

NOTICE OF MEETING

CABINET

Tuesday, 17th May, 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

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 15 below. New items of exempt business will be dealt with at Item 18 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 [16]: Exclusion of the Press and Public**. No representations with regard to these have been received.

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.

6. **MINUTES (PAGES 1 - 18)**

To confirm and sign the minutes of the meeting held on the 15 March 2016 as a correct record.

7. **DEPUTATIONS/PETITIONS/QUESTIONS**

To consider any requests received in accordance with Committee Standing Orders.

8. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE (PAGES 19 - 66)

Cabinet will be asked to note The Scrutiny Review of Community Infrastructure Levy – Governance Arrangements and agree the Cabinet's response to the recommendations included at appendix 2 of the report.

9. THE FUTURE DELIVERY OF WOLVES LANE HORTICULTURAL CENTRE (PAGES 67 - 82)

[Report of the Chief Operating Officer. To be introduced by the Cabinet Member for Environment.] Members will be asked to agree ceasing the current service provision at WLHC in April 2017 in line with the findings of the service review detailed in the attached report.

Cabinet will also be asked to agree for expressions of interest for the future use of WLHC to be sought from suitably qualified organisations and that the outcomes of this exercise are reported back to Cabinet before the end of 2016.

10. WHITE HART LANE STATION APPROACH - ARCHITECTURAL SERVICES (PAGES 83 - 136)

[Report of the Tottenham Director. To be introduced by the Cabinet Member for Housing and Regeneration.] This report seeks approval for the appointment of a multi-disciplinary consultancy team to support the Council in delivering the public realm around White Hart Lane Station. The project provides highways and streetscape improvements along Love Lane, Penhurst Road and White Hart Lane between Creighton Road and the High Road. The Transport for London "LIP" funded scheme will provide vital infrastructure required to progress the High Road West regeneration scheme, approved by Cabinet, Dec 2014, and wider regeneration, including the Northumberland Development Project ("Spurs scheme").

11. ESTABLISHMENT OF CABINET SUB COMMITTEES 2016/17 (PAGES 137 - 162)

[Report of the Assistant Director for Governance. To be introduced by the Leader of the Council]. The report will seek to appoint Members to serve on the sub committees set out below for the new municipal year 2016/17 and to confirm the terms of reference of these committees:

- Corporate Parenting Advisory Committee
- LHC Joint Committee.

12. CABINET MEMBER APPOINTMENTS FOR 2016/17 TO THE COMMUNITY SAFETY PARTNERSHIP (CSP) AND HEALTH AND WELLBEING BOARD. (PAGES 163 - 176)

[Report of the Assistant Director of Corporate Governance. To be introduced by the Leader of the Council.]This report sets out the proposed Cabinet appointments for 2016/17 to the Community Safety Partnership (CSP) and Health and Wellbeing Board. These bodies will consider and confirm their terms of reference at their first respective meetings of the new municipal year.

13. MINUTES OF OTHER BODIES (PAGES 177 - 188)

To note the minutes of the following:

Cabinet Member signing on the 8th March 2016
Cabinet Member signing on the 14th March 2016
Cabinet Member signing on the 14th of March 2016
Cabinet Member signing on the 15th March 2016
Cabinet Member signing on the 17th March 2016
Leader's Signing on the 18th March 2016

14. SIGNIFICANT AND DELEGATED ACTIONS (PAGES 189 - 196)

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

15. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at Item 3 above.

16. EXCLUSION OF THE PRESS AND PUBLIC

Note from the Democratic Services and Scrutiny Manager

Items 17&18 allow for the consideration of exempt information in relation to Items, 10 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

17. WHITE HART LANE STATION APPROACH - ARCHITECTURAL SERVICES (PAGES 197 - 198)

As per item 10.

18. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at Item 3 above.

Ayshe Simsek
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Monday 9th May 2016

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**MINUTES OF THE MEETING OF THE CABINET HELD ON
Tuesday, 15th March, 2016, 18:30**

PRESENT:

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

205. FILMING AT MEETINGS

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

206. APOLOGIES

Apologies for absence were received from Cllr Strickland and Cllr McNamara.

207. URGENT BUSINESS

There were no items of urgent business received.

208. DECLARATIONS OF INTEREST

No declarations of interest were received.

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

No representations were received.

210. MINUTES

The minutes of the meeting held on 9th February 2016 were agreed as a correct record of the meeting.

**211. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY
COMMITTEE**

None.

212. DEPUTATIONS/PETITIONS/QUESTIONS

There were no deputations, questions or petitions put forward to the meeting that concurred with Committee Standing Orders.

213. PROVISIONAL OUTTURN REPORT

The Cabinet Member for Resources and Culture introduced the report which provided an updated position based on budget managers period 10 projections for the 2015/16 revenue and capital outturn position. The gross position on the General Fund was an estimated overspend of £11.1m. The Risk Reserve of £2.2m had been applied to provide mitigation and, as agreed at the November Cabinet meeting, a further £5m of reserves was to be used to manage this position further. The revised position was a net forecast overspend of £3.9m. The Cabinet Member advised that, as in previous years, this position may be reduced further during the summer when the final outturn report was produced. Cabinet noted that unearmarked reserves would need to be used to reduce this figure further.

RESOLVED

1. To note the report and the Council's 2015/16 provisional outturn position in respect of net revenue and capital expenditure;
2. To 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. To maintain under review the key risks and issues identified in this report in the context of the Council's on-going budget management responsibilities.

Reasons for decision

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

Alternative options considered

The report proposed that the Cabinet considered 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 were therefore been considered.

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

214. DISCRETIONARY BUSINESS RATES RELIEF POLICY

The Cabinet Member for Resources and Culture introduced the report which set out the new discretionary business rates relief policy and reflected significant changes to the policy, legal, and financial frameworks governing business rates that had taken place since the existing policy was implemented in 1990.

The Cabinet Member advised that, given the financial constraints the Council were facing, it would be increasingly reliant on local sources of income and in doing so

would need to support local economic growth. The Cabinet Member also advised that the report supported Council priorities, particularly around jobs and regeneration. The Cabinet Member thanked all of the residents and traders who were involved in the consultation process.

The Leader asked Cabinet to approve the recommendations at section 3.1 of the report.

RESOLVED

To approve the new Discretionary Business Rates Relief Policy, as appended to the report at Appendix A and described in more detail at section 6 of the report. This

1. 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)
2. Updates and makes the following changes to the 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, counseling 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:
 - a) employment and skills support services
 - b) organisations that promote health and wellbeing for local residents and a clean local environment

- c) 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
- d) children's playgroups

Reasons for decision

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

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:

1. 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.
2. Support the Council's Medium Term Financial Strategy.

Alternative options considered

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

Local

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.

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

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.

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.

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.

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.

Legal

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.

Financial

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.

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.

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 transitional relief.

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 transitional relief.

215. HARINGEY, CAMDEN AND ISLINGTON ICT SHARED SERVICES PROGRAMME

The Cabinet Member for Resources and Culture introduced the report which sought approval from the Cabinet for the Council to join an existing shared Information and Communications Technology (ICT) service with the London Boroughs of Camden and Islington. The shared arrangements were due to commence formally in October 2016.

A review of the Council's ICT service, carried out by SOCITM (Society of Information Technology Management), found clear alignment in the strategic direction of all three councils and the outcomes required from their respective ICT functions to deliver change and support future savings plans. The Cabinet Member emphasised that additional savings, on top of what had been identified in the Medium Term Financial Strategy, were expected as a result of joining the ICT service with Islington and Camden.

The Leader asked Cabinet to approve the recommendations set out at section 3 of the report.

RESOLVED

1. To establish a shared ICT service between Haringey, Camden and Islington Councils;
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. To note that the Leader, subject to the Cabinet agreement of recommendations 1 & 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;
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;
5. To agree the Council'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;
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.

Reasons for decision

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.

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 neighboring local authorities will help the Council to deliver this transformation at greater speed and reduced cost.

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.

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

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.

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.

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

Alternative options considered

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.

There was 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.

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.

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.

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.

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.

216. MANAGEMENT AGREEMENT WITH HOMES FOR HARINGEY FOR HOUSING SERVICES

The Leader introduced the report which sought approval for the new Management Agreement with Homes for Haringey, following the decision by Cabinet in September 2015, which had considered recommendations from a cross-party working group, and agreed to retain Homes for Haringey as the Council's Arms Length Housing Management Company with a new contract for ten years in duration. The contract was due to expire on 31st March 2026, with a review after five years.

RESOLVED

1. To note that the Management Agreement requires the consent of the Secretary of State.
2. To approve 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 Agreement is received from the Secretary of State if later than 1st April 2016.
3. To delegate 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.

Reasons for decision

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.

Alternative options considered

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 the report.

The recommended approach provided 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.

217. MONUMENT WAY DISPOSAL

The Leader introduced the report which sought approval to dispose of the Monument Way site to Newlon Housing Trust. Approval was sought to grant right to buy receipts to Newlon Housing Trust to enable a scheme with a proportion of affordable rent homes significantly above the current planning policy requirement. The Leader commented that Monument Way was located in Tottenham Hale, which had been designated as a Housing Zone by the Mayor of London and the Council was keen to bring forward new housing developments, including as much affordable housing as possible. In order to facilitate this, the Council needed to bring forward sites that it owned for redevelopment. The Leader advised that the proposal included the use of right to buy receipts, enabling this funding to be utilised to provide as much affordable housing as possible.

In response to a question from Cllr Morris, the Leader agreed that the consideration of open space and light was important in delivering high quality developments but stated that ensuring that one of the plots was maintained as open space would be a matter for Planning Committee to determine. The AD Capital Major Projects advised that the fourth plot was excluded from the land that was being transferred to Newlon Housing Trust and would be kept for public realm works.

In response to further questions from Cllr Morris, the Leader advised that all 44 units would be affordable homes and also advised that the Council were unable to insulate the development from the potential of the units being available under the right to buy scheme in the future. The Leader further advised that right to buy had been extended to housing association tenants and the Council had to operate within the law.

RESOLVED

1. To declare the Monument Way site (shown edged red on the site plan attached at Appendix A of the report) surplus to requirements.
2. 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.

3. 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 of the report) from Holy Trinity School and part of the land shaded orange on the plan attached in Appendix A of the report from Transport for London and to dispose to Newlon Housing Trust as part of recommendation 3.1 (b) of the report 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.
4. 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.
5. 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 of the report and subject to Newlon Housing Trust entering into a funding agreement and 100% Nominations Rights for the minimum of 44 affordable rented units.

Reasons for decision

The Monument Way site sits within the Tottenham Housing Zone. Officers considered the site suitable for affordable rent homes and was able to use right to buy receipts to maximise the affordable rent position. The site could be delivered relatively quickly and independently of other sites in the Housing Zone and is a priority since Council has an urgent demand for affordable rent homes.

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) of the report.

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.

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) of the report.

The Council holds the freehold of most of the land within the Monument Way site 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) of the report.

Draft Heads of Terms can be found in Part B of the report; 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) of the report.

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) of the report.

Alternative options considered

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.

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 provided.

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.

218. PURCHASE OF THE HEAD LEASE AT 40 CUMBERLAND ROAD, LONDON N22 7SG

The Leader introduced the report which sought approval for the purchase of the head lease for the property at 40 Cumberland Road to provide the Council with an unencumbered freehold interest in the site. The Leader identified that the proposal was important in terms of the regeneration of Wood Green and the need for the Council to have leverage through land ownership in the area.

In response to a question from Cllr Morris, the Leader advised that any decision on the Wood Green section of Crossrail 2 being delayed had not been taken and that the National Infrastructure Commission has made some recommendations on options for scaling back the costs. Further work was required from Transport for London to assess costs and further funding announcements from HM Treasury would be monitored going forward. Final consideration of the route was expected in the summer.

The Leader added that the Piccadilly Line was due to be upgraded to deal with a one-third increase in capacity. Therefore, regardless of Crossrail 2, the transport infrastructure improvements around Wood Green would be substantial, and would support significant economic and housing growth. The Leader advised that the Council would need to be working on the basis that Crossrail 2 would be progressing as planned but with growth and regeneration potential in and around Wood Green, the borough would not be reliant upon Crossrail 2.

RESOLVED

1. To purchase of the Head Lease of the property located at 40 Cumberland Road as outlined red on the plan attached in Appendix A of the report 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.

Reasons for decision

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.

Alternative options considered

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.

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.

219. NOEL PARK CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

The Cabinet Member for Planning introduced the report which sought Member approval for the adoption of the finalised draft of the Noel Park Conservation Area Appraisal and Management Plan, following the consultation process that had been undertaken on the draft report and the representations received.

The Cabinet Member for Planning thanked the local community, Historic England and Planning Officers for their contributions. The Cabinet Member advised that the Noel Park Conservation Area was one of the many valuable heritage sites in the borough and by working with key stakeholders, the Planning Service had been able to develop an updated character appraisal and management plan to drive future work across the Council and to ensure that the area's special character was preserved. The Cabinet Member recommended the report to Cabinet and advised that the report sought approval for extending the conservation area and Article 4 designations, as per the recommendations contained in the appraisal.

RESOLVED

1. To note the comments received from 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 of the report and set out in the Consultation Statement at Appendix 2 of the report;
2. To approve the adoption and publication of the finalised draft Noel Park Conservation Area Appraisal and Management Plan as attached at Appendix 2 of the report;
3. To authorise the extension of the existing Article 4 Direction to cover the entire designated conservation area in accordance with the appraisal recommendations and instruct 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.

Reasons for decision

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 insensitive 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.

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.

Alternative options considered

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.

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).

220. AUTHORITY MONITORING REPORT (AMR) 2014-15

The Cabinet Member for Planning introduced the Authority Monitoring Report (AMR) which assessed the effectiveness of Haringey's planning policies. The AMR covered

the monitoring period from 1st April to 31st March 2015 and was the first one produced since the Corporate Plan 2015-18 was published. The report therefore also assessed performance against the priority outcomes reflected in the Corporate Plan.

The report also sought to set out a framework for future reporting and explore opportunities for alignments with corporate monitoring processes. The Cabinet Member advised that the report highlighted the challenges faced in delivery of new homes, with the number of affordable homes being delivered, 406, falling short of the requirements set out in the London Plan. The Cabinet Member also advised that changes in funding for affordable homes and legislative changes meant that delivery levels of affordable homes would likely be reduced further going forward.

In response to a question from Cllr Morris, the Cabinet Member for Planning acknowledged the issue of pedestrian safety and responded that enforcement of the Council's 20 MPH zone was a significant factor in the Council's attempts to reduce the number of pedestrian casualties on the Haringey's streets. The Cabinet Member for Planning also advised that the Council was in the process of developing an updated Transport Strategy that would include improvements to road safety and an early draft of this document could be shared with the Member.

RESOLVED

1. To note the findings of the Authority Monitoring Report (AMR) for the monitoring period 2014/15;
2. To approve the Authority Monitoring Report (AMR) 2014/15 for publication on the Council's website; and
3. To 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.

Reasons for decision

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.

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.

Alternative options considered

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.

221. UPDATE OF THE HARINGEY LOCAL DEVELOPMENT SCHEME (LDS) 2016 - 2019

The Cabinet Member for Planning introduced the report which set out the revised timetable for the Local Plan documents that the Council was looking to prepare over the coming years. The Cabinet Member for Planning advised that the revised Local Development Scheme (LDS) was intended to replace the current outdated LDS published in January 2015. The LDS forms an important component of the plan-making process because it keeps the public and other stakeholders informed of the planning policy documents the Council intends to prepare and the timescales that are being worked towards.

The Cabinet Member for Planning advised that as a result of the significant volume of representations received during the Local Plan consultation in 2015, delays had occurred in the process of producing the documents. Due to the importance of these documents, it was felt prudent to give sufficient opportunity for representations to come forward and additional time for their analysis.

RESOLVED

1. To note the revised Local Development Scheme (LDS) at Appendix A of the report; and
2. To adopt the revised LDS at Appendix A of the report and to bring this into effect on 1st April 2016.

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.

Alternative options considered

The option of not updating the LDS was considered but 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 was to revise the out-of-date project timetable in the LDS to reflect the current timetable to satisfy the legal requirements of the Act.

222. HARINGEY TRAVEL POLICY

The Cabinet Member for Children & Families introduced the report which set out the Council's intentions for consultation with a wide range of stakeholders before the final

Travel Policy was presented to Cabinet for approval later in the year. The Travel Policy was a statutory requirement that set out how the Council will meet its obligations with regards to pupils travelling to school and meet the travel requirements for adults with learning disabilities and disabilities. This was the first time both adult and children travel obligations had been brought together in one policy, following the Care Act 2014. The Cabinet Member advised that the Council was seeking to move towards a consistent and equitable way of supporting people in the provision of Council funded travel.

In response to a question from Cllr Morris, the Cabinet Member acknowledged that significant savings had to be made in Children's Services, including in the Home to School transport budget, but stated that officers were working closely with parents of children who had SEN issues to ensure that any changes to the service would not unduly impact the welfare of those children. The Cabinet Member added that the approach of the new policy was to make the system easier, taking into account the child's needs and also the need develop a sense of independence for when the children leave school. A full consultation was to be undertaken and the responses from it would be incorporated into a final report back to Cabinet.

RESOLVED

1. To approve the draft Travel Policy for consultation with stakeholders for a period of 90 days.
2. Officers to prepare a report for Cabinet on the feedback from the consultation undertaken and for a decision on the proposed Travel Policy.

Reasons for decision

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.

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.

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 chiring, 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.

Alternative options considered

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.

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.

223. MINUTES OF OTHER BODIES

RESOLVED

To note the minutes of the following meetings:

- Cabinet Member Signing on 11th February 2016.
- Cabinet Member Signing on 1st March 2016

224. SIGNIFICANT AND DELEGATED ACTIONS

RESOLVED

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

225. NEW ITEMS OF URGENT BUSINESS

None.

226. 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.

227. MONUMENT WAY DISPOSAL

As per Item CAB 217.

**228. PURCHASE OF THE HEAD LEASE AT 40 CUMBERLAND ROAD, LONDON N22
7SG**

As per Item CAB 218.

229. NEW ITEMS OF EXEMPT URGENT BUSINESS

None

CHAIR: Councillor Claire Kober

Signed by Chair

Date

Report for: Cabinet

Item number: 8

Title: Community Infrastructure Levy – Governance Arrangements

Report

authorised by: Lyn Garner, Director of Regeneration, Planning and Development

Lead Officer: Stephen Kelly Assistant Director – Planning

Ward(s) affected: ALL

Report for Key/

Non Key Decision: N/A

1. Describe the issue under consideration

1.1 Under the agreed terms of reference, scrutiny panels can assist the Council and the Cabinet in its budgetary and policy framework through conducting in-depth analysis of local policy issues and can make recommendations for service development or improvement. The panels may:

- Review the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- Conduct research to assist in specific investigations. This may involve surveys, focus groups, public meetings and/or site visits;
- Make reports and recommendations, on issues affecting the authority's area, to Full Council, its Committees or Sub-Committees, the Executive, or to other appropriate external bodies.

1.2 In this context, the Housing & Regeneration Scrutiny Panel (HRSP) conducted a review of the Haringey Community Infrastructure Levy, with a specific focus on governance arrangements needed to support allocation of receipts from the Community Infrastructure Levy to local neighbourhoods (the neighbourhood CIL). The panel conducted this review through a 'scrutiny in a day' format at a session with local stakeholders in December 2015.

1.3 The final report, attached at **Appendix 1**, details the conclusions and recommendations of the HRSP, and the Comments of the Planning Service to the recommendations .

2. Cabinet Member Introduction

The planning process plays a central part in the realisation of Haringey's growth aspirations. Ensuring that new development makes an appropriate contribution to the provision of community infrastructure led the Council to introduce its Community Infrastructure levy in November 2014. This welcome review by Scrutiny of the process and protocols that we use to ensure the fair and efficient use of receipts received through the levy disbursement of income received, will assist the planning service in implementing a fit for purpose process that will enable the participation of all the

community in the benefits from growth in our Borough. I would like thank the Scrutiny Panel and all those to participated in the review for their hard work.

3. Recommendations

- 3.1 That the Cabinet accept the recommendations of Scrutiny Panel as outlined in **Appendix 2**, and where these recommendations have cost implications the funding source should be determined by the Chief Operating Officer.

4. Reasons for decision

- 4.1 The evidence supporting the Panels' recommendations is outlined in the main body of the report (**Appendix 1**).

5. Alternative options considered

- 5.1 The evidence supporting the Panels' recommendations is outlined in the main body of the report (**Appendix 1**). The Cabinet could choose not to accept the recommendations, despite endorsement by the Planning Service. The Council does not currently have a protocol for the spending of CIL receipts and would have to prepare and adopt an alternative process.

6. Background information

- 6.1 The Community Infrastructure Levy (CIL) is a charge applied to new local development to help fund local infrastructure needs. Receipts from the CIL differ from other local contributions for development (i.e. S106) in that these are not site-specific and can be used to support wider community infrastructure needs in that locality.
- 6.2 The CIL was introduced in Haringey in November 2014 and receipts have begun to accrue during 2015/16. Whilst there is guidance to support the disbursement of funds from the strategic element of CIL income (approximately 85% of receipts), guidance for the distribution of the neighbourhood element is much less defined. This report details the work of the panel in identifying those principles and practices which should support the administration of the neighbourhood CIL.
- 6.3 The panel agreed a number of component objectives to guide its work, these were to:
- Assess the national and local policy framework for the collection and allocation of CIL receipts;
 - Assess policy and practice at early CIL adopter London Boroughs to help identify good practice;
 - Identify key principles and practice that should underpin governance arrangements for distribution of neighbourhood element of the CIL, particularly in relation to how community infrastructure projects are identified, prioritised and authorised;
 - Assess what arrangements should be in place to further support the distribution of CIL receipts in areas where Neighbourhood Forums are present;
 - Assess how the allocation neighbourhood CIL receipts can maximise opportunities for improving local infrastructure through alignment with other funding programmes both internal and external to the Council.
- 6.4 In responding to these objectives the panel collated evidence from a wide range of informants at a scrutiny in a day event, who included:
- Local council officers (Planning, Finance)
 - The Planning Officers Society

- Other local authorities
- Local Neighbourhood Forums
- A developer.

6.5 On the evidence received, the panel have made 13 recommendations which it hoped will contribute to the development of governance arrangements for the CIL.

7. Contribution to strategic outcomes

7.1 The work of the panel will contribute to Priory 4 of the Corporate Plan to promote sustainable housing, growth and employment.

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

Finance and Procurement

The recommendations within this report have cost implications as outlined in Appendix 2 that are estimated to cost £42,000 to implement. In agreeing those recommendations Cabinet are effectively agreeing to incur this cost. It is expected the majority of this cost can be recovered from the existing CIL Administration Fee.

However, given the ever-reducing funding available to the Council, wherever possible existing processes for consultation or engagement with members and other stakeholders should be used to avoid incurring additional cost.

For the non-neighbourhood portion of CIL, only projects on the Council Reg 123 list will be funded from CIL monies and as this list relates to infrastructure these projects will be capital expenditure in nature, therefore these CIL funded projects will normally form part of the wider Council Capital programme.

With respect to the neighbourhood portion of CIL spend, it will be important to ensure that the final process selected is open, transparent, able to be audited, and is cost effective. Where synergies can be achieved between neighbourhood CIL spend and existing or planned Council spend, or the achievement of strategic outcomes, such projects should be prioritised, especially as the infrastructure needs within the Borough are far in excess of what CIL could fund alone.

Legal

The Assistant Director of Corporate Governance has been consulted on the preparation of this report and comments as follows.

Setting and reviewing the Community Infrastructure Levy (CIL) must follow a statutory process. This is defined in the Planning Act 2008 and the **Community Infrastructure Levy Regulations 2010 (as amended)**.

In addition, there is considerable Government Planning Policy Guidance dealing with the approach to be adopted in setting and reviewing rates within the Charging Schedule. The process requires demonstrable consideration of evidence and consultation on that evidence. There is also a requirement to consider the outcome of that consultation prior to setting or reviewing a rate.

The Act and the Regulations also provide for a mechanism and process for the review of the Regulation 123 list which prescribes the infrastructure schemes against which the CIL recovered is to be applied.

These include external validation by an examiner appointed by the Secretary of State and may be subject to any modifications recommended by the examiner.

As pointed out in the National Planning Policy Guidance, the neighbourhood portion of the levy can be spent on a wider range of things than the rest of the levy, provided that it meets the requirement to “support the development of the area”.

Equality

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.

The report highlights the opportunity for the neighbourhood CIL to act as a means through which to engage and involve local communities. In this context, consultation arrangements needed to assess community priorities for local infrastructure should aim to include a wide range of local stakeholders and interest groups that reflect the local community.

9. Use of Appendices

Appendix 1 – report of Scrutiny Panel

Appendix 2 – Response by the Planning Service to recommendations

10. Local Government (Access to Information) Act 1985

Haringey CIL Charging Schedule <http://www.haringey.gov.uk/planning-and-building-control/planning/planning-applications/pre-application-guidance/community-infrastructure-levy-cil#cil-charging-schedule>

Appendix 1

Scrutiny Project

Governance arrangements for spending neighbourhood proportion of the Community Infrastructure Levy

A project from the Housing & Regeneration Scrutiny Panel

2015/16

Panel Membership	Cllr Eugene Akwasi-Ayisi (Chair)
	Cllr Gail Engert
	Cllr Tim Gallagher
	Cllr Eddie Griffiths
	Cllr Makuble Gunes
	Cllr Emine Ibrahim
	Cllr Martin Newton

Lead Officer: Martin Bradford, Policy Officer
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Chairs Foreword

The Localism Act (2011) introduced a neighbourhood element to the Community Infrastructure Levy (CIL) which required that a 'meaningful proportion' to be passed on to local neighbourhoods as a reward for accepting development or to encourage further development in that area.

Haringey adopted a CIL in 2014 and monies have slowly begun to accrue through this charge placed on local development. It is estimated that annual income from the CIL could reach £2million in future years, of which 15% (£300k) will be required to be spent in local neighbourhoods on priorities identified by local communities.

This review by the Housing & Regeneration Scrutiny Panel has focused on what governance arrangements are needed to ensure that the neighbourhood CIL is spent to best effect on those infrastructure projects that matter most to the local community.

The panel has collected a wide range of evidence to help determine some key principles and practices that should inform the development of governance arrangements for the neighbourhood CIL.

I would like to thank members of the panel, and all those who assisted us in our work on this review.



Cllr Eugene Akwasi-Ayisi
Chair, Housing & Regeneration Scrutiny Panel

Recommendations

1. In light of significant increases in both land values and house price sales since the last viability assessment in 2013, and to ensure that CIL remains an effective and efficient process through which to resource local infrastructure, it is recommended that the **Haringey CIL Schedule** should be reviewed during 2016.
2. It is important that Councillors, community groups, Neighbourhood Forums, and other community stakeholders have a clear understanding of the prospective income derived from the CIL and how this is apportioned to local areas (as defined in recommendation 3). It is recommended that both accrued and (where possible) **projected income** from the CIL for each area is published annually to support community infrastructure planning and development.
3. To ensure a fair distribution and to minimise associated administrative costs, it is recommended that the neighbourhood proportion of CIL income (outside neighbourhood forum areas) is apportioned to an **amalgam of local wards** rather than individual wards. It is suggested that in total, no more than 6-7 local areas are used for this purpose.
4. Community priorities for spending the neighbourhood element of the CIL should be identified through a **borough wide consultation**¹. This consultation should be multi-format and be sufficiently comprehensive so that analysis can determine priorities of individual areas (as defined in recommendations 3). Priorities for each area should be published and used to inform subsequent assessment and prioritisation of proposed projects for community infrastructure. (This should be repeated every 2-3 years).
5. Following community consultation to identify priorities, members, community groups, local residents, local businesses and other community stakeholders should be encouraged and supported to **nominate local infrastructure projects** for funding through the neighbourhood portion of the CIL. Such proposals should aim to outline how the proposed community infrastructure:
 - I. Match the local priorities (established in recommendation 4);
 - II. Supports further growth; or
 - III. Mitigates the impact of development in a local area.
6. To reduce associated costs, it is recommended that the consideration, authorisation and monitoring of community infrastructure projects funded through the neighbourhood portion of the CIL is undertaken through an **existing council body**. This body should:
 - Include representation from members and officers;
 - Should be open to public attendance (e.g. a meeting held in public);
 - Publish details of those proposals which have been approved.
7. It is likely that the projects proposals will exceed neighbourhood CIL funds available (particularly in the short term), it is therefore recommended that the Council **establish set of criteria** through which the body identified in recommendation 6 assesses and prioritises those projects to be authorised. It is recommended that the prioritisation criteria should include:

¹ Excepting Neighbourhood Plan Areas, which will have their own consultation and involvement plans;

- I. The degree to which proposals can be used to lever in additional investment (e.g. match funding, grants, or used to bid for funds for larger projects);
 - II. Whether further investment in local infrastructure can be secured from the proposal to create a virtuous circle of investment and development.
 - III. That proposals should have no revenue implications to the Council;
 - IV. The level of member and community support for the proposal (all proposals should have as a minimum 2 members to support);
 - V. That the proposal should be of sufficient scale for local impact, that is, there should be a minimum threshold for projects of **£2,500** with no maximum;
 - VI. If the proposal can be demonstrated to compliment and support other discretionary funding projects – e.g. Ward budgets.
 - VII. Those projects which are agreed are completed within **18-24 months** of authorisation
 - VIII. The degree to which the project represents value for money.
8. Given the community leadership role of elected members, it is recommended that **local councillors** should be encouraged and supported to play an active role in the role in the operation of the neighbourhood CIL fund through:
- Ensuring local residents, community groups and other groups participate in borough-wide consultation to identify local infrastructure priorities;
 - Identifying and preparing proposals for local community infrastructure projects (either directly themselves or supporting other proposals from other stakeholders);
 - Engaging in dialogue with neighbouring CIL areas, or wards and Neighbourhood Forums to help identify shared community infrastructure priorities and projects to take forward;
 - Championing agreed community infrastructure projects in their CIL area.
9. In anticipation of continuing and accruing income to the neighbourhood CIL, it is recommended that the authorisation process ensures that there is a '**pipeline**' of approved community infrastructure projects so that there is continuity in the use of funds (e.g. in case of project delay/failure).
10. (i) Whilst CIL receipts cannot be directly released to **Neighbourhood Forums**, the panel recommends that processes for determining and prioritising the neighbourhood proportion of the CIL spend in these areas should be devolved to these bodies. It is recommended that the Council should continue to consult and liaise with NHF leads to ensure that that there is a satisfactory process through which:
- Local residents are engaged and involved in the identification of community infrastructure projects in the neighbourhood forum area;
 - There is a mutually agreed procedure through which the delivery of community infrastructure projects are agreed, monitored and overseen the neighbourhood forum area;
 - There is appropriate dialogue with adjacent CIL areas (wards) to identify common community infrastructure priorities or projects.
- (ii) As Neighbourhood Plans are not defined by borough boundaries, the panel recommended that the Council should continue to liaise and consult with those boroughs where a Neighbourhood Plan overlaps to ensure where possible that there is a consistent and coordinated approach to the administration of the CIL.

11. The panel recognise that efficient, cost effective and timely 'build-out' of authorised community infrastructure projects is important to help build and maintain community trust and confidence in the CIL. In this context it is recommended that:
 - The Council publish local CIL priorities and authorised projects proposals to help engage and involve a wide range of possible providers (voluntary and community groups, resident groups and developers) to help secure timely and efficient completion of community infrastructure projects;
 - Given their skills and expertise in delivering infrastructure, local developers should be encouraged to play a role in the delivery of community infrastructure projects (e.g. where appropriate, local developers could be invited to pay CIL receipts 'in-kind' by helping to build out identified community infrastructure projects, rather than cash payments).

12. To promote community participation and openness, it is recommended that a dedicated Neighbourhood CIL web page is provided on the Council web site that includes:
 - An overview of the neighbourhood CIL, income and how decisions are made to authorise community infrastructure projects;
 - Details of community consultations relating to CIL and how local people can be involved;
 - Provide illustrative examples of community infrastructure projects and how members of the local community can make their own suggestions for community projects in their area;
 - Details of those community projects which have been authorised for implementation;
 - Links to local Neighbourhood Forums that may operate different consultation and involvement processes in deciding how community CIL may be spent.

13. To support effective development, it is recommended that an annual report is provided to Overview & Scrutiny Committee on the administration of the CIL neighbourhood fund. Scrutiny input should aim to provide strategic oversight of the CIL neighbourhood fund to:
 - Ensure that consultation processes are adequate;
 - Decision making processes are open and transparent;
 - There is sufficient project monitoring and evaluation of those projects authorised.

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4	Spending the CIL <ul style="list-style-type: none"> ◇ Spending the strategic element of the CIL ◇ Regulation 123 List ◇ Passing on or pooling CIL receipts ◇ Administration and other costs ◇ Neighbourhood and Community element of the CIL ◇ When is neighbourhood element paid
5	The CIL in Haringey <ul style="list-style-type: none"> ◇ The Haringey CIL Schedule ◇ Haringey Regulation 123 List ◇ CIL collection in Haringey 2015/16
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8	Governance arrangements for spending the CIL (neighbourhood) <ul style="list-style-type: none"> ◇ Scope of spending ◇ Arrangements in early adopting authorities ◇ Size of the CIL neighbourhood area ◇ Consultation arrangements ◇ Selection of community infrastructure projects ◇ Neighbourhood Forums ◇ Delivery of Neighbourhood Infrastructure ◇ Promoting awareness and participation ◇ Governance monitoring
	Appendices

1. Introduction

- 1.1 The Community Infrastructure Levy (CIL) is a charge applied to new local development to help fund local infrastructure needs. Receipts from the CIL differ from other local contributions for development (i.e. S106) in that these are not site specific and can be used to support wider community infrastructure needs in that locality.
- 1.2 The CIL was introduced in Haringey in November 2014 and receipts have begun to accrue during 2015/16. Whilst there is guidance to support the disbursement of funds from the strategic element of CIL income (approximately 85% of receipts), guidance for the distribution of the neighbourhood element is much less defined.
- 1.3 Under the agreed terms of reference, scrutiny panels can assist the Council by conducting in depth analysis of local policy issues. In this context, it was agreed with Cabinet Members and senior officers that the Housing & Regeneration Scrutiny Panel (HRSP) could assist the Council through helping to identify what governance arrangements are needed to support the distribution of the neighbourhood element of the CIL.
- 1.4 This report details the work of the Housing & Regeneration Scrutiny Panel to help identify what governance arrangements are needed to support the distribution of funds from the neighbourhood proportion of the CIL. In particular, the report details the work of the panel to identify what processes the Council should adopt to support the selection, prioritisation and authorisation of community infrastructure projects funded through the neighbourhood proportion of this levy on local development.
- 1.5 Further to scoping of this review, the panel agreed to conduct this policy development exercise through as a 'scrutiny in a day' process. Here, local stakeholders and other interested parties were invited to contribute their views at single all-day evidence gathering session which was held in Haringey in December 2015. The following report provides a summary of the evidence received at this session together with the conclusions and recommendation reached the panel.

2. Aims, objectives and methods

- 2.1 In consultation with relevant Cabinet members and senior officers, the HRSP agreed that the overarching aim of this review would be to:

'Identify those principles and practices that should underpin governance arrangements to support the distribution of neighbourhood proportion of CIL income.'
- 2.2 Within the overarching aim, the panel agreed a number of component objectives which included to:
 - Assess the national and local policy framework for the collection and allocation of CIL receipts;
 - Assess policy and practice at early CIL adopter London Boroughs to help identify good practice;
 - Identify key principles and practice that should underpin governance arrangements for distribution of neighbourhood element of the CIL, particularly in relation to how community infrastructure projects are identified, prioritised and authorised;

- Assess what arrangements should be in place to further support the distribution of CIL receipts in areas where Neighbourhood Forums are present;
- Assess how the allocation neighbourhood CIL receipts can maximise opportunities for improving local infrastructure through alignment with other funding programmes both internal and external to the Council.

2.3 The panel agreed to conduct this policy development exercise through as a ‘scrutiny in a day’ process at which interested parties and stakeholders were invited to contribute at a single evidence gathering session. It was anticipated that this process would bring a number of advantages to scrutiny of this topic:

- Improved continuity to evidence gathering;
- Bring stakeholders together for focussed discussion of the issue;
- More effective use of scrutiny resources.

2.4 The outline of the scrutiny in a day session is summarised below:

Session	Aim	Participants
Local Policy and Practice	<ul style="list-style-type: none"> • What is the Community Infrastructure Levy? • The CIL charging schedule in Haringey? 	<ul style="list-style-type: none"> • Assistant Director Planning • Head of Planning Policy • S106 Officer
Governance arrangements for spending the CIL	<ul style="list-style-type: none"> • Establishing the legal framework for spending the CIL • What can be learnt from early adopter boroughs? 	<ul style="list-style-type: none"> • Planning Officers Society • Head of Planning Policy
Financial aspects of spending the CIL	<ul style="list-style-type: none"> • Prospective income from the CIL • Financial planning for the CIL 	<ul style="list-style-type: none"> • Head of Finance • Head of Planning Policy
Developer perspectives	<ul style="list-style-type: none"> • What should be the spending priorities of the CIL? • Collaborative opportunities to meet local infrastructure needs 	<ul style="list-style-type: none"> • Developer
Governance for Neighbourhood Forum areas	<ul style="list-style-type: none"> • How will arrangements differ in areas where there is a Neighbourhood Forum? • How are local residents consulted and involved? 	<ul style="list-style-type: none"> • Crouch End Neighbourhood Forum • Highgate Neighbourhood Forum • Head of Planning Policy

2.5 The HRSP hosted the day-long evidence gathering session 3rd December 2015. The following provides a summary of the written and verbal evidence presented on the day, including the conclusions and recommendations reached by the panel.

3. What is the CIL?

- 3.1 The CIL was introduced as part of the Planning Act (2008) as a replacement for S106 agreements to pool local development contributions to support the delivery of strategic/major infrastructure. Depending upon local priorities, the CIL may be used to support a wide range of local infrastructure including transport, schools, hospitals and other health and social care facilities.
- 3.2 The CIL is a local charge on new development at rates which are determined locally. In England, a CIL can be chargeable by district and metropolitan councils, London Boroughs, unitary authorities, national park authorities, Mayoral Development Corporations and the Mayor of London. Although charging authorities are empowered to provide a CIL, they are not *required* to do so.

What new development is liable and what is exempt?

- 3.3 The CIL is chargeable on all new development which creates an additional 100m² floor-space. There are however a number of exemptions to the CIL which include:
- Self-build homes;
 - Affordable homes;
 - Charitable development for charitable purposes;
 - Buildings in which people do not normally go (e.g. plant building);
 - Structures which are not buildings (e.g. pylons).
- 3.4 Local Authorities are entitled to apply CIL charges differently for different land uses having regard to the viability of the development and the need to ensure that development within an area can still come forward. The charges that apply are set out in the Local Authority CIL Charging Schedule. In relation to specific *planning consents*, the CIL is chargeable on all new qualifying development falling within the remit of the charging schedule. In addition the CIL is also chargeable to new development covered by a charging schedule when it is authorised by the Planning Inspector, Secretary of State, Local Development Areas and Neighbourhood Development Areas.
- 3.5 The CIL is also payable against the schedule for qualifying works that are permitted development and development which is subject to a Lawful Development Certificate (which is used to confirm permitted development rights).

How is the CIL set and calculated?

- 3.6 Details of an individual CIL are set out in a local charging schedule, which has been validated through a process of public consultation and independent examination. Rates are expressed as £ per m² and apply to gross internal floor space of the new development.
- 3.7 Charging authorities may set varying CIL rates within their charging authority area in relation to the following criteria:
- Specific geographical area in which development takes place;
 - Type (Use Class) of new development being proposed (e.g. for employment, retail, office);
 - Scale of new development.

- 3.8 Critically, charging authorities must evidence their CIL rate - through the identification of infrastructure required to support growth identified in Local Plans and must set a rate that does not threaten the ability to develop a site viably. In this context, the charging authority must balance the need to fund local infrastructure and the economic viability of development.

Who is liable to pay the CIL?

- 3.9 Landowners of the proposed development are ultimately liable to pay the CIL, though any party involved in the development of the land can take responsibility to pay (e.g. developers). Where no one has assumed responsibility, payment of the CIL will default to the landowner. Similarly, where another party has assumed responsibility for payment for the CIL but is in default, the landowner becomes liable for payment.

How is the CIL collected and payment enforced?

- 3.10 The full payment of the CIL is due on the date when development commences unless the charging authority offers an instalment scheme (details of the scheme must be published). Where planning permissions are staged, charges may also be payable over an extended period. In calculating individual charges, the charging authority may index the CIL to inflation.

- 3.11 Late CIL payments may incur a penalty charge, though if payment is persistently late the charging authority may issue a Community Infrastructure Levy Stop Notice, to prohibit the continuation of development until outstanding monies have been paid. To assist collection of outstanding payments, other enforcement options available to the charging authority include:

- An application to a local magistrate for a liability order to seize assets;
- A charging order placed on a relevant development where debts are in excess of £2,000.

- 3.12 In addition to payment in cash, developers or landowners also have the option to pay what is required for the CIL in the form of land or other infrastructure. These options are to be agreed with the charging authority.

What are the expected advantages of the CIL?

- 3.13 Proponents of the CIL suggest that there are a number of inherent advantages of this levy in comparison to Section 106 payments²:

- Transparency – details of local scheme and charging schedules have been consulted upon, subject to planning examination and published on charging authorities websites;
- Simplicity – once a charging scheme is in place, it may be easier and simpler to operate than S106 negotiations which may reduce the administrative and legal burden of both the authority and the developer;
- Certainty – developers will know what potential liabilities will be incurred when formulating development proposals (as compared to protracted negotiations associated with S106 payments);
- Flexibility – for charging authorities to set their own priorities on what development income (planning gain);
- Predictability – a more certain income stream can help to support more effective infrastructure planning.

²The Community Infrastructure Levy – Summary, Department of Communities and Local Government, 2010

What is the relationship between CIL and S106?

3.14 Councils can still use S106 agreements to negotiate planning obligations; however the basic premise is that developers should not be ‘double-charged’ for local infrastructure needs. S106 planning obligations must be used to secure affordable housing. Contributions derived from the CIL are different to those from S106 in that these can be pooled and used to fund *general* infrastructure development programmes which should be clearly set out in a Regulation 123 List.³ Income from S106 monies is individually negotiated with developers and can only be used to mitigate the impact of site specific development. The CIL Regulations indicate that no more than five S106 agreements may be pooled for a single piece of infrastructure (to reflect the initial encouragement given to LPA’s to introduce a CIL).

How should the CIL be reported by the charging authority?

3.15 There is a duty on CIL charging authorities to produce an annual report which should contain specified financial information. This report must contain:

- Total CIL receipts for the reported year;
- Total CIL expenditure for the reported year;
- Summary details of CIL expenditure (including amounts spent on each item, administrative expenses (5% threshold));
- Any under-spend (from previous years) or carry-over of CIL receipts.

3.16 The report must be produced no later than 31st December each year of the previous financial year accounts (April –March) of the CIL. The report must be published on the charging authority’s website. Where the charging authority holds and spends the neighbourhood proportion on behalf of the community it should ensure that such reports are separate from its own accounts.

4. Spending the CIL

Spending the strategic CIL

4.1 Income received from the CIL can be used for a wide range of infrastructure needs. The focus of spending should be on the delivery of *new* infrastructure though receipts can be used to increase capacity of existing infrastructure or improve failing infrastructure if it’s necessary to support development (e.g. schools expansion).

4.2 In this context, CIL receipts can be used to support a wide range of infrastructure projects including:

- Transport facilities;
- Flood defences;
- Schools (including free schools and academies);
- Health & social care facilities;
- Parks play areas and other cultural and sporting facilities.

Regulation 123 List

4.3 The Local Plan (or Local Infrastructure Plan) should be instrumental in determining those strategic infrastructure projects which are funded through CIL receipts. These plans should set out the infrastructure needed within the locality and how CIL receipts (along with other sources capital investment funds) will contribute. For transparency

³ Regulation 123 is the requirement for a published list of infrastructure projects or types of infrastructure that the Charging Authority intends will be, or may be, wholly or partly funded by CIL, those infrastructure projects or types of infrastructure

(and to avoid any duplication with S106 funding agreements) the charging authority is required to publish which infrastructure projects are to be funded through the CIL, in what is called a in a Regulation 123 List.

Can CIL receipts be passed on or pooled?

- 4.4 Published guidance indicates that receipts from the CIL can be passed on to other bodies where these are used to deliver infrastructure that will benefit the area. One such example might be the Environment Agency where money can be used for flood defences.
- 4.5 CIL receipts can also be combined with other local infrastructure development or growth funds (e.g. Growing Places Fund) to support local development plans. CIL receipts can also be pooled *externally* with the CIL receipts of other charging authorities where these support the need to develop infrastructure across a wider area (e.g. regional or cross borough transport projects).

Administration and other chargeable costs

- 4.6 Charging authorities may deduct up to 5% of CIL receipts for administrative purposes (e.g. set up costs, examination, consultation and billing).
- 4.7 Although the CIL may provide some level of certainty of future income, charging authorities may not borrow against future projected income from the levy. The levy can however be used to pay for the costs of infrastructure already incurred, but cannot be used to pay for any interest on loans.

The neighbourhood CIL

- 4.8 From April 2013, charging authorities have also been required to pass on 15% of CIL receipts to those Parish or Town Councils where development has taken place (capped at £100 per council tax dwelling), and these bodies should agree with the local community how this money should be spent. Where a neighbourhood plan is in place however, local communities will benefit from 25% of CIL revenues which arise from development in that area.
- 4.9 Where there is no Parish or Town or Council in place (such as London) the charging authority should retain CIL receipts, though it must engage with the communities in which development has taken place to agree with them how best to spend those receipts. A summary of how the community or neighbourhood element is paid is set out below.

		Neighbourhood Plan in Place	
		Yes	No
Parish Council in	Yes	= 25% uncapped, <u>paid to Parish</u>	= 15% <u>capped</u> at £100 / dwelling, <u>paid to Parish</u>
	No	= 25% uncapped, local authority <u>consults</u> with community	= 15% <u>capped</u> at £100 / dwelling, local authority <u>consults</u> with community

- 4.10 The process for agreeing how the neighbourhood proportion of the CIL is spent is not tightly prescribed, and it would appear that there is greater flexibility as to how this spent. Guidance would suggest that the neighbourhood or community element can be spent on those projects including:
- 1) The provision, improvement, replacement, operation or maintenance of infrastructure, or
 - 2) Anything else that is concerned with addressing the demands that development places on that area (that is development generally, not a specific development).
- 4.11 Charging authorities should however set out their approach to how they will engage the community in determining how the neighbourhood element is to be spent. It is suggested that such consultation should where possible;
- Use existing consultation and engagement processes;
 - Include local neighbourhood groups, forums, councillors and businesses; and
 - Be proportionate to level of receipts and scale of proposed development.
- 4.12 In Haringey there are currently confirmed neighbourhood forums in Highgate and Crouch End. The Highgate Neighbourhood Forum area was confirmed by the Council in 2012 and the forum is currently in consultation with local stakeholders for the neighbourhood plan for this area. The Crouch End neighbourhood area was confirmed by the Council in December 2015 and will now begin work to formulate a neighbourhood plan for this area. Following adoption, the Council should acknowledge neighbourhood plans in local governance arrangements for CIL allocation.

When is the neighbourhood or community portion paid?

- 4.13 Charging authorities are free to decide the timing of neighbourhood funding payments themselves. In the absence of any local agreements however, the neighbourhood or community proportion of the CIL should be paid every 6 months at the end of April and October.

5. The CIL in Haringey

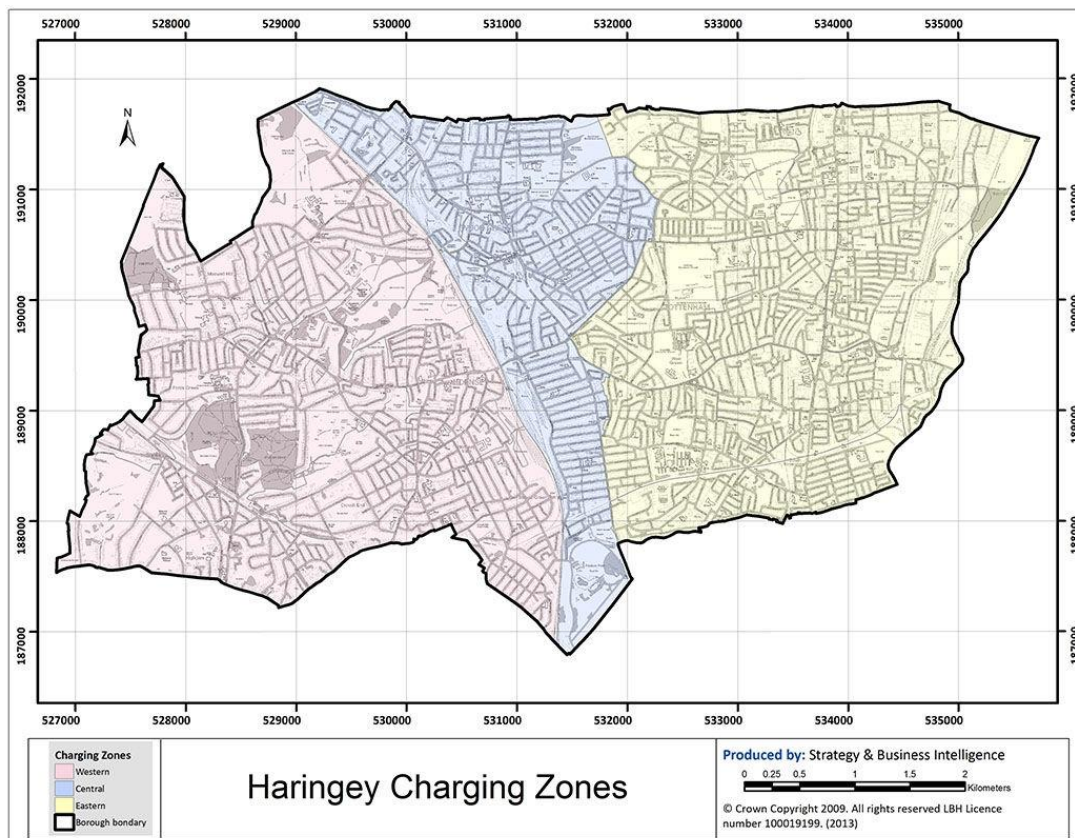
- 5.1 Haringey's CIL Charging Schedule was adopted by decision of Full Council on 21 July 2014 and was implemented on 1st November 2014.
- 5.2 The Haringey Charging Schedule had been previously submitted for public consultation from April to June 2013 and for examination by an independent inspector in October 2013. A half-day public hearing was also held in December 2013, and the Council received the Inspector's Report in February 2014. The Inspector's Report recommended, subject to two minor modifications, that the Charging Schedule was sound and could be adopted by the council. Details of the resultant charging schedule are listed below.

Haringey CIL Schedule

- 5.3 The CIL is charged at a £ per square² for proposed new development and rates are determined locally. Broadly speaking there are 3 rates in Haringey: £265 (western), £165 (central) and £15 (eastern). The full charging schedule, including for different use classes is as set out below.

Haringey CIL Charge £ per m ²				
Use	Western	Central	Eastern	Mayoral
Residential	£265	£165	£15	£35
Student Accommodation	£265	£165	£15	£35
Supermarkets		£95		£35
Retail warehousing		£25		£35
Office, industrial, warehousing, small scale retail (Class A1-5)		Nil rate		£35
Health, school and HE		Nil rate		Nil
All other uses		Nil rate		£35

5.4 A map of the three geographical zones (Western, Central and Eastern) and respective CIL rates are shown below in the diagram below.



5.5 The panel noted that when the CIL schedule for Haringey was set in 2013, a relatively low CIL rate (£15) was set in the east of the borough, to help and encourage and support development in this priority regeneration area. As a consequence however, the quantum of new development needed to generate meaningful CIL revenue in this area is substantial. In this context, the panel noted that the CIL was a relatively inefficient process for securing additional funding to support local infrastructure in this area.

- 5.6 Since 2013 however, evidence received by the panel would appear to suggest that the volume of new development coming forward has increased across the borough and that there has been a significant increase in sales values in the east (particularly in the Tottenham Hale area). Evidence received by the panel noted that CIL rates generally have been set across the country at between 2-4% of sales values which had generally proved satisfactory to independent examination. On this basis, and in the understanding that the impact of CIL rates were marginal to development, it was suggested that there was considerable scope to increase the CIL rate in the east of the borough.

Recommendation 1

In light of increases in both land values and house price sales since the last viability assessment in 2013, and to ensure that CIL remains an effective and efficient process through which to resource local infrastructure, it is recommended that the Haringey CIL Schedule should be reviewed during 2016.

Regulation 123 List

- 5.7 Strategic CIL revenue will be spent on infrastructure needed to support development in Haringey. This development need is assessed as part of the Local Plan making process of which an Infrastructure Delivery Plan is included as part of the Local Plan (currently being updated). In March 2013, an update of the infrastructure needs suggested that there is a funding gap of £230m which CIL receipts could contribute. This figure has grown since that time as the level of growth proposed within the Local Plan has increased.
- 5.8 The current Regulation 123 list for Haringey, which determines how the strategic element of the CIL is spent, is as set out below:

2014/15 – 2018/19 - Regulation 123 Projects
Lordship Lane Recreation Ground Improvements
Down lane Park improvements
Bruce Castle Park Improvements
4 improved Greenway cycle and pedestrian routes
Alexandra Primary School Expansion
Welbourne Primary School Expansion
Bounds Green Primary School extension

- 5.9 The panel noted that the above list is in process of being reviewed as part of the infrastructure plan accompanying the local plan and the Council expects to update the Regulation 123 list in 2016.

CIL Collected in Haringey

- 5.10 The level of CIL receipts is entirely dependent upon the amount of development commenced in any one year and the relevant rates within the charging schedule. As of November 2015, Haringey CIL has generated a "liability" of £433,425.15 and actual income of only £274,646.89, reflecting the recent introduction of the levy and the relatively low rates set in the east of the borough.

CIL collection in Haringey (as of 15th November 2015)			
Ward⁴	Monies Collected Q1-2 2015/16	Demand notices Issued (to be paid Q3/4 2015/16)	Exemption/ Relief amount granted
Bounds Green			£39,400.00
Crouch End		£66,889.98	£137,315.95
Fortis Green			£76,105.00
Harringay	£37,933.50		
Highgate	£231,597.17	£366,535.18	£118696
Hornsey			£540134
Muswell Hill			£142625
Northumberland Park			£166,635.00
St. Ann's	£2,664.75		
Stroud Green	£1,183.22		
Tottenham Green	£598.50		£3,727.50
Tottenham Hale			£198,545.00
White Hart Lane	£669.75		
TOTAL	£274,646.89	£433,425.15	
TOTAL	£708,072.04		£1,464,232.45
Total Including Exemption/Relief		£2,172,304.49	
Potentially Chargeable development (permitted but not commenced)		£2,045,788.41	

5.9 Further analysis of this data reveals that since the introduction of Haringey's CIL, 118 planning applications have been issued Liability Notices totalling £4,218,092.90 which are due to be collected for the Borough. Of that, £2,172,304.49 has commenced development⁵. The distribution of liabilities, collection and exemptions across local wards for 2015/16 is shown in the table above.

5.10 The table also noted that relief was also granted for 26 planning applications within the Borough totalling £1,464,232.45. This was for:

- Charitable Relief - £41,049.00
- Self Build Exemption - £364,555.45
- Social Housing - £1,058,628.00

5.11 Subject to the anticipated acceleration of housing delivery in the Borough being achieved, with extensive new development planned for Tottenham and Wood Green (which has a higher CIL charge), the planning service estimates CIL income could amount to approximately £1.5-2m per year later in the decade.

⁴ Note that no liable development took place in the following wards in this period and do not appear in this table: Alexandra, Noel Park, Woodside, West Green, Bruce Grove and Seven Sisters.

⁵ Of chargeable development permitted since implementation of Haringey CIL, none was issued a demand notice prior to the start of the 2015/16 financial year.

5.12 It was noted that other London Boroughs (Camden) have provided an estimate of CIL income for the year for each local authority ward⁶, which assists members and local communities in planning for local infrastructure. Whilst acknowledging that it may be difficult to provide a precise forecast of income from the CIL, the panel noted that it would be helpful for the Council to publish an estimate of CIL income as this will help to manage expectations of the fund as well as to ensure more effective forward planning for local infrastructure needs.

Recommendation 2

It is important that Councillors, community groups, Neighbourhood Forums, and other community stakeholders have a clear understanding of the prospective income derived from the CIL and how this is apportioned to local areas (as defined in recommendation 3). It is recommended that both accrued and (where possible) projected income from the CIL for each area is published annually to support community infrastructure planning and development.

6. The Mayoral CIL

- 6.1 In addition to the CIL charged by individual boroughs, new development across Greater London is also subject to a Mayoral CIL. The Mayoral CIL applies to most new developments (except health and education development) granted planning permission on or after 1 April 2012. The Mayoral CIL can only be used to raise money for transport infrastructure and is collected by the London boroughs on behalf of the Mayor. The Mayoral CIL is currently being used to fund Crossrail. There is no requirement to pay any receipts from the Mayoral CIL to the local community.
- 6.2 London authorities have been placed within three zones, and each zone is subject to a different CIL charge per m². Development taking place within boroughs in Zone 1 pay a Mayoral CIL of £50 per m² compared to £35 in Zone 2 and £20 in Zone 3. Haringey is within Zone 2 of the Mayoral CIL and is therefore subject to a charge of £35 per m². A full list of charging zones and rates is provided below.

Table 1: Mayoral CIL charging zones and rates

Zone	London boroughs	Rates (£ per sq. m.)
1	Camden, City of London, City of Westminster, Hammersmith and Fulham, Islington, Kensington and Chelsea, Richmond-upon-Thames, Wandsworth	£50
2	Barnet, Brent, Bromley, Ealing, Greenwich, Hackney, Haringey , Harrow, Hillingdon, Hounslow, Kingston upon Thames, Lambeth, Lewisham, Merton, Redbridge, Southwark, Tower Hamlets	£35
3	Barking and Dagenham, Bexley, Croydon, Enfield, Havering, Newham, Sutton, Waltham Forest	£20

⁶ Local CIL information pack, London Borough of Camden (October 2015)

- 6.3 Analysis of the most recent published annual report of the Mayoral CIL indicated that receipts totalling £6.09 million were received in 2012/13, of which £91,000 was derived from new development in Haringey. It is expected that Mayoral CIL receipts will contribute £300 million to support the development of Crossrail.

7. The CIL in other London boroughs

Implementation of the CIL across London

- 7.1 As of November 2015, 28 of 34 London Boroughs (including the City of London) have had a CIL schedule approved and have commenced charging this to new development. The London Borough of Redbridge was the first borough in London to commence charging on 1st January 2011 with Wandsworth following later in November of that year. A further 4 authorities commenced charging in 2013 and a further 10 (Haringey included) in 2014. A full list of London boroughs with the date that their CIL was chargeable is given in Appendix A.
- 7.2 The following provides an overview of the CIL charging schedules within 6 'early adopter' London boroughs where the CIL was active by end of 2013.

Borough	Residential CIL (£ per m ²)	Other CIL (£ per m ²)
Barnet	£135 (Use C1-C4)	Retail (A1-A5) - £135 All other classes - £0
Brent	£200	Hotels - £100 Student Accommodation - £300 Retail (A1-A5) - £40 Warehouse Clubs - £14 Assembly & Leisure - £5 All other classes - £0
Croydon	<u>Croydon Metro Centre</u> £0 <u>Non Metro Croydon</u> £120	<u>Croydon Metro Centre</u> Business B1, B2 B8 - £120 Institution C2, D1 - £0 All other classes - £0 <u>Non Metro Croydon</u> Business B1, B2 B8 - £0 Institution C2, D1 - £0 All other classes - £120
Harrow	£110	Hotels, Residential Accommodation, Student Accommodation, Hostel and HMO - £55 Retail (A1-A5) - £100 All other classes - £0
Redbridge	£70 for all development	
Wandsworth	<u>Nine Elms (riverside)</u> £575 <u>Nine Elms</u> £265 <u>Roehampton</u> £0	<u>Nine Elms (riverside)</u> Retail (A1-A5) – £100 All other classes - £0 <u>Nine Elms</u> Retail (A1-A5) – £100 All other classes - £0 <u>Roehampton</u> Retail (A1-A5) – £0

	<u>All other areas</u> £250	All other classes - £0 <u>All other areas</u> Retail (A1-A5) – £0 All other classes - £0
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- 7.3 CIL charging schedules are locally planned and assessed and rates reflect the local planning and development environment both within and across individual boroughs. Thus whilst some boroughs may charge a flat rate for all types of development across the whole of the borough, others have developed more complex charging systems to reflect variations for the location and type (Use Class) of proposed development.

8. Governance arrangements for the CIL– neighbourhood portion

Scope of spending

- 8.1 Unlike the strategic CIL, the process for agreeing how the neighbourhood proportion of the CIL is spent is not tightly prescribed, and it would appear that there is greater flexibility as to how this spent. Guidance would suggest that the neighbourhood or community element can be spent on those projects including:
- 1) The provision, improvement, replacement, operation or maintenance of infrastructure, or
 - 2) Anything else that is concerned with addressing the demands that development places on that area (that is development generally, not a specific development).
- 8.2 In the context of the above, the panel noted that the neighbourhood proportion of the CIL can be spent upon a much wider range of ‘infrastructure’ than the strategic proportion of the CIL. To support this, the panel noted evidence from the Planning Officers Society that there have been no legal cases to test to limits of spending on the neighborhood element of the CIL, demonstrating its wide intention.
- 8.3 Government guidance indicates that charging authorities should however set out their approach to how they will engage the community in determining how the neighbourhood element is to be spent. This guidance has suggested that such consultation should where possible;
- Use existing consultation and engagement processes;
 - Include local neighbourhood groups, forums, councillors and businesses; and
 - Be proportionate to level of receipts and scale of proposed development.
- 8.4 Given the lack of explicit guidance for the establishment of governance arrangements to support how the community or neighbourhood proportion is spent, it was unsurprising to record that there were wide variations in local policy and practice.
- 8.5 Furthermore, evidence received by the panel also indicated that governance arrangements to support spending the neighbourhood element of the CIL, even among early adopters, were still in their infancy and were evolving as receipts from the CIL began to accrue. In this context it was clear that governance arrangements for the spending of the neighbourhood portion of the CIL are still a ‘work in progress’ and that such arrangements are likely to evolve further as the CIL procedures themselves develop and mature.

8.6 Work undertaken with early adopters by the Planning Advisory Service and the Local Government Association would suggest however that a number of key principles should underpin governance arrangements⁷:

- Corporate programme / Infrastructure Programmes should be the golden thread that informs all aspects of CIL;
- Partnership working with parish councils should be reflected in local governance arrangements or other approaches in non-parished areas;
- Acceptance that CIL is not a 'silver bullet' to infrastructure needs.

Governance arrangements in other boroughs

8.7 From evidence provided by the Planning Officers Society and other data collected via desktop research, it was possible to develop a summary of the key features of the governance arrangements adopted at different authorities. These have been summarised from 6 authorities (Bristol, Camden, Elmbridge, Redbridge and Southwark Wandsworth) in Appendix C.

8.8 Analysis of comparative data indicated a number of key themes in the establishment of local governance arrangements for spending the neighbourhood element of the CIL:

- Size of CIL neighbourhood distribution area;
- Consultation arrangements;
- Selection of community infrastructure projects;
- The role of members.

Size of the CIL neighbourhood distribution area

8.9 One of the purposes of CIL, particularly related to the neighbourhood proportion, is to incentivise communities to accept growth to help create a virtuous circle where development brings clear and identifiable benefits in local areas. The panel noted evidence from the Planning Officers Society, that the actual geographical determination of what constitutes the local neighbourhood area is not tightly prescribed, but must link in some way to an area where development takes place.

8.10 As a result, there are wide variations among local authorities as to how neighbourhood areas are defined. For example, some boroughs have distributed the neighbourhood proportion of CIL income to individual local ward areas (e.g. Camden), others boroughs have distributed on the basis of an amalgam of local wards (e.g. Wandsworth) or indeed a combination of both (e.g. Redbridge).

8.11 Evidence to the panel indicated that in those areas where the neighbourhood proportion of the CIL is allocated to individual wards, there is a strong likelihood that some wards will miss out completely as there is little or no development occurring in these wards.

8.12 The panel received evidence to the effect that there may be a number of advantages to those authorities that chose to allocate the neighbourhood proportion of the CIL to a larger area made up of an amalgam of local wards. The advantages of allocating the neighbourhood CIL to an amalgam of wards is summarised below:

- Its reflects the nature and impact of development (e.g. the impact of development may extend beyond ward boundaries);
- It offers a fairer distribution of income across communities;

⁷ Decisions, decisions: governance and spending on the CIL. LGA and PAS, 2015

- It allows more substantive total of funds to accrue which can extend the scope of potential community infrastructure projects that can be funded;
- It promotes cross-ward dialogue to identify common needs and priorities for local infrastructure;
- It reduces administration costs.

Recommendation 3

To ensure a fair distribution and to minimise associated administrative costs, it is recommended that the neighbourhood proportion of CIL income is apportioned to an amalgam of local wards rather than individual wards. It is suggested that in total, no more than 6-7 local areas are used for this purpose.

Consultation arrangements

8.13 The panel noted evidence from the Planning Officers Society that CIL charging authorities should spend the neighbourhood proportion of the CIL in accordance with 'community wishes'. There was however, little guidance within the regulations as to how the local authority should determine what 'the community's wishes' are except that this should (as in 8.2):

- Use existing consultation and engagement processes;
- Include local neighbourhood groups, forums, councillors and businesses; and
- Be proportionate to level of receipts and scale of proposed development.

8.14 The panel noted that with the abolition of area forums in 2015, the Council no longer have a *formal* consultative structure through which to engage local residents, and in the context of this review, a possible means through which to identify 'community wishes' for local infrastructure projects. Thus, some other alternative consultative process will need to be developed to help identify local priorities for community infrastructure

8.15 In examining other boroughs governance arrangements, it was noted that a number of authorities had taken a particularly robust approach to determining 'community wishes' for local infrastructure as this would provide the evidence base through which assess and prioritise subsequent project proposals. It was noted that Wandsworth's borough wide assessment was sufficiently comprehensive:

- To allow the identification of differing priorities in local neighbourhoods;
- That this need *not* be administered on an annual basis.

Recommendation 4

Community priorities for spending the neighbourhood element of the CIL should be identified through a borough wide consultation⁸. This consultation should be multi-format and be sufficiently comprehensive so that analysis can determine priorities of individual areas (as defined in recommendations 3). Priorities for each area should be published and used to inform subsequent assessment and prioritisation of proposed projects for community infrastructure. (This should be repeated every 2-3 years).

Selection of community infrastructure projects

8.16 Evidence from other boroughs indicated some divergence as to the process for nomination of local infrastructure projects to be funded through the neighbourhood CIL. Whilst in some boroughs (i.e. Camden) projects are nominated solely through elected members, in other boroughs (i.e. Redbridge) the nomination process is open

⁸ Excepting Neighbourhood Plan Areas, which will have their own consultation and involvement plans;

to a much wider range of local stakeholders including local residents, community groups and businesses.

- 8.17 Whilst additional support may inevitably be needed to help ‘work-up’ infrastructure proposals from community stakeholders, the panel indicated that such proposals should be encouraged and reflected in local governance arrangements. This would help to ensure that community interests are represented and that there is a local dividend for accepting development, which is a central tenet of the guidance,

Recommendation 5

Following community consultation to identify priorities, members, community groups, local residents, local businesses and other community stakeholders should be encouraged and supported to nominate local infrastructure projects for funding through the neighbourhood portion of the CIL. Such proposals should aim to outline how the proposed community infrastructure:

- **Match the local priorities (established in recommendation 4);**
- **Supports further growth; or**
- **Mitigates the impact of development in a local area.**

- 8.18 In its assessment of governance arrangements in other local authorities, the panel noted a range of models were used to consider and authorise proposals for community infrastructure (through the CIL neighbourhood fund). In a number of areas the sign-off of community infrastructure projects had been devolved to local decision making bodies with authorised spending powers. Two such examples were:

- Southwark - where decisions are taken by 4 local Community Councils;
- Bristol – where decisions taken by 14 Neighbourhood Partnerships.

- 8.19 In its discussions, members of the panel were agreed that in the absence of any devolved local decision making bodies in Haringey, it would be more cost effective if such decisions to authorise community infrastructure projects could be taken by an existing council body. This would ensure that such decisions were taken in public and that decisions of which proposals were authorised would be published.

Recommendation 6

To reduce associated costs, it is recommended that the consideration, authorisation and monitoring of community infrastructure projects funded through the neighbourhood portion of the CIL is undertaken through an existing council body. This body should:

- **Include representation from members and officers;**
- **Should be open to public attendance (e.g. a meeting held in public);**
- **Publish details of those proposals which have been approved.**

- 8.20 From the experience of other authorities, the panel noted that the gross value of spending proposals received often far outweighed the funds collected through the neighbourhood CIL, and that some process through which to assess and prioritise infrastructure projects was needed. In this context, the panel held a number of discussions to help identify assessment criteria that would help to prioritise community infrastructure project proposals.

- 8.21 As the charging authority, the panel noted that it is in the Council’s interest to make sure that CIL monies collected go further by maximising opportunities to help secure

further developments and investments. This could be through the preparation of bids (e.g. lottery funding) or through alignment with other local infrastructure funds (e.g. TFL) or match funding. The panel were of the view that new governance arrangements should explore such possibilities and examine the potential to 'dovetail' protocol for CIL prioritisation and spend with other funding sources.

8.22 The panel noted that a key aim of the CIL is to facilitate further growth and development in key investment sites, to help create a virtuous circle of growth and development. Therefore some consideration should be given to what infrastructure is required to facilitate further growth to make sites attractive to potential new residents and businesses. It is hoped that in turn, new development that arises from this development will generate further CIL receipts which the Council can reinvest in other infrastructure in the area to help unlock the next wave of development.

8.23 In evidence from the Chief Finance officer, the panel noted that in assessing prospective community infrastructure projects, consideration should be given to any possible revenue implications for the Council. Given the financially straitened position of local government finances, the panel were mindful that the authorisation of any new community infrastructure should have minimal or zero impact on the revenue account of the Council.

8.24 In acknowledging the ambition of the CIL to deliver a dividend to the community in which development takes place, it was apparent that members, given their role as community champions, can play a significant supporting role in the administration and promotion of neighbourhood spend of the CIL. Given their community leadership role, the panel were of the view that the authorisation of community infrastructure projects should be contingent on the support of a minimum number of local members.

8.25 The panel were also of the view that, given the broad definition on what constitutes infrastructure spend within the neighbourhood portion of the CIL, there should be a minimum spend to ensure monies were spent on meaningful projects that would have a local impact.

Recommendation 7

It is likely that the projects proposals will exceed neighbourhood CIL funds available (particularly in the short term), it is therefore recommended that the Council establish set of criteria through which the body identified in recommendation 6 assesses and prioritises those projects to be authorised. It is recommended that the prioritisation criteria should include:

- **The degree to which proposals can be used to lever in additional investment (e.g. match funding, grants, or used to bid for funds for larger projects);**
- **Whether further investment in local infrastructure can be secured from the proposal to create a virtuous circle of investment and development?**
- **That proposals should have no revenue implications to the Council;**
- **The level of member and community support for the proposal (all proposals should have as a minimum 2 members to support);**
- **That the proposal should be of sufficient scale for local impact, that is there should be a minimum threshold for projects of £2,500 with no maximum;**
- **If the proposal can be demonstrated to compliment and support other discretionary funding projects – e.g. Ward budgets.**
- **Those projects which are agreed are completed within 18-24 months of authorisation**

- **The degree to which the project represents value for money.**

Recommendation 8

Given the community leadership role of elected members, it is recommended that local councillors should be encouraged and supported to play an active role in the role in the operation of the neighbourhood CIL fund through:

- **Ensuring local residents, community groups and other groups participate in borough-wide consultation to identify local infrastructure priorities;**
- **Identifying and preparing proposals for local community infrastructure projects (either directly themselves or supporting other proposals from other stakeholders);**
- **Engaging in dialogue with neighbouring CIL areas, or wards and Neighbourhood Forums to help identify shared community infrastructure priorities and projects to take forward;**
- **Championing agreed community infrastructure projects in their CIL area.**

8.26 Experience from other authorities noted that not all those community infrastructure projects authorised through the CIL neighbourhood fund actually come into fruition, perhaps where these were dependent on matched funding (which did not materialise) or other reasons for project failure. As income from the CIL will be accrued throughout the year, the panel recommended that a 'pipeline' of authorised projects should be agreed to prevent there being any hiatus in community infrastructure development, should any projects be delayed or fail.

Recommendation 9

In anticipation of continuing and accruing income to the neighbourhood CIL, it is recommended that the authorisation process ensures that there is a 'pipeline' of approved community infrastructure projects so that there is continuity in the use of funds (e.g. in case of project delay/failure).

Neighbourhood Forums

8.27 As previously noted there are two confirmed Neighbourhood Forums in Haringey; Highgate and Crouch End. Both of these forums are in the process of developing a neighbourhood plan (albeit at different stages of development), and once agreed, will help shape and guide development in those areas. Once adopted, the Council will need to acknowledge neighbourhood plans in local planning and development policies. Likewise, the role of Neighbourhood Forums should be recognised in local governance arrangements for the spending the neighbourhood portion of the CIL.

8.28 Where there is a Neighbourhood Plan in place, 25% of the receipts from that CIL can be used to support community infrastructure projects in that area. In this context, the panel heard evidence from representatives from the two local Neighbourhood Forums (Highgate and Crouch End) to help identify any differentiation in governance arrangements needed to support administration of the CIL in these areas.

8.29 The panel noted that one of the key strengths of Neighbourhood Forums is that a detailed assessment of the needs of the local community is undertaken in developing the neighbourhood plan. The panel understood that a wide range of local

stakeholders including residents, community groups, residents associations and businesses are involved on an ongoing basis in developing such neighbourhood plans, and that any finalised plan will go to a local referendum, to ensure local consent.

- 8.30 The panel noted the enthusiasm of both neighbourhood forums in recognising how neighbourhood CIL could complement neighbourhood plans once established. It was suggested that these two processes could help to:
- Invigorate participation and involvement with local democracy;
 - Give the community a greater voice planning process; and
 - Help the community to both articulate and achieve local priorities.
- 8.31 The panel noted that Highgate Neighbourhood Forum had already begun to consult on local priorities for the neighbourhood proportion of the CIL, and had submitted details of such proposals to the panel. This would be a live ongoing consultation which will be continually updated to reflect the evolving needs of the local community. It is anticipated that Crouch End may adopt a similar such process.
- 8.32 Evidence from the Planning Officers Society and other local authorities noted that where there is a neighbourhood plan in place, the neighbourhood proportion of CIL receipts (25%) cannot be passed over to the Neighbourhood Forum as it is not constituted as a spending authority (as a parish Council is). So in London, where there are no parish councils, the local authority is still responsible for spending CIL receipts, though the priorities and details of local infrastructure projects to be funded to be decided in consultation with Neighbourhood Forums.
- 8.33 The panel noted that there may be some merit for the Council to retain CIL receipts and spend it on behalf of the neighbourhood forum, in that Councils have established contracts with contractors for the delivery of local infrastructure (e.g. pavements and roads repairs and public realm improvements) and it may be more efficient to commission infrastructure in this way.
- 8.34 The panel noted that the Council however wished to adopt some flexibility to this process in that there may be some specific or special circumstances in which the release of resources may be necessary to gain access to other infrastructure funds (e.g. to obtain matched funding).
- 8.35 The panel noted that there had been substantive contact between the Council and the local neighbourhood forums in establishing the forum areas and in developing local neighbourhood plans and there was a good working relationship in place. The panel noted that the continuation of a good working relationship would be essential to support the effective operation of the CIL to ensure that:
- Local communities are engaged and involved in determining local priorities;
 - There is no duplication in infrastructure planning and delivery;
 - That receipts from the CIL are well spent and on what matters to the local community;
 - Opportunities to access additional funding both internal and external to the borough are maximised.
- 8.36 The panel noted that as with all neighbourhood areas, dialogue between adjacent neighbourhood CIL areas should be encouraged and supported to help identify any common community infrastructure projects which span such boundaries. Similarly, in neighbourhood forums whose boundaries may not be co-terminus with borough

boundaries, the Council will need to engage with neighbouring boroughs to ensure that there is a coordinated approach to the administration of the CIL.

Recommendation 10

(i) Whilst CIL receipts cannot be directly released to Neighbourhood Forums, the panel recommends that processes for determining and prioritising the neighbourhood proportion of the CIL spent in these areas should be devolved to these bodies. It is recommended that the Council should continue to consult and liaise with NHF leads to ensure that there is a satisfactory process through which:

- **Local residents are engaged and involved in the identification of community infrastructure projects;**
- **There is a mutually agreed procedure through which the delivery of community infrastructure projects are agreed, monitored and overseen;**
- **There is appropriate dialogue with adjacent CIL areas (wards) to identify common community infrastructure priorities or projects.**

(ii) As Neighbourhood Plans are not defined by borough boundaries; the panel recommended that the Council should continue to liaise and consult with those boroughs where a Neighbourhood Plan overlaps to ensure, where possible, that there is a consistent and coordinated approach to the administration of the CIL.

Delivery of neighbourhood infrastructure

- 8.37 Whilst much of the focus of evidence and subsequent panel discussions focused on the distribution and spending of CIL income, some consideration was given as to how agreed community infrastructure could be delivered. The panel noted that effective and efficient delivery and 'build-out' of agreed community infrastructure projects would be important in helping to build and maintain community trust in the CIL.
- 8.38 Given the wide ranging nature of community infrastructure that can be funded through the neighbourhood element of the CIL, there will potentially be a similarly broad range of providers who may be able to deliver agreed 'infrastructure' including local community groups, voluntary sector, developers and council contractors and partners (e.g. TfL). In this context, it would be important that such potential providers are made aware of agreed community infrastructure projects as they may be able to assist in delivery.
- 8.39 The panel noted that typically the Council is not the main provider of infrastructure and may not necessarily have the in-house experience or capacity to deliver such projects, and therefore in some circumstances it may be more effective to commission developers (e.g. for large physical infrastructure projects or where developers may be already on adjacent site). It was also noted that as the Council is able to receive payments in kind it may be able to negotiate to build local infrastructure in place of cash payment. Whilst this may offer less flexibility, this arrangement possibly offers a greater degree of certainty that CIL income will result in local infrastructure and more quickly than the council can procure and complete.

Recommendation 11

The panel recognise that efficient, cost effective and timely 'build-out' of authorised community infrastructure projects is important to help build and

maintain community trust and confidence in the CIL. In this context it is recommended that:

- **The Council publish local CIL priorities and authorised projects proposals to help engage and involve a wide range of possible providers (voluntary and community groups, resident groups and developers) to help secure timely and efficient completion of community infrastructure projects;**
- **Given their skills and expertise in delivering infrastructure, local developers should be encouraged to play a role in the delivery of community infrastructure projects (e.g. where appropriate, local developers could be invited to pay CIL receipts ‘in-kind’ by helping to build out identified community infrastructure projects, rather than cash payments).**

Promoting awareness and participation

8.40 The panel noted that effective governance arrangements for the neighbourhood CIL had the potential to improve community engagement and involvement in local decision making. In this context, the panel were in agreement that governance arrangements for the CIL should be simple, open and transparent as this would help to promote awareness of the CIL governance process and identify how local stakeholders can participate.

8.41 It was recommended that the final approved governance arrangements together with all supporting information and application forms should be published on the Council website.

Recommendation 12

To promote community participation and openness, it is recommended that a dedicated Neighbourhood CIL web page is provided on the Council web site that includes:

- **An overview of the neighbourhood CIL, income and how decisions are made to authorise community infrastructure projects;**
- **Details of community consultations relating to CIL and how local people can be involved;**
- **Provide illustrative examples of community infrastructure projects and how members of the local community can make their own suggestions for community for projects in their area;**
- **Details of those community projects which have been authorised for implantation;**
- **Links to local Neighbourhood Forums that may operate different consultation and involvement processes in deciding how community CIL may be spent.**

Governance monitoring

8.41 Whilst it is noted that the Council is required to submit an annual report of the CIL, it was noted that this requirement focussed on accounting procedures for CIL spend rather than the efficacy of governance arrangements that underpin it. Overview & Scrutiny is used to support the governance arrangements in other boroughs and the panel were of the view that this statutory service could also play a role here in Haringey by ensuring that established procedures of the CIL confirmed to central tenets of the CIL.

Recommendation 13

To support effective development, it is recommended that an annual report is provided to Overview & Scrutiny Committee on the administration of the CIL neighbourhood fund. Scrutiny input should aim to provide strategic oversight of the CIL neighbourhood fund to:

- Ensure that consultation processes are adequate;
- Decision making processes are open and transparent;
- There is sufficient project monitoring and evaluation of authorised projects.

Appendices

Appendix A – Scrutiny in a day programme (Thursday 3rd December 2015).

Housing & Regeneration Scrutiny Panel Community Infrastructure Levy – Governance arrangements for community / neighbourhood allocation and spend

Time	Item	Presenter
10.00	Welcome and Introductions	Cllr Eugene Akwasi-Ayisi Chair of Housing & Regeneration Scrutiny Panel
10.10	Aim and objectives scrutiny project and an outline of the scrutiny process.	Martin Bradford, Scrutiny Officer
10.20	What is the CIL? The CIL in Haringey The Mayoral CIL Spending the CIL CIL in other London Boroughs	Background briefing (Martin Bradford, Scrutiny Officer) Stephen Kelly (Assistant Director Planning) Matthew Patterson (Head of Planning Policy) Lucretia Foster (S106/CIL Officer)
10.50	Expert and independent advice	Graham Jones Planning Officers Society
12:00	What approaches have other Charging Authorities taken?	Martin Bradford, Scrutiny Officer Case study data from early adopter (in background briefing)
13:00	LUNCH	
13:45	Views of developers	Ben Spencer GS8 London
14:15	Financial considerations for the CIL	Matthew Gaynor, (Head of Finance Environment and Planning)
14:30	Views of Neighbourhood Forums	Rachel Alison & Maggie Mead Highgate Neighbourhood Forum Mark Afford, Adrian Essex & David Winskill Crouch End Neighbourhood Area
16.00	Summary Any further evidence or follow up required Identifying key areas for conclusions and recommendations	Housing & Regeneration Scrutiny Panel
16.30	END	

Appendix B – Introduction of Community Infrastructure across London

Borough	Consultation Period	Additional Comments
2013		
Redbridge	10 May - 10 June 2011	Charged from 1st January 2012
Wandsworth	24 Jun-22 July 2011	Charged from 1st November 2012
Croydon	16 Jan-13 Feb 2012	Charged from 1st April 2013
Barnet	27 Jul-7 Sept 2012	Charged from 1st May 2013
Brent	2 Jul -3 Aug 2012	Charged from 1st July 2013
Harrow	15 Nov - 20 Dec 2012	Charged from 1st October 2013
2014		
Newham	17 Dec-25 Jan 2013	Charged from 1st January 2014
Merton	25 Mar - 10 May 2013	Charged from 1st April 2014
Sutton	12 Nov - 10 Dec 2012	Charged from 1st April 2014
Waltham Forest	29 Jul - 9 Sept 2013	Charged from 15th May 2014
City	24 Jul-4 Oct 2013	Charged from 1st July 2014
Hillingdon	15 Nov - 14 Dec 2012	Charged from 1st August 2014
Islington	28 Jun - 9 Aug 2013	Charged from 1st September 2014
Lambeth	1 July - 12 Aug 2013	Charged from 1st October 2014
Richmond	8 July - 19 Aug 2013	Charged from 1st November 2014
Haringey	26 April - 14 Jun 2013	Charged from 1st November 2014
2015		
Lewisham	3 Dec-31 Jan 2013	Charged from 1st April 2015
Hackney	15 Jan - 26 Feb 2014	Charged from 1st April 2015
Tower Hamlets	22 April - 5 Jun 2013	Charged from 1st April 2015
Camden	19 June - 31 July 2014	Charged from 1st April 2015
Southwark	14 Jan - 25 Feb 2014	Charged from 1st April 2015
B & D	14 Mar - 26 Apr 2013	Charged from 3rd April 2015
LLDC	27 May - 8 July 2014	Charged from 6th April 2015
K & C	21 Jan - 23 Feb 2014	Charged from 6th April 2015
Greenwich	30 July - 10 Sept 2014	Charged from 6th April 2015
Bexley	19 Aug - 30 Sept 2013	Charged from 30th April 2015
Hounslow	19 Sept - 19 Oct 2014	Charged from 14th July 2015
H & F	22 Aug - 3 Oct 2014	Charged from 1st Sept. 2015
To be agreed		
Kingston	10 Jan - 7 Mar 2014	Examination September 2015
Westminster	12 June - 25 July 2015	Examination October 2015
Enfield	3 Dec -21 Jan 2015	Examination November 2015
Ealing	27 Mar - 8 May 2015	Examination December 2015
Havering	23 Feb - 10 Apr 2015	
Bromley		Undertaking Viability Study

Appendix C – Governance arrangements for neighbourhood portion of the CIL in other boroughs

Area	Key features of Governance arrangements
Redbridge	<ul style="list-style-type: none"> ▪ CIL Local Project Fund is allocated at two levels dependent on the size of the development in the area: <ul style="list-style-type: none"> ○ CIL income from larger developments of 10 or more dwellings or 250m² are allocated to infrastructure projects within one of the 3 sub borough regions where CIL is received (N, S & W); ○ CIL income from developments less than 10 dwellings or less than 250m² will be allocated to infrastructure projects within the individual ward that development takes place. ▪ Consultation to determine priorities for spending is conducted through existing Area Committees; ▪ All members of the local community can suggest community infrastructure projects
Southwark	<ul style="list-style-type: none"> ▪ 4 Community Council areas with local decision making powers ▪ Community Infrastructure Project Lists (CIPLs) developed for each area with the local community ▪ Consultation to take place on annual basis ▪ At least 25% of CIL funds will be spent on local area projects, whether or not there is a Neighbourhood Plan ▪ Where there is a neighbourhood plan priority will be to spend in the NP area ▪ Neighbourhood Forums will be consulted ▪ Local Community Council will be the decision making body
Wandsworth	<ul style="list-style-type: none"> ▪ 6 neighbourhoods to support the collection, engagement and distribution of CIL income ▪ Borough wide consultation undertaken to identify local priorities for CIL spend ▪ Respondents also encouraged to identify specific projects for community infrastructure investment ▪ Ward members invited to ‘work-up’ community infrastructure proposals with officers. ▪ 9 criteria are used to assess and prioritise projects ▪ Executive takes decision to approve projects based on feedback of 1) on-line resident survey 2) Overview & Scrutiny Committee 3) Finance and Resources Committee 4) level of member support ▪ Approved projects monitored through Overview & Scrutiny.
Camden	<ul style="list-style-type: none"> ▪ 25% of collected CIL to be spent on local projects ▪ Members to engage with Neighbourhood Forums to identify local spending priorities ▪ Allocation of CIL funds managed through a member application process ▪ Applications assessed (light touch) and prioritised by officers through an established set of criteria ▪ Allocations are signed off by officers, though unsuccessful applicants can appeal to Cabinet member ▪ Funding allocations are published on the website ▪ A Project Manager is appointed for successful applications, and draws down the funds for implementation ▪ A report on CIL spending and allocations

Elmbridge	<ul style="list-style-type: none"> ▪ Community spending allocated through Local Settlement Spending Boards of Parish Council in parished areas and local ward councillors in other areas; ▪ £654,000 allocated in 2015 on wide variety of projects ranging in value from £500 to £100,000; ▪ In effect each ward has a fund to spend the community element ▪ Local ward councillors decide how bids against this fund is spent.
Bristol	<ul style="list-style-type: none"> ▪ Neighbourhood Funds go to 14 Neighbourhood Partnerships with decision making and spending powers - these pre-existed CIL ▪ Neighbourhood Partnerships comprise 2/3 wards with spending decisions delegated to ward councillors ▪ 4 Neighbourhood Forums developing Neighbourhood Plans – but with no spending power – money will go to Neighbourhood Partnerships ▪ 4 Neighbourhood Forums are developing Neighbourhood Plans. ▪ Forums have no spending powers ▪ 25% CIL income will be devolved to relevant Neighbourhood Partnership ▪ Forums encouraged to work with Partnerships to influence CIL spend

Appendix 2: Recommendations

Recommendation from Scrutiny Review	Draft response (Agreed / Not agreed / Partially agreed)	Who and when
<p>1. In light of significant increases in both land values and house price sales since the last viability assessment in 2013, and to ensure that CIL remains an effective and efficient process through which to resource local infrastructure, it is recommended that the Haringey CIL Schedule should be reviewed during 2016.</p>	<p>Agreed The service has made a bid for funding to secure the necessary evidence assessments and make provision for examination of the new Charging Schedule and Infrastructure Delivery Plan.</p>	<p>Cabinet Member for Planning and Head of Planning Policy End of December 2016</p>
<p>2. It is important that Councillors, community groups, Neighbourhood Forums, and other community stakeholders have a clear understanding of the prospective income derived from the CIL and how this is apportioned to local areas (as defined in recommendation 3). It is recommended that both accrued and (where possible) projected income from the CIL for each area is published annually to support community infrastructure planning and development.</p>	<p>Agreed. Information on CIL income is included in the Authority's Monitoring Report (AMR) This will be revisited to include cautious forecasts based upon new developments likely to commence in the year ahead.</p>	<p>Cabinet Member for Planning and Head of Planning Policy The AMR is produced in December each year and published on the Council's website.</p>
<p>3. To ensure a fair distribution and to minimise associated administrative costs, it is recommended that the neighbourhood proportion of CIL income (outside neighbourhood forum areas) is apportioned to an amalgam of local wards rather than individual wards. It is suggested that in total, no more than 6-7 local areas are used for this purpose.</p>	<p>Agreed The service will seek to identify ward clusters for the consultation with Ward members as part of the new governance structure to be implemented.</p>	<p>Cabinet Member for Planning, Head of Planning Policy and Wards Members Commence October 2016</p>
<p>4. Community priorities for spending the</p>	<p>Agreed.</p>	

<p>neighbourhood element of the CIL should be identified through a borough wide consultation⁹. This consultation should be multi-format and be sufficiently comprehensive so that analysis can determine priorities of individual areas (as defined in recommendations 3). Priorities for each area should be published and used to inform subsequent assessment and prioritisation of proposed projects for community infrastructure. (This should be repeated every 2-3 years).</p> <p>5. Following community consultation to identify priorities, members, community groups, local residents, local businesses and other community stakeholders should be encouraged and supported to nominate local infrastructure projects for funding through the neighbourhood portion of the CIL. Such proposals should aim to outline how the proposed community infrastructure:</p> <ol style="list-style-type: none"> i. Match the local priorities (established in recommendation 4); ii. Supports further growth; or iii. Mitigates the impact of development in a local area. <p>6. To reduce associated costs, it is recommended that the consideration, authorisation and monitoring of community infrastructure projects funded through the neighbourhood portion of the CIL is undertaken through an existing council body. This body should:</p> <ul style="list-style-type: none"> ▪ Include representation from members and officers; ▪ Should be open to public attendance (e.g. a meeting held in public); 	<p>The format for consultation (except where a neighbourhood plan is in preparation) should focus around the Council's capital programme (and the Infrastructure Delivery Plan, informed by evidence based studies underpinning new planning policy documents. The priorities will be reported through the Authority's Monitoring Report.</p> <p>Agreed The Council envisages an online process for nominations with appropriate web form.</p> <p>Partly Agreed. The body to consider such requests will be Cabinet as costs are likely to be greater than £500K pa. The mechanism for undertaking consultation and reporting to Cabinet will need to be subject to further consideration.</p>	<p>Cabinet Member for Planning, Head of Planning Policy and Communications Team.</p> <p>End of December 2016 in line with consultation on the revised Charging Schedule.</p> <p>Cabinet Member for Planning, Head of Planning Policy, Communications Team and Web Team</p> <p>February 2017</p> <p>Head of Planning Policy and Democratic Services in consultation with SLT</p> <p>February 2017</p>
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⁹ Excepting Neighbourhood Plan Areas, which will have their own consultation and involvement plans;

<ul style="list-style-type: none"> ▪ Publish details of those proposals which have been approved. <p>7. It is likely that the project proposals will exceed neighbourhood CIL funds available (particularly in the short term), it is therefore recommended that the Council establish set of criteria through which the body identified in recommendation 6 assesses and prioritises those projects to be authorised. It is recommended that the prioritisation criteria should include:</p> <ol style="list-style-type: none"> I. The degree to which proposals can be used to lever in additional investment (e.g. match funding, grants, or used to bid for funds for larger projects); II. Whether further investment in local infrastructure can be secured from the proposal to create a virtuous circle of investment and development. III. That proposals should have no revenue implications to the Council; IV. The level of member and community support for the proposal (all proposals should have as a minimum 2 members to support); V. That the proposal should be of sufficient scale for local impact, that is, there should be a minimum threshold for projects of £2,500 with no maximum; VI. If the proposal can be demonstrated to compliment and support other discretionary funding projects – e.g. Ward budgets. VII. Those projects which are agreed are completed within 18-24 months of authorisation VIII. The degree to which the project represents value for money. 	<p>Partly Agreed. Recommendations I, II, IV, V, VI, VII, and VIII accepted. The impact upon revenue funding should be a consideration but, in certain cases, impact upon revenue may be inevitable for works in the public realm.</p>	<p>Cabinet Member for Planning, Head of Planning Policy, Finance and Procurement teams</p> <p>March 2017</p>
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<p>8. Given the community leadership role of elected members, it is recommended that local councillors should be encouraged and supported to play an active role in the operation of the neighbourhood CIL fund through:</p> <ul style="list-style-type: none"> ▪ Ensuring local residents, community groups and other groups participate in borough-wide consultation to identify local infrastructure priorities; ▪ Identifying and preparing proposals for local community infrastructure projects (either directly themselves or supporting other proposals from other stakeholders); ▪ Engaging in dialogue with neighbouring CIL areas, or wards and Neighbourhood Forums to help identify shared community infrastructure priorities and projects to take forward; ▪ Championing agreed community infrastructure projects in their CIL area. <p>9. In anticipation of continuing and accruing income to the neighbourhood CIL, it is recommended that the authorisation process ensures that there is a 'pipeline' of approved community infrastructure projects so that there is continuity in the use of funds (e.g. in case of project delay/failure).</p> <p>(i) Whilst CIL receipts cannot be directly released to Neighbourhood Forums, the panel recommends that processes for determining and prioritising the neighbourhood proportion of the CIL spend in these areas should be devolved to these bodies. It is recommended that the Council should continue to consult and liaise with NHF leads to ensure that that there is a satisfactory process through which:</p>	<p>Agreed. The planning and communications teams will seek to support members in this role through updated web pages and materials as appropriate.</p> <p>Agreed. The Council should aim to over-programme spend to provide for slippage and delay in project delivery. Support may also be required around project delivery – against which the planning service will need to engage further resources (The LPA will seek to ensure that this additional costs falls within the provisions allowed for in the CIL regulations).</p> <p>Agreed. HNF will be encouraged to set out local CIL projects and to prioritise these in the draft and final Neighbourhood Plan. The process for authorising expenditure should include consideration of the extent to which the Neighbourhood Forum fulfilled the</p>	<p>Head of Planning Policy, Communications Team and Democracy Services, with assistance of Web Support</p> <p>February 2017</p> <p>Head of Planning Policy, and Finance and Procurement</p> <p>March 2017</p> <p>Head of Planning Policy, and Finance and Procurement</p> <p>March 2017</p>
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<ul style="list-style-type: none"> ▪ Local residents are engaged and involved in the identification of community infrastructure projects in the neighbourhood forum area; ▪ There is a mutually agreed procedure through which the delivery of community infrastructure projects are agreed, monitored and overseen in the neighbourhood forum area; ▪ There is appropriate dialogue with adjacent CIL areas (wards) to identify common community infrastructure priorities or projects. <p>(ii) As Neighbourhood Plans are not defined by borough boundaries, the panel recommended that the Council should continue to liaise and consult with those boroughs where a Neighbourhood Plan overlaps to ensure where possible that there is a consistent and coordinated approach to the administration of the CIL.</p> <p>10. The panel recognise that efficient, cost effective and timely 'build-out' of authorised community infrastructure projects is important to help build and maintain community trust and confidence in the CIL. In this context it is recommended that:</p> <ul style="list-style-type: none"> ▪ The Council publish local CIL priorities and authorised projects proposals to help engage and involve a wide range of possible providers (voluntary and community groups, resident groups and developers) to help secure timely and efficient completion of community infrastructure projects; ▪ Given their skills and expertise in delivering infrastructure, local developers should be encouraged to play a role in the delivery of community infrastructure projects (e.g. where appropriate, local developers could be invited to 	<p>requirements set out with discretion to withhold funds where the process has clearly not been followed appropriately. .</p> <p>Agreed. Haringey and Islington already engage regularly in respect of Highgate. Islington has approached the matter of CIL spend differently.</p> <p>Agreed. The service will explore how this might be facilitated by enhancing the existing web pages. Consideration will be given to specific branding to enable the identification of CIL funding projects on the ground.</p> <p>Partly agreed. The role of developers in delivery will need to be clearly defined under a payment in kind policy and independently valued in compliance with the CIL Regulations.</p>	<p>Cabinet Member for Planning, Divisional Director of Planning and Head of Planning Policy, February 2017</p> <p>Head of Development Management, Communications and Procurement team March 2017</p> <p>Head of Planning Policy, Head of Development Management, and Procurement team</p>
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Report for: Cabinet on 17 May 2016

Item number: 9

Item number: Wolves Lane Horticultural Centre - Cessation of Services and proposed new Parks Depot.

Report

Authorised by: Tracie Evans

Lead Officer: Simon Farrow, Interim Head of Direct Services

Ward(s) affected: Woodside Ward

Report for Key/

Non Key Decision: Key decision

1. Describe the issue under consideration

- 1.1. The current services at Wolves Lane Horticultural Centre (WLHC) are no longer financially sustainable and therefore the Council needs to cease providing them and find alternative uses for the site.
- 1.2. The land occupied by WLHC is designated as Metropolitan Open Land and therefore future use needs to be compatible with this designation.
- 1.3. The council still has some interest in part of the site for a new parks depot but expressions of interest need to be sought in order to elicit proposals from interested parties for the remainder of the site. A further Cabinet report will be produced towards the end of the year to make a final recommendation including setting out the staffing, financial and equality implications.

2. Cabinet Member Introduction

There has been a significant level of engagement with all interested parties in the development of this report. In the light of reducing Council budgets the approach recommended will allow those within the community to submit their own expressions of interests for the future management of the site. It will also allow the Council to explore all potential options that support the outcomes of the Corporate Plan.

3. Recommendations

- 3.1. That Members agree to cease the current service provision at WLHC in April 2017 in line with the findings of the service review detailed in this report.
- 3.2. That expressions of interest for the future use of WLHC are sought from suitably qualified organisations and that the outcomes of this exercise are reported back to Cabinet before the end of 2016.

4. Reasons for decision

- 4.1. The Council's Medium Term Financial Strategy (MTFS) sets out a reduction of £70,000 in the budget of WLHC. Three further internal funding sources are also being removed as a result of actions within the MTFS. As set out in paragraph 11 this will lead to a total funding reduction of £205,000 over the next two years.
- 4.2. **Adults and Volunteering Services** - All funding for this service is being withdrawn over the next two financial years. The council is moving away from direct provision of Adult Care and therefore although personal independence payments may be available for some or all of the service users this is not an area where the parks service should continue to operate.
- 4.3. **Education Services** - This service area is subsidised by the parks service and only recovers around 50% of its cost through fees and charges. The service is well supported by the schools attending but they have indicated that a 100% rise in the cost of visiting would make visits to the site unaffordable. This is not a core area of operation for the parks service and others may well be better placed to provide such a service.
- 4.4. **Retailing** - The council has been retailing plants and other garden sundries since it took over the management of the centre from the previous failing social enterprise in 2009. However, recent legal advice has highlighted that the council does not have in place the right corporate structure. The surplus produced by the retailing is not significant and therefore does not warrant the overhead of setting up the necessary corporate structure to continue.
- 4.5. **Growing** - The councils currently grows a significant amount of seasonal bedding, shrubs for parks and housing areas and also plants to retail. The parks service need for these plants is changing as it moves to more sustainable forms of planting rather than the high maintenance seasonal bedding. In addition it will no longer be retailing and therefore will not need to produce plants to sell. Therefore, in the future the service will require less glass house provision.
- 4.6. **Horticultural Centre Site** - By recommending that most of the current services should cease this would release around 60-70% of the current site. The site is designated Metropolitan Open Land and therefore its future use must be consistent with the constraints currently placed upon it.

5. Alternative options considered

- 5.1. During 2015 a full review of the current services and the funding for those services was completed. The review considered three options for each element of the service: remain as is; improve; and stop. A summary of the review can be found at Appendix 1.

6. Future of the Wolves Lane Horticultural Centre Site

- 6.1. The Council is proposing to cease the majority of its activities on the site. Therefore, it needs to consider alternative uses of the site which contribute to the Corporate Plan and MTFs. The site is designated Metropolitan Open Land and therefore can only be used for open air facilities, especially for leisure, recreation, sport, arts and cultural activities and tourism and / or be used to contain features or landscape of historic, recreational, nature conservation or habitat interest.
- 6.2. The councils continued use of the site in connection with the provision of the parks service will be limited. This use will account for some 30-40% of the total site. Appendix 2 outlines some possible site divisions. In order to explore options for the remaining 60-70% of the site an expression of interest process is proposed.
- 6.3. The Councils continued interest in the site will be to establish a new parks depot on the site and retain some glass house provision. This will enable the closure and relocation of staff and resources from the Keston Road Depot and Woodside House depot.
- 6.4. Once the new depot is available at Wolves Lane the site at Keston Road can be released for housing.

7. Expression of interest process

- 7.1. It is proposed that an expressions of interest process will be launched in June 2016 to seek proposals from interested parties that would like to make use of the remaining space at the Wolves Lane site.
- 7.2. All expressions of interest should recognise the council's intention to achieve its objectives by:-
 - Working together with our communities - Building resilient communities where people are able to help themselves and support each other
 - Value for money - Achieving the best outcome from the investment made
 - Working in partnership - Delivering with and through others
 - Ensuring compatibility with the requirements of Metropolitan Open Land status.
- 7.3. Contribution to the each of the corporate priorities will be equally weighted and equate to 60% of the overall evaluation score. 40% of the evaluation score will be applied to the financial aspects of the expression of interest split equally between income to the council and the achievability of the business plan. A higher proportion of the overall score is being given to the corporate plan contribution to ensure that expressions of interests from community groups are not unfairly disadvantage by the standard 60/40 price/quality split.

- 7.4. The proposed timeline for the expression of interest process will be as follows:-
1. Expression of interest sought between June – August 2016 (10 Weeks)
 2. Evaluation of expressions of interest September – October 2016
 3. Cabinet Decision November or December 2016
 4. Lead in period for selected partner(s) January – April 2017

8. Background information

- 8.1. In February 2009, the Council took over the management of the Wolves Lane Horticultural Centre from a charitable organisation. At that time, the Council's intention was to move the management of the centre into a partnership agreement with a not for profit organisation by 2012.
- 8.2. The Council's Corporate Plan and MTFs for 2015-18 were approved in early 2015. This included a proposal to reduce the centre's budget from £70k to nothing from April 2016/17. In addition further funding is being withdrawn as part of the MTFs Savings from Adult Services, Regeneration and Commercial and Operations. The total reduction over two years is £205,000.
- 8.3. The Parks Service conducted a review of the services on offer at the centre. The aim of this review was to recommend the future operating model for the centre which would meet the savings targets and the Council's objectives.

9. Staffing Implications

- 9.1. There are eight directly employed people at the WLHC and in line with the recommendations of this report all posts would be retained until April 2017.
- 9.2. The post of centre manager and nursery team leader would be retained thereafter to deliver a variety of landscape improvements including the production of the plants for the use within the landscape improvement schemes.
- 9.3. During 2016/17 the posts of Nursery Operative and Gardner will be transferred to the Parks Operational Team to provide further support to the boroughs parks. This will support the reduction of the current financial subsidy.
- 9.4. The impacts on the remaining four posts will not be known until the completion of the expression of interest process. Either the staff occupying will be subject to the council's redundancy / redeployment procedure or TUPE will apply and they will transfer to a new provider where services continue to be offered.

10. Consultation

- 10.1. Ward Councillors – Ward Councillors have been appraised at regular intervals throughout the review. They have also attended WLHC and seen some of the services in action.
- 10.2. Friends – Regular meetings have been held with the Friends of Wolves Lane Horticultural Centre, throughout the review. During the review the Friends have met with Ward Councillors, the Cabinet Member for Environment and the Leader in order to share their views on the review.

- 10.3. Partner Organisations - Site visits have been conducted with other organisations such as the Organic Lea project based at Waltham Forests Parks Nursery. Organic Lea have also produced a template plan for food growing at the site. The plan concludes that there could be a viable organic food growing operation led by a mixture of paid workers and volunteers based at the site. Previously Dignity (Crematorium and Cemetery Partner) have expressed an interest in the site should it become available as a potential extension to the Wood Green Cemetery.
- 10.4. Staff and Trade Unions – The staff and the Trade Unions have been kept informed about the review and its progress. Staff have had the opportunity to input into the review and challenge the findings where appropriate. Formal consultation will take place with affected staff following the Cabinet decision in the autumn of 2016.

11. Financial Considerations

- 11.1. The proposals outlined in this report will from 2017/18 deliver the full £205,000 savings required by the MTFS. However, the £175,000 MTFS saving due to be achieved in 2016/17 will be under achieved by £60,000 due to the recommendation of continuing to run the Adult Services provision until April 2017. The additional cost for the extra nine months of operation will be contained within the operational budget of the council. Overall the targets for both years within the MTFS will be achieved.
- 11.2. The proposals will release the Keston Road site which has a potential development value in the region of £800,000 to £900,000 and could deliver up to 25 affordable homes.
- 11.3. The proposals will require an investment of up to £600,000 into the facilities at Wolves Lane and Finsbury Park prior to releasing the site at Keston Road.
- 11.4. The reuse of the remainder of the site at Wolves lane could generate either a one off capital receipt or an annual lease income. The value of this will very much depend on the expressions of interest received when these are sought.

12. Contribution to strategic outcomes

- 12.1. The recommendations in this report will continue to contribute to the following outcomes of the corporate plan:-
- Priority 1 - Enable every child and young person to have the best start in life, with high quality education.
 - Priority 2 - Enable all adults to live healthy, long and fulfilling lives
 - Priority 3 - A clean, well maintained and safe borough where people are proud to live and work.
 - Priority 4 - Sustainable Housing, Growth and Employment Drive growth and employment from which everyone can benefit
- 12.2. In addition the disposal of the Keston Road site for affordable housing will contribute to Priority 5 - create homes and communities where people choose to live and are able to thrive.

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

13.1. Finance and Procurement

13.1.1. Cabinet in December 2014 agreed savings totaling £180,000 relating to the Wolves Lane site. These comprised Priority 3 savings of £70,000 related to the net cost of running the facility, Priority 4 savings of £30,000 as part of the wider Economic Development savings and Priority 2 savings of £80,000 as part of the saving related to New Day Opportunities. Approval of this report will allow those savings to be delivered as well as helping the Council avoid an existing overspend of around £25,000 per annum which is the current loss being experienced by the service.

13.1.2. The proposals in this report will also allow the Keston depot site to be freed up to provide more affordable housing, which will help to relieve the pressure on wider Housing budgets. However, to do this a large proportion of the expected capital receipt from the Keston depot site will need to be reinvested into upgrading facilities at Wolves Lane and Finsbury Park, the estimated cost here is £600,000, leaving around £200,000 - £300,000 of the capital receipt available for wider Council priorities. There may be the opportunity for further capital receipts if any remaining available land at Wolves Lane was disposed of, again this funding would be available to support the wider Council capital programme.

13.2. Legal

13.2.1. The proposals involve the proposed deletion of four posts at WLHC. This proposed deletion falls within the scope of the Council's Restructure Policy. It is important that the Council follows that Policy and its Redeployment Policy, to minimise the risk of successful unfair dismissal claims being brought against it by the employees concerned.

13.2.2. Further Legal comments will be provided when this matter is next brought back to Cabinet.

13.3. Equality

13.3.1. For adult service user the impact is largely on people with disabilities and broadly equal impact on the different sexes. The impact is likely to be minimal if the service users move to a new provider on the same site. If they have to move this will be done in accordance with the wider provisions for all service users affected by the wider Adult Services Transformation agreed in 10 November 2015.

13.3.2. For school children attending the centre, if a new service provider comes forward then there will be no impact. If the service ceases to be provided there

would be a fairly equally impact on all service users but given that they may visit once in their school life any impact will be negligible.

- 13.3.3. Retail users again may well be impacted but to a limited effect in that they would have to purchase plants and materials from other outlets.
- 13.3.4. The impact on staff will be greatly felt by females over the age of 60. In this case should they would in the first instance be offered redeployment should an opportunity exist or be subject to redundancy and would also be entitled to early release of their pension. However, as this group is also working to be set out a new social enterprise to run the centre post April 2017 the impact could also be minimal.
- 13.3.5. The one female who is under the age 60 and from a BME group would be directly affected but only from the perspective that this is a second duty for her and she has a separate full time job elsewhere in the council.
- 13.3.6. There will be a positive impact for the two disabled members of staff as they will continue in employment with the Parks Service but at a different location.

13.4. **Procurement Comments**

The approach outlined in this report meets the requirements of the Councils Contract Standing Orders.

14. **Use of Appendices**

Appendix 1 - Summary of service review
Appendix 2 - Indicative site layouts

15. **Local Government (Access to Information) Act 1985**

(a) Wolves Lane review documentation

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Appendices

Appendix 1 – Options analysis

1.1 Options for Adults & Voluntary provisions

a) Remain as-is

The option of this service remaining as it currently operates is not feasible. The service is currently provided via funding from Adults Services and Regeneration, plus a small income from personalised budgets. The majority of these funds are due to cease over the next two years. As a result of a Cabinet decision on 10 November 2015, the way adults services are provided in the borough will change, and the annual £80k funding from Adults Services will not be received from the end of June 2016 onwards. Due to changing priorities from Regeneration, the annual £30k regeneration grant will stop in April 2017. Without these two funding streams, the service cannot continue to operate in its current format.

b) Improve

As the funding is being withdrawn, alternative ways of charging and bringing in income for the service provided have been investigated.

The structured sessions delivered at the centre are mainly craft classes for people with learning disabilities. These are run by the part time training co-ordinator and a session is approximately three hours, with five sessions a week. Allowing for holidays, the centre delivers approximately 235 of these group sessions per year, with a maximum capacity of 12 users per session, which is a total of 2820 chargeable session places.

The charge for a session is £20, and currently brings in approximately £5k per year in income from those with personalised budgets.

Other activities are provided at the centre, but these are less structured, and are mainly tailored for the volunteers. These include assisting with the growing activities, and helping with looking after the animals. These sessions are supervised by the training manager with some extra input from the centre manager. There are 10 sessions a week/470 per year, with a capacity of 12 per session. These are volunteering sessions and therefore not chargeable.

These costs of these sessions are covered by the funding from Adults, Regeneration and personalised budgets, and an alternative source for £110,000 income would need to be found.

If full capacity was reached for craft sessions, and chargeable at £20 per session, this would bring in £56,400 which is only about half of the required £110,000. The volunteering sessions in the current format are unchargeable.

There are a number of concerns about the ability to reach this income:

- Price – Following advice from Adults Services, £10 is a more realistic rate for the sessions on offer.
- Capacity – If a service user has a key worker with them, or is a wheelchair user, the number of chargeable places per session is reduced. An estimated 8 chargeable places is more likely per session. This would mean the likely number of chargeable session places is reduced to 1880.
- Demand – The number of sessions currently provided to those who are paying with personalised budgets, and those who are referred by Adults Services and are likely to have personalised budgets in future, is 22 per week/1034 per year. Adults' services have suggested there are 10 people on the waiting list for similar classes at the nearby drop in Winkfield Centre. If these were all absorbed by WLHC, and assuming they had one session per week each, this could increase paid for sessions to 32 per week/1504 per year, which is below the reduced capacity estimate of 1880. However, all paying clients have an element of choice in where they choose to spend their personalised budget, and therefore the demand cannot be relied upon.
- Based on the above concerns, the estimated lower income is approximately £15,000, which is £95,000 less than required.

Attempts have been made in the past to turn around the volunteer offer in place to make it a chargeable model; however, this user group weren't receptive to paying for sessions.

A move to operate from an alternative Parks site would require a capital investment to set up the required infrastructure, and would still face the same level of uncertainty around income.

However, the Cabinet decision made on 10 November 2015 has changed the way Adults Services are provided by Haringey Council – instead of being delivered by the Council, these services will now be provided by external providers. Therefore, the Council has removed itself from the role of direct delivery.

c) **Stop**

Stopping the Adults and Volunteering sessions would address the drop in income. It would also align with the Council's decision to have these types of services provided by external suppliers. However, there would be impacts on staff and users.

There is a risk of 2 FTE redundancies.

There would be an impact on service users; however after seeking advice from Adults Services, they have reassured us that alternative provision would be found for these users within a six week period. They have offered to continue paying for the service for the first quarter of 2016/17 to cover the transition period.

The volunteers would not be able to carry on in the same way. However, when alternative uses for the site are considered, opportunities for volunteers will be looked into.

1.2 Education and family learning provision:

a) Remain as-is

£21.5k income is received from schools and family learning for the courses provided at WLHC. The financial expenditure on staff, utilities, and supplies is £44.5k. If no change to the service was made, the Council would continue to lose approximately £23k per year on running this service. This is not a sustainable option.

b) Improve

The current set up at the centre is to offer family learning sessions on one day a week, and schools classes over two days. There is capacity for 144 schools sessions a year, but the current demand is 98 sessions.

The price per session is £165 for Haringey schools, and £190 for out of borough schools. Haringey schools take approximately 85% of the sessions on offer.

Following advice from Children's Services, the prices charged for these sessions is well below the market rate. The suggested prices are £375 for Haringey schools and £450 for independent and out of borough schools. Children's Services have suggested these prices would not affect current demand.

To increase demand, more use of the Schools Traded Service portal could be used, to offer a wider variety of sessions. This would give schools greater visibility of the sessions. Small investments in modernising the facility and on additional supplies would improve the offer and help to justify the price increase.

At the current demand, with an 85% in borough and 15% out of borough split, this would bring in £36k a year (even if we offered a 25% discount for smaller class sizes for 15% of sessions). This would rise to £53k if the full capacity was met. The upper end of this target would more than cover the cost of running the service. However, feedback from schools is that they would not pay this price for classes.

There is an option to relocate this service, potentially to Finsbury Park. Investment would be required to put in place new classroom facilities. The additional benefit of a move to this more accessible location is that it would open up the sessions to more out of borough schools, and potentially help achieve more than the £53k upper income target. The new facility could be built to provide an education hub for schools as well as other parks visitors and become a visitor centre, providing even greater income opportunities.

A benefit of staying at Wolves Lane is that the Palm House would be retained, which is a key selling point for the current sessions on offer.

Family learning is currently running at 2 sessions per week. This is delivered from Earlham Primary School and generates an income of £7k per annum. There are currently no SLAs in place so therefore this is not a secure income.

c) **Stop**

If the schools and family learning service at the centre was stopped, the schools and HALS would need to find an alternative way to deliver their learning outcomes. Alternatives for a learning outside the class room experience do exist at both Railway Fields and Alexandra Palace that schools do currently access. It would be possible for both these offers to be included in the schools traded services portal to ensure all schools have a greater awareness of the alternatives on offer.

There would be no further financial loss on this service, and it would help to contribute to achieving the savings target for this review.

There would a risk of redundancy for one person (0.6 full time equivalents).

1.3 **Growing and retail:**

a) **Remain as-is**

The centre currently grows the plants needed by the Parks Service to be planted in the parks and Homes for Haringey (HfH) sites across the borough. The growing operation also provides a focus for some volunteering activities. The surplus plant stock produced, some vegetables, plus some additional gardening supplies, are sold through the centre's retail outlet.

Although a small £5k annual profit is brought in through retail, the growing and retail provision combined is losing approximately £50k a year.

If no change was made to the service, this loss would continue. Additionally, it is also expected that changes to the type and volume of plants needed in the borough's parks would also mean a £25k drop in demand. The total annual loss may reach £75k.

To maintain this is unsustainable in the current financial climate.

b) **Improve**

Changes would need to be made to reduce growing activities to meet the reduced demand in parks. This would require fewer staff, and could potentially result in 2 FTE redundancies. A smaller space would also be needed, freeing up space at the centre for alternative use. There are benefits to the council retaining a growing operation as bigger better quality plants can be produced than would be commercially available at the same cost.

Retail has always been an offshoot of growing, and is not a Council priority. It has also always been seen as a temporary activity, while the long term arrangements for the centre were finalised. To continue to trade, the Council would need to set up a separate trading entity. The resource required to set up and maintain a new company is not feasible, in light of the small profits available and the fact it does not align with corporate priorities, so no further effort has been made to investigate improvement options for retail.

c) Stop

In light of the financial deficit and future reduction in demand of shrubs and plants, we have reviewed the option to stop further production. Instead of growing, we can meet the demand for plants from parks and HfH by buying in stock from alternative suppliers. Some horticultural supplies are already brought from elsewhere, so this method could be extended to cover all plants required. If growing was stopped, retail would also stop.

This would result in up to 4.6 FTE redundancies. Horticulture would not be available for volunteering, and the link to food growing would cease. Stopping growing and retail would save £50k per year initially, plus protect from further £25k loss associated with growing.

1.4 Dependencies between services

There are dependencies between services, for example:

- Volunteers assist with the growing of plants.
- The horticultural staff and volunteers assist with maintaining the Palm House which is primarily used for schools sessions.

There are also staff employed at the centre who cannot be directly aligned with just one service, for example the Centre Manager.

Similarly, the overheads of the centre are shared between the costs of providing each of the services.

Any decision about one service will have an impact on the other services at the centre.

1.5 Overall Site

Depending on the options chosen for each of the services, some or all the space at the current site may be freed up. Options have been investigated for what the space may be used. The site is designated as Metropolitan Open Land, which has certain restrictions over the use of the site.

a) Retain for Council use – Parks depots / growing

In continue to grow plants for the Council's use and for work undertaken for partners a reduced amount of inside and outside space would be required. The benefit of continuing to grow our own plants is that a bigger and better plan can be grown for the same cost as smaller lower quality commercially available plants.

Keston Road – by relocating the depot from Keston Road to Wolves Lane, the available space could be sold for housing redevelopment to support the housing agenda. This would also bring in a capital receipt (valued at between £675,000 and £730,000), which could fund the relocation.

Woodside – the Woodside depot could also be moved partly to Wolves Lane and partly to Finsbury Park, vacating its current space on the Woodside House site. The depot would need to move from this site at some point in the near future to allow redevelopment of Woodside House.

A combined depot and growing space would require approximately 30-40% of the existing site. The retained space could be located either on the southern or eastern part of the site as set out in Appendix 2. Which portion is retained will be influenced by the requirements of the expressions of interest for the remainder of the.

b) **Lease to Dignity**

WLHC is located next to the Wood Green Cemetery which is currently leased to Dignity. Dignity has expressed an interest in the site to expand the cemetery. This would be an extension on their current lease.

This would bring in an additional income stream, but would limit future options on the site due to the time restrictions on change of use of burial sites.

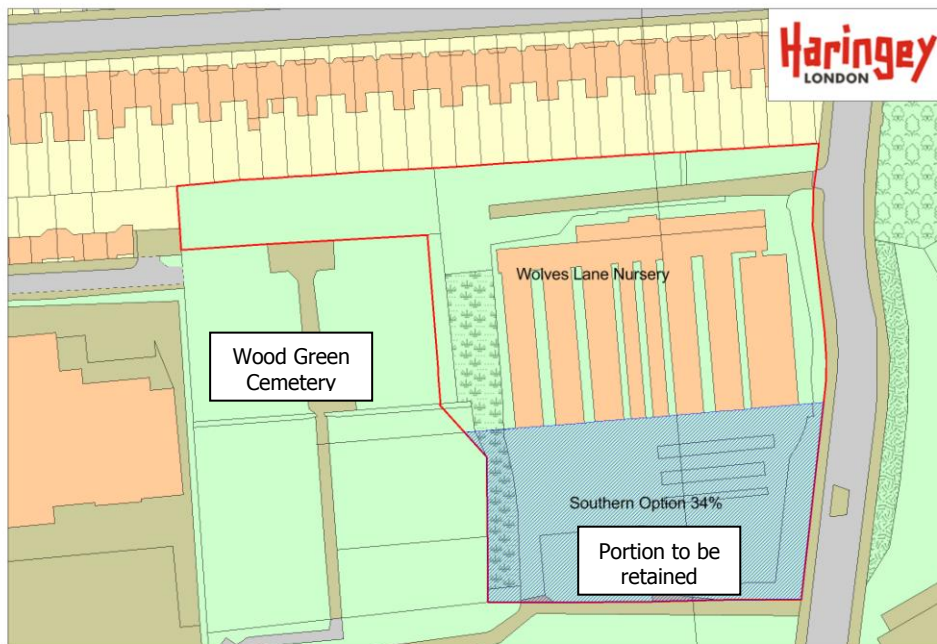
c) **Lease to another provider who will continue with horticultural activity at the site**

There are many existing local, not for profit, food growing groups who are looking for more space from which to grow and distribute to meet the rising demand for local produce across the capital. We are exploring options within this area. The potential to lease part of this site to an organisation of this type would bring in income, and maintain links with food growing. Additionally, it could provide opportunities for future development of activities for volunteering and adults. A lease arrangement could help deliver Haringey Council's priorities for public health and the obesity strategy, raising volunteering opportunities whilst developing skills and offering training. We are hoping to have a more detailed proposal from an organisation in the New Year.

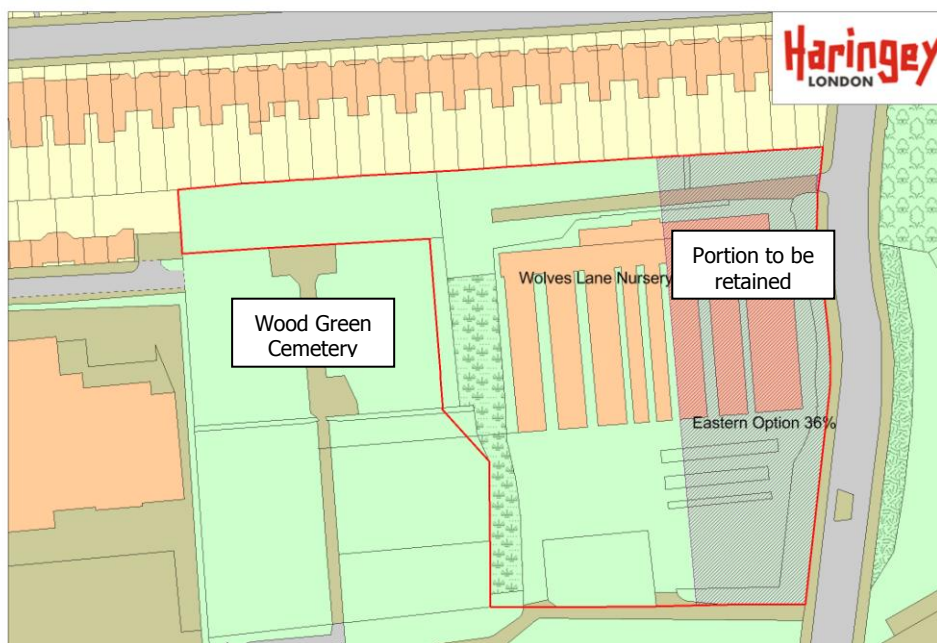
Any new arrangement would have a lead in time to become established, and this could be used to scale down or stop any other services currently delivered at Wolves Lane.

Appendix 2 Maps

Map 1 this is a map of the existing site with the southern 30-40% of the site retained for a new parks depot and growing space.



Map 2 this is a map of the existing site with the eastern 30-40% of the site retained for a new parks depot and growing space.



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DECISION MAKING REPORT FORMAT WITH GUIDANCE

Report for: CABINET

Item number:

Title: White Hart Lane Station Approach – Public Realm Improvements

Report authorised by: Lyn Garner, Director of Regeneration, Planning and Development



Signed:

Dated: 29th April 2016

Lead Officer: Peter Watson
Peter.Watson@haringey.gov.uk
0208 489 1699

Ward(s) affected: Northumberland Park Ward

Report for Key/
Non Key Decision: Key Decision

1. Describe the issue under consideration

1.1 This report seeks approval for the appointment of a multi-disciplinary consultancy team to support the Council in delivering the public realm around White Hart Lane Station. The project provides highways and streetscape improvements along Love Lane, Penhurst Road and White Hart Lane between Creighton Road and the High Road. The Transport for London “LIP” funded scheme will provide vital infrastructure required to progress the High Road West regeneration scheme, approved by Cabinet, Dec 2014, and wider regeneration, including the Northumberland Development Project (“Spurs scheme”).

2. Cabinet Member Introduction

2.1 Delivery of station and public realm enhancements at White Hart Lane will provide more efficient and attractive access to the station, reinforcing the Council’s commitment to sustainable transport and streetscape improvements. The improvements will constitute a first stage in the physical delivery of High Road West, acting as a catalyst for investment and a benchmark for high quality, functional, sustainable design.

- 2.2 This report recommends the appointment of Muf Architecture / Art LLP to provide the Principal Designer role in the delivery of the scheme. This appointment will provide consultancy services throughout all stages of the project, from initial design to supervision of the construction contract and handover.
- 2.3 The scheme is funded jointly by Transport for London's Local Implementation Plan (LIP) and the Greater London Authority's 'Mayor's Regeneration Fund' (MRF). The first tranche of the LIP funding, £122,000 has been agreed to deliver public realm with further funding expected to be agreed for draw down as the scheme progresses. MRF funds are agreed and are currently attached to the TfL station enhancements.

3. Recommendations

3.1 It is recommended that Cabinet:

- i. Award a contract in the sum of £529,560 to Muf Architecture / Art LLP to undertake the delivery of public realm around White Hart Lane Station between High Road and Creighton Road and along White Hart Lane.
- ii. Approve use of the £122,000 LIP funding and subject to the Council's Contract Standing Orders delegate authority to spend future funds drawn down from the LIP funding for project delivery.
- iii. Gives Delegated Authority to the Director of Regeneration, Planning and Development, after consultation with the Cabinet Member for Housing and Regeneration to agree any necessary modifications required to the contract in light of any changes to the scheme at no additional cost.

4. Reasons for decision

- 4.1 Delivery of White Hart Lane Station and surrounding public realm is a key component in the delivery of High Road West, Northumberland Development Project and the wider regeneration across North Tottenham. This in turn corresponds to the challenging objectives for improvements in social, economic and physical well-being in the Corporate Plan and associated strategies, Upper Lee Valley Opportunity Area and the London Plan.

5. Alternative options considered

- 5.1 The council considered the option to deliver of the scheme utilising existing Council resources. However, this option is not feasible due to lack of the skills and capacity necessary to deliver this project.
- 5.2 Failure to deliver the scheme would compromise the ability of the Council to deliver the wider regeneration of North Tottenham due to the impact that the

anticipated increases in demands on the station and surrounding public realm would have on the existing infrastructure.

6 Background and summary information

High Road West Regeneration Scheme

- 6.1 The High Road West regeneration project is a key catalyst to the wider regeneration of North Tottenham and facilitating the delivery of the Northumberland Development Project. The delivery of the High Road West Masterplan will transform the Northumberland Park Ward, which currently experiences fundamental social and economic disadvantage and which is dominated by poorly designed and fragmented housing estates and industrial land, into a new leisure and residential destination for London and a genuinely mixed and sustainable community.

White Hart Lane Station

- 6.2 Delivery of station and public realm enhancements at White Hart Lane is a key part of the Masterplan providing more efficient and attractive access to the station, reinforcing the Council's commitment to sustainable transport and streetscape improvements. The improvements will constitute a first stage in the physical delivery of High Road West, acting as a catalyst for investment and a benchmark for high quality, functional, sustainable design.
- 6.3 Transport for London are progressing the station enhancements and have appointed a consultant team to transform the building, including step free platform access and at grade pedestrian access between northbound and southbound platforms from Love Lane to Penshurst Road. Landholt and Brown and Mott MacDonald are supporting Transport for London to progress the station scheme which is due to go to planning in late summer.

White Hart Lane Public Realm Improvements Project

- 6.4 A bid by London Borough of Haringey was submitted to TfL's LIP fund for £3.99m in September 2015. This has been matched with £1m approved from the GLA's Mayor's Regeneration Fund, which is held by Transport for London for public realm in relation to the station enhancements.
- 6.5 These improvements respond to analysis of White Hart Lane which indicates a low level of 'pedestrian comfort' and accessibility and high accident rate. Failure to deliver improvements will accentuate these issues as greater demands are made on the area with growth in the size and use of the stadium and surrounding residential growth. The bid was based on an initial concept design (see appendix 1). The design included the following objectives :
- Improving the physical and living environment
 - Reduce vehicle dominance and create attractive outdoor living space

- Increase the opportunities for local people to use streets as social spaces
- Improve conditions for cyclists, pedestrians and bus users to encourage more journeys by these modes
- Improve personal security, reduce the fear of crime particularly for travel during the hours of darkness
- Reduce social exclusion
- Improve accessibility of the public transport network for everyone
- Reduce the adverse effects of travel
- Facilitate regeneration and increase transport opportunities for local communities, whilst encouraging shorter journeys to be made

6.6 The scope of the proposals includes:

- Developing measures to reduce road user casualties on White Hart Lane and at White Hart/ High Road junction:
- Improved cycle linkage from White Hart Lane area to Cycle superhighway 1.
- Investigate cycle routes into and through the area linked to permeability measures on side roads where feasible.
- Provide side road entry treatments to improve pedestrian amenity and safety.
- Provision of CCTV to reduce fear of crime and increase personal safety.
- Repaving of the footways throughout the study area, with an uplift in materials proposed in key locations.
- Widening of the footways along White Hart Lane to improve pedestrian comfort and accessibility.
- Resurfacing of the carriageways and creation of raised tables at key locations to calm traffic and facilitate pedestrian cross movement.
- New pedestrian crossing provided to the north of the station on White Hart Lane and potential improvements to pedestrian crossings at the junction of White Hart Lane and the High Road.
- Removal of street clutter including unnecessary pedestrian guard railing.
- Provision of cycle parking to support interchange between cycling and public transport.
- Improvements to the setting of historic buildings and the North Tottenham Conservation area.
- Creation of small pocket spaces including provision of street furniture and tree planting.
- Soft landscaping provided where possible as well as investigation into potential 'SuDS enhancements'.
- Installation of Legible London signage, helping pedestrians to orientate themselves through the area.

- 6.7 The project will meet all of the Mayor's Better Street aims of tidying up, decluttering, relocating and merging functions, rethinking traffic management options and recreating the street.
- 6.8 The scheme was approved by Transport for London with the first stage of funding of £122k granted to the Council in December 2015 (see appendix 2). Further funding related to the overall bid sum will be provided subject to continued success in delivering the scheme and drawdown via the annual applications process. TfL have indicated that they have no reason not to continue to fund the scheme and initial meetings have indicated support for its delivery. Should the TfL decide that they no longer want to keep funding the scheme, the Council will initiate a break of contract with the appointed consultant.

Procurement

- 6.9 The Council undertook a procurement process by way of a mini-competition under Lot 4 Public Realm and Landscape of the GLA/TfL ADUP Framework. Bidders were asked to submit a bid which evaluated quality and price on a 60:40 basis respectively.
- 6.10 Two bidders submitted responses to the bid. The bids were assessed by a panel consisting of officers from both TfL, GLA and LB Haringey.
- 6.11 As well as scoring the highest score for quality, the Muf Architecture / Art submitted the lowest price for the commission and therefore received the maximum price score.
- 6.12 A summary of the scoring matrix is detailed in the table below:

Tenderer	Quality % Score	Price % Score	Total Score
Bidder 1: muf architecture/art LLP	41.16%	40.00%	81.16%
Bidder 2:	31.56%	34.76%	66.32%

Bidder 2 is identified in the exempt part of the report (Part B)

- 6.13 Muf Architecture / Art has met the requirements of the brief with a high quality bid and surpassed the required minimum score. They achieved the highest combined quality/price score and are therefore the Most Economically Advantageous tenderer. It is therefore proposed that they should be awarded the contract for this commission.
- 6.14 The Council is aiming to complete design work by early 2017, with construction undertaken throughout 2018 and early 2019. Governance will be undertaken in close liaison with Transport for London and other stakeholders to ensure that development of the public realm is closely co-ordinated with the enhancement of the station, stadium construction and progression of High Road West.

Delivery approach

- 6.15 We plan early engagement with TfL signals in step 2 to understand potential issues. If there are significant issues identified then this aspect of the bid would not be pursued.
- 6.16 Phasing of works will be carefully programmed to ensure that there is minimal disruption to traffic, station access and access to residential and commercial properties throughout construction. In particular, the work will be phased to commence with the White Hart Lane section to allow free access for works to the station building, with phase 2, along Love Lane commencing once this is at a stage when construction vehicle works can be directed away from the streetscaping. Access for pedestrians, and particularly match day access will be delivered in co-ordination with THFC, with the majority of the works being undertaken while the club are playing at an alternative venue during their own construction works. The works will be managed by Prince2 qualified project managers who are experienced in delivering Major schemes. As mentioned above, the scheme will form part of the robust Tottenham Regeneration Programme governance structure.
- 6.17 Design work will be undertaken in co-ordination with the community, businesses and other stakeholders. The Council will ensure that the groups such as the Tottenham Traders Partnership and Love Lane Residents Association are kept regularly engaged and informed.
- 6.18 Upon completion of the design process, the implementation of the designated works will be procured through a competitive tender process managed by the Project Manager and the Council's Procurement Team.

Governance and Delivery

- 6.19 A robust governance structure is in place to govern all regeneration projects in north Tottenham. The White Hart Lane Public Realm Improvements project along with the White Hart Lane Station project will report to the North Tottenham Internal Board and Tottenham Programme Delivery Board, which includes senior representation from Haringey, TfL, THFC and the GLA. This governance structure ensures regular communication and alignment of objectives and strategies between all key stakeholders (See Appendix 3).
- 6.20 The Project Manager, Peter Watson will report to Senior Responsible Officer, Sarah Lovell and Helen Fisher will act as the Responsible Director for the Project. The Project Manager will liaise with the White Hart Lane Station Project Manager and TfL Project Sponsor throughout the life of the projects.

7. Comments of the Chief Finance Officer

- 7.1 The initial cost of this contract can be met from external funding allocated by Transport for London as part of the Local Implementation Plan. Officers need to

ensure that funding for subsequent phases is confirmed by TfL before committing the full expenditure covered by this contract award.

8. Procurement Comments

The project was tendered using call-off under mini-competition from the GLA/TfL - Architecture, Design and Urbanism Panel (ADUP) – Lot 4 Public Realm and Landscape framework agreement using a scoring criteria of 60% quality, 40% price.

The procurement process described in section 9.6 – 9.14 demonstrates Bidder 1 (Muf architecture/art LLP) is the most economically advantageous tender and therefore represents value for money.

9. Legal Comments

9.1 The contract which this report relates to has been procured by undertaking a mini-competition under the GLA/TfL ADUP Framework (the “Framework”). Haringey is entitled to use the Framework.

9.2 This is a key decision and the Service has confirmed it is on the Forward Plan.

9.3 As the value of the contract exceeds £500,000 it may only be awarded by Cabinet.

9.4 The Assistant Director of Corporate Governance confirms there are no legal reasons preventing the Cabinet from approving the recommendations in the report.

10. Equalities

10.1 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

10.2 The award of the contract in this report is critical to supporting the wider development of the High Road West Regeneration Scheme. An Equality

Impact Assessment accompanied the 16th December 2014 Cabinet Decision to proceed with the High Road West regeneration scheme, and found generally positive impacts for groups with protected characteristics. The new public realm is intended to improve accessibility, amenities, safety and the environment in and around White Hart Lane station area for all residents and visitors

- 10.3 The successful Tenderer will be required to develop the scheme in accordance with best practice to help to ensure that residents and visitors are not compromised in their ability to access and enjoy the opportunities provided by the development of this project regardless of their characteristics. The tenderer will also be required to have in place their own equalities policy, and pay due regard to the Equalities Act 2010 in their professional practice and conduct.

11. Use of Appendices

10.1 The table below details the appendices relevant to this report:

Appendix	Document
Appendix 1	High Road West Masterplan
Appendix 2	White Hart Lane Preliminary Design
Appendix 3	Local Implementation Plan Major Schemes Annual Spending Submission Letter (22/12/15)
Appendix 4	Project Governance Structure

11 Local Government (Access to Information) Act 1985

11.1 Background Papers:
 Cabinet report, December 2014
 High Road West Masterplan

- This report contains exempt and non exempt information. Exempt information is under the following category (identified in amended schedule 12A of the Local Government Act 1972) S (3) information relating to financial or business affairs of any particular person (including the authority) holding that information.

HIGH ROAD WEST REGENERATION PROPOSALS

MASTERPLAN INFORMATION PACK

Summary of the High Road West Masterplan Framework
& Proposals for White Hart Lane Station.

September 2014



For secure tenants living on the Love Lane Estate the consultation process and information within this document will satisfy the requirements of section 105 of the Housing Act 1985.



Dear resident,

This booklet sets out a summary of the detailed plans for positive change in High Road West that show how we can achieve your priorities and make the area a better place to live and work.

These designs build on consultation last year on three potential options for change, each showing how we could use the £430million new Spurs stadium as a catalyst for greater things – like better housing, more job opportunities and a safer, greener community.

The vast majority of you told us you supported plans for a new public square at the heart of the community, and the expanded designs in this booklet show how it could really bring the area to life as a place to hold outdoor events, relax and visit a first-class library and learning centre.

Surrounding this new square, we could build more than 1,200 modern, high-quality houses and flats – with bigger and better homes at a social rent for all secure council tenants on the Love Lane Estate and a fair deal for leaseholders and private tenants.

With a brand new park, new space for local entrepreneurs to start up businesses and huge improvements to White Hart Lane Station, the future of High Road West could be a place that helps every family have the best chances to fulfill their potential.

Thank you for your enthusiasm and the wealth of ideas and comments you've shared at the drop-in events, fun days and public meetings we've held during the last year. It's been great to meet so many of you and hear your views, and we've spent the last year fine-tuning plans based on what you said you wanted.

This could mean big and exciting changes, so it's really important you read through this pack and share your thoughts on these final plans by filling in the feedback form, visiting our website or coming to our consultation events at The Grange Community Hub on White Hart Lane.

Best wishes,

Councillor Alan Strickland

Cabinet Member for Regeneration and Housing

Have your say by:

- Reading this consultation pack and completing and returning your feedback form using the freepost envelope
- Visiting the exhibition to view proposals and give feedback at the Grange Community Hub, 32-34a White Hart Lane, N17 8DP
- Visiting Coombes Croft Library to view proposals and give feedback
- Visiting www.haringey.gov.uk/highroadwest to view proposals and complete an online feedback form
- Writing a letter to Sarah Lovell, Area Regeneration Manager, 7th Floor, River Park House, Wood Green, N22 8HQ
- Emailing feedback to sarah.lovell@haringey.gov.uk

What is the High Road West Masterplan?

A masterplan is a technical document for an area that shows potential street layouts, public spaces, the amount of housing and where key buildings could be.

Developing a masterplan for High Road West is the best way to ensure we can bring the changes you have told us you want to the area, including more high-quality housing; better job and employment opportunities; tackling crime and anti-social behaviour, and improving community and leisure facilities.

This booklet is a summary of the full Masterplan Framework document for the High Road West area (shown on the map opposite) designed to show you the key changes and design principles of any future development.

If agreed, the masterplan could form part of the Tottenham Area Action Plan – a planning document that will help set the rules for any planning applications in Tottenham.

You can view the full High Road West Masterplan Framework by:

- Logging onto the council's High Road West website: www.haringey.gov.uk/highroadwest
- Viewing a copy of the document at Coombes Croft Library, High Road, N17 8AD
- Viewing a copy of the document at the Grange Community Hub, 32-34A White Hart Lane, N17 8DP
- Viewing a copy of the document at River Park House, 225 High Road, 6th Floor, River Park House, Wood Green, N22 8HQ



Map of the High Road West area.

The story so far

We've worked closely with local residents, businesses and planning and design experts Arup to develop the High Road West Masterplan, based on your ideas and feedback from previous consultations during the last few years.

What's happened so far?

Spring 2012	Arup was appointed to help Haringey Council develop the High Road West Masterplan
Spring – Autumn 2012	A series of consultation events were held to gain a better understanding of residents and businesses' ambitions for the area. These included a design workshop and a project with young people in the area.
April – June 2013	<p>A six-week consultation was held on a series of options for the future of High Road West.</p> <p>Feedback and ideas from the earlier consultation were used to develop three options for change, with each option building on plans for a new open space linking the High Road to a revamped White Hart Lane Station. More than 435 feedback forms were received in response from the community during this consultation.</p>
October 2013	<p>The High Road West consultation report was presented to Haringey Council's Cabinet.</p> <p>The Cabinet approved plans to develop a comprehensive masterplan based on the community's feedback and agreed further consultation should take place with local residents and businesses.</p>
October 2013 – February 2014	<p>A five-month consultation was held on Tottenham's Future.</p> <p>This consultation gathered more than 3,700 responses from Tottenham residents, shaping the council's Strategic Regeneration Framework – a 20-year-plan to bring improvements.</p> <p>In north Tottenham, many residents, businesses and community leaders attended Community Liaison Meetings to discuss the key issues for the future of the area.</p>
February – July 2014	<p>A series of consultation events were held to help shape the masterplan for High Road West.</p> <p>We held design workshops and one-to-one meetings with residents and local business owners, as well as a trip to a similar regeneration scheme in Hackney.</p>

What you have told us you want in the future and how the plan has responded

We've singled out some of the most important issues many people raised in consultations, workshops and meetings during the last few years.

Here's how the masterplan suggests changes to address your key concerns:

1. Better-quality housing and more housing choice

YOU SAID

You want better-quality housing and more choice. You also want all homes to have open space and access to facilities – particularly for children – and think that homes should not be built in high-rise towers.

WE DID

The masterplan provides 1,200 new homes. There will be a mix of housing types (including houses, flats and maisonettes) and tenures to meet people's housing requirements at all stages in their lives, in particular for families. This will create a mixed and balanced community. All homes will have access to private open space – such as gardens, balconies or shared courtyards.

There are a limited number of taller buildings and these will not be for families or affordable housing.

2. A safer and more attractive place to live and work

YOU SAID

You want a safe and attractive environment to live and work in, as many of you do not currently feel safe in the area, especially at night.

WE DID

The masterplan sets out how new open spaces and a network of streets could ensure that it is easy and safe to walk or cycle through High Road West. There will be better lighting, CCTV and streets that are designed with safety in mind.

A new outdoor performance space and cafés, bars and restaurants mean there could be much more activity in the area, with pedestrian routes feeling safer and more secure.

3. More leisure facilities and activities for young people

YOU SAID

You want more leisure facilities and activities for young people.

WE DID

The masterplan proposes a new sports centre with facilities for young people and children, built in a lively new public open space. A new Community Hub will include a library and learning centre, with plenty of opportunities for young people to find out more about how to find work or set up their own business.

4. New community facilities

YOU SAID

You said that you want more and better-quality community facilities, such as new health services.

WE DID

The new community hub will put new facilities at the heart of High Road West, with a new library, learning and education centre and space for residents to hold events.

There will also be a brand new, modern health centre and community crèche, with a focus on providing better healthcare for people living in High Road West.

5. An improved High Road with a wider retail offer

YOU SAID

You want to see a thriving High Road with a broader range of shops, particularly independent traders. Many people complained about the amount of betting shops and takeaway outlets, and said there should be more cafés and restaurants.

WE DID

The masterplan sets out how Tottenham High Road should be the place where local people are able to do their weekly shopping, with a better range of businesses and new space for entrepreneurs to start their own firms.

Improvements to shop fronts and how the High Road looks and feels will make it more welcoming to shoppers, with a range of new retail units in the White Hart Lane railway arches, providing space for new businesses and existing traders to expand into.

6. More job and training opportunities for local people

YOU SAID

There is a need for more job and training opportunities for local people, and more needs to be done to attract new businesses to the area.

WE DID

The masterplan sets out how High Road West could become a new leisure and sports destination for north London, attracting new businesses around Moselle Square and a revamped White Hart Lane Station in particular. There will be new workspaces behind the shops on the High Road, which will allow existing businesses to expand and provide space for new start-up businesses. There will also be improvements to some existing workspaces.

7. Better quality and more open space

YOU SAID

It is clear that you want more better-quality public spaces, with plenty of green open space for use by the community, with safe play areas for children.

WE DID

The masterplan sets out how the amount of public space could be doubled – with the large Moselle Square and Peacock Gardens park creating a new community heart where families can spend quality time and have fun.

Open space could be what the new High Road West is known for, with relaxing areas outside the revamped White Hart Lane Station and along the road.

The vision of the future High Road West

We've used all of your feedback to create a vision of what High Road West could be like if the masterplan is approved.

High Road West could be a fun, green and safe place to live and work, with a range of modern, high-quality homes that meet the needs of residents and offers more choice to get on the housing ladder.

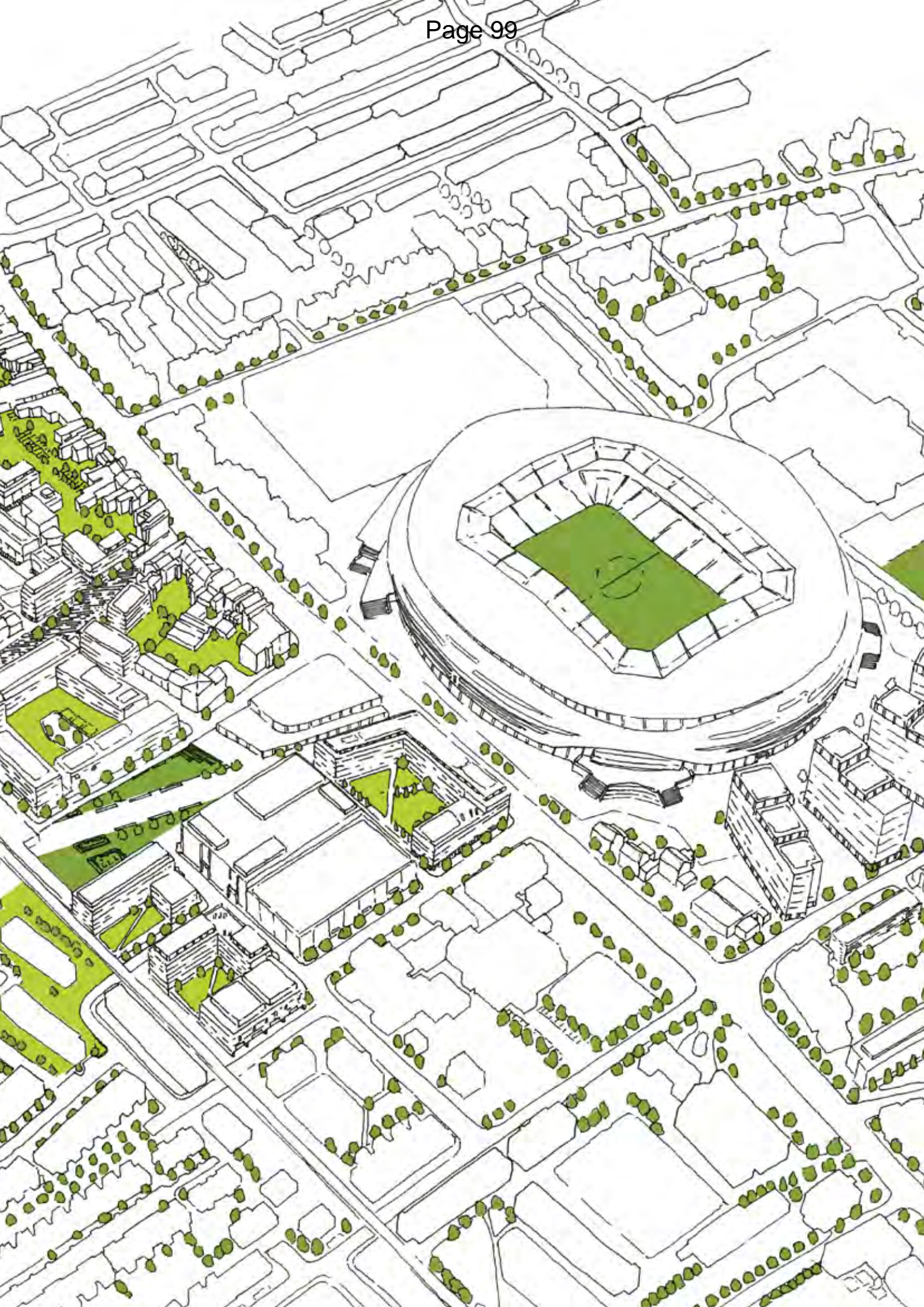
Families and young people will have first-class facilities to use, with ample green space, plenty of places to relax and spend time, and an interesting mix of shops and businesses that allow residents to do their shopping while providing long-lasting job opportunities for local people.

What will change?

- A new landscaped open space at Moselle Square, with a new library, learning and enterprise centre, open outdoor events space and new cafes, bars and restaurants
- A brand new park, Peacock Park, at the heart of a new residential neighbourhood to the north of the High Road, with children's play space, a free-to-use outdoor gym, as well as green quiet space to enjoy
- 1,200 new high-quality homes, including houses and flats for every secure council tenant on the Love Lane Estate
- A safer, more accessible White Hart Lane Station, with improved train services and a modern entrance to the south, onto a new station forecourt
- An improved High Road with better pedestrian space, as well as a wider mix of shops and businesses to meet all your weekly shop needs locally
- Space for start-up businesses to grow, with modern purpose-built units, more help to get on the jobs ladder and support for entrepreneurs

To create this vision the High Road West Masterplan sets out a number of principles. These have been summarised and grouped into six themes and are detailed on the next pages.





Theme 1: Design

What will the future High Road West look like?

To bring the changes you've told us you want to see, we've come up with a list of key changes to High Road West that need to happen.

Key principles of change:

- High Road West should have new neighbourhoods and areas – each with their own identities and characters, with different things to do and visit
- A new residential neighbourhood should be created north of White Hart Lane, where new high-quality, modern homes will be built
- A new community heart for High Road West should be built south of White Hart Lane, with new public space and community and leisure facilities. This should be a place that the community can make their own, with space for local events and performances, as well as a destination that will attract visitors and be full of activities
- New pedestrian and cycle routes should make it easier to walk or ride north to south and east to west, making High Road West a safer and more welcoming place to be
- Taller buildings should be placed near to the railway to reduce overshadowing of neighbouring buildings. The heights of buildings will decrease towards the High Road.
- Larger buildings should be located near to the new Tottenham Hotspur stadium
- Important and high-quality heritage buildings should be enhanced where they make a positive contribution to the High Road West area
- High-quality materials, such as brick, should be used throughout all new buildings



A map showing the new plan for High Road West with new key areas



Peacock Gardens
A new residential area with new homes and a large park in the north



Peacock Mews
New business space behind the High Road



White Hart Lane
A new improved White Hart Lane with attractive new public space



High Road
A new improved High Road with shop front and public space improvements



Moselle Square
A new public square surrounded by leisure and community facilities and cafés and restaurants

Theme 2: Housing

A range of housing to support a mixed community

You have told us that you want better-quality homes and more housing choice, with a wider mix of houses, flats and maisonettes, and better support for young people to get on the housing ladder.

The masterplan sets out how every family in High Road West can live in a high quality-home that meets their needs in a safe residential neighbourhood.

The key principles of change:

- High Road West should offer at least 1,200 new homes of a different mix, types and tenure
- The existing socially-rented homes on the Love Lane Estate should be rebuilt to a high quality and to modern standards for existing residents.
- New homes should be built along traditional street patterns, linked by a network of open and green spaces
- All new homes should have access to private open space (gardens, balconies or shared courtyards)
- All housing should meet new standards* on the size and layout of different rooms, storage and private outdoor space; as well as privacy, daylight and sunlight and environmental sustainability**
- All new homes should be within easy reach of public transport***
- Residential parking should be provided within 100m of the front door, either on-street or in "under-home" car parks

* London Housing Design Guide (LHDG)

** Code for Sustainable Homes

*** Guidelines set by the Mayor of London for public transport accessibility levels.



Images showing what new housing could look like



Theme 3: Business

A place for business to thrive

You've told us you want High Road West to be a place that supports existing traders, encourages new businesses and provides more opportunities for people to find long-lasting employment. You also want space for start-up businesses that would help more people develop their own business.

The masterplan sets out how High Road West could provide new work and retail space to help more local people to get jobs, along with new workspaces for new businesses and enterprise as well as a better, more attractive High Road with a wider mix of shops.

Key principles of change:

- New leisure businesses should be located between the revamped White Hart Lane station and the High Road.
- Ground-floor units around the new Moselle Square should provide opportunities for food and beverage outlets; supporting the existing businesses on the High Road
- New retail units should be built to reinforce the role of the High Road as a place where residents do their shopping, while the shop fronts and the look and feel of the High Road should be improved
- White Hart Lane Station's railway arches should be developed to create new workspaces, as well as retail and food and beverage opportunities
- New workspace should be created behind the High Road
- Parking for businesses and their customers should be provided in a dedicated modern multi-storey car park
- Existing workspaces should be gradually improved to allow existing businesses to expand and create space for local entrepreneurs to start their own companies
- Existing industrial businesses should be relocated to suitable sites within Haringey



Image of a new improved High Road



Image of new business space, Peacock Mews, behind the High Road

Theme 4: Open Space

A neighbourhood defined by open space

You've told us you want more better-quality open space which can be used by the community with safe, modern play areas for children and facilities for young people – including a large new community park.

The masterplan sets out how public space should be doubled, with a large new community park and public square – with space for community events and activities.

Key principles of change

- A large new public open space, called Moselle Square, should be created, becoming the new heart of High Road West – with space for local events and activities and new leisure and community facilities
- A purpose-built pedestrian route should connect the revamped White Hart Lane Station and Tottenham High Road
- A new high-quality public forecourt should be created in front of the new station entrance and the railway arches
- A new public space will be created on White Hart Lane that provides a setting for existing listed buildings
- A beautiful new public park, called Peacock Park, should be created at the heart of the new residential neighbourhood north of White Hart Lane, including new children's play areas and sport and community facilities
- Private landscaped courtyards within residential buildings should provide children's play areas for residents
- Community growing areas should be provided in the community park and in rooftop gardens to help more people grow their own food and plants
- Biodiversity should be enhanced in High Road West with 'living' roofs and walls covered in plants
- New streets to provide better links to existing open space outside of the masterplan area (Lea Valley Park and Bruce Castle Park)



Peacock Park

Northumberland Park



White Hart Lane



Moselle Place

Park Lane

Key

- Study Area
- Peacock Park
- Public Realm Improvements
- Moselle Square
- Semi Private Courtyards
- Potential for Rooftop Gardens
- Behind the High Road
- The High Road

Theme 5: Community Benefits

An area rich in community resources

You told us that you want more community facilities and activities for young people, including places to socialise and have fun. You also told us that you wanted better health and educational facilities.

The masterplan sets out how High Road West should be a place that offers the opportunity for everybody to be a part of the community with first-class facilities to enjoy, learn and be healthy.

Key principles of change:

- A community hub should be built at the heart of High Road West, where Moselle Square meets the High Road.
The hub should provide:
 - A new library
 - Learning and enterprise space
 - Access to council services
 - Community meeting and activity space
 - A community cafe
- A wide range of new community resources should be provided throughout High Road West, including:
 - A new community crèche
 - Improved education opportunities for children and young people through a new school at Brook House and improvements to Northumberland Park School, in addition to the Tottenham University Technical College which opened in September 2014
 - A new purpose-built health facility on the High Road providing a new home for a GP surgery
 - A community sports hall



Image looking from the new White Hart Lane Station showing what the large new community hub and community space in Moselle Square could look like.



Theme 6: Transport and Movement

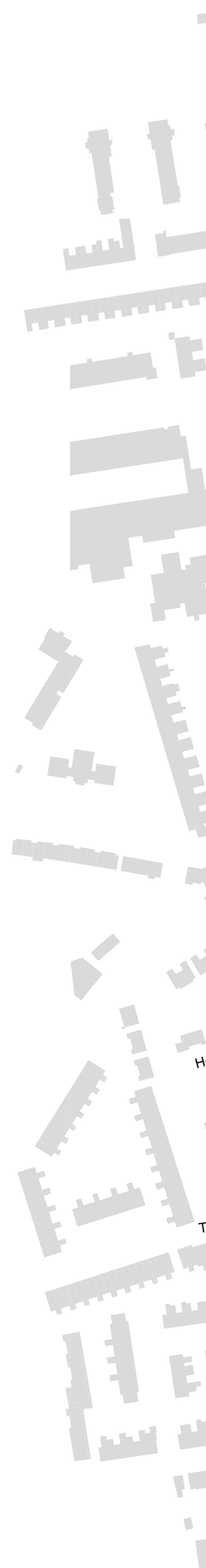
A fully-connected community

You have told us that you want an area that is safe and easy to walk in and around, and that you want to see an improvement in transport connections to High Road West. You have also shown support for the idea of having a new White Hart Lane Station.

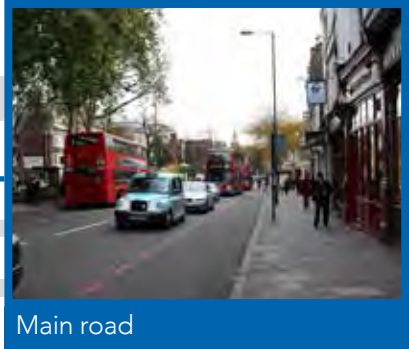
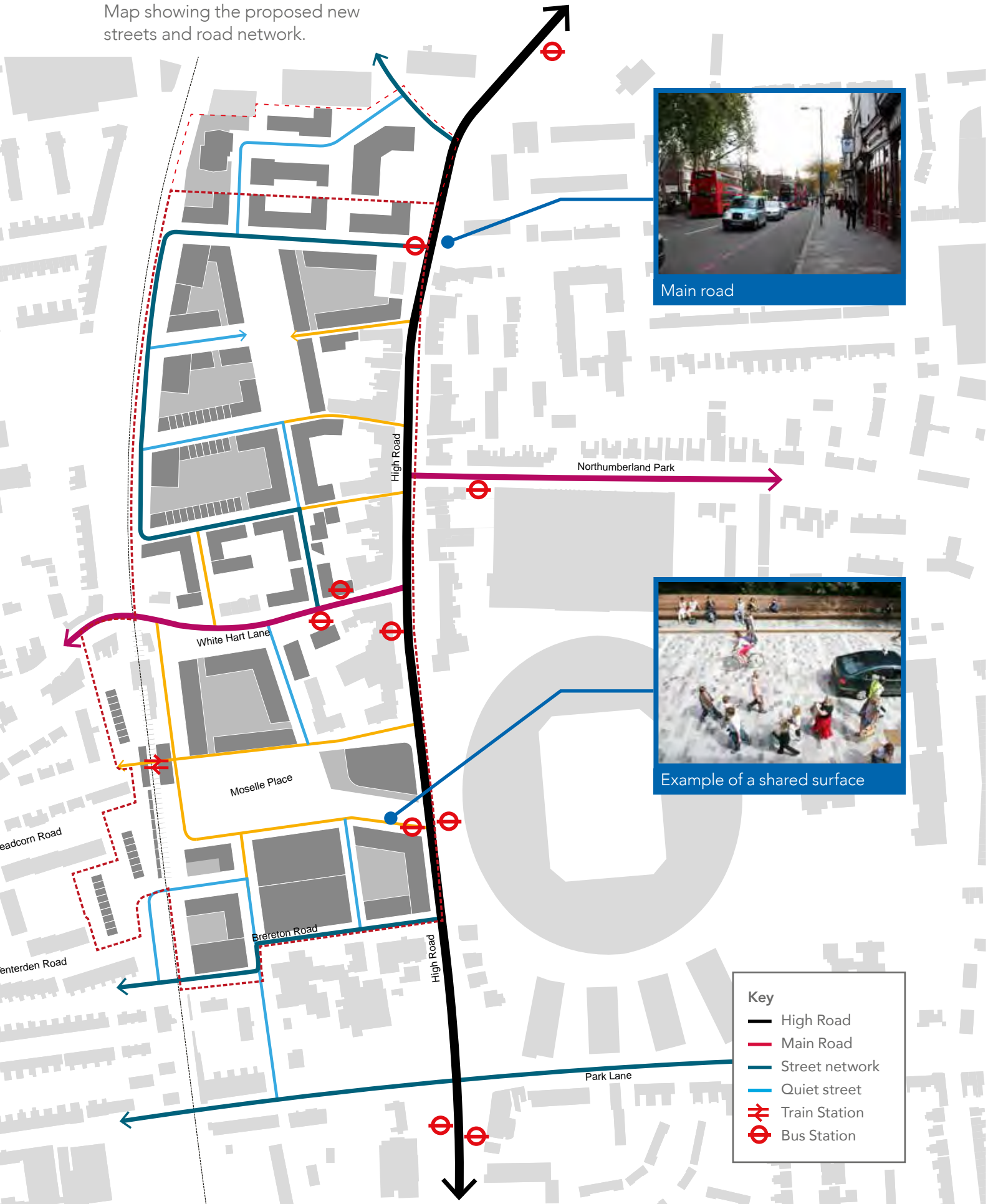
In the future the High Road West community could be well-connected, with new safe routes for pedestrians and cyclists and better public transport accessibility. A new White Hart Lane Station would provide a welcoming gateway to the area with a new station forecourt.

Key principles of change

- High Road West could be fully connected into the rest of Tottenham, with new streets making it easier to get from east to west and from north to south
- Traffic speeds in the area could be reduced by new traffic-calming measures, such as widening roads and introducing on-street parking
- Cycling could be encouraged through new cycle routes and safe cycle storage
- Bus stops could be improved by integrating into the high quality public realm
- Haringey Council will continue to seek improved public transport
- Car Parks that are well-lit and safe will provide residents' parking, as well as on-street parking
- Parking for the commercial and leisure businesses and their customers will be provided in a dedicated modern multi-storey car park



Map showing the proposed new streets and road network.



Key

- High Road
- Main Road
- Street network
- Quiet street
- ⊘ Train Station
- ⊙ Bus Station

A new White Hart Lane Station

As part of improving the public transport connections for High Road West, Haringey Council has been working closely with Transport for London (TfL) and the Greater London Authority (GLA) to improve White Hart Lane Station. In 2013 we shared with you our initial ideas and these have been developed by architects Landolt+Brown to include moving the entrance of White Hart Lane Station.

What are the plans for White Hart Lane Station?

The main station entrance will be moved south so that it is located close to Moselle Square; forming a link between the station and the High Road. There will also be a link to Penshurst Road and bus stops on White Hart Lane.

The new station will be:

- safe, secure and provide step-free access from the ticket hall to the platforms
- a better and more accessible station for local residents and businesses
- easy to use with information and ticket facilities in one central location
- designed with flexible capacity to cater for visitors and football supporters in a more efficient way
- designed to include secure cycle parking

What are the plans for the arches?

The proposal is to use the council-owned land in front of the existing arches to create space for a range of different uses, including:

- **A community growing project**

In the short-term, space will be provided for a temporary community garden and growing project in front of the arches for residents to grow plants, fruit and vegetables.

- **New workspace**

In the longer-term, new glass-fronted workspaces / studios will be provided in front of the arches, adjacent to the new station ticket hall. These will create opportunities for local enterprise and provide valuable employment.

What are the plans for the new public space?

A new public space will be created outside of the station linking the new station with Moselle Square, creating an attractive gateway to High Road West and North Tottenham.

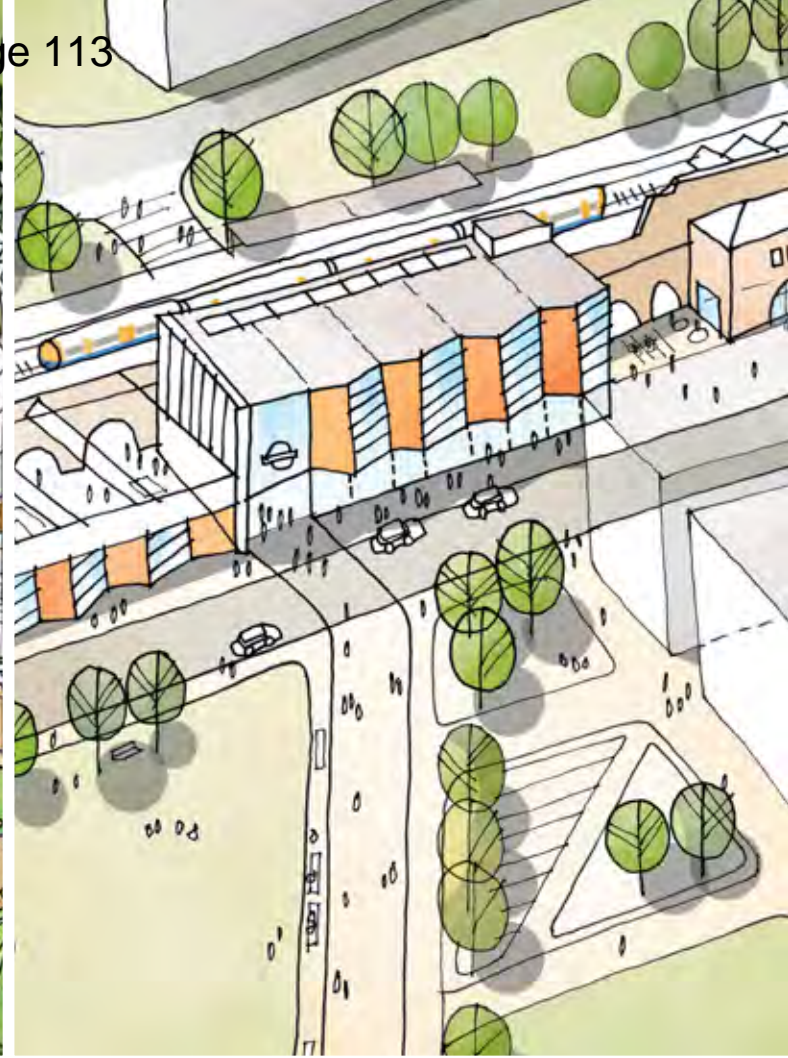
The new station forecourt will:

- ensure that a strong link is retained with White Hart Lane for access to bus stops and local businesses
- provide outside seating and external space for any new cafe located in the historic station building
- be safe with improved lighting and landscaping
- provide cycle parking facilities

Phasing and next steps for White Hart Lane Station

Currently the council, GLA and TfL are working to secure the funding required for this project and when funds are secured a planning application will be submitted. It is hoped this will be in mid-2015. The aim is for a new station to be fully operational in advance of the opening of the new Tottenham Hotspur stadium.

The community gardening project could be started in advance of the new station being built.



High Road West's new places

Station Square - Moselle Square

Moselle Square could be a new landscaped high-quality public space, which will be the community heart of the future High Road West. It will be place full of activities and events, and a destination for residents and visitors. It will become the new welcoming gateway into north Tottenham.

1 A safe and welcoming gateway to North Tottenham

A new White Hart Lane Station could be a major gateway into High Road West. The new design will improve capacity and safety, providing a new entrance and station forecourt that leads to Moselle Square. The station will be designed to cater efficiently for a large number of visitors on match days.

2 The Community Hub

The new Community Hub could be a focal point for the community, crossing both the square and the High Road. This large modern building will provide a range of facilities and resources for the community, including a new library, learning and enterprise centre, community activity and meeting space, and cafés. The hub will have external space and direct access to the amphitheatre and public area in front of the building.

3 Outdoor community and public events space

The square will have a designated area for community events. This includes a large amphitheatre directly outside the new Community Hub, where community activities and events can take place throughout the year. The square will also include a space for public events, which could include having an outdoor ice rink in the winter, viewing large sporting events and pop-up activities.

4 New cafés, bars and restaurants

A mix of new cafés, bars and restaurants could surround the square, which would have external seating areas to create a welcoming and relaxing place.



5 Leisure uses

New leisure facilities such as a cinema and community sports hall could be located in the square, in addition to the new Tottenham Hotspur stadium development.

6 Paved walkway from White Hart Lane Station to the High Road

A paved pedestrian boulevard could provide a direct link from the station to the High Road. On match and event days this boulevard would accommodate a large number of visitors.



Peacock Gardens

North of White Hart Lane, a new residential neighbourhood with open space at its centre could be created, with a large community park called Peacock Park.

A long strip of beautiful green space, Peacock Park could provide a place for quiet relaxation, as well as a range of different outdoor sports and play space, and room for community activities and growing schemes.

Our vision for Peacock Park is a safe, inviting public space, designed with local people in mind, and that is well-used by the community living around it.

These gardens could be shared by the residents, with play facilities for young children. The new residential buildings could contain a range of two-storey family-sized maisonettes and two, three, and four-bed apartments.

Surrounding the park, within Peacock Gardens, will be rows of modern terraced homes could be set around a landscaped courtyard gardens, above 'under-home' parking.



- **A park for quiet relaxation**

The park should be a place where events can take place and community facilities are based, but should also be designed with day-to-day use in mind – somewhere you can go for a picnic and take the dog for a walk.

- **Children’s play space**

The park should provide a range of high-quality secure play space for children and young people that will be maintained to a high standard.

- **Fitness areas**

Increasingly parks are used for exercise and fitness, and Peacock Park should provide opportunities for running, an adventure playground and outdoor gym equipment, as well as multi-use sports facilities.

- **Community growing area**

Peacock Park should have an area where the community can grow plants and food so that green fingered families can get growing.

- **Cafes and restaurants**

The eastern side of the park will be lined with new cafes and shops with outside seating space – increasing the safety of the area and providing more places to eat and drink.

Image of Peacock Park in Peacock Gardens



The High Road and White Hart Lane

The High Road will be an attractive shopping destination for local people and visitors. With a broader mix of shops, including small independent chains, larger high street chains and a large new Community hub, the High Road will offer a wider range of goods and services that will better serve the local community and attract new visitors.

White Hart Lane will be enhanced with an attractive new open space, transport improvements and new shops and cafes.

The High Road will be enhanced through a programme of improvements to refurbish the existing Victorian building stock returning these shops to their Victorian glory and promoting the character of these properties. Improvements to paving, lighting and street furniture will also enhance the attractiveness

A new public space on White Hart Lane will provide an attractive setting for the listed Old Station Master's House and the Grange building with seating and play areas. There will also be improvements to transport with enhanced bus stops, a cycle lane and improvements to the layout to ensure White Hart Lane is easier and more attractive for pedestrians to use. A range of new shops and cafes will also be provided on the southern side of White Hart Lane.

An image showing the High Road





An image showing new improvements to White Hart Lane



Will I be affected?

To build a better High Road West and bring the changes you've told us you want to see, a number of properties would need to be acquired and demolished to allow for new buildings, more homes, improved community and leisure facilities and plenty of open space.

The Love Lane Estate

297 properties on the Love Lane Estate would be demolished, including:

- Ermine House, Charles House, Moselle House, 2-32 Whitehall Street, 3-89 Whitehall Street, 4-18 Brereton Road, 2-28 Orchard Place, 9-39 White Hart Lane, and Kathleen Ferrier Court.

All secure council tenants on the Love Lane Estate would be able to move to new high-quality homes built in the High Road West area and continue to pay a social rent. Haringey Council aims to phase the regeneration so that residents move once, from their current property directly into their new home.

731- 759 Tottenham High Road

The masterplan aims to retain as many High Road properties as possible. However, some properties would be demolished to ensure that improved community facilities, modern retail units and new homes can be delivered. The businesses in these properties will need to be relocated. Haringey Council aims to move these businesses to suitable alternative premises within or near to High Road West and will work closely with individual traders to find a solution that works.

6a-30 and 44-50 White Hart Lane

The businesses and homes in these properties will need to be relocated. The Council aims to relocate these businesses/homes within or near to High Road West and will be working with each individual owner to find suitable relocation solutions.

Businesses in Peacock Industrial Estate, Chapel Place, the Carberry Enterprise Centre and the Goodyard Businesses in the old Sainsbury's site

To allow for new housing, Peacock Park and modern workspaces to be built, these business properties would need to be acquired by Haringey Council, which would aim to relocate these businesses within the borough and will be working with each individual traders to find a solution that works.

Guides for Love Lane residents and businesses who are affected by the regeneration proposals have been produced. These guides set out Haringey Council's commitments to providing support and fair compensation for those affected. These guides can be found online at www.haringey.gov.uk/highroadwest

Equalities Impact Assessment

An assessment of the Masterplan on the equalities groups in the High Road West area has been undertaken. This assessment identifies that the majority of the principles within the masterplan will have a positive impact on the equalities groups. However, further detailed information on the equalities groups is required and will be obtained through this consultation. The Equalities Impact Assessment can be found on line www.haringey.gov.uk/highroadwest or can be requested by contacting Sarah Lovell on sarah.lovell@haringey.gov.uk or calling 0208 489 2025.

How will we deliver the new High Road West?

You have told us that you would like the community to be kept together and for the disruption to residents and businesses to be minimised.

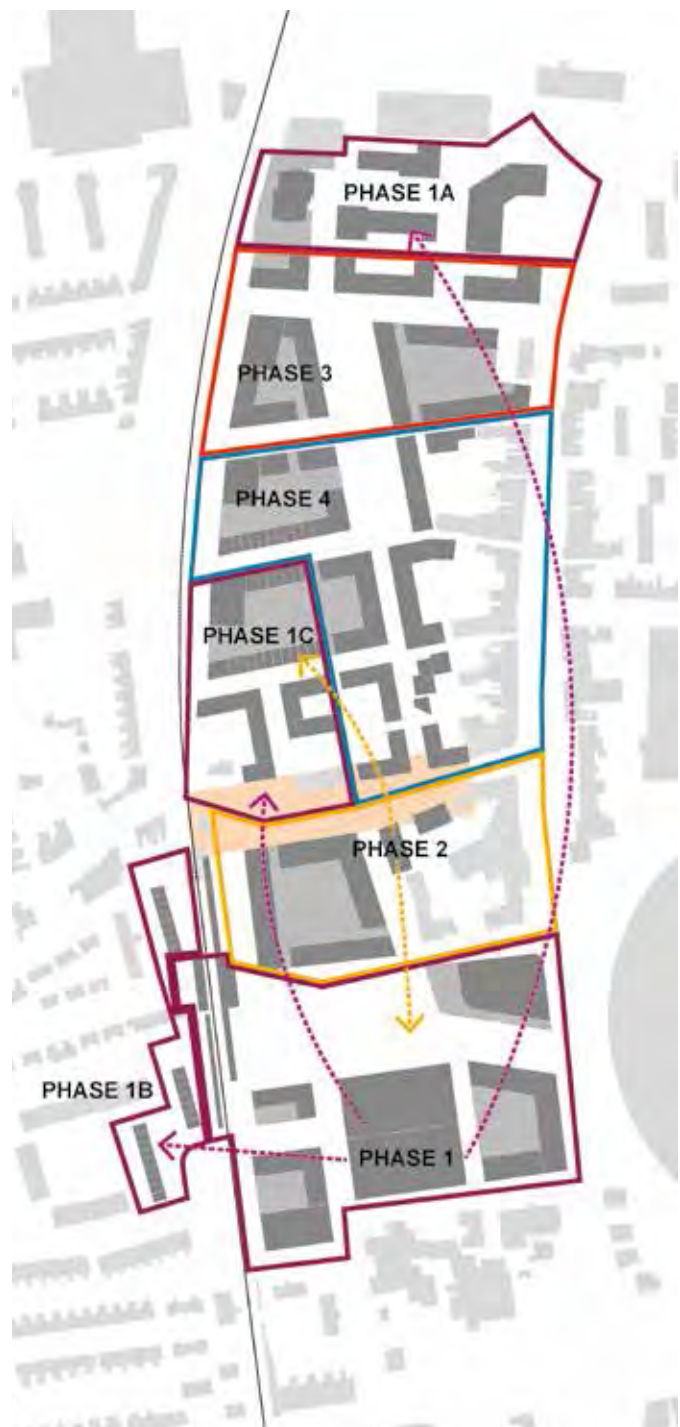
The masterplan sets out how the community could be kept together by gradually bringing improvements during a 15-year period. This plan would be designed so that each quarter of the new High Road West is finished before the next one is started – so that the area doesn't feel like it is in a constant state of upheaval and disruption.

This plan is subject to change, but we've set out some key promises to residents:

- Disruption to local residents and businesses should be minimised and allow the neighbourhood to flourish during the development process
- Each phase of building work should be large enough to allow neighbours to move together and keep their sense of community
- Love Lane Estate residents should be able to move directly from their current home into a new home in a new development
- Empty or vacant land earmarked for development should be used in a creative way that benefits local people – such as temporary gardens, art installations or community events

The proposed four phases of building a new High Road West could be:

1. Phase 1 – New homes will be built in on the old Cannon Rubber factory site in phrases 1A and 1B. This will be followed by the construction of Moselle Square
2. Phase 2 will finalise construction of Moselle Square and will provide improvements to White Hart Lane
3. Phase 3 follows on the former Sainsbury's site to start building Peacock Gardens residential neighbourhood
4. Phases 4 completes Peacock Gardens and the area behind the High Road



Indicative Phasing Plan

Next Steps

Thank you for taking the time to read the proposals for your area.

We hope that you have been able to visit one of the public events at the Grange or have looked at the website.

We are very interested in your views about the principles that inform the Masterplan Framework for High Road West and the proposals for White Hart Lane Station.

A Feedback Form is included in this information pack and is available at all the public events. It can also be completed on line at www.haringey.gov.uk/highroadwest.

The feedback from this consultation will be analysed and reported before the end of the year for Haringey Council to decide whether to agree the masterplan.

If the masterplan is agreed, it will be included within an Area Action Plan. There will be consultation on the plan in late 2014 and early 2015.

Regeneration on this scale is a long-term process and as a result can be frustrating in terms of the time it takes. However, there have already been some positive changes in the area, such as the new Sainsbury's store in Northumberland Park and the new 222 new homes being built in the north of the masterplan area, on the old Cannon Rubber site. There are also plans for the proposed new Tottenham Hotspur Stadium.



For further information:

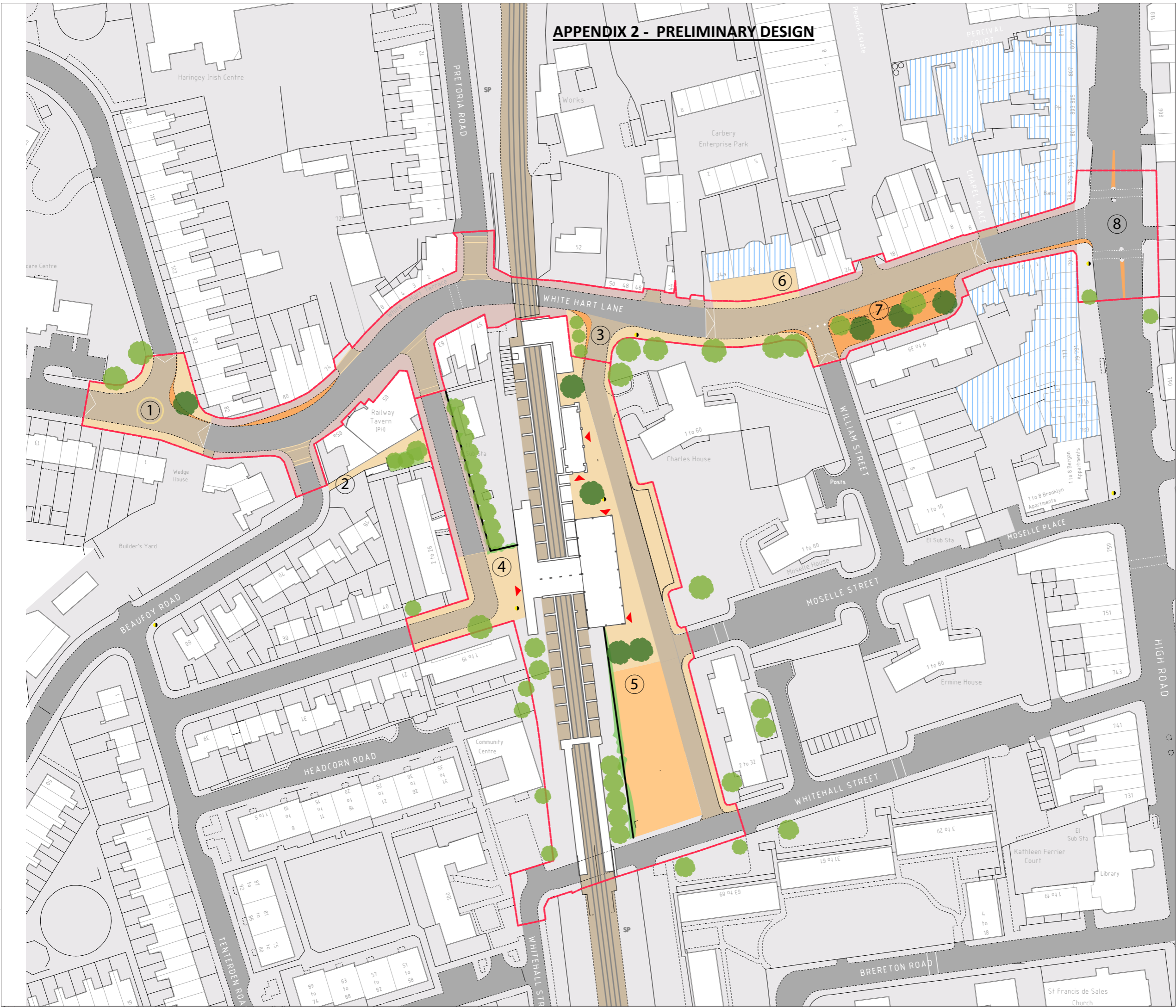
If you would like to find out more on the regeneration process, please look at our website www.haringey.gov.uk/highroadwest or contact Sarah Lovell, Area Regeneration Manager on Sarah.Lovell@haringey.gov.uk or call 020 8489 2025.

Visit us during one of the drop-in sessions at the Grange Community Hub, visit the website at www.haringey.gov.uk for date and times.


APPENDIX 2 - PRELIMINARY DESIGN

WHITE HART LANE - PROPOSALS

-  ASP pavers 600 x 900mm
-  Yorkstone flags 600 x 900mm
-  Yorkstone setts 150 x 200mm
-  Resin bonded aggregate
-  Footway build-out (to match surrounding)
-  Heritage assets (upgrade works)
-  Legible London (proposed)
-  Existing trees
-  Proposed trees



DRAFT

White Hart Lane LIP Major Schemes	
Site	White Hart Lane
Drawing	LIP MS 0 1
Scale	1:1250
 www.urbandesign.tfl.gov.uk	

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APPENDIX 3

LIP MAJOR SCHEMES LETTER 22 DECEMBER 2015.

Transport for London



22 December 2015

Ms Lyn Garner
Director, Place and Sustainability
London Borough of Haringey
2nd Floor
River Park House
225 High Road
London N22 8HQ

Transport for London
Surface Transport
Palestra
10B2
197 Blackfriars Road
London SE1 8NJ

Phone: 020 7222 5600
www.tfl.gov.uk

Dear Ms Garner

Local Implementation Plan (LIP) 2016/17 Annual Spending Submission

Thank you for submitting your Annual Spending Submission to TfL.

The submission has now been reviewed and I can confirm it meets the requirements of TfL's 2016/17 Annual Spending Submission Guidance (June 2015). This letter confirms TfL's support to your authority in 2016/17 for the LIP programmes identified in Table 1 below.

We are pleased to announce that your Major Schemes bid for White Hart Lane has been successful with confirmation of funding in Table 1. Thank you also for submitting the Green Lanes/ Alfoxton Avenue Major Scheme bid. As you will be aware, the Major Schemes programme is a competitive bidding process and only a few new projects are added each year. This bid was not successful and has not been funded. We will provide detailed feedback on the assessment separately.

As the next step your officers should ensure that the financial information for all agreed LIP schemes is entered onto the Borough Portal by **Friday 12 February 2016**. As the Borough Portal is used by TfL and the London boroughs to manage the allocation and reporting of funds, as well as forecasting and subsequent claims, it is essential the information on the Portal (including VOWD) is entered correctly and kept up to date. Failure to do so could be interpreted that the allocation is not required and therefore it may be withdrawn. If your officers have difficulty entering this data or accessing the Portal please contact Bron Plaskowski at bronplaskowski@tfl.gov.uk

Copies of the LIP Finance and Reporting Guidance as well as the LIP 2016/17 Annual Spending Submission Guidance and the LIP 2014/15 to 2016/17 Delivery Plan can be found on the TfL website at: <http://www.tfl.gov.uk/info-for/boroughs/local-implementation-plans>. These documents detail the other relevant matters to which TfL will have regard.

MAYOR OF LONDON



VAT number 756 2770 08



Table 1: Haringey 2016/17 LIP funding allocations

LIP Programme	Allocation (£'000)	Comment
Corridors and Neighbourhoods	2,125	NA
Local Transport Fund	100	NA
Principal Road Maintenance	444	NA
Major Schemes White Hart Lane	122	Please note the updated key requirements for the Major Schemes funding set out in Appendix 1 to this letter
Total	2,791	

Details of the 2016/17 LIP allocations for Principal Road Maintenance should be visible on the Portal in early January 2016.

The London Bridges Engineering Group (LoBEG) is currently reviewing the pan-London bridge assessment and strengthening programme. Therefore any allocation now showing on the Portal in respect of this programme should be considered provisional and will be confirmed in February 2016 following further consultation with LoBEG.

The 2016/17 settlement is the final year of the current three year LIP funding period 2014/15 - 2016/17. Future LIP funding is dependent on the outcome of Central Government's Comprehensive Spending Review (CSR) and the implications for the wider LIP process following next year's Mayoral election; for example, a new Mayor's Transport Strategy may require boroughs to prepare new strategic LIP documents (LIP3).

Thus there is a need to bridge the potential gap between the expiry of the current LIP Delivery Plans in 16 /17 and the new arrangements to come in to effect under LIP3. A position on future LIP funding and the arrangements to manage this – whether short- or longer-term and with caveats as appropriate – will be determined this Spring with input from a working group on which London Councils and LoTAG will be represented. This position will be communicated to the boroughs via the LIP Annual Spending Submission Guidance for 2017/18 (due Spring 2016).

Finally I would like to thank you and your officers for your work in preparing the LIP submissions. I look forward to continuing to work with you in 2016/17.

MAYOR OF LONDON



VAT number 756 2770 08

Transport for London



Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Lester'.

Scott Lester Interim Head of Borough Projects & Programmes

MAYOR OF LONDON



VAT number 756 2770 08



Appendix 1 – Key requirements for Major Schemes

Major Scheme funding is allocated on the following basis;

- Projects must be progressed in accordance with the requirements set out in TfL's Major Schemes Guidance and as agreed with the relevant lead officer in Borough Projects and Programmes.
- Release of funding for implementation is subject to meeting the requirements of the Major Schemes process and an approved and costed design being accepted by all parties.
- The Major Schemes process does not replace any other TfL procedures for scheme design and approval (e.g. Road Space Management TMAN requirements). All the necessary quality, approval and consent requirements must be met at the appropriate stages of the project's design and development.
- Scheme promoters are required to consult all relevant stakeholders including those within TfL during the design process. The Borough Programmes and Projects team in Surface Planning can facilitate detailed discussions between boroughs and other teams in TfL as required.
- To ensure a high level of urban design, projects should be considered by an independent design review. For all schemes or proposals at an early stage of development, promoters must utilise UDL's design surgeries to gain advice on design matters from experienced professionals, prior to progressing to detailed design.
- Schemes greater than £2m total cost will also be subject to TfL's Design Review process.
- Scheme designs should pay particular attention to improving conditions and safety for cyclists and pedestrians, as well as ensuring good access to a reliable and convenient public transport network. All schemes are expected to be consistent with the London Cycle Design Standards (LCDS) and any subsequent editions/updates. Consideration should also be given to the objectives of the scheme, such as encouraging increased levels of walking and/or cycling and to what mitigating measures may be needed to ensure that the collision numbers will not increase for these users as a result
- From April 2013 boroughs have been responsible for improving the health of their populations year on year. TfL published its Health Action Plan in February 2014 setting out the evidence base for how transport and street environments relate to health, as well as the actions that TfL will take to better recognise and reflect our role in improving the health of Londoners. As part of the design work on LIP Major Schemes,



promoters should consider how these can help deliver the objectives for health improvement. Further information can be obtained from your borough's Director of Public Health or you can contact TfL's Public Health Specialist Lucy Saunders (e-mail: lucysaunders@tfl.gov.uk).

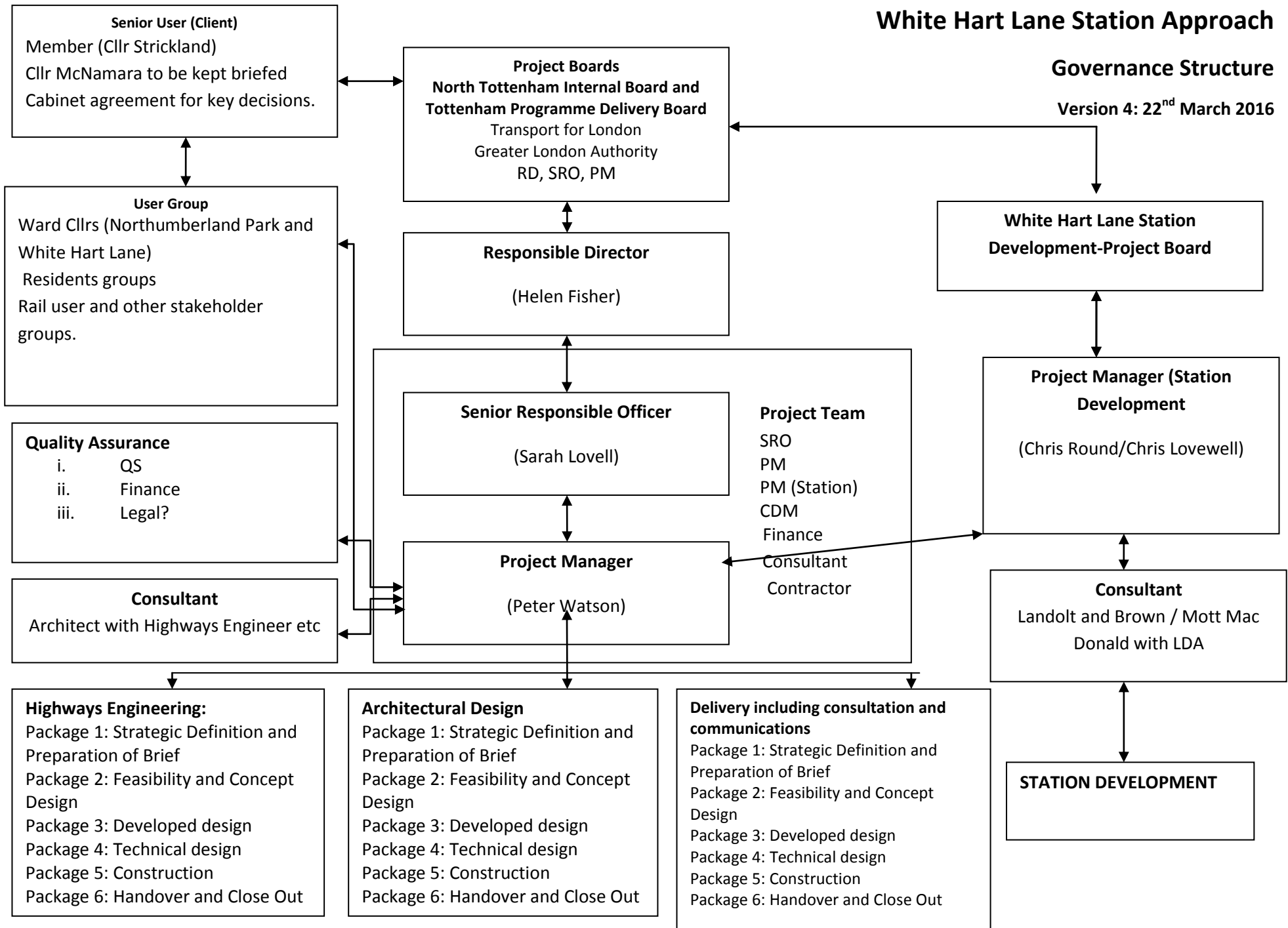
- The governance arrangements, design programme, plan for delivery and the profile of the actual funds required for the design must be agreed with TfL at the outset of the development phase and before commencing detailed design. Once agreed, these will form a baseline for the continuing governance of the project. Accordingly these details must be kept updated as the project progresses.
- For new projects, where the overall cost is greater than £2m, the scheme will require a Business Case in accordance with TfL's Business Case Development Manual.
- The third party funding contributions identified within your authority's bid (Step1) must be confirmed as being available to enable the project to proceed.
- As part of the scheme design the borough undertakes an assessment of all other funding opportunities that can contribute to the scheme including contributions from developers and other sources.
- Since 2013 TfL has been using the London Highways Alliance Contracts (LoHAC) schedule of rates to enable a cost comparison of the price of delivering a scheme via LoHAC compared with their local contractors. TfL expects to see the LoHAC used for the non tendered Major Schemes where this offers better value for money than individual borough contracts.
- All Major Schemes are required to undergo a Road Safety Audit (RSA), which complies with TfL's RSA procedure, during both the pre and post-construction phases.
- TfL's Traffic Accident Diary System (TADS) provides a means for monitoring the number and severity of collisions before and after the introduction of measures. All Major Schemes must be recoded on the system before the start of implementation and at the end of implementation to ensure before and after comparison of the collisions.

APPENDIX 4

White Hart Lane Station Approach

Governance Structure

Version 4: 22nd March 2016



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Report for: Cabinet 17th May 2016

Item number: 11

Title: Appointment of Cabinet Committees 2016/17

Report authorised by : Bernie Ryan- Assistant Director for Corporate Governance

Lead Officer: Ayshe Simsek – Principal Committee Co-ordinator

Ward(s) affected: N/A

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

1. Describe the issue under consideration

To appoint Members to serve on the sub committees set out below for the new municipal year 2016/17 and to confirm the terms of reference of these committees:

- Corporate Parenting Advisory Committee
- LHC Joint Committee.

2. Cabinet Member Introduction

- 2.1 The Corporate Parenting Advisory Committee is responsible for the Council's role as corporate parent for children and young people in care. They seek to ensure that the health, education and access to employment of children in care is maximised, monitor the quality of care provided, and also ensure that children leaving care have sustainable arrangements for their future. It is proposed to continue with the current arrangement for the Corporate Parenting Advisory Committee.
- 2.2 The LHC is a not for profit body set up to provide effective procurement solutions for public sector bodies, to include local authorities. The Council has been represented on the Joint Committee of the Consortium since it was established in December 2012. It is proposed that such an arrangement continues.

3. Recommendations

It is recommended that for 2016/17 municipal year:

- i) Cabinet establish the Corporate Parenting Advisory Committee, and the LHC and that the terms of reference for these bodies be noted;

- ii) Cabinet appoint the Members indicated below to serve on the Corporate Parenting Advisory Committee, and the LHC Joint Committee:

Corporate Parenting Advisory Committee

Chaired by the Cabinet Member for Children and Families

X4 Labour positions TBC

X2 Liberal Democrat Positions TBC

LHC

Cabinet Member for Housing and Regeneration

X1 Labour position - Cllr Bevan

4. Reasons for decision

- 4.1 To keep an overview of the councillors statutory role as a corporate parent to children in care and young people leaving care .
- 4.2 The Council currently uses LHC frameworks as an efficient way of procuring technically complex products and services for its building refurbishment and maintenance programmes.
- 4.3 By becoming a Constituent Member of LHC the Council will benefit from: influencing the future direction of LHC including the identification of new products and services which could be beneficial to the Council. Increased learning of procurement practices and technical know-how for use by the Council's officers in carrying out its own procurement programmes.
Share of the LHC annual surplus.

5. Alternative options considered

- 5.1 The Constitution advises that all Advisory or Consultative Committees will continue in operation only until the first meeting of the Cabinet ,in the next municipal year following their establishment when they must be expressly renewed or they cease to exist. Therefore, the alternative option would be for the Corporate Parenting Advisory Committee to cease and this would mean that there is not a scheduled opportunity for members and officers to meet and discuss the wellbeing of children in care and to ensure that the council is meeting its corporate parenting obligations. This Committee is different to the Children and Young People's Scrutiny Panel as it concentrates on Looked after Children and care leavers and reports directly to the Cabinet.
- 5.2 Haringey has been a member of the LHC, formerly the London Housing Consortium, for forty years. In February 2012 the Haringey Cabinet approved a

recommendation to remain in the LHC Joint Committee and leaving this consortium would affect accessing some shared procurement expertise and support on compliance.

6. Background information

- 6.1 All councillors, when they are elected, take on the responsibility of corporate parents to children that are looked after by their local authority. This means that they have a duty to take on an interest in the well being and development of these children who are one of the most vulnerable groups in society.
- 6.2 The Corporate Parenting Committee has an overview of the Council's role as Corporate Parent for children and young people who are in care. It is responsible for ensuring that the life chances of children in care are maximized in terms of health, educational attainment and access to training and employment, in order to aid the transition to a secure and fulfilling adulthood.
- 6.2 The LHC Joint Committee was established under Section 101(5) of the Local Government Act 1972, as applied by Section 9EB of the Local Government Act 2000 and Part 4 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 by the Executives of each of the Councils.
- 6.3 The LHC is comprised of nine Local Authorities, to include representatives from other London boroughs, and other boroughs outside London. It discharges the executive functions of the participating Consortium Local Authorities. Members of the Joint Committee must be appointed by the Cabinets of those authorities. Where five or more authorities form a joint committee, Regulations provide that the membership of the joint committee need not be entirely comprised of Cabinet members and where that is the case, other Regulations concerning publicity prior to and following the making of key decisions do not apply. To minimise the administration surrounding the Joint Committee it is written into its Constitution – see Appendix C to this report at page 1, sub paragraph 1.3 - that each participating Local Authority should appoint one Cabinet Member and one non Cabinet Member. The Council's nominees fulfil these criteria. The benefits of participating in this committee are:

expert support in four critical areas of building procurement:

- Quality - The LHC employs technical experts to research, specify and monitor the quality of building products and services to help maintain the maximum long term value of assets.
- Efficiency - As a collaborative purchasing organisation, the LHC can gain benefits from bulk buying leading to greater efficiency savings.
- Sustainability - The LHC develops an intimate knowledge with the supply chain and engages with it, on behalf of users, to drive up the green credentials of all supply companies.

- Compliance - As public procurement legislation has grown increasingly complex and local authorities and other registered social landlords have found themselves at greater risk of challenge and litigation in relation to their procurement activities, the LHC has been able to provide valuable assistance through the provision of its regulatory compliant framework arrangements

7. Contribution to strategic outcomes

- 7.1 Priority 1 – Enabling every child to have the best start in life – this includes closing the attainment gap for groups of children who typically do not achieve as highly as others, including looked after children and different ethnic groups. The Virtual School Team was established in 2009 and is a small multi-disciplinary team based in the council and working to raise the educational attainment and attendance of children and young people. It works in close collaboration with colleagues across the authority, but also in partnership with the third sector (voluntary / community). It tracks educational progress, and monitors work with children and young people in care to help them achieve their full potential, and supports and advises those who care and work with them. The Head of the Virtual School is a regular attendee of the Corporate Parenting Advisory Committee and reports to this committee.
- 7.2 Priority 4 - Create homes and communities where people choose to live and are able to thrive. Having access to expert support in building procurement will assist with the council's home building projects.

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

Finance and Procurement

- 8.1 The service manager confirms that these committees can be serviced from within existing business unit resources. Members should note that these committees do not have the authority to incur expenditure or make budgetary decisions.
- 8.2 There is no direct cost of becoming a Constituent Member of LHC. There may be an indirect cost of the Councillors attending the meeting of the Board of LHC Elected Members in London which takes place twice a year. The Council will receive a share of the annual surplus generated by the LHC. There are no other financial implications arising from this report.
- 8.3 Haringey Council is not obliged to use the services or framework agreements of the LHC unless these demonstrably provide better Value for Money when compared to other options.
- 8.4 The establishment of a Joint Committee should not affect the current VfM test that is applied at a programme or project level.

Legal

- 8.5 The Assistant Director Corporate Governance has been consulted on the contents of this Report.
- 8.6 The Council's Constitution sets out the relevant Cabinet arrangements at Part Three, Section C and confirms that the Cabinet may establish advisory committees the membership of which does not have to be limited to Cabinet Members. The Cabinet may change them, abolish them, or create further ones, at its own discretion. These powers must be exercised with the agreement of the Leader and may be exercised by the Leader personally.

The Council would be liable, jointly with the other LHC Constituent Members, to cover any losses incurred by LHC. This is thought to be minimal and manageable through participation on the LHC Joint Committee.”

Equality

- 8.7 There are no specific equalities and cohesion implications of the proposal made in this report.

9. Use of Appendices

Appendix A - Corporate Parenting Advisory Committee Terms of Reference
Appendix B - LHC Constitution

10. Local Government (Access to Information) Act 1985

London Housing Consortium - Cabinet Report - 7th February 2012

Appointment of Cabinet Committees 2015/16 – Cabinet 16th June 2015

Corporate Parenting Advisory Committee

Terms of Reference

1. To be responsible for the Council's role as Corporate parent for those children and young people who are in care;
2. To ensure the views of children in care are heard;
3. To seek to ensure that the life chances of children in care are maximized in terms of health, educational attainment and access to training and employment to aid the transition to a secure and fulfilling adulthood;
4. To ensure that the voice and needs of disabled children are identified and provided for;
5. To monitor the quality of care provided by the Council to Children in Care;
6. To ensure that children leaving care have sustainable arrangements for their future wellbeing; and
7. To make recommendations on these matters to the Cabinet or Cabinet Member for Children and Director of Children and Young People's Service.

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This Constitution had been approved by each of the Authorities as the Constitution of the LHC Joint Committee.

1. Establishment of the Joint Committee

- 1.1 The Joint Committee shall be the “LHC Joint Committee”
- 1.2 The Joint Committee is established under Section 101(5) of the Local Government Act 1972, as applied by Section 9EB of the Local Government Act 2000 and Part 4 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 by the Executives of each of the Councils.
- 1.3 The Joint Committee shall comprise two members from each of the Authorities. Each Authority’s representatives on the Joint Committee shall be appointed by the Authority’s executive, a member of the executive or a committee of the executive, as appropriate. One member shall be an executive member and one a non-executive member.
- 1.4 A member of the Joint Committee shall cease to be a member of the Joint Committee, and a vacancy shall automatically arise, where the member ceases to be a member of the Executive of the Appointing Authority or a member of the Appointing Authority.
- 1.5 Upon being made aware of any member ceasing to be a member of the Joint Committee, the Secretary to the Joint Committee shall write to that member confirming that he/she has ceased to be a member of the Joint Committee, and notify the Appointing Authority and the other members of the Joint Committee accordingly. The relevant Appointing Authority shall appoint another qualifying member to the Joint Committee for the duration of the term of office of the original member.
- 1.6 When sitting on the Joint Committee members are bound by the provisions of the Members’ Code of Conduct for their authority.

2. Chairperson and Vice-Chairperson of the Joint Committee

- 2.1 At the first meeting of the Joint Committee and thereafter at the first meeting of the Joint Committee after 1 May in any year, the Joint Committee shall elect a Chairperson of the Joint Committee and a Vice Chairperson of the Joint Committee for the following year from among the members of the Joint Committee.
- 2.2 Where a member of one Authority is elected as the Chairperson of the Joint Committee, the Vice Chairperson of the Joint Committee shall be elected from among the members of the Joint Committee who are members of the other Authorities.



- 2.3 The Chairperson and Vice Chairperson of the Joint Committee shall each hold office until:
- (i) A new Chairperson or Vice Chairperson of the Joint Committee is elected in accordance with Paragraph 2.1 above;
 - (ii) He/she ceases to be a member of the Joint Committee; or
 - (iii) He/she resigns from the office of Chairperson or Vice Chairperson by notification in writing to the Secretary to the Joint Committee.
- 2.4 Where a casual vacancy arises in the office of Chairperson or Vice Chairperson of the Joint Committee, the Joint Committee shall at its next meeting elect a Chairperson or Vice Chairperson, as the case may be, for the balance of the term of office of the previous Chairperson or Vice Chairperson.
- 2.5 Where, at any meeting or part of a meeting of the Joint Committee, both the Chairperson and Vice Chairperson of the Joint Committee are either absent or unable to act as Chairperson or Vice Chairperson, the Joint Committee shall elect one of the members of the Joint Committee present at the meeting to preside for the balance of that meeting or part of the meeting, as appropriate.

3. Secretary to the Joint Committee

- 3.1 The Joint Committee shall be supported by the Secretary to the Joint Committee.
- 3.1 The Secretary to the Joint Committee shall be an officer of one of the Authorities, appointed by the Joint Committee for this purpose.
- 3.2 The functions of the Secretary to the Joint Committee shall be:
- (i) To maintain a record of membership of the Joint Committee;
 - (ii) To summon meetings of the Joint Committee in accordance with Paragraph 4 below;
 - (iii) To prepare and send out the agenda for meetings of the Joint Committee after consultation with the Chairperson and the Vice Chairperson of the Committee and the Project Director;
 - (iv) To keep a record of the proceedings of the Joint Committee and to publicise such record as is required by law;
 - (v) To take such administrative action as may be necessary to give effect to decisions of the Joint Committee;
 - (vi) Such other functions as may be determined by the Joint Committee.



4. Convening of Meetings of the Joint Committee

4.1 The Joint Committee shall meet at least twice in the course of each financial year.

4.2 Meetings of the Joint Committee shall be held at such times, dates and places as may be notified to the members of the Joint Committee by the Secretary to the Joint Committee, being such time, place and location as:

- (i) the Joint Committee shall from time to time resolve;
- (ii) the Chairperson of the Joint Committee, or if he/she is unable to act, the Vice Chairperson of the Joint Committee, shall notify to the Secretary to the Joint Committee; or
- (iii) The Secretary to the Joint Committee, after consultation where practicable with the Chairperson and Vice Chairperson of the Joint Committee, shall determine in response to receipt of a request in writing addressed to the Secretary to the Joint Committee:

(a) from and signed by two members of the Joint Committee, or

(b) from the Chief Executive of any of the Authorities,

which request sets out an urgent item of business within the functions of the Joint Committee.

4.3 The Secretary to the Joint Committee shall settle the agenda for any meeting of the Joint Committee after consulting, where practicable:

- (i) The Chairperson of the Joint Committee;
- (ii) The Vice Chairperson of the Joint Committee;

and shall incorporate in the agenda any items of business and any reports submitted by:

- (a) the Chief Executive of any of the Authorities;
- (b) the Chief Finance Officer to any of the Authorities;
- (c) the Monitoring Officer to any of the Authorities;
- (d) the Legal Adviser to the Joint Committee;
- (e) the Director of the LHC Operations Group;
- (f) any two members of the Joint Committee in accordance with Paragraph 8.1(iii) below.



5. Procedure at Meetings of the Joint Committee

- 5.1 The Joint Committee shall, unless the member of the Joint Committee presiding at a meeting or the Joint Committee determines otherwise, conduct its business in accordance with the Joint Committee Procedure Rules set out in Appendix One to this Constitution
- 5.2 The Chairperson of the Joint Committee, or in his/her absence the Vice Chairperson of the Joint Committee, or in his/her absence the member of the Joint Committee elected for this purpose, shall preside at any meeting of the Joint Committee.

6. Powers Delegated to the Joint Committee

- 6.1 The Joint Committee shall act as a strategic forum for LHC, providing direction to the Operations Group. Its executive decision-making powers shall include the following:
- (i) identification of the overall strategic objectives of the LHC;
 - (ii) management of the LHC
 - (iii) overseeing and monitoring the work of the Operations Group;
 - (iv) setting the staffing structure of the LHC
 - (v) overseeing the procurement of framework agreements on behalf of the Authorities
 - (vi) overseeing the provision of technical advice and consultancy services provided by the LHC Operations Group.
- 6.2 The Joint Committee may make such other executive decisions from time to time as are necessary for the efficient operation of LHC.
- 6.3 Without prejudice to Paragraph 6.1 above, it is hereby declared that the following functions are reserved to each of the Authorities and shall not be within the powers of the Joint Committee:
- (i) All non-executive functions of any of the Authorities.
 - (ii) Any decision which is contrary to or not wholly in accordance with the Budget approved by each Authority for the Joint Committee, or is contrary to an approved policy or strategy of any of the Authorities;

7. Attendance at meetings of the Joint Committee

- 7.1 Notwithstanding that a meeting or part of a meeting of the Joint Committee is not open to the press and public, the officers specified in Paragraph 7.2 below of each of the Authorities shall be entitled to attend all, and all parts, of such meetings, unless the particular officer has a conflict of interest as a result of a personal interest in the matter under consideration.



7.2 The following are the officers who shall have a right of attendance in accordance with Paragraph 7.1:

- (i) the Chief Executive of any of the Authorities;
- (ii) the Chief Finance Officer to any of the Authorities;
- (iii) the Monitoring Officer to any of the Authorities;
- (iv) the Director of the LHC Operations Group

8. Financial Regulations, Officer Employment Procedure Rules and Contract Standing Orders

8.1 The Joint Committee shall operate under the Financial Regulations, Officer Employment Procedure Rules and Contract Standing Orders of the London Borough of Hillingdon ('Hillingdon').

9. Amendment of this Constitution

9.1 This constitution may be altered by resolution of a meeting of the Joint Committee supported by a majority of the members voting provided that notice in writing of such alterations has been given to the Members of the Joint Committee by the Secretary to the Joint Committee not less than 21 clear days before the meeting.

10. Lead Borough Arrangements

10.1 Hillingdon shall act as lead borough for and on behalf of all the Authorities in relation to:

- (i) the employment of the staff of LHC,
- (ii) insurance,
- (iii) financial oversight,
- (iv) the entering into of legal relations where LHC would enter such relations were it a competent legal entity,
- (v) Secretary to the Joint Committee.

10.2 The LHC Operations Group shall be employed by Hillingdon and the terms and conditions of staff within the LHC Operations Group shall be those used by Hillingdon.

10.3 Hillingdon shall effect insurance for all the insurable risks of LHC including employer's, public, professional and motor contingency liability insurance together with all other risks which it considers appropriate to cover, in order to protect the liabilities and assets of the Authorities.



10.4 Hillingdon shall enter all contractual and other legal relations for LHC and shall defend or settle any proceedings issued for liabilities arising from the activities of LHC.

10.5 The method of calculating the reimbursement of the costs of performing lead borough functions shall be on such basis as the Joint Committee shall from time to time approve. Calculations relating to payments of reimbursement of costs to lead boroughs shall be presented to the Joint Committee for information.

11. Indemnities

11.1 The Authorities (which for the elimination of doubt includes Hillingdon) in equal shares shall indemnify Hillingdon against any costs, losses, liabilities and proceedings which Hillingdon may suffer as a result of or in connection with its obligations herein provided that any such costs are not due to any negligent act or omission (determined at law) of Hillingdon or any breach by it of its obligations.

11.2 Hillingdon shall indemnify the Authorities against any costs, losses, liabilities and proceedings which the Authorities may suffer as a result of or in connection with any breach by Hillingdon of its obligations and/or any negligent act or omission (determined law).

12. LHC Operations Group

12.1 Notwithstanding that Hillingdon shall be the employer of the staff, the Joint Committee shall determine the structure of the staffing group from time to time to ensure that the LHC can carry out its role efficiently and effectively.

12.2 The Director shall report to the Joint Committee on all activity relating to the work of the Operations Group at least annually.

12.3 Notwithstanding that Hillingdon shall, as employer, be responsible for the staff of the LHC in circumstances where either the Joint Committee or the LHC cease to exist, the Authorities shall co-operate with each other with a view to finding continued employment for the displaced staff with one or more of the Authorities.

13. Budget

13.1 An annual budget showing forecasts and estimates for income and expenditure for the following two years shall be presented for approval by the Joint Committee annually.

14. Surpluses and deficits

14.1 The method of calculating the share of the surplus due to LHC members shall be on such basis as the Joint Committee shall from time to time approve. Calculations relating to payments of surpluses to LHC members shall be presented to the Joint Committee for information. Any deficits



arising from the activities of the LHC Operations Group shall be borne equally between the Authorities.

15. Premises

15.1 Any premises relating to the work of the LHC Joint Committee must be owned or leased by one of the Authorities.

15.2 Premises currently occupied by the LHC Operations Group are leased by the London Borough of Hillingdon.

16. Withdrawal from membership of the Joint Committee

16.1 If any of the authorities wishes to withdraw from membership of the Joint Committee that authority shall give notice to the Secretary to the Joint Committee by no later than 30 September in any year and that authority shall cease to be a member of the Joint Committee on 1 April in the following year.

16.2 From the date of giving notice up to and including 31 March in the following year the authority which has given notice shall remain a full member of the Joint Committee and shall be entitled to receive its full share of any distributed surplus or will be liable to pay its full share of any deficit, as the case may be, for the financial year in which its membership ceases.

17. Interpretation

17.1 In this Constitution the following words and phrases shall have the following meanings”

“Authority” means each of the London Boroughs of Ealing, Hackney, Haringey, Hillingdon, Islington, Tower Hamlets and Buckinghamshire County Council and “Authorities” shall mean all of these Authorities.

“Council” means each [as above] and “Councils” shall mean all of these Councils.

“Director” means the officer of the London Borough of Hillingdon who acts as Director of the LHC Operations Group

“The Joint Committee” means the LHC Joint Committee comprised of members of each of the Authorities.

“LHC” means the London Housing Consortium which exists to provide specialist technical and procurement services to building programmes undertaken by participating local authorities and other public sector bodies and provides framework arrangements for such procurement services to such bodies



“The LHC Operations Group” means such team of officers from the Authorities, as the Authorities shall establish to manage LHC under the guidance of the Joint Committee.

“The Secretary to the Joint Committee” means the officer of one of the Authorities appointed for the time being by the Joint Committee to perform this function.



Appendix One Joint Committee Procedure Rules

1 Application

- 1.1 These procedure rules apply to all meetings of the Joint Committee, any Sub-Committee of the Joint Committee, and to decisions of individual Joint Committee Members and executive decisions taken by officers under powers delegated from the Joint Committee.

2 Allocation and Delegation of Functions

- 2.1 Where the Joint Committee is responsible for the discharge of a function, it may arrange for the discharge of that function by a Sub-Committee of the Joint Committee or by an officer.
- 2.2 Where a Sub-Committee is responsible for the discharge of a function, it may arrange for the discharge of that function by an officer.
- 2.3 Where a function has been delegated by the Joint Committee or a Sub-Committee of the Joint Committee, the Joint Committee or Sub-Committee may at any time resume responsibility for the discharge of that function by giving notice in writing to the person or body to whom the function has been delegated, with a copy to the Secretary to the Joint Committee.
- 2.4 Where a Sub-Committee of the Joint Committee or officer has been given delegated powers in respect of a function, that body or person may at any time refer the matter back for decision to the body by which the power was delegated.

3 Meetings

- 3.1 The Joint Committee shall meet as necessary for the effective discharge of its functions. Any Sub-Committees shall meet as necessary to discharge their functions.
- 3.2 The Joint Committee shall meet at such time, date and location as may be determined:
- (i) by the Joint Committee;
 - (ii) by the Chairperson of the Joint Committee or if the Chairperson is unable to act, the Vice-Chairperson;
 - (iii) following a request from any two members of the Joint Committee and notified to the Secretary to the Joint Committee;
 - (iv) following a request from the Chief Executive of any of the Authorities



and notified to the Secretary to the Joint Committee.

- 3.3 Meetings of Sub-Committees shall be on such time, date and location as the Sub-Committees may determine and notify to the Secretary to the Joint Committee.

4 Summons and Agenda Procedure

- 4.1 All meetings of Joint Committee and Sub-Committees shall be summoned by the Secretary to the Joint Committee.

- 4.2 Except in cases of special urgency, at least 5 clear working days before the meeting, the Secretary to the Joint Committee shall prepare and send to each member an agenda setting out:

- (i) The identity of the body;
- (ii) The time, date and location of the meeting;
- (iii) The business to be transacted at the meeting, including:
 - (a) A report concerning the finances of LHC
 - (b) Any reports and recommendations from any of the Authorities;
 - (c) Any reports or recommendations from the Joint Committee, or a Sub-Committee;
 - (d) Any notices of motion to, or referred to, the Joint Committee;
 - (e) Any petitions to, or referred to, the Joint Committee;
 - (f) Any reports to be made by statutory officers of any of the Authorities;
 - (g) Any matters which the Chair has notified to the Secretary to the Joint Committee for inclusion in the agenda;
 - (h) Any reports to be made by the Project Director or other officers of any of the Authorities appropriate to the proper discharge of the Joint Committee's business;
 - (i) Consideration of the Joint Committee's work programme
 - (j) Where practicable, an indication that the Secretary to the Joint Committee is of the opinion that it is likely that the press and public will be excluded from all or part of the meeting.

- 4.3 No business may be transacted at a meeting which is not specified in the agenda or supplementary agenda for the meeting unless the Chairperson of the Joint Committee or Sub-Committee agrees that the item should be considered as a matter of urgency. The reason for the urgency shall be specified in the statement of decision.

- 4.4 The agenda shall be accompanied by any reports and documents necessary for the decision-maker(s) to discharge the business effectively. Each such report shall be in such standard form as the Secretary to the Joint Committee may prescribe and shall include a list of all background papers which the author of the report has relied upon in compiling the report. As a matter of principle, any written report relating to a matter



included in the agenda should be made available and circulated at the same time as the agenda, but where this is not practicable because of the urgent nature of the matter, the agenda will state that the report is to follow and the report will be circulated as soon as possible after the circulation of the agenda for the meeting.

5 Rights of Attendance and Audience

5.1 Agendas of the Joint Committee and of any Sub-Committee meetings and reports, except those marked “Not for Publication”, will be available for inspection on request by the public at the offices of the constituent Authorities during normal office hours.

5.2 The presumption is that all meetings of the Joint Committee and of any Sub-Committees shall be open to the public. However:

(i) Where the Secretary to the Joint Committee is of the opinion that it is likely that the press and public will be excluded from all or part of a meeting, he/she shall so indicate on the agenda and may withhold from the press and public any report or background paper which would disclose confidential or exempt information;

(ii) The Joint Committee and any Sub-Committee must exclude the press and public from any part of a meeting at which confidential information is likely to be disclosed;

(iii) The Joint Committee and any Sub-Committee may exclude the press and public from any part of a meeting:

(a) at which exempt information is likely to be disclosed; or

(b) at which officers will provide a briefing to members on a matter on which a decision is likely to be taken on the matter within the next 28 days;

5.3 Where the Joint Committee or a Sub-Committee excludes the press and public from a meeting, all members of the constituent authorities who are not members of the Joint Committee or Sub-Committee, as appropriate, shall leave the meeting unless specifically invited to remain. This provision shall not apply to:

(i) the Chief Executive of any of the Authorities;

(ii) the Chief Finance Officer to any of the Authorities;

(iv) the Monitoring Officer to any of the Authorities;

(v) the Director of the LHC Operations Group.



- 5.4 All documents which are open to public inspection will normally be available at least five clear days before the relevant meeting. Where a report is not available when the agenda is published, the report shall be made available for public inspection when it is made available to members of the Joint Committee.
- 5.5 Any Member (of any of the Authorities) may:
- (i) Provide the Secretary to the Joint Committee, before the day on which the meeting is to be held, with representations in writing in respect of any matter on such an agenda, in which case the Secretary to the Joint Committee shall ensure that such representations are provided to the decision-maker(s);
 - (ii) Attend the meeting and address the decision-maker for up to 5 minutes in respect of the matter to be decided.
- 5.6 Members of the public may submit to the Secretary to the Joint Committee comments in writing about any matter on an agenda for a meeting before the day on which the meeting is to be held. Where practicable, such comments will be reported to the decision-maker(s)

6 Departure Decisions

- 6.1 The Joint Committee and any Sub-Committee shall not take a decision which is contrary to or not wholly in accordance with an Authority's approved Budget or the Authority's approved plan or strategy for borrowing and capital expenditure, and which is not within the approved virement limits, but shall refer the proposed decision to all relevant Authorities for determination.
- 6.2 The Joint Committee and any Sub-Committee shall not take a decision which is contrary to an Authority's Policy Framework, but shall refer the proposed decision to all relevant Authorities for determination.
- 6.3 Paragraphs 6.1 and 6.2 shall not apply where the decision -
- (i) is urgent (in the sense that the interests of the Authority, its area or the inhabitants of the area are at risk of suffering unacceptable damage if the decision were to be deferred.); and
 - (ii) the Secretary to the Joint Committee has notified the Chairperson of Scrutiny Committee of the relevant Authority or, if he/she is unable to act, the Chairperson of Council or, if he/she is unable to act, the Vice-Chairperson of Council of the intended decision and the reasons for urgency and that Councillor has notified the Secretary to the Joint Committee in writing that he/she agrees that the matter needs to be determined as a matter of urgency.



6.4 In each instance where an urgent decision is taken under Paragraph 6.3 above, the decision-maker(s) shall as soon as reasonably practicable after the making of the decision, submit a report to each relevant Authority setting out the particulars of:

- (i) the decision which has been taken
- (ii) the reasons why the decision was urgent, and
- (iii) the reasons for the decision itself.

6.5 The Secretary to the Joint Committee shall ensure that a report setting out each urgent departure decision is presented to the next convenient meeting of the relevant Scrutiny Committee.

7. Overview and Scrutiny

7.1 Decisions of the Joint Committee will be subject to scrutiny and call-in by the Authorities. Each of the Authorities will apply their existing overview and scrutiny arrangements to decisions of the Joint Committee.

7.2 The Secretary to the Joint Committee will publish a record of the decisions of the Joint Committee within 3 clear working days of a meeting and will send a copy of the decisions to a nominated person of each Authority.

7.3 Each nominated person will publish the record of decisions within his/her Authority on the day of notification at which point the requirements of the Authorities' Overview and Scrutiny Procedure Rules shall apply in relation to the call-in of any decision.

7.4 If a decision of the Joint Committee is not called-in in any of the Authorities by the expiration of 5 clear working days from the date on which the nominated persons were provided with a record of the decision and the Secretary to the Joint Committee has not been notified of any such call-in then the decision may be implemented forthwith.

7.5 If a decision is called-in in one or more of the Authorities, the overview and scrutiny arrangements of each Authority which has called-in the decision shall apply as if the decision was one made by that Authority's own executive. When the appropriate overview and scrutiny committee has considered the matter and determined whether or not to agree with the decision of the Joint Committee, the nominated officer of each Authority which has called-in the decision shall notify the Secretary to the Joint Committee of the outcome of such consideration.

7.6 If the decision of each relevant overview and scrutiny committee is to agree with the decision of the Joint Committee, the Secretary to the Joint Committee will notify each nominated officer and the decision may be implemented forthwith.



- 7.7 If the decision of one or more relevant overview and scrutiny committees is to recommend to the Joint Committee an alternative course of action, then the decision of the Joint Committee shall be held in abeyance until further consideration is given to the matter at the next appropriate meeting of the Joint Committee.
- 7.8 At the meeting of the Joint Committee at which the matter is considered further, the Chair of the relevant overview and scrutiny committee(s) may attend and address the Joint Committee upon the decision of his/her overview and scrutiny committee and in relation to the alternative course of action recommended.
- 7.9 The Joint Committee will reconsider the proposed decision and may affirm it, or amend it as it considers appropriate.

8 Rules of Procedure

- 8.1 The Chairperson shall preside at meetings of the Joint Committee. In his/her absence, the Vice Chairperson shall preside. In the absence of both Chairperson and Vice Chairperson, the meeting shall elect a member of the Joint Committee to preside for the duration of the meeting.
- 8.2 Each Sub-Committee shall elect a Chairperson. In his/her absence, the Sub-Committee shall elect a member to preside for the duration of the meeting.
- 8.3 At each meeting of the Joint Committee the following business will be transacted:
- (i) Apologies for absence
 - (ii) Declarations of interest
 - (iii) Matters arising from the minutes of the previous meeting
 - (iv) Matters set out in the agenda for the meeting.
- 8.4 The person presiding at a meeting shall conduct the meeting in accordance with these Procedure Rules.
- 8.5 The person presiding at the meeting may vary the order of business at the meeting.
- 8.6 The person presiding at the meeting may invite any person, whether a member or officer of the Joint Committee or a third party, to attend the meeting and to speak on any matter before the meeting.

9 Quorum

- 9.1 The quorum for a meeting of the Joint Committee or a Sub-Committee shall be three members each from a separate authority

10 Record of Attendance



- 10.1 All Joint Committee Members and Sub-Committee members present during the whole or part of a meeting must sign their names on the attendance sheet before the conclusion of the meeting.

11 Disorderly Conduct

- 11.1 If in the opinion of the person presiding, any member of the Joint Committee or of a Sub-Committee misbehaves at a meeting by persistently disregarding the ruling of the person presiding, or by behaving irregularly, improperly or offensively, or by wilfully obstructing the business of the Joint Committee or a Sub-Committee, the person presiding may move not to hear the member further. If the motion is seconded it shall be put to the vote without discussion.
- 11.2 If in the opinion of the person presiding, the member persistently misbehaves after such a motion has been carried, the person presiding may require the removal of the member for such period as the person presiding shall determine. The person presiding may if necessary adjourn or suspend the sitting of the Joint Committee or Sub-Committee.
- 11.3 If a member is required to leave a meeting under this Procedure Rule, the member is not entitled to vote during the period of exclusion.
- 11.4 If a member of the public or Councillor who is not a Joint Committee or Sub-Committee Member interrupts the proceedings at any meeting, the person presiding may issue a warning. If the interruption continues the person presiding may order the person's removal from the room or chamber in which the meeting is being held.
- 11.5 In case of general disturbance in any part of the chamber open to the public the person presiding may order that part cleared. If the person presiding considers it necessary, he may adjourn or suspend the sitting of the Joint Committee or Sub-Committee.

12 Voting

- 12.1 Whilst the Joint Committee shall seek to operate by consensus, matters under consideration shall be determined by a majority vote of those members present and voting
- 12.2 Voting is generally by a show of hands.
- 12.3 Any Joint Committee or Sub-Committee Member may ask for a vote to be recorded. Individual votes will then be taken by way of a roll call and recorded in the minutes so as to show how each member present and voting gave his vote.
- 12.4 Any Joint Committee or Sub-Committee Member may ask that his/her



individual vote be recorded in the minutes.

- 12.5 Whenever a vote is taken by show of hands and not by roll call, the person presiding shall ask for those in favour and those against to vote in turn. He will then ask those abstaining from voting to indicate accordingly. Any member may ask for the number of those in favour, the number of those against and the number of those abstaining to be recorded in the minutes.
- 12.6 A member may not change his/her vote once he/she has cast it and another member has been called upon to vote.
- 12.7 If a member arrives before the casting of votes has been commenced he/she is entitled to vote.
- 12.8 Immediately after a vote is taken any member may ask for it to be recorded in the minutes that he/she voted for or against the question, or that he/she abstained.
- 12.9 A matter shall be considered to be approved if it receives the votes of a majority of those members entitled to vote who are present and voting. In the event that the votes cast for and against a proposal are equal, the person presiding, will have a second and/or casting vote. There shall be no restriction on the manner in which the casting vote is exercised.
- 12.10 Where there are more than two persons nominated for any position to be filled by the Joint Committee or a Sub-Committee, and no person receives more than one half of the votes given, the name of the person having the least number of votes will be struck off the list and a fresh vote taken, and so on until a clear majority of votes is given in favour of one person.

13 Recording the Decision

- 13.1 The person presiding shall be responsible for ensuring that the Secretary to the Joint Committee is clear as to the decision taken and the reasons for that decision.
- 13.2 The Secretary to the Joint Committee shall then, as soon as reasonably practicable after the end of the meeting, prepare a statement of the decisions taken at the meeting, including:
 - (i) The Joint Committee and Sub-Committee and other members of the Authorities attending the meeting
 - (ii) Any disclosures of personal or prejudicial interests
 - (iii) The decisions taken and the date of those decisions
 - (iv) Whether the decision is urgent and should be implemented directly
 - (v) A summary of the reasons for the decision
 - (vi) The options which were considered at, but rejected by, the meeting

The Secretary to the Joint Committee may consult the person presiding at the meeting as to the matters to be recorded in the minute.



- 13.3 Where the statement of decision(s) would disclose confidential or exempt information, the Secretary to the Joint Committee shall produce a formal statement of decisions of the meeting and a summary of the decisions taken at the meeting excluding such confidential and exempt information but providing a coherent account of the matters decided.
- 13.4 Where the decision is a decision upon a reconsideration of a decision on a Call-In by a Scrutiny Committee, the Secretary to the Joint Committee shall be responsible for reporting that reconsideration decision to the Scrutiny Committee.
- 13.5 The Secretary to the Joint Committee shall be responsible for circulating the statement of decisions to officers of the authority responsible for the implementation of the decision(s).

14 Implementing decisions

- 14.1 Decisions shall not be implemented until 5 clear days from the publication of the statement of decision(s) of the meeting or the decision.
- 14.2 Paragraph (a) shall not apply where the author of any report has stated therein, or the decision-maker(s) have determined, that the matter is urgent and that the interests of one or more of the constituent authorities, its area or the inhabitants of the area are at risk of suffering unacceptable damage if the decision were not to be implemented directly.
- 14.3 Where a non-urgent decision is called in by a Scrutiny Committee before it is implemented, implementation of the decision will be deferred until the decision-maker has had the opportunity to consider any request from the Scrutiny Committee for the re-consideration of the matter.



Report for: Cabinet 17th May 2016

Item number: 12

Title: Appointment of Representatives to Partnership Bodies
2016/17

Report authorised by: Bernie Ryan Assistant Director for Corporate Governance

Lead Officer: Ayshe Simsek, Principal Committee Co-ordinator 0208 489
2929

Ward(s) affected: N/A

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

1. Describe the issue under consideration

At the beginning of each municipal year appointments are made by Cabinet to partnership bodies.

This report therefore sets out the proposed appointments for 2016/17 to the Community Safety Partnership (CSP) and Health and Wellbeing Board. These bodies will consider and confirm their terms of reference at their first respective meetings of the new municipal year.

2. Cabinet Member Introduction

Community Safety Partnership and the Health and Wellbeing Board play an important role in ensuring that key local agencies are brought together to improve outcomes for our residents across different service areas.

3. Recommendations

It is recommended:

- a. That Cabinet appoint the Members indicated below to Community Safety Partnership for the 2016/17 municipal year and note the Members appointed by Council on 16th May 2016 to serve on the Health and Wellbeing Board for the 2016/17 municipal year:

Community Safety Partnership

Cabinet Member for Communities
Cabinet Member for Children and Families

Opposition councillor TBC [Previously Cllr Newton]

Health and Wellbeing Board

Leader of the Council

Cabinet Member for Children and Families

Cabinet Member for Health and Wellbeing

- b. That the terms of reference for each body appended to this report be noted.

4. Reasons for decision

Appointments from Cabinet are required to both these partnership bodies to reflect statutory duties and enable high level, accountable, strategic, oversight of issues relating community safety and health and wellbeing.

5. Alternative options considered

N/A

6. Background information

The Community Safety Partnership (CSP) is a statutory body established pursuant to sections 5 -7 of the Crime and Disorder Act 1998. The CSP fulfils the duty placed on local authorities to address community safety in partnership with the Police and other partners.

The Health and Wellbeing Board was initially established in May 2011 in shadow form to operate during the transition period prior to April 2013. As of April 2013 the Health and Wellbeing Board became a statutory requirement for all local authorities in accordance with the Health and Social Care Act 2012. The HWB brings together commissioners from across the NHS, social care, public health and other local partners and will play an increasingly important role in improving coherence in the way health services are commissioned.

7. Contribution to strategic outcomes

Priority 2 – Enable all Adults to live healthy, long and fulfilling lives.

Priority 5 – Creating Homes and communities where people choose to live and are able to thrive.

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

Finance and Procurement

The service manager confirms that these bodies can be serviced from within existing business unit resources.

Members should note that these bodies do not have the authority to incur expenditure or make budgetary decisions.

Legal

Section 194 of the Health and Social Care Act 2014 provides for the establishment and membership of the Health and Wellbeing Board. This section (*subsection (2)*) sets out that the Board's membership must include the director of children's services, the director of adult social services and the director of public health. There must be at least one elected representative, which may be the leader of the local authority and/or councillors nominated by the Leader (*subsections (3) and (4)*). The local Healthwatch organisation and each relevant CCG must also appoint representatives (*subsections (5) and (6)*). The section (*subsection (8)*) enables the Board to appoint additional persons as members. The local authority is also able to invite other persons (other than councillors) or representatives of other persons to become members (*subsection (2) (g)*). The local authority must consult the Health and Wellbeing Board before appointing additional persons after the Board has been established (*Subsection (9)*).

The Community Safety Partnership (CSP) is a statutory body established pursuant to sections 5 -7 of the Crime and Disorder Act 1998. The CSP fulfils the duty placed on local authorities to address community safety in partnership with the Police and other partners.

Equality

There are no specific equalities implications arising from this report.

9. Use of Appendices

Appendix A – Community Safety Partnership Terms of Reference

Appendix B - Health and Wellbeing Board Terms of Reference

10. Local Government (Access to Information) Act 1985

Cabinet Report on Appointment of representatives to partnership bodies. 16th June 2015.

Appendix A

Community Safety Partnership - Membership List 2016/17

	NAME OF REPRESENTATIVE
Statutory partners/CSP members	<p>Cabinet Member for Communities (Co-chair) Dr Victor Olisa, Borough Commander (Co-chair), Haringey Metropolitan Police Cllr Martin Newton, Opposition representative TBC Cabinet Member for Children and Families Zina Etheridge, Deputy Chief Executive, Haringey Council Andrew Blight, Assistant Chief Officer, National Probation Service - London for Haringey, Redbridge and Waltham Forest Douglas Charlton Assistant Chief Officer, London Community Rehabilitation Company, Enfield and Haringey Spencer Alden-Smith, Borough Fire Commander, Haringey Fire Service Jill Shattock, Director of Commissioning, Haringey Clinical Commissioning Group Mark Landy, Community Forensic Services Manager, BEH Mental Health Trust</p> <p style="text-align: center;">Geoffrey Ocen, Chief Executive, Bridge Renewal Trust</p> <p>Joanne McCartney, MPA, London Assembly Stephen McDonnell, AD Environmental Services and Community Safety Dr. Jeanelle de Gruchy, Director Public Health, Haringey Council Jon Abbey, Interim Director of Children Services, Haringey Council Beverley Tarka, Interim Director Adult & Community Services, Haringey Council Andrew Billany, Managing Director, Homes for Haringey Tessa Newton, Victim Support Chair, Safer Neighbourhood Board –</p>
Supporting advisors	<p>Amanda Dellar, Superintendent, Haringey Metropolitan Police Eubert Malcolm, Interim Head Community Safety Claire Kowalska, Community Safety Strategic Manager (+ Theme Leads) Caroline Birkett, Divisional Manager, Victim Support Sarah Hart, Commissioning Manager, Public Health Maria Fletcher Committee Secretariat</p>

**The Community Safety Partnership (CSP) – Appendix A
amended Terms of Reference
July 2015**

1. Purpose

The CSP is a statutory partnership which is responsible for delivering the outcomes in the Community Safety Strategy 2013 - 2017 that relate to the prevention and reduction of crime, fear of crime, anti-social behaviour, harm caused by drug and alcohol misuse and re-offending. The prevention of violent extremism will become a further statutory duty from 1st July 2015. The CSP has strong links to the work of the Early Help Partnership and the Health & Wellbeing Board especially in respect of mental disorder and violence prevention.

The Partnership will work towards its vision by:

- Having strategic oversight of issues relating to all aspects of community safety
- Overseeing production of rolling crime/needs assessments
- Using evidence from crime audits, needs assessment and other data sources to plan value for money services and interventions
- Closely monitoring changes and trends in performance
- Making decisions in an inclusive and transparent way

2. Principles

The following principles will guide the CSP's work. It will seek to:

- Solve problems with long-term positive outcomes
- Balance risk and harm
- Seek long-term solutions to areas of multiple deprivation
- Maximise resources (co-locating, reducing duplication and pooling budgets where possible)
- Share information effectively as a default principle
- Build on proven interventions
- Facilitate effective community input and capacity
- Integrate approaches to enforcement/front-line services
- Monitor robustly, evaluating progress and applying good practice

3. Responsibilities and core business of the CSP

3.1 Strategic planning:

- To oversee the delivery of the strategic priorities for community safety, holding those responsible to account.
- To integrate, wherever appropriate, the plans and services of partner organisations.
- To ensure that the partnership is kept up to date so that it is able to respond effectively to changes in legislation, information and developments in relation to community safety.

- To identify, gain and manage funding as required to implement the Community Safety Strategy
- To review and update relevant information sharing protocols.

3.2 Monitoring outcomes:

- To agree a performance framework with regular monitoring and evaluation of outcomes against agreed milestones and targets.
- To monitor and review key performance indicators.
- To ensure equalities underpins the work of the partnership and all improvements deliver equality of access, outcome, participation and service experience.

3.3 Community engagement:

- To ensure the views of service users and residents are taken into consideration in planning and prioritising objectives.
- To remain flexible in order to respond to and help support individuals and communities that are affected by crime.

4. Priorities and Outcomes

4.1 The CSP is currently working on the following strategic outcomes in partnership with the Mayor’s Office for Policing and Crime and the Home Office:

Outcome One	Rebuild and improve public confidence in policing and maintaining community safety
Outcome Two	Prevent and minimise gang-related activity and victimisation
Outcome Three	Respond to Violence against Women and Girls*
Outcome Four	Reduce re-offending (through an integrated multi-agency model)
Outcome Five	Prevent and reduce acquisitive crime and anti-social behaviour (to include residential burglary, personal robbery, vehicle crime, fraud and theft)
Outcome Six	Prevent violent extremism, delivering the national PREVENT strategy in Haringey

*This has been renamed from the original ‘Domestic and Gender-based violence’

5. Operational protocols

5.1 Membership

The membership of the CSP will:

- reflect statutory duties
- be related to the agreed purpose of the partnership
- be responsible for disseminating decisions and actions back to their own organisations and ensuring compliance

- be reviewed annually

The list of current members and advisors is attached on page 5

5.2 Chairing arrangements

The CSP is currently being co-Chaired by the Cabinet Member for Communities and the police Borough Commander.

5.3 Deputies and representation

Partner bodies are responsible for ensuring that they are represented at an appropriate level. It is not desirable to delegate attendance unless this is absolutely necessary. Where the nominated representative is hampered from attending, a deputy may attend in their place.

5.4 Co-opting

The Board may co-opt additional members by agreement who will be full voting members of the Board.

5.5 Ex-officio

The partnership may invite additional officers and other stakeholders to attend on an ex-officio basis, who will not be voting members of the CSPB, to advise and guide on specific issues.

5.6 Confidentiality

The CSP has a strategic remit and will not therefore discuss individual cases. However, the disclosure of information outside the meeting, beyond that agreed, will be considered as a breach of confidentiality.

5.7 Meetings

- Quarterly meetings will be held
- A meeting of the CSP will be considered quorate when at least one Chair and a representative of each of the local authority, health and police are in attendance.
- Attendance by non-members is at the invitation of the Chairs.
- The agendas, papers and notes will be made available to members of the public when requested, but meetings will not be considered as public meetings.

5.8 Agendas

Agendas and reports will be circulated at least five working days before the meeting, after the agenda has been agreed by the Chairs. Additional late items will be at the discretion of the Chairs.

5.9 Partner action

Representatives will be responsible for ensuring that all key issues are disseminated back to their organisations, ensuring compliance with any actions required and reporting back progress to the CSP.

5.10 Interest

Members must declare any personal and/or pecuniary interests with respect to agenda items and must not take part in any decision required with respect to these items.

5.11 Absence

If a representative of a statutory agency is unable to attend, a substitute must be sent to the meeting. If there is no representation for three meetings the organisation/sector will be asked to re-appoint/confirm its commitment to the partnership.

The Health and Wellbeing Board – Appendix B

Health and Wellbeing Board functions

The Health and Wellbeing Board will have the following functions:

- i. To carry out the Board's statutory duties as set out in the Health and Social Care Act 2012, in particular:
- ii. for the purpose of advancing the health and wellbeing of the people in its area, to encourage persons who arrange for the provision of any health or social care services in its area to work in an integrated manner;
- iii. To provide advice, assistance or other support as it thinks appropriate for the purpose of encouraging arrangements under section 75 of the NHS Act. These are arrangements under which, for example, NHS Bodies and local authorities agree to exercise specified functions of each other or pool funds;
- iv. to encourage persons who arrange for the provision of any health-related services in its area to work to closely with the Health and Wellbeing Board;
- v. to encourage persons who arrange for the provision of any health or social care services in its area and persons who arrange for the provision of any health-related services in its area to work closely together;
- vi. to discharge the functions of CCGs and local authorities in preparing joint strategic needs assessments (JSNA) and joint Health Wellbeing Strategy (HWB strategy);
- vii. to inform the local authority of its views on whether the authority is discharging its duty to have regard to the JSNA and joint HWS in discharging its functions;
- viii. to discharge any other function as the Council may from time to time choose to delegate to the Board.

Health and Wellbeing Board operating principles

The Health and Wellbeing Board will have the following operating principles:

- (a) To provide collective leadership and enable shared decision-making, ownership and accountability;
- (b) To achieve democratic legitimacy and accountability, and empower local people to take part in decision-making in an open and transparent way;
- (c) To ensure the delivery of the Health and Wellbeing Strategy;
- (d) To reduce health inequalities;
- (e) To promote prevention and early help.

Health and Wellbeing Board roles and responsibilities

The Health and Wellbeing Board will have the following roles and responsibilities:

- a. The Board will set a strategic framework for the authority's statutory duties and have a key role in promoting and coordinating joint commissioning and integrated provision between the NHS, social care and related children's and public health services in Haringey;
- b. The Board has a duty to develop, update and publish the JSNA and related needs assessments, and the HWB Strategy;
- c. The Board has a duty to develop, update and publish the local pharmaceutical needs assessment as set out in section 128A of the NHS Act 2006;
- d. The Board will advise on effective evidence based strategic commissioning and decommissioning intentions for children and adults based on the JSNA's robust analysis of their needs. It will ensure that commissioning plans are in place to address local need and priorities, in line with the HWB Strategy, and will deliver an integrated approach to the planning and delivery of services;
- e. The Board expects, and seeks assurance from, partners that the views of children, adults and their carers about the services they receive are taken into account in the commissioning, decommissioning and delivery of those services;
- f. The Board expects, and seeks assurance from, partners that the views of patients and the public have a voice through Healthwatch in the commissioning, decommissioning and delivery of those services;
- g. The Board will collaborate with and involve local stakeholders to secure better health outcomes, quality of services, a more focussed use of resources and value for money for the local population;
- h. The Board will promote the strengthening of working relationships between professionals and organisations which support people in Haringey, ensuring effective sharing and use of information and best practice; including collaborating with the CCG in the development of its plan;
- i. The Board will lead commissioning for particular services with pooled budgets and joint commissioning arrangements where commissioning plans are delegated to them;
- j. The Board will oversee the delivery of the authority's strategic outcomes for local health and wellbeing targets, holding those responsible to account;
- k. The Board will work with the local health scrutiny process and the local Healthwatch to improve outcomes for communities and people who use services.

Membership of the Board

Meetings of the Board will be chaired by a member of the local authority:

- Local authority councillor(s), who will be (or be nominated by) the Leader of the Council
 - (i) The Leader of the Council
 - (ii) The Cabinet Member for Children and Families
 - (iii) The Cabinet Member for Health & Well Being
- Chair, Clinical Commissioning Group (Vice Chair of HWB)
- Chair of Healthwatch
- Director of Adult and Housing Services
- Director of Children and Young People's Services
- Director of Public Health
- Chief Officer, Clinical Commissioning Group
- Lay Board Member, Clinical Commissioning Group
- GP Board Member, Clinical Commissioning Group
- Voluntary Sector representative representative
- Representative for the NHSCB (when required)
- Chair - Haringey Local Safeguarding Children Board

The local authority may appoint others to the Board as it deems appropriate, following consultation with the Board. The Board may itself also appoint such additional members to the Board as it deems appropriate.

The Board may invite additional officers to attend on an ex-officio basis, who will not be voting members of the Board, to advise and guide on specific issues when appropriate. Attendance by non- members is at the invitation of the Chair.

Public Meetings

- (a) A minimum of four formal public decision-making business meetings a year will be held. The Board will have the ability to call special meetings as and when required.
- (b) A meeting of the Board will be considered quorate when at least three voting members are in attendance, including one local authority elected representative and one of either the Chair, Clinical Commissioning Group or the Chair, Healthwatch (or their substitutes).
- (c) The Chair of the meeting will have a casting vote.
- (d) All voting members of the Board, (to include any substitutes), will be required to comply both with the Members' Code of Conduct and the provisions of the Localism Act 2011 relating to Standards. In particular, voting members will be required to complete a register of interests which must be kept up to date. Voting members must also declare any disclosable pecuniary interest or prejudicial interest in any matter being considered and must not take part in any discussion or decision with respect to these items.
- (e) Board members will agree protocols for the conduct of members and meetings.
- (f) The Board will determine its sub groups/committees.

- (g) Only the following members of the Board will have voting rights:
- Local authority councillor(s), who will be (or be nominated by) the Leader of the Council
 - (i) The Leader of the Council
 - (ii) The Cabinet Member for Children and Families
 - (iii) The Cabinet Member for Health & Well Being
 - Chair, Clinical Commissioning Group (Vice Chair of HWB)
 - Chair, Healthwatch
 - Lay Member Haringey Clinical Commissioning Group
- (h) Any additional persons appointed to the Board either by the local authority or the Board will be appointed on a non-voting basis.
- (i) The Full Council may at any time make a direction to alter the voting right of Board members, following consultation with the Board.

Committee procedures

- (a) The Board will be accountable to Full Council in its capacity as a committee of the local authority. The Board will be subject to health scrutiny as set out in the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- (b) The Access to Information Procedure Rules in Part 4 of this Constitution apply to the Board. The Committee Procedure Rules in Part 4 apply to the Board except where this would be inconsistent with either these Terms of Reference or the legislation governing this board.

Facilitating the work of the Health and Wellbeing Board

- (a) Workshop meetings will be held to cement links with partners including the Community Safety Partnership, the Children's Trust, and regeneration partners, to facilitate co-ordination and focus on priority issues relevant to all parties.
- (b) In addition to formal board meetings, the Board will hold informal, non-decision making seminars as and when required with attendees specifically invited by the Board. These seminars will be held in private in order to ensure the ongoing organisational development of the Board and to provide a forum in which complex and sensitive issues can be fully aired and discussed to manage potential blockages to effective delivery of the strategy.

Representatives and substitutes

Representatives will provide a link with their own organisation, reporting back and instigating partner action, being responsible for disseminating decisions and actions within their own organisation, ensuring compliance with any actions required and reporting back progress.

Partner bodies are responsible for ensuring that they are represented at an appropriate level (either equivalent to the core member they are representing and no

more than one tier below).

If a representative is absent for three consecutive meetings the organisation/sector will be asked to re-appoint/confirm its commitment to the Board.

Substitutes for voting members will not be permitted with the exception the Chair of the CCG and the Chair of Healthwatch. In their absence, the Deputy Chair of the CCG and the Deputy Chair of Healthwatch may attend in their place. All substitutes must be declared in name at the beginning of each municipal year.

**MINUTES OF THE MEETING OF THE CABINET MEMBER
SIGNING HELD ON Tuesday, 8th March, 2016, 12:00**

PRESENT

**Councillor: Jason Arthur, Cabinet Member for Resources & Culture
(Chair)**

137. 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.

138. URGENT BUSINESS

None.

139. APPROVAL FOR APPLICATION OF INTERIM BUSINESS RATE RELIEF - 13 TO 27 STATION ROAD (GREEN ROOMS).

The Cabinet Member considered a report which sought approval for Local Discount Business Rate Relief to be granted to the Mill Co. Project for 13-27 Station Road (Green Rooms).

RESOLVED

That Local Discount Business Rate Relief be granted to The Mill Co. Project for a 7½ month period between 13th August 2015 to 31st March 2016 totalling £31,000.

140. NEW ITEMS OF URGENT BUSINESS

N/A

CHAIR:

Signed by Chair

Date

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MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Monday, 14th March, 2016, 09:30

PRESENT:

Councillor: Alan Strickland, Cabinet Member for Housing & Regeneration

141. 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.

142. URGENT BUSINESS

None.

143. HOUSING LIFT MODERNISATION PROGRAMME 2016/17

The report sought Cabinet Member approval for the award of contract to Temple Lifts Limited for the Housing Lift Modernisation Programme 2016/17.

RESOLVED

That the Cabinet Member approves the award of contract to Temple Lifts Limited for the lift replacement for the sum of £1,677,459. The professional fees have been set at £126,514. Therefore the total project cost is £1,803,973.

144. NEW ITEMS OF URGENT BUSINESS

N/A

145. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the remainder of the meeting as the items below contained exempt information, as defined under paragraphs 3 and 5, Part 1, schedule 12A of the Local Government Act 1972.

146. HOUSING LIFT MODERNISATION PROGRAMME 2016/17

Noted the information contained within the Exempt Part B of report.

147. NEW ITEMS OF EXEMPT URGENT BUSINESS

N/A

CHAIR:

Signed by Chair

Date

**MINUTES OF THE MEETING OF THE CABINET MEMBER
SIGNING HELD ON Monday, 14th March, 2016, 14:00**

PRESENT:

**Councillor Jason Arthur, Cabinet Member for Resources and Culture
(Chair)**

148. 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.

149. URGENT BUSINESS

None.

150. NEW ITEMS OF URGENT BUSINESS

None.

151. 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 paragraphs 3 & 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

152. RHODES AVENUE PRIMARY SCHOOL PROJECT PROCUREMENT OF LEGAL SERVICES

The Cabinet Member approved an extension to an existing contract between the Council and its consultant for legal advisory services in relation to Rhodes Avenue Primary School as set out in the exempt report.

RESOLVED

To approve the recommendations as set out in paragraphs 3.1 – 3.7 of the exempt report.

153. NEW ITEMS OF EXEMPT URGENT BUSINESS

N/A

CHAIR: Councillor Jason Arthur

Signed by Chair

Date

MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Tuesday, 15th March, 2016, 16:00

PRESENT:

Councillor Jason Arthur, Cabinet Member for Resources and Culture

1. 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.

2. URGENT BUSINESS

None.

3. HARINGEY'S DISCRETIONARY HOUSING PAYMENTS POLICY FOR 2016/17

The Cabinet Member considered a report which sought approval for Haringey's Discretionary Housing Payments Policy 2016/17. The Cabinet Member was also asked to note the changes in 2016/17, following a review of the policy.

RESOLVED

1. To approve Haringey's Discretionary Housing Payments Policy 2016/17 (see Appendix A of the report) as the means by which the Council will determine how the DHP funds will be allocated during the 2016/17 financial year having regard to the Equalities Impact Assessment (set out in Appendix B of the report)
2. To note recommended changes to the policy for 2016/17 taking account of the review of DHP policy as follows:
 - i. Reprioritised objectives of the policy to emphasize that funds are used in a preventative way towards homelessness and sustain tenancies in correlation with the Council strategy. (Paragraph 6.11 of the report)
 - ii. Emphasis to be placed on the contribution that applicants need to make to their rent shortfall, with a reasonable underlying principle that all claimants make some contribution unless there is a clear reason why they should not do so. (Paragraph 6.12 of the report)
 - iii. Strengthened conditionality as set out in the policy to be monitored to ensure consistency. The service will monitor any set conditions given to a household;

this will be taken in consideration in determining future awards, which may result in withdrawal of the DHP. (Paragraph 6.17 of the report)

3. To note recommended proposals for introducing improved monitoring of the outcomes of the DHP policy during 2016/17 (Paragraphs 6.23 and 6.24 of the report)
4. To note recommended proposals to ensure our DHP procedures align with our overall strategic response to welfare reform (Paragraphs 6.19 to 6.21 and Paragraph 7 of the report)

4. THE HARINGEY SUPPORT FUND

The Cabinet Member considered a report which outlined how the Council would meet the needs of those would have previously been eligible for support under the Support Fund, the contract for which was due to expire on 31st March 2016. The report sought Cabinet Member approval to agree that remaining resources for local welfare assistance held in reserves should be aligned with other forms of assistance for those in financial hardship and a clear plan be developed for targeting these resources to meet existing and future support needs.

RESOLVED

To agree to delegate authority to the Chief Operating Officer to draw down from the remaining money held in reserves for Local Welfare Assistance in order to increase the capacity of the Homelessness Prevention Fund to address emergency needs and prevent homelessness and to support the development of a local approach to preventing crisis and supporting financial resilience.

5. NEW ITEMS OF URGENT BUSINESS

N/A

CHAIR:

Signed by Chair

Date

MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Thursday, 17th March, 2016, 16:00

PRESENT:

Councillor Bernice Vanier, Deputy Leader and Cabinet Member for Communities

6. 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.

7. URGENT BUSINESS

None.

8. AWARD OF INDEPENDENT DOMESTIC VIOLENCE ADVOCACY (IDVA) AND IDENTIFICATION REFERRAL INCREASE SAFETY (IRIS) SERVICE

The report sought Cabinet Member approval for the award of a contract for the provision of Independent Domestic Violence Advocacy and Identification Referral Increase Safety Service, following an open tender process. The new contract was scheduled to commence from 1st May 2016 for a period of two years with an option to extend for a further period or periods of up to two years.

RESOLVED

1. To approve the award of the contract for the provision of Independent Domestic Violence Advocacy (IDVA) and Identification Referral Increase Safety (IRIS) Service to the successful tenderer in accordance with Contract Standing Order (CSO) 9.06.1(d).
2. That the contract be awarded for a period of two years for a value of £400,790.38 with an option to extend for a further period or periods of up to two years for an additional value of up to £314,990.67 for the full two further years.

9. NEW ITEMS OF URGENT BUSINESS

None.

10. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

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

11. AWARD OF INDEPENDENT DOMESTIC VIOLENCE ADVOCACY (IDVA) AND IDENTIFICATION REFERRAL INCREASE SAFETY (IRIS) SERVICE

Noted the information contained within the Exempt Part B of the report.

12. NEW ITEMS OF EXEMPT URGENT BUSINESS

N/A

CHAIR:

Signed by Chair

Date

MINUTES OF THE MEETING OF THE CABINET MEMBER SIGNING HELD ON Friday, 18th March, 2016, 12:00

PRESENT:

Councillor Claire Kober, Leader of the Council

13. FILMING AT MEETINGS

The Leader 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.

14. URGENT BUSINESS

None.

15. FUTURE PROVISION OF HIGHWAYS AND STREET LIGHTING WORKS

The Cabinet Member gave apologies. The Leader considered the report in the Cabinet Member's absence.

The report sought approval for the continuation of the London Highway Alliance Contract (LoHAC) with Ringway Jacobs to deliver the Council's planned highways and street lighting works programmes, through a call-off contract. The report also sought approval for the continuation to the use of the contract for reactive and cyclic maintenance works to highways, street lighting and drainage for up to 18 months.

RESOLVED

1. To continue the use of the LoHAC contract with Ringway Jacobs that will allow call-offs to be made for schemes within the Council's planned highways and street lighting works programmes over a period extending to March 2022, during which the LoHAC contract will remain in place.
2. To continue the use of the contract for reactive and cyclic maintenance works relating to highways, street lighting and drainage for up to 18 months.

16. NEW ITEMS OF URGENT BUSINESS

N/A

CHAIR:

Signed by Chair

Date

Report for: Cabinet 17 May 2016

Item number: 14

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 page <http://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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Public Health Team, DCE Directorate

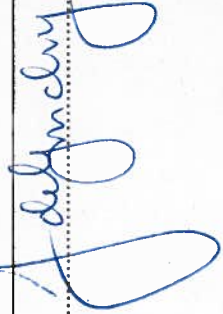
Significant decisions - Delegated Action - For Reporting to Cabinet on 17 May 2016

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	18/3/16	Contract for the provision of an Integrated Health Improvement - Wellness Service - Letter of Intent	The Director of Public Health approved a Letter of Intent to be issued to set up and deliver an Integrated Health Improvement - Wellness Service in Haringey, under the contract awarded to Reed Momenta Ltd from 1 st April 2016 - £150,000

Delegated Action	
Type	Number
The Director of PH approved a contract for an 18 month training package to educate parents and youth workers to talk to young people about sexual and reproductive health and relationships (Speakeasy), maximum value £9,000, till September 2016 -- Approved 22 March 2016	1
The Director of PH approved awarding the contract for Violence Against Women and Girls Prevention Activities for children and young people (POW Project) to Solace Women's Aid. The contract will be for a period of 12months from 1 st April 2016 to 31 st March 2017, maximum value £57,349 -- Approved 27 th of April 2016	2
The Director of PH has approved contract to 'Bringing Unity Back into the Community, (Bubic) to provide small grants that will support the delivery of community projects, as part of the Well London Programme in 2016-17. The cost will be £10,000 -- Approved 27 April 2016	3
The Director of Public Health approved the award of a contract to the University of East London (UEL) to deliver the second stage of the "Well London Programme", a community-based approach to health improvement in deprived neighbourhoods, from 1 April 2016 - 31 March 2018. The cost will be up to £26,000-- Approved 27 April 2016	4

Director's Signature.....



Date..... 5th MAY 2016

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DIRECTORATE OF REGENERATION, PLANNING AND DEVELOPMENT

Significant decisions - Delegated Action 2015/2016 – March 2016

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1. ◆	14.03.16 31.03.16 (Leader)	Haringey Development Vehicle – Approval of Bidders Successful at Pre Qualification stage and approval of ITPD and ISOS Documents	<p>Following consultation with the Leader of the Council:</p> <p>i) to approve the long list of bidders, successful at pre qualification stage to be invited to participate in dialogue and submit outline solutions</p> <p>ii) to approve the following documents to be issued to the above bidders for the next stage of the procurement of the Haringey Development Vehicle:</p> <ul style="list-style-type: none"> - Invitation to Participate in Dialogue (ITPD) - Invitation to Submit Online Solutions (ISOS) - Heads of Terms for discussion with bidders (HOT) - ISOS Scoring Matrix
2. ◆	23.03.16	Request for approval to submit to the GLA and agree a variation to the Tottenham Housing Zone (Phase 1 – South Tottenham – Overarching Borough Agreement	<p>To submit and enter into a variation of the Tottenham Housing Zone (Phase 1)</p> <p>1) Overarching Borough Agreement with the Greater London Authority</p>

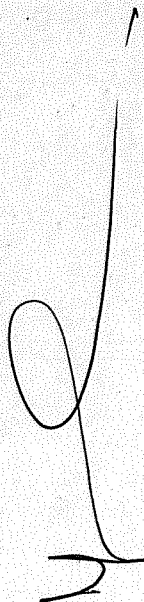
DIRECTORATE OF REGENERATION, PLANNING AND DEVELOPMENT

Significant decisions - Delegated Action 2015/2016 – March 2016

◆ denotes background papers are Exempt.

Delegated Action		Value
Type	Project	
Request for approval of a variation to a Contract under CSO 10.02.1.b	Tottenham Hale Green Link Design Commission Lyn Garner 21.03.16	£66,400
1) Request for approval to waive CSO 8.03 as allowed under CSO 10.01	Medium Size Estate Renewal Programme – Renewal and extension of Independent Advisor contracts for three Council estates: Park Grove/Durnsford Road; Tunnel Gardens/Blake Road: & Turner Avenue/Brunel	£78,447
2) Approval to award a contract sum based upon a contract extension period of one year	Lyn Garner 21.03.16	
◆		

Submission authorised by:



Lyn Garner
Director of Regeneration, Planning and Development

Date: 9 MAY 2016

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

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