate.

3.4.23 As noted previously in this AMR, Haringey is working jointly with other North London boroughs in the preparation of the North London Waste Plan. This document will ensure North London provides sufficient capacity to manage waste generated in North London, including the achievement of recycling targets. A Regulation 18 consultation on the draft Plan was carried out in the reporting year.

Water management

3.4.24 Like most London boroughs, Haringey has areas that are at risk of flooding. This is particularly due to the watercourses in the Borough, including the River Lee, Pymmes Brook and Moselle Brook. According to the Environment Agency, approximately 9% of land in Haringey has a 1 in 100 year probability of flooding from rivers.

3.4.25 Haringey's Strategic Policies Local Plan seeks to respond to the challenges posed by flooding and water management. This is particularly in light of increased flood risk due to anticipated changes in the climate. The emerging Local Plan documents include further detailed policies which will help give effect to these strategic objectives and ensure that flood risk is appropriately considered in all development proposals.

3.4.26 Haringey's Strategic Flood Risk Assessment has identified surface water run-off as the greatest risk to the Borough with regard to flooding. Surface water management is therefore a key priority area for local planning policy. The Council, in association with other North London boroughs in the Drain London sub-region, has prepared a Surface Water Management Plan (SWMP) to identify issues with drainage networks and the effects of new development. The SWMP identifies 9 Critical Drainage Areas in the Borough at risk of surface water flooding, and sets the basis for bespoke water management policy approaches and projects in these areas.

3.4.27 In highly urbanised settings, Sustainable Drainage Systems (SuDS) are particularly important to effective flood risk management. Under schedule 3 of the Flood and Water management Act, Lead Local Flood Authorities (LLFAs) were to be required to establish SuDS Approval Bodies (SAB) which would have required Haringey Council to approve and adopt SuDS for new developments. In December 2014, the Government announced that schedule 3 would not be enacted and SuDS would be dealt with by strengthening existing planning policy instead. This change, which took effect on April 6th 2015, requires local planning authorities to ensure that SuDS are included on new developments.

3.4.28 Whilst, the Council will no longer be required to establish a SAB, it will now become a statutory consultee for major developments which have surface water implications. This new responsibility will require Lead Local Flood Authorities to provide comments in relation to surface water drainage aspects of planning applications within 21 days.

3.4.29 The Council is currently preparing local SuDS standards which, once adopted, will provide more locally specific approaches than currently set out in the national non-statutory standards published by the Department for Environment, Food and Rural affairs. Work on these local standards commenced in the reporting year.

*The following section responds to **Corporate Plan Priority 4** and the objective to manage the impact of growth by reducing carbon emissions across the Borough.*

Carbon management

3.4.30 Carbon management information for this AMR is drawn from Haringey's Fifth Annual Carbon Report, which can be accessed online using this link: Annual Carbon Report. The AMR signposts key information relevant to the Local Plan monitoring framework whereas the Carbon Report sets out the full complement of information on carbon monitoring, including details of local projects and initiatives.

3.4.31 The latest data on carbon emissions was published in 2015 by the Government Department of Energy and Climate Change and covers the year 2012-2013. During this period Haringey's carbon emissions decreased by 2.9%. This decrease was distributed between three sectors, as follows: domestic emissions (-1.65%), transport emissions (-1.23%) and business emissions (-5.9%).

3.4.32 Since 2005, the earliest year for which emissions data are available at the local authority level, Haringey's emissions have fallen by 13.5%. This is better than the performance for London on whole, where emissions have decreased 11.6%.

3.4.33 As a Council, Haringey has committed to reduce its own carbon emissions 40% by 2015 (five years ahead of the overall Borough target of 40% by 2020). We have exceeded this target by reducing overall emissions 45% since the baseline year of 2006, due largely to a significant 19% decrease in emissions between April 2014 and March 2015. Progress has been made through a number of energy saving initiatives, including a pilot project to install solar panels on local schools and implementation of the Greater London Authority RE:FIT program. Moving forward, the Council has created a new goal to reduce emissions a further 10% by 2018.

3.4.34 Despite this progress, meeting the Borough carbon reduction target will be challenging. Achievement of the target will be made particularly difficult in light of the Government's recent decisions to:

- Abandon proposed changes to Building Regulations, which would have increased on-site energy efficiency standards to secure zero carbon housing;

- Withdraw the proposed 'allowable solutions' framework (reported in the AMR 2013/14) which would have provided developers with more flexible options to meet carbon reduction requirements;
- Cut subsidies for the renewable energy sector (e.g. solar panels); and
- End funding of the Green Deal, which provides finance for schemes looking to improve energy efficiency in homes and businesses.

3.4.35 In addition, following a fundamental review of technical housing standards, the Government has withdrawn the Code for Sustainable Homes, aside from the management of legacy cases.

3.4.36 Haringey's Local Plan sets policies to ensure that new development proposals meet, and seek to exceed, the minimum required reductions in carbon emissions. It also aims to enable more options for developers to deliver energy efficient buildings, such as by facilitating decentralised energy network development in key growth locations (including Tottenham Hale, North Tottenham and Wood Green), providing a platform to both inform and assist in the delivery of the Council's Decentralised Energy Master Plans.

3.5 Design and conservation

*The following section responds to **Corporate Plan Priority 3** and **Priority 5** which reflect the aim of strengthening communities by creating and preserving high quality built environments.*

Haringey's Quality Review Panel

3.5.1 Design review by independent experts is recognised as an important part of the pre-application process. Haringey has had its own independent Design Panel since 2005. In 2013 it was resolved to update and reconstitute the Panel, particularly to bring it in line with updated guidance from relevant bodies and professional organisations, to broaden the expertise on the Panel and professionalise its work, as well as to increase the Panel's independence from the Council. To signify its fresh identity and broader scope, the Panel has been re-established as Haringey's new Quality Review Panel (QRP).

3.5.2 To that end, an independent chair was appointed following soundings, and advertisements placed for membership of the panel, with existing panel members encouraged to apply, but with the new chair appointing the best on merit, in consultation with senior Councillors and Officers. The QRP meetings are now held during the day rather than the evening; the Council provides site visits and payment to panel members; presenting schemes now paying a fee to appear at the Panel.

3.5.3 The Chair reports QRP advice to both the applicant and Haringey's Planning Officers. As before, once the proposal becomes a live planning application, the Panel report is included in the consultation documents, the case officer reports on how the proposal was received, and any changes been made since then.

3.5.4 In 2014/15, the Haringey Design Panel met eight times and considered 17 development proposals, 6 of which were for major schemes, 7 for controversial minor schemes and 4 for planning policy or area plans.

3.5.5 Overall, the Panel was able to positively influence design quality of proposals, which reflects the overall success of the Panel in helping to deliver a high standard of design since it was formed in 2006.

3.5.6 The first meeting of the new Quality Review Panel was held in April 2015, so outcomes will be reported in next year's AMR.

Design Awards

3.5.7 The Haringey Design Awards is one of the ways in which the Council seeks to encourage good quality design of buildings and neighbourhoods. The Awards recognise excellence in design in developments across the borough.

3.5.8 The results of the most recent Design Awards were announced on 5th July 2012 and were reported in the AMR 2012/13. The Council is planning to hold the next Haringey Design Awards in 2016. Outcomes of future awards will be reported in the appropriate AMR.

3.5.9 The Council also encourages the entry of schemes into various national and regional design award schemes.

Haringey Development Charter

3.5.10 The emerging Development Management DPD proposes the Haringey Development Charter as part of Policy DM1. This sets out criteria which development proposals will be expected to meet and reinforces the Council's commitment to design excellence and aims to promote high quality and sustainable development. The Development Charter represents the core set of questions the Council poses to all applicants to demonstrate their understanding and appreciation of the site's context and to robustly justify their design rationale.

3.5.11 An Urban Characterisation Study (UCS) (2015) and a Tall Building Location Validation Study (2015) have been prepared as evidence to support the emerging Local Plan documents. In addition to informing plan preparation, the studies will function as a key reference documents to assist the Council and the public in delivering high quality development that is sensitive to Haringey's local character, including the many unique aspects of the urban fabric.

Perceptions of safety

3.5.12 Well designed buildings and spaces are safe and accessible and respond flexibly to the needs of all users. There are local requirements for all new developments to incorporate design solutions that reduce crime and the fear of crime, such as by applying the principles set out in 'Secure by Design' and 'Safer Places'.

3.5.13 The latest information on local residents' perceptions of safety was compiled in summer 2013 as part of the Frontline Service Satisfaction research.

3.5.14 Survey data indicates that 84% of residents feel safe when they are outside in the local area during the day. After dark, as is often typical of such surveys, the proportion of residents feeling safe drops, to 57%.

3.5.15 The proportion of residents who feel unsafe in their local area during the day does not vary significantly by demographic factors such as gender or age. However, there are variations by Area Forum.

Strategic views

3.5.16 In Haringey, the view of St Paul's Cathedral and the City from Alexandra Palace is identified in the London Plan and the London View Management Framework as a strategically important view.

3.5.17 The Council seeks to promote this view and protect it against the harmful impact of development from proposals which fall within the boundaries several identified zones, which are set out in the table below.

Haringey strategic view corridor

Zone	Description
Viewing corridor	Direct view from Alexandra Palace to St Paul's Cathedral
Wider setting	Area immediately surrounding the viewing corridor affecting its setting
Mid-ground	High ridge area where higher development may be visible from the viewpoint
Foreground	Open landscape with sloping park

3.5.18 The Council's will continue to seek the protection of strategic views when considering planning applications.

3.5.19 Haringey's emerging Development Management DPD sets out policies to protect identified locally significant views and vistas.

Historic Environment

3.5.20 Haringey has a rich and diverse local heritage. The Historic Environment Record consists of:

- 471 Statutory Listed Buildings of Architectural or Historic Interest
- Over 1150 Locally Listed Buildings of Merit
- 29 Conservation Areas
- 2 English Heritage Registered Parks & Gardens of Special Historic Interest
- 34 Local Historic Green Spaces
- 23 Designated Sites of Industrial Heritage Interest
- 22 Architectural Priority Areas

3.5.21 There was no change in the number of statutory listed buildings and structures in the Borough in the reporting year.

3.5.22 In Haringey, there are currently 18 buildings and historic structures on the English Heritage at Risk Register (2014). This compares with the 16 buildings listed in 2013.

Conservation Areas

3.5.23 There are currently 9 Conservation Area Character Appraisals covering 13 Conservation Areas, which have been performing well since their adoption.

3.5.24 In November 2015, the Council consulted on the Noel Park Conservation Area Appraisal and Management Plan. The consultation ran for six weeks and following assessment of the responses received it is expected to be adopted by mid 2016. The appraisal sets out what makes Noel Park Conservation Area special and why it is an important heritage asset. It describes Noel Park's unique character and identifies buildings, structures and spaces that make a positive contribution to the area, issues that detract from the area's character, and opportunities for improvement. The management plan includes proposals for how the area will be managed in the future in order to protect and enhance its special character.

3.5.25 There are 5 conservation areas on the English Heritage at Risk Register, and this figure remains unchanged from the previous reporting year. Community partnership is being encouraged to write Conservation Area Appraisals for areas that are at risk.

3.5.26 Additional controls are applied to minor applications within certain conservation areas in the form of Article 4 Directions. There are currently 4 areas covered by Article 4 Directions: Rookfield, Tower Gardens, Noel Park and Peabody Cottages.

Heritage led regeneration

3.5.27 External funding from Heritage Lottery fund is being sought to restore and refurbish Alexandra Palace and facilitate its future use. Further funding through enabling development is also being encouraged to facilitate restoration of privately owned buildings.

3.5.28 In February 2015, planning permission and recommendation for listed building consent were given for the repair and refurbishment of the eastern part of Alexandra Palace. Subsequently, the Secretary of State has granted the listed building consent.

3.6 Sustainable transport

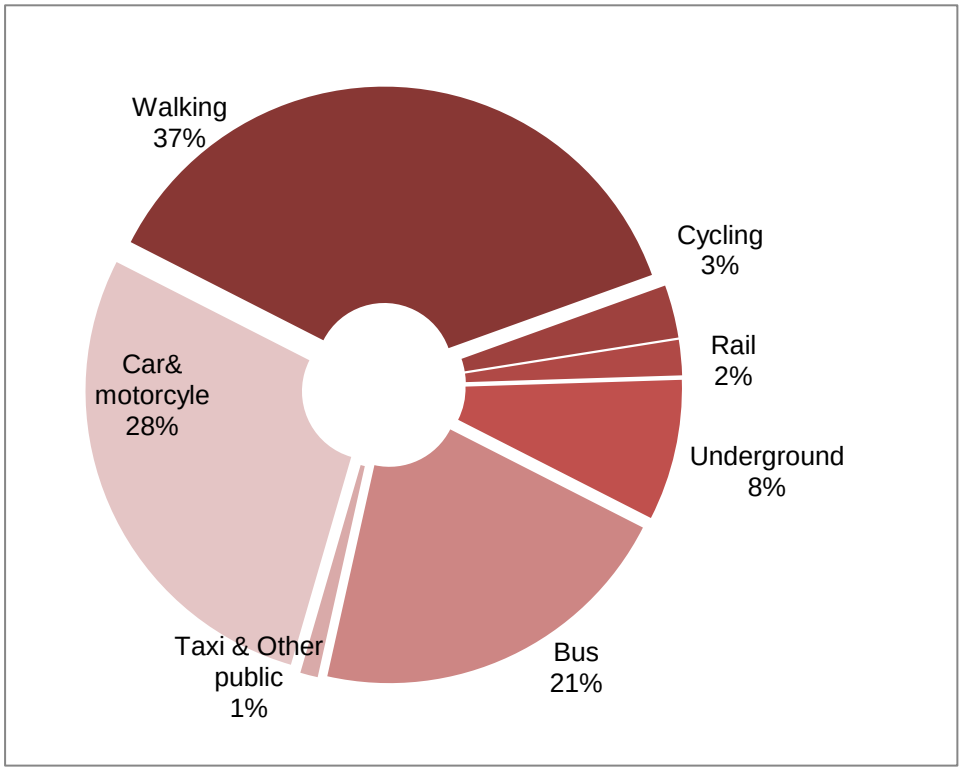
*The following section responds to **Corporate Plan Priority 3** which reflects the objective to encourage more sustainable modes of transport, including cycling and walking.*

3.6.1 Haringey's Local Plan seeks to promote more sustainable travel, in line with higher level policy, ensuring that all development appropriately exploits opportunities to encourage modal shift away from private vehicles towards greater use of public transport and active travel, including walking and cycling.

Transport modes

3.6.2 The latest modal split statistics for Haringey show cycling trips have increase to 3% although car journeys have increased by 1% since the last reporting period. However the Council is committed to promoting cycling use and all modes of sustainable travel in the Borough, with significant progress made in recent years, in part, through Smarter Travel Haringey initiatives.

Modal split by main mode for journeys commencing in the Borough (7 days a week average) 2011/12-2013/14



Transport assessments and travel plans

3.6.3 During the reporting year, 9 applications were accompanied by transport assessments and 23 applications included travel plans.

3.6.4 School Travel Plans and Personal Travel Plans both support parents, pupils and individuals to travel more sustainably, including to cycle. There are currently 62 schools with a School Travel Plan and the number continues to rise every year. Residential Personal Travel Planning projects took place in Crouch End in 2014/15 and Harringay in 2015/16. Over 4,500 people undertook Personal Travel Plans in the Harringay project and a short term follow up survey with 436 residents showed a 24% increases in the number of residents cycling across the project area.

Cycling infrastructure

Parking

3.6.5 In the reporting year, a total of 39 cycle stands and 3 “Bikehangars” were installed across the Borough. Each Bikehangar provides secure parking for residents, with spaces for six bikes, and occupies less than one car parking space. Residents pay a small annual charge to LBH to use Bikehangars. Each facility is installed on a trial basis, and made permanent if successful. When the first four Bikehangars were provided, all the parking spaces were rented out within a week. The total number of Bikehangers is 15, and 18 will be stalled by 31st March 2016.

3.6.6 The total number of cycle stands across Haringey is now 736. The Cycle Parking programme delivered 92 on street cycle parking spaces as well as 26 off street spaces in 2014/15, and 18 further spaces were delivered in 2015/16. As part of the Major Scheme in Wood Green, 230 street cycle parking spaces and 156 street parking spaces were provided along the Green Lanes corridor scheme.

Cycle route improvements

3.6.7 As part part of the Borough Cycling programme, Haringey has worked together with the Haringey Cycling Campaign (HCC) to identify improvements aimed at making the borough roads more permeable and safer for cyclists.

3.6.8 In 2014/15 Harringay Road at the junctions with Park Road and Hallam Road was prioritised through this initiative for improvement. The works consisted of increasing the existing cycle gaps to 1.5m, renewing the pavements, upgrading signage and planting trees.

3.6.9 In 2015/16 Winkfield Road was identified for improvements. The works include the introduction of a contra-flow cycle lane on Winkfield Road at the southern end to allow cyclist to exit onto Lordship Lane and consists of removing the existing footway extensions on both sides of Winkfield Road at its junction with Lordship Lane to accommodate the cycle contra-flow facility.

3.6.10 The HCC also identified Tottenham Lane for safety improvements. Tottenham Lane is a popular cycle route; however, due to the narrow carriageway widths this creates conflict between cyclists and large vehicles using a section of the road, which has the potential to cause serious injury to cyclists. The works consist of removing 25m of parking bays. Parking surveys found that at all times of the day there are at least 16 residential parking bays free at this location.

3.6.11 In addition, cycle routes and lanes have been introduced to complement the recently completed Tottenham Gyratory, which was identified as a priority via the HCC.

Cycle Superhighway 1 (CS1) and Quietways

3.6.12 The Council has been working with Transport for London to develop proposals for CS1 which will link Tottenham Hotspur stadium with Liverpool Street in Central London. Delivery commenced in 2015/16 and is expected to complete in May 2016.

3.6.13 As part of the CS1 extension a number of measure will be implemented on Park Lane (from its junction with the High road to Northumberland Park train station) to improve the cycle route. The measures include provision of cycle markings, upgrading the existing street lighting and providing additional cycle stands. Furthermore, Park Lane will be resurfaced and the existing speed cushions will be converted to sinusoidal speed humps to provide a smoother and safer cycle ride.

3.6.14 The Council is working with TfL and their delivery partner Sustrans on the QFBP route (Quietway: Farringdon to Bowes Park). Sustrans has produced a Quietway Definition Document, which includes proposed feasibility measures and cost estimates for the section in Haringey. These are preliminary proposals that have been discussed with TfL and Haringey, and will require further development before consultation can be started during summer 2016. The completion is estimated by October 2017.

More sustainable vehicle use – Car clubs and electric vehicles

Car club use

3.6.15 Haringey's on street car club network continues to grow in popularity and is the largest and most successful outer London borough car club network. The borough continues to enjoy strong membership growth, which is now over 5400 (12% up on October 14). Utilisation continues to perform well, with cars on average being used for 8.6hrs each day (this is good for an outer borough).

3.6.16 There are currently 72 Zipcar cars or vans located at 54 on street locations across the borough plus 3 City Car Club cars at New River Village, Hornsey.

3.6.17 Analysis of future demand suggests there is huge scope for further car club expansion in Haringey, with over 34,000 potential members. So far Haringey car club provision has only met 16% of this potential demand. During 2016, car club provision with be expanded across Haringey, providing residents with greater choice and access to car club services.

Electric vehicle charging facilities

3.6.18 The council has a policy to promote the uptake of electric vehicles through the implementation of charging infrastructure in off street in public car parks and on street parking. We have 17 charging points in the Borough providing access to 21 charging bays, on street and in car parks and all the charging points are part of the Source London network which provides its members with access to over 1,400 charging points across London.

3.6.19 The network is now managed by BluePoint London, (owned by IER, a Bollere Group company behind the successful Paris Autolib EV car club and charging network). BluePoint London have a two phase plan to expand the current network of charging points and increasing their utilisation through the introduction of an electric car club.

Road safety

3.6.20 The Council's performance in managing road safety is, in part, considered by monitoring casualty data. Casualty data for the AMR was obtained from Transport for London for the 2014 calendar year. At time of writing the report, data was only available for the first 6 months of 2015. The data relates to all roads in Haringey.

3.6.21 Casualties are classified as slight, serious or fatal. Haringey's Local Implementation Plan (LIP) sets a target of a 20% point reduction in KSI casualties by 2014, from the 2004-8 baseline of 100 KSI casualties. Over 2011-14, most casualties in the borough were slight.

3.6.22 Data indicate there was a spike in fatal and serious casualties in 2012, but these decreased over 2013 and 2014. There were 85 fatal and serious casualties in 2014. Although the 2014 target of 80 was exceeded, the 2014 figure represents a decrease from the 2004-8 baseline. It is noted that the figures do not account for population increase. Moreover it is difficult to draw any conclusions about trend from only a few years' data.

3.6.23 In both 2014 and 2015, the mode of travel associated with the largest number of fatal and serious casualties was walking. During 2014, 32 fatal and serious casualties were pedestrians, representing 38% of total fatal and serious casualties. This was a decrease of 13 fatal and serious pedestrian casualties from 2013.

3.6.24 In 2014, cycling was also associated with a relatively large proportion of fatal and serious casualties. During 2014, 16 fatal and serious casualties were cyclists, representing 19% of total fatal and serious casualties. This was a decrease of 10 fatal and serious cyclist casualties from 2013.

Haringey road safety - KSI figures 2004-14

Casualties	Baseline 2004-08	2011	2012	2013	2014
Target (fatal& serious)	100	95	90	85	80
Actual	N/A	78	107	106	85
% of all casualties (fatal, serious & slight)	N/A	9%	12%	12%	8%

3.6.25 The findings regarding fatal and serious casualties associated with active travel modes appear to tie in with the fact that most of these casualties were on smaller roads. Pedestrians and cyclists may be more likely to use smaller roads.

3.6.26 The Local Implementation Plan sets a target of a 19.7% point reduction in all severities of child casualties (fatal, serious and slight) by 2014 from the 2004-2008 baseline of 96 casualties. Child casualties aged 0-17 decreased over 2011-13.

3.6.27 Actual data from 2013-15 relate to children aged 0-15. The number of casualties of all severities increased between 2013 and 2014. There were a total of 83 casualties in 2014. In this year, the targeted number of child casualties was 77, and therefore this target was not met.

Child road safety (casualties) Haringey 2004-14

	Baseline 2004-08	**2011**	**2012**	**2013**	**2014**
Target (0-17 years)	96	93	89	84	77
Actual		93	72	68	83

3.6.28 No child fatalities were reported in 2014, nor so far in 2015. In both years, the majority of child casualties were slight. In 2014, 9 casualties were serious, 11% of total casualties.

3.6.29 In both 2014 and 2015, walking was the mode of travel associated with the largest number of child casualties of all severities. During 2014, 40 casualties were pedestrians, representing 48% of total casualties. This was an increase of 2 pedestrian casualties from 2013.

3.6.30 During 2014, 2 casualties were cyclists, representing 2% of total casualties. This is a decrease of 5 cyclist casualties from 2013.

3.6.31 Haringey's Smarter Travel Team works on a range of education initiatives designed to enhance road safety, aimed mainly at schools. These include: Road Safety for Children's Centres; Youth Travel Ambassadors and Junior Travel Ambassadors; Children's Traffic Club; Theatre in Education, Buzz Road Safety Education; Safety Awareness Mentoring Education (SAME) Academy training; Road Safety workshops in libraries; and Scooter and pedestrian training. Further information on Smarter Travel initiatives is available online and can be accessed using this link: Haringey Smarter Travel.

Speed Limits

3.6.32 The AMR 2013/14 reported on Council considerations for introducing a 20 mph speed limit.

3.6.33 Following the statutory notification carried out in January-February 2015, a decision has now been made to proceed with the implementation of the borough wide 20mph limit in all residential streets except for private roads, (Transport for London Route network (TLRN) and some main roads, taking effect on 29th February 2016. This will benefit cyclists as the speed and volume of traffic is frequently highlighted in studies as a deterrent to people taking up cycling.

Strategic transport infrastructure

*The following section responds to **Corporate Plan Priority 3** and **Priority 4** which reflect the objective to enable sustainable growth by delivering infrastructure, including transport infrastructure.*

Local Implementation Plan

3.6.34 The Local Implementation Plan (LIP) forms the basis for the Council's transport projects and programmes to be pursued over the next 20 years and represents a significant annual investment programme that reflects the transport needs and aspirations of Haringey's residents and businesses.

3.6.35 In 2014/15 the Council invested £6.531million through the Local Implementation Plan and other Transport for London funding, and an additional £7.099 million through other funding programmes including, Section 106 and Section 278 agreements.

3.6.36 The LIP Delivery Plan is produced in 3-year cycles but is annually reviewed by boroughs in conjunction with TfL in order to re-assess local and regional priorities and where appropriate, to allow for adjustments to annual spending accordingly. In return for funding boroughs are expected to make progress against a number of London wide performance indicators including walking and cycling modal share; bus service reliability; principal road condition and road user casualty reduction. Every year TfL also indicate any particular additional measures they would like to see reflected in local initiatives.

3.6.37 The Council is in the process of producing a new Transport Strategy, likely to come forward in Summer 2016.The new strategy will explicitly support delivery of the Corporate Plan priorities and provide an appropriate context for a full revision of Council LIP funding submission for the forthcoming 3 year Delivery Plan 2017-2020.

Crossrail 2

3.6.38 Crossrail 2 is a proposed new railway line serving London and the South East, linking Surrey to Hertfordshire via Central London destinations. In Haringey, the new railway is proposed to serve stations on two branches. There are two route options between the proposed Crossrail 2 stations at Seven Sisters and New Southgate.

3.6.39 On the north-eastern branch, Crossrail 2 would serve Tottenham Hale and Northumberland Park stations on the existing National Rail network running towards Broxbourne. This option would provide linkages to the Upper Lee Valley, supporting delivery of new housing and employment.

3.6.40 On the north-western branch, Crossrail 2 would serve stations at Seven Sisters and either Turnpike Lane and Alexandra Palace or Wood Green via new underground running tunnels towards New Southgate.

3.6.41 Haringey's emerging Local Plans provide sufficient flexibility to assist in facilitating delivery of the Crossrail 2 route options, ensuring this strategic infrastructure can be appropriately implemented to support growth and enhance sustainable transport options in the Borough.

Tottenham Hale station

3.6.42 The Tottenham Hale station redevelopment is scheduled for completion in January 2018 and includes an Access for All funded (Department for Transport) bridge, interchange improvements, doubling ticket office capacity, improving pedestrian access from the east, provision of step free access (with lifts large enough to accommodate bicycles) and surface level access improvements.

Rail investment and improvement

3.6.43 Electrification of the Barking Gospel Oak line will commence in the summer of 2016 with 4-car electric trains schedule to be in operation from 2018.

3.6.44 Management of the West Anglia rail lines (Liverpool St to Enfield, Cheshunt, & Chingford) transferred to TfL/London Overground management and operation on 31st May 2015.

3.7 Infrastructure funding and delivery

*The following section responds to **Corporate Plan Priority 4** which emphasises the role of Community Infrastructure Levy funding and Section 106 agreements to ensure growth is appropriately supported with infrastructure.*

3.7.1 It is important that existing communities and new development are appropriately supported by infrastructure, community facilities and services. The Council expects developers to contribute to the reasonable costs of new infrastructure made necessary by their development proposals.

Community Infrastructure Levy

3.7.2 The Mayor's Community Infrastructure Levy (CIL) was introduced in 2012 to help finance Crossrail. CIL charging rates vary across London in accordance with the three different charging zones set out in the Mayor's Charging Schedule. Haringey falls within Zone 2. This means that the CIL rate for Haringey has been set at the mid-rate for London, at £35/m² on all new qualifying floorspace, excluding health and education floorspace (alongside standard exemptions for affordable housing and charitable developments).

3.7.3 The Council collects CIL on behalf of the London Mayor. In 2014/15 the amount of CIL collected was roughly £343,000 which was down from £473,000 the previous year.

Mayoral CIL in Haringey

Year	Amount collected (£)	Administration retained (£)
2012/13	95,642	3,786
2013/14	473,320	18,933
2014/15	342,785	13,711

3.7.4 The Community Infrastructure Levy Regulations 2012 (as amended) allow local authorities to introduce a CIL and to charge a tariff on new development to help pay for supporting infrastructure. The CIL generally replaces Section 106 contributions, except in relation to affordable housing and on site mitigation measures.

3.7.5 Haringey's CIL was adopted by a decision of Full Council on 21 July 2014. It has been implemented from 01 November 2014, with all applications for qualifying development decided on or after this date liable to pay the levy.

3.7.6 Haringey's CIL sets out differential charging rates for residential development (including student accommodation) across three defined zones in the borough. For qualifying supermarket and retail warehousing developments, there is no differential charging and single rates apply across the borough. There are nil rates for office, industrial, warehousing and defined small scale retail development, as well as for health and education uses.

3.7.7 There was no local CIL collected in 2014/15 owing to the CIL being implemented late in the reporting year, and therefore no qualifying development was commenced in time to trigger collection. In 2015/16 to date (1st March 2016) some £677,000 has been collected for Haringey's CIL which will help fund projects identified in the published Regulation 123 list. CIL capture for 2015/16 will be reported in the next AMR.

3.7.8 Haringey's CIL is underpinned by a viability appraisal which has informed the setting of rates across the Borough. Further viability testing may be undertaken in the future in order to assess any change in circumstance, which might suggest that current CIL rates require reviewing.

Planning obligations

3.7.9 The Council uses planning obligations (sometimes known as legal agreements or Section 106 agreements), where appropriate, to influence the nature of a development or to mitigate its potential effects.

3.7.10 The Council seeks to ensure that S106 agreements are only entered into where planning obligations cannot be used to overcome issues associated with a proposed development. Applications are assessed individually and on their own merits in order to determine if planning obligations are needed, and if so, the matters they should address.

3.7.11 Planning contributions remain an important tool to ensure adequate provision of infrastructure across the Borough, particularly for affordable housing, as noted above. However due to changes in national legislation, uptake of S106 funding will be more limited in the future, as the focus on provision of strategic infrastructure has shifted to Haringey's CIL. Affordable housing and site specific infrastructure still come under S106 negotiations.

3.7.12 Since 2004, 248 S106 agreements have been negotiated in Haringey. These placed a financial obligation on developers to the total value of £62.9 million. In addition:

- 67 S106 agreements required the specific provision of on-site affordable housing totalling 2,548 units; and
- 104 S106 agreements placed specific restrictions on development to safeguard the development and surrounding area (i.e. restriction of use class, resident parking restrictions, car capping, car clubs, health care restrictions and hostel restrictions).

3.7.13 Planning contributions remain an important tool for the Council to secure affordable housing. Over the past four reporting years (2011/12-2014/15), S106 agreements have secured the specific provision of affordable housing, totalling 619 units on-site and over £4.4 million in off-site contributions.

3.7.14 In 2014/15, the Council secured over £6.5 million in Section 106 funds. This is significantly up from £2 million the previous year. This spike likely reflects the comparatively lower levels of development activity experienced in 2013/14 along with significant contributions for a few major developments, including some £2.4 million secured via consent at Hornsey Re-use and Recycling Centre and roughly £800,000 for St Lukes Woodside Hospital site.

3.7.15 When planning permission is granted, applicants/developers are required to commence their development within a specified expiry date4 (normally 3 years), failing which the permission shall have no effect. Planning obligation contributions or physical benefits are usually triggered when development commences or when the new development is occupied.

3.7.16 The table below shows the comparison of S106 contributions negotiated, and the actual contributions received and spent from signed S106 agreements within the past 5 financial years.

S106 negotiated, funds received and spent past 5 years

	2010/11	2011/12	2012/13	2013/14	2014/15	Total
Negotiated (£)	907,854	21,896,711	4,237,826	2,058,983	6,548,272	35,649,646
Received (£)	1,560,670	2,068,433	4,018,868	2,646,809	982,840	11,277,620
Spent (£)	1,701,282	419,496	3,133,075	589,586	1,995,906	7,839,345

3.7.17 The spending of S106 funds during the 2014/15 financial year is set out in the table below, with spending broken down by broad planning obligation type. The majority of funding in the reporting year went towards education provision, with over £1 million spent.

S106 spending 2014/15

Planning obligation type	Amount spent (£)
Education	1,125,363
Highways	562,371
Housing and sites	3,072
Recreation	61,200
Traffic management	5,900
Tottenham regeneration	238,000

Infrastructure Delivery Plan (IDP)

3.7.18 The Infrastructure Delivery Plan (IDP) is a document that supports Haringey's Local Plan. It identifies the service areas where investment will be needed to meet the additional demand from population and housing growth over the plan period. It also sets the basis for policies for developer contributions to meet future need and highlights, where applicable, gaps in existing provision to form a platform for future investment, project delivery and funding bids.

3.7.19 The IDP is a working document that is reviewed periodically so that the Council can monitor progress on infrastructure delivery and have in place an up-to-date schedule of infrastructure requirements. The original IDP was prepared to support Haringey's submission Core Strategy (now Strategic Policies) DPD. Since then it has been subject to several partial reviews, as discussed in detail in the AMR 2013/14. In 2014/15 preliminary work was undertaken on an update to the IDP. This will be published when Haringey's emerging Local Plan documents are taken to independent examination.

3.7.20 The Council has also helped to inform the Upper Lea Valley Development Infrastructure Study (2015), covering the London Plan's Upper Lee Valley Opportunity Area Framework, including parts of North Tottenham and Tottenham Hale. The study aims to identify the gap between the cost of infrastructure required in the Upper Lee Valley and the funding that is currently secured in order to inform future considerations for delivering the planned growth in the area.

4 Development management performance

*The following section responds to **Corporate Plan Priority 4** which emphasises the Council's role in enabling growth through timely planning decisions, and where the planning service is measured as a 'top quartile' service for speed, cost and quality.*

4.1 Planning applications

4.1.1 In 2014/15 the Council decided 3253 planning applications consisting of 20 major applications, 371 minor applications, 1,858 householder and other applications and 1004 PSO applications.

4.1.2 The Government Department for Communities and Local Government (DCLG) and the Council have the same targets for expedience of planning application determination. These are: 65% of major applications determined within 13 weeks, 65% of minor applications determined within 8 weeks, and 80% of other applications determined within 8 weeks.

4.1.3 The Council's performance in processing applications in 2014/15 was: 100% of major applications determined within 13 weeks; 76.55% of minor applications; 81.11% of other applications; and 64.25% of PSO applications within 8 weeks or extension of time.

4.1.4 The Council met and exceeded its local performance targets for the processing of major, minor and other applications. The Council has also improved its performance against the CLG designation of poorly performing planning authorities criteria increasing to 90.5% from 10% in November 2012. The service is continuing to investigate opportunities for further service improvements.

4.2 Planning appeals

4.2.1 Planning appeals are conducted by the Planning Inspectorate, an independent national body which is separate from the Council. An applicant whose planning application has been refused by the Council has the right to make an appeal to the Inspectorate within six months of the application decision date

4.2.2 In 2014/15, there were a total of 68 appeals on refusals decided by the Planning Inspectorate, with 14 appeals allowed (20.6%) and 54 appeals dismissed (79.41%). The proportion of appeals allowed in Haringey was an improvement on the previous year (32.9%) and better than the London average.

4.3 Enforcement

4.3.1 Enforcement of planning rules plays a role in delivering policy objectives. The Council is committed to reversing and preventing unauthorised uses and non-permitted development.

4.4 Service improvement

4.4.1 The Council carried out a snapshot survey of all applicants and enforcement complainants for Quarter 1 of 2013/14. This showed above satisfaction levels for all areas of interaction except the pre-application service. Measures have been put in place to address this and a revamped pre-application service has been implemented since 1 April 2015.

4.4.2 Recognising the importance of understanding how the planning service is meeting customer needs and expectations, and for considering future service improvements, the Council is taking part in the Planning Quality Framework offered by the Planning Advisory Service (PAS), and is looking at radical ways of reworking the planning process and is actively participating in both corporate and service specific improvement programmes.

5 Key considerations for future monitoring

5.1.1 The AMR 2014/15 introduced a revised format for the AMR. In addition to covering planning policy performance, in line with statutory requirements, the AMR has engaged with the priority outcomes covered by the planning service that are reflected in Haringey's Corporate Plan 2015-18. This format should help to set a framework for future reporting, where further opportunities for alignments with the corporate monitoring process can be explored.

5.1.2 There have been a number of changes in the national and regional planning framework, both adopted and emerging, which will need to be monitored and may trigger a need for further local policy responses, particularly:

- The Town and Country Planning (General Permitted Development) (England) Order 2015, which sets out the Government's programme of planning reform, including impacts of revised permitted development rights (for example, allowing conversions of offices/shops to residential use);
- The London Plan (consolidated with alterations since 2011), published March 2015, includes the revised housing delivery and employment targets. Minor Alterations to the London Plan (2015), including new housing and parking standards, are due to be adopted in March 2016;
- It is anticipated that the London Plan will undergo another comprehensive review following the election of a new London Mayor in May 2016; and
- The Housing and Planning Bill 2015/16, which makes provision about new affordable Starter Homes, automatic planning permission in principle on Brownfield sites, planning reforms to support small builders, and selling off of high value vacant assets. The Bill is currently at Committee Stage and is due to come into force later this year.

6 Appendices

6.1 Appendix A: 5 year housing land supply

A1. Paragraph 47 of the National Planning Policy Framework (NPPF) requires local planning authorities to 'identify and update annually a supply of specific deliverable sites sufficient to provide five years worth of housing against their housing requirements with an additional buffer of 5% (moved forward from later in the plan period) to ensure choice and competition in the market for land'. A footnote to the paragraph explains what is meant by deliverable.

A2. To be considered 'deliverable' sites should be:

- Available now;
- Offer a suitable location for development now; and
- Be achievable with a realistic prospect that viable housing development will be delivered on the site within five years.

A3. The NPPF confirms that sites with planning permission should be considered deliverable until permission expires.

A4. Haringey's Five-Year Land Supply includes net additional dwellings at deliverable sites for the five year period between April 2016 and March 2021. The Council has identified sites which meet these requirements and these include:

- All sites for housing units under construction as at 31/03/2015 which are expected to complete within the specified five year period (these developments include new build, changes of use to housing units and conversions);

- All sites with planning permission where construction has not yet started as at 31/03/2015 which are expected to complete within the specified five year period (these developments include new build, changes of use to housing units and conversions);

- Sites where permission has been granted, subject to legal agreement, as at 31/03/2015 which are expected to complete within the five year period; and

- Potential deliverable sites (i.e. without planning permission as at 31/03/2015 but where pre-application discussions have been held or masterplans prepared and consulted upon) likely to complete within the five year period.

A5. As a result of the adoption of the London Plan (2015), Haringey's strategic housing target has increased from 820 to 1,502 new homes from April 2015. As such the housing target is set at 7,886 net additional units covering the five year period from April 2015 to March 2020. This is composed of the constituent parts below.

- 5 years of 1,502 (7,510)
- +5% (376)

A6. The table below demonstrates that Haringey has a sufficient supply of housing land to meet its Five-Year Housing Supply targets plus 5%. Overall, the supply of new homes to be delivered between April 2016 and March 2021 is calculated at 8,653 net additional units, which is above the overall five year London Plan target (+the NPPF 5% buffer)for Haringey of 7,886 by 767 units . Haringey therefore has a supply of housing land over the next five years to meet 5.48 years of its annualized housing target. This picture is further improved when past over delivery of homes is taken into account. As shown in Appendix B of this AMR, over the plan period to date Haringey has exceeded its cumulative housing target requirement by 408 dwellings since 2011/12. Applying the Sedgefield Method this oversupply reduces the five year requirement to 7,671 dwellings (including the 5% buffer) and marginally improves supply to 5.93 years.[1]

A8. All large sites are included in the submission drafts of the Site Allocations or Tottenham Area Action Plan documents. Please see www.haringey.gov.uk/localplan for more detail.

Sites within the Five Year Housing Supply			
Large Site (>10 units)			
Site Name	**Net Units**	**Site Name**	**Net Units**
Clarendon Square	1,080	530-536 High Road N17 9SX	13
St Ann's Hospital	456	7 Bruce Grove N17 6RA	13
Hornsey Depot	440	North of Hornsey Rail Depot	70
St Luke's Hospital	161	Wood Green Cultural Centre (South)	355
Hornsey Town Hall	123	Cranwood & St James'	35
Highgate Magistrates Court	82	Station Interchange	138
56 Muswell Hill	28	Station Square West	297
Pembroke Works, Hornsey	42	Hale Wharf	405
Apex House	63	Welbourne Centre & Monument Way	180
Saltram Close	15	30 Muswell Hill N10 3TA	12
Tottenham Chances 399 High Road	34	Tottenham Police Station and Reynardson Court	15
Hawes & Curtis	73	Red House, West Green	28

[1] The Liverpool Method improves supply to 6.05 years

Florentia Court, Vale Road	12	5 Bruce Grove	13
14a Willoughby Road	25	Pretoria Road	52
159 Tottenham Lane	18	77 Muswell Hill	27
Lawrence Rd 2	178	Ashley Road North	147
30 Muswell Hill	12	638 High Road	26
Imperial House, Willoughby Lane	40	624 Tottenham High Road	42
Tottenham Hotspur Stadium	585	Land Rear of 318 – 320 High Road	18
Hale Village & Hale Tower	530	72-72a Willoughby Lane	15
Ward's Corner	163	Ashley Road South	444
Lawrence Rd	263	Coppetts Wood Hospital	21
		Keston Centre	70
	4,423		**2,436**
Probable Large Site (>10 units) - capped at 50% capacity[2]			
Clarendon Gateway	98	Bruce Grove Snooker Hall & Banqueting Suite	28
Finsbury Park Bowling Alley	82	Park View & Durnsford Road	66
High Road West	100	Cross Lane	20
Highgate station and Gonnerman	21	Gouley Triangle	50
Station Square North	106	Park Rd & Lynton Road	21
Tottenham Delivery Office	80	Herbert Road and Constable Crescent	66
Fountayn Road	56		
	543		**251**
	4,966		**2,687**
Total Large Sites			**7,653**
Small Sites (<10 units) (200 per annum)			**1,000**
Five Year Housing Supply Total			**8,653**

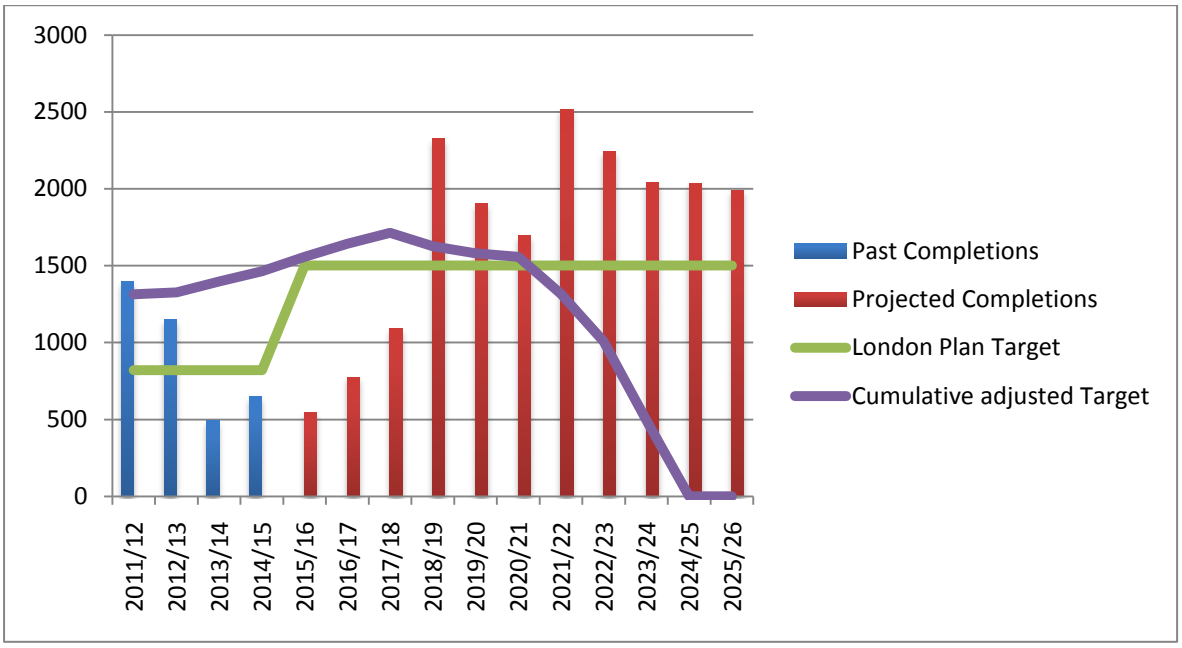
[2] In line with the London SHLAA probability methodology for assessing the capacities of large sites across London, we have assumed an additional 50% capacity from 'probable' deliverable sites coming forward in the 5 year period. These sites could deliver 790 additional units.

6.2 Appendix B: Housing Trajectory

B1. Further to a Five Year housing land supply, Paragraph 47 of the National Planning Policy Framework (NPPF) requires local planning authorities to, 'for market and affordable housing, illustrate the expected rate of housing delivery through a housing trajectory for the plan period'. The housing trajectory is set out in the figure below.

Housing Trajectory

Year	Past completions	Projected completions	London Plan target	Cumulative adjusted target
2011/12	1395		820	1315
2012/13	1150		820	1327
2013/14	493		820	1397
2014/15	650		820	1465
2015/16		544	1502	1557
2016/17		775	1502	1644
2017/18		1091	1502	1713
2018/19		2325	1502	1626
2019/20		1901	1502	1580
2020/21		1695	1502	1557
2021/22		2517	1502	1316
2022/23		2239	1502	1009
2023/24		2038	1502	495
2024/25		2033	1502	0
2025/26		1990	1502	0



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Report for: Cabinet 15th March 2016

Item number: To be added by the Committee Section

Title: Revised Local Development Scheme.

Report authorised by : Stephen Kelly, Assistant Director, Planning

Lead Officer: Matthew Patterson, Head of Strategic Planning (x5562)

Ward(s) affected: All

Report for Key/ Non Key Decision: Key Decision

1. Describe the issue under consideration

This report sets out the revised timetable for the Local Plan documents the Council is intending to prepare over the coming years. The revised Local Development Scheme (LDS) is intended to replace the current outdated LDS published in January 2015.

2. Cabinet Member Introduction

I am pleased to inform Cabinet of the steady progress that is being made in preparing the suite of documents that will make up Haringey's Local Plan. The Local Plan will guide the quantity, quality and spatial distribution of new development in the Borough, updating the current Strategic Policies DPD and replacing the current saved policies of the Unitary Development Plan.

The completion of the Local Plan is crucial in helping to deliver the positive aspirations we have for our borough, enabling us to better manage development and growth and to maximise regeneration and community benefits.

The LDS is important component of the plan-making process because it keeps the public and other stakeholders informed of the planning policy documents we intend to prepare and the timetables we are working to. Importantly, it also highlights key milestones such as the public consultation stages. It is therefore important that we keep our LDS up to date and we publish the revised timetable on our website.

3. Recommendations

The Cabinet is requested to:

A. Note and comment on (if necessary) the revised Local Development Scheme (LDS) at Appendix A; and
B. Subject to any comments the Cabinet might have, adopt the revised LDS at Appendix A and to bring this into effect on 1st April 2016.

4. Reasons for decision

Under Section 15 (1) of the Planning and Compulsory Purchase Act 2004 (as amended), the Council has a statutory duty to maintain an up-to-date LDS. The revised LDS fulfils this duty, reflecting the current timetable for the preparation of the Development Plan Documents that, when adopted, will comprise Haringey's Local Plan.

5. Alternative options considered

The option of not updating the LDS has been considered but is dismissed. Section 19 (1) of the Planning and Compulsory Purchase Act 2004 (as amended) requires that all Development Plan Documents (DPDs) be prepared in accordance with the LDS. This includes complying with the timetable contained in the LDS for each of the relevant DPDs. If the project timetables for preparing a DPD and that in the LDS differ significantly, this is likely to lead to a finding of non-compliance with the statutory legal test at the independent examination of the relevant DPD, making the document 'unsound'.

Therefore, the only valid option available is to revise the out-of-date project timetable in the LDS to reflect the current timetable to satisfy the legal requirements of the Act.

6. Background information

The Council's current LDS was revised and adopted in January 2015. It sees the alterations to the Strategic Policies DPD, the Development Management Policies DPD, the Site Allocations DPD, and the Tottenham Area Action Plan all progress in tandem to the same timetable.

In accordance with the current LDS timetable, Preferred Options consultation was undertaken on all four documents in January 2015. The volume and nature of comments received was significant and resulted in further time being required to analyse these, respond to each, and to amend the documents ready for Pre-Submission publication and Submission. As a result the current timetable has slipped by approximately 3 months but has also impacted on the proposed timetable for preparing and consulting on the Wood Green Area Action Plan, which has also slipped 3 months.

A further Regulation 18 consultation stage has also been proposed for the Wood Green AAP, reflecting the fact that the Council will wish to prepare draft site allocations and locally specific policies for the area, and will want to get residents and landowner views on these before finalising the AAP.

Delays to the North London Waste Plan are as a result of further work to be done on site selection and ensuring a robust assessment of these.

The following table shows the current and revised timetable for preparing the Local Plan documents.

DPD	Stage	Current LDS	Revised LDS
Alt to Strategic Policies	Pre-submission	Sept 2015	Jan 2016
Site Allocations	Submission	Nov 2015	March 2016
DM Policies	Examination	April 2016	July 2016
Tottenham AAP	Adoption	Aug 2016	Nov 2016

Wood Green AAP	Issues & Options	Nov 2015	Feb 2016
	Preferred Option		Oct 2016
	Pre-submission	June 2016	April 2017
	Submission	Sept 2016	June 2017
	Examination	Jan 2017	Oct 2017
	Adoption	May 2017	Dec 2017
North London Waste Plan	Pre-submission	Feb 2016	June 2016
	Submission	June 2016	Aug 2016
	Examination	Nov 2016	Dec 2016
	Adoption	March 2017	March 2017

7. Contribution to strategic outcomes

The completion of key planning documents assists in the delivery of corporate priorities 4 & 5 primarily. Not only does it enable the Council to better manage development in the Borough, but it assists in the delivery of other corporate priorities around regeneration, economic development and housing delivery including:

- identifying sufficient land for Haringey's future growth and development needs;
- focusing growth and development to where it can be best managed;
- securing inward investment through the development of key strategic sites, including those in Tottenham and Wood Green;
- assisting with land assembly required to bring about comprehensive development that maximises the delivery of community benefits;
- ensuring Wood Green town centre fulfils its potential as a thriving and distinctive metropolitan centre;
- securing and sustaining the vitality and viability of our District and Local Centres and designated employment areas; and
- enhancing the quality and capacity of social and physical infrastructure required to support growth and achieve more sustainable communities.

8. Regulatory Committee

The revised LDS was reported to the Regulatory Committee at its meeting of 15th February 2016. The Committee noted the changes to the dates for the production of the various Local Plan documents as set out above and, other than picking up a spelling error for correction, were content to recommend that Cabinet approve the revised LDS at Appendix A and that in doing so Cabinet resolve that the LDS is to have effect and in the resolution specify the date from which the scheme is to have effect.

9. Statutory Officers comments

Finance and Procurement

The documents to be prepared under this Local Development Scheme are budgeted for within existing planning team budgets, with the exception of the North London Waste Plan. The next iteration of the NLWP is expected to be reported to Cabinet in June this year, at which point funding will need to be identified. As this plan is prepared by external consultants on behalf of all seven North London Boroughs, the exact cost is not known at this point and the Council does not have direct control over this budget item.

The Planning documents set out in this report would be expected to contribute towards the Council's Economic Growth priority by help creating the conditions where growth can occur whilst at the same time ensuring the Council retains some influence.

Legal
The Assistant Director of Corporate Guidance has been consulted on the preparation of this report and comments as follows.

Under section 15 (1) of the Planning and Compulsory Purchase Act 2004 (as amended) local planning authorities must prepare and maintain a Local Development Scheme (LDS).

The local planning authority must revise their LDS at such time as they consider appropriate or when directed to do so by the Secretary of State or the Mayor of London.

The LDS must specify the following:

- the local development documents which are to be development plan documents;
- the subject matter and geographical area to which each development plan document is to relate;
- which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
- any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29 of the Planning and Compulsory Purchase Act 2004;
- the timetable for the preparation and revision of the development plan documents; and
- such other matters as are prescribed.

LDSs are subject to direction by the Secretary of State and or the Mayor of London for the purpose of ensuring effective coverage of the LPA's area by the development plan documents for the area and these must be complied with.

To bring the scheme into effect, the local planning authority must in due course resolve that the scheme is to have effect and, in that resolution specify, the date from which the scheme is to have effect. Local planning authorities should publish their Local Development Scheme on their website.

Equality
In the exercise of its function as the local planning authority the Council is subject to the Public Sector Equalities Duty set out in section 149 of the Equalities Act 2010 which obliges the Council in performing its functions "to 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".

The LDS is intended to keep the public and other stakeholders informed of the planning policy documents the Council has or is intending to prepare that will comprise the Local Plan for the Borough, including highlighting public consultation stages. As such it is an important mechanism for ensuring that the public and key stakeholders, including those that share the protected characteristics, have an opportunity to engage with the Local Plan process.

An Equalities Impact Assessment (EqIA) is not required for the LDS itself but detailed equality impact assessment issues are considered alongside the policy documents set out within the LDS.

10. Use of Appendices

Appendix A: Proposed Revised Local Development Scheme

11. Local Government (Access to Information) Act 1985

Background documents:
Current Local Development Scheme (adopted January 2015)
http://www.haringey.gov.uk/sites/haringeygovuk/files/timetable_for_development_plan_documents_for_haringey_local_development_scheme_2015-2018.pdf
Current and earlier draft versions of the local plan documents that make up Haringey's Local Plan
http://www.haringey.gov.uk/planning-and-building-control/planning/planning-policy/local-development-framework

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Haringey Revised Local Development Scheme 2016 - 2019

1st April 2016

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Preface

This revised Local Development Scheme (LDS) replaces that which was brought into effect in January 2015 and is intended to provide an update as to the current programme for preparing the various documents that make up the Haringey Local Plan, in compliance with the Localism Act 2011.

1. INTRODUCTION

1.1 Local Planning Authorities are required to produce a Local Development Scheme (LDS). This is a rolling three-year project plan setting out all the planning documents to be produced by the authority and the timetable for their preparation. The timetable should identify specific milestones for measuring completion of each part of the document preparation process.

1.2 Local Plan documents contain the policies which all planning applications are considered against, unless a material consideration indicates otherwise.

1.3 The Localism Act 2011 allows Local Planning Authorities to adopt their own Local Development Schemes without approval from the Secretary of State and Mayor of London. However, it makes provisions for certain interventions by the Secretary of State or Mayor of London. It also maintains the requirements to produce an LDS and keep it up to date as set out by the Planning and Compulsory Purchase Act 2004.

1.4 This LDS covers the period 2016 - 2019 and supersedes the Council's adopted LDS published in January 2015.

2 BACKGROUND TO PLAN MAKING

Local Development Framework and the Local Plan

2.1 The Planning and Compulsory Purchase Act 2004 introduced the Local Development Framework which comprises different sorts of Local Development Documents. However, these terms are no longer used in the new national guidance. The National Planning Policy Framework (March 2012) defines the Local Plan as the plan for the future development of the local area, drawn up by the Local Planning Authority in consultation with the local community. Core Strategies and other planning policies, which under the regulations would be considered to be Development Plan Documents (DPDs), now form part of the Local Plan. Therefore, documents which previously were referred to as the Haringey Local Development Framework are now referred to as the Haringey Local Plan.

2.2 The NPPF requires Local Planning Authorities to produce a Local Plan for their area. This can be reviewed in whole or in part to respond flexibly to changing circumstances. Any additional DPDs should only be used where clearly justified. Supplementary Planning Documents (SPDs) should be used where they can help applicants make successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development.

2.3 This LDS contains details of the production timetable of Haringey’s DPDs that form the Local Plan for the Borough.

The Local Development Scheme

2.4 The LDS is a 3-year project plan setting out all the DPDs to be produced along with a timetable for their preparation. It allows the community and stakeholders to find out about the Council's future intentions for the planning of the Borough.

Plan Making

2.5 Local Plans must be prepared with the objective of contributing to the achievement of sustainable development. They should be based on a proportionate evidence base which includes adequate, up-to-date and relevant evidence about the economic, social and environmental characteristics and prospects of the area.

2.6 All of the DPDs which the Council intends to produce must also be:

- consistent with national planning policies (unless there is a robust reason for why Haringey requires any variation to those policies);
- in general conformity with the adopted Mayor's London Plan; and
- all of the DPDs and subsequent SPDs must conform with the Borough Spatial Strategy.

2.7 The Council is required to identify a clear chain of conformity between documents. The Mayor will provide an opinion as to the general conformity of all DPDs with the London Plan. If his opinion is that the document is not in general conformity with the London Plan, the Mayor will make representations to this effect for the Council and the Planning Inspector, appointed to undertake the independent examination of the DPD, to consider.

Development Plan Documents

2.8 There are two types of Local Development Documents: Development Plan Documents (DPDs): This includes adopted Local Plans, neighbourhood plans and the London Plan. These plans are statutory and are scrutinised by a Planning Inspector at an examination and can comprise a Local Plan, Core Strategy, Site-specific Allocations, and Area Action Plans.

2.9 The key stages of DPD preparation are set out in **Figure 1** below.

Figure 1: Key Stages of Development Plan Document Preparation

Stage	Description
Consult on sustainability appraisal scoping report	The SA scoping report sets out the sustainability objectives used to appraise the economic, social and environmental effects of the DPD. The SA scoping report is subject to consultation.
Public participation (Regulation 18)	Opportunity for interested parties and statutory consultees to consider the options for the plan before the final document is produced. Community engagement on the emerging DPD is undertaken in accordance with the regulations and the adopted Haringey Statement of Community Involvement

Pre-Submission Publication (Regulation 19)	The Council publishes the DPD which is followed with a minimum 6 week period when formal representation can be made to the DPD.
Submission (Regulation 22)	The Council submits the DPD to the Secretary of State with the representations received and Council's summary of those representations.
Examination in Public	The Planning Inspector appointed by the Secretary of State hears evidence from invited parties to inform his or hers consideration of the soundness of the DPD.
Receipt of Inspector's Report	The Council receives the Inspector's report, which may contain minor modifications that will need to be incorporated before adoption
Adoption	The Council can formally adopt the DPD and use it for the purpose of development management.

2.10 Supplementary Planning Documents (SPDs): These are non-statutory plans that are not scrutinised by a Planning Inspector and can be formally adopted by the Council's Cabinet. SPDs do not set policy, but expand upon or explain how policies in adopted DPDs should be applied, and are capable of being a material planning consideration in planning decisions, but are not part of the development plan. The key stages of SPD preparation are set out in **Figure 2** below:

Figure 2: Key Stages of Supplementary Planning Document Preparation

Stage	Description
Undertake and consult on strategic environmental appraisal screening opinion	SEA screening opinion in accordance with EU Directive on environmental assessment to determine whether a proposed SPD requires full appraisal. The SEA screening opinion is subject to consultation.
Publish draft SPD for consultation (Regulation 12)	Representations invited on a draft SPD, in accordance with the regulations and the adopted Haringey Statement of Community Involvement.
Adoption	The Council makes necessary amendments to the SPD to take account of comments made and adopts the SPD for use as material consideration.

2.11 The list of adopted SPDs is as follows:

Borough wide

- Planning Obligations
- Sustainable Design and Construction

Area Specific

- Tottenham Hale Urban Centre Masterplan
- Haringey Heartlands Development Framework
- Lawrence Road Planning Brief
- House Extensions in South Tottenham
- Finsbury Park Town Centre
- Myddleton Road Local Shopping Centre - Policy Guidance Note

2.12 The Council intends to review the above existing SPDs once the Local Plan policies have been adopted, and is proposing to prepare further SPDs targeting site delivery, including area and site based masterplans and design codes for growth areas, as well as topic based guidance to aid policy interpretation around proposals for tall buildings and basements. The timetable for the review and preparation of new SPDs will be made available on the SPD homepage on the Council's website.

Supporting evidence and other planning documents

2.13 Whilst not forming part of the Local Plan, the Council has also produced other supporting documents to aid in the preparation or implementation of Local Plan policies:

- A detailed evidence base;
- The Statement of Community Involvement (revised and adopted February 2011);
- Sustainability Appraisal & Strategic Environmental Assessment;
- Local Plan Policies Map (Hard and online versions last updated March 2013);
- Community Infrastructure Levy: Charging Schedule (Implemented 1st November 2014); and
- Authority's Monitoring Report (prepared annually).

Evidence Base

2.14 In order to carry out the preparation of the Local Plan, the Council will develop and maintain a sound evidence base. Necessary research has already been conducted, and will be supplemented by research undertaken by partners, other organisations, and the community. Providing a sound and comprehensive evidence base is fundamental to developing sound planning documents. **Appendix A** outlines the key evidence base documents prepared to date to help inform preparation of the Local Plan.

Statement of Community Involvement (SCI)

2.15 A significant concern of planning policies is to improve community and stakeholder involvement from the outset so they reflect a collective vision. This commitment is reinforced by the requirement for all Local Authorities to produce a Statement of Community Involvement (SCI). The Haringey SCI was adopted in February 2008. Given the changes to the planning system since 2008, the Haringey SCI has been the subject of two revisions, in 2011 and in 2015 (the latter not adopted as yet). The current and previous iterations of the Haringey SCI are made available on the Council website at http://www.haringey.gov.uk/index/housing_and_planning/planning-mainpage/policy_and_projects/local_development_framework/sci.htm . The SCI details how the community and stakeholders will be involved in the preparation, alteration and review of all local Development Plan Documents, as well as the consideration of minor and major planning applications. The SCI is not a DPD, and the requirement for SCIs to be subject to public examination has been removed. However, to ensure the SCI remains relevant and has regard to new methods of

engagement, the SCI will continue to be subject to review and updating as necessary.

Duty to Cooperate

2.16 Under the Localism Act 2011 local planning authorities are required to "engage constructively, actively and on an ongoing basis" with neighbouring planning authorities and a prescribed list of bodies when preparing DPDs and other local policy documents concerning matters of "strategic significance" – which are matters affecting two or more local planning authorities.

2.17 The prescribed list of bodies is:

- The Environment Agency;
- The Historic Buildings and Monuments Commission for England;
- Natural England;
- The Mayor of London;
- The Civil Aviation Authority;
- The Homes and Communities Agency;
- NHS (Joint Commissioning Bodies);
- Office of Rail Regulation;
- The Highways Agency;
- Transport for London;
- Integrated Transport Authorities;
- Highways Authorities; and
- The Marine Management Organisation.

2.18 Neighbouring Boroughs, Lee Valley Regional Park Authority, and the prescribed list bodies will be engaged during the preparation of local development documents. An auditable record of duty to cooperate actions will be maintained.

Sustainable Appraisal (SA) & Strategic Environmental Assessment (SEA)

2.19 Sustainability Appraisal (SA) is required for all DPDs. It is an integral component of all stages of plan preparation. The purpose of a SA is to promote sustainable development through better integration of sustainability considerations into the preparation and adoption of plans. The SA embraces economic, environmental and social objectives, and therefore has a wider scope than Strategic Environmental Assessment (SEA), which is required by EU Directive (2001/42/EC) and is primarily concerned with environmental impacts.

2.20 An SA/SEA is undertaken in 4 key stages:

- Stage A, Scoping report - published at the pre-production stage;
- Stage B, Interim Sustainability Appraisal - published at the Issues and Options stage;
- Stage C, Interim Sustainability Appraisal - published at the Preferred Options stage;
- Stage D, Final Environmental Report published at the Pre-Submission stage.

2.21 Work on producing a DPD cannot proceed without corresponding work on the SA/SEA. Therefore, each DPD produced within the Council's LDF will be supported by an SA. Both the draft documents and the SA will be made publicly available for

consultation at the same time and comments invited on both. The findings of the SA, in informing each DPD, will be a material consideration in determining soundness of the documents at the examination in public.

Local Plan Policies Map

2.22 The Policies Map identifies site allocations and areas of planning constraint, such as the Green Belt and other local and national environmental designations. The policies map is updated as new DPDs are prepared or revised so as to illustrate, graphically, the application of the policies of the DPD. The policies map is typically made available as both a hard copy but more often as electronic version, allowing for designations and other policy layers to be switched on or off as required and the scale to be altered to focus in on a relevant area or site.

Community Infrastructure Levy (CIL)

2.23 Haringey's CIL came into effect on 1st November 2014 and enables the Council to levy a charge on certain types of new development to help fund improvements to local infrastructure such as schools, transport, green spaces, health and leisure facilities necessary to support new development and ensure these create sustainable communities. Haringey's CIL is an additional levy on top of the London Mayor's existing Crossrail CIL. Further details on the Haringey CIL are available on the Council's website: http://www.haringey.gov.uk/CIL. Given the setting of the levy is based on development viability, it is appropriate that charging rates are kept under review and a new charging schedule prepared when values change significantly.

Authority's Monitoring Report (AMR)

2.24 The Localism Act 2011 requires monitoring of both the production and implementation of the plans through an Authority Monitoring Report (AMR). The AMR is published yearly and assesses:

- The state of the Borough's environment, identifying development trends, patterns of land-use, as well as transport and population/ socio-economic trends in order to provide a 'baseline' for sustainability appraisal, the identification of issues or problems, providing the context reviewing development plan policies or policy omissions;
- The implementation of the Local Development Scheme and whether revisions to the scheme are necessary;
- The extent to which the development plan objectives and policies are being achieved; and
- Development management performance.

2.25 Haringey's AMRs are available on the Council's website at: http://www.haringey.gov.uk/index/housing_and_planning/planning-mainpage/policy_and_projects/local_development_framework/amr.htm

Neighbourhood Plans

2.26 A further recent Government led initiative is allowing communities to directly plan for the development and growth of their local area by preparing a neighbourhood plan. These are required to go through a similar process for preparation as DPDs, must be in conformity with national, regional and local core policies, and when adopted, form part of the Borough Local Plan.

2.27 There are currently two emerging neighbourhood plans within the Borough. These relate to the Highgate area, which includes areas in both Haringey and Camden, and the Crouch End area. The Council will support both Neighbourhood Forum in bring forward their plans and will engage with other local communities groups across the Borough who may also wish to consider preparing a neighbourhood plan for their area in the future. Further information on neighbourhood plans is provided on the Council's website: http://www.haringey.gov.uk/neighbourhood_planning, including useful guidance on the process to be followed and a link to Neighbourhood Plans being advance in Haringey.

3. HARINGEY'S LOCAL PLAN

3.1 Planning applications for development must be determined in accordance with the development plan for the area unless material considerations indicate otherwise[1]**.** The development plan for Haringey currently comprises:

- The London Plan (July 2011) http://www.london.gov.uk/priorities/planning/londonplan
- The Haringey Local Plan Strategy Policies (March 2013) http://www.haringey.gov.uk/index/housing_and_planning/planning-mainpage/policy_and_projects/local_development_framework/local_plan_adoption/corestrategy.htm
- Saved Policies of the Haringey Unitary Development Plan (UDP) (July 2006). http://www.haringey.gov.uk/udp_saved_policies_post_local_plan_adoption_march_2013_1_.pdf . Further UDP policies were deleted after the adoption of the Strategic Policies in March 2013 and are listed in Appendix 1 of that document.

3.2 Other proposed DPDs (as set out in the remainder of this section) in Haringey's Local Plan will replace the remaining saved policies in the Haringey Unitary Development Plan once adopted.

3.3 Relevant national, regional and local guidance, including supplementary planning documents and guidance, as well as planning briefs make up the remainder of the documents used in determining planning applications in Haringey.

3.4 The schedule below outlines all the DPDs that the Council has, or proposes to produce, and indicates how these relate to each other and with national and regional planning policy (i.e. the 'chain of conformity').

Haringey's Local Plan

Document	Status	Brief Description	Geographic	Chain of	Schedule

[1] Section 38(6) of the Planning and Compulsory Purchase Act 2004

Title			Coverage	Conformity	Date of Adoption
Strategic Policies	DPD	Sets out the Council's Spatial Strategy for how Haringey will develop and grow over the next 15 years taking account of social, environmental and economic issues and pressures. **Currently subject to a partial review**	Borough Wide	General conformity with National Planning Policy Framework and London Plan All other DPDs will conform with the Strategic Policies	Initially March 2013 Partial Review version to be adopted November 2016
Development Management Policies	DPD	Contains detailed criteria based policies that planning applications for development or land use will be assessed against	Borough Wide	To conform with the Strategic Policies	November 2016
Site Allocations	DPD	Identifies the locations and sites, except for those set out in the Area Action Plans, for specific types of development in order to ensure the vision, objectives and strategy of the Strategic Policies are implemented.	Borough outside of the Area Action Plan areas	To conform with the Strategic Policies	November 2016
Tottenham Area Action Plan	DPD	Sets out a comprehensive set of policies, proposals and site allocations for future development within the Tottenham area	Tottenham area	To conform with the Strategic Policies and London Plan designation	November 2016
Wood Green Area Action Plan	DPD	Sets out a comprehensive set of policies, proposals and site allocations for development and growth within the Wood Green and Haringey Heartlands area	Wood Green and Haringey Heartlands area	To conform with the Strategic Policies and London Plan designation	December 2017
North London Waste Plan	DPD	Joint waste plan for North London, identifying and safeguarding sufficient sites and capacity to manage North London's own waste up to 2031.	North London	General conformity with National Planning Policy Framework and London Plan	March 2017

Documents Under Preparation

3.5 As noted above, the only Local Plan document adopted to date is the Strategic Policies in 2013. However, since this was adopted, the London Plan has been subject to further alterations, taking account of new growth projects for London. As a result, Haringey's strategic housing requirement will increase from 820 to 1,502 net new homes per annum alongside higher jobs growth projections. This has necessitated a partial review of the Strategic Policies to bring this into line.

3.6 The tables below set out the stages and timetable for the production of each of the Local Plan documents, including the partial review of the Strategic Policies.

PARTIAL REVIEW OF THE STRATEGIC POLICIES DPD

Document Profile	
Role and Subject	Adopted in March 2013, it sets out the long term vision of how Haringey, and the places within it, should develop by 2026 and sets out the Council's strategy for achieving that vision. Since adoption, new growth requirements for London and Haringey have been set out in the London Plan. A partial review is required to update, in particular, the quantum of housing to be delivered, as well as to take account of new evidence from updated base studies. The Strategic Policies DPD also sets the context for the other policy documents that make up the Haringey Local Plan.
Geographic Coverage	Borough Wide
Status	DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015)

Key Milestones	
Regulation 18: Public participation in the preparation of the DPD	February – March 2015
Regulation 19: Pre-Submission publication (minimum six week period for representations)	January – March 2016
Regulation 22: Submission of DPD and representations to the Secretary of State	March/April 2016
Pre-Examination Meeting	June 2016
Independent Examination	July 2016
Receive Inspector's Report	September 2016
Adoption	November 2016

Partial Review of the Strategic Policies DPD Timetable																							
2016												2017											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	O	**O**										**P**	**P**	**P**	**S**		**I**	**E**				**A**	

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

DEVELOPMENT MANAGEMENT POLICIES DPD

Document Profile	
Role and Subject	Will contain detailed policies for the assessment of planning applications for development and land use across the borough unless otherwise provided for within an AAP. The policies will generally be criteria based and will focus on giving effect to the strategic objectives and core policies of the Strategic Policies
Geographic Coverage	Borough Wide
Status	DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015)

	Haringey Strategic Policies (2013) including that subject to draft partial review
Key Milestones	
Regulation 18: Public participation in the preparation of the DPD	March 2013 February 2015
Regulation 19: Pre-Submission publication (minimum six week period for representations)	January – March 2016
Regulation 22: Submission of DPD and representations to the Secretary of State	March/April 2016
Pre-Examination Meeting	June 2016
Independent Examination	July 2016
Receive Inspector's Report	September 2016
Adoption	November 2016

Development Management Policies DPD Timetable																						
2015												2016										
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	O	**O**										**P**	**P**	**P**	**S**		**I**	**E**				**A**	

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

SITE ALLOCATIONS DPD

Document Profile	
Role and Subject	Identifies sufficient development sites, outside of Tottenham, to meet the identified growth needs/targets of the Local Plan, including those for housing, jobs, and the delivery of required infrastructure. Also establishes specific site requirements against which planning applications will be considered. Council will actively bring forward these sites over the plan period to 2026.
Geographic Coverage	Borough excluding the Tottenham AAP Area
Status	DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015) Haringey Strategic Policies (2013) including that subject to draft partial review
Key Milestones	
Regulation 18: Public participation in the preparation of the DPD	January 2014 February 2015
Regulation 19: Pre-Submission publication (minimum six week period for representations)	January – March 2016
Regulation 22: Submission of DPD and representations to the Secretary of State	March/April 2016
Pre-Examination Meeting	June 2016
Independent Examination	July 2016
Receive Inspector's Report	September 2016
Adoption	November 2016

Site Allocations DPD Timetable

2015												2016											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	O	**O**										**P**	**P**	**P**	**S**		**I**	**E**				**A**	

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

TOTTENHAM AREA ACTION PLAN

Document Profile	
Role and Subject	Sets out a comprehensive set of policies, proposals and site allocations for development within the Tottenham area. It will ensure development is managed in a comprehensive manner and delivers the social, environmental and economic outcomes sought for this area.
Geographic Coverage	Tottenham
Status	DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015) Haringey Strategic Policies (2013) including that subject to draft partial review

Key Milestones	
Regulation 18: Public participation in the preparation of the DPD	January 2014 February 2015
Regulation 19: Pre-Submission publication (minimum six week period for representations)	January – March 2016
Regulation 22: Submission of DPD and representations to the Secretary of State	March/April 2016
Pre-Examination Meeting	June 2016
Independent Examination	July 2016
Receive Inspector's Report	September 2016
Adoption	November 2016

Tottenham Area Action Plan DPD Timetable																							
2015												2016											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	O	**O**										**P**	**P**	**P**	**S**		**I**	**E**				**A**	

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

WOOD GREEN AREA ACTION PLAN

Document Profile	
Role and Subject	Will provide a comprehensive policy framework for the delivery of key sites and regeneration of the central areas of Wood Green/Haringey Heartlands.
Geographic Coverage	Wood Green/Haringey Heartlands

Status	DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015) Haringey Strategic Policies (2013) including that subject to draft partial review

Key Milestones	
Regulation 18: Issues & Options Public participation in the preparation of the DPD	February – March 2016
Regulation 18: Preferred Option Public participation in the preparation of the DPD	October – November 2016
Regulation 19: Pre-Submission publication (minimum six week period for representations)	April – May 2017
Regulation 22: Submission of DPD and representations to the Secretary of State	June 2017
Pre-Examination Meeting	August 2017
Independent Examination	October 2017
Adoption	December 2017

Wood Green AAP Timetable																							
2016												2017											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
	O	**O**							**O**	**O**					**P**	**P**	**S**		**I**		**E**		**A**

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

NORTH LONDON WASTE PLAN

Document Profile	
Role and Subject	To provide clear policies for the management of waste, recycling and disposal across the relevant West London sub-region. Enabling Haringey to meet its strategic requirements as determined by international, national and regional waste policies and guidance.
Geographic Coverage	North London Sub-Region
Status	Joint DPD
Chain of Conformity	National Planning Policy Framework (NPPF) London Plan consolidated with amendments (2015) Haringey Strategic Policies (2013) including that subject to draft partial review

Key Milestones	
Regulation 18: Public participation in the preparation of the DPD	May - June 2015
Regulation 19: Pre-Submission publication (minimum six week period for representations)	June – July 2016
Regulation 22: Submission of DPD and representations to the Secretary of State	August 2016
Pre-Examination Meeting	October 2016
Independent Examination	December 2016
Adoption	March 2017

Strategic Policies DPD Timetable																							
2015									2016												2017		
A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
	O	**O**												**P**	**P**	**S**		**I**		**E**			**A**

O	Regulation 18 Consultation	**P**	Pre-Submission Consultation
S	Submission to Secretary of State	**I**	Pre-Examination Meeting
E	Examination in Public	**A**	Adoption

4 MANAGING THE LOCAL PLAN PROCESS

Governance

4.1 The effective implementation of this LDS will require the consideration of the most effective governance support procedures. According to the Council's constitution, full Council approval is required prior to formal submission of a DPD. During the preparation stage (Regulation 18 stage), Local Plan Documents are to be reported to Regulatory Committee for recommendation to Cabinet for approval for public consultation. The Regulatory Committee is charged with overseeing the preparation and implementation of the LDS and making recommendations to the Cabinet.

4.2 On occasion the Council's Overview and Scrutiny Committee may 'call in' decisions from the Regulatory Committee, prior to being considered by Cabinet. The Overview and Scrutiny Committee is charged with ensuring the Council is accountable for its decision processes.

4.3 The timeframe necessary to comply with the Council's in house processes and procedures have been included within timeline given for preparing the DPDs, although where necessary this will include special committee meetings.

Staff and Resource Allocated to the Preparing the Local Plan

4.4 The Council's Planning Policy Team will take the lead on preparing all Local Plan documents. This includes the DPDs and most SPDs but also the SA/SEA, thematic studies, and the preparation of evidence base studies to support the Local Plan.

4.5 The Planning Policy Team will be supported where necessary by the Development Management, the Design & Conservation, the Economic Development, and Regeneration teams. Where necessary, specialist external consultants may also be used, especially for technical background evidence base studies.

4.6 Overall management responsibility for the Local Plan will be with the Assistant Director of Planning. It will be the responsibility of the Assistant Director to allocate sufficient staff from within the Planning Service and to negotiate for corporate staff resources and funding where necessary.

Monitoring and Review

4.7 The LDS will be subject to both annual and in-year monitoring to ensure the timetables outlined are being met. Where this indicates otherwise, the Planning Policy Team will analyse the reasons for this and determine whether actions can be taken to bring a DPD back into line with the programme. Where the analysis highlights significant variance that cannot be overcome, the LDS will need to be revised accordingly to ensure it remains up to date.

Appendix A: Haringey's Local Plan Evidence Base

A1. The following sets out the main baseline documents prepared to support and inform the Haringey Local Plan. It should be noted that the list does not include all relevant documents that may be relied upon to inform local plan policy, such as national and regional strategies and guidance, or the Council's strategies for Economic Development, Housing, Biodiversity, Climate Change etc. A comprehensive list of all studies and relevant documentation will be prepared prior to pre-submission of any DPD. As each of the evidence base studies are completed, these are made available to view on the Council's website:

Key Evidence Base Studies

Topic	Status	Commentary
Housing and Demographics		
GLA – Strategic Housing Land Availability Assessment	Completed January 2014	Lead by the GLA, with the support of all boroughs, considers the availability and residential capacity of strategic sites as well as past completions performance to derive an overall strategic requirement.
Strategic Housing Market Assessment	Completed May 2014	Undertaken by GVA the study seeks to understand the current and future housing market and how this related to Haringey's housing growth, needs and regeneration.
Development Appraisals & Viability Testing	Completed January 2015	This study has been prepared by GVA to provide a general understanding of the ability of development to meet proposed policy requirements, including affordable housing and other contributions, and remain viable.
Gypsy & Traveller Needs Assessment	In draft, due for final completion in June 2016	The purpose of the Study is to assess the accommodation needs of Gypsies and Travellers living on site and in housing in Haringey. The recent change to Government's definition of Gypsies & Travellers needs has necessitated resurveying before the final assessment can be completed.
Retail and Employment		
Employment Land Study	Completed February 2012	Initial employment land assessment prepared by Atkins, including projections of demand against supply and the implications for Local Plan policies.
Employment Land Study Update	Completed January 2015	Undertaken again by Atkins, this provides updated analysis of employment land supply and an assessment of likely demand to 2016 and beyond.
Retail and Town centre Study	Completed April 2013	Nathaniel Lichfield & Partners were commissioned to update their 2008 Retail Study, auditing the health of the Borough's town centres and determining the need and capacity for retail floorspace to 2031.
Workspace Viability Assessment	Completed January 2015	Undertaken by GVA, this study builds upon the Employment Land Study, by reviewing individual employment sites and investigates how economic growth can be delivered.

Tottenham Hale District Centre Study	February 2016	Undertaken by GVA, this study is a retail impact assessment of the re-orientation of Hale Retail Park to a District Centre, ensuring this aspiration can be supported without impacting on the vitality and viability of surrounding town centres.
Hot Food Takeaway Technical Paper	January 2016	Prepared by Council's Public Health Team, examines evidence in relation to diet, fast food consumption, the location of hot food takeaways and the ensuing relations to health and wellbeing of children and young people.
Environment, Leisure & Culture		
Urban Characterisation Study	Completed January 2015	Prepared in-house, the UCS is an assessment of the different urban character of neighbourhoods that make up Haringey, identify those features that add value to local character and which people appreciate and that local policies should seek to enhance.
Conservation Area Appraisals and Management Plans	Ongoing	The Council is in the process of preparing or updating Conservation Area Appraisals and Management Plans for its 29 designated Conservation Area, identifying those features of historic importance within each that warrant preservation and appropriate management.
Potential Tall Buildings Locations Validations Study	Completed November 2015	Prepared by SLR, the study assesses the locations suitable for tall buildings and, therein, those areas that are not appropriate, based on an analysis of place-making, townscape and landscape, sensitive receptors, and views.
Strategic Flood Risk Assessment	Completed March 2013	Prepared by JBA consulting the study updates the previously commissioned North London Level 1 SFRA, looking exclusively at flood risks within the Borough
Surface Water Management Plan	Completed August 2011	Outlines the preferred surface water management strategy for the borough to manage surface water flooding from sewers, drains, groundwater and runoff.
Open Spaces Study	Completed January 2015	A quantitative and qualitative assessment of current and future open space provision across the Borough having regard to a wide array of open space typologies.
Transport and Infrastructure		
Transport Modelling Analysis for Tottenham	January 2015	An assessment undertaken by Steer Davies Gleave to consider the implications of the growth planned for Tottenham on existing public and private transport.
Infrastructure Delivery Plan	First published April 2013	This is a living document – First prepared in 2013, the IDP is to be updated as necessary to reflect the Council's priorities and those of partner organisations, to deliver the infrastructure required to match growth.
Upper Lee Valley Development		Prepared on behalf of the GLA, it aims to assess the infrastructure needed to support the growth proposed by the Upper Lee Valley OAPF and the current

Infrastructure		funding gap.
Local Implementation Plan II	Completed in February 2011	This document is completed in house by the Transport Planning team, and identifies future transport projects within the Borough to give effect to the Major's Transport Strategy, and priority areas for transport improvements.
Decentralised Energy Masterplan	January 2016	Prepared by Parsons Brinckerhoff, it identifies areas of high heat densities and potential new ones (i.e. areas earmarked for growth) and shows how a DE network might be laid out.
Plan Assessments		
Sustainability Framework and Appraisals	Iterative assessment	Prepared by URS, this builds upon the SA undertaken for the Strategic Policies, and assess the likely impacts of the proposed policies and sites, seeking to mitigate negative impacts and maximise positive impacts.
Equality Impact Assessments	Iterative assessment	Incorporated within the Sustainability Appraisal above, being undertaken by URS
Habitats Assessment	Iterative assessment	Prepared by URS, the HA assesses the likely potential of impacts arising from the Local Plan proposals and policies on European protected habitats and species.

Report for: Cabinet, 15 March 2016

Item number: 18

Title: Draft Haringey Travel Policy for permission to consult with a range of stakeholders

Report authorised by : Charlotte Pomery, Assistant Director Commissioning

Lead Officers: Sebastian Dacre, Commissioning Manager
Victor Roman, SEND Project Manager

Ward(s) affected: All

Report for Key/ Non Key Decision: Key Decision

1. Describe the issue under consideration

1.1 It is a statutory requirement for the Council to have a Travel Policy. A Policy is intended to provide clarity for service users and their parents and carers in accessing travel in a wide range of circumstances, and to ensure that those with particular and significant needs are appropriately supported.

1.2 This draft policy sets out the Council's intentions, some of which will have an impact on residents, for consultation with a wide range of stakeholders before the final Travel Policy is presented to Cabinet for approval later in the year. It outlines how the Council will move towards a consistent and equitable way of supporting people in the provision of Council funded travel. The Policy is set out in two main sections: Children and Young people (0 to 18 years) and Adults with Learning Disabilities and Disabilities (18+).

2. Cabinet Member Introduction

2.1 The draft Travel Policy attached sets out how the Council will fulfil its statutory obligations with regard for pupils travelling to school and meet the travel requirements for adults with learning disabilities and disabilities. The draft policy has been developed in full consideration of the Education Act 1996, the Children and Families Act 2014, including the reforms for children with a special educational need and/or a disability, and the Care Act 2014.

2.2 In line with the Corporate Plan, Building a Stronger Haringey Together, and the Council's aims to build independence and enable mobility, the Policy focuses on the development of travel skills to support the progression to independence and improving health and wellbeing by providing access to a range of travel options rather than just funding direct transport costs. There has been engagement with local stakeholders in

the development of the draft Policy and the statutory consultation proposed here will strengthen the contribution of local residents to the Policy and offer service users and carers the further opportunity to express their views and feelings.

3. Recommendations

3.1 To approve the draft Travel Policy for consultation with stakeholders for a period of 90 days.

3.2 Officers to prepare a report for Cabinet on the feedback from the consultation undertaken and for a decision on the proposed Travel Policy.

4. Reasons for decision

4.1 There is a clear case for change as set out in the Corporate Plan priorities to give children the best start in life and to enable healthy and fulfilling lives for all residents. The current Council arrangements for travel support do not rest upon a single clearly stated policy position and can be seen as at variance with wider policy imperatives to promote independence, widen personalisation and enable greater resilience.

4.2 The draft policy, however, rests upon a general assumption and expectation that service users will meet their own needs for travel to access and take advantage of existing services or support and will use public transport to develop independence, social and life skills. Haringey recognises that to enable the promotion of independence for children, young people and adults requires the provision of support initiatives such as travel training and the development of community involvement. Funded passenger transport will not be directly provided unless, following assessment, it is deemed to be the only reasonable means of ensuring that the service user can be safely transported to an assessed and eligible service.

4.3 Haringey Council is also committed to reducing traffic congestion, improving road safety and reducing the environmental impact of vehicle journeys by promoting alternative forms of travel, such as walking, wheel chairing, cycling and use of integrated public transport. Wherever possible, in the provision of travel assistance the Authority will consider travel options for ‘eligible children and adults’ that lead to reducing the number and length of vehicle journeys as well as promoting independence and enabling mobility.

5. Alternative options considered

5.1 Alternative options have been considered, including separate Travel Policies for children and young people and for adults and maintaining the current position of not having a shared policy statement for travel. Neither of these options is considered viable given the requirements set out in the Care Act in respect of transitions and the importance of travel to giving children the best start in life and enabling adults to lead healthy and fulfilling lives.

5.2 The contents of the Policy reflect the wider strategic aims of the Council to promote independence for children, young people and adults with the appropriate levels of support and training. The option of maintaining the current model of travel support was not considered to meet these wider strategic aims due to the emphasis placed on access to passenger transport.

6. Background information

6.1 This draft Travel Policy seeks to bring into one place, and so to ensure a consistency of approach across the Council, arrangements for travel for eligible children, young people and adults to facilitate attendance at education and services. This Policy does not affect eligibility for services or support.

6.2 Currently, the Council offers support for travel for eligible children, young people and adults through the offer of the in-house transport service, access to commissioned transport services, provision of an escort and or support with travel training. There is currently no single policy in place which supports these arrangements or ensures that where, for example, travel training has been delivered in one setting but a young person moves school or placement the skills developed are transferred to the new journey now needed.

6.3 In addition, the current arrangements for travel support, particularly where they centre on provision of the in-house passenger transport service, pay little attention to wider environmental and health concerns for example the reduction of traffic congestion, the environmental impact of vehicle journeys and the improvement of road safety. The health and wellbeing impacts of alternative forms of travel, such as walking, wheel-chairing, cycling and the use of integrated public transport are not regularly taken into account in assessing the travel options open to individual users.

6.4 The policy offers a single approach to travel assistance for children and young people attending school or college and adults accessing day opportunities and other services in the community. The aim is to ensure that the service received and the user experience are consistent and that the most efficient, effective and suitable travel assistance is provided. Wherever possible, in the provision of travel assistance the Authority will consider travel options for eligible children and adults that lead to reducing the number and length of vehicle journeys and promoting health and wellbeing.

6.5 Currently the SEND Service transports eligible children and young people in a variety of ways, depending on their needs. The service uses the Passenger Transport Service (PTS) for door to door pick-ups in multiple occupancy and single occupancy vehicles, accompanied in some of the cases by a passenger assistant or escort. Also, there is the possibility for parents or carers to claim mileage, taxi fares or public transport fares if they do not use the PTS. The current practices need to be made more flexible for the service user and also help to promote the independence of the young person by also providing Independent Travel Training, operating from Central Pick Up Points/ Single Collection Points and making Personal Budgets for travel more widely available.

6.6 Likewise for adults, the changes proposed in the draft Policy are aimed at promoting independence and enabling mobility. The changes will be delivered through moving away from a reliance on PTS particularly the use of multiple occupancy vehicles for transporting people to buildings based provisions and developing and implementing a range of community based travel support solutions, including travel training and buddy arrangements. The intention is to replace passenger transport as these alternatives become more widely available.

6.7 Service users and parents and carers have had the opportunity to comment on the draft Policy through discussions and written submissions. The primary concerns raised have been in relation to the potential increased role for parents and carers in managing the travel arrangements of the child or adult for whom they care in the move away from the use of multiple occupancy vehicles. The concerns about the availability of travel arrangements have also been raised by carers through the work to redesign the current day centre model towards one of day opportunities for adult service users. Parents and carers are keen to ensure that adequate support is in place to enable the greater independence set out as an aim in the policy and that current travel arrangements are not changed unless alternatives have been clearly identified.

6.8 The draft Policy has been amended in light of the engagement carried out to date which has also served the purpose of raising awareness of the draft Policy and the proposal for consultation over the summer period.

6.9 Following the proposed consultation, the amended Policy will be presented to Cabinet for approval with an implementation plan which sets out how any changes are to be put in place. In light of the statutory home to school travel and transport guidance, it will be important that any policy changes follow best practice and are phased-in.

7. Contribution to strategic outcomes

7.1 The Corporate Plan, Building a Stronger Haringey Together, sets out the vision and priorities for the Council over the next three years. Its underpinning principles of empowering communities to enable people to do more for themselves and promoting equality to enable each young person to thrive and to achieve their potential are reflected in the draft Travel Policy.

7.2 As well as seeking to ensure every child has the best start in life and to enable all adults to lead healthy and fulfilling lives, the Council is committed to improving the local environment and to making Haringey one of the most cycling and pedestrian friendly boroughs in London. These ambitions are reflected in the draft Policy.

8. Statutory Officers comments (Chief Finance Officer, Procurement, Assistant Director of Corporate Governance, Equalities).

8.1 Finance

8.1.1 The two main budgets for transport for service users are the Home to School Transport budget for Children with Special Educational Needs which is £3.071m (including £0.5m from the Dedicated Schools Grant) and £560k for transport for users of Adults Services Day Opportunities (largely Older People and Adults with Learning Disabilities.)

8.1.2 The Children's Service is expected to make £1.5m of savings over the next two years from the budget for services for Children with Additional Needs. This policy is in line with the Council's overall strategic aims for the service and should also support the delivery of savings by promoting more flexible and better value for money options for transport (although it is too early to attribute a specific figure to this.)

8.1.3 Cabinet has approved proposals for the provision of Day Opportunities for Adults with Learning Disabilities and Older People that will result in a shift away from traditional buildings based care towards a more flexible model providing net savings of around £2m. (£1.5m for the Learning Disabilities centres and £0.5m for Older People centres.) The transport budget forms part of this overall reprovision. This policy will support the overall aims of this reprovision and the delivery of savings.

8.2 Procurement

8.2.1 The recommendation does not identify any Procurement issues

8.3 Legal

8.3.1 Cabinet is being asked to approve for consultation the Travel Policy that include the arrangements for the provision of transport to attend school, further and higher education and to access services to meet an adult eligible care and support needs. This is to ensure compliance with the statutory duties under the Education Act 1996 as amended, the Children and Families Act 2014 and the Care Act 2014 and to better manage resources.

8.3.2 The Education Act 1996 as amended and the supporting statutory guidance sets out the Council's duties in respect of home to school travel and transport for children of compulsory school age (5-16) and for all persons of sixth form age receiving education or training (post 16). This includes children and young persons with special educational needs.

8.3.3 Section 508A of the Act *(duty to promote sustainable modes of travel etc)* places a general duty on the Council to promote the use of sustainable travel and transport. The duty applies to children and young people of compulsory school age who travel to receive education or training in the Council's area. The duty relates to journeys to and from institutions where education or training is delivered.

8.3.4 Under Sections 508B *(travel arrangements for eligible children)*, the Council must ensure that suitable travel arrangements are made, where necessary, to facilitate attendance at school for eligible children. Schedule 35B of the Act defines eligible children – those categories of children of compulsory school age (5-16) in the Council's area for whom free travel arrangements will be required. The Council is required to:

a) provide free transport for all pupils of compulsory school age (5-16) if their nearest suitable school is: beyond 2 miles (if below the age of 8); or beyond 3 miles (if aged between 8 and 16) *(Statutory walking distances eligibility);*

b) make transport arrangements for all children who cannot reasonably be expected to walk to school because of their mobility problems or because of associated health and safety issues related to their special educational needs (SEN) or disability *(Special educational needs, a disability or mobility problems eligibility)*;

c) make transport arrangements for all children who cannot reasonably be expected to walk to nearest suitable school because the nature of the route is deemed unsafe to walk *(unsafe route eligibility);*

d) provide free transport where pupils are entitled to free school meals or their parents are in receipt of maximum Working Tax Credit if: the nearest suitable school is beyond 2 miles (for children over the age of 8 and under 11); the school is between 2 and 6 miles (if aged 11-16 and there are not three or more suitable nearer schools); the school is between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16) *(Extended rights eligibility).*

8.3.5 Section 508C *(travel arrangements etc for other children)* of the Act provides the Council with discretionary powers to go beyond their statutory duties and provide transport for children who are not entitled to free transport. The Council may, as it thinks fit, pay the whole or part of the child's home to school travel expenses.

8.3.6 Under Section 508D *(Guidance etc in relation to sections 508B and 508C)* of the Act, the Secretary of State is required to issue guidance in respect the discharge of the duties under the Act. The Department for Education has issued a statutory guidance titled "Home to school travel and transport guidance" July 2014 which the Council is under a duty to have regard to it when carrying out their duties. The guidance requires the Council to publish its arrangements and policies for home to school transport. Paragraph 51 of the guidance provides that:

51. Local authorities must publish general arrangements and policies in respect of home to school travel and transport for children of compulsory school age. This information should be clear, easy to understand and provide full information

on the travel and transport arrangements. It should explain both statutory transport provision, and that provided on a discretionary basis. It should also set out clearly how parents can hold local authorities to account through their appeals processes. Local authorities should ideally integrate their Sustainable Modes of School Travel strategies into these policy statements, and publish them together.

8.3.7 The guidance also requires the Council to consult stakeholders on any proposed changes to the policy on school travel arrangements. Paragraph 52 provides that:

52. Local authorities should consult widely on any proposed changes to their local policies on school travel arrangements with all interested parties. Consultations should last for at least 28 working days during term time. This period should be extended to take account of any school holidays that may occur during the period of consultation.

53. Good practice suggests that the introduction of any such changes should be phased-in so that children who start under one set of transport arrangements continue to benefit from them until they either conclude their education at that school or choose to move to another school. Parents make school choices based on, amongst other things, the home to school transport arrangements for a particular school, and any changes might impact adversely on individual family budgets.

8.3.8 The Council is required to have in place both complaints and appeals procedures for parents to follow should they have cause for complaint about the service, or wish to appeal about the eligibility of their child for travel support. The procedure should be published alongside the Council's travel policy statement. The statutory guidance includes a review/appeals process which is recommended for local authorities to adopt.

8.3.9 There are also distinct transport provisions for young person posts 16. Under Section 509AA *(provision of transport etc. for persons of sixth form age)* the Council must prepare for each academic year a transport policy statement. The statement shall specify the arrangements for the provision of transport that the Council consider necessary for facilitating the attendance of persons of sixth form age receiving education or training at schools, further and higher education. The statement, amongst others, must specify the arrangements that the Council consider necessary for the provision of financial assistance in respect of the reasonable travelling expenses of persons of sixth form age receiving education or training at any establishment. The statement shall specify any travel concessions which are to be provided to persons of sixth form age receiving education at any establishment. The Council must publish the statement, in a manner which they consider appropriate, on or before 31st May in the year in which the academic year in question begins.

8.3.10 Section 509AB *(further provision about transport policy statements for persons of sixth form age)* requires the policy statement prepared under section 509AA to state to what extent transport arrangements include arrangements for facilitating the attendance at schools, further and higher education of disabled persons and persons with learning difficulties. The post 16 statutory guidance referred to below provides at Paragraph 14 that

14. The 16-18 transport duty relates to young people of sixth form age with learning difficulties and/or disabilities aged up to 19 (and beyond the age of 19 if they are continuing on a particular course started before the age of 19). Local authorities also have a duty under the Education and Skills Act 2008 to encourage, enable and assist the participation of young people with learning difficulties and/or disabilities up to the age of 25 in education and training. It therefore follows that it is good practice for local authorities to include information about what transport arrangements are available and whether they are adequate to enable these young people to participate.

8.3.11 In preparing the post 16 policy statement, the Council is required to have regard to the statutory guidance issued by the Secretary of State titled "Post – 16 transport to education and training" February 2014. At Paragraph 2 the guidance provides that

2. The overall intention of the 16-18 transport duty is to: ensure that learners of sixth form age are able to access the education and training of their choice; ensure that, if support for access is required, this will be assessed and provided where necessary.

8.3.12 At Paragraphs 10 and 11, the guidance states

10. The transport policy statement is intended to inform young people in years 11, 12 and 13 and their parents about what transport arrangements and support are available locally. The statement should be a single point of reference providing information about transport arrangements to all types of provision, including arrangements made by bodies other than the local authority. The statement must set out what the local authority's overall transport policy is in regard to young people and the rationale behind the policy.

11. The transport policy statement should be clear and provide sufficient detail about the transport arrangements and support provided to inform young people in making their post-16 choices. Young people should be provided with information through the transport policy statement about who is eligible for transport support and how and when they should apply for support. Details of any concessionary fares, discounts, subsidies or travel cards should be included alongside the eligibility criteria for this support and how eligibility will be assessed. Clear signposting from the statement should point young people to

sources of further information, for example local authority, college, transport provider websites or contact details.

8.3.13 The Act in Sections 508F – H makes provision for additional duties to adult learners. This includes transport arrangement to facilitate attendance at further or higher education, preparation and publication of transport policy statements and to have regard to statutory guidance issued by the Secretary of State.

8.3.14 The Council must publish as part of the transport policy statement the process which will be followed should a complaint or an appeal be made on behalf of, or by, a young person. The Post 16 statutory guidance requires the Council to consult with a number of stakeholders in developing the transport policy. This includes persons of sixth form age and their parents, the governing bodies of schools and further education institution, Passenger Transport Executives and Transport for London (TfL).

8.3.15 Under Section 30 of the Children and Families Act 2014 *(Information and Advice: Local Offer)* the Council must publish information it expects to be available in its area for children and young people who have special educational needs or a disability. This includes the arrangements for travel to and from schools and post-16 institutions and places at which relevant early years education is provided. The Special educational needs and disability code of practice: 0 to 25 years statutory guidance provides that:

4.48 Transport can be an important factor in the support for children and young people with SEN or disabilities. The Local Offer must include information about arrangements for transport provision, including for those up to age 25 with an EHC plan, and this should include local authorities' policy statements.

4.50 Local authorities must publish a transport policy statement each year setting out the travel arrangements they will make to support young people aged 16-19 and learners with learning difficulties and/or disabilities (LDD) aged up to 25, to access further education. This should include any arrangements for free or subsidised transport.

4.51 Local authorities must include in their Local Offer information about: any specific arrangements for specialised transport (for example, specially fitted buses); any support available from the local authority or others with transport costs and should include information about: any support that is offered to children and young people to help them use transport, including public transport, and any training given to aid independent travel.

8.3.16 The Travel Policy covers the arrangements for the provision of transport as part of the assessed care and support needs of an adult under the Care Act 2014.

Section 1 of the Care Act *(Promoting individual well-being)* requires the Council when exercising its care and support functions in respect of an individual, to promote the individual's wellbeing.

8.3.17 Section 2 of the Act *(Preventing needs for care and support)* requires the Council to provide or arrange for the provision of services, facilities or resources, or take other steps, which it considers will contribute towards preventing, delaying or reducing individuals' needs for care and support, or the needs for support for carers.

8.3.18 Section 4 of the Act *(Providing information and advice)* require the Council to provide an information and advice service in relation to care and support for adults, and support for carers. The service should include information on how care and support operates in the Council's area, how to access it, what services and providers are available, how to access independent financial advice and how to raise concerns about the safety or well-being of a person with care needs.

8.3.19 When an adult is found to have care and support needs following a needs assessment under section 9 of the Act (or in the case of a carer, support needs following a carer's assessment under section 10), the Council must determine whether those needs are at a level sufficient to meet the "eligibility criteria" under section 13 of the Act. Sections 18 and 20 of the Act set out the duty of Council to meet those adult's needs for care and support and those carer's needs for support which meet the eligibility criteria. For service users and carers, the Council must continue to meet their eligible needs.

8.3.20 Section 26 *(Personal budget)* requires the Council to provide each service user with a personal budget. The Care and Support Statutory Guidance provides that *"11.3. The personal budget is the mechanism that, in conjunction with the care and support plan, or support plan, enables the person and their advocate if they have one, to exercise greater choice and take control over how their care and support needs are met. It means:*

- *knowing, before care and support planning begins, an estimate of how much money will be available to meet a person's assessed needs and, with the final personal budget, having clear information about the total amount of the budget, including proportion the local authority will pay, and what amount (if any) the person will pay;*

- *being able to choose from a range of options for how the money is managed, including direct payments, the local authority managing the budget and a provider or third party managing the budget on the individual's behalf (an individual service fund), or a combination of these approaches;*
- *having a choice over who is involved in developing the care and support plan for how the personal budget will be spent, including from family or friends;*
- *having greater choice and control over the way the personal budget is used to purchase care and support, and from whom.*

8.3.21 In addition to the requirement of the statutory guidance on school and post 16 transport, there is a common law duty on the Council to consult with stakeholders that are likely to be affected by the transport policy proposals. The consultation must take place at a time when the proposals are still at their formative stages. The Council must provide the consultees with sufficient information to enable them properly to understand the proposals being consulted upon and to express a view in relation to it. The information must be clear, concise, accurate and must not be misleading. The consultees must be given adequate time to consider the proposals and to respond.

8.3.22 The Council must give genuine and conscientious consideration to the responses received from the consultees during the consultation before making its final decision on the proposals.

8.3.23 As part of its decision making process, the Council must have "due regard" to its equalities duties. Under Section 149 Equality Act 2010, the Council in exercise of its school and further education transport functions and care and support functions under the Acts referred to above, must have "due regard" to the need to eliminate unlawful discrimination, advance equality of opportunity between persons who share a protected characteristic and those who do not, foster good relations between persons who share a relevant protected characteristic and persons who do not share it in order to tackle prejudice and promote understanding. The protected characteristics are age, gender reassignment, disability, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council is required to give serious, substantive and advance consideration of the what (if any) the proposals would have on the protected group and what mitigating factors can be put in place. This exercise must be carried out with rigour and an open mind and should not be a mere form of box ticking. These are mandatory consideration.

8.3.24 The responses to the consultation on the proposals, the EQIA of the proposals and the steps being taken to mitigate the impact, the general duties of the

Council under Acts referred to above, all must be considered before the Council makes its decision on the proposals.

9 Equality

9.1 An Equalities Impact Assessment has been carried out and will be updated further following consultation. This Assessment identifies that there could be positive impacts from the implementation of the draft Travel Policy in terms of protected groups having greater independence, increased mobility and improved health and wellbeing. It also acknowledges that unless there is adequate support in place to move to the proposed approach some eligible residents may feel that their travel needs are not being met.

9.2 Further information about service users and their parents and carers, including their protected characteristics, will be collected during the consultation. The consultation will also allow stakeholders to provide feedback, which will be taken into consideration when shaping the final Travel Policy.

10. Use of Appendices

10.1 Appendix 1: Draft Travel Policy
10.2 Appendix 2: Draft consultation questions

11. Local Government (Access to Information) Act 1995

12. ‘Haringey’s Corporate Plan 2015-18’.

Promoting independence, enabling mobility: Haringey's draft Travel Policy 2016

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Promoting independence, enabling mobility: Haringey's draft Travel Policy

1. Introduction

Haringey Council has developed a single travel policy to cover travel arrangements for all eligible children and young people with a special educational need and or disability and adults in receipt of adult social care and support to facilitate attendance at education and services. This Travel Policy sets out both the policy framework and the procedures for travel assistance including eligibility criteria, entitlement, how parents/carers/service users may apply, how decisions are made and how parents/carers service users may appeal against decisions with which they are unhappy.

The policy offers a single approach to travel assistance for children and young people attending school or college. The aim is to ensure that the service received and the user experience are consistent and that the most efficient, effective and suitable travel assistance is provided. Haringey Council expects all pupils to travel to their education provision by walking where possible, wheel chairing or making use of the free travel available on London Transport unless the following criteria apply. Haringey Council also provides travel arrangements through a variety of options to people with learning disabilities, mental health needs, physical disabilities, frailty and dementia across the borough. This policy outlines how we will move towards a consistent and equitable way of supporting such people in the provision of Council funded travel.

Haringey Council is committed to reducing traffic congestion, improving road safety and reducing the environmental impact of vehicle journeys by promoting alternative forms of travel, such as walking, wheel chairing, cycling and use of integrated public transport. Wherever possible, in the provision of travel assistance the Authority will consider travel options for 'eligible children and adults' that lead to reducing the number and length of vehicle journeys.

The policy is intended to provide clarity for parents/carers and service users in a wide range of circumstances, and to ensure that those with particular and significant needs are appropriately supported. The Policy is divided into two main sections Children and Young people (0 to 18 years) and Adults with Learning Disabilities and Disabilities (18+)

1.1 Background

Our three year Corporate Plan, Building a Stronger Haringey Together, sets out the vision and priorities for the Council over the next three years. Its underpinning principles of empowering communities to enable people to do more for themselves and promoting equality to enable each young person to thrive and to achieve their potential are reflected in this Travel Policy.

As well as seeking to ensure every child has the best start in life and that adults are enabled to lead healthy and fulfilling lives, the Council is also committed to improving our environment and to making Haringey one of the most cycling and pedestrian friendly boroughs in London.

This policy has been drafted therefore to promote independence and to enable mobility for children, young people and adults with additional needs and disabilities who may not be able to access mainstream transport without assistance. This policy has been drafted to support

wider policy imperatives of independence, personalisation and self-reliance and to ensure that all children, young people and adults are empowered to be as independent as possible.

This policy offers the opportunity to support a key aim of the Special Educational Needs and Disabilities Reform 2014 which is preparing children and young people with special educational needs (SEN) and disabilities for adulthood. Being supported towards greater independence and employability can be life-transforming for children, young people and adults with SEN. Preparing for adulthood includes preparing for independent living and being as healthy as possible in adult life, themes echoed in Haringey's Health and Wellbeing Strategy with its focus on obesity, long term conditions and mental health and wellbeing and in the Corporate Plan.

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2. Policy Statement – Children and Young People

2.1 Introduction

The Policy does not affect, remove or reduce the legal responsibility of parents and carers to ensure that their children attend school regularly.

The Authority also has a duty to ensure that all arrangements make best use of its resources. If the Authority agrees to provide travel assistance it will be provided in a safe and cost effective manner taking account of the child's specific needs and working closely with parents/carers, schools and other agencies to oversee the application of this policy and the allocation of travel assistance.

This policy is designed to be consistent with the Council's legal obligations as set out in the Government's Home to School Travel and Transport Guidance and the Post 16 Transport to Education and Training Statutory Guidance. If there are any inadvertent differences between this Policy and the underlying legislation, then the legislation will of course take precedence, wherever the legislation imposes a higher duty on the local authority.

The Council must make decisions in accordance with the relevant provisions which are (primarily) in Sections 508A, 508B, 508C, 508D, Section 509AA, 509AB, 509AC, 509AD and 509A of the Education Act 1996 (as amended). The Act provides that a duty to provide free school transport will be owed by the Local Authority to a child in its area who is an "Eligible Child" and either (i) no travel arrangements relating to travel in either direction between his home and school are provided free of charge by any other person, or (ii) such arrangements are not suitable for the purpose of facilitating attendance at school.

This policy explains the entitlement to travel assistance for children and young people up to the age of 19 and up to 25 for those who have a statement of Special Educational Needs or an Education, Health and Care (EHC) Plan. It has been developed in the context of the Special Educational Needs and Disabilities (SEND) reforms under Part 3 of the Children and Families Act 2014 and a new Code of Practice, the *Special educational needs and disability code of practice: 0 to 25 years* which set out the duties for local authorities, schools and others in respect of these reforms, including in respect of travel. Under these reforms, there are a number of key principles for children and young people with special educational needs and/or disabilities. The following relate directly to travel assistance:

- To give more importance to the views, wishes and feelings of children and young people and their families.
- To offer support which enables children and young people with SEND to achieve the best possible educational progress, and have choices in their lives as they grow up.
- To ensure the EHC plan is relevant from birth to 25 years where appropriate

The aim of this policy is to support all children, young people and adults with significant SEND to lead adult lives that are as independent and as free from restriction as possible. The criteria for granting travel assistance will be based on what is best for each person in supporting their development to achieve independent travel.

In light of the above, Haringey Council expects pupils/students to travel to their learning provision using local arrangements by walking, wheel chairing or making use of the free or concessionary travel available on London Transport. This policy sets out in what circumstances Haringey Council will agree home to facility transport.

In addition, parent and carers should note their responsibility to ensure that their child/children attend school under Section 444 of the Education Act 1996 – this includes making the necessary travel arrangements to get their child/children to and from school. The initial onus therefore rests with parents to make travel arrangements but to ask for assistance from the Council where this is not possible or where the parent considers that the responsibility should fall on the Council. The Council will make an assessment to identify eligibility for assistance in line with the law and its published criteria as set out in the policy below.

The Council will assist parents and carers with travel arrangements after an assessment has been carried out and it has been proved that the service user meets the criteria outlined in this document.

2.2 Travel beyond statutory walking distances

Local authorities must provide free home to school transport for children aged between 5 and 16 years if their nearest suitable school is further away than the statutory walking distances, which are:

- 2 miles for pupils aged under 8
- 3 miles for those aged 8 and over.

'Suitable education' is defined as 'efficient full-time education suitable to the child's age, ability and aptitude and to any special educational needs the child may have'.

Please note however, that if parents choose a school which is further away than a suitable one where a place is available and that chosen school is beyond the statutory walking distances from their home, they will be responsible for their own transport.

2.3 Nature of the Route

Councils will be required to offer travel assistance to children registered at a school within walking distance of home but, having regard to the nature of the routes which they could reasonably be expected to walk, cannot reasonably be expected to walk, and no arrangements can be made to attend a nearer appropriate school.

2.4 Travel to Alternative Provision

- Pupils placed by their school

Pupils aged 14-16 who have been placed in alternative provision by their school are expected to make use of free travel on London Transport. Pupils can apply to their school to cover the costs of travel on London Underground or Overground network if a journey by bus will:

- take longer than an hour during peak hours as calculated using the TFL Journey Planner (http://journeyplanner.tfl.gov.uk/user/XSLT_TRIP_REQUEST2?language=en)
- necessitate taking more than two buses.

Each school will have its own policy/criteria and therefore you will need to contact the school directly.

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- Pupils placed by Haringey Council

Pupils aged 14-16 who have been placed in alternative provision by Haringey Council are expected to make use of free travel on London Transport. Pupils can apply to Haringey Council using the form at the end of this document to cover the costs of travel on London Underground or Overground network if a journey by bus will:

- Take longer than an hour during peak hours as calculated using the TFL Journey Planner ttp://journeyplanner.tfl.gov.uk/user/XSLT_TRIP_REQUEST2?language=en)

- Necessitate taking more than two buses.

2.5 Individual circumstances

Where there are reasons relating to the child's health or social needs (as supported by documentary evidence) which Haringey Council deem as exceptional, travel costs or transport arrangements can be considered. Each case will be considered on an individual basis bearing in mind the individual circumstances of each particular case. In considering the transport arrangements for a pupil attending a religious denominational school, we may require proof of the family's adherence to that particular faith.

2.6 Free School Meals

Pupils are entitled to free transport where on free school meals or their parents are in receipt of maximum Working Tax Credit if the nearest suitable schools is:

- Beyond 2 miles (for children over the age of 8 and under 11).

- Between 2 and 6 miles (if aged 11-16 and there are no more than three suitable nearer schools).

- Between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16).

2.7 Post 16 Transport

The Post 16 Transport to Education and Training Statutory Guidance makes clear that the overall intention of the 16 – 18 transport duty is to ensure that learners of sixth form age are able to access the education and training of their choice and to ensure that, if support for access is required, this will be assessed and provided where necessary.

The aim of the statutory guidance is to ensure that, at a local level, account is taken of policy changes under the Education and Skills Act 2008 by which young people are required to stay in education or training until their 18th birthday. To support the raising of the participation age local authorities have responsibility for promoting the effective participation in education and training of young people who are subject to the duty to participate. Under the September Guarantee, every young person aged 16 or 17 must be offered a suitable place in education or training and increasingly young people will be undertaking apprenticeships and traineeships. Ensuring that young people have access to the education and training provision that is commissioned at a local level will be essential in order to support these reforms.

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2.8 Children with Special Educational Needs and or Disabilities (SEND)

This section explains what travel assistance may be provided for children and young people with a Statement of Special Educational Needs (SEN) or disabilities or an Education Helath Care Plan, if they could not reasonably be expected to travel to school/college independently and even if the journey is within the statutory walking distance described above.

Having a Statement of Special Educational Needs or an Education, Health and Care Plan does not necessarily provide entitlement to free travel. Requests will be considered for children with special educational needs, a disability or mobility problem, who:

- Live within the defined walking distance, but cannot be expected to walk;
- Cannot be placed by the Local Authority at a suitable school within walking distance or by accessible public transport;
- Have needs such that they cannot access public transport.

If possible, Haringey Council will always aim to enable children to walk, wheel or use public transport independently by the age of 16 or earlier.

The entitlement to travel assistance for children and young people who meet these criteria varies according to their age group as follows:

- Pre-School children with a statement of SEND under the age of 5

There is no legal requirement for the Local Authority to make special arrangements for children under the age of 5 to travel between home and school. The LA expects that children under the age of 5 will be taken to their educational provision by a parent or guardian.

Children under the age of 5 can travel free at any time on the Underground Railway (tube), Docklands Light Railway, buses, trams, London Overground, and Emirates Air Line cable car, as long as they are accompanied by an adult with a valid ticket.

In exceptional circumstances, where a child has a statement of special educational needs, the Local Authority will look at the individual circumstances and the individual merits of the particular case.

For children who do not fall within the SEN criteria and are not eligible for LA travel arrangements, Haringey may offer support, depending on availability.

- Children and young people with SEND aged 5-16

The Local Authority will make a decision for children with a Statement of Special Educational Needs or an Education, Health and Care Plan, long term medical needs or disabilities based on a number of key criteria which include:

- distance from home to school
- the needs of the child (whether the child has physical, learning and/or mental health needs which mean they cannot walk or access public transport);
- and will only be provided for travel to a qualifying school.

A qualifying school means one that can meet the child's needs and is nearest to their home. The Local Authority is not obliged to pay the transport costs for a child, if a nearby school can meet the child's needs but the parent(s) expresses a preference for a school which is

further away and beyond reasonable walking distance. If this were the case the parent(s) would be expected to pay the costs of travel arrangements.

- Children and young people with SEND aged 5-19 in educational residential placements

A residential school is a specialist provision which caters for pupils with special educational needs and/or disabilities, who receive overnight accommodation (usually over a 38 week period).

Haringey Council will reimburse the parents (or nominated carer), to accompany their child to and from school via public transport. Reimbursements will be made for journeys taken at the start and end of term, half term holidays and for parents to attend the Annual Review meeting. Reimbursement will be dependent on production of valid receipts.

Parents may wish to transport their child to school by car. Where Haringey Council agrees to this arrangement, the parent will be reimbursed their reasonable fuel expenses, if this is an additional/different journey to that undertaken to take other children in the family to their schools. In the event of illness of the parent or carer then they should accept full responsibility and make alternative arrangement to transport their child to and from school.

- Young people and adults with SEND aged 16 – 25

For young people with statements or Education Health Care Plans who move from schools to Further Education colleges at age 16, and who were given transport support until the end of their school studies, transport provision will be reviewed. Where Haringey Council has decided that it is necessary to provide transport, it will, in addition, consider whether it is necessary to provide an escort to supervise the young person's journey. This will depend on, amongst other matters, their age and general behaviour.

We know that the vast majority of Haringey Council pupils with a Statement or EHC Plan do not receive or require specialised travel assistance from the Authority. Wherever possible the Authority expects parents/carers of pupils with a Statement or EHC Plan to make arrangements for their child to attend school in the same way as for parents/carers of pupils without a Statement, as this is an important factor in developing the pupil's independence, social and life skills. To assist with facilitating independence, children of school age (including students in full time education up to the age of 18 years) are entitled to free travel on buses and trams from Transport for London. Children with special educational needs and or disabilities where there is a long term plan to achieve as much independence as possible, including travel, will be eligible for travel assistance.

2.9 Entitlement

Standard

Children in Early Education Settings or pre-school who are under the age of 5 years are eligible to travel free on public transport when accompanied by a fare-paying passenger.

For large numbers of children, getting to school will be a reasonable and safe travel experience, which will also help in promoting their independence and physical well being. In addition, children:

London Transport for Under 5s: Children under five can travel free at any time on the Tube, Docklands Light Railway (DLR), buses, trams and London Overground as long as they are accompanied by an adult with a valid ticket.

London Transport for 5 to 10-year-olds: Children aged five to ten can travel free at any time on buses, Tube, DLR, trams and London Overground as long as they travel with an adult who has a valid ticket. Up to four children can travel free with one adult. Children aged 5 to 10 who are travelling unaccompanied on the Tube, DLR or London Overground will need a 5-10 Oyster photocard to travel free.

London Transport for 11- to 15-year olds: Children aged 11 to 15 years can travel free on buses and trams and at child rate on Tube, DLR and London Overground services, provided they have an 11-15 Oyster photocard.

London Transport for Over 16s: 16 and 17-year-olds can travel at a child rate on buses, Tube, DLR and trams, provided they have a 16+ Oyster photocard. 16 to 18 year-olds who live in a London borough and are in qualifying free time education can also apply to get free travel on buses and trams.

Non Standard

Transport for London provides free bus passes for all children under the age of 16, and so it is worth remembering that Haringey Council will not need to make any additional arrangements for the vast majority of the children in its area.

The Local Authority is not required to provide free travel for pupils who attend schools outside the distance limit if there is a suitable place available at a nearer appropriate school. Whilst the wishes of parents are an important consideration, they are not the only legally recognised criterion in determining decisions by the Council on support for travel.

2.10 Summary

In summary, councils in England must:-

1. Have regard to the Government's Guidance, publish information about travel arrangements and consult.
2. Have regard to any parental choice of school based upon the parent's religion or belief.
3. Provide free transport to and from school for Eligible Children (as defined by Schedule 35B of the Act) for whom no (or no suitable) free travel arrangements are provided.
4. Prepare for each academic year a transport policy statement specifying travel arrangements for persons of sixth form age and secure that effect is given to such arrangements.

There will then be a small number of children for whom the Council will need to make arrangements to provide travel assistance dependent upon an eligibility assessment and where applicable, means testing. These will include:

- Pupils with special educational needs, disabilities or mobility problems who cannot reasonably be expected to walk to school,
- Pupils who are required to travel beyond the relevant walking distance to reach their school because the LA is unable to make arrangements at a suitable school nearer to home.
- Pupils unable to walk or wheelchair in safety to school because of the nature of the route.
- Pupils entitled to free school meals,
- Parent's awarded working tax credit at the maximum rate
- Pupils who are attending a faith school.

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The Authority has discretion to make such school travel arrangements as they consider necessary for children who are not Eligible Children (as defined by Schedule 35B of the Act) and to provide assistance with travel for nursery education.

2.11 Reviews, Appeals and Complaints

Reviews
The SEN Transport Team, in discussion with colleagues in SEN will keep under review the eligibility and/or type of travel assistance which is provided. Reviews will occur:

a) Annual Review. Every pupil with a Statement or EHC Plan will have an Annual Review, held at the school, to discuss progress towards targets and support requirements. Travel assistance will form part of this discussion.

b) When a pupil makes progress towards independence and is deemed capable of independent travel by school/college staff and/or parents/carers.

c) When there is a significant change to the pupil's SEN, since the time of first application, rendering them no longer eligible for travel assistance.

d) If the Council decides to cease to maintain a Statement or EHC Plan . Transport will be ceased.

e) At the Passenger Access Transport Services' annual review of transport routes. Prior to the start of each academic year, existing transport routes will be reviewed and where necessary changes will be made.

f) If a child moves from one education establishment to another. Travel assistance will not automatically continue, and parents/carers must reapply.

g) if there is a change in other circumstances that affect eligibility.

h) If there is a change of home address. Distance criteria will be recalculated and may change eligibility for travel assistance.

Appeals

Appeals will be considered and responded to in line with statutory guidance.

2.12 Complaints

Passenger Transport Service (PTS) Complaints should be made to:

Passenger Transport Service (PTS)
Alexandra House [Level 6]
10 Station Road
Wood Green
London
N22 7TR

Corporate complaints procedure

If you would like to make a complaint please complete our online feedback form at http://www.haringey.gov.uk/contact/council-feedback/complaints-about-council

The council's corporate complaints procedure has two stages:

Service investigation
When we receive your complaint, we will try to sort out the problem straight away. If we can't:

- we will write to you within two working days to let you know who is dealing with your complaint
- a senior manager will reply to you in writing within 15 working days

If we need more time we will let you know and give you a new date for our response.

Independent review
If you are not happy with the response you received, please contact the Feedback and Information Governance Team (FIG) to explain why. FIG is independent of the service departments and Homes for Haringey and their investigations are impartial and on behalf of the Chief Executive. FIG will try to resolve the matter, but may investigate further, in which case they will:

- write to you within two working days to let you know who is dealing with your complaint
- reply to you in writing within 25 working days
- usually offer you escalation to the Local Government Ombudsman

If they need more time they will let you know and give you a new date for their response.

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3. Policy Statement – Adults (18 +)

3.1 Introduction

As set out in the Care Act 2014, the core purpose of adult care and support is to help people to achieve the outcomes that matter to them in their life. The Act and its supporting statutory guidance set out how a local authority should go about performing its care and support responsibilities in light of this and also set out the need to ensure that doing so focuses on the needs and goals of the person concerned. In particular, local authorities must promote wellbeing when carrying out any of their care and support functions in respect of a person. This may sometimes be referred to as "the wellbeing principle" because it is a guiding principle that puts wellbeing at the heart of care and support. The wellbeing principle applies in all cases where a local authority is carrying out a care and support function, or making a decision, in relation to a person. It applies equally to adults with care and support needs and their carers.

This Policy has been drafted in light of the Care Act 2014 and the wider focus on promoting wellbeing, preventing reducing or delaying need and information, advice and guidance. The Act highlights the need for complementary approaches across all areas of provision which support independence and promote self-reliance.

Purpose

This policy is aimed at promoting the maximum possible independence for the service user, and sets the criteria that will be used to assess whether the service user's travel needs can be met best through independent travel arrangements or whether assisted travel services are necessary.

Scope

This part of the policy covers adults (18+) with the exception of those adults aged 25 or lower who have a SEND. This is not a general policy regarding transport. It is specifically for travel arrangements required to access services or support identified as part of an adult social service funded care package.

3.2 Policy Principles

This policy rests upon a general assumption and expectation that service users will meet their own needs for travel to access and take advantage of existing services or support.

Wherever possible the Council expects service users to utilise public transport as this is an important factor in developing the service user's independence, social and life skills. Haringey's aim is to support the promotion of independence through the provision of Travel Training and by developing community involvement.

Travel arrangements are not a service in its own right – it is a means of accessing services or support. The overriding principle is that the decision to provide transport is based on needs, risks and outcomes and on promoting independence.

Funded transport will only be provided if, in the opinion of the assessor, it is the only reasonable means of ensuring that the service user can be safely transported to an assessed and eligible service. Where there is appropriate transport available (either personal or public transport), it will be assumed that the service user will use this as a first

option. Transport will only be provided if alternatives are unavailable or inappropriate for some reason.

3.3 Eligibility This policy is for those people assessed as eligible for adult social care. As a general principle:-

Transport will be considered only if:-

- No suitable public transport is available
- No other modes of travel are available for example walking, access to a family car or a vehicle funded through the Motability Scheme
- The client is not able to use public or community transport for health or other identified reasons
- It places an unreasonable additional responsibility on family or other carer.
- Transport is identified as part of a Continuing Health Care Package or Section 117 of the Mental Health Act;

Travel arrangements will not be provided if:-

- Suitable public or community transport is available and can be used by the individual
- Other modes of travel are available for example walking, access to a family car or a vehicle funded through Motability
- It doesn't place an unreasonable additional responsibility on family or other carer.
- It is to attend routine health appointments unless it is part of an agreement with health.

3.4 Charging

The policy recognises that there may be charges applied for the provision of travel arrangements and that these may increase over time.

The Council will always ensure that when there is a choice of travel options the most sustainable and cost efficient one will be chosen if this adequately meets the individual's needs.

3.5 Roles and Responsibilities

As part of the Council's commitment to inclusion and independence, individuals who can travel to community activities, day opportunities and college independently or with assistance from family, friends or support providers will be encouraged and expected to do so.

The Council will allocate travel arrangements in the most cost-effective manner. Where a number of individuals are accessing the same or close by services the provision of shared travel arrangements should always be considered. Service users will be expected to travel with other service users attending the same, or nearby centre, unless there are compelling reasons for individual travel arrangements, (eg no sharing or community based options available, significant challenging behaviour and/or significant medical needs).

The Council has an ongoing responsibility to ensure value for money. Therefore the mode of travel assistance offered will be regularly reviewed, and will not necessarily remain the same for the duration of eligibility.

The assessment and provision of transport should be reviewed on a predetermined basis, e.g. at the annual review.
Concessionary Travel

Individuals who qualify for concessionary travel (see appendix two) will be expected to apply for and use this as and when appropriate according to assessed needs. Where the Council decides to issue a travel card, it will be available for collection from the establishment that the service user attends. In order to collect a travel card, the service user and/or parent/carer must present a current photo card.

3.6 Risk Assessment

Individuals who are assessed and successfully travel trained will only travel independently if it is appropriate and safe for them to do so. The capacity to travel independently will always be subject to a risk assessment.

When assisted travel is provided the Council will ensure that providers are on an approved list of contractors, drivers have enhanced DBS clearance and have received passenger assistance training and any other training necessary for travel, in particular, individuals with very specialist needs. As the Council continually strives to achieve value for money, transport providers change. However any change will only be made after consultation with the individual, carer and care manager.

3.7 Process

The need for travel arrangements must be part of the initial assessment of an individual's needs and travel arrangements can only be provided where the individual is eligible for a service as set out in the Care Act 2014 and travel arrangements are required to enable the need to be met and after all travel options including an individual's use of Personal Independence Payment (PIP) (mobility component) and other transport concessions have been considered.

The provision/funding of travel arrangements are designated a desirable service and is not therefore guaranteed as part of a care package.
Travel arrangements should not be offered as an incentive to take up a care package.
The adults social care process is set out in appendix 1

3.8 Personal Budgets

The assessed travel need will make up part of the persons' personal budget. This can be taken as a direct payment or as a council managed service. Service users can pool their budgets to meet their travel needs. The personal budget can be used to purchase travel assistance options.

3.9 Reviews and Appeals

When an annual review of a care and support plan is carried out, travel needs will be taken into account.

Where a review/re-assessment identifies that assisted travel is no longer the best way to meet an eligible need, a time limited transition period of one month will be agreed so that alternative arrangements can be made according to needs and circumstances if required.

In all other circumstance, provided all travel options have been considered, evidenced and recorded, assisted travel will be considered.

All requests for assisted travel will be approved as part of the service package by Team Manager, Service Manager or Head of Service according to delegated responsibilities.

Where clients move from Children's to Adult Social Care services, then their needs will be reassessed by Adult Social Care in relation to the new services required with no assumptions made regarding automatic continuation of any assisted travel.

Appeals

The Council will write to the service user to inform them if travel assistance will be given and what arrangements will be made. If the service user is not satisfied with the decision or travel arrangements proposed by the Council, they have the right to appeal.

Appeals should be made within 15 working days of the decision from the Council.

During an appeal, travel assistance will not be provided (although it will continue for those pupils where a change is being recommended when travel assistance currently exists).

Stage One
Service Users who wish to appeal should first write to the relevant areas Head of service at
Haringey Council Adult Social Services
Haringey Council
River Park House
225 High Road
Wood Green
London
N22 8HQ

Service Users should provide further information/clarification as to why travel assistance is required and why they feel unable to undertake this responsibility themselves.

On receipt of an appeal, the Head of service will present the case to the service area Panel for re-consideration. Service Users will be informed of the outcome by letter. If the service user is still dissatisfied they may make further appeal to the Adults Travel Appeals Panel.

Stage Two
Any Parent/carer still dissatisfied with the outcome of a stage 1 should write again to;
Haringey Council Adult Social Services
Haringey Council
River Park House
225 High Road
Wood Green
London
N22 8HQ

Service Users should provide further information/clarification as to why travel assistance is required and why they feel unable to undertake this responsibility themselves.

Stage 2 appeals will be considered independently of Haringey Council Adult service. A letter detailing the outcome will be sent to the service user. Following independent consideration, decisions at this stage are final.

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4. Travel assistance options

Where travel assistance is agreed, it may take one of the following forms:

a) Provision of a travel card for the child to use on public transport (train, tube, DLR in addition to use of bus and tram currently available via Transport for London)

b) Provision of a bus pass for a parent/carer or responsible adult (of parent/carer choice) to accompany the child to/from school.

c) Reimbursement of mileage costs for parents/carers who are deemed able to transport their children to school in accordance with Her Majesty's Revenue & Customs (HMRC directions).

d) An allocated Personal Budget for parent/carers to arrange transport themselves

e) Passenger Transport Service (PTS) (See Appendix 4 for how to access the service) coordinates home-to-school transport for children and young people up to 25 years with special educational needs and disabilities as long as the passenger is able to walk unaided or with support, is a wheelchair [or buggy] user or can transfer to a seat and children looked after by the local authority.

Once a child with SEND has been assessed and received an EHC plan where travel to school requirements identifies transport needs, the PTS will provide the transport.

For a 'looked after' child the service is provided irrespective of where the child lives (in or out of borough)

The PTS team works collaboratively with other Local Authorities to provide transport for service users were possible.

f) Home to school transport via existing school bus route.

g) In exceptional circumstances, travel assistance may be provided by licensed taxi with or without a passenger assistant.

h) **Provision of travel through commissioned community/voluntary based schemes**

- **Community Ride** scheme (along the lines of the community ambulance schemes) provided through a commissioned voluntary agency
- **Car Share Scheme.** A lift maybe provided through a car journey matching service where a parent or carer already driving a similar route, has room and is willing to provide a lift to someone else, in these circumstances the driver maybe paid a mileage rate in line with HMRC's directions.
- **Walking Bus** - A community walking bus scheme led by a volunteer or parent(S) taking groups of people to their destination where it is practical and local.
- **Travelmate** – peer accompanied journeys

i) **ZipCar scheme** is a car club that gives you access to the car or van you need when you need it, perfectly maintained but with none of the hassle or expense or ownership. Zipcar is far simpler and more convenient than conventional car hire. When you need a car, just choose your make and model from the great selection parked around your local area; get in and drive off.

j) **Licensed Taxi** - In exceptional circumstances, travel assistance may be provided by licensed taxi with or without a passenger assistant.

k) **Dial-a-Ride** membership is open to people with a permanent or long-term disability which prevents them using scheduled public transport services. https://tfl.gov.uk/modes/dial-a-ride/

l) **Taxicard** is a service that allows Haringey residents, with a mobility impairment that prevents them from using buses or trains, to travel in licensed radio taxis or black cabs at lower rates. http://www.haringey.gov.uk/environment-and-transport/travel/passes-and-concessions/taxicard

j) **Travel Training** – to be supported to gain confidence and independence; is a gradual process which finishes with unaccompanied journeys.

Haringey Council will allocate transport in the most cost-effective manner. Pupils will be expected to travel with other children attending the same, or nearby school, unless there are compelling reasons for individual transport, (eg no transport sharing options available, significant challenging behaviour and/or significant medical needs). The Local Authority where agreed will provide home to school transport collecting identified children and young people from agreed designated pick up points or bus stops and where not appropriate then from designated home addresses. The vehicle will arrive at the designated pick up or drop off point at agreed times [+/ 5 minutes]. Parents/carers who bring their child late to the drop off point will be expected to bring the child to school themselves.

Haringey Council has an ongoing responsibility to ensure value for money. Therefore the mode of travel assistance offered will be regularly reviewed, and will not necessarily remain the same for the duration of eligibility.

Generally, transport provision will not be made other than at the beginning and end of the normal school day. However there are some instances where this can be waived if this will benefit the young person's educational development (for example, where a child has to attend an after school class as part of their education, or related work experience/ examinations at a different location other than school). In cases of exclusion, illness etc, when a child has to go home during the course of the school day the school, or parent/carer would be responsible for transport.

Where the Authority decides to issue a travel card, it will be available for collection at the beginning of each term from the education establishment that the child attends. In order to collect a travel card, the pupil and/or parent/carer must present a current photo card.

5. Quality and Performance of the Policy

The effectiveness of the delivery of the policy will be measured through some Key Performance Indicators (KPI's) focussing on:

1. Improved range of travel assistance options
2. Take up of travel assistance options
3. Usage of Freedom Pass
4. Reduction in money spent on higher cost transport
5. Amount of concessionary travel
6. Numbers travelling in integrated groups
7. Measurement of improvement in Levels of travel independence (5 point scale with criteria).

Appendix 1. Travel Assistance service standards and expectation

Travel assistance is provided in the form of Coach Escort to support vulnerable children, young people and adults on transport.

They are responsible for escorting children and young people with special educational needs to and from home and school and other destination on vehicle provided by Haringey Passenger Transport Services.

They ensure the safety and well being of passengers with special needs during their journey from home to school/colleges/centres at the beginning of the day and return at the end of the day provided by Haringey Passenger Transport Services.,

The following duties are performed in addition to the duties listed on the Coach Escort job description.

Duties

1. To ensure that all passengers are transported in a safe and proper manner
2. To collect children from school and return them to a responsible adult at the drop off address at the end of the day.
3. To ensure that all passengers are safely strapped in throughout the journey undertaken.
4. To ensure that the passengers are safely boarded onto vehicle: placing wheelchair onto vehicle: placing wheelchair onto the tail lift: securing handbrake and where appropriate, accompanying pupils on tail lift: placing wheelchairs from tail lift onto designated position in vehicle and where required, ensuring passengers are safely strapped in (The operation of the tail lift is the responsibilities of the driver)
5. To assist children boarding the vehicle as necessary To decide upon appropriate seating arrangement in the vehicle having regards to the disabilities or requirement of the passengers and to ensure that they are correctly and comfortably seated.
6. To be responsible for valuables, medication aids belonging to passengers and ensure they are safely at all times.
7. To be responsible for the care, safety, well being and welfare of passenger during the journey and ensure that the drivers is not disturbed whilst the vehicle is in motion
8. To deal with body spillage's during the journey in accordance with Council Procedure's. To liaise with transport office, parents and teachers in matters which may affect the Passenger's on the journey and to parents and teachers anything which may affect the well being/behaviour of the passengers at home or school e.g. sickness, fits or other illnesses.
9. To ensure all vehicles are maintained to a high standard of vehicle cleanliness.
10. To check all vehicles aids, i.e. seat belts, harness, child seats, wheel clamps, etc. and that they are properly fitted and secured as provided by Education Services.
11. To ensure that open windows and doors are safely secured before the vehicle starts moving.

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Appendix Two – Pick up and Drop off

The Council where agreed will provide pick up and drop off, collecting identified service users from agreed designated group pick up points or bus stops. The vehicle will arrive at the designated pick up or drop off point at agreed times [+/ 5 minutes]. Parents/carers who bring the service user late to the drop off point will be expected to bring the service user to the school or centre themselves.

Information in the escort Handbook [also included in the parent pack] as follows:
DOOR TO DOOR TRANSPORT -

- If you cannot deliver a child home after school due to no responsible adult being at home, you must follow the procedures below:
    - If no responsible adult is at home to receive the child, you should contact the Transport Office, put a the first notification card through the door before continuing your journey and deliver the remaining children to their addresses, then return to the address of the child. If there is still no one at home, telephone the Transport Office for advice. You have to inform the Transport Office at every stage of this process.
    - The note should confirm the time and read:
      "I have just been to your home to drop off your child and there is no one at home; I have now left to drop off the other children on the vehicle and will return soon".
- With the authorisation of the Transport Officer [as a last resort] if on return there is still no one at home or drop off point to collect the child; you will be directed to proceed to Hornsey Police Station. The Transport Officer will notify the Police Duty Officer, that you are on your way. Before doing so, you must complete the appropriate card with a date and time (or leave a note if you have no cards) giving full details including a phone number and an address of where you have taken the child, which must be put through a letterbox or text to parent's phone

- A Transport Officer will remain at the Police Station until parent/carer of the child arrives to collect he child.
    - The card/note or text to be left for the parent/carer should read thus:
      "We have now returned to your home or drop off pointagain and there is still no one at home or drop off point. The Transport Office has advised that your child be taken to Hornsey Police Station, Tottenham Lane N8 7EJ. A Transport Officer will be with your child until you arrive to collect your child". Police Station telephone number is – 0208 889 1212

FOR CENTRALISED PICK UP ARRANGEMENT –

If a child cannot be delivered to a responsible adult at the end of the day on arrival to a drop off point.

- The Escort will contact the parent/carer via text/phone call informing them that the vehicle will be moving to the next drop off point
    - Parents could either make their way to the next drop off point to collect their child

Or wait opposite the original drop off point for when the vehicle returns on journey

Appendix 3 – Eligibility Criteria for Children and Young People's access to travel assistance

Eligibility is based on the needs of the child, and not family circumstances such as parental/carer employment responsibilities. However, the Authority may take family circumstances into account when considering the type of travel assistance to be offered provided that it is consistent with the efficient use of resources (including routing).

A child or young person will normally be eligible for travel assistance under this policy if the child or young person:

a) Has a statement of Special Educational Needs or EHC Plan

b) Has a significant learning, physical or sensory disability affecting capacity to travel independently

c) Lives further than the statutory walking distance between home and school (ie over 2 miles for children under eight years of age or over 3 miles for children aged eight years old and over)

d) Attends a school that the Authority has determined or is named in the Statement or EHC Plan as being the nearest available school that is able to meet the needs of the child

e) Attends a school chosen by the parents/carers on the grounds of a recognised religion or belief and there is evidence of adherence to that religion and the first preference was for a denominational school and the denominational school is the nearest available for the pupil's age group and the denominational school can meet the needs of the child.

A child or young person may be eligible for travel assistance if the child or young person:

a) Has a Statement or EHC Plan , lives within the statutory walking distance but is unable to travel relatively short distances to school owing to disability or mobility problems (including temporary medical conditions) and family circumstances make it impossible for the parent or carer to take the child to school.

b) Is of pre-school age and has undergone an assessment for a Statement or EHC Plan there is clear evidence that a child has significant special education needs and the Authority has recommended a place at a specially resourced nursery unit and this unit is over two miles away from the home address.

c) Is undergoing Statutory Assessment, meets eligibility criteria, and has been placed on an assessment placement by the Haringey Council SEN team.

d) Is over the statutory school age of sixteen and has mobility difficulties of such severity that it is impossible to travel independently between home and school/college. Assistance may be provided in specific circumstances where:

- The young person is under eighteen years of age or older if they started a course of further education before their nineteenth birthday and are still participating in that course and;
- They are attending the nearest appropriate school/college and;
- They are following a full time course leading to or working towards a recognised qualification.

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All decisions will be based upon clear medical/specialist advice, evidence of need and parental circumstances and any changes that are to take place in relation to SEN Transport will be discussed with parents whose children are affected.

Other than in exceptional circumstance a child or young person will not be eligible for travel assistance under this policy:

a) Where the pupil is not attending their local mainstream school, or the closest special provision or as named in their statement and the school is one of parental preference (except when the preference is on religious or belief grounds – see above).

b) Where the parent/carer has requested that the Statement or EHC Plan names a school that is not the nearest available school able to meet the child's needs as deemed by the Authority.

c) When transport is being requested solely to facilitate attendance at school. It is a parental responsibility to ensure their child/children attend school regularly.

d) For Pupils who have a Statement or EHC Plan aged 14+, vehicular transport (school bus or taxi) will not be offered. If the distance criteria are met then the Authority may offer petrol reimbursement for parents or a travelcard. The exception will be those pupils with severe learning difficulties or profound and multiple learning and physical disabilities.

e) Where higher rate Disability Living Allowance (DLA) for Mobility has been issued for the benefit of the child who travel assistance is being requested. This will be done on a case by case basis and in discussion with parents.

f) For children in Early Education Settings/Pre-school Children - Children under the age of 5 years are eligible to travel free on public transport when accompanied by a fare-paying passenger. Where there is a profound need application may be made and the transport policy would be applied.

g) For young people over the age of 19 attending further education, provision of transport will be the responsibility of Haringey Council's Adult Care Services (ACS). Such arrangements will form part of their transition into adulthood plan. For further information and assistance you will need to contact Haringey Council ACS on 020 7926 4761.

h) When transport is being requested solely because a child is being raised by a lone parent.

i) When transport is being requested solely because one, or both, parents are registered disabled, travel assistance may be available via Haringey Council. For further information and assistance parents will need to be able to demonstrate with medical evidence that they have a disability which prevents them from accompanying their children along a pedestrian route, in circumstances where adult accompaniment is necessary to make the route safe.

j) Where a child does not have a Statement or an EHC Plan and cannot attend school for a diagnosed medical condition, travel assistance may be available. For further information and assistance you will need to contact Haringey Council Customer Services.

Where families of children likely to be affected by this policy live at more than one address, they must be clear which home is their chosen address for travel assistance purposes. The Council may require proof of this address as travel assistance will not automatically be provided to more than one home. For further information and assistance you will need to contact Haringey Council Customer Services.

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Appendix 4 - How to access Passenger Transport Service (PTS)

What the Service does

The service coordinates home-to-school transport for children and young people up to 25 years with special educational needs and disabilities as long as the passenger is able to walk unaided or with support, is a wheelchair [or buggy] user or can transfer to a seat and children looked after by the local authority.

Once a child with SEND has been assessed and received an EHC plan where travel to school requirements identifies transport needs, the PTS will provide the transport.

For a 'looked after' child the service is provided irrespective of where the child lives (in or out of borough)

The PTS team works collaboratively with other Local Authorities to provide transport for service users were possible.

Pupils with an EHC Plan
For Pupils with an EHC Plan to be eligible for Travel Assistance the requirements must be outlined as part of a travel/independence development plan within the EHC Plan.

Where a child without a statement/EHC Plan cannot attend school

Where a child without a statement/EHC Plan cannot attend school due to specific diagnosed medical reasons, travel assistance may be available via Haringey Council Social Care Service. For further information and assistance you will need to contact
Haringey Council CYPS Family Support Service at 40, Cumberland Road, Wood Green, London, N22 7SG or on 020 8489 3671,

How a child or young person can start using the service

All transport requests come from the EHC plan. This is picked up from the EHC plan and passed by the Special Educational Needs and Disabilities (SEND) Team who are responsible for funding this service provision to the PTS.

Transport requests will be processed promptly. However parents/carers should allow up to 30 days from submission of requirement to implementation. In order to inform fully the decision making process and prevent unnecessary delays, parents/carers should ensure they provide as much information and evidence as possible to the EHC assessment process to support their case.

Once a decision has been made, the SEND Team will contact parents/carers advising the outcome, and if eligible, implement travel assistance through a referral to the PTS.

How decisions are made about eligibility for our service

Decisions about eligibility for home to school transport are made through the EHC assessment process. The SEND Team keeps in touch with parents of children who may require transport and liaise with them about Panel decisions.

How PTS communicates with service users and how they are involved in decision making/planning

PTS liaise directly with parents/carers once the referral has come to us and when required with updates on their child's transport.

Parent/Carers are invited to participate in an annual satisfaction survey for transport services received by their children or young person in their care. This survey is in English but we can arrange for it to be translated into specified languages where possible.

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Parents are provided with an information booklet annually (before the start of the school year) which includes what to expect for the children/young people as well as parents'/carers' roles and responsibilities.

PTS Accessibility

The PT service operates accessible vehicles for wheelchair [and buggy] users in form of accessible minibuses and Dublo type vehicles. All wheelchairs and buggy must be crash tested to ensure they can be used safely on transport.

Coach Escorts are employed to support vulnerable children and young people on transport.

Training staff will have had in supporting children and young people with special educational needs and disabilities

Coach Escorts who support children and young people on transport have the following training:

- Passenger Assistant Transport Scheme [PTS] training
- Child Protection and Safeguarding Awareness
- Dealing with challenging behaviour in children, young people and adults
- Basic First Aid Training
- Securing and Restraining Wheelchair users on transport including use of harness
- Team Teach – positive handling technique training
- Makaton – Basic sign language [non verbal communication]
- Behaviour Management briefing at specific special school – offered by individual special schools

Who a service user should contact if they want to raise a concern or complain about something

In the first instance all concerns should be directed to

Nneka Keazor, Transport Operation Team Leader
Telephone: 0208 489 5768
Email: nneka.keazor@haringey.gov.uk

Any formal complaints will be forwarded to the Feedback Team

Parent/Carer can contact the Escort Team Coordinator to discuss their child's transport

Smeeta Pydiah
Telephone: 0208 489 1538
Email: Smeeta.pydiah@haringey.gov.uk

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Appendix Two – Draft Consultation Questions

1. **Children and Young People Travel Policy Questions** **Page 1**
2. **Adults Social Services Travel Policy Questions** **Page 7**

1. Children and Young People Travel Policy Questions

Purpose

We wish to get the views of SEND Service Users and their carers on the proposals in the new Travel Policy, a summary of which is attached. If you are unclear on how the policy affects you from the summary please look at the full document on the Haringey council website. If you are still unclear please discuss with your support worker.

Introduction

Haringey Council has developed a single travel policy to cover travel arrangements for all eligible children and young people with a special educational need and or disability and adults in receipt of adult social care and support to facilitate attendance at education and services. This Travel Policy sets out both the policy framework and the procedures for travel assistance including eligibility criteria, entitlement, how parents/carers/service users may apply, how decisions are made and how parents/carers service users may appeal against decisions with which they are unhappy.

The policy offers a single approach to travel assistance for children and young people attending school or college. The aim is to ensure that the service received and the user experience are consistent and that the most efficient, effective and suitable travel assistance is provided. Haringey Council expects all pupils to travel to their education provision by walking where possible, wheel chairing or making use of the free travel available on London Transport unless the following criteria apply. Haringey Council also provides travel arrangements through a variety of options to people with learning disabilities, mental health needs, physical disabilities, frailty and dementia across the borough. This policy outlines how we will move towards a consistent and equitable way of supporting such people in the provision of Council funded travel.

Haringey Council is committed to reducing traffic congestion, improving road safety and reducing the environmental impact of vehicle journeys by promoting alternative forms of travel, such as walking, wheel chairing, cycling and use of integrated public transport. Wherever possible, in the provision of travel assistance the Authority will consider travel options for ‘eligible children and adults’ that lead to reducing the number and length of vehicle journeys.

The policy is intended to provide clarity for parents/carers and service users in a wide range of circumstances, and to ensure that those with particular and significant needs are appropriately supported. The Policy is divided into two main sections Children and Young people (0 to 18 years) and Adults with Learning Disabilities and Disabilities (18+)

Background

Our three year Corporate Plan, Building a Stronger Haringey Together, sets out the vision and priorities for the Council over the next three years. Its underpinning principles of empowering communities to enable people to do more for themselves and promoting

equality to enable each young person to thrive and to achieve their potential are reflected in this Travel Policy.

As well as seeking to ensure every child has the best start in life and that adults are enabled to lead healthy and fulfilling lives, the Council is also committed to improving our environment and to making Haringey one of the most cycling and pedestrian friendly boroughs in London.

This policy has been drafted therefore to promote independence and to enable mobility for children, young people and adults with additional needs and disabilities who may not be able to access mainstream transport without assistance. This policy has been drafted to support wider policy imperatives of independence, personalisation and self-reliance and to ensure that all children, young people and adults are empowered to be as independent as possible.

This policy offers the opportunity to support a key aim of the Special Educational Needs and Disabilities Reform 2014 which is preparing children and young people with special educational needs (SEN) and disabilities for adulthood. Being supported towards greater independence and employability can be life-transforming for children, young people and adults with SEN. Preparing for adulthood includes preparing for independent living and being as healthy as possible in adult life, themes echoed in Haringey's Health and Wellbeing Strategy with its focus on obesity, long term conditions and mental health and wellbeing and in the Corporate Plan.
This questionnaire is aimed at gaining the views on the new draft Haringey Travel Policy from residents of Haringey who are:

- Children and young people with special education needs and disabilities (SEND) who are in Education
- Carer of Children and young people with special education needs and disabilities (SEND) who are in Education

Q1. Please put y in the box which best describes you

A carer	
A child or young person with SEND	
Neither a carer nor a child or young person with SEND	

Q3 Is the service user in receipt of any mobility benefit?

Yes	No	Don't know

Q 4 It is proposed under the new policy that any travel arrangements will be agreed on an individual basis determined by needs. The main need the travel policy aims to meet is to help service users move to a point of greater independence. Do you agree with this?

Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree

Comments:

Q5. Do you agree that travel assistance should only be paid for by the local authority if no other suitable transport option is available?

Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree

Comments:

Q6 Having a Statement of Special Educational Needs or an Education, Health and Care Plan is the only way but does not necessarily provide entitlement to free travel. Do you agree that Travel assistance should only be considered as part of the EHC assessment, planning and review process?

Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree

Comments:

Q7 Do you agree with Haringey Council's aim to enable children to walk, wheel or use public transport independently by the age of 16 or earlier?

Yes	No

The entitlement to travel assistance for children and young people who meet these criteria varies according to their age group.

Do you agree with the following policy statements?

- **Pre-School children with a statement of SEND under the age of 5**

Q8 The LA expects that children under the age of 5 will be taken to their educational provision by a parent or guardian.

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

- **Children and young people with SEND aged 5-16**

Q9 The Local Authority will make a decision for children with a Statement of Special Educational Needs or an Education, Health and Care Plan, long term medical needs or disabilities based on a number of key criteria. Do you agree with the following criteria?

	Agree	Neither agree or disagree	Disagree
a) The distance from home to school			
b) The needs of the child (whether the child has physical, learning and/or mental health needs which mean they cannot walk or access public transport);			
c) Travel assistance will only be provided for a school that can meet the child's needs and is nearest to their home (a qualifying school).			

DRAFT

Q10 Parents may wish to transport their child to school by car.
Do you Agree where Haringey Council agrees to this arrangement, the parent will be reimbursed their reasonable fuel expenses, if this is an additional/different journey to that undertaken to take other children in the family to their schools.

Yes	No

- **Children and young people with SEND aged 5-19 in educational Residential Schools**

A residential school is a specialist provision which caters for pupils with special educational needs and/or disabilities, who receive overnight accommodation (usually over a 38 week period).

Q11 Do you agree with Haringey Council reimbursing the parents (or nominated carer) to accompany their child to and from residential school at the start and end of holidays and for parents to attend the Annual Review meeting?

	Agree	Neither agree or disagree	Disagree
Public Transport			
Car			

Young people and adults with SEND aged 16 – 25	Agree	Neither agree or disagree	Disagree
Q12 Do you agree that for young people with statements or Education Health Care Plans who move from schools to Further Education colleges at age 16 will have their travel needs reviewed.			
Looked after Children (LAC) with SEND	Agree	Neither agree or disagree	Disagree
Q13 Do you agree those young people who are the subject of a 'Care Order' granted to Haringey Children and Young People's Services and placed with foster-carers in another borough, are outside of Haringey Council's responsibility for providing transport.			

Q14 When deciding who should be entitled to free travel assistance which of the following do you think should be assessed?

	Yes	No	Maybe
Whether suitable public transport is available for the journey			
Whether other modes of travel are available (or example access to a family car or a vehicle funded through the Motability Scheme)			
Whether the service user is unable to walk or ride on public/community transport due to ability, behaviour or health			
Whether it places an unreasonable additional responsibility on the family or other carer.			
Whether transport is identified as part of an Education Health and Care Plan			
Whether the reason for the journey is to attend routine health and or social care appointments.			

Other criteria (Please list):

DRAFT

Q15 Do you agree with the principle of the policy 'to develop independence' through accessing the range of travel assistance options identified in the policy?

Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree

Comments:

Q16 Travel Assistance options - The policy suggests arrange of travel assistance options which are summarised in the table below. Please put y for yes for the ones you would use?

Travel Option	**Tick as many as you would be interested in using**
a) Provision of a travel card for the child to use on public transport (train, tube, DLR in addition to use of bus and tram currently available via Transport for London)	
b) Provision of a bus pass for a parent/carer or responsible adult (of parent/carer choice) to accompany the child to/from school.	
c) Reimbursement of mileage costs for parents/carers who are deemed able to transport their children to school in accordance with Her Majesty's Revenue & Customs (HMRC directions).	
d) An allocated Personal Budget for parent/carers to arrange transport themselves	
e) Passenger Assistance Transport Service (PATS) coordinates home-to-school transport for children and young people up to 25 years with special educational needs and disabilities as long as the passenger has an Education Health and Care plan identifying this level of assistance, is able to walk unaided or with support, is a wheelchair [or buggy] user or can transfer to a seat, and children looked after by the local authority.	
f) Home to school transport via existing school bus route.	
g) Licensed taxi with or without a passenger assistant.	
h)Community Ride - lifts in volunteers cars scheme (along the lines of the community ambulance schemes)	
i)Car Share Scheme. A lift maybe provided through a car journey matching service where a parent or carer already driving a similar route, has room and is willing to provide a lift to someone else, in these circumstances the driver maybe paid a mileage rate in line with HMRC's directions.	
j)Walking Bus - A community walking bus scheme led by a volunteer or parent(S) taking groups of pupils to their destination where it is practical and local.	
k) Travelmate – peer accompanied journeys	
l) ZipCar or CarNow scheme is a car club that gives you access to the car or van you need when you need it, perfectly maintained but with none of the hassle or expense or ownership.	
m) Licensed Taxi - In exceptional circumstances, travel assistance may be provided by licensed taxi with or without a passenger assistant.	
n) Dial-a-Ride membership is open to people with a permanent or long-term disability which prevents them using scheduled public transport services. https://tfl.gov.uk/modes/dial-a-ride/	

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o) Taxicard is a service that allows Haringey residents, with a mobility impairment that prevents them from using buses or trains, to travel in licensed radio taxis or black cabs at lower rates. http://www.haringey.gov.uk/environment-and-transport/travel/passes-and-concessions/taxicard	
p) Travel Training – provides support to gain confidence and independence; is a gradual process which finishes with unaccompanied journeys.	

Q17 Put in your priority order what you think the main purpose for using travel assistance is? (1 for highest and 5 for lowest priority)

	1	2	3	4	5
To achieve the quickest travel time from A to B					
For the convenience of the carer					
To develop the independence of the service user					
To reduce the costs of the service user/carer					
To improve the health of the service user					
Other (please describe)					

Q18 In the policy it mentions that travel assistance entitlements will be reviewed regularly. How long a period of time (in weeks) do you think is reasonable for transition when the need for travel assistance changes? (Please bear in mind that travel assistance could increase or decrease).

_____weeks

Comments:

Q19 If you are a carer would you be interested in any of the following (Please put y for yes and n for no)

Would you be interested in attending Travel Training so that you could train the person you care for?	
Would you be interested in attending Travel Training so that you could train other carers?	
Would you be interested in attending Travel Training so that you could train other service users?	
Would you be willing to Car share your car?	
Would you be willing share a ride in someone else's car?	
Would you be interested in using something like Zipcar or DriveNow car schemes?	

Comments:

Q20 Overall do you agree with the purpose of the travel policy?

Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree

Comments:

Q21 Please provide any other comments you have about the draft Policy here.

2. <u>Adults Social Services Travel Policy Questions:</u>

DRAFT

Introduction

This questionnaire is aimed at gaining the views on the new draft Haringey Travel Policy from residents of Haringey who are:

- Adults (18+) who use adult social services
- Carer of person/s who use adult social services

Haringey Council has developed a single travel policy to cover travel arrangements for all eligible children and young people with a special educational need and or disability and adults in receipt of adult social care and support to facilitate attendance at education and services. This Travel Policy sets out both the policy framework and the procedures for travel assistance including eligibility criteria, entitlement, how parents/carers/service users may apply, how decisions are made and how parents/carers service users may appeal against decisions with which they are unhappy.

The policy offers a single approach to travel assistance for children and young people attending school or college. The aim is to ensure that the service received and the user experience are consistent and that the most efficient, effective and suitable travel assistance is provided. Haringey Council expects all pupils to travel to their education provision by walking where possible, wheel chairing or making use of the free travel available on London Transport unless the following criteria apply. Haringey Council also provides travel arrangements through a variety of options to people with learning disabilities, mental health needs, physical disabilities, frailty and dementia across the borough. This policy outlines how we will move towards a consistent and equitable way of supporting such people in the provision of Council funded travel.

Haringey Council is committed to reducing traffic congestion, improving road safety and reducing the environmental impact of vehicle journeys by promoting alternative forms of travel, such as walking, wheel chairing, cycling and use of integrated public transport. Wherever possible, in the provision of travel assistance the Authority will consider travel options for ‘eligible children and adults’ that lead to reducing the number and length of vehicle journeys.

The policy is intended to provide clarity for parents/carers and service users in a wide range of circumstances, and to ensure that those with particular and significant needs are appropriately supported. The Policy is divided into two main sections Children and Young people (0 to 18 years) and Adults with Learning Disabilities and Disabilities (18+)

Background

Our three year Corporate Plan, Building a Stronger Haringey Together, sets out the vision and priorities for the Council over the next three years. Its underpinning principles of empowering communities to enable people to do more for themselves and promoting equality to enable each young person to thrive and to achieve their potential are reflected in this Travel Policy.

As well as seeking to ensure every child has the best start in life and that adults are enabled to lead healthy and fulfilling lives, the Council is also committed to improving our environment and to making Haringey one of the most cycling and pedestrian friendly boroughs in London.

This policy has been drafted therefore to promote independence and to enable mobility for children, young people and adults with additional needs and disabilities who may not be able

to access mainstream transport without assistance. This policy has been drafted to support wider policy imperatives of independence, personalisation and self-reliance and to ensure that all children, young people and adults are empowered to be as independent as possible.

This policy offers the opportunity to support a key aim of the Special Educational Needs and Disabilities Reform 2014 which is preparing children and young people with special educational needs (SEN) and disabilities for adulthood. Being supported towards greater independence and employability can be life-transforming for children, young people and adults with SEN. Preparing for adulthood includes preparing for independent living and being as healthy as possible in adult life, themes echoed in Haringey's Health and Wellbeing Strategy with its focus on obesity, long term conditions and mental health and wellbeing and in the Corporate Plan.

Purpose

We wish to get the views of Adult Social Service Users and their carers on the proposals in the new Travel Policy, a summary of which is attached. If you are unclear on how the policy affects you from the summary please look at the full document on the Haringey Council website. If you are still unclear please discuss with your social worker.

Q1. Please y in the box which best describes you

A carer	
An adult social services user	
Neither a carer nor Adult social services user	

Q2. Is the service user in:

a) Residential care?

Yes	no

b) Supported housing?

Yes	no

Q3 Is the service user in receipt of any mobility benefit?

Yes	no	Don't know

Q4 It is proposed under the new policy that any travel arrangements will be agreed on an individual basis determined by needs led. The main need the Travel policy aims to

meet is to help adult service user's move to a point of greater independence. Do you agree with this?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q5. Do you agree that travel assistance from the local authority should only be provided if no other suitable transport option is available?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q6 When deciding who should be entitled to free travel assistance which of the following do you think should be assessed?

	Yes	No	Maybe
Whether suitable public transport is available for the journey			
Whether other modes of travel are available (or example access to a family car or a vehicle funded through the Motability Scheme)			
Whether the service user is unable to walk or ride on public/community transport due to ability, behaviour or health			
Whether it places an unreasonable additional responsibility on the family or other carer.			
Whether transport is identified as part of a Continuing Health Care Package or Section 117 of the Mental Health Act;			
Whether the reason for the journey is to attend routine health appointments unless it is part of an agreement with health.			

Other criteria (please list):

Comments:

Q7 Do you think that people in receipt of a mobility benefit should use this to pay for travel assistance from the local authority?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

DRAFT

Q8 Do you think those people in residential care who are charged a contribution for transport by their residential provider should have their local authority travel assistance costs paid for by the provider?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q9 Do you think those people in supported housing who are charged a contribution for transport by their supported housing provider should have their local authority travel assistance costs paid for by the provider?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q10 Some people are able to get reduced fares due to their circumstances, these are called concessionary fares. Do you think people in receipt of concessionary fares should use this before they are allowed to access travel assistance from the local authority?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q11 Do you agree with the principle of the policy 'to develop independence' through accessing the range of travel assistance options identified in the policy?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q12 Do you agree with principle of the policy 'to be needs led'?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q13 Put in your priority order what you think the main purpose for using travel assistance is? (1 for highest and 5 for lowest priority)

DRAFT

	1	2	3	4	5
To achieve the quickest travel time from A to B					
For the convenience of the carer					
To develop the independence of the service user					
To reduce the costs of the service user/carer					
To improve the health of the service user					
Other (please describe)					

Q14 In the policy it mentions that travel assistance entitlements will be reviewed regularly. How long a period of time (in weeks) do you think is reasonable for transition when the need for travel assistance changes? (Please bear in mind that travel assistance could increase or decrease).

_____weeks

Comments:

Q15 Assisted travel - The policy suggests arrange of travel assistance options which are summarised in the table below. Please put y for yes for the ones you would use?

Travel Option	**Tick as many as you would be interested in using**
a) Provision of a travel card for the child to use on public transport (train, tube, DLR in addition to use of bus and tram currently available via Transport for London)	
b) Provision of a bus pass for a parent/carer or responsible adult (of parent/carer choice) to accompany the child to/from school.	
c) Reimbursement of mileage costs for parents/carers who are deemed able to transport their children to school in accordance with Her Majesty's Revenue & Customs (HMRC directions).	
d) An allocated Personal Budget for parent/carers to arrange transport themselves	
e) Passenger Assistance Transport Service (PATS) coordinates home-to-school transport for children and young people up to 25 years with special educational needs and disabilities as long as the passenger is able to walk unaided or with support, is a wheelchair [or buggy] user or can transfer to a seat and children looked after by the local authority.	
f) Home to school transport via existing school bus route.	

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g) Licensed taxi with or without a passenger assistant.	
h)Community Ride - lifts in volunteers cars scheme (along the lines of the community ambulance schemes)	
i)Car Share Scheme. A lift maybe provided through a car journey matching service where a parent or carer already driving a similar route, has room and is willing to provide a lift to someone else, in these circumstances the driver maybe paid a mileage rate in line with HMRC's directions.	
j)Walking Bus - A community walking bus scheme led by a volunteer or parent(S) taking groups of people to their destination where it is practical and local.	
k)Travelmate – peer accompanied journeys	
l) ZipCar or CarNow scheme is a car club that gives you access to the car or van you need when you need it, perfectly maintained but with none of the hassle or expense or ownership.	
m) Licensed Taxi - In exceptional circumstances, travel assistance may be provided by licensed taxi with or without a passenger assistant.	
n) Dial-a-Ride membership is open to people with a permanent or long-term disability which prevents them using scheduled public transport services. https://tfl.gov.uk/modes/dial-a-ride/	
o) Taxicard is a service that allows Haringey residents, with a mobility impairment that prevents them from using buses or trains, to travel in licensed radio taxis or black cabs at lower rates. http://www.haringey.gov.uk/environment-and-transport/travel/passes-and-concessions/taxicard	
p) Travel Training – provides support to gain confidence and independence; is a gradual process which finishes with unaccompanied journeys.	

Q16 If you are a carer would you be interested in any of the following

(Please put y for yes and n for no)

Would you be interested in attending Travel Training so that you could train the person you care for?	
Would you be interested in attending Travel Training so that you could train other carers?	
Would you be interested in attending Travel Training so that you could train other service users?	
Would you be willing to Car share your car?	
Would you be willing share a ride in someone else's car?	
Would you be interested in using something like Zipcar or DriveNow car schemes?	

Comments:

Q17 Overall do you agree with the purpose of the travel policy?

Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree

Comments:

Q18 Please provide any other comments you have:

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MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Thursday, 11th February, 2016, 14:00

PRESENT:

Councillors: Peter Morton (Chair)

129. FILMING AT MEETINGS

The Cabinet Member referred those present to Agenda Item 1 as shown on the agenda in respect of filming at this meeting and asked that those present reviewed and noted the information contained therein.

130. URGENT BUSINESS

None.

131. PROPOSAL FOR A NEW MODEL OF CARERS' SUPPORT SERVICES

The Cabinet Member considered a report which sought approval for a 30 day consultation with stakeholders on the proposed new model of carers' support services. The report also sought Cabinet Member approval to delegate to the Director of Adult Services and the Assistant Director for Commissioning the authority to agree the final model for the new carers' support service, following due consideration of the feedback from the consultation.

RESOLVED

1. To consider the options appraisal and preferred model for carers' support services to be delivered in the community;

2. To approve Option 3 that provides for a holistic carers' support services delivered by an external provider;

3. To approve for consultation with stakeholders for a period of 30 days the proposed new model of carers' support service and as set out in paragraph 1.5 in the Appendix 2 of the report.

4. To delegate to the Director of Adult Services and the Assistant Director for Commissioning the authority to agree the final model for the new carers' support service, following due consideration of the feedback from the consultation.

132. NEW ITEMS OF URGENT BUSINESS

N/A

CHAIR: Councillor Peter Morton

Signed by Chair ……..

Date ……

MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Tuesday, 1st March, 2016, 10:00

PRESENT:

Councillors: Councillor Alan Strickland

133. FILMING AT MEETINGS

The Cabinet Member referred those present to Agenda Item 1 as shown on the agenda in respect of filming at this meeting and asked that those present reviewed and noted the information contained therein.

134. URGENT BUSINESS

None.

135. EXTENSION OF HOUSING RELATED SUPPORT CONTRACT - ONE HOUSING GROUP

The Cabinet Member considered a report which sought approval for an extension of the current contract with One Housing Group at the annual contract value of £664,274 as allowed under Contract Standing Orders 10.02.2 and 16.02 for one year, from 1 August 2016 to 31 July 2017.

RESOLVED

To extend the current contract at the annual contract value of £664,274 as allowed under Contract Standing Orders 10.02.2 and 16.02 for one year, from 1 August 2016 to 31 July 2017.

136. NEW ITEMS OF URGENT BUSINESS

N/A

CHAIR:

Signed by Chair ……..

Date ……

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Report for: **Cabinet 15 March 2016**

Item number: **20**

Title: Delegated Decisions and Significant Actions

Report authorised by : Nick Walkley, Chief Executive

Bernie Ryan AD Corporate Governance

Lead Officer: **Ayshe Simsek**

Ward(s) affected: **Non applicable**

Report for Key/ Non Key Decision: **Information**

1. Describe the issue under consideration

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions (decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

2. Cabinet Member Introduction

Not applicable

3. Recommendations

That the report be noted.

4. Reasons for decision

Part Three, Section E of the Constitution – Responsibility for Functions, Scheme of Delegations to Officers - contains an obligation on officers to keep Members properly informed of activity arising within the scope of these delegations, and to ensure a proper record of such activity is kept and available to Members and the public in accordance with legislation. Therefore, each Director must ensure that there is a system in place within his/her business unit which records any decisions made under delegated powers.

Paragraph 3.03 of the scheme requires that Regular reports (monthly or as near as possible) shall be presented to the Cabinet Meeting, in the case of executive functions, and to the responsible Member body, in the case of non executive functions, recording the number and type of all decisions taken under officers' delegated powers. Decisions of particular significance shall be reported individually.

Paragraph 3.04 of the scheme goes on to state that a decision of "particular significance", to be reported individually by officers, shall mean a matter not within the scope of a decision previously agreed at Member level which falls within one or both of the following:

(a) It is a spending or saving of £100,000 or more, or
(b) It is significant or sensitive for any other reason and the Director and Cabinet Member have agreed to report it.

5. Alternative options considered

Not applicable

6. Background information

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions) decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

Officer Delegated decisions are published on the following web pagehttp://www.minutes.haringey.gov.uk/mgDelegatedDecisions.aspx?bcr=1

7. Contribution to strategic outcomes

Apart from being a constitutional requirement, the recording and publishing of executive and non executive officer delegated decisions is in line with the Council's transparency agenda.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Where appropriate these are contained in the individual delegations.

9. Use of Appendices

The appendices to the report set out by number and type decisions taken by Directors under delegated powers. Significant actions
(Decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

10. Local Government (Access to Information) Act 1985

Background Papers

The following background papers were used in the preparation of this report;

Delegated Decisions and Significant Action Forms
Those marked with ♦ contain exempt information and are not available for public inspection.

The background papers are located at River Park House, 225 High Road, Wood Green, London N22 8HQ.

To inspect them or to discuss this report further, please contact Ayshe Simsek on 020 8489 2929.

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CYPS

Significant decisions - Delegated Action - For Reporting to Cabinet on 15 March 2016

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.			
2.			
3.			
4.			

Delegated Action

Type		Number
8.02 Production of recruitment videos	£5900	1
8.03 Software License	£17840	1
10.01 Statutory assessments	£10,000	1

Director's Signature .
Jon Abbey

Date 3.3.2016

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DIRECTORATE OF REGENERATION, PLANNING AND DEVELOPMENT

Significant decisions - Delegated Action 2015/2016 – February 2016

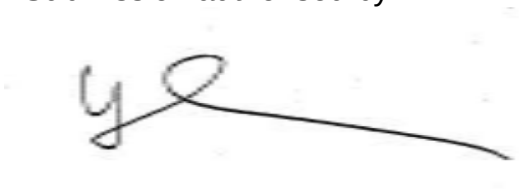
♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1. ♦	17.02.16	Approval for award of contract under CSO 9.01.6c – High Road West Legal Advisors.	For the Director of Regeneration, Planning and Development to approve the award of contract to Pinsent Masons at a total cost of £499,999.
2. ♦	25.02.16	Medium Size Estate Renewal Programme – Appointment of Consultants to undertake Development Capacity/Feasibility Studies & Options Appraisals	For the Director of Regeneration, Planning and Development to approve the appointment of Atkins to undertake Development Capacity/Feasibility Studies & Options Appraisals in the sum of £341,444.08.

Delegated Action

Type	Project	Value
Request for implementation of CSO 9.06.01c	Contract award for Wood Green model Lyn Garner 22.02.16	<£20,000

Submission authorised by:



Lyn Garner
Director of Regeneration, Planning and Development Date: 3 March 2016

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(Public Health)

Significant decisions - Delegated Action - For Reporting to Cabinet on 15 March 2016

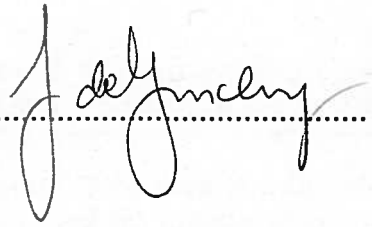
♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1	1 March 2016	Award of Contract for the Oral Health Promotion Programme	To approve the award of contract in accordance with 9.06.1(c) for the provision of an oral health promotion programme to Whittington Health NHS Trust for a period of two years commencing 1st April 2016 to 31st March 2018 at a value of £154,000.

Delegated Action

Type	Number
The Director of Public Health agreed to waive the requirement to tender and award a contract in respect of Ilse Almot Women's Centre to supply crèche workers in support of the HENRY parent programme which will be delivered in various children's centres and primary schools in Haringey - £2,200. 12 Jan 2016	1
The Director of Public Health agreed to waive the requirement to tender and award a contract for £10,000 for one year commencing February 2016 to A-Life for the delivery of a physical activity and nutrition programme in schools – 3 Feb. 2016	2
The Director of Public Health agreed funding for the SHINE Enterprise centre. The contract will run from 1st April 2015 to 31st March 2016. The value of the contract will be 20k – 3 Feb. 2016	3
The Director of Public Health agreed to award a contract to Fruition to design and deliver a level 3 accredited train the trainers Speakeasy course. The contract will run from February 2016 to 31th April 2016. The maximum value will be £20,000 – 17 Feb. 2016	4
The Director of Public Health agreed to an extension of contract for the Safer London Foundation for the delivery of training in Haringey, in support of the CSE prevention programme in schools. The contract extension will be for 12 months for the period of March 2016 until March 2017. The value will be £39,000 – 23 Feb. 2016	5

The Director of Public Health agreed to award a contract to HAGA for Enhanced Community Detoxification (ECD). The contract will run from 31st March 2015 to 30th April 2017. The maximum value will be up to £99,000 – 23 Feb. 2016	6
The Director of Public Health approved to extend the contract for violence against women and girls prevention activities for children and young people (POW Project) for a period of 12 months commencing from 1st April 2016 to 31st March 2017. Maximum value £57,349 – 1 March 2016	7

Director's Signature  Date.....7 March 2016.....

Commissioning

Significant decisions - Delegated Action - For Reporting to Cabinet on 15th March 2016

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	04/03/2016	**Healthwatch contract extension**	The current Haringey Healthwatch contract with Public Voice CIC is extended for a further year from 1st April 2016 to 31st March 2017. The value of this contract extension is £180,000.
2.	16/02/2016	**Markfield contract extension**	The existing contract for the provision of a Parent Partnership Service has been extended for a period of two years, effective 1st April 2016 to 31st March 2018. The value of this contract extension is £191,711.94.
3.			
4.			

Delegated Action

Type	Number

SLT Officer/Assistant Director Signature ..... Date 07/03/2016

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CHIEF OPERATING OFFICER

Significant decisions - Delegated Action - For Reporting to Cabinet 15 March 2016

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	**28.01.16**	**Contract for the provision of Data Analysis services re Anti Social Behaviour in the Private Rented Sector**	For the Chief Operating Officer to approve the revision of the agreed contract sum. The original contract was awarded for £18,000 under contract standing order 4400000966. The final contract invoice has been submitted for £20,000 due to additional work that was required by the consultants.
2.	**12.02.16**	**♦Phase 8 ST8B Internal Refurbishment works Decent Homes 2015/16**	That the Chief Operating Officer approves the AMP submitted by Keepmoat Limited for the above project in the sum of £1,149,239.96 and a contract period of 25 weeks as allowed under the Council's CSO 9.06.1.d as delegated to the Chief Operating Officer by Cabinet on 12/11/2013 as set out in the Major Capital Works Contractor Framework report. That the Chief Operating Officer authorises Haringey's Legal Department to issue a letter of Intent up to and not exceeding 10% of the contract sum as allowed under the Council's CSO 9.07.3. At the Cabinet Meeting of the 12 November 2013 Members resolved that approval of individual AMPs for contracts let under the Major Works Framework up to the value of £6.5m, be delegated to the Director of Adult and Housing Services after consultation with the Cabinet Members for Regeneration and Housing and for Finance, Employment and Carbon Reduction. The role of Director of Adult and Housing Services no longer exists and these duties are now included in the duties of the Chief Operating Officer. Under CSO 9.07.3 the Chief Operating Officer has the authority to approve the issuance of a Letter of Intent up to 10% of the contract sum. Therefore the Assistant Director of Corporate Governance sees no legal reasons preventing the Chief Operating Officer from approving the recommendations in the report.

CHIEF OPERATING OFFICER

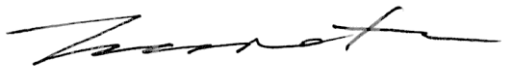
Significant decisions - Delegated Action - For Reporting to Cabinet 15 March 2016

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
3.	**12.02.16**	**♦Phase 8 ST9B Internal Refurbishment works Decent Homes 2015/16**	That the Chief Operating Officer approves the AMP submitted by Keepmoat Ltd for internal Decent Homes works for the above project in the sum of £278,277.87 with a contract period of 25 weeks as allowed under the Council's CSO 9.06.1.d as delegated to the Chief Operating Officer by Cabinet on 12/11/2013 as set out in the Major Capital Works Contractor Framework report. That the Chief Operating Officer authorises Haringey's Legal Department to issue a letter of Intent up to and not exceeding 10% of the contract sum as allowed under the Council's CSO 9.08.3. At the Cabinet Meeting of the 12 November 2013 Members resolved that approval of individual AMPs for contracts let under the Major Works Framework up to the value of £6.5m, be delegated to the Director of Adult and Housing Services after consultation with the Cabinet Members for Regeneration and Housing and for Finance, Employment and Carbon Reduction. The role of Director of Adult and Housing Services no longer exists and these duties are now included in the duties of the Chief Operating Officer. Therefore the Assistant Director of Corporate Governance sees no legal reasons preventing the Chief Operating Officer from approving the recommendations in the report.
4.			

Delegated Action

Type	Number

Chief Operating Officer Signature  Date 04.03.16

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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