

NOTICE OF MEETING

CABINET

Tuesday, 11th September, 2018, 6.30 pm - Civic Centre, High Road, Wood Green, N22 8LE

Members: Councillors Joseph Ejiofor (Chair), Emine Ibrahim (Vice-Chair), Charles Adje, Peray Ahmet, Patrick Berryman, Mark Blake, Zena Brabazon, Kirsten Hearn, Noah Tucker and Elin Weston

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 19 below. New items of exempt business will be dealt with at Item 23 below).

4. 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 [20] : 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.

5. 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.

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

There are currently no Overview and Scrutiny Committee matters for consideration.

7. MINUTES (PAGES 1 - 20)

To confirm and sign the minutes of the Cabinet meeting held on 14th August 2018 as a correct record.

8. DEPUTATIONS/PETITIONS/QUESTIONS

To consider any requests received in accordance with Standing Orders.

9. BUDGET MONITORING (PAGES 21 - 34)

[Report of the Interim Director for Finance. To be introduced by the Cabinet Member for Finance.]

Monitoring report on forecast spend against budget and consideration of any proposed budget virements as at the end of quarter 1.

10. REVIEW OF PLANS TO ESTABLISH A YOUTH ZONE IN HARINGEY (PAGES 35 - 40)

[Report of the Director for Children's Services. To be introduced by the Cabinet Member for Communities, Safety and Engagement]

Further to a report to Cabinet in March 2018 setting out proposals for the establishment of a Youth Zone in the borough, this report will recommend a revised approach, following a review of these proposals.

11. CREATION OF A SINGLE HOMELESSNESS HUB (PAGES 41 - 68)

[Report of the Assistant Director for Commissioning. To be introduced by the Cabinet Member for Housing and Estate Renewal and the Cabinet Member for Adults and Health]

Cabinet will be asked to approve a lease arrangement in respect of 332 High Road, Tottenham. to create a single homelessness hub for the borough. The provision will create a bespoke single homelessness hub, providing both advice, support and information on a range of health, wellbeing and housing services and dedicated accommodation units for single homeless (and at risk of) people and rough sleepers.

12. DESIGNATION OF FINSBURY PARK AND STROUD GREEN NEIGHBOURHOOD AREA AND FORUM (PAGES 69 - 236)

[Report of the Assistant Director for Planning. To be introduced by the Leader of the Council.]

This report seeks Cabinet's approval of officer recommendations on the decision to formally designate the proposed Finsbury Park and Stroud Green Neighbourhood Forum, for the purpose of preparing a neighbourhood development plan.

13. HORNSEY LIBRARY REFURBISHMENT AND ESSENTIAL MAINTENANCE (PAGES 237 - 244)

[Report of the Director for Customers, Transformation and Resources. To be introduced by the Cabinet Member for Civic Services.]

Agreement for corporate landlord capital funds to be allocated to the Hornsey Library project over the next two years to allow essential maintenance works and building fabric improvements to be carried out. Approval is already in place for the internal modifications at Hornsey Library.

14. REGULATION OF INVESTIGATORY POWERS ACT (RIPA) 2000: USE WITHIN THE COUNCIL 2018/19 AND UPDATES TO THE COUNCIL'S POLICY (PAGES 245 - 260)

[Report of the Assistant Director for Corporate Governance. To be introduced by the Leader of the Council.]

The report will set out the issues relevant to the use the regulation of investigatory powers and provide an updated policy for approval.

15. WATER, WASTEWATER & ANCILLARY SERVICES FOR HARINGEY BUILDINGS CONSISTING OF THE CORPORATE, HOUSING AND SCHOOLS ESTATES (PAGES 261 - 276)

[Report of the Director for Housing and Growth. To be introduced by the Cabinet Member for Corporate Resources and Insourcing.]

Approval to enter into a contract for the provision of Water, Wastewater & Ancillary Services for 4 years from April 2018 to March 2022 following a collaborative procurement exercise conducted by the LEP (London Energy Project) in accordance with the Councils Contract Standing Orders.

16. WOODSIDE AVENUE (PAGES 277 - 280)

Report of the Director for Housing and Growth. To be introduced by the Deputy Leader and Cabinet Member for Housing and Estate Renewal.]

Acquisition of property at Woodside Avenue.

17. MINUTES OF OTHER BODIES

None

18. SIGNIFICANT AND DELEGATED ACTIONS (PAGES 281 - 288)

To note the significant and delegated actions taken by directors in August.

19. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at Item 3 above.

20. EXCLUSION OF THE PRESS AND PUBLIC

Note from the Acting Democratic Services &Scrutiny Manager

Item 21 & 22 and 23, allow for the consideration of exempt information in relation to items 16 & 3 .

TO RESOLVE

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 and 5, Part 1, schedule 12A of the Local Government Act 1972.

21. WOODSIDE AVENUE (PAGES 289 - 314)

To consider exempt information pertaining to item 16

22. EXEMPT MINUTES (PAGES 315 - 316)

To agree the exempt minutes of the Cabinet meeting held on the 14th of August 2018.

23. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at Item 3 above.

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Monday, 03 September 2018

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MINUTES OF THE MEETING OF THE CABINET HELD ON TUESDAY, 14TH AUGUST, 2018, 6.30pm

PRESENT:

Councillors: Joseph Ejiofor (Chair), Emine Ibrahim (Vice-Chair), Charles Adje, Patrick Berryman, Mark Blake, Zena Brabazon, Noah Tucker and Elin Weston

Also Present Councillors: Demir and Dennison

43. FILMING AT MEETINGS

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

44. APOLOGIES

There were apologies for absence from Cllr Hearn and Cllr Ahmet.

45. URGENT BUSINESS

There were no items of urgent business.

46. DECLARATIONS OF INTEREST

There were no declarations of interest put forward.

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

There were no representations received at the agenda publication stage in relation to the exempt items on the agenda.

48. MINUTES

The Cabinet Member for Corporate Resources and Insourcing queried page 3, paragraph 8 of the minutes, which set out the response from Mr Labbad to a question on asset transfer. The Cabinet Member queried whether this should indicate the 100% transfer of commercial assets to the HDV rather than Lendlease. Cabinet agreed this change to the minutes subject to review of the recording.

The remainder of the minutes were agreed as an accurate record of the meeting.

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

There were no Overview and Scrutiny matters for consideration by the Cabinet.

50. DEPUTATIONS/PETITIONS/QUESTIONS

A deputation had been received from Mr Paul Nicolson, representing Tottenham Residents, in relation to item 9 of the Agenda - Council Tax Reduction Scheme.

Mr Nicolson spoke as the representative of Tottenham Residents and firstly welcomed the implementation of the new Council Tax policy, as per item 9 of the Agenda. Mr Nicolson remarked that it was unfortunate this change would not take effect until 2019/2020 although he recognised that half of the 6000 families with children claiming working tax benefits would be relieved not to get a Council Tax bill in April 2019. However, many would still have Council Tax arrears from previous years. Additionally, it was queried whether the 4000 working adults claiming benefits would still have to pay Council Tax from 2020.

Mr Nicolson continued to raise the following:

- The changes were a vital start to tackling the results of austerity. It would be used by campaigning organisations as an example to other Councils of what can and ought to be done.
- The national campaign against the Council Tax was continuing as there were 289 out of 326 Councils in England yet to be persuaded.
- Regarding single-adult job seekers allowance, noted that it was valued at £73.10 a week, and equated to the incoming Universal Credit of £317 a month which Mr Nicolson stated had been losing value since 1979 and had been frozen since 2011. In Mr Nicolson's view, the value of single-adult job seekers allowance was not enough to pay for a healthy diet, water, fuel, clothes and transport or other necessities. Furthermore, since April 2013, the Job Seekers allowance had been paying a proportion of rent and Council Tax (plus enforcement costs) whereas, before April 2013, it was supported by 100% Council Tax and housing benefits. Mr Nicolson advised that this benefit can be stopped for one or three months with a benefit sanction by the Jobcentres and can be at the same time as the Council sending out the bailiffs to collect Council tax arrears, from a claimant with no income. This situation reflected that the benefit system was not supporting residents in most need.

Mr Nicolson advised that in 2013/14, the Council sent out the bailiffs 12,484 times adding to the arrears, (a) £125 court costs a time payable to the Council, and then (b) £75 a time payable to the bailiffs. A total of £200 a time had added to the arrears which added a total of £2.5 million to the cost of Council tax to Haringey Residents. Mr

Nicolson referred to the Treasury Select Committee of MPs report “Household finances: income, saving and debt” published on the 26th July which stated that people become over-indebted through arrears on bills, including those owed to central and local government, such as Council Tax. This report advised that public authorities often pursue debts over-zealously, uncompromisingly, and with routine recourse to bailiffs, which risks driving the most financially vulnerable people into further difficulty.

In conclusion Mr Nicolson emphasised the negative impact on individuals who found themselves in arrears, specifically to their health and the wellbeing of their families, and requested that Cabinet to institute a thorough overhaul of its Council Tax enforcement practice. Although he acknowledged that half will now not be taxed, but will be in arrears.

The Leader thanked Mr Nicolson and then invited Cabinet Members to comment and/or ask questions.

- Following a question by Cllr Blake, Mr Nicolson commented on his support to residents, and noted that the following rules and legislation were used to help dispute the unfair Council Tax related situations being dealt with: Wednesbury rules and national guidance for bailiffs that deals with vulnerable residents. Also where small amounts are owed, it was noted that Local authorities had the power to reduce the amount of Council Tax residents owed to nil as set out under section 13A of the Local Government Finance Act 1992 and reintroduced in 2012.
- Mr Nicolson acknowledged that the CTRS, proposed at Agenda Item 9, was a positive step in the right direction but that the Council Tax enforcement would need to be addressed to see how this was dealt with. Mr Nicolson found there to be a positive public reaction to the Council Tax Reduction Scheme proposed.

Cllr Berryman, Cabinet Member for Finance, also thanked Mr Nicholson for his efforts on behalf of Haringey residents and looked forward to seeing him on the Fairness Commission as one of the commissioners. The Cabinet Member responded as follows to the issues raised:

- The Council Tax Reduction Scheme was the first step to achieving the Labour administration’s manifesto commitment to providing 100% support for those most in need within the borough. Residents used to receive such support but this was removed following the Conservative/Liberal Democrat government coalition which allowed Councils to impose minimum tariffs on the most in need people most in need.
- The Council Tax Reduction Scheme was aiming to assist those most in need and would help 6,000 households with children, a majority of which were single parent families.

- Regarding the Council Tax enforcement, the Cabinet Member noted that the report was about reducing what was due from those most in need within the borough but that it was still important to collect what was owed. The Cabinet Member assured Mr Nicolson that the Council would ensure that this was conducted in an ethical way, in line with the administration's manifesto commitment, and that enforcement officers were all members of the Civil Enforcement Association, which aimed to provide higher industry standards.
- Acknowledged that the Council Tax system was complicated and the Council would be working hard to help residents who most needed its support.

51. COUNCIL TAX REDUCTION SCHEME

Following the deputation, the Cabinet Member for Finance formally introduced the report which set out the process and content of proposed potential changes to the 2019/20 Council Tax Reduction Scheme. The report set out a series of options to amend the current scheme, with a preferred option highlighted as being a combination of increasing the maximum level of Council Tax Reduction from 80.2% to 100% for working age claimants with children and updating the CTRS to align with some national welfare changes.

The Cabinet Member emphasised the Labour administration's manifesto commitment to ensuring fairness for all. Costs were continuing to rise but the Council was not able to respond with fair increases to collect what was needed to carry on delivering vital services. The Cabinet Member acknowledged that old commitments by previous local government administrations were sometimes not deliverable but the focus was to deliver key services for residents and to recognise the problems they faced. The Cabinet Member concluded his presentation by commending the report to the Cabinet for approval.

Following questions from Cllr Dennison, the subsequent points were noted:

- For working age claimants, the Council Tax Reduction Scheme had not been updated since 2013 but the new scheme would bring this up to date. The complexities involved in updating such figures under this scheme (going out to consultation) and working through quite prescriptive government guidance meant that this exercise was completed periodically.
- Whilst almost all of those affected by the Council Tax Reduction Scheme would be better off as a result of the preferred proposals, there was a small number of residents identified that would not be financially better off. For those identified, it was estimated that this would result in no more than a 95p increase a week and, although it was not possible to identify how many would be affected negatively, for most residents it was clear that they would gain from the revision.
- The Council Tax Reduction Scheme was aimed at helping the 6,000 most in need working age claimants, rather than all 10,000 working age claimants, because it was anticipated that this was as much as could be done within

2019/2020 budget. Nonetheless, this was an important step in delivering on a key manifesto commitment and a positive step in the right direction.

- With regards to funding the proposed changes to the scheme, this would be part of budget discussions that would take place later in the year.
- In relation to individual's eligibility under Universal Credit being used as the basis for their entitlement for the Council Tax Reduction Scheme, it was acknowledged that there was a number of ways in which to deliver the Council Tax Reduction Scheme. This option was considered but was not a preferred method as Haringey Council was at an early stage of implementing Universal Credit. It was therefore decided that, at this time, it would not be appropriate to use this as the basis of any new Council Tax Reduction Scheme.

RESOLVED

1. To agree to go out to consultation on the following preferred option to replace the existing CTRS. This option is a combination of:

- a) Increasing the maximum level of Council Tax Reduction from 80.2% to 100% for working age claimants with children.
- b) Updating the CTRS to align with some national welfare changes. The maximum level of Council Tax Reduction would continue to be 100% for pensioners and working age claimants in receipt of disability related benefits, as it is under the existing CTRS.

2. To note that, following consultation with the Greater London Authority ("GLA") and having considered the GLA's response:

- i) A draft CTRS will be published;
- ii) A consultation on that draft CTRS will be carried out with persons likely to have an interest in its operation;
- iii) An initial Equality Impact Assessment will be published, which will assess the proposals for consultation; and
- iv) The findings of the consultation and an Equality Impact Assessment will inform the final CTRS, which will be put to Members to consider at full Council in January 2019.

Reasons for decision

The stated ambition of the current administration is to:

- a) Ensure the greatest weight is placed on the broadest shoulders by consulting on options that make Council tax and our policies for charging for Council services fairer; and
- b) Extend the level of Council tax relief for our least well-off residents to 100%.

Councils have limited powers to effect change to Council Tax without primary legislation. However, the CTRS offers a vehicle through which the Council can

redistribute the burden on Council Tax payers and provide additional financial support to those in receipt of Council Tax Reduction.

Since 2013, the existing CTRS has capped the maximum amount of Council Tax Reduction at 80.2% for working age claimants who were not in receipt of disability related benefits. It is recognised that some residents have increasingly struggled to pay contributions towards their Council Tax. Therefore, there is a desire to provide additional financial support to residents who are the least well-off.

The proposal to increase the maximum level of Council Tax Reduction for working age claimants who have children is thought better to balance affordability with the need to provide more financial assistance to a group in particular need.

It is also proposed to update the scheme to bring it in line with some national welfare changes that have taken place since 2013. For pensioners, the CTRS automatically updates each year to align with national welfare changes. For working age claimants, the CTRS has not been updated since 2013. Therefore, it is proposed to update the scheme to ensure it is up to date, easier to understand and reflects inflationary changes. As a result of these changes, most working age claimants would have an increased level of Council Tax Reduction (i.e. would be financially better off) whether or not they have children.

The proposal to align with some national welfare changes is considered to balance the benefit of making the CTRS up to date and easier to understand by reflecting the national welfare scheme, reflecting inflationary changes since 2013, and the desire to provide additional financial support to a group who are in particular need. It is not proposed to align the CTRS with all national welfare changes. For example, it is not proposed to align with the two child limit for child allowances. This is because it would decrease the level of Council Tax Reduction a claimant would be entitled to (i.e. make them financially worse off). It is considered that aligning the CTRS with all national welfare changes would worsen the financial position of groups who are in particular need.

The Council is obliged to consider whether to revise or replace its CTRS each year. However, it is not obliged actually to revise or replace it. If any revision or replacement is to be made, the Council must follow the consultation process set out in the legislation and changes must be made by 11 March, to take effect from 1 April. The decision has to be made by Full Council. In order to give the Council sufficient time to implement any changes, Full Council should formally agree the proposals in January.

Therefore, the proposal is made now to ensure that any additional financial support for residents can take effect as soon as possible, from 1 April 2019.

Alternative options considered

The number of possible changes to the CTRS are virtually infinite. Councils have a wide discretion to tailor support based on factors such as:

- a) Income;
- b) Capital;

- c) Number of dependants;
- d) Whether the person has made an application for a reduction.

Bearing in mind the Council's draft policy position referred to above, the following other options in particular have been considered in detail, but are not being included in the consultation process:

- No change to the existing CTRS;
- Increasing the maximum level of Council Tax Reduction from 80.2% to 100% for all working age claimants;
- Limiting the amount of Council Tax Reduction received in higher value properties to the amount provided in a designated band; and
- Altering the capital savings limit.

It should be noted that the Council could also reduce the maximum level of Council Tax Reduction from the existing rate (80.2%). However, this would not be consistent with the Council's stated purpose to provide increased support to those residents most in need and so is not put forward as an option here.

No change to the existing CTRS

This is not recommended because the Council has indicated a commitment to providing additional financial support to residents in receipt of Council Tax Reduction to alleviate the financial burden for the least well-off.

Increasing the maximum level of Council Tax Reduction from 80.2% to 100% for all working age claimants

This is not recommended because it would mean a significant additional cost (£843,000) to the Council's budget that would increase the additional cost of the scheme from an estimated £1.6m, of the preferred option, to £2.44m in 2019/20. The preferred option, which relates principally to a particular group of working age claimants considered to be in particular need, is thought to strike a balance between providing additional support to a group in need and the financial impact on the Council and its services.

Limiting the amount of Council Tax Reduction received in higher value Properties to the amount provided in a designated band

The Council could "cap" the level of support based on the Council Tax liability of a designated Band. For instance, if the limit was set at Band D, the maximum support a claimant could receive would be no more than they would get if they lived in a Band D property, even if they lived in a higher Band property.

This is not recommended because it would significantly increase Council Tax bills for residents who are affected by the cap (i.e. those in bands above the limit). It is recognised that claimants in receipt of Council Tax Reduction are financially burdened and need support.

Altering the capital savings limit

Currently, if a resident has more than £10,000 in capital they do not qualify for support under the CTRS.

Changing the capital savings limit is not recommended because it is considered that the £10,000 limit strikes the right balance between recognising residents have a need to save and develop sustainable long-term financial plans, and ensuring the scheme reaches the most vulnerable residents.

52. AWARD OF CONTRACT FOR BROADWATER FARM ESTATE DISTRICT HEATING SYSTEM

The Cabinet Member for Housing & Estate Renewal introduced the report which related to the medium-rise blocks on the estate that had failed a test relating to blocks with piped gas. It was noted that the only way to fully mitigate this risk was to remove piped gas to the blocks entirely. Homes for Haringey had already started the work to achieve this, and this report recommended the approval of a contract to carry out the next stages of the work.

Following questions from Cllr Dennison the subsequent points were noted:

- Regarding the discrepancy between 1.4 and 6.12 of the report, the latter paragraph was intending to indicate the lead in time from January 2018 to October 2018 for fitting temporary boilers.
- The Council would be providing financial assistance to residents who found their heating bills were higher as a result of the use of temporary boilers (as temporary boilers were oil fired which was more expensive than gas). It was the Council's intention to make sure that residents were not worse off during the period of the temporary boilers. By phase 3, when gas boilers would be replaced by a district system, the Council would be acquiring gas at block prices and this would decrease the prices for residents.

Following consideration of exempt information:

RESOLVED

1. To approve the direct award of the works contract at an estimated value of £12.6m to Engie LTD (formerly Keepmoat LTD) through the LHC framework (N7 – workstream three) for the works required to install and commission a temporary heating system across Broadwater Farm and latterly install and commission the full energy system.
2. To approve as required by Section 1 – Financial Regulations paragraph 5.23 (b) the virement of £3.210m from the HRW leaseholder acquisition budget to the Broadwater Farm heating scheme.
3. To approve as required by Section 1 – Financial Regulations paragraph 5.23 (b) the virement of £4.008m from the Building Regulations Review budget to the Broadwater Farm heating scheme.

4. To agree the budget of £13.0m for the Broadwater Farm heating scheme.
5. To agree not to seek to recharge leaseholders their proportion of the cost of these capital works linked to the provision of temporary heating systems and the full energy centre upgrade.
6. To note that unrecovered leaseholder charges will be no greater than £2m.

Reason for decision

The nine medium-rise blocks on Broadwater Farm (Croydon, Debden, Hawkinge, Hornchurch, Lympe, Manston, Martlesham, Rochford, and Stapleton) have failed structural tests for Large Panel System buildings with piped gas. A gas leak and explosion in one of these blocks could lead to progressive collapse of the building and significant loss of life.

The following steps have been taken to mitigate the risks arising from the findings of the structural test

- The replacement of gas cookers with electric cookers in 464 flats in nine medium rise blocks (the remaining flats already had electric cookers)
- The installation of gas interrupter valves in all the 728 flats in nine medium-rise blocks which will switch off the gas if a leak is detected

To mitigate the risk more fully, piped gas must be removed from the blocks entirely. Heat and hot water will be supplied to the medium-rise blocks initially through temporary boilers installed at the foot of each block. These blocks will then be connected to a renewed estate-wide district heating system. The temporary boilers need to be commissioned before the end of October 2018, as this is the date the gas provider has said that it will switch off gas to the blocks.

Although a tenth block, Kenley, does not have piped gas and is served by a district heating system, the system at Kenley will also be upgraded as the works to the medium rise blocks will require the disconnection of the Kenley pipework.

In April 2018 a design and enabling contract was let to progress design of the new heating systems and essential enabling works, such as the erection of scaffold, the removal of redundant pipework and the forward order of Heat Interface Units.

The design is now sufficiently progressed to award the works contract. A direct award is being made as there is insufficient time to run a mini-competition. A direct award is permissible under the terms of framework selected. The proposed contractor - Engie – is ranked 2nd on the framework. The contractor ranked 1st has been approached and they have formally declined the offer to undertake the work.

Legal Services has advised as to recoverability of the costs of these works from leaseholders through the service charge provisions in their leases. Although the level of leaseholder charges depends on individual calculations for each leasehold property, it is likely that this will lead to approximately £2m of leasehold charges being unrecovered.

Alternative options considered

It is not an option to do nothing, as the blocks do not currently meet building regulations and the works are therefore essential to more fully mitigate the risks identified. The works also need to be completed by the October deadline that the energy suppliers have set for the removal for the gas supply to the blocks. If the work is not completed before the end of October, then alternative accommodation may need to be provided for the 728 households living in the medium-rise blocks.

Homes for Haringey could have run a full procurement process instead of using the LHC framework. This was discounted as there was not enough time to undertake a full procurement exercise to meet the end of October deadline for completing temporary works.

Homes for Haringey could have run a mini-competition using the LHC framework. This option was discounted as there is not enough time to run a mini-competition to meet the end of October deadline for completing temporary works.

Homes for Haringey could have delivered the project in-house, but Homes for Haringey do not have the necessary skills in-house to make this option viable.

53. AUTHORITY TO DELEGATE AWARD OF CONTRACT FOR PROVISION OF A SINGLE WIDE AREA NETWORK SERVICE

The Cabinet Member for Corporate Services and Insourcing introduced the report, which sought approval to delegate an award of contract for provision of a singlewide area network service.

The Cabinet Member explained that the Council relied on a wide area network to connect computers and other electronic devices across Council sites to allow the Council to perform its daily duties. The network also allowed the Council to establish connections with other third parties to carry out the daily requirements of the organisation. A third party provider was required to provide the service.

Following the Cabinet decision in July, the Shared digital model with Camden and Islington had reduced in scale and scope and so there would be some IT and digital functions that that the Council would take forward directly and under its own control. The shared digital model still allowed the three boroughs, the financial advantage, in a procurement process, of being in a better negotiating position and driving a better deal.

With this in mind, the report was seeking authority for Camden to negotiate and purchase a Wide Area Network system from a single provider but with the Council still able to subsequently manage its own network, depending on the degree of control required. This decision was connected to achieving efficiency and value for money and allowing Council to do its job well.

RESOLVED

To delegate to the Executive of the London Borough of Camden, authority to award a contract for the provision of network services to a single supplier on behalf of all three Councils.

Reasons for decision

The delivery of this procurement exercise was delayed whilst decisions were made over the future shape and focus of ICT services across the three Councils.

At the Cabinet meeting on 17 July, the Council approved the new model for delivery of local and Shared Digital services and the SDJC has been disbanded. Under the previous terms of reference for the SDJC, the decision to award the contract for the Wide Area Network service would have been taken by the SDJC. This decision-making authority has been reserved for Cabinet until the new services agreement and TUPE transfer process completes in October 2018.

This report seeks permission to delegate the award of contract to the Executive of the London Borough of Camden ensuring that the contract can be awarded as soon as practical.

This decision will not affect the future delivery of networks services at a local level as the services can be delivered and managed as a sovereign service for each Council, but continuing the procurement jointly will generate savings and enable future transformation work to be completed.

For Haringey any further delay in undertaking the procurement could place delivery of the programme at risk as the refresh and move to a new service will take a significant time, perhaps as long as 18 months.

Alternative options considered

There are two options available currently: delegate the decision or retain individual Council approvals:

i) Delegate award of contract to the Executive of the London Borough of Camden – recommended

In the same way that other services have been contracted with a single supplier, there is an opportunity for the three Councils to enter into a strategic relationship with the successful bidder, which would have the advantage of aggregating the Councils' influence on the supplier to deliver a high quality service and drive competitive pricing through economies of scale. By delegating the contract award decision to the Executive of the London Borough of Camden, this would increase the pace at which the procurement activity can be completed, enabling transition to the service more quickly.

The Councils can choose at a later stage to either enter into a single contract with the successful bidder or call off individual contracts.

ii) Retain individual approval of contract award – not recommended

It is recognised that each Council will want to be able to influence the decision on what technology is used to delivery network services and also who the successful supplier would be. All three Councils approved the procurement strategy for the services; and, by having an evaluation panel made up of representatives across all three Councils this requirement can be met. The project, which is running against a deadline to refresh the existing services, has already been significantly delayed. Further delays whilst the three Councils complete contract award governance would place effective delivery of the programme at risk.

54. AWARD OF CONTRACT FOR ADULTS ADVOCACY SERVICE

The Leader introduced the report which concerned the provision of advocacy under the Mental Capacity Act and the Mental Health Act, work which has been led by Haringey in partnership with Barnet and Enfield in light of our shared mental health provider the Barnet, Enfield and Haringey Mental Health Trust. Provision of advocacy under these Acts was statutory and required specialist arrangements to be in place given the vulnerability and the particular circumstances of the people affected.

The Leader confirmed that the two organisations named in the recommendations were London Living Wage employers.

In response to questions from Cllr Dennison, the following was noted.

- Assurance was provided that the Council would continue to monitor the efficiency of the services to ensure the required outcomes for concerned residents was being achieved. There was a Quality Assurance team in the Commissioning team that undertook outreach work that fulfilled this role and regularly monitored the quality of existing and new contracts.
- With regard to the withdrawal of the first ranked provider, considerable efforts were made to discuss their withdrawal, including face-to-face contact.
- In relation to the differences in scoring, this information was contained in the exempt part of the report and could not be divulged in the open part of the meeting.

Following consideration of the exempt information:

RESOLVED

- 1.1. That cabinet approves the award of contracts in respect of the provision of Joint Advocacy Services for the London Boroughs of Barnet, Enfield and Haringey to Bidder B and Bidder C for an initial period of 3 years with an option to extend for a further period of one plus one year.

- 1.2. Subject to approval being granted the London Borough of Haringey will enter into contractual agreements jointly with the London Boroughs of Barnet and Enfield, and award contracts to the successful bidders.

Reasons for decision

The current contracts for IMHA / IMCA and Care Act expire on 30th September 2018.

A full tender process was carried out for the services and the award of contract approved by Cabinet in February 2018. Following the Cabinet decision, award notifications were issued and the process for establishing contracts with the 1st ranked tenderer was commenced to ensure the start of contracts in July 2018.

This provider withdrew from the tender in May 2018 and as such officers have extended our current contracts for IMHA/IMCA and Care Act Advocacy services until 30th September 2018 with a view to ensuring enough time for effective transition arrangements to be put in place with the incumbent providers and incoming providers.

Cabinet is asked to agree to award to the 2nd ranked tenderers following the withdrawal of the winning tenderer.

Alternative options considered

Haringey to commission advocacy services independently:

This option was considered but it was deemed more beneficial to jointly commission the services with neighbouring boroughs in order to benefit from economies of scale associated with collaborative procurements.

Haringey, Enfield and Barnet to re-commission IMHA, IMCA and Care Act Advocacy services again via a new procurement process, extending our existing contracts until 2019.

The option of undertaking a 2nd procurement exercise for these services following the withdrawal of the 1st ranked bidder has been explored with the boroughs of Barnet and Enfield but discounted because officers believe the market in these services is such that the outcome from any subsequent tender exercise is unlikely to be markedly different. Officers do not expect additional providers beyond those who engaged in the procurement to partake in a tender exercise. Officers are also concerned that interim arrangements do not provide the necessary certainty for operational staff and indeed residents who access advocacy services as services can be required over a long period of time (12 months plus). To ensure continuity of advocate is available to residents the sooner long-term contracts can be established the better.

Do nothing

This is not an option as these are statutory services

55. OUT OF HOME 'STREET FURNITURE' ADVERTISING

The Leader introduced the report, outlining that the Council had a duty to communicate and engage with all Haringey residents. Part of that duty involved ensuring that residents are aware of services that are available, activity and events that were taking place in the borough and any key messages the Council and partners needed to convey.

One channel used for this communication activity was on-street sites such as poster sites. The existing contract, which had run for over 20 years and included 29 static single and double-sided poster sites, which did not offer best value for the Council or residents. It currently incurred cost for the Council to utilise these sites and was an outdated method of communication. Therefore, it had been decided to review the current contract and set out an invitation to tender (ITT) and procurement process to deliver not only a more current method of communication but also engage in a contract that could deliver a commercial return. The report set out the result of the procurement process.

In response to questions from Councillor Dennison, the following was noted.

- In relation to the potential £2.5m income over 3 years, this was a guaranteed potential income based on the sites that have been identified. This was at a minimum level, depending on success rate.
- Noted that the conditions of the new contract allowed the Council to review the contract implementation, once sites set out in report were implemented, and then take a view, based on assessment of delivery against the contract, on whether to increase the threshold for income.
- In relation to the collection of information from the beacons and forward facing cameras, the Assistant director for Strategy and Communications would provide a written response.
- The digital screens would be placed on existing Poster sites so there was no conservation assessment required. The successful bidder would be working with Highways Team to ensure installations were well implemented.

Further to considering the exempt information:

RESOLVED

To approve the request for the Council to enter into a contract with Supplier A for the Provision of Digital Street Advertising in accordance with CSO 9.01.1 (Tender Process) as permitted under CSO 9.07.1(d) (Award Process) for a period of 10 years from 1 October 2018 – September 2028 for a contract income value of £2.05 million. There is an option to extend for a further 5 years for a total contract income value of £3 million.

Reasons for decision

The current contract will soon expire and there is a requirement for the Council to use all possible channels to communicate with residents.

The Council is increasingly seeking opportunities to generate income and therefore contribute towards achieving the savings targets set in the medium term financial strategy.

The appointment of the Supplier (Supplier A) will allow the Council to achieve the aims set in 4.1 and 4.2.

Through the new contractual arrangement, the Council will receive an expected income of £3 million over a 15-year period. This is in contrast to the current contract, which costs the Council £13,600 per annum in business rates and £495 for each campaign or use of the poster sites.

The current contract allows for 29 double-sided paper panels (58 screens in total). These panels will initially be replaced with 15 double-sided digital screens (30 screens in total). The advantage of digital screens over paper screens is that they can significantly increase the volume of commercial advertising. Smaller, local retailers will be able to buy digital screen space time for their own advertising (currently this is not the case) and corporate messages can be displayed for up to 15% of the assets' inventory.

As a result of 4.5, the Council will be meeting its objective of decluttering its pavements of unnecessary street furniture. The reduced number of screens will actually generate a sizeable income stream for the Council. This is a good example of the Council achieving its "more for less" initiative.

In order to ensure compliance with EU procurement legislation and to ensure value for money, Strategic Procurement led an Open Tender exercise in accordance with CSO 9.01.1. The tender was advertised in the Official Journal of the European Union (OJEU) and Contract Finder. The Competition was based on:

Price 50%
Quality 50%

The above evaluation weighting was applied to ensure the Council's requirement for high quality, sensitive, accurate and critical data was met by the winning supplier.

Responses

Two bids were received following the Open Tender Process.

Suppliers

The following is the summary of the outcome of the tender evaluation and clarification process for all Suppliers that tendered.

Supplier	Price Score	Quality Score	Final Score	Quality Score
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Supplier B	23	40	63	2nd
Supplier A	50	47	97	1st

Alternative options considered

Do nothing

This was not an option as the income (£3 million) generated by this contract would contribute to the Council's aim of increasing income where possible and appropriate.

Use of Frameworks as an alternative to an Open Tender process

This was not considered as an option as there was no existence of any Framework Agreements that accommodated this provision.

56. UNOCCUPIED AND UNFURNISHED PROPERTY DISCOUNTS

The Cabinet Member for Finance introduced the report, which summarised the proposed cessation of two of the Council's discretionary Council Tax discounts related to (i) unoccupied and unfurnished properties, and (ii) vacant properties requiring or undergoing major repair or structural alteration.

The Cabinet Member for Finance continued to outline the manifesto commitment to redistribution of the Council Tax burden. This included exploring discretionary relief and targeting support for residents in particular need. Over the last 4 years the Council had managed to maintain a balanced budget in a difficult financial context and these financial pressures were likely to continue. The cessation of two of the Council's discretionary Council Tax discounts would also mean that the Council joined the pool of neighbouring boroughs that had already abolished this discount.

In taking forward this decision, Cabinet were aware that Council services need to be run and properties in the borough benefit from these services, including those that were vacant. The cessation of these discounts would enable the Council to raise money to mitigate the cost in supporting families most in need.

The following information was provided to questions from the Leader and Cllr Dennison:

- The cost of not abolishing these discounts sooner was more than £1m to the taxpayer over the last 3 years.
- In relation to homeowners of vacant properties which were undergoing major repair and restructure being deterred from bringing their home back into use, due to additional expense of the Council Tax payment, the Cabinet Member contended that the property would still benefit from Council Services and house price rises and therefore this was a fair charge.

- With regards to a Housing Association being deterred from updating properties or bringing them back into use by these discounts, the Cabinet Member responded and advised that Housing Associations had their own business model and would likely be able to take account of these additional charges.
- With regards to getting more empty properties back into use, and the suggestion to increase the liability of the home owner on a month-by-month basis, this would be considered going forward.
- Noted that there was a high degree of description, contained within government guidance, on what the Council could do with discounts and the report was seeking to operate within these descriptions, whilst seeking to bring properties back into market as soon as they can be included.

RESOLVED

To recommend to Full Council to cease two of the Council's discretionary Council Tax discounts from 1 April 2019, namely for:

- Unoccupied and substantially unfurnished properties; and
- Vacant properties that either require or are undergoing major repair work to render them habitable; that have undergone such work in the past six months; or that are undergoing structural alteration.

Reasons for decision

The two Council Tax discounts are at the Council's discretion. The administration has indicated a desire to appraise the existing fleet of discretionary powers given the continuing need to make savings to the wider budget.

Abolishing the two Council Tax discounts would generate an estimated saving of £462,800 per year, which would support the Council's Medium Term Financial Strategy and help mitigate its funding pressures.

Under the current arrangements, an unoccupied and furnished property receives no Council Tax discount, while an unoccupied and unfurnished property receives the discount. The Council seeks to address the imbalance and bring the arrangements in line with those for unoccupied and furnished properties.

Some of the Council's neighbouring boroughs, such as LB Enfield, LB Islington and LB Barnet have abolished both Council Tax discounts. Therefore, the proposal would bring Haringey in line with its neighbouring boroughs.

It is recognised that Council Tax payers who currently claim these discounts are unlikely to be making full use of Council services whilst the property is unoccupied. However, Council Tax is not charged on the basis that every payer will use every service and Council services do not stop or reduce in cost when a property becomes empty.

There are a number of means of reducing or eliminating Council Tax liability available and that would not be affected by the recommendation. For example, the exemption following the death of the occupant, the single person discount and disregards for students or those detained in hospital.

Alternative options considered

No Change

The Council could choose not to abolish its Council Tax discount for either (i) unoccupied and unfurnished properties, or (ii) vacant properties requiring or undergoing major repair or structural alteration.

This is not proposed because the Council is under significant financial pressure to deliver a sustainable Medium Term Financial Strategy. Abolishing the Council Tax discounts would generate substantial savings to the Council.

Remove only one of the discounts

Removing only the discount for unoccupied and unfurnished properties would generate an estimated saving of £341,300 per year. Removing only the discount for vacant properties requiring or undergoing major repair or structural alteration would generate an estimated saving of £121,500 per year.

This is not proposed because the Council is under significant financial pressure to deliver a sustainable Medium Term Financial Strategy. Abolishing both Council Tax discounts would generate substantial savings to the Council.

Extend the scope of the Discounts

This is not proposed as it would increase the level of funding pressures already

57. SIGNIFICANT AND DELEGATED ACTIONS

RESOLVED

To note the significant and delegated decisions taken by Directors in July.

58. NEW ITEMS OF URGENT BUSINESS

None

59. EXCLUSION OF THE PRESS AND PUBLIC

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 and 5, Part 1, schedule 12A of the Local Government Act 1972.

60. AWARD OF CONTRACT FOR BROADWATER FARM ESTATE DISTRICT HEATING SYSTEM

As per item 52.

61. AWARD OF CONTRACT FOR ADULTS ADVOCACY SERVICE

As per item 54.

62. OUT OF HOME 'STREET FURNITURE' ADVERTISING

As per item 56.

63. EXEMPT MINUTES

RESOLVED

To agree the exempt minutes of the meeting held on the 17th of July 2018.

64. NEW ITEMS OF EXEMPT URGENT BUSINESS

None

CHAIR: Councillor Joseph Ejiofor

Signed by Chair

Date

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Report for: Cabinet – 11 September 2018

Title: Quarter 1 (Period 3) Budget Monitoring for 2018/19

Report authorised by: Jon Warlow – Interim Chief Finance Officer & Section 151 Officer

Lead Officer: Frances Palopoli – Head of Finance Operations extn 3896

Ward(s) affected: n/a

**Report for key/
Non Key Decision** Key

1. Introduction

1.1 This budget monitoring report covers the position at Quarter one (period 3) of the 2018/19 financial year including Revenue, Capital, Housing Revenue Account (HRA) and Dedicated Schools Grant (DSG) budgets. The report focuses on significant budget variances including those arising as a result of the forecast non-achievement of Cabinet approved MTFS savings.

2. Cabinet Member Introduction

2.1 Haringey, like others, continues to face significant challenges in delivering agreed outcomes within restricted budget parameters. We have an agreed medium term financial strategy (MTFS) that we are currently working on refreshing and I am very much alive to the impact on this of the forecasts in our regular in year monitoring.

2.2 The year-end revenue forecasts at Qtr1, outlined in this report, are indicating an overspend close to £6m a significant amount of which is related to forecast non-delivery of agreed savings. This is the position after applying mitigation which was built into the budget as part of the current MTFS in recognition of the challenges in delivering savings at the level and pace required. Clearly this figure must be a matter of concern at this time and I will be looking to ensure that we are actively addressing this position.

2.3 In response to the Qtr1 forecast, I have instigated a budget delivery board, chaired by myself, which will help to highlight and challenge the current approach to the key financial issues as well as collectively focussing on real solutions. A review is also underway of the current framework in place to monitor and track delivery of savings. Both of these I believe will ensure we are best placed to deliver our priorities as well as our statutory duties. I look forward to providing a more detailed update on progress with savings in the Qtr2 report.

3. Recommendations

Cabinet is recommended to:

3.1. Note the forecast revenue outturn for the General Fund (GF), including corporate items, of **£5.9m overspend** post mitigations of £7.5m and consider what remedial actions

need to be implemented to bring closer to the approved budget (Section 6, Table 1, and Appendix 1).

- 3.2. Note that the final 2017/18 general fund outturn, post completion of the external audit, was an increased overspend of £0.404m compared to the £0.019m reported in the outturn which has been offset against the GF reserve. The 2018/19 brought forward GF reserve balance is now £15.5m still in line with the level proposed in the budget paper approved by Full Council in February 2018.
- 3.3. Note the net HRA forecast of £0.2m overspend. (Section 6, Table 2, and Appendix 2).
- 3.4. Note the net DSG forecast of £2.59m **overspend**, the actions being taken to seek to address this and the potential implications for the GF. (Section 7 and Table 3).
- 3.5. Note the latest MTFS savings position in 2018/19 which indicates that only 33% (£5.2m) will be achieved. To consider what remedial action is required to improve this position. (Section 8, Table 4).
- 3.6. Note the latest capital forecast expenditure of £192.8m in 2018/19 which equates to 84% of the approved budget. To also consider & approve the proposed changes to the approved budget (Section 9, and Table 5).
- 3.7. Endorse the measures in place to reduce overspend in service areas; and
- 3.8. To approve the budget virements as set out in Appendix 3.

4. **Reason for Decision**

- 4.1 A strong financial management framework, including oversight by Members and senior management, is an essential part of delivering the council's priorities and statutory duties.

5. **Alternative Options Considered**

- 5.1 The report of the management of the Council's financial resources is a duty of the Interim Director of Finance (Section 151 Officer), helping members to exercise their role and no other options have therefore been considered.

6. **Revenue Outturn**

- 6.1. As at 30th June 2018, the Council's quarter 1 finance position (including HRA) is a projected overspend of £8.8m for the year ending 2018/19, the General Fund element being £5.9m. This is after applying mitigations of £7.5m mainly from the application of the budget resilience reserve built into the budget to smooth delays in delivering agreed savings.
- 6.2. Regarding the proposed use of the Budget Resilience Reserve (BRR). The 2018/19 Budget and Medium Term Financial Strategy (2018/19-2022/23) report approved by Council recognised that there were risks around the delivery of 100% of planned savings in the MTFS particularly as a number of proposals had been identified in the original 2015-18 MTFS. It was agreed that the BRR be established which could be used to offset non-delivery of these savings. As well as the budgeted movements of £8m to this reserve in 2018/19, the closedown of accounts for 2017/18 allowed a further £5m to

be put into this fund. Having further reviewed the expected delivery of budget savings and established a first picture on the in-year budget pressures, a part utilisation of the BRR is proposed here, rather than later in the year or at year end. The resultant net General Fund pressure of £5.9m still represents a substantial challenge to the Council's in-year financial management and considerable attention must be applied to identify mitigations to tackle this.

- 6.3. It should be noted that the future years' budgetary implications of ongoing non-deliverability of some existing planned savings is being addressed in the preparatory work underway for the 2019/24 Medium Term Financial Strategy.
- 6.4. Table 1 below sets out financial performance at priority level. A detailed analysis at directorate level is attached in Appendix 1. The forecasts in the appendix are shown before the application of mitigation.

Table 1 – Revenue Budget Monitoring Forecast for Quarter 1 2018/19

Priority	Revised 2018/19 Budget	Non- Delivery of Savings	Base Budget Pressure	In Year Mitigation	P3 Outturn Forecast	P3 Forecast to Budget Variance
	£'000	£'000	£'000	£'000	£'000	£'000
PR1 Childrens	62,301	4,524	354	(2,000)	65,179	2,878
PR2 Adults	102,189	3,490	877	(2,000)	104,556	2,367
PR3 Safe & Sustainable Places	29,696	90	906	0	30,692	996
PR4 Growth & Employment	7,733	0	(20)		7,713	(20)
PR5 Homes & Communities	15,823	0	316	(316)	15,823	0
PRX Enabling	32,369	2,688	200	(3,180)	32,077	(293)
General Revenue Total	250,111	10,792	2,633	(7,496)	256,040	5,929
DSG	0	0	2,592		2,592	2,592
PR5 Homes & Communities(HRA)	0		231		231	231
Haringey Total	250,111	10,792	5,456	-7,496	258,863	8,752

A summary of the forecast outturn position for Priorities showing significant variances is outlined below. These variances include the impact of the non-delivery of MTFS savings which are further discussed in section 8.

PRIORITY 1

Overspend £2.9m

- 6.5. Priority 1 is forecasting to spend £65.2m against an approved budget of £62.3m resulting in a projected overspend of £2.9m at P3. It should be noted that this figure assumes the release of £2m from the budget resilience reserve to offset the impact of slower than planned delivery of savings. The Director is focussing on producing a coherent programme which will deliver the planned savings albeit over a revised timeframe. Officers will continue to look for alternative in year mitigations. The areas with material variances are detailed below.

- 6.6. **Children's Placements (£2.6m overspend)**

• **Young Adults Placements (£771k overspend):** this is due to non-delivery of 17/18 & 18/19 savings. Possible mitigation is a more detailed review of step-down against current pathways to be conducted for P4 monitoring although this will need to be assessed against the change in legislation resulting in increasing new cases for 21-25 year olds.

• **LAC External Placements (£2,261k overspend):** The underlying driver is the volume of placements. Whilst similar in number to last year, there has been an increase in high cost placements, now standing at 40, coupled with an increase in the weekly cost for these placements. In mitigation the service are developing a new market contract with West London Alliance as well as a continual review of the top 20 high cost placements. Work is still on going to develop a viable plan to deliver the new 2018/19 savings.

• **Internal Fostering Placements (£361k underspend):** this is due to the lack of availability of in house foster carers.

6.7. **Other Children's Social Care (£1.01m overspend)**

The overspend is all within the **First Response Service**. £644k is staffing related; £376k the impact of reliance on agency staff and £268k from an unfunded, additional assessment team brought in previously to deal with higher demand / backlog of cases. To mitigate this pressure, the service will continue to review recruitment policy to improve the position whilst looking to disband the additional team later in the year.

The remaining £353k arises from our statutory requirement to continue to support clients with No Recourse to Public Funds (NRPF). This is in line with the final 17/18 figure.

6.8. **Children & Young People with Additional Needs (£1.04m overspend)**

£592k is within SEND and is due to the statutory duty to provide transport for over 19 years old as part of the SEND Reform coupled with an underlying deficit against the income target. The remainder is £283k in Family Support & a shortfall in income of £165k in the Inclusion Service.

PRIORITY 2

Overspend £2.4m

6.9. Priority 2 is forecasting to spend £104.5m against an approved budget of £102.2m resulting in a projected overspend of £2.4m at P3. This figure currently assumes the release of £2m from the budget resilience reserve to offset the proposed re-profiling of the brought forward 2017/18 savings. It is presently assumed that one fifth of this will be delivered this year and further detail of future years' delivery will be provided in the next update of the MTFS report. Officers will continue to look for further in year mitigation to reduce the need to draw down against the contingency.

The areas with material variances are detailed below.

6.10. Osborne Grove Nursing Home (**£0.7m overspend**). Whilst no new clients have been placed in the home, the management & staffing costs to run the service for those who remain, plus loss of client contributions & loss of health funding for purchased beds, contributes to this cost pressure.

6.11. Care packages (**£3.5m overspend**). This remains at the same level as the carried forward pressure from 2017/18. The pressure is spread across all the key client groups

of older clients with physical support needs, clients with learning disabilities, and clients with mental health needs.

PRIORITY 3**Overspend £0.99m**

6.12. The service is forecasting a £0.99m overspend at Quarter 1. The main variances are detailed below including the mitigating strategies that management already have in place to address these.

- **Waste Services** - £553k overspend. £213k arises from contract inflation pressure within the Veolia contract which management are currently investigating. £340k from a dispute with HfH over charges for waste provision services; management are in negotiation with HfH to resolve.

- **Operations** - £241k arising from salary pressure and vehicle cost overspends in Parks and £150k arising from unachievable income and inflation shortfall against the Ringway contract both within Highways.

- **Commissioning** – disputes of £200k with Amey. Management are looking to resolve this via arbitration or adjudication.

PRIORITY 4**Break Even**

6.13. There are no issues to report in this priority.

PRIORITY 5 (General Fund)**Break Even**

6.14. The temporary accommodation (TA) budget is currently under pressure primarily due to the volume of clients but also the forecast level of compensation payment costs. Currently it is assumed that this can be offset by unbudgeted income from TA lodges hostels and reduced expenditure in some other areas along with the use of the flexible homelessness grant.

6.15. As acknowledged in the June 2018 Cabinet report on the Broadwater Farm estate, the impact of temporarily re-housing tenants is forecast to create a pressure of c. £202k on the TA budgets in 2018/19. These costs have yet to materialise but will need to be covered. Further clarity will be available for the quarter two report.

PRIORITY 5 (HRA)**Overspend £0.23m**

6.16. The HRA budget is projecting overspend of £0.2m for the year ending March 2019. The HRA outturn summary is set out in Table 2 below.

Table 2 – HRA Budget Forecast (Quarter 1)

HRA Budget (2017/18)	2018/19 Revised Budget	Q3 Forecast Outturn	Q3 Forecast to Budget Variance
	£'000	£'000	£'000
Managed Services Income	(107,554)	(107,178)	375
Managed Services Expenditure	14,025	13,854	(170)
Retained Services Expenditure	93,529	93,555	26

(Surplus)/ Deficit	0	231	231
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6.17. The main drivers of the variance are the under recovery of dwelling income as properties are being held back from letting due to the need to rehouse residents from the Tangmere block on Broadwater Farm, and a higher than anticipated number of garage voids which is impacting on income streams. HfH have undertaken a review of garages so work is underway to resolve the latter pressure. The income shortfall is being offset by a number of small underspends on the managed services expenditure.

PRIORITY X

Underspend £0.293m

Priority X consists of Corporate budgets (NSR) and service budgets.

6.18. Non Service Revenue (NSR).

These are corporate budgets and the corporate council-wide savings have been allocated here (Voluntary severance £1.2m; Procurement £0.7m; Bad debt provision £0.5m; Alexander House decant £0.25). Since the budget was set in February, the level of budget pressures and other savings challenges in service budgets has become more apparent and it is now felt that an apportionment of these corporate savings could not reasonably be expected to be delivered by the services without further exacerbating their already reported budgetary difficulties. It is therefore proposed to offset £2m of this pressure against the budget resilience reserve with the remainder being mitigated by underspends on debt financing costs.

6.19. Priority X Service Budgets

The services are forecasting delivery of 91% of agreed savings and are broadly in line with agreed budget. The main area of concern is the Schools Traded Service, within the Shared Service Centre which continues to forecast a shortfall in income (£200k). A paper is currently being prepared to outline options for this service moving forward.

6.20. Ward Budgets

In July 2015 a decision was taken to create a budget of £10k per ward (total £190k). As this was a new approach to community engagement, it was agreed that it be subsequently reviewed. Consequently, it is confirmed that the 2018/19+ Council budget contain on-going provision for £10k per ward.

The 2018/19 scheme will be commenced in September 2018 but for this year it will be top sliced by £9.5k (£500/ward). This budget will part fund the activities for Black History month (£4,750) and the Gender Equality month (£4,750). The balance (£9.5k) of this one-off funding for these 2 corporate events will come from corporate budgets.

7. Dedicated Schools Grant (DSG)

Overspend £1.17m

7.1. The DSG estimated overspend is primarily due to a £1.5m reduction in the high needs block funding announced in the revised July allocations plus additional pressure in top up funding due to an increased growth in high needs population. In the schools block the forecast underspend on the growth fund is mainly driven by the changes in planned admissions numbers (PAN) numbers during the year.

Table 3 – DSG Position Quarter 1

Blocks	Opening DSG at 01/04/18	In year position at P03 (18/19)	Forecast Closing DSG 18/19 - P03
Schools block	(1,267)	(270)	(1,537)
Central block	0	2	0
Early years block	(1,653)	6	(1,647)
High needs block	1,500	2,854	4,355
Total	(1,419)	2,592	1,171

n.b. Officers are planning a meeting with the DfE to challenge the revised funding allocations for the High Needs block.

8. MTFS Savings 2018/19

- 8.1. The MTFS savings target for 2018/19 (including brought forward unachieved savings from 2017/18) is £16.031m. As at Quarter 1 of the financial year, it is projected that only £5.239m (33%) of the target will be achieved. Table 4 below summarises the current savings position at priority level.
- 8.2. Further work is underway to challenge the forecasts and more detailed information will be provided for the Quarter 2 report. However, based on the position currently received it is likely that a substantial level of savings will not be deliverable as originally planned. This will clearly have implications for future years' forecasts and this will be taken into account as part of the MTFS refresh which is currently underway.

Table 4 – Summary – 2018/19 MTFS Savings by Priority

MTFS Savings 2018/19							
	2017/18 B/Fwd MTFS	Pre-Agreed MTFS 2018/19	New MTFS 2018/19	Total	Savings Projected to be Achieved 2018/19	Savings Shortfall	% Achieved
	£'000	£'000	£'000	£'000	£'000	£'000	%
Priority 1	3,173	1,748	-	4,921	397	4,524	8%
Priority 2	2,900	-	2,390	5,290	1,800	3,490	34%
Priority 3	75	1,660	-	1,735	1,645	90	95%
Priority 4	250	-	50	300	300	-	100%
Priority 5	-	-	50	50	50	-	100%
Priority X	218	301	-	519	471	48	91%
Corporate Savings	2,966	250	-	3,216	576	2,640	18%
Total	9,582	3,959	2,490	16,031	5,239	10,792	33%

9. Capital Expenditure Forecast at Quarter 1

- 9.1. The agreed (February 2018) General Fund capital programme for 2018/19 of £136.687m included an assumed carry forward of £80.088m budget from 2017/18. At

closedown, the carry forward figure was updated to £96.545m. The 2018/19 budgets included in this report therefore include this additional carry forward of £16.457m.

9.2. In addition to this, the table below reflects the 18/19 adjustments proposed in paragraphs 9.3 – 9.14 below.

Table 5 – Capital Expenditure (Quarter 1)

Priority	2018/19 Revised Budget	2018/19 P3 Forecast Outturn	2018/19 P3 Forecast Variance	Movement in Forecast Variance
	£'000	£'000	£'000	£'000
Priority 1 - Children's	11,410	5,853	(5,556)	0
Priority 2 - Adults	4,387	3,887	(500)	0
Priority 3 - Safe & Sustainable Places	20,100	19,403	(697)	0
Priority 4 - Growth & Employment	69,080	58,096	(10,984)	0
Priority 5 - Homes & Communities	34,225	34,224	(1)	0
Priority X - Enabling	20,689	6,810	(13,879)	0
General Fund Total	159,890	128,273	(31,618)	0
HRA Priority 5 - Homes & Communities	68,254	64,557	(3,697)	0
Total	228,144	192,830	(35,314)	0

9.3. At quarter 1, the capital programme is forecasting an under spend of £35.3m. The current actual spend is low, due in part to the existence of accruals that have yet to be matched. Services are projecting an outturn position as follows:

9.4. **Priority 1** is undertaking extensive surveys of the condition and suitability of the school estate. The early surveys have indicated that there are some early, urgent works, which need to be completed. It is possible that the projected outturn will be improved upon. There are no proposed budget changes this period.

9.5. **Priority 2** is projecting a minor underspend on the supported living budget and there are no proposed budget changes this period. In addition, a review of revenue expenditure within the Community Alarm Service has highlighted £177k of expenditure that is capital expenditure. It is proposed to include this scheme within capital programme and fund this through an allocation from the approved contingency.

9.6. **Priority 3** is projecting an underspend of £0.7m, which is in line with the current capital spend allocation so far within the Corporate Landlord budget line. It is possible that this outturn projection may change, if additional projects are undertaken.

9.7. In Priority 3, five adjustments are proposed. As part of the closing of accounts process, a review of revenue expenditure was undertaken. This found that the revenue budget was incurring street lighting and borough roads costs that were capital costs. The

expenditure was capitalised and as this is a permanent adjustment, there is a need to increase the capital budget for Street Lighting by £0.225m and Borough Roads by £0.385m. There has been a corresponding reduction in revenue budgets.

- 9.8. The historic developer s106/s278 budget is being reviewed and, whilst the review is ongoing, its early conclusion is that the current level of estimated resources (and hence spend), both this year and in future years, is too high. The change is primarily driven by the assumptions used in setting the budget some years ago being overly optimistic and not taking into account the increasing application of the community infrastructure levy to fund developer related infrastructure. It is proposed to reduce the 2018/19 budget to £0.75m and the budget for future years will be reset as part of the 2019/20 budget process.
- 9.9. A new scheme to fund the development of dynamic purchasing systems is recommended for inclusion with a budget of £0.917m. These schemes are part of the invest to save strategy.
- 9.10. The Council has been awarded a Crime and Disorder grant from MOPAC spread over two years. The 18/19 capital allocation is £121k. It is proposed to add this scheme to the capital programme.
- 9.11. **Priority 4** is projecting an underspend of £11m. The Priority 4 budget contains a large number of schemes that are closely tied to the activities of partners and/or the granting of planning permissions. As such, there is the possibility of a lower outturn figure than currently projected. A much clearer picture should emerge as the year progresses.
- In Priority 4, the Hornsey Town Hall scheme (£0.413m) has completed with the disposal to the developer. As the Council does not own the asset, it cannot capitalise any of the residual costs (mainly outstanding consultant's fees). It is proposed to delete this scheme, with any further costs being met from the proceeds of disposal, no transfer to contingency is proposed.
 - The decision of Cabinet on the 17th July to withdraw from the competitive dialogue procedure and therefore not award a contract in relation to the Haringey Development Vehicle means that these schemes can be removed from the agreed capital programme:

Northumberland Park (2018/19 budget £0.369m);
Re-provision of schools in the North Tottenham area (2018/19 budget £0.5m);
Wood Green HQ, Library & Customer Service Centre (2018/19 budget £0.25m); and
HDV Acquisitions & Receipts (2018/19 budget £1.639m).
- The removal of the HDV Acquisitions & Receipts budget does not generate any additional spending capacity, as the budget is there to fund acquisitions that were then to be reimbursed by the HDV to the council. It is proposed to transfer the budgeted resources from the other HDV schemes to the approved capital programme contingency for 2018/19. The planned expenditure on these schemes for future years will be reviewed as part of the capital programme refresh.
 - The Council has been awarded Good Growth Funding from the GLA. A budget of £0.65m needs to be established.

9.12. **Priority 5 (GF)** is projecting to be fully spent. The establishment of the community benefit society (CBS) at the July Cabinet will enable expenditure to speed up. The council has entered into a funding agreement with Newlon Housing Association for the provision of 54 units of social housing to be funded through retained RTB receipts. This scheme needs to be incorporated into the capital programme at a value of £6.5m.

9.13. **Priority 5 (HRA)** is projecting an underspend of £3.7m with the majority of the underspend being attributable to the costs of leaseholder acquisitions on the Love Lane Estate being met from the general fund. In addition a virement of £1.098m is requested to establish a budget for aids and adaptations to people's homes to make them more accessible.

9.14. **Priority 6** is projecting an underspend of £13.9m. The changes to the shared digital service means that this budget will need to be reviewed and the spend levels are likely to be below budget. The forecast outturn assumes that there is no spend on the responsiveness fund, which is approximately a quarter of the forecast underspend. In relation to the Hornsey Library, the scheme is going to tender in September and the delay is due to the significant additional works that are now required to complete the project.

10. **Contributions to strategic outcomes**

10.1 Adherence to strong and effective financial management will enable the Council deliver it's stated objectives and priorities.

11. **Statutory Officers Comments**

Finance

11.1 This is a report of the Int. Director of Finance and therefore all finance implications have been highlighted in the body of the report.

Procurement

11.2 Strategic Procurement notes the contents of this report and will continue to work with services to enable cost reductions.

Legal

11.3 The Assistant Director of Corporate Governance has been consulted on this report.

11.4 Section 28 of the Local Government Act 2003 imposes a statutory duty on the Council to monitor during the financial year its expenditure and income against the budget calculations. If the monitoring establishes that the budgetary situation has deteriorated, the Council must take such action as it considers necessary to deal with the situation. This could include, as set out in the report, action to reduce spending in the rest of the year.

11.5 The Council must act reasonably and in accordance with its statutory duties and responsibilities when taking the necessary action to reduce the over spend.

11.6 The Cabinet is responsible for approving virements in excess of certain limits as laid down in the Financial Regulations at Part 4 Section I, and within the Executive's functions at Part 3 Section C, of the Constitution.

Equalities

- 11.7 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; and
 - Foster good relations between people who share those characteristics and people who do not.
- 11.8 The report provides an update on the Council's financial position in relation to planned MTFS savings and mitigating actions to address current budget overspends. Given the impact on services of savings targets, all MTFS savings were subject to equality impact assessments as report to Full Council on 27 February 2017.
- 11.9 Any planned mitigating actions that may have an impact beyond that identified within the MTFS impact assessment process should be subject to new equality impact assessment.
12. **Use of Appendices**
Appendix 1 – Directorate Level Forecast (Quarter 1)
Appendix 2 – HRA Forecast (Quarter 1)
Appendix 3 - Virements
13. **Local Government (Access to Information) Act 1985**
13.1. For access to the background papers or any further information, please contact Frances Palopoli – Head of Finance Operations.

Directorate Level Forecast (Q1)

Appendix 1

	2018/19 Revised Budget	Quarter 1 Forecast	Variance
PRIORITY_1.PR Priority 1	62,300,816	67,179,143	4,878,327
PR1_CY.PR Childrens	49,906,627	54,728,255	4,821,628
PR1_COMSIN.PR Commissioning	3,391,800	3,390,400	-1,400
PR1_PH.PR Public Health	5,911,070	5,911,070	0
PR1_SL.PR Schools & Learning	3,091,319	3,149,418	58,099
PRIORITY_2.PR Priority 2	102,189,494	106,555,554	4,366,060
PR2_AS.PR Adults	80,757,946	84,978,410	4,220,464
PR2_COMSIN.PR Commissioning	9,545,468	9,691,064	145,596
PR2_PH.PR Public Health	11,886,080	11,886,080	0
PRIORITY_3.PR Priority 3	29,695,602	30,692,239	996,637
PR3_COM.PR Commercial & Operations	27,085,492	28,080,129	994,637
PR3_PH.PR Public Health	0	0	0
PR3_COMSIN.PR Commissioning (Culture Museum & Archives)	709,910	709,910	0
PR3_CFO.PR Chief Finance Officer (Alexandra Palace)	1,900,200	1,902,200	2,000
PRIORITY_4.PR Priority 4	7,732,810	7,713,394	-19,416
PR4_PRD.PR Regeneration, Planning & Development	284,225	284,225	0
PR4_HSEGWT.PR Housing & Growth	1,773,050	1,753,634	-19,416
PR4_PLAN.PR Planning	2,147,785	2,147,785	0
PR4_PCP.PR Property & Capital Projects	202,150	202,150	0
PR4_REGEN.PR Regeneration	3,325,600	3,325,600	0
PRIORITY_5.PR Priority 5	15,823,185	16,139,588	316,403
AH03.PR Housing Demand	10,906,303	11,222,706	316,403
AH05.PR Housing Commissioned Services	4,916,882	4,916,882	0
PRIORITY_X.PR Priority X	32,368,865	35,257,089	2,888,224
PRX_CFO.PR Chief Finance Officer	17,168,325	19,301,229	2,132,904
PRX_CG.PR Corporate Governance	2,630,300	2,735,600	105,300
PRX_CSL.PR Customer Service and Libraries	4,746,000	4,914,822	168,822
PRX_DCE.PR Deputy Chief Executive	225,900	225,900	0
PRX_LCEO.PR Leader and Chief Executive Office	552,448	282,625	-269,823
PRX_SSC.PR Shared Service Centre	6,821,234	7,275,460	454,226
PRX_TR.PR Transformation & Resources	224,658	521,453	296,795
TOTAL	250,110,772	263,537,007	13,426,235

HRA Revenue Forecast (Q1)

Appendix 2

	2018/19 Revised Budget	Quarter 1 Actual Spend	Quarter 1 Forecast	Variance
	£000's	£000's	£000's	£000's
UE0721 Managed Services Income				
H39001 Rent - Dwellings	(81,071)	(18,832)	(80,884)	187
H39101 Rent - Garages	(858)	(177)	(746)	112
H39102 Rent - Commercial	(138)	(1,065)	(138)	
H39201 Income - Heating	(288)	(71)	(291)	(3)
H39202 Income - Light and Power	(1,095)	(255)	(1,092)	3
H39301 Service Charge Income - Leasehold	(8,124)	(6,592)	(8,124)	
H39401 ServChgInc SuppHousg	(1,495)	(354)	(1,522)	(27)
H39402 Service Charge Income - Concierge	(1,562)	(359)	(1,539)	24
H39405 Grounds Maintenance	(2,307)	(523)	(2,250)	58
H39406 Caretaking	(1,845)	(418)	(1,797)	48
H39407 Street Sweeping	(1,891)	(438)	(1,879)	11
H40102 Water Rates Receivable	(7,090)	(1,444)	(7,128)	(38)
H40404 Bad Debt Provision - Leaseholders	210		210	
UE0721 Managed Services Income TOTAL	(107,554)	(30,528)	(107,178)	375
UE0722 Managed Services Expenditure				
H31300 Housing Management WG	23	3	23	
H32300 Housing Management NT	28	7	28	
H33400 TA Hostels	252	15	252	
H34300 Housing Management ST	9	3	9	
H35300 Housing Management BWF	11		11	
H37210 Under Occupation	128	43	128	
H39002 Rent - Hostels	(1,920)	(464)	(1,991)	(71)
H39404 Service Charge Income - Hostels	(330)	(80)	(344)	(15)
H40001 Repairs - Central Recharges	2	(7)	(20)	(22)
H40004 Responsive Repairs - Hostels	342	()	342	
H40101 Water Rates Payable	6,024	(20)	6,059	35
H40104 HousMgmtRechg Central	107			(107)
H40111 Other RentCollection	162	22	162	
H40206 HousMgmtRechg Energ	1,609	26	1,609	
H40208 Special Services Cleaning	2,734	(602)	2,734	
H40209 Special Services Ground Maint	1,802	38	1,802	
H40212 HRA Pest Control	284	38	284	
H40213 Estate Controlled Parking	20	1	20	
H40303 Supporting People Payments	1,856	423	1,865	10
H40309 Commercial Property - Expenditure		2		
H40401 Bad Debt Provision - Dwellings	664		664	
H40405 BAd Debt Provision - Commercial				
H40406 Bad Debt Provisions - Hostels	68		68	
H40801 HRA- Council Tax	150	14	150	
S14520 Supported Housing		3		
UE0722 Managed Services Expenditure TOTAL	14,025	(628)	13,854	(170)
UE0731 Retained Services Expenditure				
H38002 Anti Social Behaviour Service	581	143	581	
H39601 Interest Receivable	(76)		(76)	
H40112 Corporate democratic Core	765		572	(193)
H40301 Leasehold Payments	(139)		(139)	
H40305 Landlords Insurance - Tenanted	312	1,395	318	6
H40306 Landlords - NNDR	132		50	(82)
H40308 Landlords Insurance - Leasehold	1,500		1,395	(105)
H40501 Capital Financing Costs	10,000	672	10,000	
H40601 Depreciation - Dwellings	20,068		20,068	
H40805 ALMO HRA Management Fee	40,139		40,539	400
H49000 Housing Revenue Account	16,152		16,152	()
H60002 GF to HRA Recharges	2,952	46	2,952	
H60003 Estate Renewal		339		
H60004 HIERS/ Regeneration Team	867	18	867	
S11100 Emergency Response Management				
S14400 Supported Housing Central	278		278	
UE0731 Retained Services Expenditure TOTAL	93,529	2,614	93,555	26
(Surplus) for the year on HRA Services		(28,543)	232	231

Virements for Cabinet Approval

Appendix 3

Transfers from Reserves (2018/19) - for noting

Period	Priority	Service/AD Area	Rev/ Cap	In year	Next year	Reason for budget changes	Description
4	1	Children's	Revenue	488,000		Transfer from Reserves	Transfer from DSG Reserve to High Needs Block per Schools Forum agreement to address spend pressures

		Total 2017/18		488,000	-		
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Virements for Approval (2018/19)

Period	Priority	Service/AD Area	Rev/ Cap	In year	Next year	Reason for budget changes	Description
3	1	Children's	Revenue	739,000		Grant Allocation	Allocation of 2018/19 Troubled Families Grant income and expenditure budgets
3	3	Environment & Neighbourhood	Revenue	1,652,900	1,652,900	Budget Realignment	Reprofiling of Parking income to better reflect parking activity and trends
4	3	Environment & Neighbourhood	Revenue	449,000		Grant Allocation	Allocation of 2018/19 MOPAC Grant income and expenditure budgets
4	1	Children's	Revenue	608,920	608,920	Budget Realignment	Realignment of Traded transport team recharge income and expenditure budgets to better reflect current activity levels
4	1	Children's	Revenue	390,000	390,000	Staffing Restructure	Merging of Language and Autism Support team budgets following a staffing restructure
4	4/5	Growth & Development & Housing	Revenue	1,664,000	1,664,000	Budget Transfer	Transfer of Commercial properties income and expenditure budgets from HRA to General Fund.
4	X	Policy & Strategy	Revenue	692,690		Grant Allocation	Allocation of 2018/19 Controlling Migration Grant income and expenditure budgets
4	1	Children's	Revenue	1,086,495	1,086,495	Grant Funding Adjustment	Reduction in High Needs Block income and expenditure budgets to reflect a DSG funding reduction per EFA schedule July 18
4	1	Children's	Revenue	306,000	306,000	Grant Allocation	Allocation of DSG funding to Schools Growth Fund
5	3	Environment & Neighbourhood	Revenue	1,224,261	1,224,261	Budget Realignment	Reprofile of Operation budgets in line with operational activity and trends
5	3	Environment & Neighbourhood	Revenue	1,732,749	1,732,749	Budget Realignment	Realignment of Parks budget to match operational structure
5	3	Environment & Neighbourhood	Revenue	623,846	623,846	Budget Realignment	Realignment of Public Realm budget to match operational structure
5	3	Environment & Neighbourhood	Revenue	491,947	491,947	Budget Realignment	Realignment of Client & Commissioning budget to match operational structure
5	3	Environment & Neighbourhood	Revenue	532,100		Budget Allocation	Allocation of 2018/19 TFL LIP Grant (revenue) income and expenditure budgets
5	3	Environment & Neighbourhood	Capital	432,000		Budget Allocation	Budget allocation in relation to additional 2018/19 TFL LIP funding.
5	5	Housing, Regeneration & Planning	Capital	6,500,000		Budget Allocation	Budget allocation in relation to Newlon (HA) Monument Way (Scheme No: 511).
5	4	Housing, Regeneration & Planning	Capital	650,000		Budget Allocation	Budget allocation in relation to GLA funding re: Wood Green - Good Growth Fund.
5	3	Environment & Neighbourhood	Capital	917,500		Budget Allocation	Budget allocation in relation to LBH Dynamic Purchasing System.
5	3	Environment & Neighbourhood	Capital	610,000		Budget Allocation	Budget allocation in relation to increased Highways budget.
5	4	Housing, Regeneration & Planning	Capital	- 412,856		Budget deletion	Deletion of the budget provision for Hornsey Town Hall, following disposal of the asset.
5	4	Housing, Regeneration & Planning	Capital	- 1,639,090		Budget deletion	Deletion of the budget provision for HDV acquisitions & Receipts.

		Total 2018/19		19,251,462	9,781,118		
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Report for: Cabinet September 2018

Title: Decision on the development of a Youth Zone in Haringey

Report authorised by : Ann Graham, Director of Children's Services

Lead Officer: Charlotte Pomery, Assistant Director Commissioning

Ward(s) affected: All

Report for Key/

Non Key Decision: Key Decision

1. Describe the issue under consideration

- 1.1 Enabling all children and young people to have the best start in life is a key priority of the Corporate Plan, Building a Stronger Haringey Together, 2015 – 2018. Whilst the Council continues to face a challenging financial climate over the coming years due to reducing funding, increasing need and growing demand, the approach continues to be ambitious focusing on improving outcomes for all children, young people and families.
- 1.2 In March 2017, Cabinet agreed a partnership in principle between the Council and OnSide to develop a Youth Zone for Haringey. In March 2018, Cabinet agreed to take forward this partnership following the selection of a site at Woodside High School as a possible location of a Youth Zone. In the Cabinet report, a number of next steps were identified which have, however, not been taken forward by officers at this stage.
- 1.3 Following the local election in May 2018 and work to develop a new and as yet emerging strategic approach by the Council and partners to addressing the needs of young people at risk, it is felt that the landscape in which a Youth Zone would be operating in the borough is not yet clear.
- 1.4 Through this paper, Cabinet will be asked to review the previous decision to proceed with a Youth Zone in the borough and to halt any steps to developing the partnership with OnSide in Haringey.

2. Cabinet Member Introduction

- 2.1 As the Lead Member for Communities, I am committed to improving the experiences and outcomes for all residents of Haringey. I have been saddened by the trend of increasing violence particularly affecting young people and their families in the borough but it has strengthened my resolve to address the range of factors which contribute to such incidents occurring.
- 2.2 The recommendations in this report will enable us to focus on developing both a sound evidence base and our future approach through needs analysis and engagement with local young people, families, communities and partners. I believe that the emerging community-focused and locally-based approach will

build and sustain the assets and resources that we need to address the deep-seated issues we face.

3. Recommendations

3.1 Cabinet is asked to:

3.1.1 Rescind all previous decisions made relating to a Youth Zone in Haringey, in particular, its establishment, location, funding and the partnership with OnSide and to dissolve any arrangements made for a Youth Zone.

3.1.2 Delegate to the Director of Children's Services, in consultation with the Lead Member for Communities, to take any further steps necessary to dissolve the arrangements made for a Youth Zone.

3.1.3 Agree that Officers continues with the task of shaping the landscape of youth provision in Haringey as set out below in Paragraph 6.3.2.

4. Reasons for decision

4.1 The overall strategic approach of the Council and partners to addressing the needs of young people at risk and tackling serious youth violence has not yet been developed or agreed. Work is underway to ensure that this approach is grounded in the views and contributions of local communities and of young people directly affected, as well as of a range of professionals with experience and expertise in this area. An in-depth needs analysis has been prepared which will allow targeting of resources through a better understanding of what may have most impact in Haringey and a range of interventions are being explored to consider whether they would work well together to address need in Haringey. The implications of such analysis and engagement for youth provision have not yet been worked through which means that the landscape in which a Youth Zone would be operating in the borough is not yet clear.

4.2 The engagement so far with community members, young people and other stakeholders to develop the strategic approach outlined above has confirmed that a community based response resonates widely and is emerging as a strong plank of any future developments. Members are keen to optimise the opportunity to work directly with local communities, recognising and building on their strengths and assets in developing and implementing the overall strategic approach.

4.3 In light of the work to develop a sustainable and strategic approach to addressing young people at risk, questions have been raised about whether a single base for youth provision, rather than a network of community settings acting as bases for provision across Haringey, is a preferable approach. Again, it is considered too soon to be in effect shaping future provision around a single offer when the overall priorities and outcomes for young people at risk have not yet been developed or agreed more widely.

4.4 A further factor contributing to the decision being placed before Cabinet, regards the location and site of the proposed Youth Zone, which was planned to be developed on premises at Woodside High School. Such provision would

enhance the youth offer in Wood Green, the infrastructure for which is recognised to be underdeveloped. However, the potential premises identified are land designated as Metropolitan Open Land, an important consideration for any development. Members are keen to explore options which do not compromise the amount or quality of such land in the borough.

- 4.5 It is fully recognised that working in partnership with OnSide would bring considerable additional investment into the borough for youth provision. However, such a partnership also requires a significant proportion of the Council spend on existing youth services to be diverted to supporting a Youth Zone. Given the fragility of funding for youth provision and the need for a strong evidence base for future investment, and for the reasons outlined above, Members do not consider it desirable to make such a commitment at this point in time.

5. Alternative options considered

- 5.1 The option to continue to develop a Youth Zone for Haringey on the site of the Woodside High School in partnership with OnSide was considered but discarded for the reasons set out above.
- 5.2 The option to pause development of a Youth Zone for Haringey in partnership with OnSide in light of issues with the site as set out above and to pursue other sites was considered but discarded for the reasons set out above.

6. Background information

- 6.1 A decision to enter into partnership with OnSide to deliver a Youth Zone for Haringey was made in principle by Cabinet in March 2017. This was followed in March 2018 with an agreement for the Council to work with OnSide to establish a Youth Zone on a site on the premises of the Woodside High School, the freeholder for which is the Council. This decision was made subject to a number of issues being resolved including the ability to use Metropolitan Open Land (MOL) for a Youth Zone, any detailed contractual or lease arrangements being developed and engagement with young people and families on what should be delivered on the ground. The development of such arrangements and actions, as identified in the Cabinet paper, has not taken place and no application to the GLA in respect of the MOL has been made.
- 6.2 As highlighted in the emerging Borough Plan, Haringey is a very diverse place – with strong, connected communities, opportunities for learning and in a world city offering its residents great potential. All Haringey schools are good/outstanding and Progress 8 scores at GCSE are above the London average. However, this profile masks stark inequalities – with some children and young people experiencing multiple risk factors, being vulnerable to harm and not achieving their full potential. Recent needs analysis, still being developed, highlights some key factors which the borough needs to address to improve outcomes consistently for all children and young people.
- 6.2.1 Recent events vividly and tragically highlight the impact of not responding to children and young people’s vulnerabilities: more than 80 young people were killed or injured by knives in Haringey in the year to February 2018; 1 in 8

firearm discharges across London occurred in the borough during this period. Other key indicators include:

- Sixth highest rate of 17 year olds cautioned/sentenced of all London Boroughs
- 335 victims of Serious Youth Violence (SYV) in the 12 months to December 2017, an increase of 4% compared to the previous period
- Age profile of SYV suspects shows most offenders aged 15 to 18
- Only 55% of Haringey residents agree the police do a good job, compared to a London average of 68%, the second lowest level in London.
- Our in-depth audit of the 20 most prolific young offenders known to our YOS shows that most have experienced loss/separation from one parent, the average first age of exclusion is 10-11 and 65% had themselves been a victim of crime by the age of 18.

6.2.2 Overall, needs analysis underpins our approach: to build effective, sustainable and community based support, addressing needs early and ensuring young people have positive choices in all areas of their lives, targeting those at most risk. This is being developed through a Young People at Risk Strategy which will have links with a range of current and forthcoming strategies and is being co-designed with young people, local residents and other stakeholders in order to ensure that it is rich both in its analysis and in its solutions.

6.3 Alongside the needs analysis, key highlights of which are set out above, current youth provision has been mapped by the Bridge Renewal Trust and Godwin Lawson Foundation (BRT and GLF). This mapping, and gapping, shows that whilst there is a significant amount of activity in the borough there are insufficient interventions at the prevention and early intervention side of the spectrum.

6.3.1 This analysis has been complemented by the views of community groups, young people and parents sought during a period of engagement.

6.3.2 Bearing in mind the above, the Council remains in the early stages of shaping the landscape of youth provision in Haringey, with a need for a clear evidence base for both existing and new provision as part of the emerging Young People at Risk Strategy.

6.4 In summary therefore, taking into account the in-depth needs analysis, the effective and sustained dialogue with communities, the detailed provision mapping and long-term strategy development underway currently, it is argued that there is insufficient clarity and agreement to develop a Youth Zone currently and that the key priority is to continue this wider work before committing to a specific model of intervention and support.

6.5 Key partners in the Youth Zone project, notably OnSide and Woodside High School, have been informed of the recommendations set out in this report. Detailed conversations to determine how these partners can continue to support the Council's emerging strategic objectives in this area are being held. The development of Youth Zones in other London Boroughs (e.g. Barking & Dagenham and Croydon) is noted and the Council will continue to take an interest in considering the outcomes from these initiatives.

6.6 As noted above, no binding agreements or commitments have been developed or entered into, as envisaged in the March 2018 Cabinet paper setting out the proposal for a Youth Zone on the Woodside High School site.

7. Contribution to strategic outcomes

7.1 The Corporate Plan, Building a Stronger Haringey Together, sets out the vision and priorities for the Council. It's underpinning principles of empowering communities so that people can do more for themselves and enabling all children and young people to have the best start in life align well with the proposals to strengthen the strategic approach to supporting young people in Haringey as set out in this paper.

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

8.1 Finance

8.1.1 At present there is no financial impact for the Council arising from the project at this stage. However, once this stage has been concluded, a financial assessment of resources based on future proposals can be calculated. The £26k already paid to OnSide for preparatory works to support the application to the GLA must be treated as a sunk, non-recoverable cost.

8.2 Procurement

8.2.1 In the absence of a formal agreement between the Council and OnSide, there are no procurement comments on the proposals contained in this paper.

8.3 Legal

8.3.1 There are no formal agreements preventing the Council from dissolving the arrangements for a Youth Zone. Also, there are no financial liabilities to the Council arising from the proposed decision.

8.4 Equality

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

- a. tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil

partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;

- b. advance equality of opportunity between people who share those protected characteristics and people who do not;
- c. foster good relations between people who share those characteristics and people who do not.

8.4.2 The Youth Zone proposal aimed to increase the range of and outreach of activities for young people across the borough. This included activities accessible to and targeted at young people who share protected characteristics, including those with disabilities, young women and different ethnicities and religions. A full equality impact assessment was to be undertaken when a confirmed site had been identified for the new Youth Zone. This has not been taken forward for the reasons set out above.

9. Use of Appendices

10. Local Government (Access to Information) Act 1985

Report for: Cabinet 11th September 2018

Title: The Creation of a Single Homelessness Hub

Report

authorised by: Charlotte Pomery, Assistant Director Commissioning
Steve Carr, Interim Assistant Director Economic Development and Growth

Lead Officer: Gill Taylor, Strategic Lead - Single Homelessness and Vulnerable Adults

Ward(s) affected: All

Report for Key/

Non Key Decision: Key decision

1. DESCRIBE THE ISSUE UNDER CONSIDERATION

- 1.1 This report seeks authority for the Council to take a lease on a property known as 332–334 High Road, Tottenham (“Property”) for use as a co-located Assessment Centre and Hub for single homeless people and those at risk of homelessness.
- 1.2 The current service, which offers 24-hour support and accommodation to 23 newly homeless people or who have been rough sleeping, is provided by St Mungo’s Community Housing Association at Dial House on Tottenham High Road. Dial House has been sold to Tottenham Hotspurs Football Club and vacant possession of the property is required, the Council needs to source a property in which to provide the short-stay Assessment Centre service for single adults experiencing homelessness, from April 1st 2019 onwards.
- 1.3 Alongside this key driver, a number of recent events, reviews and legislative changes have demonstrated the need to rethink the way the Council and partners respond to homelessness triggers, rough sleeping and complex need for single homeless people, and those at risk of homelessness. This work has culminated in the intention to develop a Single Homeless Hub: a physical base for a range of specialist services and staff working in a person-centred way both to prevent and relieve homelessness and to address the health and wellbeing of those with the most complex and interrelated needs in the borough.
- 1.4 Implementation of the proposed Hub will support the delivery of the Council’s new responsibilities towards single people under the Homelessness Reduction Act (2017) and of the commitments set out in the Council’s Homelessness and Rough Sleeping Strategies (2018). It will also facilitate the delivery of the

Making Every Adult Matter approach, endorsed at the July meeting of the Health and Wellbeing Board, to addressing complex and multiple need within the homeless population.

2. CABINET MEMBER INTRODUCTION

- 2.1 We are delighted to present this report, which recommends to Cabinet acquisition of a lease on a property that will both re-provide the supported housing Assessment Centre and create a unique Assessment and Referral Hub for Single Homeless People.
- 2.2 We know that rough sleepers and single homeless people experience some of the worst outcomes of all our residents and are more likely to be unemployed, unhealthy, unsafe and at risk of an early death. The proposals here aim to change that outlook and to offer single homeless people and rough sleepers chances to get the right, flexible and person-centred support and help they need. By creating a safe and holistic environment for single homeless people in the Hub, we will be better able to ensure their accommodation, care and support needs can be met, to offer tools to rebuild valued lives and to reduce the stigma that being homeless brings.

3. RECOMMENDATIONS

Cabinet agrees:

- 3.1 To the Council creating a new service 'The Single Homelessness Hub', which will perform the statutory homelessness function for single homeless adults aged 18 years and over, and offer a diverse range of wraparound services to achieve improved outcomes for rough sleepers, homeless women and young people, as well as others. The existing short-stay Assessment Centre service, provided by St Mungo's Community Housing Association, will be relocated to the same building as the Hub.
- 3.2 To the Council taking two leases (of the ground and upper floors) of the property known as 332-334 High Road, Tottenham at a rent of up to £225,000 per annum for both leases and subject to the Head of Terms, (currently in negotiation) being agreed and subject to any planning permission for change of use; and
- 3.3 To give delegated authority to the Assistant Director of Economic Development and Growth after consultation with the Assistant Director Commissioning to agree the heads of terms and the final terms of the lease;
- 3.4 To the Council to then sublet the upper floors of accommodation in the Property to the commissioned Assessment Centre support provider, which at

present and until January 2020 is St Mungo's Community Housing Association at a rent of not less than £176,000.00 and subject to the heads of terms being agreed; and

- 3.5 To give delegated authority to the Assistant Director of Economic Development and Growth and the Assistant Director Commissioning to agree the heads of terms and the final terms of the sub lease and any management agreement.
- 3.6 To approve revenue funding of £240,000 per year to develop and deliver a Single Homelessness Referral and Advice Hub, as a Council-led service, in the two commercial units of the property.

4. REASONS FOR DECISION

- 4.1 The Council's Assessment Centre for single homeless people will not be able to operate from its current premises at Dial House after April 2019 due to sale by its previous owner and plans for redevelopment by its current owner. New premises, therefore, are required as a matter of urgency to accommodate this service and 23 vulnerable adults for the future.
- 4.2 The property at 332-334 High Road provides both high quality accommodation and space for a Hub service in one building. It offers the right number of bedrooms to facilitate the commissioning of a resource efficient assessment centre, and is well positioned in the borough to maximise accessibility. Securing the premises at 332-334 High Road Tottenham for the relocated Assessment Centre offers a unique opportunity to develop a Single Homelessness Hub. By approving this proposal, there is an opportunity to offer an effective response to prevent homelessness as well as to support those already experiencing homelessness, thereby reducing costs for the Council and the wider public sector in supporting a vulnerable and often complex cohort of individuals.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 There is a statutory requirement to provide housing for single homeless people only where they are identified as vulnerable and in priority need under Section 189 of the Housing Act (1996 amended 2002). Haringey like all London boroughs recognises the human, social and economic costs associated with homelessness and the need to ensure that people are adequately supported to recover from it and where possible prevent future instances. Therefore, whilst it would be possible to end the contract for the Assessment Centre service when the lease for the current building ceases and not identify an alternative, this would be out of line with known demand for homelessness services in Haringey, with the Council's strategic objectives to ensure all adults lead healthy and fulfilling lives and with the national approach to single homelessness. Therefore,

continuing without agreeing a solution to the requirement to leave the current building is not considered a viable approach.

- 5.2 It would also be possible to reject this proposal in favour of seeking another building that could reprovide the Assessment Centre but not offer the opportunity to create a referral and advice Hub. However, despite Haringey having its own property portfolio, registered provider partners and established links with landlords and developing organisations, sourcing a building with the required number of accommodation units, which would be suitable for a cohort of single homeless people and would be available on or before the date required, had proved impossible until this opportunity presented itself. Therefore, it is considered not only an excellent opportunity to develop an innovative Hub service, but also a unique opportunity to secure a lease for an appropriate building to reprovide the much-needed Assessment Centre service.
- 5.3 It would also be reasonable to suggest that the proposal be modified, in favour of pursuing a lease on either the accommodation or the commercial element of the building in isolation. However, negotiations with the landlord to date have made it clear that this option is not being offered, due to the reduced likelihood of leasing either part of the building separately with the proposed uses. Therefore, it is considered that the only viable option is to lease both elements of the building as part of one lease because there is not an option available to lease only one element of the space.
- 5.4 The creation of a co-located single homelessness assessment centre and referral and advice Hub is more than a response to the immediate need to relocate the current service. It presents a unique opportunity to build on the extensive strategy and analysis work as part of the Supported Housing Review (2017), Homelessness and Rough Sleeping Strategies (2018), Single Homelessness Pathway Review (2018) and the emerging work of the Making Every Adult Matter Steering Group as well as others.

6. **BACKGROUND**

- 6.1 Haringey provides supported housing and rough sleeping support for approximately 500 single homeless people every night, in services ranging from short-stay high support hostels to street outreach services, to visiting support in shared accommodation for those nearing independent living.
- 6.2 Homeless people and those at risk of homelessness face a combination of problems that can trigger and prolong periods of homelessness or housing difficulty including debt, relationship breakdown, substance abuse, contact with the criminal justice system and mental ill health. Although many people might

face these issues and not experience homelessness as a result, there are groups of people who are especially vulnerable because of social and economic disadvantage, for example former care leavers, refugees and migrants, disabled people and survivors of abuse. The largest cohort affected by homelessness is white men aged 25-44 years old. However, although single women and people from BAME communities represent a relatively small proportion of the homelessness cohort overall, they are disproportionately affected by stark socio-economic inequality, sexual and domestic abuse, prison release and acute psychiatric hospital stays, which often means that homelessness has a more profound and long-lasting effect.

Dial House Assessment Centre

- 6.3 Supported housing, rough sleeping and support services for single homeless people are commissioned by the Housing-Related Support Team. The Assessment Centre at Dial House is provided by St Mungo's Community Housing Association and is commissioned from this budget. The contract for the service will expire in January 2020, but evidence of demand for the service makes it a cornerstone of supported housing provision in the borough, already confirmed in future commissioning plans.
- 6.4 The Assessment Centre service offers newly homeless people with support needs, and those leaving rough sleeping; a short-term high-intensity supported housing service for up to three months. As the first stage in the borough's Homelessness Pathway, the service helps people stabilise after the initial crisis of homelessness. The primary aim of the service is to assess a person's support needs, and work with them to determine what it will require to reach a housing or supported housing solution. People usually move on from the service into other supported housing, but it is recognised that there are opportunities to divert people away from supported housing and into other types of accommodation.
- 6.5 Dial House is in Northumberland Park ward and until June this year, was owned by Metropolitan Housing Trust. It has since been purchased by Tottenham Hotspur Football Club as part of their ongoing redevelopment of the White Hart Lane ground. The Council, and the current service provider St Mungo's, were informed about the potential sale of the site and as such, attempts have been made to identify an alternative property for relocation of the service by the end of the current lease, April 2019. It has proven very difficult to identify a site with 20-25 units of accommodation and office space that would be suitable and is available.
- 6.6 The building at 332-334 High Road Tottenham is in Tottenham Green ward. It comprises nine flats with 21 rooms in total, a shared lounge, kitchen and bathroom is available in each flat. The building is currently in the final stages of

development and will provide a suitable environment to facilitate positive peer relationships, offer psychologically-informed support practice and build the aspirations of service users towards more positive outcomes. An Assessment Centre in the High Road property has good transport links making it accessible for people from across the borough and is close to a range of relevant local services, such as The Grove substance misuse service and Tynemouth Health Centre.

- 6.7 The Council intends to take two leases of the Property (one for the ground floor and one for the upper parts) each for an initial term of 10 years with a break clause after six years at a rent for both of up to £225,000 per annum. The final terms for the leases, will be set out in the heads of terms document which is being finalised. The Council will make an application for planning permission for change of use of the Property.
- 6.8 It is proposed that the Council sublets the accommodation element of the Property to the commissioned Assessment Centre support provider, currently St Mungo's. The heads of terms are yet to be agreed and a suitable Management Agreement will also be entered into as part of the sub-lease around rent collection, ongoing repairs and cyclical maintenance work for the duration of the lease. This is common practice in the supported housing sector and a range of existing management agreements can be modified for this purpose between the provider and the Council. St Mungo's Community Housing Association have provisionally agreed to this arrangement and are eager to begin negotiation on the particulars, following Cabinet approval of this report. As part of their responsibilities, St Mungo's Community Housing Association will set rent and service charge levels and agree these with the Council's Housing Benefit department.

The Single Homeless Hub

- 6.9 If approved, the HRS Team will design and deliver the single homelessness Hub service as a council-led service.
- 6.10 There have been a number of recent reports and discussions about the issue of homelessness and rough sleeping in the borough, initiated by new streams of data, co-production work with service users and the tragic increase in premature and accidental deaths of homeless people in the borough this year. A number of key statistics highlight the extent of the issue in Haringey:
- There has been a 25% rise in rough sleeping in the borough in the last 12 months
 - Barnet, Enfield and Haringey Mental Health Trust has the highest rate of acute psychiatric inpatient admissions for homeless people in London

- Due to increasing demand, only 35% of single homeless people referred each month are offered a supported housing place
- The average age at death, for homeless and vulnerably housed people in Haringey, is 41 years old, lower than the national average.

- 6.11 The human, social and economic cost of homelessness is high. On average in Haringey, homeless people remain in acute psychiatric hospital wards and recovery house services twice as long as their housed counterparts, at a cost of £5700 per person to the borough and poorer health outcomes for the individual. The Hub service will ensure people have smoother access to support, will offer a safe space to address complex issues with trained professionals and will enable professionals to make the best use of scarce and expensive resources for those who need them.
- 6.12 The Council, in partnership with Homes for Haringey, have invested significantly in the implementation of new duties under the Homelessness Reduction Act. The Act extends the Council's responsibilities around homelessness prevention and a number of new initiatives have been funded via the Flexible Homelessness Support Grant, a fund allocated to help local authorities test new ways of working and broaden existing good practice to maximise homelessness prevention opportunities and secure a broader range of housing solutions for people who find themselves threatened with homelessness.
- 6.13 In 2017 and again in 2018, Haringey were successful in securing funding from the Ministry of Housing, Communities and Local Government's Rough Sleeping Innovation Fund. We have committed this resource to address key areas of need within the cohort; hidden homelessness, unaddressed health needs and antisocial behaviour.
- 6.14 The development of a single homeless Hub is well aligned with these ongoing projects, programmes and strategies and would complement and build on existing initiatives, enabling improvements in joint-working practices, resource efficiencies and positive outcomes for our vulnerable residents.

Resourcing the Hub

- 6.15 To successfully deliver the activities and outcomes of the Hub, the service will need a specialist staff team and a comprehensive multi-agency delivery model. Much of this is already in place as it has been confirmed that the two existing dedicated Housing Needs Officers and the Supported Housing Pathway Team will continue to provide a comprehensive prevention, assessment and referral service for people who are homeless or threatened with homelessness, in the future from the Hub. In addition, there are a number of posts for which funding has already been committed which will also work from the Hub and therefore optimise the outcomes to be delivered. These will include the Making Every

Adult Matter co-ordinator, a dedicated social worker and a capacity building co-ordinator to work with homeless families and single people around peer led prevention work.

- 6.15 The Hub will also require additional posts to manage the unique functions of the service, including a Hub Manager and Support Officers, to be funded from Flexible Homelessness Support Grant. It is anticipated that after an initial two-year 'test and learn' period, which will include an external evaluation of the outcomes and operating model of the service, all roles supporting single homeless people in the Hub will be reconfigured within the future budget envelope whilst achieving optimal outcomes.
- 6.15 If approved it is proposed to convene a Single Homelessness and Vulnerable Adults Members Reference Group, jointly chaired by the Deputy Leader and the Cabinet Member for Adults and Health. The group will meet quarterly to provide a steer on new and ongoing projects to tackle homelessness, discuss trends in rough sleeping and homelessness prevention and explore opportunities for supported housing development. Once approved a suitable Terms of Reference will be drawn up and Membership identified by the Chairs.

7. CONTRIBUTION TO STRATEGIC OUTCOMES

- 7.1 The Corporate Plan for 2015-18 sets out the Council's overall priorities and programme of work for the period for 2015-18. It identifies housing and social care as two of its five priorities, committing the Council over that period to '*Create homes and communities where people choose to live and are able to thrive*' (Priority 5) and '*Empower all adults to live healthy, long and fulfilling lives*' (Priority 2). Whilst the Corporate Plan will soon be replaced by the Borough Plan, it is likely that these two areas will remain of high priority to the Council. Addressing homelessness, rough sleeping and the needs of vulnerable adults are an important subsection of the Council's housing, health and wellbeing responsibility, which plays a role in delivering positive outcomes across the priorities of the Corporate Plan/Borough Plan and our commitments as part of the Haringey and Islington Health and Wellbeing Board.
- 7.2 The Corporate Plan goes on to define specific objectives under each of its five priorities. The role of the co-located assessment centre and single homeless Hub service would be to address, in particular, the objectives under Priority 5 and Priority 2: to deliver coordinated housing and health interventions that enable vulnerable homeless people to achieve positive individual outcomes that prevent and relieve homelessness, reduce costly and sporadic service usage and build on people's existing strengths to address need at an early stage. This will be achieved by bringing together multi-agency partners to deliver services in the Hub, which will generate crosscutting outcomes across the Corporate Plan and the emerging Borough Plan.

7.3 The Haringey Health & Wellbeing Strategy 2015-18 sets out three key priorities for health and wellbeing in the borough. It identifies *'Improving mental health and emotional wellbeing'* as a key priority in the borough and sets out three clear principles for bringing about positive change; tackling inequalities, early help and working with communities. Creating a co-located assessment centre and single homeless Hub service, which brings together a range of services and activities for vulnerable single homeless people, will contribute to the delivery of positive mental and emotional health outcomes for homeless and vulnerably housed people, as well as clear alignment with the delivery principles of involving the community in tackling inequality through prevention and early intervention.

8 STATUTORY OFFICERS COMMENTS (CHIEF FINANCE OFFICER (INCLUDING PROCUREMENT), ASSISTANT DIRECTOR OF CORPORATE GOVERNANCE, EQUALITIES

Finance

Current Situation

8.1 The Assessment Centre currently is a service commissioned by the Housing-Related Support Team, in a contract with St Mungo's, which is scheduled to end in 2020. The contract funds the provision of specially trained staff to carry out housing and support activities with homeless individuals and is contained within the base budget for the Housing-Related Support Team. Funding for the delivery of the support service is separate from arrangements about the building in which it is provided.

8.2 The Assessment Centre service is provided at Dial House, utilising a Management Agreement between Metropolitan Housing Trust, the landlord, and St Mungo's, the property agent. The agreement describes mutually established arrangements for rent collection and liability, repairs and maintenance and housing management. Individuals living at the property are expected to pay rent and service charges, which are usually claimed via Housing Benefit due to their personal circumstances. Service charge costs cover property-based running costs for the service such as communal heating and lighting, repairs and maintenance, insurance and concierge staff during the night.

Proposal

8.3 Following the sale of Dial House, this report proposes to move the Assessment Centre service to 332 Tottenham High Road, with Haringey becoming the leaseholder and landlord to St Mungo's Community Housing Association who will sublease the accommodation element of the property from the Council. A rental contribution of around 78% is expected from the accommodation

sublease holder, which is St Mungo's Community Housing Association until January 2020, at which time it may transfer to a new provider following a commissioning process or be brought back into the Council's directly delivered service portfolio.

- 8.4 If the recommendation to acquire the lease is approved, this arrangement will require a Management Agreement between the Council and St Mungo's, detailing rent liability, void management, repairs, and maintenance arrangements. Service charges are determined based on these anticipated running costs and then income is distributed, following collection, to either the landlord or managing agent dependent on who is responsible.

Additional Service and Costs

- 8.5 After the rent contribution from St Mungo's Community Housing Association there remains a net spend of around £50k, to cover the rent for the two commercial units that will be used as the Single Homeless Hub service. The running costs of the Hub service are anticipated at 15% of the rental value. These additional costs are to be met from the Flexible Homelessness Support Grant (FHSG).
- 8.6 The Hub is a new service, and is proposed to enhance and expand homelessness advice and support in light of the new duties under the Homelessness Reduction Act (2018). The provision of specially trained advice and support staff as part of the single homelessness referral and advice hub is at an additional annual revenue cost of around £190k. These costs will be met from the FHSG.
- 8.7 It should be noted that the service is fully aware that the Hub service may require reconfiguration should the future allocation of FHSG reduce from the current levels.

Capital Requirement

- 8.7 The building is new and requires no structural or major works. However, there is a requirement to configure the two commercial units to deliver the Hub service. This will mean configuring the space with a kitchen, bathroom, interview rooms and office infrastructure as well as decoration and furnishing.
- 8.8 Officers are negotiating with the Metropolitan Housing Trust (MHT) for a contribution to the works. Should the cost of the works exceed the contribution from MHT then an allocation from the approved capital programme contingency will be made.

Procurement

8.9 Strategic Procurement notes the contents of this report and the planned re-commissioning of the Assessment Centre in line with the current contract expiry in 2020; however, Procurement comments are not applicable for property and land transactions (including leases) as they sit outside of the Procurement Contract Regulations.

Legal

8.10 The Assistant Director of Corporate Governance has been consulted in the preparation of this report and comments as follows;

8.11 The Council has the power under section 120 of the Local Government Act 1972 to acquire properties for the purposes of any of its functions under any enactment and is therefore able to take the lease of the Property as set out in this report.

8.12 The Council can sublet part of the Property but must comply with section 123 of the Local Government Act 1972 and obtain best consideration for the premises if the disposal is not by way of a short tenancy. A short tenancy is a grant of lease not exceeding seven years.

8.13 Before the Homelessness Reduction Act 2017 came into force in April 2018 single homeless people were only owed a homelessness duty if they were in priority need i.e. vulnerable in some way. The Homelessness Reduction Act 2017 amended the Housing Act 1996 by placing new duties on Councils to provide advisory services and to intervene at earlier stages to prevent homelessness in their areas. These duties extend to all applicants irrespective of whether or not they are in priority need.

8.14 Under section 179 of the 1996 Act (as amended) the Council has a duty to provide (or secure the provision of) advice and information about homelessness, the prevention of homelessness, the rights of homeless people or those at risk of homelessness, the help that is available from housing authorities or others and how to access that help.

8.15 In accordance with s189A of the 1996 Act (as amended), anybody found to be homeless or threatened with homelessness is now entitled to more tailored support and the Council has to carry out an assessment of the applicant's housing and support needs and develop a personalised housing plan, setting out the actions or reasonable steps the Council and others will take to prevent or relieve homelessness.

8.16 The Homelessness Reduction Act 2017 has also introduced an enhanced homelessness prevention duty (regardless of priority need status, intentionality and whether the applicant has a local connection) extending the period a

household is threatened with homelessness from 28 days to 56 days, meaning that the Council is required to work with people to prevent homelessness at an earlier stage. There is also a new duty owed to support those who are already homeless to relieve their homelessness by helping them to secure accommodation available to them for at least 6 months.

- 8.17 The Assessment Centre and Single Homelessness Hub will assist the Council in carrying out its enhanced homelessness duties to single people.

Equalities

- 8.18 This proposal seeks a commitment to strengthen existing services and systems that support homeless people. Homeless people are more likely to have physical and mental health issues, to be from BAME groups and to have other protected characteristics. The proposals will benefit those from protected groups and will seek to develop support tailored to their specific needs.

- 8.19 The proposed solutions aim to increase, strengthen and co-ordinate approaches in local provision to focus on improved access, prevention and early intervention to reduce risks to homeless adults with multiple needs. The Council and its partners will need to make due regard to their public sector equality duty under the Equalities Act (2010) to tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation; advance equality of opportunity between people who share those protected characteristics and people who do not; foster good relations between people who share those characteristics and people who do not.

- 8.20 An EQIA has been produced for the overall proposal to deliver a co-located Assessment Centre and Single Homelessness Hub service.

9 USE OF APPENDICES

- 9.1 Appendix 1 – Equality Impact Assessment for the Creation of a Single Homelessness Hub

10 LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Internal

Haringey JSNA 2012

[\[http://www.haringey.gov.uk/social-care-and-health/health/joint-strategic-needs-assessment-jsna\]](http://www.haringey.gov.uk/social-care-and-health/health/joint-strategic-needs-assessment-jsna)

Supported Housing Review Needs and Gaps Analysis (2017)

<https://www.minutes.haringey.gov.uk/documents/s91742/Appendix%20%20-%20Needs%20and%20Gaps%20Analysis.pdf>

Supported Housing Review EqIA (2017)

<https://www.minutes.haringey.gov.uk/documents/s91744/Appendix%204%20-%20EqIA.pdf>

Making Every Adult Matter Report (2018)

<https://www.minutes.haringey.gov.uk/documents/s102771/2.1%20MEAM%20Report.pdf>

Haringey Housing Strategy 2017-2022

http://www.haringey.gov.uk/sites/haringeygovuk/files/draft_housing_strategy_2017-2022.pdf

Haringey Homelessness Strategy (2018)

<http://www.minutes.haringey.gov.uk/documents/s100152/Appendix1HomelessnessStrategyv24.pdf>

Haringey Rough Sleeping Strategy (2018)

<http://www.minutes.haringey.gov.uk/documents/s100015/Appendix%201%20Draft%20Rough%20Sleeping%20Strategy%20v23.pdf>

External

External links – Haringey Council is not responsible for the contents or reliability of linked web sites and does not necessarily endorse any views expressed within them. Listing should not be taken as endorsement of any kind. It is your responsibility to check the terms and conditions of any other web sites you may visit. We cannot guarantee that these links will work all of the time and we have no control over the availability of the linked pages.

‘Ethnic Inequalities in Mental Health’, Lankelly Chase Foundation (2014) Accessed at:

<https://lankellychase.org.uk/wp-content/uploads/2015/07/Ethnic-Inequality-in-Mental-Health-Confluence-Full-Report-March2014.pdf>

‘Homelessness Code of Guidance’, Ministry for Housing, Community and Local government (2018) Accessed at:

<https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities>

‘Homelessness Kills’, Crisis UK (2012) Accessed at:

https://www.crisis.org.uk/media/236799/crisis_homelessness_kills_es2012.pdf

‘Homeless Women’ (2008) Accessed at:

http://www.crisis.org.uk/data/files/publications/2945Homeless_women_policy_recommendations.pdf

Indices of Multiple Deprivation (2015)

Accessed at: <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2015>

'Keep on Caring' (2016) Accessed at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/535899/Care-Leaver-Strategy.pdf

'Making it Real for Supported Housing', Think Local, Act Personal, (2016), Accessed at: <http://www.thinklocalactpersonal.org.uk/assets/MakingItReal/MIRHousing.pdf>

'Mental Health in the Adult Single Homeless Population', Crisis (2009) Accessed at: <http://www.crisis.org.uk/data/files/publications/Mental%20health%20literature%20review.pdf>

'Psychologically Informed Environments: A Literature Review' (2016) Accessed at: <https://www.mentalhealth.org.uk/sites/default/files/pies-literature-review.pdf>

'Rebuilding Shattered Lives' (2014) Accessed at: <http://www.mungos.org/documents/4752/4752.pdf>

'Tackling homelessness and exclusion; understanding complex lives', Joseph Rowntree Foundation (2011) Accessed at: <https://www.jrf.org.uk/sites/default/files/jrf/migrated/files/homelessness-exclusion-services-summary.pdf>

'Young and Homeless', Homeless Link (2015) Accessed at: <http://www.homeless.org.uk/sites/default/files/site-attachments/201512%20-%20Young%20and%20Homeless%20-%20Full%20Report.pdf>

EQUALITY IMPACT ASSESSMENT

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

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advancing equality of opportunity between those with a 'relevant protected characteristic' and those without one;
- Fostering good relations between those with a 'relevant protected characteristic' and those without one.

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

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on protected characteristics, please proceed to stage 2 and complete a full Equality Impact Assessment (EqIA).

Stage 2 – Full Equality Impact Assessment

An EqIA provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an EqIA has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the Council's Equality Impact Assessment Guidance before beginning the EqIA process.

1. Responsibility for the Equality Impact Assessment

Name of proposal	Creation of a Single Homeless Hub
Service area	Commissioning
Officer completing assessment	Gill Taylor
Equalities/ HR Advisor	Louise Hopton-Beatty & Hugh Smith
Cabinet meeting date (if applicable)	September 2018
Director/Assistant Director	Charlotte Pomery

2. Summary of the proposal

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *The decision-making route being taken*

The proposal seeks approval to create a co-located Assessment Centre and Referral and Advice Hub for single homeless adults in Haringey. The hub will act as a single point of access into supported housing, homelessness prevention services such as rent deposit schemes, housing advice and signposting for single homeless people in the borough. It will also provide a range of support and wellbeing activity such as referrals and signposting to health services, job and house search activities, services for rough sleepers and a range of practical support such as a shower room, laundry facilities and a medical room. Co-location in the same building as the assessment centre will mean a more streamlined and coordinated service for homeless people.

The key stakeholders affected are single homeless adults and those at risk of homelessness aged 18+ in the borough. This cohort of people is broadly made up of men aged between 25-50 years old, with over-representation of people from BAME backgrounds, people with long-term mental health conditions, substance use needs and physical health concerns related to prolonged periods of rough sleeping, drug use and self-neglect. Women represent around 23% of the cohort but are often disproportionately affected by issues of previous trauma and violence, as well as substance use and lack of engagement with services. Care leavers over the age of 21 years old will ordinarily access the Hub service for housing advice and support. For those under 21 years old, they will have the option to access the Hub service or to utilise the existing outreach Housing Needs service at Cumberland Road, the Young Adults Service office.

This proposal is being taken to Cabinet because, if approved, it would represent a strategically important new service in the borough that would require a lease on a building and a range of commissioning decisions. Immediately after Cabinet approval, negotiations with the owner of the property will be brought to a close and a lease signed.

3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. Please include any gaps and how you will address these

This could include, for example, data on the Council’s workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national. For restructures, please complete the restructure EqIA which is available on the HR pages.

Protected group	Service users
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Sex	Internal Haringey JSNA 2012 [http://www.haringey.gov.uk/social-care-and-health/health/joint-strategic-needs-assessment-jsna]
Gender Reassignment	Supported Housing Review Needs and Gaps Analysis (2017) https://www.minutes.haringey.gov.uk/documents/s91742/Appendix%202%20-%20Needs%20and%20Gaps%20Analysis.pdf
Age	Supported Housing Review EqIA (2017) https://www.minutes.haringey.gov.uk/documents/s91744/Appendix%204%20-%20EqIA.pdf
Disability	Haringey State of the Borough (2018) https://www.haringey.gov.uk/sites/haringeygovuk/files/state_of_the_borough_final_master_version.pdf . Making Every Adult Matter Report (2018) https://www.minutes.haringey.gov.uk/documents/s102771/2.1%20MEAM%20Report.pdf
Race & Ethnicity	Mental Health Pathway Evaluation (2018) [internal report]
Sexual Orientation	Single Homeless Pathway Review (2018) [internal report] SPOCC Net – web-based contract monitoring system [internal report]
Religion or Belief (or No Belief)	Homeless Young Parents [internal report 'TA0181 – Households in TA'] Haringey Housing Strategy 2017-2022 [http://www.haringey.gov.uk/sites/haringeygovuk/files/draft_housing_strategy_2017-2022.pdf]
Pregnancy & Maternity	Haringey Homelessness Strategy (2018) http://www.minutes.haringey.gov.uk/documents/s100152/Appendix1HomelessnessStrategyv24.pdf
Marriage and Civil Partnership	Haringey Rough Sleeping Strategy (2018) http://www.minutes.haringey.gov.uk/documents/s100015/Appendix%201%20Draft%20Rough%20Sleeping%20Strategy%20v23.pdf 'Meeting the Needs of older LGBT+ people in Haringey (2017) – Opening Doors London [internal report] The Grove Substance Use Treatment Service

[internal report – ‘NFA Report 2015/16]

External

‘Gender Variance in the UK’

<https://www.gires.org.uk/assets/Medpro-Assets/GenderVarianceUK-report.pdf>

‘Hard Edges; Mapping Severe and Multiple Disadvantage in England’ (2015) – Lankelly Chase Foundation

<https://lankellychase.org.uk/resources/publications/hard-edges/>

Health Needs Audit data 92017) – Homeless Link

<https://www.homeless.org.uk/facts/homelessness-in-numbers/health-needs-audit-explore-data>

‘Homelessness Kills’ – Crisis UK

https://www.crisis.org.uk/media/236799/crisis_homelessness_kills_es2012.pdf

‘Q1 CHAIN (April- June ’18) - North London sub region’

<https://data.london.gov.uk/dataset/chain-reports>

‘Still being failed but striving to survive’ – Crisis UK

<http://www.crisis.org.uk/pages/homeless-diff-groups.html>

‘Ethnic Inequalities in Mental Health’, Lankelly Chase Foundation

(2014) Accessed at: <https://lankellychase.org.uk/wp-content/uploads/2015/07/Ethnic-Inequality-in-Mental-Health-Confluence-Full-Report-March2014.pdf>

‘Homeless Women’ (2008) Accessed at:

http://www.crisis.org.uk/data/files/publications/2945Homeless_women_policy_recommendations.pdf

Indices of Multiple Deprivation (2015)

Accessed at: <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2015>

‘Keep on Caring’ (2016) Accessed at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/535899/Care-Leaver-Strategy.pdf

Learning Disability Census (2012)

Accessed at: <http://www.hscic.gov.uk/catalogue/PUB19428>

‘Making it Real for Supported Housing’, Think Local, Act Personal, (2016), Accessed at:

<http://www.thinklocalactpersonal.org.uk/assets/MakingItReal/MIRHou>

[sing.pdf](#)

'Mental Health in the Adult Single Homeless Population', Crisis (2009)
Accessed at:

<http://www.crisis.org.uk/data/files/publications/Mental%20health%20literature%20review.pdf>

Prisoners Childhood and Family Backgrounds (2015) - Ministry of Justice -

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/278837/prisoners-childhood-family-backgrounds.pdf

'Psychologically Informed Environments: A Literature Review'(2016)

<https://www.mentalhealth.org.uk/sites/default/files/pies-literature-review.pdf>

'Rebuilding Shattered Lives' (2014) Accessed at:

<http://www.mungos.org/documents/4752/4752.pdf>

Statistics - NSPCC

<https://www.nspcc.org.uk/preventing-abuse/child-protection-system/england/statistics/>

'Staying in; understanding evictions and abandonments from London's hostels', Homeless Link (2010)

'Still being failed but striving to survive' – Crisis UK

<http://www.crisis.org.uk/pages/homeless-diff-groups.html>

'Tackling homelessness and exclusion; understanding complex lives', Joseph Rowntree Foundation (2011) Accessed at:

<https://www.jrf.org.uk/sites/default/files/jrf/migrated/files/homelessness-exclusion-services-summary.pdf>

'Young and Homeless', Homeless Link (2015) Accessed at:

<http://www.homeless.org.uk/sites/default/files/site-attachments/201512%20-%20Young%20and%20Homeless%20-%20Full%20Report.pdf>

Outline the key findings of your data analysis. Which groups are disproportionately affected by the proposal? How does this compare with the impact on wider service users and/or the borough's demographic profile? Have any inequalities been identified?

Explain how you will overcome this within the proposal.

Further information on how to do data analysis can be found in the guidance.

Due to the complex and interrelated needs and experiences of many people who find

themselves homeless, mainstream housing, health and wellbeing services are often unable to provide them with the tailored support and advice they need. This can result in prolonged periods of homelessness, failure to identify health and care needs and increased interaction with criminal justice agencies. The result of this a significant human and economic cost to the borough.

58% of single homeless people in Haringey are male aged between 36-50 years old. Although women make up a relatively small proportion of the homeless cohort nationally, in Haringey this gap is much smaller with women making up 36% of those in supported housing, and 48% of those in our complex needs service. We know that women have poorer health outcomes and engagement with support services, often due to their fear of violence and stigma. As a response to this, a range of women only supported housing provision has been commissioned and the Hub service will offer women's only sessions and outreach support to ensure women can access the service safely.

In Haringey, people from black African and Caribbean communities are disproportionately represented in our supported housing and homelessness services (41.9%) compared with the borough profile (18.7%), and particularly in our mental health supported housing pathway. Our rough sleeping population has a large proportion of European migrants (55%), whose first language is not English, many of whom have no recourse to public funds and therefore face a range of housing, health and wellbeing issues for which we have limited recourse to support them.

Single homeless people are disproportionately affected by disability and long-term health conditions including chronic mental illness, learning disability, autism and addiction. Often these needs remain unaddressed or misunderstood by services who see their behaviour as challenging. This results in more health crises and acute hospital admissions.

Whilst the homeless population is predominantly adults over the age of 25 years, we support a number of young people in our supported housing pathways who would access support and information at the Hub. The Hub will offer dedicated youth-only sessions, and will outreach to Cumberland Road Young Adults Service so that the service offer reaches out to vulnerable care leavers under the age of 21. All young people over 18 will be welcome to access the Hub service if they feel this suits them, but in recognition that they might feel intimidated by an environment supporting older adults with complex needs, it is felt appropriate to provide a specialist outreach offer.

There is a significant cohort of 'young-older' people who will access the Hub. They are typically aged between 40-55 whose needs are more similar to those of an older age due to their long histories of homelessness, rough sleeping, substance use, unaddressed health needs and poor engagement with services. There is also an increasing, but very small, population of single homeless people aged 65+ in supported housing services (3%). It is often challenging to successfully place formerly homeless people into sheltered housing and other age-related support and care due to the added complexity of substance use, mental health and anti-social behaviour that they often experience.

There is an absence of data about LGBTQ+ homelessness in the borough, although we do commission a supported housing service for homeless LGBTQ+ young people and a

range of LGBTQ+ activities for older people in sheltered housing. 25% of homeless young people are LGBT, an over-representation compared to the wider borough population.

There is an absence of data about religion in the homelessness population in the borough.

Further, sessions will be provided with specific communities in mind in recognition of the vulnerability of some groups with protected characteristics to access services e.g. trans people, women and young people.

The proposal to develop this service is in itself an attempt to address the inequalities that affect homeless people's health, housing and social outcomes. Homeless people are disproportionately people that hold one of more protected characteristics when compared with the broader population and therefore this service is understood to be a valuable step towards redressing social inequality.

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please outline which groups you may target and how you will have targeted them

Further information on consultation is contained within accompanying EqIA guidance

Co-design Group	The development of the service will be completed in partnership with a co-design group made up of homeless and formerly homeless people, some of whom are supported housing staff with lived experience of homelessness services. This group will work with the Council to design the physical environment that is psychologically informed and that feels welcoming and inclusive to all.
Focus Groups	As part of the development of the Hub we will conduct at least 5 focus group sessions in our supported housing and rough sleeper services to ensure the design of the future service has the broad input of as many people as possible who might use it. At least one session will be women only, one youth specific and one will seek the input from disabled people.
Peer Advisors	The Hub will create two roles for formerly homeless people to work in the service as a Peer Advisor. Peer Advisors will have an ongoing role to engage and consultation with users of the service and provide feedback that feeds into the service development and improvement. This role will be developed through engagement and consultation with existing service users and peer support workers to make sure that it will have a role in improving access to the service of vulnerable people and have a role in challenging stigma.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the

protected characteristics

Explain how will the consultation’s findings will shape and inform your proposal and the decision making process, and any modifications made?

As part of the development of the Homelessness and Rough Sleeping Strategies, as well as the Single Homeless Pathway review, a number of service users engaged in mapping their journeys into and through homelessness services, which helped, inform the idea of the Hub.

Further, a panel of ‘experts by experience’ is working with the Rough Sleeping Strategy and Monitoring Coordinator to work through proposed initiatives to support people rough sleeping in the borough. Their insights have also contributed to the Hub design by highlighting the challenges in accessing mainstream services when someone is sleeping rough. Further, they have expressed support for a service that offers multiple services in one place, enabling a person in crisis to access a range of things in one go, rather than having to travel between services across the borough.

Further co-design work will be conducted as part of the development of the service once approval to continue is confirmed by Cabinet.

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqlA guidance

1. Sex (Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)

Positive	x	Negative		Neutral impact		Unknown Impact	
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The service will be designed with a trauma-informed approach, which recognises the impact of violence and abuse on behaviour – an experience that disproportionately affects women. The Hub will provide women’s only support and advice sessions, as well offering targeted support and referral around domestic violence and abuse through collaboration with the WiSER project and Hearthstone.

The service will have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

2. Gender reassignment *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive	x	Negative		Neutral impact		Unknown Impact	
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The Hub service will have specific LGBTQ+ sessions designed to ensure that the housing and wellbeing needs of LGBTQ+ people are fully understood and catered for within and outside of the service. Staff will receive specialist training about gender, including how to create safe environments, how to have supportive conversations and the legislation around gender recognition. The service will have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

3. Age *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive	x	Negative		Neutral impact		Unknown Impact	
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The service will provide outreach to specific youth services, such as the Young Adults Service, as well as providing youth-only housing advice and support session, and will be a key referrer into young peoples supported housing services. Partnerships will be sought with sexual health service providers, youth substance use services and emotional health support so that younger people accessing the service can access what they need. Housing Needs staff will be well versed in the homelessness guidance around the rights of young people to homelessness prevention support, temporary accommodation and supported housing.

There is a significant cohort of ‘young-older’ people who will access the Hub. They are typically aged between 40-55 whose needs are more similar to those of an older age due to their long histories of homelessness, rough sleeping, substance use, unaddressed health needs and poor engagement with services. The Hub will collect a range of data, which will inform commissioning decisions about how to support ‘young-older’ people with complex support needs in recognition that it is often challenging to place them successfully in sheltered housing and other forms of age-related support and care.

People who aged 65+ will be welcome to access the service and will have priority access into temporary, emergency and supported housing based on the vulnerability created by their advancing age, as per section 189 of the Housing Act (1996 amended 2002). Offers of sheltered housing will be made by Homes for Haringey, but appointments for assessing suitability for this type of housing may be made to take place at the Hub or at 40 Station Road, depending on which is the most suitable for the service user.

The service will have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

4. Disability *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive	x	Negative		Neutral impact		Unknown Impact	
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The physical environment of the service will be fully wheelchair accessible, have a hearing loop and be designed with autistic and learning disabled people in mind. The service will also be specifically trauma-informed and aims to create a psychologically informed environment that recognises the impact of trauma on long-term health, challenging behaviour and reactions to certain triggers. The needs of people with long-term mental health needs will be taken into specific consideration due to the prevalence of this need within the homeless population.

The service will have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

5. Race and ethnicity *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive	x	Negative		Neutral impact		Unknown Impact	
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The service will advance equality of opportunity for people from BAME backgrounds, recognising the particular vulnerabilities to homelessness, hospitalisation and imprisonment faced by this group of people. The service will seek to collaborate with BAME specific local organisations to ensure people have access to culturally sensitive homelessness advice as well as enabling migrant BAME people to make links with culturally relevant services, groups and activities.

In recognition of the significant increase in rough sleepers from eastern European countries, steps will be taken to recruit staff who are able to speak relevant languages.

The service will have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

6. Sexual orientation *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive	x	Negative		Neutral impact		Unknown Impact	
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The Hub service will have specific LGBTQ+ sessions designed to ensure that the housing and wellbeing needs of LGBTQ+ people are fully understood and catered for within and outside of the service. Staff will receive specialist training about sexuality, including how to create safe environments for LGBTQ+ young people, how to have supportive conversations and knowledge about specialist LGBTQ+ support services. The service will

have distinct policies around challenging stigma, harassment and abuse and discrimination that will be rigorously monitored.

7. Religion or belief (or no belief) *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive		Negative		Neutral impact		Unknown Impact	x
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We do not currently have any reliable data on the religion and beliefs of the homelessness population. The development of the service will include data collection improvements which will give us better information about this characteristics for future commissioning.

The service will have distinct policies around challenging stigma, harassment and abuse and discrimination which will be rigorously monitored.

8. Pregnancy and maternity *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Positive		Negative		Neutral impact	x	Unknown Impact	
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Pregnant women and mothers will still access housing advice and support at the Housing Needs Service at 40 Station Road and will be unaffected by this proposal.

9. Marriage and Civil Partnership *(Consideration is only needed to ensure there is no discrimination between people in a marriage and people in a civil partnership)*

Positive		Negative		Neutral impact	x	Unknown Impact	
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The service will not discriminate between married people and those in civil partnerships.

10. Groups that cross two or more equality strands e.g. young black women

The majority of people accessing this service are likely to have two or more protected characteristics, and the service will be designed with the particular needs and experiences of the following people, who are over-represented or whose outcomes are known to be poorer, in mind:

- LGBTQ+ young people under 25 years old
- Men from black African and Caribbean backgrounds with chronic mental health conditions
- Women with chronic mental health conditions related to trauma who are survivors of abuse and violence
- Autistic people from BAME backgrounds

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the relevant protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a relevant protected characteristic and those who do not?**

This includes:

- a) **Remove or minimise disadvantage suffered by persons protected under the Equality Act**
- b) **Take steps to meet the needs of persons protected under the Equality Act that are different from the needs of other groups**
- c) **Encourage persons protected under the Equality Act to participate in public life or in any other activity in which participation by such persons is disproportionately low**
- **Will the proposal help to foster good relations between groups who share a relevant protected characteristic and those who do not?**

The development of a single homeless Hub will enable vulnerable adults with a range of needs and protected characteristics to access the support, advice and housing they need at the earliest possible time, enabling rapid exit from rough sleeping, early identification of health crises and a reduction in interactions with the criminal justice system and community safety enforcement interventions.

The proposal will help to advance equality of opportunity between groups who share protected characteristics and those who do not by creating a service that minimises known inequalities, meets the specific needs of people with protected characteristics and encourages the participation in public life of vulnerable homeless people.

The proposal will also help to foster good relations between groups who share and do not share protected characteristics by having specific and tailored policies and procedures around discrimination, bullying and abuse as well as delivering supportive interventions and activities for service users around violence and abuse, hate crime, consent and personal boundaries.

6. a) What changes if any do you plan to make to your proposal as a result of the Equality Impact Assessment?

Further information on responding to identified impacts is contained within accompanying EqIA guidance

Outcome	Y/N
No major change to the proposal: the EqIA demonstrates the proposal is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. <u>If you have found any inequalities or negative impacts that you are unable to mitigate, please provide a compelling reason below why you are unable to mitigate them.</u>	x
Adjust the proposal: the EqIA identifies potential problems or missed	

opportunities. Adjust the proposal to remove barriers or better promote equality. Clearly <u>set out below</u> the key adjustments you plan to make to the policy. If there are any adverse impacts you cannot mitigate, please provide a compelling reason below			
Stop and remove the proposal: the proposal shows actual or potential avoidable adverse impacts on different protected characteristics. The decision maker must not make this decision.			
6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty			
Impact and which relevant protected characteristics are impacted?	Action	Lead officer	Timescale
All – ensure the voices, insights and experiences of people with protected characteristics are central to the design of the Hub	A wide range of engagement and co-design activities with current and former service users, with a focus on those with protected characteristics. Create Peer Advisor roles within the Hub service to ensure service user voices are given a strong voice in service improvement and development.	Gill Taylor	Ongoing, but starting in October 2018.
Disabled people – ensuring the Hub is accessible.	Engaging a contractor who is confident and competent in delivering a genuinely accessible Hub environment.	Gill Taylor	To start in October 2018

Please outline any areas you have identified where negative impacts will happen as a result of the proposal but it is not possible to mitigate them. Please provide a complete and honest justification on why it is not possible to mitigate them.

6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:

Data and knowledge about homeless people with protected characteristics and their outcomes in homelessness services, will be significantly improved by the creation of the Hub as all people who use the service will be asked to share information about the identity, needs and experiences, which will be used to facilitate appropriate support offers as well as to track and monitor, on a quarterly basis, who is using the service and who is under/over-represented.

An evaluation of the service will be commissioned that will monitor it's successes and challenges over the first two years of implementation. A key strand of this will be the trends in access and outcome of service users, where protected characteristics will be monitored as a key indicator.

Quarterly monitoring of the service – which will include looking at who is accessing the service, the outcomes they achieve, number of incidents occurring that involve possible hate crime elements.

Monitoring the delivery, take-up and outcome of women only, youth specific and BAME housing advice sessions, activities and initiatives.

7. Authorisation

EqlA approved by
(Assistant Director/ Director)

Date
.....

8. Publication

Please ensure the completed EqlA is published in accordance with the Council's policy.

Please contact the Policy & Strategy Team for any feedback on the EqlA process.

Report for: Cabinet - 11 September 2018

Title: Designation of Finsbury Park and Stroud Green Neighbourhood Area and Forum.

Report authorised by : Helen Fisher

Lead Officer: Matthew Patterson, matthew.patterson@haringey.gov.uk

Ward(s) affected: Stroud Green, Harringay

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

1. Describe the issue under consideration

- 1.1 Neighbourhood Planning was introduced under the Localism Act 2011. It allows a community to self-define their neighbourhood and prepare a Neighbourhood Plan for their area which then forms part of a local authority's development plan. The primary function of a Neighbourhood Plan is to provide localised planning policies that must be in general conformity with the policy hierarchy: Haringey's Local Plan and the National Planning Policy Framework. Neighbourhood Planning policies must be created as the result of robust evidence and engagement practices. The first steps in the Neighbourhood Planning process are for the Local Authority to designate a proposed Neighbourhood Area and Neighbourhood Forum. Neighbourhood Area and Neighbourhood Forum applications are separate, but it is recommended that these applications are submitted together, as is the case with the Finsbury Park and Stroud Green Neighbourhood Area application and the Finsbury Park and Stroud Green Neighbourhood Forum application
- 1.2 A Neighbourhood Area application and Neighbourhood Forum application are attached at Appendix 1, and were submitted by a community group - the Finsbury Park and Stroud Green Neighbourhood Plan Working Group (referred to as the Working Group in this report). This report considers the designation of a Finsbury Park and Stroud Green Neighbourhood Area and a Finsbury Park and Stroud Green Neighbourhood Forum. The application submissions identify the area within which the group intends to operate and provide summaries of the group's membership and constitution in line with the regulations and requirements. This report also summarises the content of the applications including the evidence based submissions such as the Neighbourhood Area Boundary Study (Appendix 2), the Equalities Assessment (Appendix 6). and the results of consultation on the area and forum applications (Appendix 8).
- 1.3 The designation of a Neighbourhood Area and Forum are the first steps in the neighbourhood planning process. Following designation, a Neighbourhood Forum has the opportunity to utilise planning powers to shape their Neighbourhood Area, for example through the production of a Neighbourhood Plan.

- 1.4 The proposed Neighbourhood Area straddles the borough boundaries of Haringey, Hackney and Islington, making it a tri-borough application. Officers from all three councils have been liaising to coordinate the processing of the two applications, including public consultation, and to synchronise the formal decision making processes in the three boroughs. As regards the proposal for the Neighbourhood Area, each of the three local authorities can make a decision only in respect of their part of the proposed Neighbourhood Area

2 Cabinet Member Introduction

- 2.1 The Council is supportive of local communities taking a leading role in shaping the future of their local area. The Finsbury Park and Stroud Green Neighbourhood Forum will be the third such forum designated in Haringey, following on from those for Highgate and Crouch End. Straddling the boundaries of three local authorities, there are likely to be administrative challenges associated with progressing a neighbourhood plan for this area, but Haringey Council is committed to working with the Forum and our neighbouring council's to ensure our local people can achieve their ambitions for their neighbourhood.

3 Recommendations

- 3.1 To consider the summary of responses to the consultation on the applications for the Finsbury Park and Stroud Green Neighbourhood Area and Neighbourhood Forum (Appendix 8).
- 3.2 To refuse to designate the Finsbury Park and Stroud Green Neighbourhood Area, as identified in Appendix 1 and Appendix 7, pursuant to Section 61G and 61I of the Town and Country Planning Act 1990 (as amended) ("the Act") in so far as that area is within the London Borough of Haringey
- 3.3 To designate the Finsbury Park and Stroud Green Neighbourhood Area as amended by Officers and identified in Appendix 9, pursuant to Section 61G and 61I of the Act in so far as that area is within the London Borough of Haringey
- 3.4 To agree to designate the Finsbury Park and Stroud Green Neighbourhood Forum, as set out in Appendix 1, pursuant to Section 61F of the Act

4 Reasons for decision

- 4.1 An application for the designation of the Finsbury Park and Stroud Green Neighbourhood Area which falls within London Boroughs of Islington, Hackney and Haringey, as identified on the map submitted as part of the Neighbourhood Area application (at Appendix 7), has been made to the Council and the proposal has been subject to consultation. The application meets the relevant regulations.

Neighbourhood Area

- 4.2 In light of representations received Officers recommend that Cabinet designates the Area but with amendments to the proposed boundary within Haringey, namely to exclude the Finsbury Park itself.

- 4.3 The representations received highlight Finsbury Park is wholly within the Haringey administrative area, and thus there was significant concern that the proposed Forum would have undue influence over the future management and development within the park, for which the majority of membership is not within Haringey under whose administrative responsibility lies.
- 4.4 Additionally the Park is a Regional Park with more than local significance, and its future is considered important to many neighbourhoods within the three Boroughs and further afield. There is therefore concern that other neighbourhoods within the vicinity of the park would lose influence and sway over the future of the park and that there will not be the opportunity for consultation on issues which may affect them.
- 4.5 Officers would therefore conclude that there are no existing administrative or physical boundaries which justify the attachment of any part of the park exclusively to the Stroud Green/Finsbury Park Forum Area, and the inclusion of it within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park. It is noted that there are a number of existing mechanisms which afford protection to the interests of residents and park users. This includes an active Stakeholder Group which includes representation on behalf of local residents (in the form of local councillors, resident associations and the Friends of Finsbury Park).
- 4.6 If Cabinet are minded to refuse to designate the Neighbourhood Area boundary as proposed, the provisions of section 61G(5) of the Act would apply. This requires the Council to exercise its power of designation so as to secure that some or all of the specified area forms part of one or more areas designated (or to be designated) as Neighbourhood Areas. This means that a smaller Neighbourhood Area would need to be designated (removing any areas which instigated refusal). As the proposed Neighbourhood Area crosses a local authority boundary the powers of designation apply to each Local Planning Authority for their own area only. It is therefore recommended that Cabinet use the Council's powers of Designation to designate a boundary for the Finsbury Park and Stroud Green Neighbourhood Area as amended by Officers and identified in Appendix 9

Neighbourhood Forum

- 4.7 An application for the designation of a Finsbury Park and Stroud Green Neighbourhood Forum (Appendix 1) has been made to the Council and the proposal has been subject to consultation which demonstrated no objections from stakeholders. The application meets the relevant regulations.
- 4.8 It is recommended that Cabinet designate the proposed Neighbourhood Forum.

5 Alternative options considered

- 5.1 The Council is required by Section 61G and 61I of the Act to determine an application to designate a neighbourhood area within 20 weeks of submission of the application. The only alternative options would be for the Council to:

- designate the area as submitted without alterations

- Refuse to designate the Forum.

5.2 For the reasons given above, the designation of the area as submitted is recommended to be modified. The section below outlines how the proposed Forum meets the requirements in regulations and there have been no objections received. Therefore it is not recommended to refuse the application to designate the Forum.

6 Background information

6.1 The Working Group began work on neighbourhood planning in 2015 as a result of the Finsbury Park Regeneration Conference 2015. The three Councils have provided feedback on several iterations of the forum and area applications before valid applications (i.e. consistent with the relevant regulations) were submitted to Islington, Hackney and Haringey Councils in April 2018

6.2 The application submissions include the following documents (appended to this report):

Appendix 1: Finsbury Park and Stroud Green Neighbourhood Area and Forum Application

Appendix 2: Neighbourhood Area Boundary Study

Appendix 3: Protected Characteristics Study

Appendix 4: Forum Constitution

Appendix 5: Equality, Diversity and Inclusivity Statement

Appendix 6: Equalities Assessment

Appendix 7: Neighbourhood Area Map

Appendix 8: Consultation Summary, produced by the Council

7 Neighbourhood Area Application

7.1 The Neighbourhood Area application includes the following relevant information as required under Regulation 5 of the Neighbourhood Planning (General) Regulations 2012 (as amended) (“the Regulations”) (see Appendix 1 and Appendix 7):

- A map identifying the proposed Neighbourhood Area (the area to which the application relates)
- A statement explaining why the area is considered to be appropriate to be designated; and,
- A statement that the organisation is a relevant body (i.e. an organisation or body which is, or is capable of being, designated as a Neighbourhood Forum as defined in section 61G of the Act`.

7.2 In addition to a map of the proposed area, an explanation for the proposed boundary and the evidence used to determine it, is set out in the Neighbourhood Area Boundary Study (Appendix 2).

7.3 Officers (of Islington, Hackney and Haringey) are satisfied that the application submitted for the designation of a Neighbourhood Area meets the minimum

requirements set out in Regulation 5 of the Regulations and Section 61G of the Act.

- 7.4 The Neighbourhood Area spans eight wards of which two are in Haringey (Stroud Green and Harringay). The proposed area contains three main features: Finsbury Park town centre, residential dwellings, and the open space of Finsbury Park. The majority of the proposed neighbourhood area falls within Islington's boundary which contains the majority of Finsbury Park town centre, including the west side of Blackstock Road, west side of Stroud Green Road, and Seven Sisters Road up until the junction with Blackstock Road.
- 7.5 The Northern boundary In Haringey (Stroud Green Ward) runs along Mount View Road and adjoins the Crouch End Neighbourhood Forum Area. This was done to satisfy Section 61G(7) of the Act that states 'the areas designated as neighbourhood areas must not overlap with each other'. The area to the south of this line to Stroud Green Road was included as residents did feel a connection with the Finsbury Park Area, and Stroud Green was included within the Forum Area to avoid a divide between the Stroud Green Road and the Stroud Green Conservation Area, making Planning Policy in the area more comprehensive. The proposed name for the Neighbourhood Area, the "Finsbury Park and Stroud Green Neighbourhood Area", recognises the two distinct but inseparable neighbourhoods.
- 7.6 Outside of Haringey the western boundary of the Neighbourhood Area runs parallel to Hornsey Road. However, it does not follow the physical feature of Hornsey Road itself, instead following an irregular line that excludes all properties fronting Hornsey Road and includes selected properties to the east as a result of the boundary survey. This was felt appropriate by the Working Group in order to not reduce the chances of a comprehensive strategy for the regeneration of the adjoining area and allow for Hornsey Road's potential inclusion in another Neighbourhood Area (possibly linked to Holloway).
- 7.7 To the south-west, the boundary staggers south-eastwards in from Seven Sisters Road as a result of the boundary survey results indicating that half of residents west of Berriman Road and Parkside Crescent identified more with Holloway, and half with Finsbury Park. The boundary here therefore takes account of the survey findings and follows a route based on the local street pattern and character.
- 7.8 The southern part of the Neighbourhood Boundary in the Highbury West Ward follows an irregular line along Gillespie Road. The cluster of local services along Gillespie Road between Plimsoll Road and Avenell Road are excluded as these are said to likely have a catchment area largely serving areas outside the neighbourhood boundary.
- 7.9 The north-west of the boundary in Islington follows the Overground Line west through Crouch Hill to its intersection with the boundary parallel to Hornsey Road. This was done to satisfy Section 61G(7) of the Act that states 'the areas designated as neighbourhood areas must not overlap with each other'. The proposed Neighbourhood Area therefore abuts but does not overlap with the designated Crouch Hill and Hornsey Rise Neighbourhood Area. Although there is no designated forum for this latter area, the Finsbury Park and Stroud Green Working Group acknowledge the need to engage proactively on cross boundary

issues if a neighbourhood forum for Crouch Hill and Hornsey Rise were to form in the future.

- 7.10 The Boundary to the South East in Hackney runs down from the south-east side of Finsbury Park where it then follows an irregular line southwards to the west of Green Lanes in the London Borough of Hackney. This is due to boundary survey results, existing planning applications and Area Action Plans that have been taken into account. The boundary then finally meets up with Blackstock Road to the south.
- 7.11 The Working Group conducted a range of exercises in devising the proposed Neighbourhood Area. This included a boundary survey via an online survey generating 490 valid responses; running nine street stalls; hosting and attending community events; and targeted door knocking, generating an additional 607 valid responses. Additionally, contact was made with Friends of Finsbury Park Management Committee (FFPMC) and Ladder Community Safety Partnership (LCSP) to gauge their views on the boundary proposal. This mainly concerned whether to include the Park in the boundary which FFPMC felt may be appropriate to create a coherent plan. LCSP had reservations about including the whole Park in the plan, though further discussions concluded that LCSP would not take an official line on the issue.
- 7.12 The Council's decision on the designation of the Neighbourhood Area must be made in relation to the proposed Neighbourhood Area within the boundary of the London Borough of Haringey only.
- 7.13 A large part of the proposed Neighbourhood Area is covered by Conservation Area (CA) designations, with further Conservation Areas adjacent to the Neighbourhood Area boundary. The Conservation Area encompassed by the boundary within Haringey's jurisdiction is the Stroud Green CA (a small part of which falls within the Crouch End Neighbourhood Area to the North).
- 7.14 Section 61G(5)(c) of the Act allows the Local Planning Authority (LPA) to refuse to designate a proposed Neighbourhood Area if it is considered to be inappropriate, subject to the below provision. Section 61G(9) requires the LPA to give reasons for refusing to designate a Neighbourhood Area application. However, if Cabinet are minded to refuse to designate the Neighbourhood Area boundary as proposed, the provisions of Section 61G(5) would apply. This requires the Council to exercise its power of designation so as to secure that some or all of the specified area forms part of one or more areas designated (or to be designated) as Neighbourhood Areas. This means that a smaller Neighbourhood Area would need to be designated (removing any areas which instigated refusal). As the proposed Neighbourhood Area crosses a local authority boundary the powers of designation apply to each LPA for their own area only. The refusal of a proposed Neighbourhood Area however must be supported by evidence and justification.
- 7.15 National Planning Practice Guidance (PPG) provides guidance on what considerations could be taken into account when deciding the boundaries of a Neighbourhood Area. This includes:

- village or settlement boundaries, which could reflect areas of planned expansion;
- the catchment area for walking to local services such as shops, primary schools, doctors' surgery, parks or other facilities;
- the area where formal or informal networks of community based groups operate;
- the physical appearance or characteristics of the neighbourhood, for example buildings may be of a consistent scale or style;
- whether the area forms all or part of a coherent estate either for businesses or residents;
- whether the area is wholly or predominantly a business area;
- whether infrastructure or physical features define a natural boundary, for example a major road or railway line or waterway;
- the natural setting or features in an area;
- size of the population (living and working) in the area;
- electoral ward boundaries, which can be a useful starting point for discussions on the appropriate size of a neighbourhood area; these have an average population of about 5,500 residents.

7.16 The PPG also states that, when deciding whether to designate a Neighbourhood Area, a LPA should avoid pre-judging what a qualifying body may subsequently decide to put in its draft Neighbourhood Plan or Order; and it should not make assumptions about the Neighbourhood Plan or Order that will emerge from developing, testing and consulting on the draft Neighbourhood Plan or Order when designating a Neighbourhood Area.

7.17 As per the recommendations above, Officers are not satisfied that the Area as submitted is appropriate, as it includes a park of Regional significance, that would be inappropriate to be within the Neighbourhood Planning Powers of one Forum.

Neighbourhood Forum Application

7.18 The minimum requirements for a Neighbourhood Forum application are set out in the Regulations. Under Regulation 8, as well as the name of the forum and area and contact details of at least one member, applications must also include a copy of the written constitution and a statement which explains how the forum meets the conditions set out in section 61F(5) of the Act. This requires that an organisation must be established for the express purpose of promoting or improving the social, economic and environmental well-being of the area. The above requirements are addressed in the Neighbourhood Forum application in (Appendix 1) and the Forum Constitution in (Appendix 4). It also requires membership of the forum to be open to individuals who live, work or are elected members in the area and that membership includes at least 21 individuals each of whom falls within one of these categories (as set out in Appendix 4).

7.19 In addition to ensuring, or taking reasonable steps to ensure membership from each category, section 61F(7) of the Act requires that, in determining whether to designate a Neighbourhood Forum for a Neighbourhood Area, a Local Planning Authority must have regard to the desirability of designating an organisation whose membership has secured (or has taken reasonable steps to attempt to secure) members from different places and different sections of the community in

the area and whose purpose reflects (in general terms) the character of the area. The forum application provides details about the forum's purpose and aims for the area (Appendix 1) and The Protected Characteristics Study (Appendix 3) together with the Neighbourhood Area Boundary Study (Appendix 2) demonstrate the comprehensive engagement and evidence gathering that took place in order to try and make the forum as representative as possible and identify groups where more engagement will be needed.

7.20 The forum application also provides an overview of the membership of the forum, with the Register of Members being redacted from the public consultation for data protection reasons. However, the Register of Members has been reviewed by officers and the forum membership complies with the requirements. There are 82 members which includes people who live and/or work within the area. There is one councillor from each borough that would also sit on the forum. Efforts have been made to consult and involve different parts of the area and different sections of the community - as set out in the Equalities Assessment (Appendix 6) and the Protected Characteristics Study (Appendix 3).

7.21 The Equalities Assessment (Appendix 6) demonstrates a concerted effort to ensure inclusivity of the Neighbourhood Forum through:

- explicit objectives in the constitution to include people from across the nine protected characteristics of the Equality Act 2010;
- once the forum is adopted the appointed treasurer will secure funding to support residents to get involved, especially those who do not typically get involved in planning policy development;
- Subject to the approval of the Neighbourhood Forum and Area, the forum will ask members to voluntarily provide equalities monitoring data to allow the ongoing assessment of how the forum makeup compares to the makeup of the Neighbourhood Area as a whole and thus deploy resources to engage underrepresented groups;
- continuous engagement with the local community including non-members of the forum and those outside the Neighbourhood Area through a range of methods including surveys, door knocking, events, online discussions, newsletters and workshops. The Working Group also propose methods to engage those who do not typically take part in civic activity by embedding consultation in cultural, sports and leisure activities;
- Meetings and events will also be accessible and key information provided in a variety of formats.

7.22 The Equalities Assessment acknowledges the need to ensure that development contributes towards reducing economic inequality within the Neighbourhood Area for all protected characteristics.

7.23 After providing feedback on several iterations of the forum application officers of Haringey, Hackney and Islington Councils are satisfied that the application submitted for designation of a Neighbourhood Forum meets the requirements set out in Regulation 8 of the Regulations and Sections 61F(5) and 61F(7) of the Act.

7.24 If a Neighbourhood Forum is designated, then sub-section 61F (8)- of the Act is clear that this designation will expire after 5 years. In addition, a LPA can

withdraw the designation if they consider the organisation is no longer meeting the conditions by reference to which it was designated or any other criteria to which the LPA is required to have regard to in making the designation. If a forum designation is withdrawn the reasons for this must be set out.

7.25 If a decision is made to refuse to designate a Neighbourhood Forum the LPA must publicise their decision and set out their reasons for making that decision in a “refusal statement”, as required under Regulation 10 of the Regulations.

Consultation and discussion of responses

7.26 Haringey, Hackney and Islington Councils carried out a joint consultation exercise on both applications. Under Regulations 6 & 9 of the Regulations (2012) as amended, the Councils were required to publicise the applications to those who live or work in the area to which the applications relate. The consultation took place for six weeks from the 14th May 2018 to 25th June 2018. Copies of the applications were made available on the Council’s website, along with information on how to make representations. Notices were also displayed at various locations throughout the proposed Neighbourhood Area. Finally, individuals and organisations on the Planning Policy database were notified about the consultation, where to find further information and how to respond.

7.27 A total of 18 responses were received by the three councils in total during the formal consultation period (see below for a contextualisation of this). A summary of all responses received, and the Council’s response to these, is provided at Appendix 8. Two of the respondents did not declare what borough they were from.

7.28 A total of 8 responses provided general comments that were neutral in relation to the forum and area proposals, mainly from statutory consultees and organisations (TfL, National Grid, Highways England, Natural England, Canal and River Trust, Historic England, Openreach, Deloitte)

7.29 Three responses expressed support for both the forum and area applications. Of these, two were from local residents and one was from a respondent representing the NHS. Overall, there were no responses that specifically supported just the Neighbourhood Forum, and equally there were no responses that specifically opposed the proposed Neighbourhood Forum.

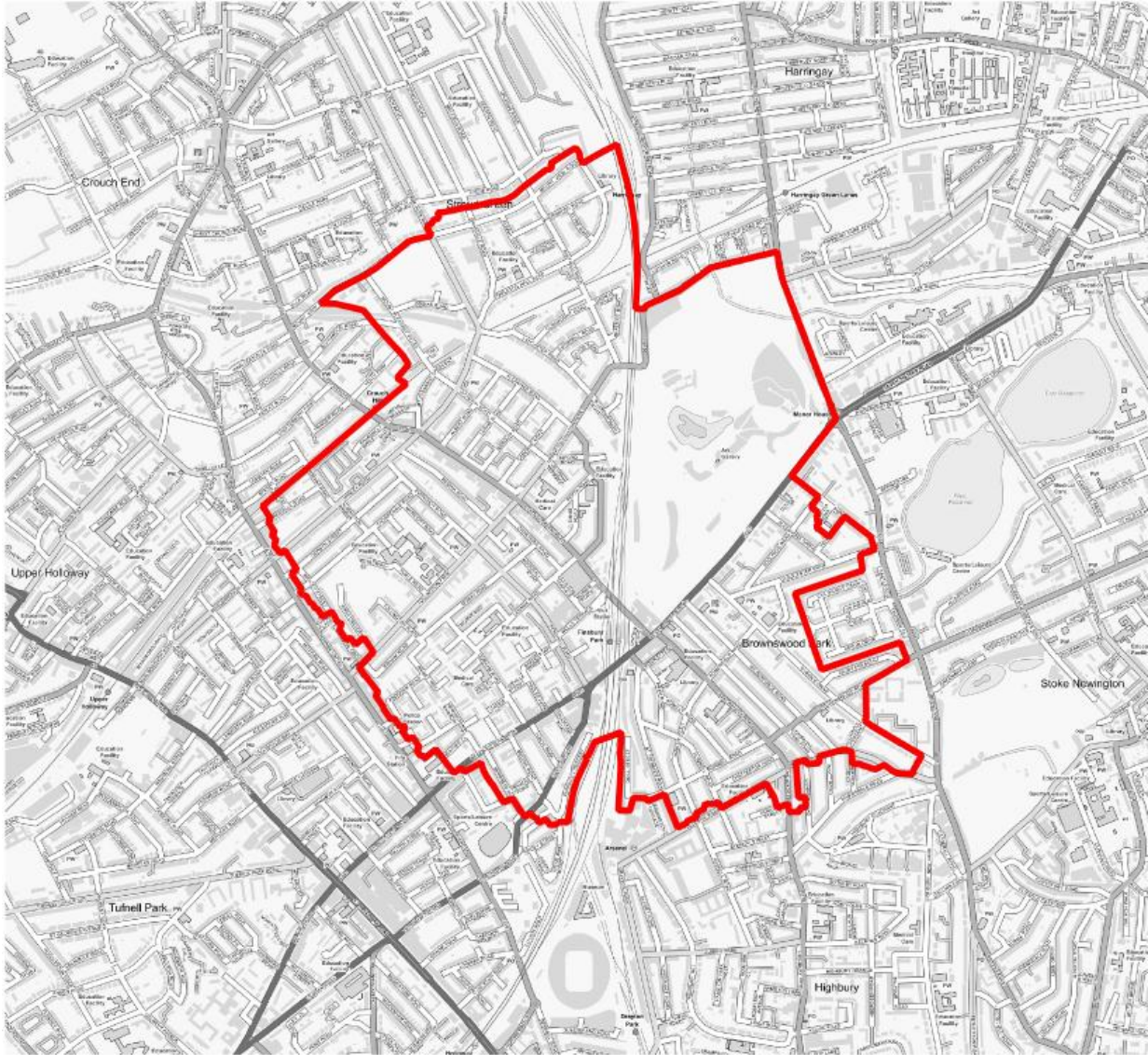
7.30 There were seven responses that objected to the proposed Neighbourhood Area boundary, although these were almost entirely related to the inclusion of the whole of Finsbury Park itself within the boundary. All respondents objecting to the proposed Neighbourhood Area were either based in Haringey or objected to the inclusion of the park which itself is within the London Borough of Haringey. The one response not related to this issue stated that they were not aware of previous engagement and would have liked to be included in the boundary.

7.31 The primary reason for the above objections to include the whole of the park, is that these respondents felt that the inclusion of the park would give residents on the west side of the park, primarily within Islington, undue influence over its development and management. In their consultation response, Historic England noted that Finsbury Park is a Grade II Registered Park and Garden. Therefore,

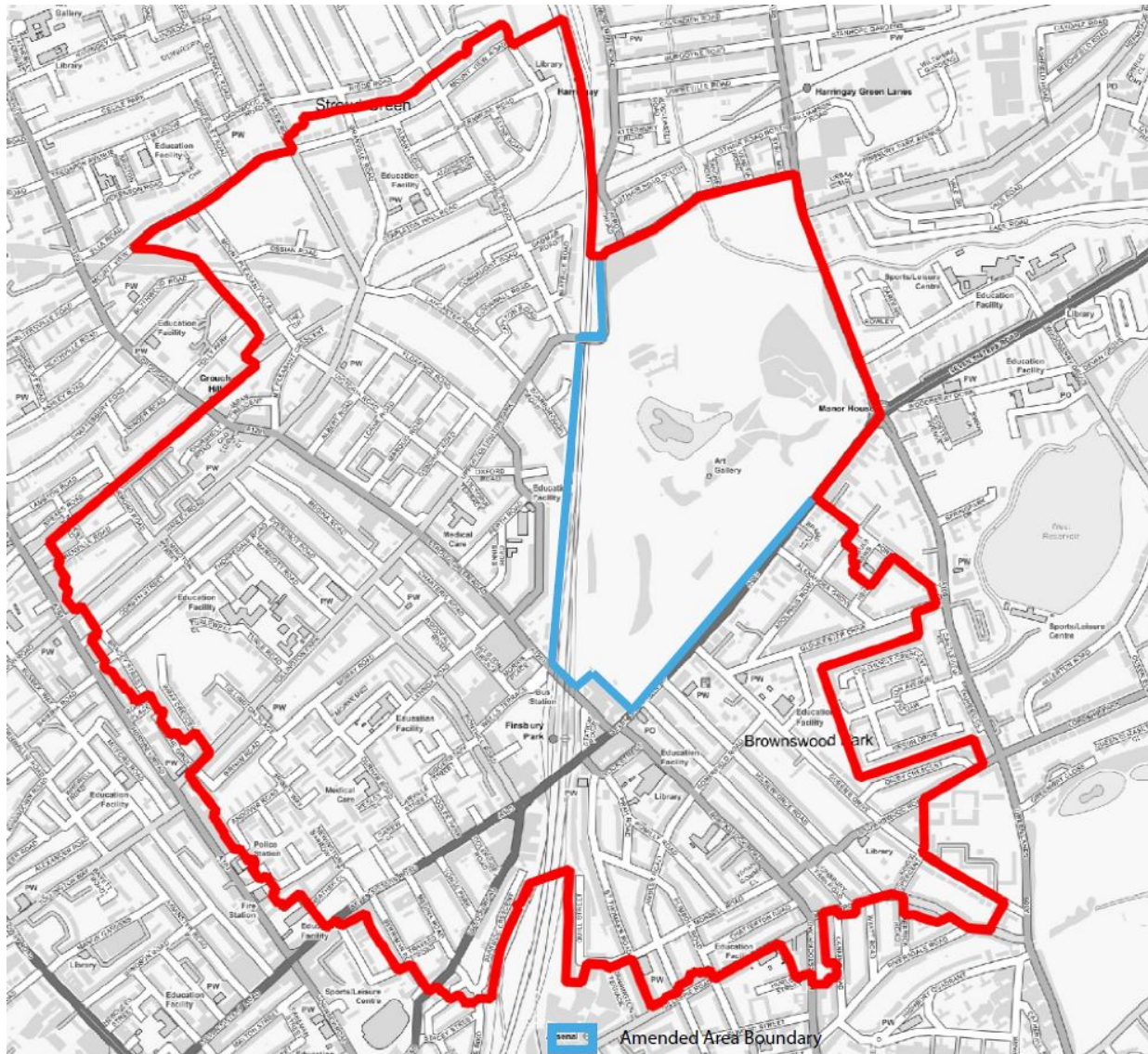
whether the park is included in the Neighbourhood Area boundary or not, development beyond 'enhancement' of the park would not be allowed.

- 7.32 Support for the area and forum mainly revolved around the opportunity to increase community involvement in the development of the neighbourhood; create a coherent approach to development as the area is at the intersection of three boroughs, and with TfL and Network Rail playing a significant role; and provide opportunities to identify, protect and enhance community assets.
- 7.33 The NHS response welcomed the forum and area application citing opportunities to explore cross boundary working to improve healthcare services and access to these, as well as opening opportunities for the sharing of premises and assets.
- 7.34 There were no objections to the proposed forum by any stakeholders. Through liaison between officers and the Working Group, the forum constitution does not allow affiliate voting rights so as to ensure forum members have full and fair democratic agency over forum decisions. The constitution (Appendix 4) also builds on the comprehensive equality assessment (Appendix 6) by committing to open membership of the forum and striving to continuously engage demographic groups that are underrepresented or more challenging to engage.
- 7.35 A late representation was received from an Islington resident objecting to the inclusion of a small part of the Islington area, between Seven Sisters Road and the railway line to the east, within the proposed Neighbourhood Area. It is considered that this late representation does not justify amending this part of Islington's boundary as proposed by the Working Group.
- 7.36 The boundary of the proposed Neighbourhood Area (reproduced from Appendix 7) is shown below followed by the amended boundary recommended by Officers;

Finsbury Park and Stroud Green Neighbourhood Area



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Joint Borough working

- 7.37 Officers from Haringey, Hackney and Islington have worked closely on managing the neighbourhood planning process for Finsbury Park and Stroud Green and will continue to do so to ensure consistency in advice to the prospective Neighbourhood Forum and that regulations are met throughout the process.
- 7.38 Hackney and Islington Councils' will also be taking the proposed applications forward through their formal approval processes during the summer, and there is a statutory deadline to formally consider applications within 20 weeks of their publication.
- 7.39 Subject to Cabinet approving the recommendations in this report, and Hackney and Islington also agreeing the Forum designation, and the Neighbourhood Area designation for the part of the Neighbourhood Area in Hackney and in Islington, the Forum and Area (as amended) would form the basis for the Forum to commence work on a Neighbourhood Plan for the area. It is not anticipated that LB Hackney or LB Islington would recommend an amendment to their part of the boundary but it is within their powers to do so.

The role of the Forum

- 7.40 If the Neighbourhood Area and Neighbourhood Forum applications are approved by all three Councils (with or without amendments to the boundary of the Area), then the designations will be publicised consistent with Regulations 7 and 10 of the Regulations.
- 7.41 If designated, the Neighbourhood Forum can develop a draft Neighbourhood Plan, in consultation with residents and other stakeholders. The final Neighbourhood Plan and accompanying material would be submitted to Haringey, Hackney and Islington Councils, who will invite representations on the plan for a period of six weeks. Following this, the plan would be assessed by an independent examiner to ensure basic requirements have been met.
- 7.42 Following a statutory examination, if the examiner is satisfied that a proposed Neighbourhood Plan is sound, a referendum on the proposed plan would be held. All registered voters in the whole Neighbourhood Area would be entitled to vote. A simple majority of votes in favour is required for the Councils to be able to adopt the plan. Upon adoption, the Neighbourhood Plan would form part of each Council's statutory Development Plan and would be used to make decisions on planning applications.
- 7.43 Officers will continue to advise the Neighbourhood Forum when developing any further neighbourhood planning proposals in order to ensure that they are effective and consistent with local policies. The Council will set out expectations of the process; this will include setting milestones and strong encouragement of ongoing dialogue between the Forum, local communities and councillors.
- 7.44 It is important to note that once there is a Neighbourhood Plan in place the Neighbourhood Forum would have a role to play in considering the spending of Community Infrastructure Levy (CIL) in the future. The National Planning Practice Guidance states that 25% of CIL receipts from an area with an adopted Neighbourhood Plan should be allocated in consultation with the local community, and this is also applicable where developments are secured through a Neighbourhood Development Order or Community Right to Build Order. This applies to CIL receipts secured through planning permissions granted after the Neighbourhood Plan has passed the referendum.

8 Contribution to strategic outcomes

- 8.1 Neighbourhood planning can accord with the delivery of the majority of corporate objectives, as it enables communities to play a much stronger role in shaping the areas in which they live and work, setting out a positive vision for how they want their community to develop and in ways that meet identified local need and make sense for local people. In this respect it represents residents and businesses within a community coming together to work in partnership to help improve their local area for the betterment of all.

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

Finance

- 8.2 The Council has statutory duties in relation to neighbourhood planning including publicity, administration costs such as referendums, cost of assessing the Neighbourhood Area and Forum, and supporting local neighbourhood forums in preparing their neighbourhood plans.
- 8.3 Some of these costs will be met within the existing Neighbourhood Plans budget and staff resources to implement the Plan will come from the Council's existing staff resources.
- 8.4 In addition, Government provides funding to help local authorities meet the cost of their Neighbourhood Planning responsibilities and to support local communities. Local Planning Authorities can claim £5,000 for each of the first five Neighbourhood Areas designated and a further £5,000 for each of the first five Neighbourhood Forums designated.
- 8.5 As the neighbourhood area crosses three borough boundaries, the resource implications of supporting the work of the forum is likely to be significantly greater than this as a result of the administrative burden involved in co-ordinating meetings, consultations, and running the referendum. If this is the case this may impact on the ability of the Service to deliver other priorities.

Procurement

- 8.6 N/A

Legal

- 8.7 The Assistant Director of Corporate Governance had reviewed and noted this report.
- 8.8 The consultation on the neighbourhood area and forum applications has been conducted in line with the Regulations.
- 8.9 The Regulations) set a prescribed date for the determination of an area application. In this case, the prescribed date is 20 weeks from the date immediately following that on which the application is first publicised, which was the 14th May 2018.
- 8.10 Section 61G(5) of the Act states that the Council must exercise their power of designation so as to secure that some or all of the specified area forms part of one or more areas designated (or to be designated) as neighbourhood areas. This means if the boundary as proposed is refused a smaller neighbourhood area would need to be designated (removing any areas which instigated refusal). A justification would also need to be set out for the changes to the boundary.
- 8.11 In determining the decision to designate an organisation as neighbourhood forum the Council must comply with section 61F(7) of the Act, including having regard to the desirability of designating an organisation or body whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area. If a decision is made to refuse to

designate a neighbourhood forum the Council must publicise the decision and set out their reasons in a “refusal statement”.

Equality

8.12 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.13 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.14 The Council has consulted with residents on the designation of the boundary and forum and the outcome of the consultation is summarised in this report. Some respondents to the consultation note that were a neighbourhood forum designated and a neighbourhood plan brought forward, there is potential to bring about positive impacts on local environmental quality and health and wellbeing outcomes for residents.

8.15 With regard to the forum application, officers have worked closely with the Finsbury Park and Stroud Green Neighbourhood Plan Working Group to ensure that as far as possible the forum is open to all, including people sharing the protected characteristics as defined in the Equality Act (paragraph 7.1), with membership drawn from different sections of the community and from different places within the area, as required by legislation. The application demonstrates a commitment to continue to engage with the local community and be as inclusive as possible, working to identify and engage diverse members of the local community. Specifically, the Neighbourhood Forum contains explicit objectives to include people who share the nine protected characteristics, the application makes a commitment to seeking funding to ensure that individuals with protected characteristics participate in the forum, and equalities considerations have been taken into account in plans for the forum’s operations.

8.16 If designated, the neighbourhood forum can proceed to preparing a neighbourhood plan. The neighbourhood plan must be inclusive, with due consideration for the needs of individuals and groups with protected characteristics, and will therefore need to include ongoing consultation with all sections of the community. The Council’s role in the preparation of the potential neighbourhood plan will be to support and guide the process. The Council will advise on consultation requirements throughout the process, including ensuring the group engage with relevant statutory bodies as well as the community.

9 Use of Appendices

- Appendix 1: Finsbury Park and Stroud Green Neighbourhood Area and Forum Application
- Appendix 2: Neighbourhood Area Boundary Study
- Appendix 3: Protected Characteristics Study
- Appendix 4: Forum Constitution
- Appendix 5: Equality, Diversity and Inclusivity Statement
- Appendix 6: Equalities Assessment
- Appendix 7: Neighbourhood Area Map
- Appendix 8: Consultation Summary (produced by the Council)
- Appendix 9: Proposed Amended Neighbourhood Boundary

10 Local Government (Access to Information) Act 1985
None

Appendix 1



Finsbury Park and Stroud Green
Neighbourhood Plan
c/o Finsbury Park Trust
225-229 Seven Sisters Road
LONDON
N4 2DA
finsburyparkstroudgreen@gmail.com

21 April 2018

Dear B. Johnson,

Re: Applications to the London Boroughs of Hackney, Haringey and Islington under Schedule 9 of the Localism Act 2011

The Finsbury Park and Stroud Green Neighbourhood Plan Working Group is pleased to submit this application to establish a Neighbourhood Area and Neighbourhood Forum for Finsbury Park and Stroud Green under Schedule 9 of the Localism Act 2011.

Why a Neighbourhood Plan for Finsbury Park?

In recent years, Finsbury Park has often felt like the 'forgotten corner of three Boroughs'. At the Finsbury Park Regeneration Conference in 2015, a group of local residents and workers were enthused by the idea that a Neighbourhood Plan for Finsbury Park could help secure a more coherent and prosperous future for the area.

These applications to the London Boroughs of Hackney, Haringey and Islington are the culmination of work by, with, and for the local community since that time – and I would like to thank all those who have helped along the way, particularly the Finsbury Park Trust.

The vision, policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. The Neighbourhood Plan must also be compliant with strategic policies within the Local Plans of the three councils, and our Neighbourhood Area Study outlines the current planning policy framework for the area. Without prejudice to this, we anticipate that the Neighbourhood Plan initiative will focus on:

- **Creating a coherent vision for the future:** Finsbury Park spans multiple administrative boundaries. Whilst an accord was signed by the three local councils in June 2012, there are opportunities to make coordination more effective. A Neighbourhood Plan will provide a single set of coherent planning policies for the area.
- **Bringing together community champions:** Enthusiasm for a Neighbourhood Plan was first revealed at an event in February 2015. Since then, a working group has emerged, with increasing interest and support from local residents and other stakeholders. The new relationships formed whilst, and skills gained from, preparing a Neighbourhood Plan may also help the community in other ways in future.
- **Designating areas for regeneration and conservation:** Neighbourhood Plans can help to focus new development in the most appropriate locations, whilst protecting assets such as local green spaces and buildings with heritage value.
- **Improving the environment:** Finsbury Park itself is a great asset to the area, but heavy traffic flows detract from the local environment. Planning policies can directly and indirectly affect public realm and landscape, green infrastructure (such as street trees, parks, and water courses), car parking, drainage, air quality, energy and water consumption, and noise.
- **Improving transport and connectivity:** Despite excellent public transport links, areas of Finsbury Park are dominated by motor vehicles. The railway lines and roads with heavier traffic disconnect parts of the community from one another. A Neighbourhood Plan can set out a vision for land use, public realm, and transport infrastructure. This could include proposals to

improve accessibility for pedestrians and cyclists – although some elements of this vision may not form planning policy.

- **Ensuring the delivery of community facilities in line with growth:** Our local area has a diverse population, each with different needs – and newcomers will increase demands on existing services. Planning policy can highlight need for community facilities, and outline expectations for developers to contribute towards meeting these.
- **Ensuring that change benefits everyone:** Finsbury Park’s convenient transport links and vibrant amenities have attracted new investment and development. But rising rents and living costs have meant that existing residents and businesspeople have sometimes lost out. A Neighbourhood Plan can promote affordability and diversity in its housing policies, and the creation of employment opportunities in line with housing growth.
- **Directing funding for local projects:** Neighbourhood Forums have powers to direct the investment of the neighbourhood element of Community Infrastructure Levy (CIL) funding.

Neighbourhood Area application

Requirements of Section 61G of the Town and Country Planning Act 1990

(1) A “neighbourhood area” means an area within the area of a local planning authority in England which has been designated by the authority as a neighbourhood area; but that power to designate is exercisable only where— (a) a relevant body has applied to the authority for an area specified in the application to be designated by the authority as a neighbourhood area, and (b) the authority are determining the application (but see subsection (5))

(2) A “relevant body” means (a) a parish council, or (b) an organisation or body which is, or is capable of being, designated as a neighbourhood forum (on the assumption that, for this purpose, the specified area is designated as a neighbourhood area).

The organisation making the area application is capable of being designated as a neighbourhood forum, in accordance with The Neighbourhood Planning (General) Regulations 2012, as detailed below.

(3) The specified area— (a) in the case of an application by a parish council, must be one that consists of or includes the whole or any part of the area of the council, and (b) in the case of an application by an organisation or body, must not be one that consists of or includes the whole or any part of the area of a parish council.

The proposed Neighbourhood Area does not consist of or include the whole or any part of a parish council.

Requirements of Section 5(1) of The Neighbourhood Planning (General) Regulations 2012

(a) A map which identifies the area to which the area application relates

The enclosures to this letter include a detailed atlas identifying the area to which the area application relates.

(b) A statement explaining why this area is considered appropriate to be designated as a neighbourhood area

The enclosures to this letter include a Neighbourhood Area Study explaining why this area is considered appropriate to be designated as a neighbourhood area.

In summary, we have ensured that the boundary:

- Follows the guidance provided by Paragraph 33 of DCLG’s Neighbourhood Planning Practice Guidance
- Makes it easier for the three local councils to work together, rather than making it more difficult

- Reflects the sense of belonging of people who live and work either side of it
- Allows areas with strong identities to bring forward their own Neighbourhood Plans
- Avoids splitting areas that function as one, such as high streets, open spaces, and catchment areas for walking to local services
- Avoids splitting up existing planning policy designations, such as conservation areas and Town Centres
- Takes into account existing infrastructure such as railways lines and roads where they form natural boundaries

We have taken care to not pre-judge the boundary, but collect and interpret evidence to determine it. This includes the collection of responses from almost 1,100 residents and workers to a Boundary Survey, gathered by volunteers by hosting themed events, attending community events, publicising online, running street stalls, and door knocking over the period 26 November 2016 to 28 August 2017.

The methodology and a working draft boundary were consulted upon at an Open Meeting in March 2017. The final draft boundary was circulated to a mailing list of 485 local residents, workers and elected officials in September 2017, as well as being published on www.finsburyparkstroudgreen.com. Comments were invited via email and an online discussion board. The boundary was also discussed with ward councillors at two briefings sessions, on Monday 4 and Tuesday 12 September 2017. This process resulted in further refinements to the constitution.

(c) A statement that the organisation or body making the area application is a relevant body for the purposes of section 61G of the 1990 Act.

The organisation making the area application is a relevant body for the purposes of section 61G of the 1990 Act, and in accordance with The Neighbourhood Planning (General) Regulations 2012, as detailed below.

Neighbourhood Forum application

Requirements of Section 61F(5) of the Town and Country Planning Act 1990

A local planning authority may designate an organisation or body as a neighbourhood forum if the authority are satisfied that it meets the following conditions—

(a) It is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area)

The enclosures to this letter include a copy of the written constitution of the proposed neighbourhood forum. Section 5 - Objectives includes the following object:

To promote or improve the social, economic and environmental well-being of the Finsbury Park and Stroud Green Neighbourhood Area, through the preparation and implementation of a Neighbourhood Plan, in accordance with the Localism Act 2011

(b) Its membership is open to— (i) individuals who live in the neighbourhood area concerned, (ii) individuals who work there (whether for businesses carried on there or otherwise), and (iii) individuals who are elected members of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned

The enclosures to this letter include a copy of the written constitution of the proposed neighbourhood forum. Section 6 – Membership of the Forum provides for four types of member:

- *Resident Member – a person whose usual residence is within the Neighbourhood Area;*

- *Worker Member – an employee / self-employed person whose usual workplace is within the Neighbourhood Area;*
- *Elected Official Member – a ward councillor, Member of Parliament, or London Assembly Member whose constituency forms part of the Neighbourhood Area, and;*
- *Affiliated Organisation – a formally constituted community group that has an interest in the Neighbourhood Area.*

The proposed constitution for the Neighbourhood Forum ensures a balance between productive and proactive engagement with Affiliated Organisations who have an interest in the Neighbourhood Area, and the need to represent the interests of those who live and work within the Neighbourhood Area.

(c) Its membership includes a minimum of 21 individuals each of whom— (i) lives in the neighbourhood area concerned, (ii) works there (whether for a business carried on there or otherwise), or (iii) is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned

The enclosures to this letter include a Register of Members (CONFIDENTIAL – NOT FOR PUBLIC RELEASE), with the following breakdown by borough and type of member:

Type of Forum Member	TOTAL	Hackney	Haringey	Islington
Resident	70	16	25	29
Worker	8		4	4
Elected Official	4	2	1	1
TOTAL	82	18	30	34

We also have several applications from Forum Members (including Affiliated Organisations), that have yet to be processed.

(d) It has a written constitution

The enclosures to this letter include a copy of the written constitution of the proposed neighbourhood forum.

The purpose and principles, bodies and roles, powers and decision making, structure and quorum of the Neighbourhood Forum were consulted upon at an Open Meeting in April 2017. The final draft constitution was circulated to a mailing list of 485 local residents, workers and elected officials in September 2017, as well as being published on www.finsburyparkstroudgreen.com. Comments were invited via email and an online discussion board. The constitution was also discussed with ward councillors at two briefings sessions, on Monday 4 and Tuesday 12 September 2017. This process resulted in further refinements to the constitution.

(e) Such other conditions as may be prescribed

In addition to the requirements of the Town and Country Planning Act 1990 and The Neighbourhood Planning (General) Regulations 2012, we have been asked by the three local authorities to:

- **Provide a list of addresses identifying the area to which the area application relates** – A schedule of addresses is duly enclosed; however, it should be noted that the Neighbourhood Area atlas provides the definitive record of the Neighbourhood Area boundary.
- **Ensure that the Forum has at least 21 members per borough (beyond the statutory requirements for 21 members in total)** - We duly enclose a Register of Members (CONFIDENTIAL – NOT FOR PUBLIC RELEASE). This currently comprises 82 Forum Members, and is shown broken down by borough. We have also enclosed 21 signed and validated Membership Application Forms (CONFIDENTIAL – NOT FOR PUBLIC RELEASE).
- **Demonstrate that we have made efforts to engage with businesses and organisations within and beyond the proposed Neighbourhood Area** - Our membership comprises a small but growing number of Worker Forum Members. Our enclosed Equalities Assessment

outlines engagement with organisations within and beyond the proposed Neighbourhood Area to date, as well as those with which we propose to engage in due course.

- **Demonstrate that we have made efforts to engage with councillors** – We can confirm that we notified all relevant ward councillors by email in December 2017 / May 2017, and hosted two briefing sessions with them, on Monday 4 and Tuesday 12 September 2017. The list of Forum Members includes four ward councillors (see enclosed Register of Members), enabling them to stand for election to the Steering Group at the appropriate point, if they so wish. We will continue to proactively engage with ward councillors, and encourage them to formalise their involvement by becoming Elected Official Forum Members.
- **Demonstrate that we have made arrangements with adjacent Neighbourhood Forums to cooperate on cross-boundary issues** – Crouch End Neighbourhood Forum has applied to become an Affiliated Organisation, and we have engaged with representatives from the Crouch Hill Neighbourhood Area.
- **Provide an Equality Assessment to accompany our application** – This is duly enclosed, including a study of Protected Characteristics within the Neighbourhood Area. We have also included an Equality, Diversity and Inclusivity Statement.

Requirements of Section 61F(7)(a) of the Town and Country Planning Act 1990

A local planning authority must, in determining under subsection (5) whether to designate an organisation or body as a neighbourhood forum for a neighbourhood area, have regard to the desirability of designating an organisation or body—

(i) which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of subparagraphs (i) to (iii) of subsection (5)(b)

Our membership currently has the following composition by type of member:

Type of Forum Member	TOTAL
Resident	70
Worker	8
Elected Official	4
TOTAL	82

We also have a number of applications from Forum Members (including Affiliated Organisations), that have yet to be processed.

(ii) whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area

We have made considerable efforts to ensure that our membership is drawn from all places of our Neighbourhood Area and sections of our community. The timeline below outlines some of the key activities that we have undertaken:

- 21 Feb 2015: Finsbury Park Regeneration Conference 2015
- 16 Jun 2016: Transport and Connectivity themed event
- 26 Nov 2016 to 28 August 2017: Boundary Survey (online, street stalls, door knocking)
- 02 Dec 2016 / 24 May 2017: Notified all relevant ward councillors
- 16 Jan 2017: Culture and leisure themed event
- 8 Mar 2017: Meeting with neighbourhood planning officers from the local authorities
- 25 Mar 2017: Workshop at Finsbury Park Regeneration Conference 2017
- 17 Apr 2017: Walkaround of eastern and southern boundary
- 21 May 2017: Walkaround of western boundary
- 04 and 12 September 2017: Briefings with ward councillors
- Throughout: Open Meetings



Photographs, from left to right: Culture and Leisure Themed Event; street stall; Open Meeting.

The enclosures to this letter include a Neighbourhood Area Study, which shows the geographical spread of the 1,097 responses to our Boundary Survey, and the location of the nine street stalls that we have run.

Our membership currently has the following composition by borough:

	TOTAL	Hackney	Haringey	Islington
TOTAL	82	18	30	34

The enclosures to this letter include an Equality Assessment, which includes a study of Protected Characteristics within the Neighbourhood Area.

(iii) whose purpose reflects (in general terms) the character of that area

The enclosures to this letter include a copy of the written constitution of the proposed neighbourhood forum. The objectives set out in Section 5 – Objectives reflect (in general terms) the character of the proposed Neighbourhood Area. These objectives were consulted upon at an Open Meeting in April 2017.

Requirements of Section 8 of The Neighbourhood Planning (General) Regulations 2012

(a) The name of the proposed neighbourhood forum

The name of the proposed neighbourhood forum is Finsbury Park and Stroud Green Neighbourhood Forum.

(b) A copy of the written constitution of the proposed neighbourhood forum

The enclosures to this letter include a copy of the written constitution of the proposed neighbourhood forum.

(c) The name of the neighbourhood area to which the application relates and a map which identifies the area

The name of the neighbourhood area to which the application relates is Finsbury Park and Stroud Green Neighbourhood Area. The enclosures to this letter include a map identifying the area to which the area application relates.

(d) The contact details of at least one member of the proposed neighbourhood forum to be made public under regulations 9 and 10

We propose Ben Myring (Haringey resident) as the main point of contact for communication with the Neighbourhood Forum, pending the election of officers and the Steering Group. Ben can be reached

via email at: finsburyparkstroudgreen@gmail.com. As requested, we confirm that Ben's name and this email address can be made public.

(e) A statement which explains how the proposed neighbourhood forum meets the conditions contained in section 61F(5) of the 1990 Act.

The proposed neighbourhood forum meets the conditions contained in section 61F(5) of the 1990 Act, as detailed above.

Proposed protocol for communication between Neighbourhood Forum and Neighbourhood Planning teams

We understand that the London Borough of Islington will be the lead authority for neighbourhood planning within the Finsbury Park and Stroud Green Neighbourhood Area, following the guidance within Paragraph 31 of DCLG's Neighbourhood Planning Practice Guidance.

LB Islington has proposed officer Ben Johnson as the main point of contact for communication with the Neighbourhood Planning teams. As stated earlier, we propose Ben Myring as the main point of contact for communication with the Neighbourhood Forum, pending the election of officers and the Steering Group.

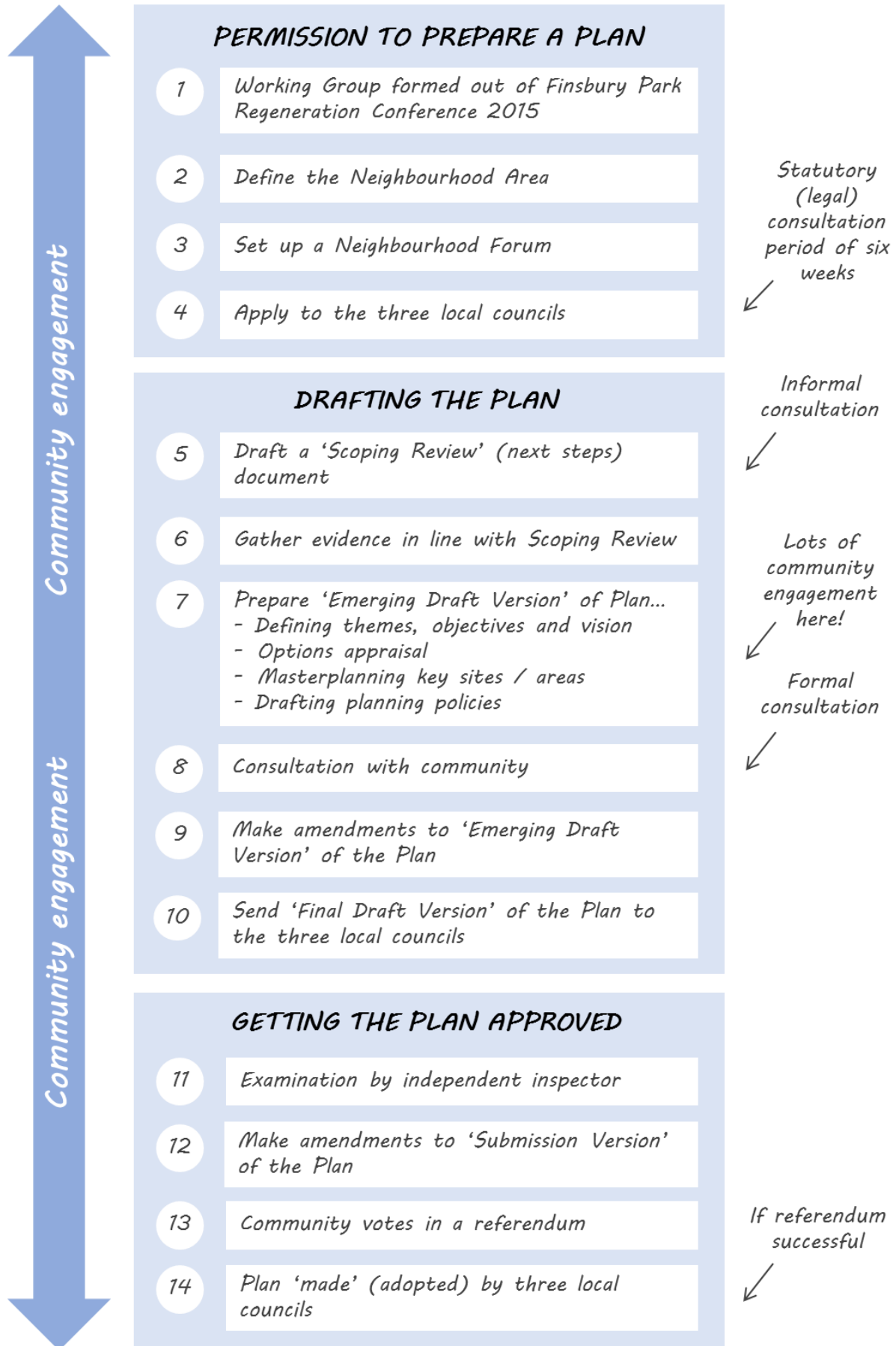
We also propose that at least one officer and Forum Member from Hackney and Haringey are copied into all correspondence between the Neighbourhood Forum and the Neighbourhood Planning teams. You already have the contact details for our proposed Forum Member representatives, Susie Barson and Geraldine Timlin (Hackney residents), and Dorothy Newton (Islington resident).

Next steps

Our proposed process towards adoption of the Neighbourhood Plan by the three local councils is set out overleaf.

As outlined in our Equality, Diversity and Inclusivity Statement, we recognise the importance of community engagement in terms of empowerment and capacity building; increasing understanding of the Neighbourhood Area, leading to better outcomes from policies, masterplans and projects; avoiding unconstructive conflict, and; ensuring legitimacy. As such, we will engage continuously with the community throughout the process, to ensure that all voices are heard.

Whilst our applications are being considered, we intend to press forward with a Scoping Review, in order to establish the methodologies, key data sources and assumptions, case studies, and consultations that we intend to make use of in preparing our evidence base.



We look forward to the determination of the three councils in due course. In the meantime, we would be happy to provide any further information or clarifications, if required.

Yours sincerely,



Ben Myring, Haringey resident

On behalf of the Finsbury Park and Stroud Green Neighbourhood Plan Working Group

By email, Cc:

- James Delamere, LB Islington
- Sue Cooke and Katie Glasgow, LB Hackney
- Philip Crowther and Joanna Turner, LB Haringey
- Susie Barson and Geraldine Timlin, Hackney residents
- Dorothy Newton, Islington resident

Enclosures:

- **Neighbourhood Area Study** – Explaining why this area is considered appropriate to be designated as a neighbourhood area
- **Neighbourhood Area atlas** – Detailed atlas of maps identifying the area to which the area application relates
- **Neighbourhood Area addresses schedule** – List of addresses identifying the area to which the area application relates
- **Constitution** of the proposed Neighbourhood Forum
- **Equality, Diversity and Inclusivity Statement**
- **Equality Assessment**, including a **Protected Characteristics Study**
- **Register of Members** (CONFIDENTIAL – NOT FOR PUBLIC RELEASE) – Showing the breakdown of members by borough and type of member
- **21 signed and validated Membership Application forms** (CONFIDENTIAL – NOT FOR PUBLIC RELEASE)

Appendix 2



Neighbourhood Area Boundary Study

Introduction

Purpose of this study

This study has been prepared to support an application to the London Boroughs of Hackney, Haringey and Islington to create a Neighbourhood Area for Finsbury Park and Stroud Green under Schedule 9 of the Localism Act 2011.

Principles followed

We have ensured that the boundary:

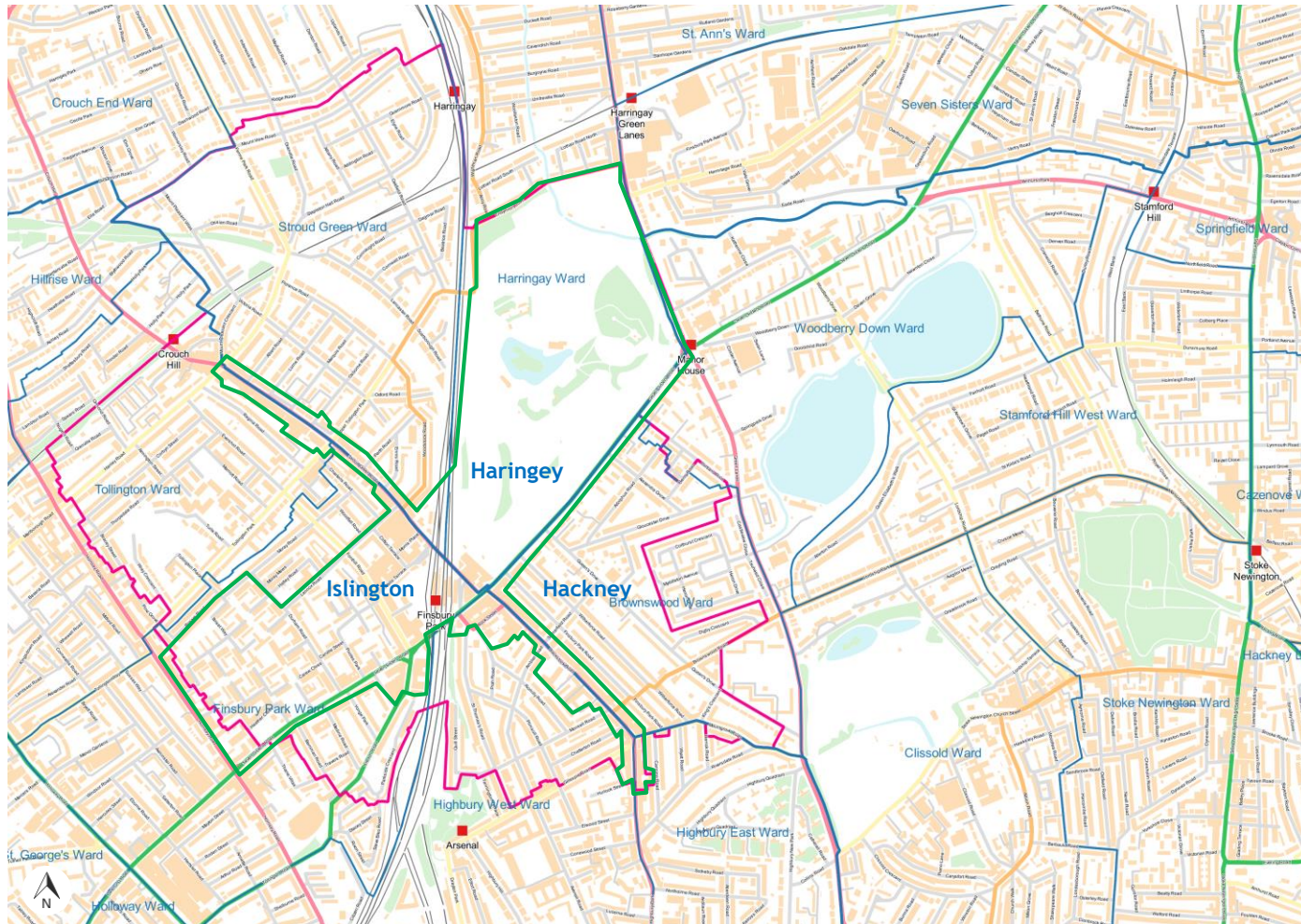
- Follows the guidance provided by Paragraph 33 of DCLG's Neighbourhood Planning Practice Guidance;
- Makes it easier for the three local councils to work together, rather than making it more difficult;
- Reflects the sense of belonging of people who live and work either side of it;
- Allows areas with strong identities to bring forward their own Neighbourhood Plans;

- Avoids splitting areas that function as one, such as high streets, open spaces, and catchment areas for walking to local services;
- Avoids splitting up existing designated planning policy areas, such as conservation areas and Town Centres, and;
- Takes into account existing infrastructure such as railways lines and roads where they form natural boundaries.




We have taken care to not pre-judge the boundary, but to collect and interpret evidence to determine it. This includes the collection of responses to a Boundary Survey from around 1,100 residents and workers, gathered by volunteers by hosting themed events, attending community events, publicising online, running street stalls, and door knocking over the period 26 November 2016 to 28 August 2017.

Existing administrative boundaries

Local authorities, and the Finsbury Park Accord



NB - All boundaries approximate. Contains OS data © Crown copyright and database right 2017

-  Finsbury Park Accord boundary
-  Local Authority boundary
-  Proposed Finsbury Park and Stroud Green Neighbourhood Area

Local authorities, and the Finsbury Park Accord

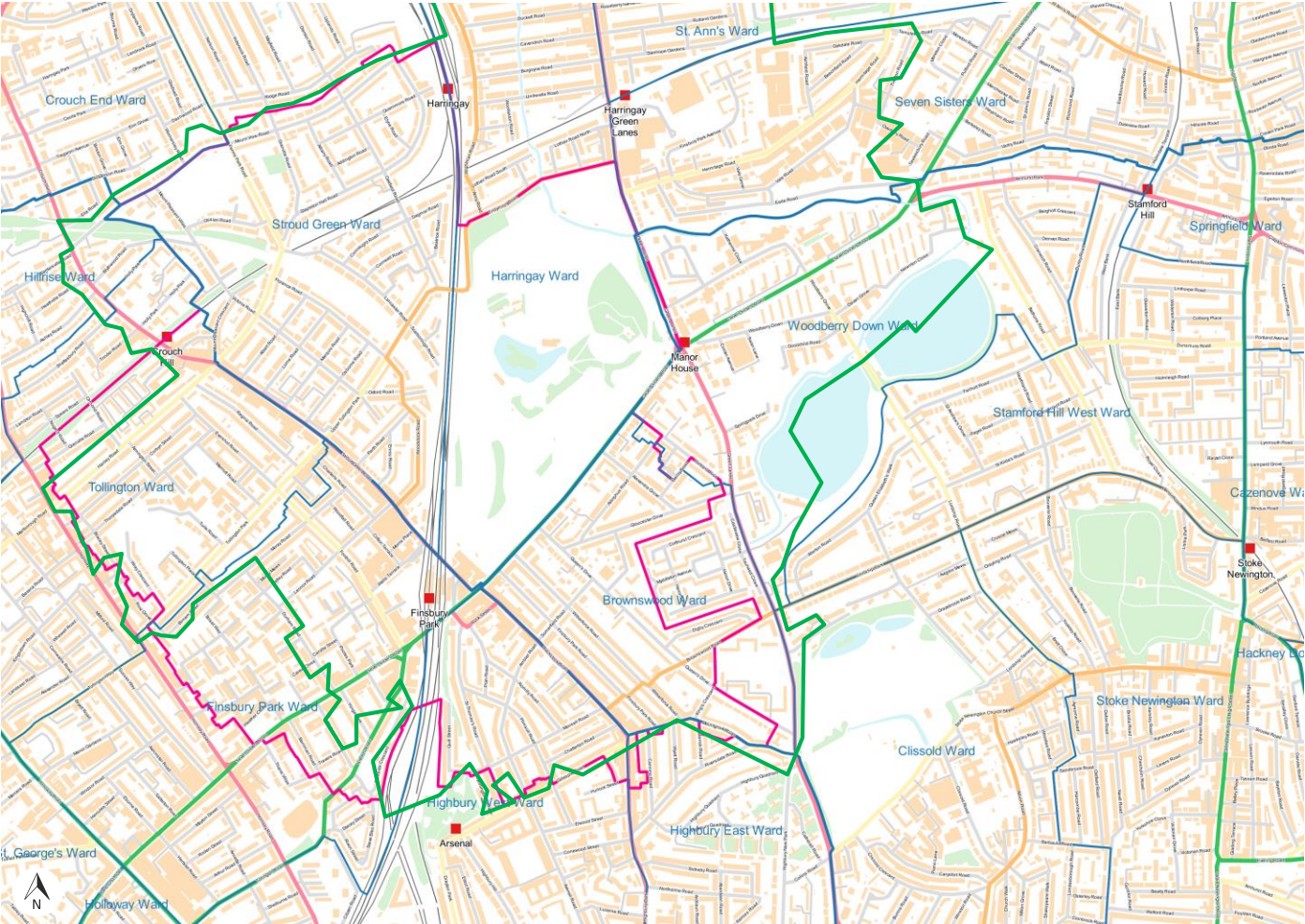
Local authorities

- The Neighbourhood Area spans three local authority areas:
 - London Borough of Hackney
 - London Borough of Haringey
 - London Borough of Islington
- The local authority boundaries broadly follow strategic roads, and converge close to Finsbury Park Underground and Railway Station:
 - Stroud Green Road (Islington / Haringey boundary);
 - Seven Sisters Road (Haringey / Hackney boundary), and;
 - Blackstock Road (Islington / Hackney boundary)

Finsbury Park Accord

- The Finsbury Park Accord was signed by the three local councils in June 2012, to facilitate collaborative working between them.
- The Finsbury Park Accord Area Map indicates a boundary generally encompassing non-residential areas along strategic roads, plus the Andover Estate Regeneration, Six Acres Estate Regeneration, and Alexandra National House Renewal projects.
- Both the Neighbourhood Area and Accord boundaries largely exclude the Woodberry Down Estate Regeneration project; Manor House Area Action Plan. They both entirely exclude the Kings Crescent Estate Renewal project.

Electoral wards, and N4 postcode district



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- Local Authority boundary
- Electoral ward
- N4 postcode district
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Electoral wards, and N4 postcode district

Electoral wards

- The Neighbourhood Area spans eight electoral wards - four in Islington, two in Hackney, and two in Haringey.
- There are several parts of the Neighbourhood Area boundary that closely follow electoral ward boundaries.
- However, none of these electoral wards are entirely within the Neighbourhood Area. Indeed, less than 1.0% of the Haringay, Highbury East, and Woodberry Down wards are within the Neighbourhood Area.

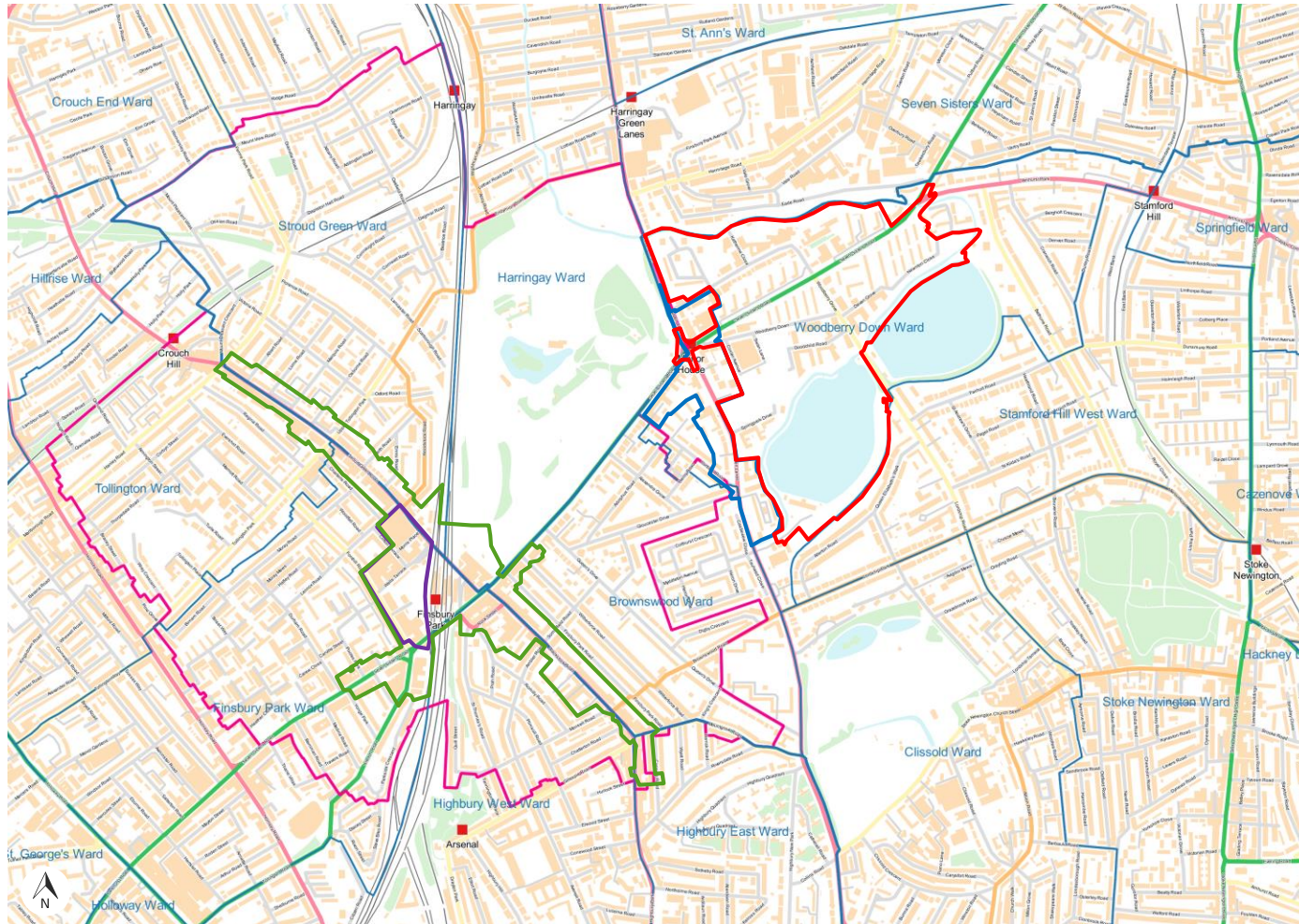
N4 postcode district

- The N4 postcode district is larger than the Neighbourhood Area, extending further eastwards to include Manor House and Woodberry Down, and further northwards to include Haringay ladder and part of Hillrise Ward.
- The Andover Estate is largely within the N7 postcode district, but is included within the Neighbourhood Area.

Borough	Ward (2011)	Area (ha)	Area within FPSG (ha)	Area within FPSG (%)
Hackney	Brownswood	48.248	34.484	71.5%
Islington	Finsbury Park	91.626	47.380	51.7%
Haringey	Haringay*	156.609	0.712	0.5%
Islington	Highbury East	100.809	0.884	0.9%
Islington	Highbury West	108.254	19.290	17.8%
Haringey	Stroud Green	109.374	76.356	69.8%
Islington	Tollington	84.866	38.416	45.3%
Hackney	Woodberry Down	88.080	0.734	0.8%
TOTALS		787.866	218.256	27.7%

* Excluding Finsbury Park open space

Planning framework - Planning policy documents / consents



NB - All boundaries approximate. Contains OS data © Crown copyright and database right 2017

- Islington Council (2015) Finsbury Park Development Framework SPD
- Haringey Council (2014) Finsbury Park Town Centre SPD
- Hackney Council (2013) Manor House Area Action Plan
- Woodberry Down hybrid planning application (2013/3223)
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Planning framework

Key planning policy documents

- The Finsbury Park Town Centre Supplementary Planning Document (SPD) was adopted by Islington on 16 July 2014, Haringey on 25 June 2014 and Hackney on 21 July 2014. It includes non-residential uses along:
 - Stroud Green Road as far north as the junction with Hanley Road / Stapleton Road;
 - Blackstock Road as far south as Hurlock Street, and;
 - Seven Sisters Road between Yonge Park to the west, and between Wilberforce Road and Queen's Drive to the east.
- Islington Council's 2015 Finsbury Park Development Framework SPD covers a smaller area, entirely within the Borough, and focused immediately around Finsbury Park Underground and Railway Station.
- Hackney Council's 2013 Manor House Area Action Plan (AAP) provides a comprehensive masterplan for developed land around Manor House Underground station, along Seven Sisters Road and Green Lanes. The Neighbourhood Area excludes the Manor House AAP area.

Key planning policies and designations

- **Service centres:** The London Plan (GLA, 2016) designates Finsbury Park as a District Centre. The Finsbury Park and Stroud Green Neighbourhood Area extends beyond the Town Centre defined in the Finsbury Park Town Centre SPD, to include its residential hinterland and Finsbury Park itself. There are also several primary and secondary retail frontages and local shopping areas within the Neighbourhood Area.
- **Growth areas:** There are several Employment Growth Area designations within the Neighbourhood Area (LB Islington). The area around Finsbury Park Underground Railway Station is designated as an Area of Change, and Finsbury Park is designated as a Neighbourhood Borough Growth Area (LB Haringey). The Thameslink 2000 Railway Safeguarding Area, situated around Finsbury Park Underground / Railway Station, is within the Neighbourhood Area (LB Islington).
- **Housing:** LB Hackney's Alexandra House Estate Renewal designation, and part of the Kings Crescent Estate Renewal designation lie within the Neighbourhood Area. Much of the Neighbourhood Area is covered by a Family Housing Protection Zone (LB Haringey).

Planning framework

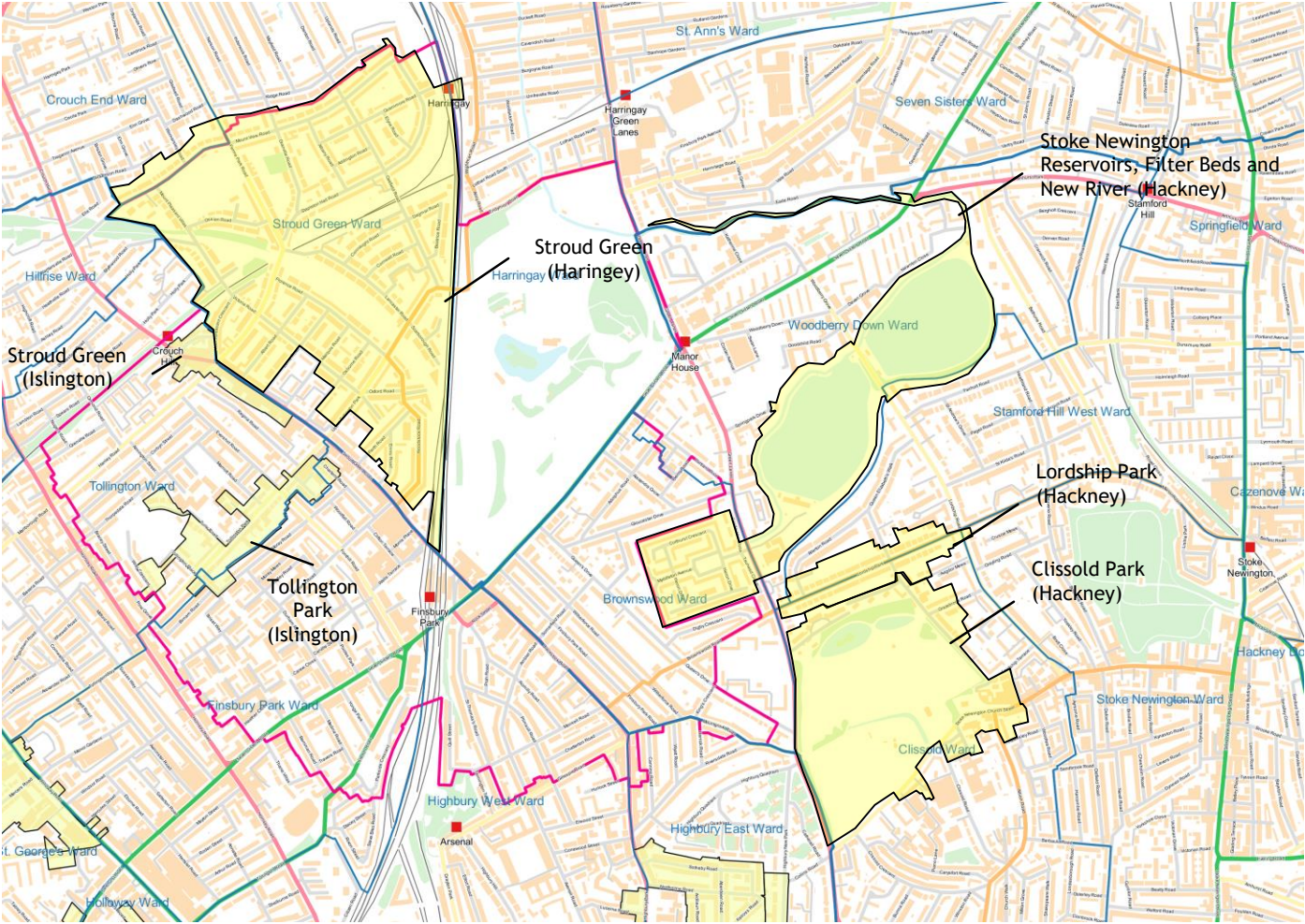
- **Site allocations:** The Neighbourhood Area includes several allocated sites.
 - LB Haringey SA36 - Finsbury Park Bowling Alley - Mixed use (leisure, town centre, residential)
 - LB Haringey SA37 - 18-20 Stroud Green Road - Mixed use (town centre, residential)
 - Part of LB Haringey SA29 - Arena Retail Park - Mixed use (commercial, residential)
 - LB Islington FP1 - Finsbury Park Core Site - Mixed use (residential, office, commercial, leisure, light industrial)
 - LB Islington FP2 - 121-131 & 133 Fonthill Road and 13 Goodwin Street - Mixed use
 - LB Islington FP3 - 185-187 Isledon Road - Hotel or employment-generating uses
 - LB Islington FP4 - 97-103 Goodwin Street - Mixed use
 - LB Islington FP6 - CYMA Service Station, 201A Seven Sisters Road - Mixed use
 - LB Islington FP7 - 107-129 Seven Sisters Road - Mixed use including electricity infrastructure
- **Urban design and view management:** 'South of Finsbury Park' is an area adjacent to the park designated as a potential location for tall buildings (LB Haringey). The Alexandra Palace Viewing Terrace to St Paul's Cathedral viewing corridor runs north-south through the Neighbourhood area (GLA).
- **Open and green spaces:** Finsbury Park and Parkland Walk are both designated as Metropolitan Open Land (GLA). There are several open space designations within the Neighbourhood Area. Parts of Stroud Green ward are designated as having an open space deficiency (LB Haringey).
- **Environment:** Isledon Road, Gillespie Park and Sidings, and Upper Holloway Railway Cutting are all Sites of Importance for Nature Conservation (LB Islington), and Parkland Walk is a Local Nature Reserve (LB Haringey). There is a Green Link along Queen's Drive (LB Hackney), and Green Chains along the Parkland Walk. There is a Blue Ribbon Network designation through Finsbury Park open space.
- **Heritage:** Stroud Green Hamlet, Tollington Settlement and Stapleton Hall are Archaeological Priority Areas (LB Islington). Finsbury Park is listed on the National Register of Historic Parks and Gardens (and Grade II Listed).

Planning framework

Key planning consents

- Hackney Council has permitted a hybrid planning application at Woodberry Down (Ref. 2013/3223). The development scheme is comprehensive, with early phases already delivered. The Finsbury Park and Stroud Green Neighbourhood Area excludes the red line boundary of this application.

Planning framework - Relevant Conservation Areas



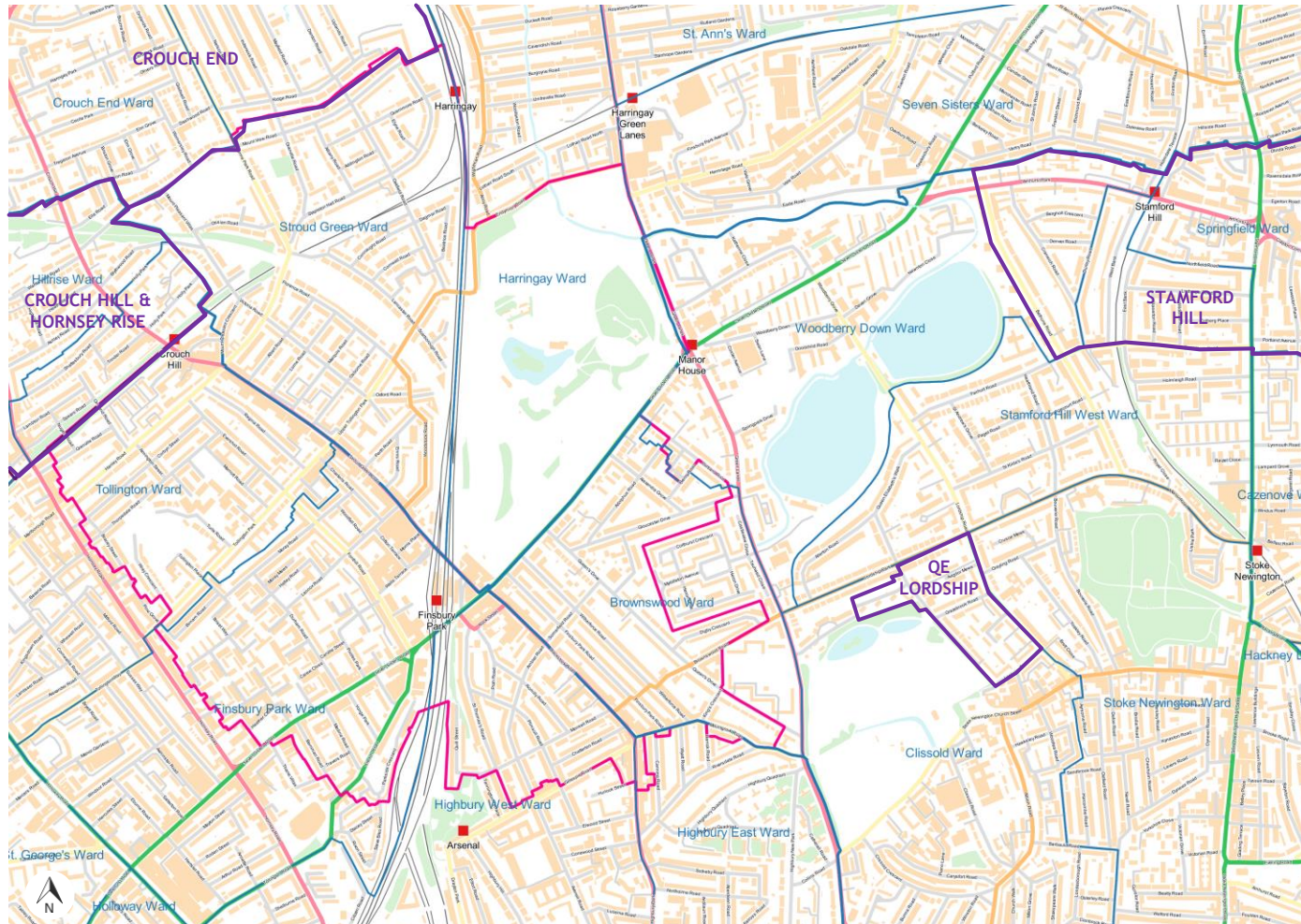
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- Conservation area
- Proposed Finsbury Park and Stroud Green Neighbourhood Area



Planning framework - Relevant Conservation Areas

- The Neighbourhood Area entirely encompasses two Conservation Areas:
 - Tollington Park (Islington)
 - Stroud Green (Islington)
- It also includes almost all of the Stroud Green Conservation Area (Haringey), except for the small area that is already within the Crouch End neighbourhood Area.
- However, it entirely excludes the nearby Conservation Areas of:
 - Stoke Newington Reservoirs, Filter Beds and New River (Hackney)
 - Lordship Park (Hackney)
 - Clissold Park (Hackney)

Planning framework - Designated Neighbourhood Areas



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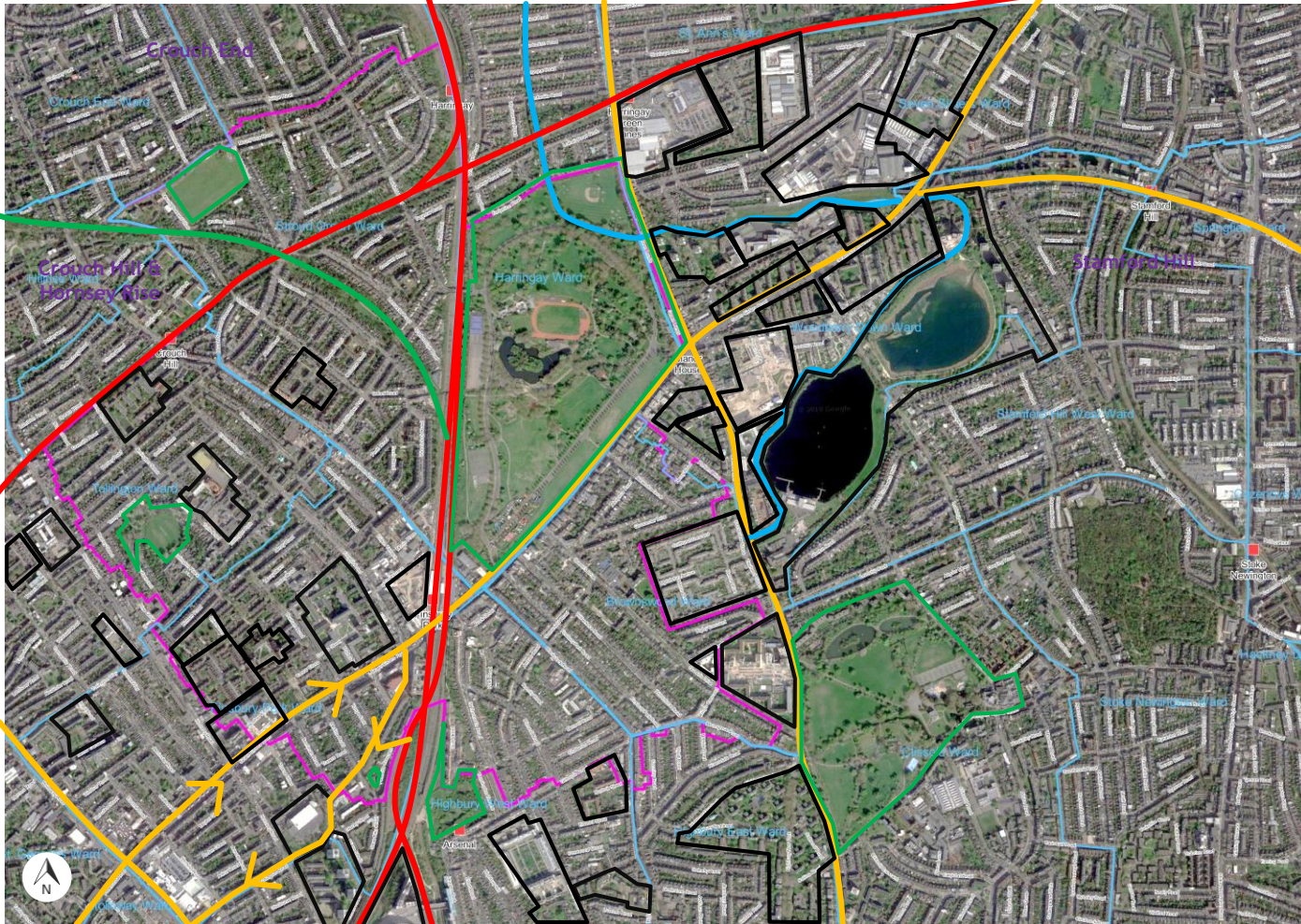
-  Proposed Finsbury Park and Stroud Green Neighbourhood Area
-  Designated Neighbourhood Area boundary

Planning framework - Designated Neighbourhood Areas

- The northern boundary of the Neighbourhood Area follows that of two designated Neighbourhood areas:
 - Crouch End, to the north east
 - Crouch Hill and Hornsey Rise, to the north
- The designated Neighbourhood Areas of Queen Elizabeth Lordship and Stamford Hill are further eastwards.

Spatial factors

Key physical features



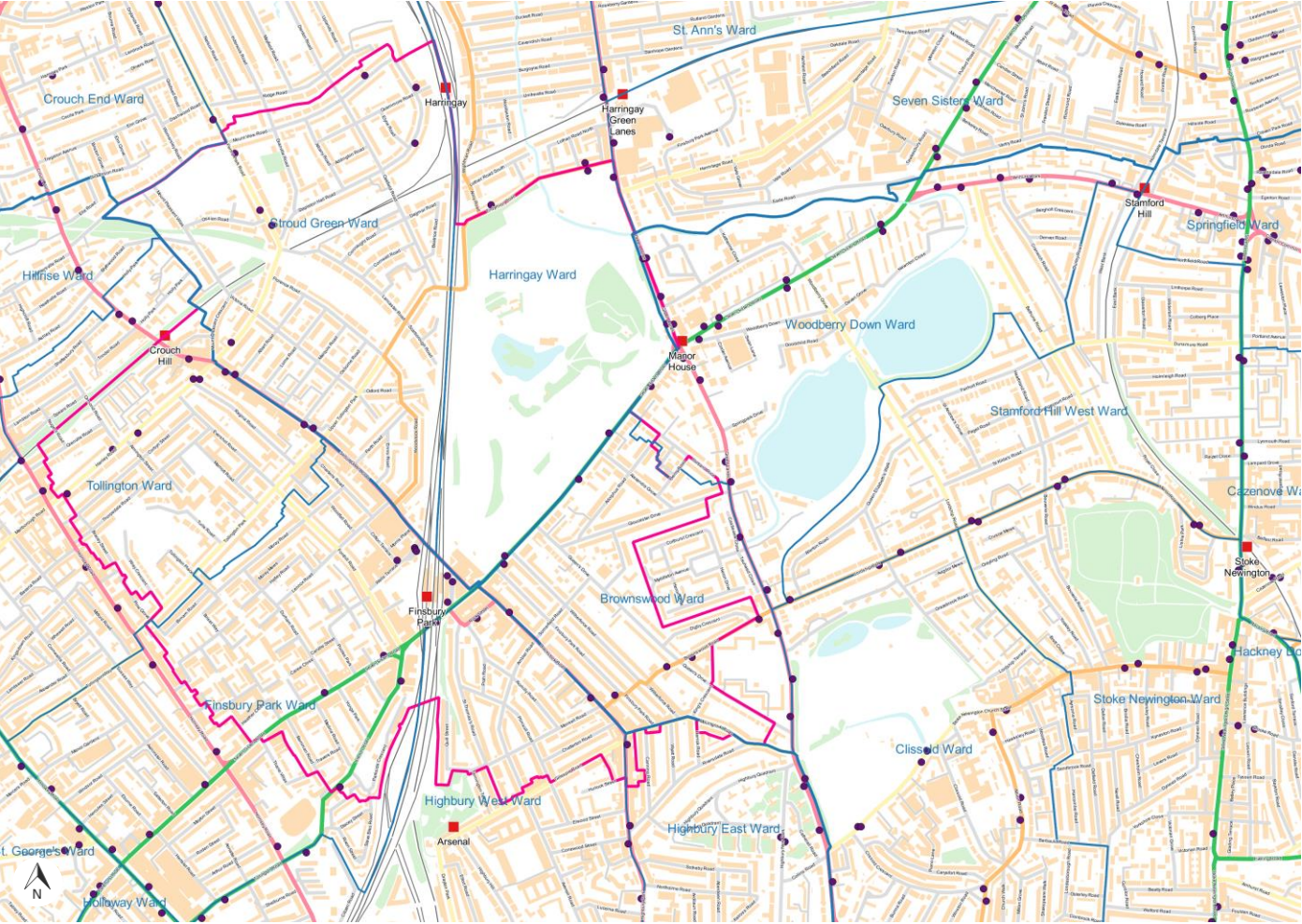
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- Heavy traffic
- Waterway
- Railway
- Green infrastructure
- Designated Neighbourhood Plan Area
- Irregular street pattern
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Key physical features

- The Neighbourhood Area is **severed north-south** by the raised East Coast Mainline (ECML), and southwest-northeast by Seven Sisters Road / Isledon Road.
- The Parkland Walk, Stroud Green Road and Blackstock Road also **cross the Neighbourhood Area northwest - southeast**, but a variety of access points and lighter traffic reduce severance.
- Much of the **northern boundary** of the Neighbourhood Area follows the Gospel Oak - Barking Overground line (GOBLIN), and much of the eastern boundary follows Green Lanes.
- The **southern and western boundaries** are less defined by physical features, blending into other neighbourhoods such as Hornsey Road, Holloway, Highbury and Arsenal (see later).
- Most of the Neighbourhood Area exhibits a **fine urban grain**, with regular street patterns. This is in contrast to the excluded area east of Finsbury Park - including the Woodbery Down reservoirs, Arena Retail Park, and several housing estates. Similarly, former Arsenal stadium and Sobell Leisure Centre lie just outside the Neighbourhood Area.
- The largest **housing estates** within the Neighbourhood Area lie along Hanley Road, Stroud Green Road, Seven Sisters Road and Hornsey Road.
- The largest **green spaces** are located towards the outer extents of the Neighbourhood Area - Finsbury Park itself to the north-east, Wray Crescent to the west, Isledon Gardens to the south-west, and the covered reservoir to the north-west. Gillespie Park and Clissold Park are excluded from the Neighbourhood Area.

Public transport interchanges



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- Underground / railway station
- Bus stop
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Public transport interchanges

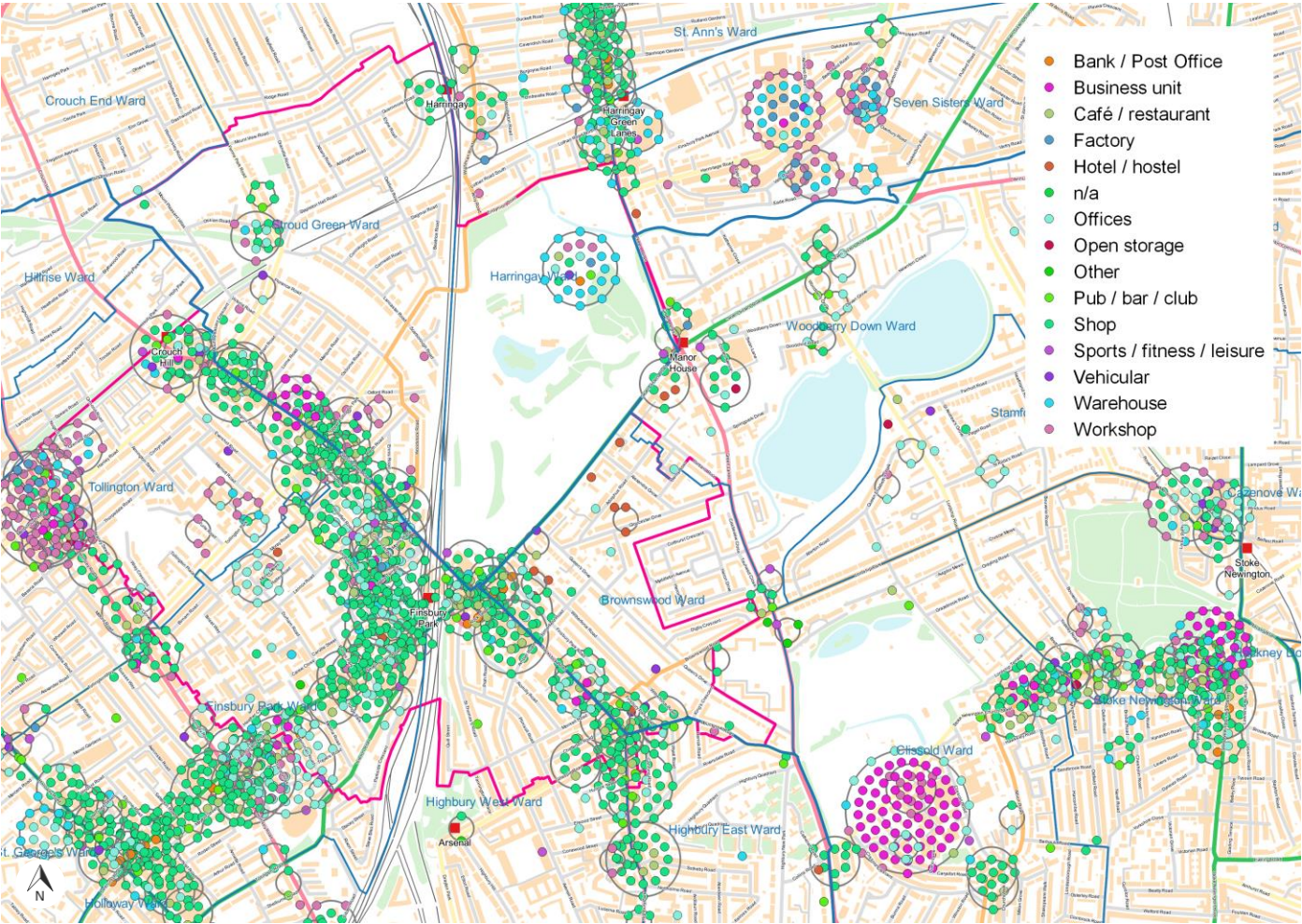
Underground and railway stations

- Finsbury Park Underground and Railway Station, with the Piccadilly and Victoria lines and National Rail services, is firmly within the Neighbourhood Area. There is a secure cycle parking facility adjacent to the station.
- Three train stations straddle the boundary - Crouch Hill Overground, Haringay Railway Station, and Manor House Underground.
- Arsenal Underground and Haringay Green Lanes Overground stations are just outside the boundary.

Bus routes

- There are three main north-south bus routes through the Neighbourhood Area - Stroud Green Road, Ferme Park Road, and Blackstock Road.
- There are three main east-west bus routes through the Neighbourhood Area - Seven Sisters Road, Brownswood Road, and Hanley Road.
- The north-south bus routes along Hornsey Road and Green Lanes straddle the boundary.
- Two bus standing areas - at Wells Terrace and Station Place - dominate the public realm around Finsbury Park Underground and Railway Station.

Clustering of businesses



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Clustering of businesses

Retail and leisure

- The Neighbourhood Area aligns with town centre planning policy designations: Finsbury Park Town Centre is all included, and Nag's Head Town Centre is all excluded.
- The local services on Mountgrove Road, between Herrick and Riversdale Roads are included within the Neighbourhood Area.
- Due to severance by the railway, there are two clusters around Harringay Railway Station, with only the western cluster - and its likely residential catchment area - included within the Neighbourhood Area.
- The Neighbourhood Area includes a cluster of hotels / hostels along Seven Sisters Road, and a small cluster of business units on Oxford Road.
- However, there are other clusters of businesses that straddle the Neighbourhood Area boundary, such as along Seven Sisters Road and Blackstock Road due to other factors (see Conclusions).

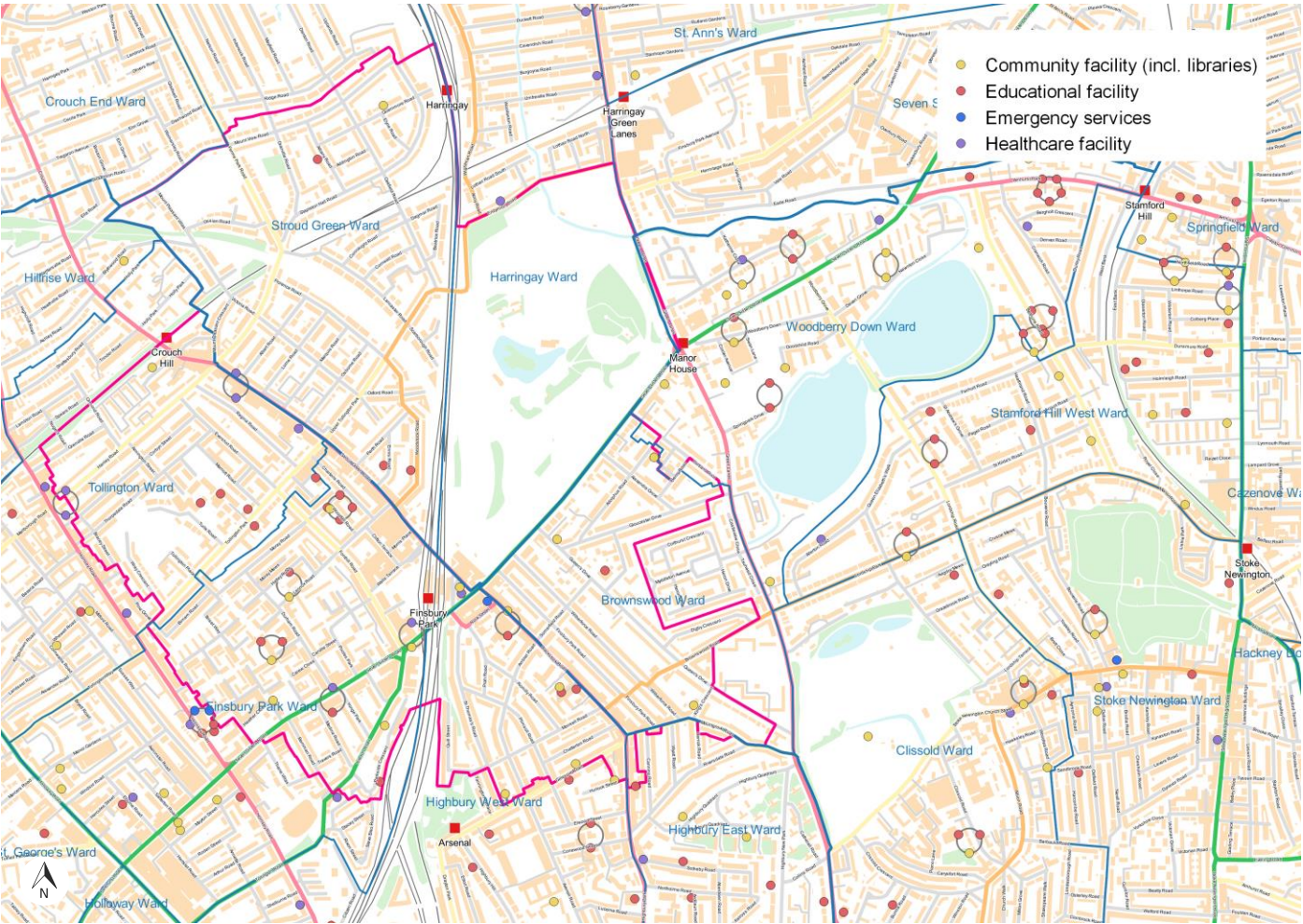
- Clusters around Manor House Underground station and along Green Lanes are excluded from the Neighbourhood Area.
- Clusters along Hornsey Road, and smaller parades of shops on Green Lanes, and Gillespie Road are excluded, although a large part of the residential areas that they are likely to serve fall within the Neighbourhood Area, due to other factors (see Conclusions).

Employment uses

- There are small clusters of offices along Seven Sisters Road and Stroud Green Road.
- The boundary excludes clusters of workshops / factories on Hermitage Road and towards the north of Hornsey Road, and a cluster of offices at Nag's Head.

NB - We have analysed National Non-Domestic Rates (business rates) data from the Valuation Office Agency to identify broad clusters of businesses; however, we acknowledge that this analysis is not 100% accurate or comprehensive (for example, a significant cluster is showing within Finsbury Park open space)

Clustering of social infrastructure



NB - All boundaries approximate. Contains Valuation Office Data. Contains OS data © Crown copyright and database right 2017

Clustering of social infrastructure facilities

- Social infrastructure facilities are spread fairly evenly across the local area, although a large part of the residential areas likely to be served by facilities just outside of the western boundary are likely to fall within the Neighbourhood Area.

NB - We have analysed National Non-Domestic Rates (business rates) data from the Valuation Office Agency to identify broad clusters of social infrastructure facilities; however, we acknowledge that this analysis is not 100% accurate or comprehensive (for example, we are aware of healthcare facilities that are missing from the map, and religious facilities are entirely absent). Further evidence will be gathered on social infrastructure facilities during the preparation of the Neighbourhood Plan itself.

Boundary Survey

Boundary Survey

- Between 26 November 2016 and 28 August 2017, we asked people to answer the following questions:
 - What is your postcode?
 - When describing where you live, what do you call your local area?
 - Do you feel that your local area is part of "Finsbury Park"? (Yes or No)
- We did this via...
 - An online survey - generating 490 valid responses, and;
 - Running nine street stalls, hosting and attending community events, and targeted door knocking - generating 607 valid responses.

FINSBURY PARK NEIGHBOURHOOD PLAN
BOUNDARY SURVEY – DATA COLLECTION SHEET

Interviewer:	Session location:	Session date and time:
--------------	-------------------	------------------------

Data protection: The data collected on this sheet is only to be used for the purpose of preparing a Neighbourhood Plan for Finsbury Park. Please use a separate sheet for each interview session. After your interview session, please send a high quality photograph or scanned copy of this document to finsburyparkplan@gmail.com. Once you have received confirmation of receipt from that email address, you will be asked to destroy this paper copy.

Background information: "A group of local residents and workers are currently gathering support to develop a Neighbourhood Plan for Finsbury Park.

If approved, the Neighbourhood Plan would form part of planning policy, tackling issues such as: the scale, location, and height of new development; affordable housing; retail, leisure and community facilities; transport and connectivity; and; the historic and natural environment (potentially including some or all of Finsbury Park itself).

The first step is to define the boundary of the Neighbourhood Plan area, and that's why we're asking you the three questions below."

What is your postcode? (Full postcode)	When describing where you live, what do you call your local area?	Do you feel that your local area is part of "Finsbury Park"? (Yes/No)	If you would like to help guide the future of Finsbury Park, please enter your email address or telephone number below.

Boundary survey

A group of local residents and workers are currently gathering support to develop a Neighbourhood Plan for Finsbury Park.

If approved, the Neighbourhood Plan would form part of planning policy, tackling issues such as: the scale, location, and height of new development; affordable housing; retail, leisure and community facilities; transport and connectivity; and; the historic and natural environment (potentially including some or all of Finsbury Park itself).

The first step is to define the boundary of the Neighbourhood Plan area, and that's why we're asking you the three questions below.

***Required**

What is your postcode? *

Your answer

When describing where you live, what do you call your local area?

Your answer

Do you feel that your local area is part of "Finsbury Park"? *

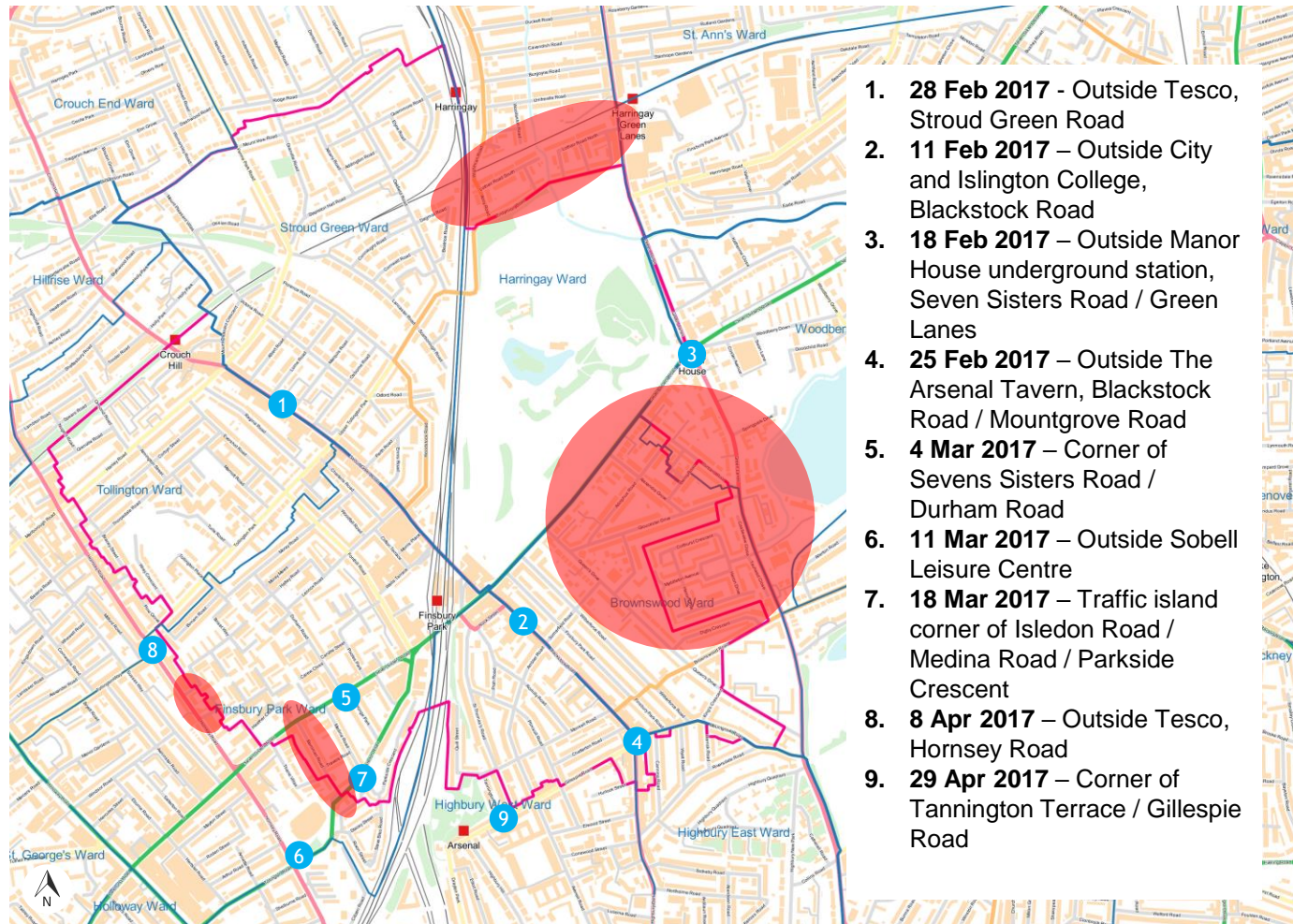
Yes

No

NEXT

Never submit passwords through Google Forms.

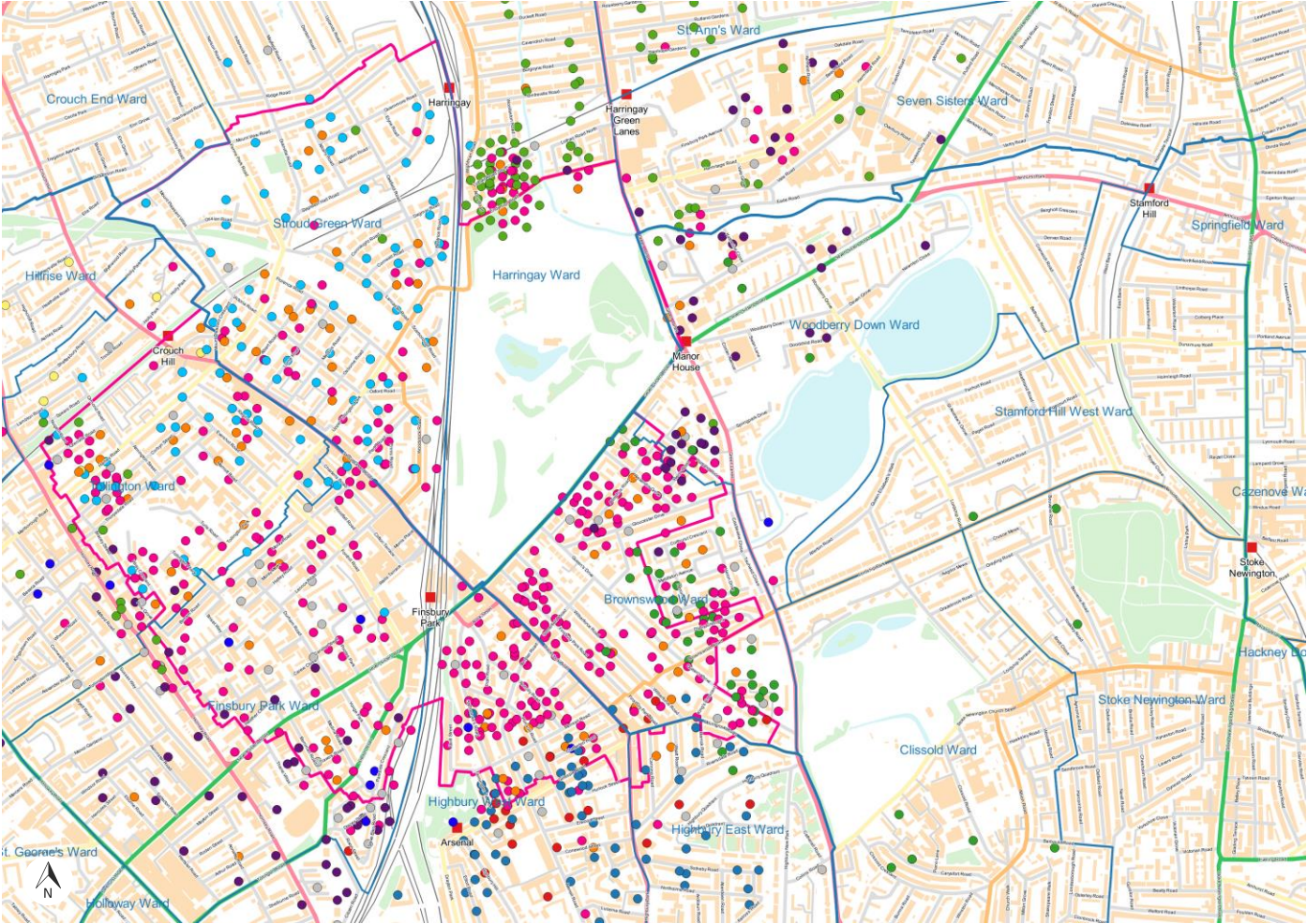
Location of street stalls and door knocking



NB - All boundaries approximate. Contains OS data © Crown copyright and database right 2017

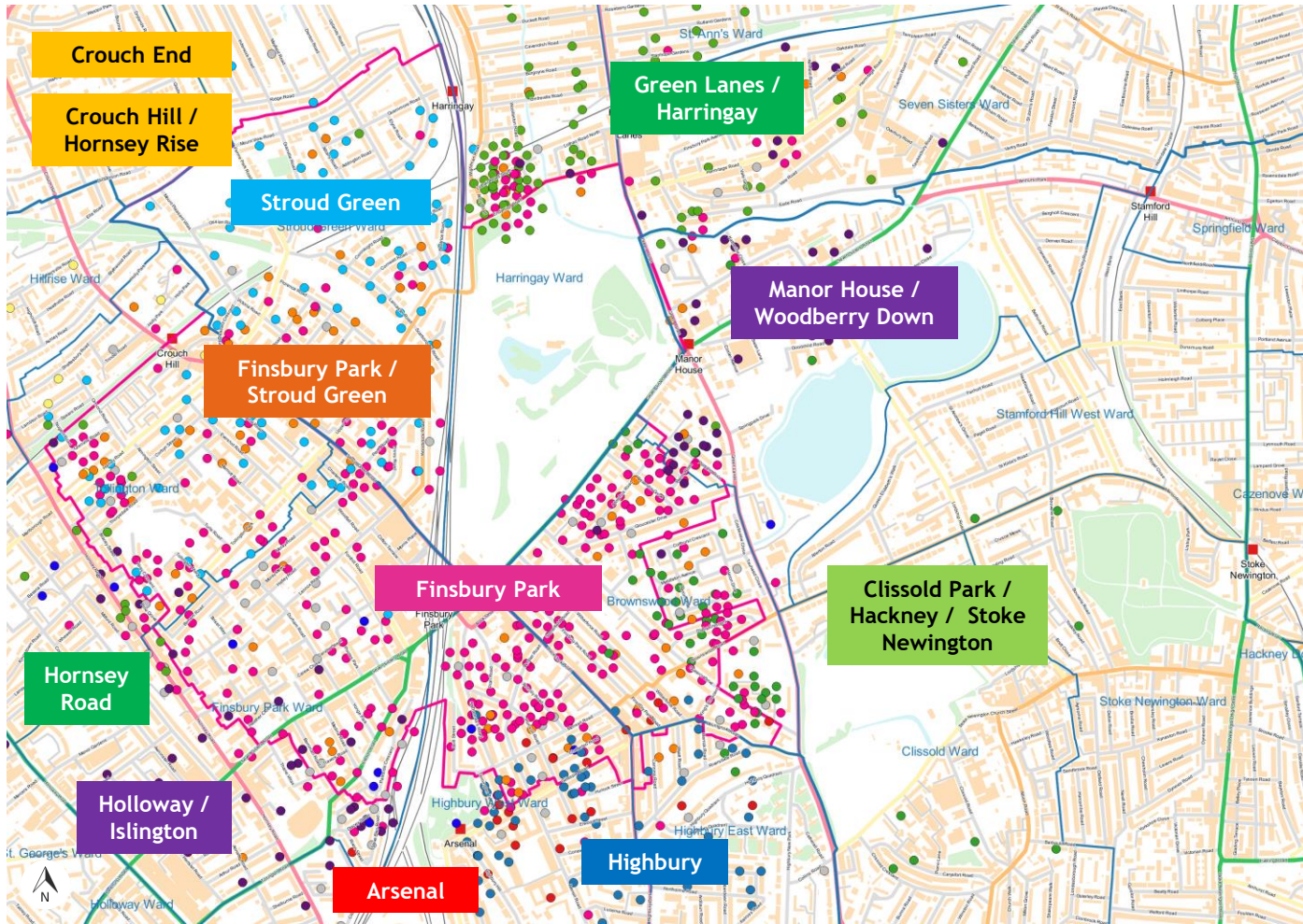
- Street stall
- Door knocking

Boundary Survey results - Local areas



NB - Responses grouped; all boundaries approximate. Contains OS data © Crown copyright and database right 2017

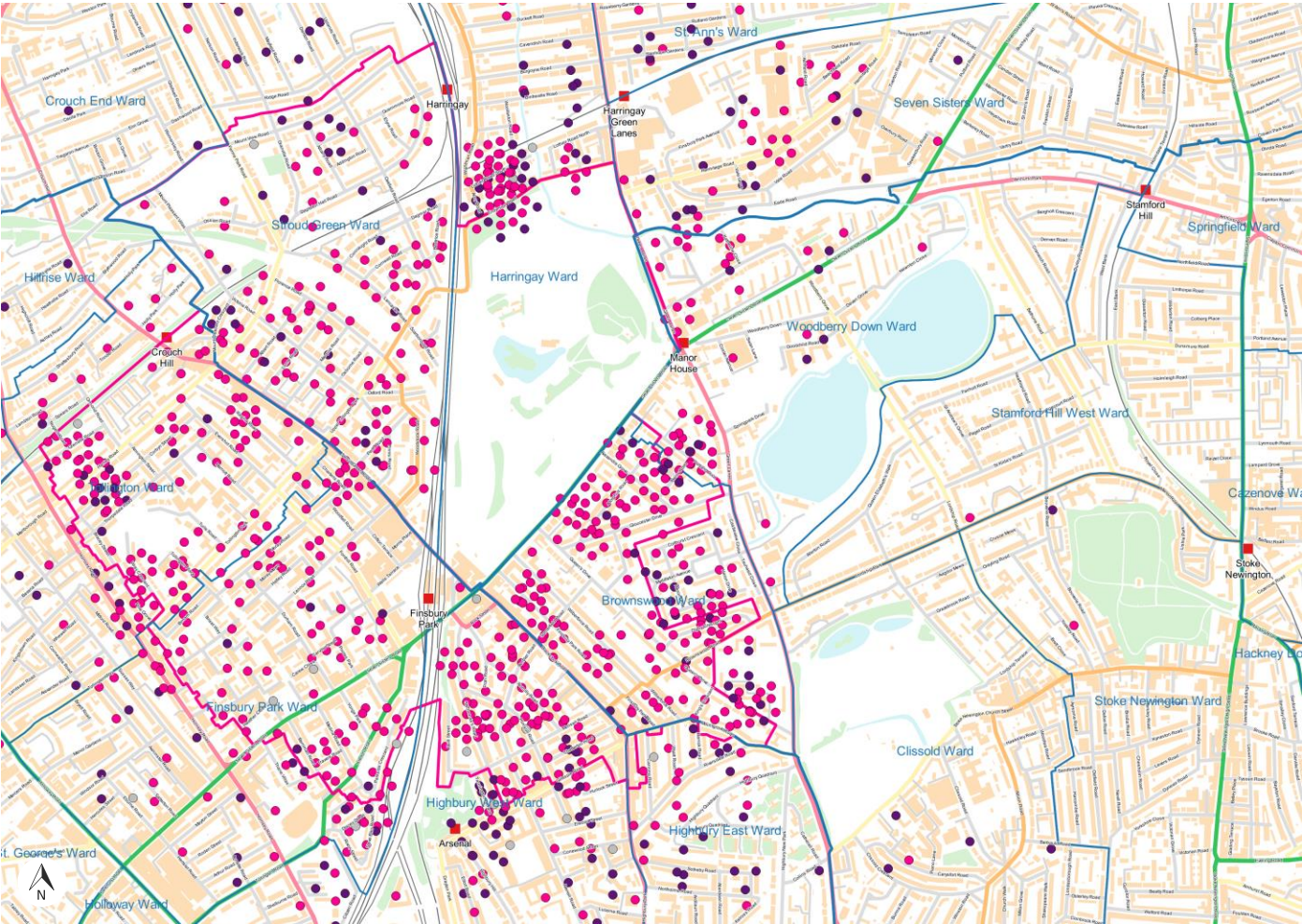
Boundary Survey results - Local areas (with grouped local area labels)



NB - Responses grouped; all boundaries approximate. © Crown Copyright and database right 2017.

— Finsbury Park and Stroud Green Neighbourhood Area boundary

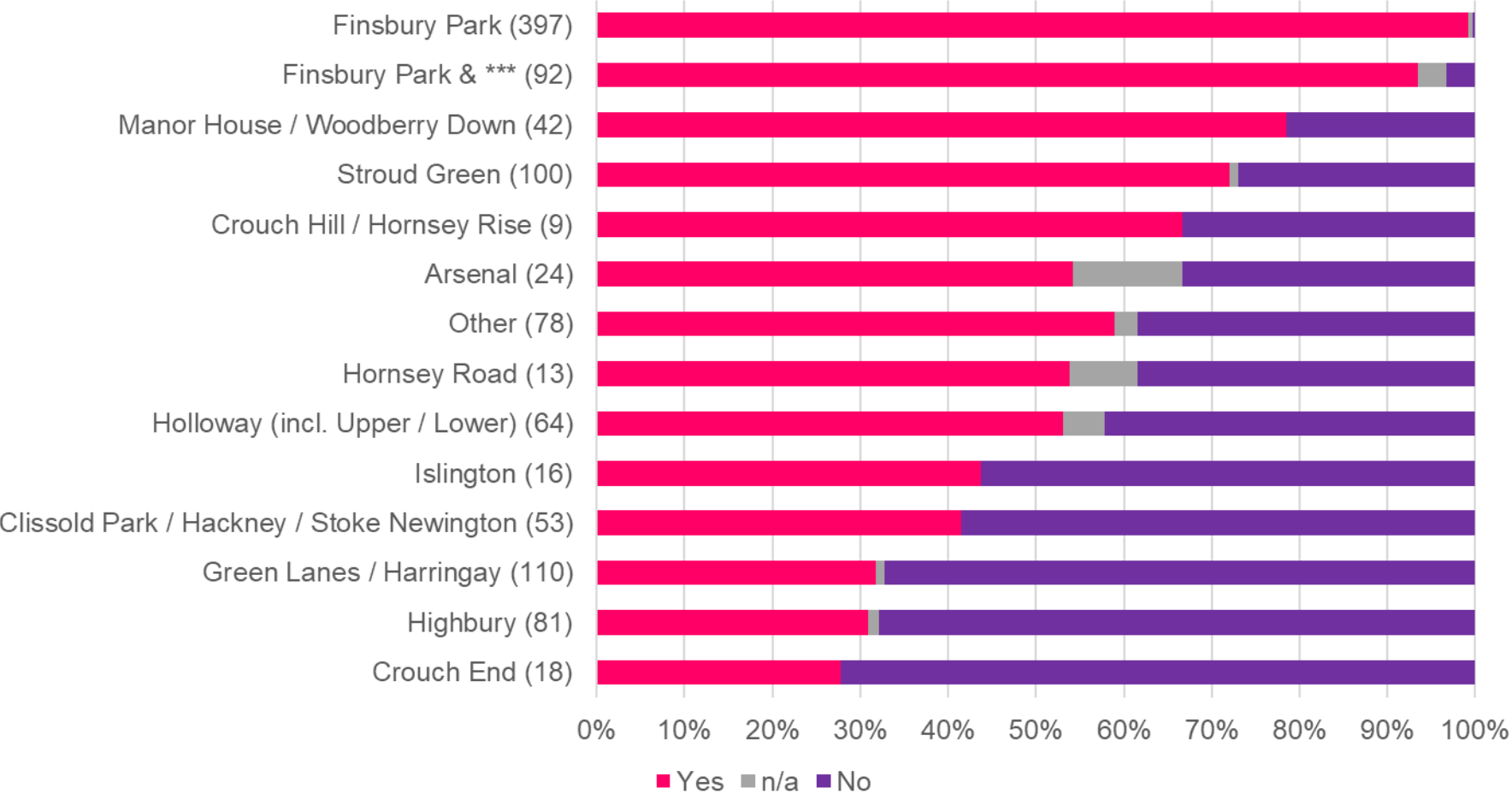
Boundary Survey results - 'Finsbury Park'



NB - All boundaries approximate. Contains OS data © Crown copyright and database right 2017. Sample: 1,097 responses

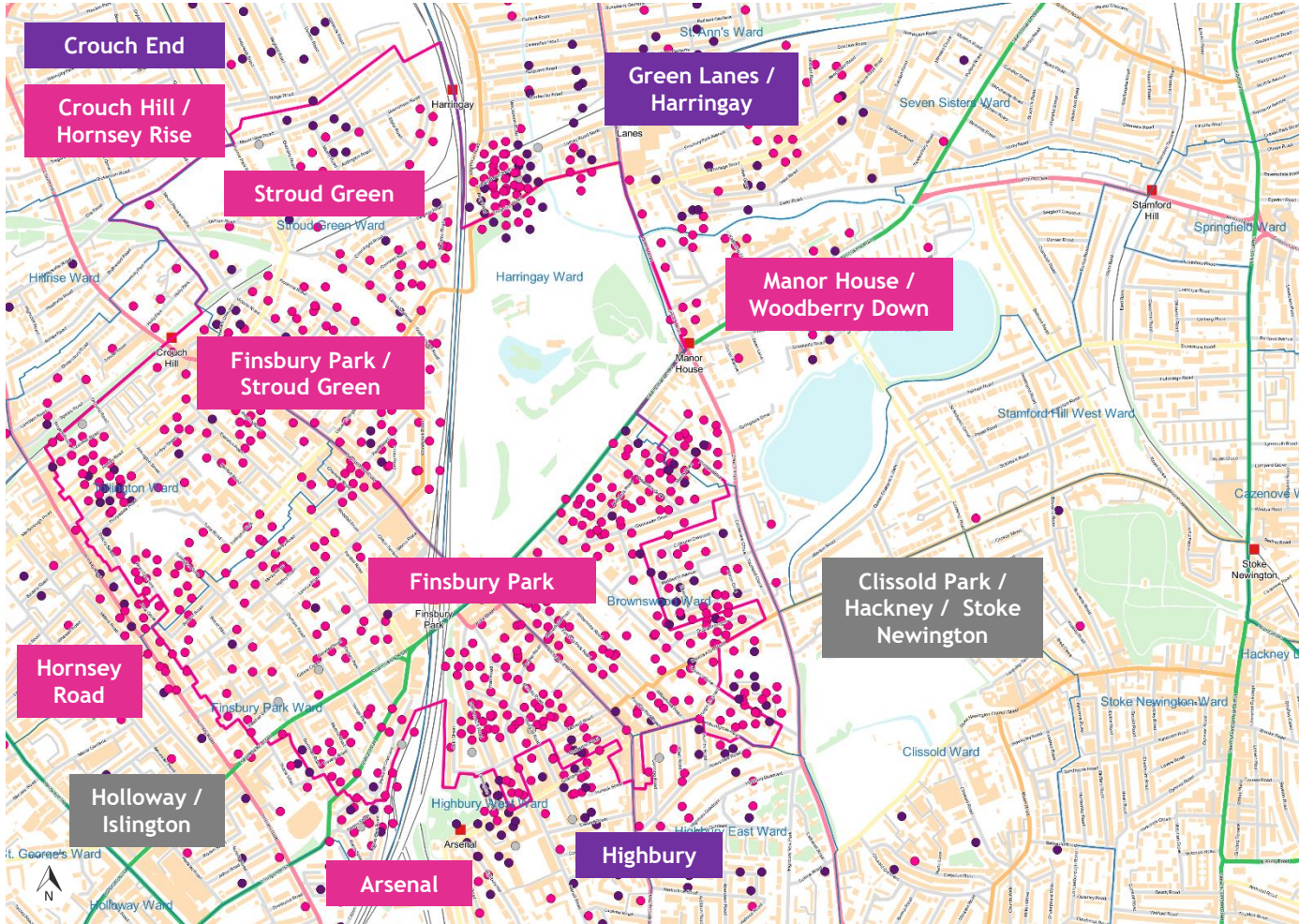
- Yes
- n/a
- No

Do you feel that your local area is part of “Finsbury Park”?



Sample: 1,097 responses

Boundary Survey results - 'Finsbury Park' (with grouped local area labels)



NB - Responses grouped; all boundaries approximate. Contains OS data © Crown copyright and database right 2017

- >40% 'Yes' responses
- Mixed responses
- >40% 'No' responses

Key findings - Resident Survey

Finsbury Park

- Residents who describe their local area as 'Finsbury Park' are most prevalent around Finsbury Park Underground and Railway Station, and south and west of the Park itself.

Stroud Green

- North-west of the park, the 'Finsbury Park' local area slowly merges into that of 'Stroud Green' (the historical name for the wider area before the railway arrived) - there is no clear line where Finsbury Park ends and Stroud Green begins.
- The majority of residents felt that their local area was part of Finsbury Park, although the proportion decreased northwards and westwards.

Other local areas

- Harringay / Green Lanes local area** - Residents perceive Harringay / Green Lanes as distinct local areas, and the majority did not feel that these were part of Finsbury Park.
- Hermitage Road and its environs** - Many residents in this area described their local area as Harringay / Green Lanes / Manor House, although we note that the majority felt that these were part of Finsbury Park.

- Woodberry Down planning application, and Manor House Area Action Plan** - The majority of residents in these areas describe their local area as Manor House / Woodberry Down, although we note that the majority of residents felt that their local area was part of Finsbury Park.
- Portland Rise estate, Myddleton Square, and Kings Crescent estate** - Many residents in these areas describe their local area as Manor House / Woodberry Down / Clissold Park / Hackney / Stoke Newington, although we note that many residents felt that their local area was part of Finsbury Park.
- Mountgrove Road / Blackstock Road** - The majority of residents south of Mountgrove Road describe their local area as Highbury, with a minority feeling that their local area was part of Finsbury Park.
- Arsenal / Highbury local areas** - In the area bounded by Monsell Road to the north and Gillespie Road to the south, there were particular terraces where the majority of residents describe their local area as Highbury, with less than half of respondents feeling that their local area was part of Finsbury Park.
- Holloway / Nag's Head Town Centre** - West of Berriman Road and Parkside Crescent, residents described their local area as Holloway / Islington, with around half feeling that their local area was part of Finsbury Park, and around half feeling the opposite.

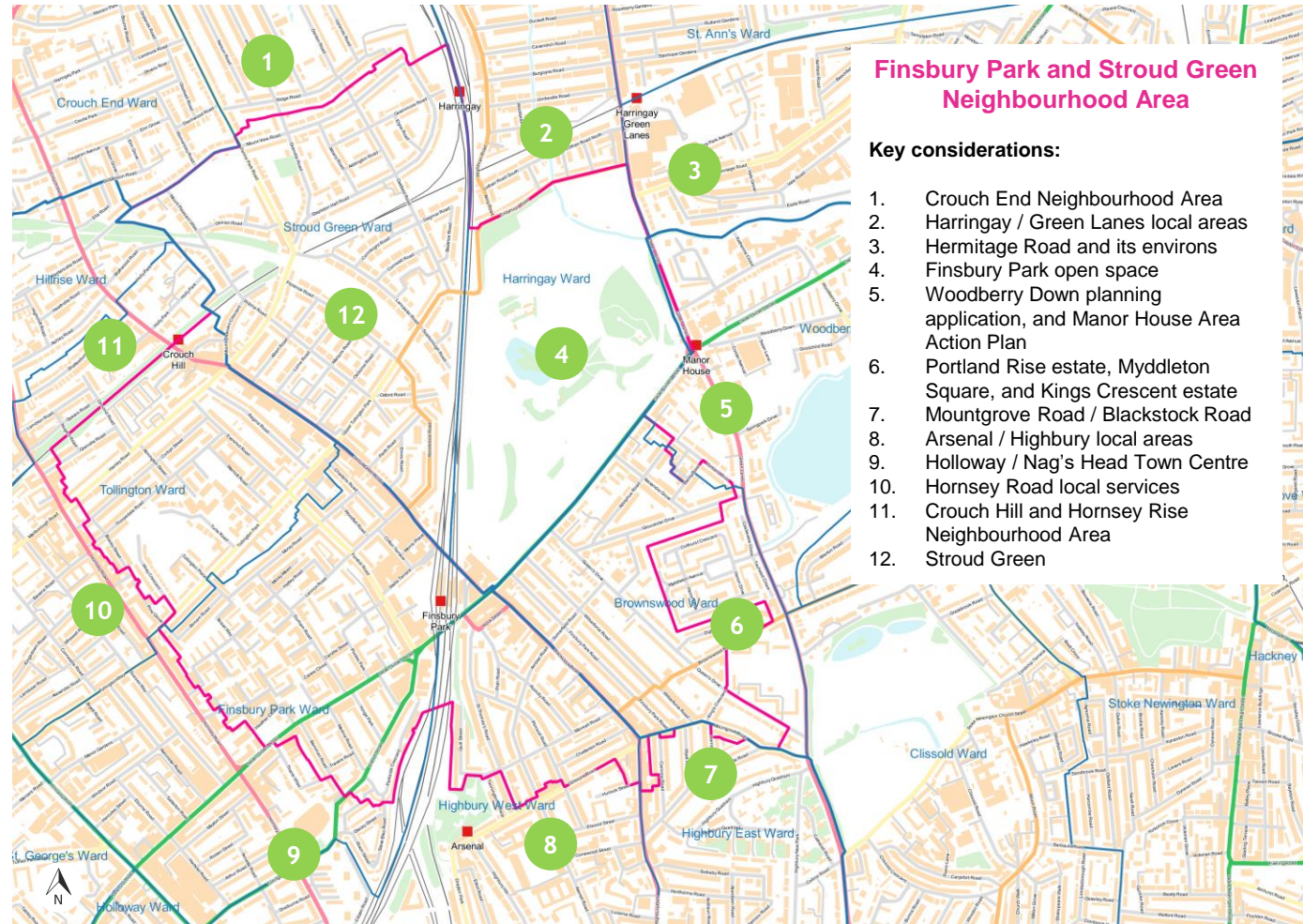
Other feedback received from the local community

- **Friends of Finsbury Park Management Committee**, in a blog post dated 16 August 2017: *“The committee felt strongly that the whole of the Park should be included within the Neighbourhood Area. The Park is managed as a whole, and planning policies should be applied consistently across the entire area. Being designated in a Neighbourhood Plan could also offer an extra layer of protection to the Park - above and beyond the planning designation of Metropolitan Open Land that the Park benefits from. Two of our Management Committee members are actively involved in the preparation of the Plan.”*
- **Ladder Community Safety Partnership (LCSP)** initially raised concerns about including Finsbury Park open space and slivers of Harringay Ward in the Neighbourhood Area, in an email dated 24 May 2017. However, the final draft Neighbourhood Area study was discussed at an LCSP meeting on 14 September 2017, and the organisation decided not to take an official line on the issue.

Conclusions

Summary of key considerations

Each of the considerations listed below is explored in more detail in the subsequent pages.



NB - All boundaries approximate. Contains Valuation Office Data. Contains OS data © Crown copyright and database right 2017

Conclusions

Key considerations

1. Crouch End Neighbourhood Area

Section 61G(7) of the Localism Act 2011 states: “The areas designated as neighbourhood areas must not overlap with each other.” The proposed Neighbourhood Area therefore abuts but does not overlap with the designated Crouch End Neighbourhood Area. We have been in touch with the Crouch End Neighbourhood Forum, to discuss proactive and positive engagement on cross-boundary issues. The Neighbourhood Area also follows the physical boundary of the north-south railway line here.

2. Harringay / Green Lanes local area

The results of the Boundary Survey indicated that residents perceive Harringay / Green Lanes as distinct local areas, and the majority did not feel that these were part of Finsbury Park. The proposed Neighbourhood Area therefore excludes all of the area known as the ‘Harringay Ladder’ and the cluster of local services along Green Lanes.

3. Hermitage Road and its environs

The results of the Boundary Survey indicated that many residents in this area described their local area as Harringay / Green Lanes / Manor House, although we note that the majority felt that these were part of Finsbury Park. This area is physically severed from the Harringay / Green Lanes local area and Finsbury Park open space by the A105 Green Lanes. On balance, the proposed Neighbourhood Area therefore excludes all of Hermitage Road and its environs (between the Gospel Oak - Barking railway line to the north, and the New River to the south).

4. Finsbury Park open space

The proposed Neighbourhood Area includes all of Finsbury Park - an area of open space, sports and leisure facilities. It is listed as a Grade II asset, and designated as Metropolitan Open Land. We recognise that the Park is of regional significance, as well as being of great importance to several local areas.

The inclusion of part or whole of the Park within the Neighbourhood Area was debated at several Open Meetings, and with the Friends of Finsbury Park Management Committee on 6 March 2017 (of which two of the Management Committee members have been part of an informal working group for the Neighbourhood Forum and Neighbourhood Area applications).

Overall, members of the community felt that:

- The Park is managed as a whole, and planning policies should be applied consistently across the entire area
- Being designated as a Local Green Space in a Neighbourhood Plan could also offer an additional means of protecting the Park - above and beyond the planning designation of Metropolitan Open Land that the Park benefits from
- In the absence of other Neighbourhood Forums surrounding the Park, the Finsbury Park and Stroud Green Neighbourhood Forum would be the only option for inclusion in a Neighbourhood Plan at this time. However, we would continue to proactively and positively engage with the community outside the Neighbourhood Area on cross-boundary issues - as well as any other Neighbourhood Forums surrounding the park as and when they come forward

Conclusions (continued)

- Given that the neighbourhood and open space are both called Finsbury Park, it would be incongruous for the Neighbourhood Area to include one but not the other

We note that Haringey Council would be able to reallocate part or all of Finsbury Park to another Neighbourhood Area and Forum as a result of a future application.

The proposed Neighbourhood Area therefore includes all of Finsbury Park.

5. Woodberry Down planning application, and Manor House Area Action Plan

Hackney Council has permitted a hybrid planning application at Woodberry Down (Ref. 2013/3223). The development scheme is comprehensive, with early phases already delivered. The proposed Neighbourhood Area therefore excludes the red line boundary of this application

Hackney Council's 2013 Manor House Area Action Plan (AAP) provides a comprehensive masterplan for developed land around Manor House Underground station, along Seven Sisters Road and Green Lanes. The proposed Neighbourhood Area therefore excludes the Manor House AAP area.

These proposals also reflect the results of the Boundary Survey, which indicated that the majority of residents in these areas describe their local area as Manor House / Woodberry Down, although we note that the majority of residents felt that their local area was part of Finsbury Park.

We have been in touch with the Manor House Development Trust, to discuss proactive and positive engagement on cross-boundary issues.

6. Portland Rise estate, Myddleton Square, and Kings Crescent estate

The results of the Boundary Survey indicated that many residents in these areas describe their local area as Manor House / Woodberry Down / Clissold Park / Hackney / Stoke Newington, although we note that many residents felt that their local area was part of Finsbury Park. On balance, the proposed Neighbourhood Area excludes the Portland Rise estate, Myddleton Square, and Kings Crescent estate.

7. Mountgrove Road / Blackstock Road

The results of the Boundary Survey indicated that the majority of residents south of Mountgrove Road describe their local area as Highbury, with a minority feeling that their local area was part of Finsbury Park.

However, there are local services along Mountgrove Road between Herrick and Riversdale Roads and along Blackstock Road that are likely to have catchment areas largely serving residential areas within the Neighbourhood Area.

The proposed Neighbourhood Area therefore includes the local services between Herrick and Riversdale Roads and properties fronting Blackstock Road as far as they are included within the Finsbury Park Town Centre SPD.

Conclusions (continued)

8. Arsenal / Highbury local areas

The results of the Boundary Survey indicated that in the area bounded by Monsell Road to the north and Gillespie Road to the south, there were particular terraces where the majority of residents describe their local area as Highbury, with less than half of respondents feeling that their local area was part of Finsbury Park. However, the proposed Neighbourhood Area boundary in this area includes all of the terraces north of Gillespie Road that were built around the same time (i.e. excluding Tannington Terrace and western side of St Thomas's Road).

The cluster of local services along Gillespie Road between Plimsoll and Avenell Roads is excluded, as these are likely to have a catchment area largely serving residential areas outside of the Neighbourhood Area.

We have been in touch with the Friends of Gillespie Park and the Highbury Community Association, to discuss proactive and positive engagement on cross-boundary issues.

9. Holloway / Nag's Head Town Centre

The results of the Boundary Survey indicated that west of Berriman Road and Parkside Crescent, residents described their local area as Holloway / Islington, with around half feeling that their local area was part of Finsbury Park, and around half feeling the opposite. The proposed Neighbourhood Area boundary in this area therefore follows a route based on the results of the Boundary Survey, with reference to changes in street pattern and character of the streetscape.

The cluster of local services around Nag's Head is designated in planning policy as a Town Centre. The proposed Neighbourhood Area therefore excludes this area.

10. Hornsey Road local services

The results of the Boundary Survey indicated that along and west of Hornsey Road, residents described their local area as Hornsey Road / Holloway, although the majority felt that their local area was part of Finsbury Park. A significant part of Hornsey Road itself has non-residential uses at ground floor level, although these frontages have been broken by changes of use to residential, and there is an inconsistent streetscape along the road.

The inclusion of part or all of Hornsey Road within the Neighbourhood Area was debated at several Open Meetings. Overall, it was felt that:

- Including all of Hornsey Road within the Neighbourhood Area was not supported by the results of the Boundary Survey. Due to bus routes, many of the local services along the road are likely to have catchment areas largely serving residential areas to the north and south of the Neighbourhood Area
- Splitting the properties on the western and eastern sides of the road would reduce the chances of a comprehensive and effective strategy for regeneration of the local area being formed and implemented
- Excluding all of Hornsey Road would allow for its potential inclusion in another Neighbourhood Area / Forum at in future - possibly linked to Holloway

The proposed Neighbourhood Area therefore excludes all properties fronting Hornsey Road. The boundary also follows a route further east in some places, based on the results of the Boundary Survey, with reference to changes in street pattern and streetscape.

Conclusions (continued)

We have been in discussion with the Hornsey Road Traders Association about proactive and positive engagement on cross-boundary issues.

11. Crouch Hill and Hornsey Rise Neighbourhood Area

Section 61G(7) of the Localism Act 2011 states: “The areas designated as neighbourhood areas must not overlap with each other.” The proposed Neighbourhood Area therefore abuts but does not overlap with the designated Crouch Hill and Hornsey Rise Neighbourhood Area.

There is currently no approved Neighbourhood Forum for this Neighbourhood Area; however, we would engage proactively and positively on cross-boundary issues with any Neighbourhood Forum that may form in future.

12. Stroud Green

North-west of the park, the ‘Finsbury Park’ local area slowly merges into that of ‘Stroud Green’ (the historical name for the wider area before the railway arrived) - there is no clear line where Finsbury Park ends and Stroud Green begins. The majority of residents felt that their local area was part of Finsbury Park, although the proportion decreased northwards and westwards.

These results are not surprising, as unlike other ‘sub-local areas’ within Finsbury Park (such as Brownswood), Stroud Green clearly has a strong local identity, with its own high street, school, library and flourishing online community all bearing the Stroud Green name.

Any imposed boundary between the two would not reflect the perceptions of residents, and would divide the Stroud Green Road and the Stroud Green Conservation Area in two, adding to the

fractured planning policy in the area rather than making it more comprehensive.

The proposed name for the Neighbourhood Area, the “Finsbury Park and Stroud Green Neighbourhood Area”, recognises the two distinct but inseparable neighbourhoods.

Size of the Neighbourhood Area

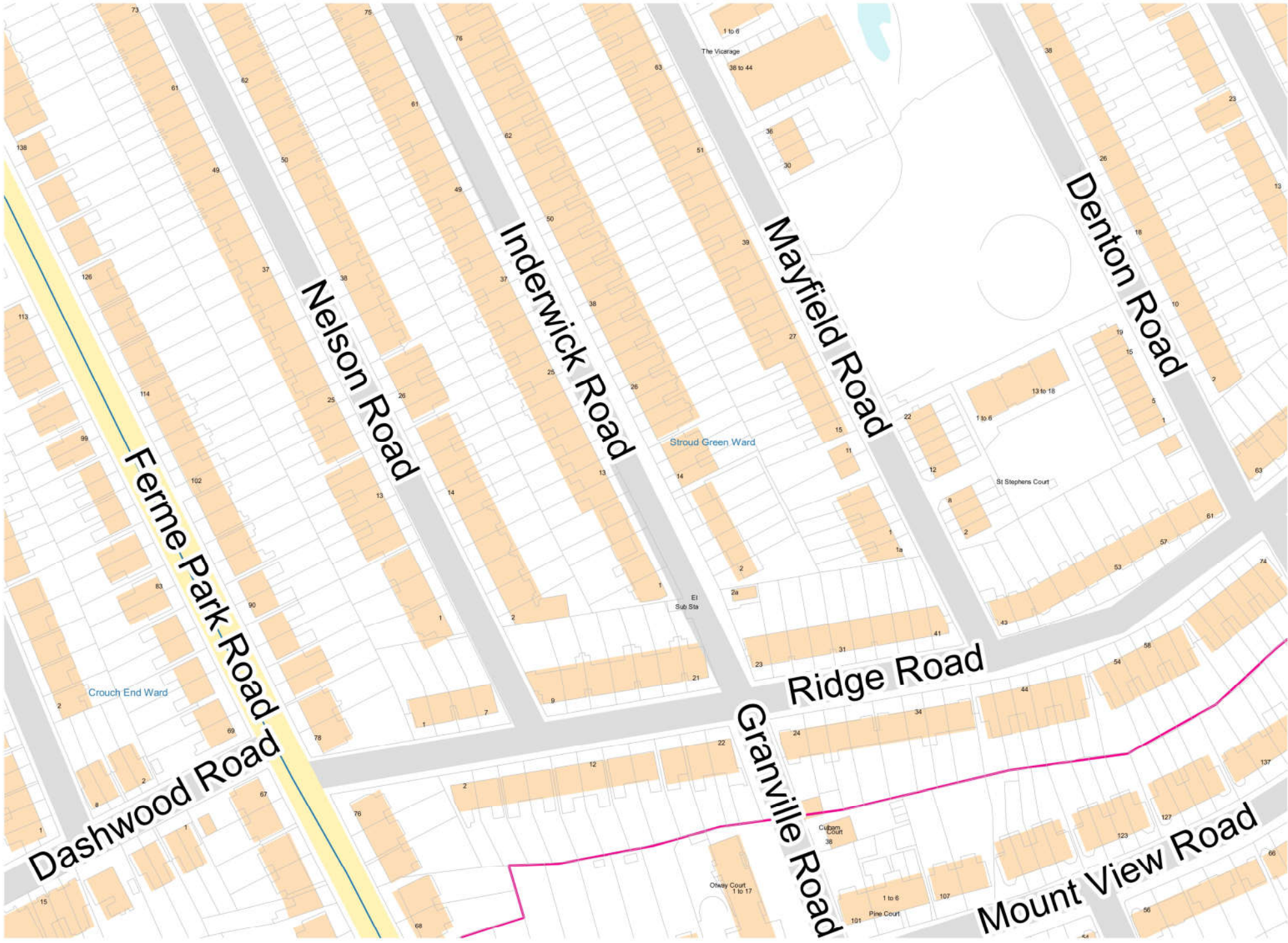
- With such excellent public transport links and local services, the Neighbourhood Area naturally has a large catchment area of people who associate with it. The Neighbourhood Area covers around 218 hectares (540 acres) excluding Finsbury Park open space, and 270 hectares including it (670 acres).
- The Neighbourhood Area has a household density of around 48 to 60 households per hectare (19 to 25 per acre). Using dwelling density as a rough proxy for household density, this is below the Outer London average of 66 dwellings per hectare¹; however, high enough that even a small geographic area will have a large population. We estimate the population of the Neighbourhood Area to be around 30,000 people, encompassing around 13,000 households.

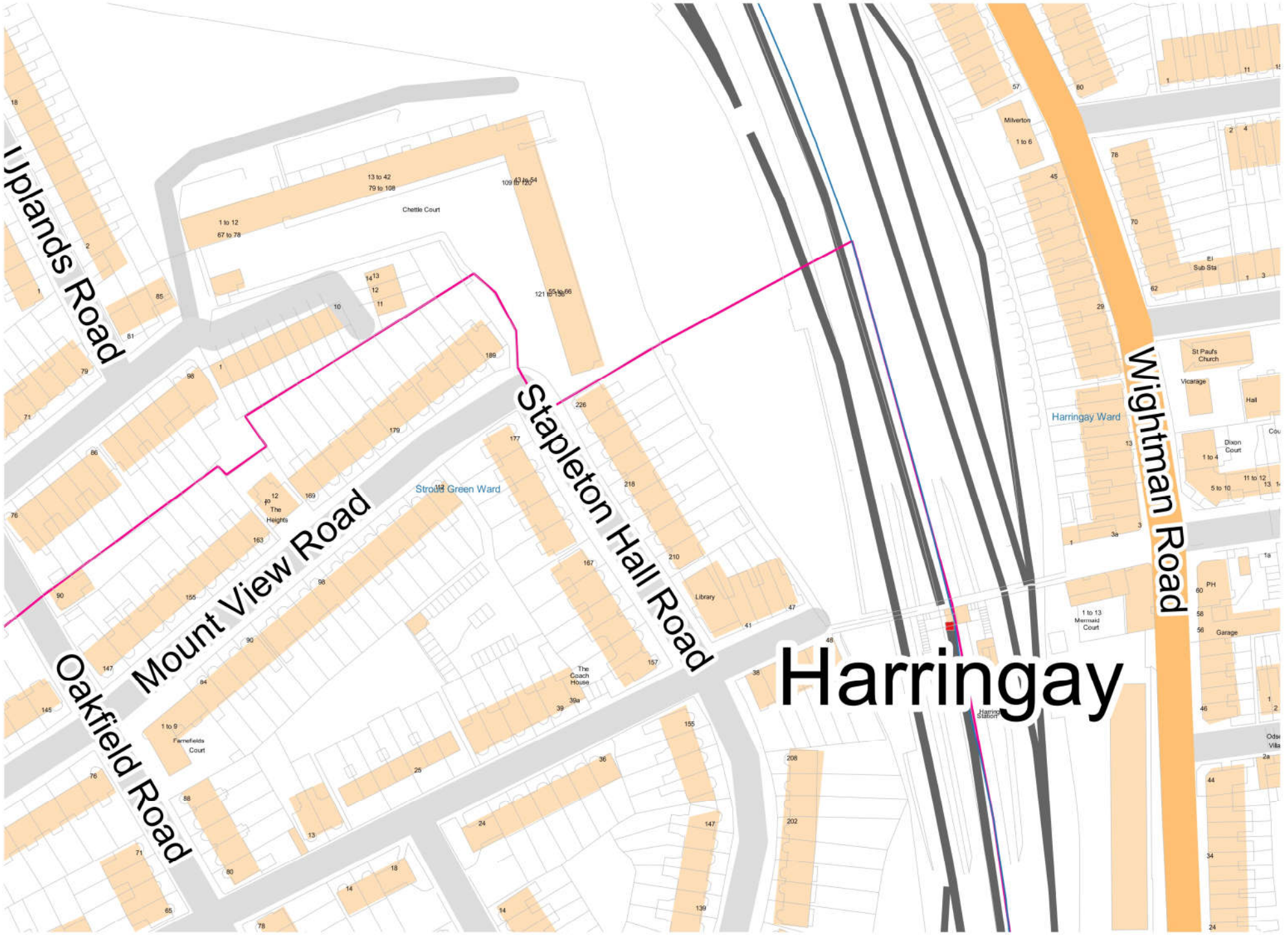
In closing...

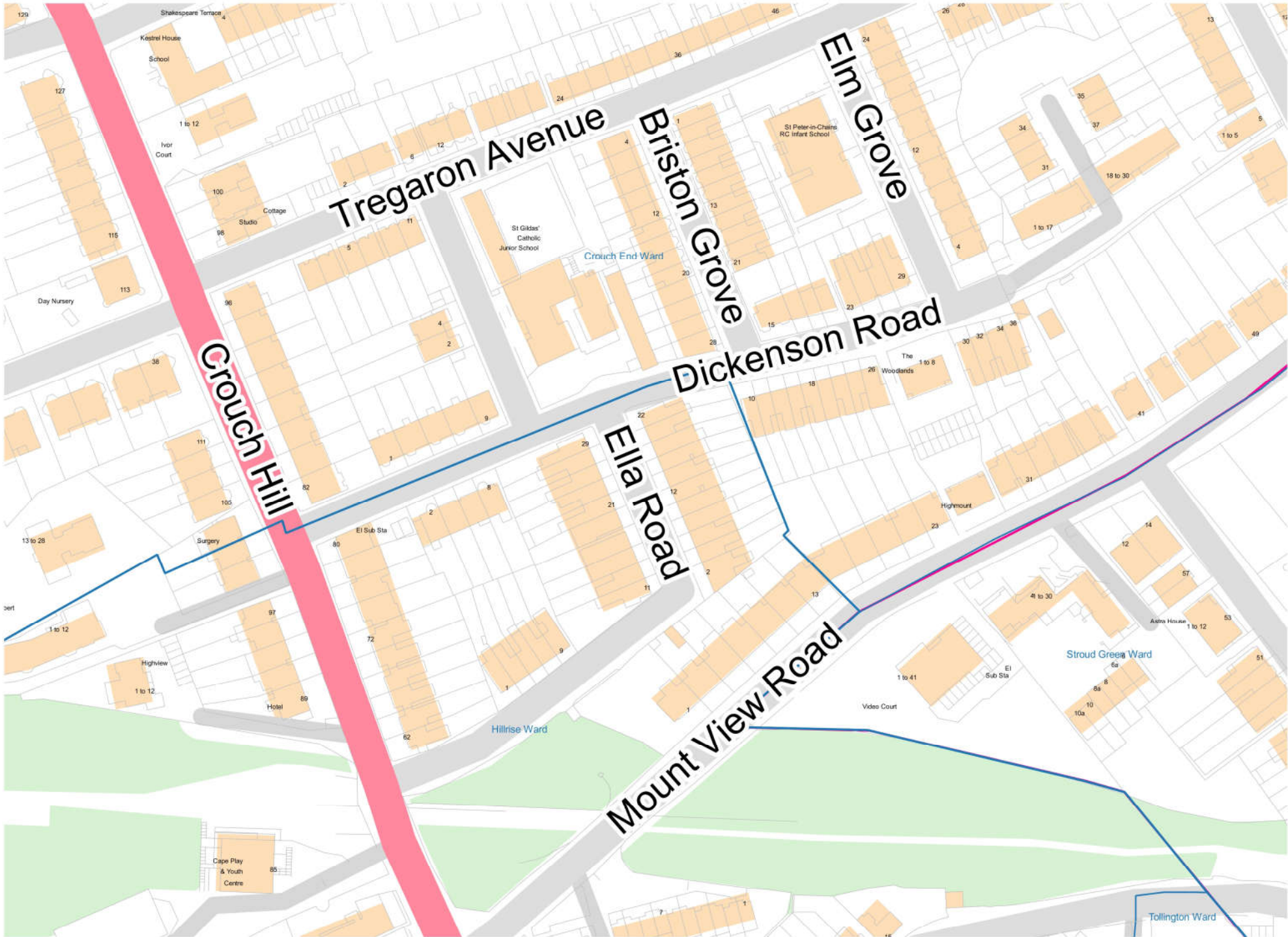
Based upon the evidence presented in this study, we consider that the proposed boundary for the Finsbury Park and Stroud Green Neighbourhood Area complies with statutory requirements and Planning Practice Guidance.

¹ City of Westminster (2008) Controlling Housing Density Study

Annex A - Detailed Neighbourhood Area atlas









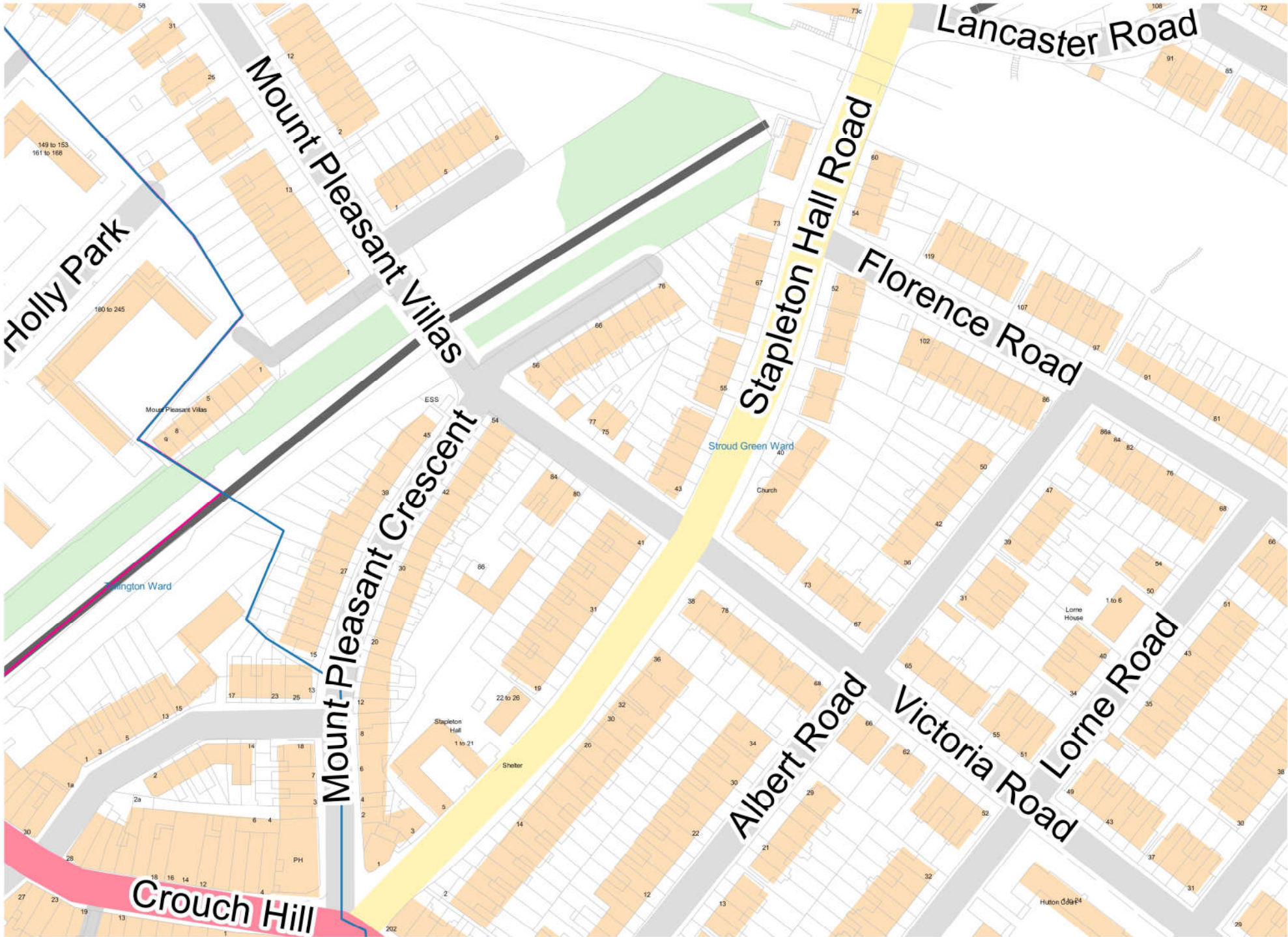




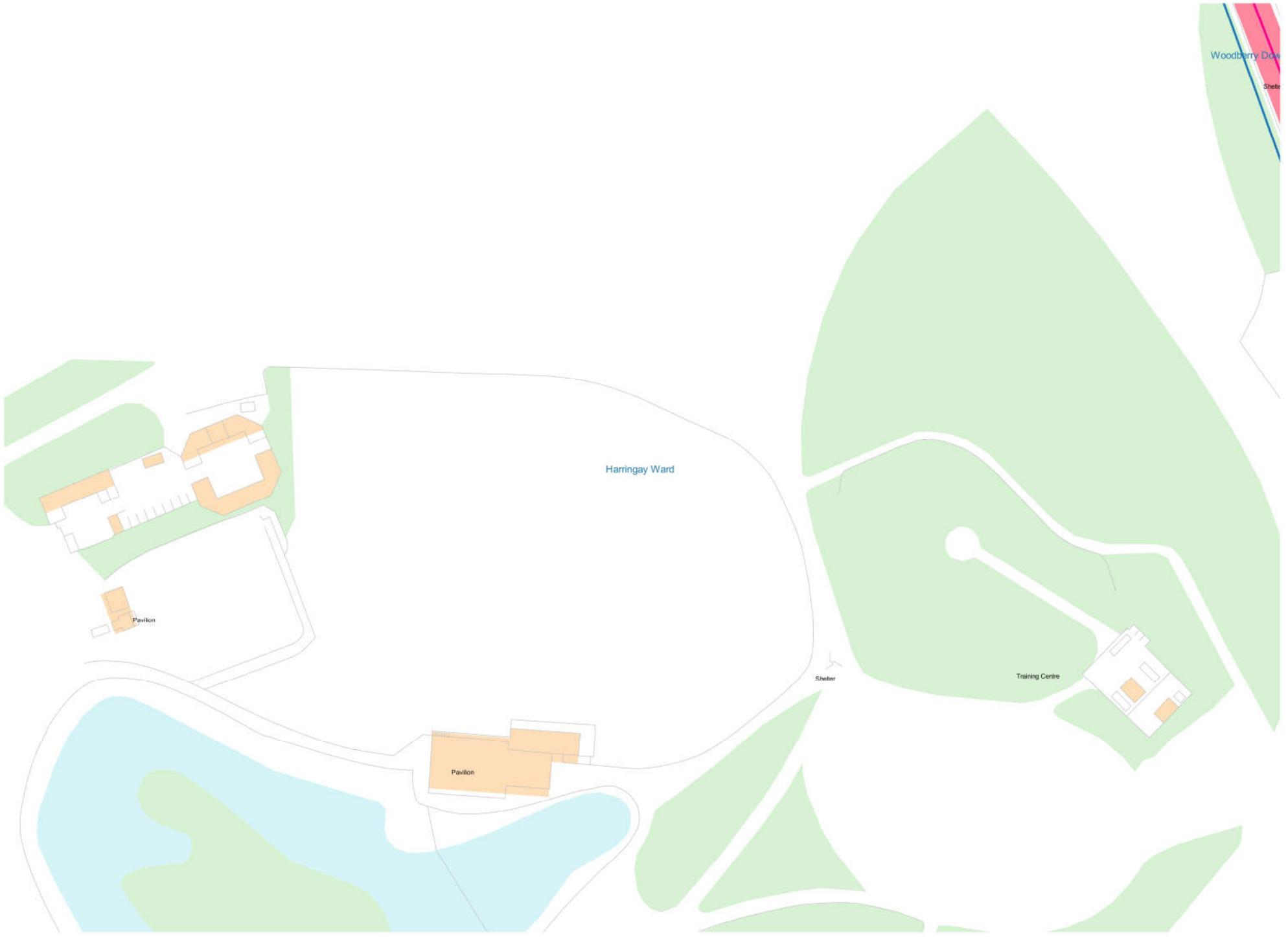


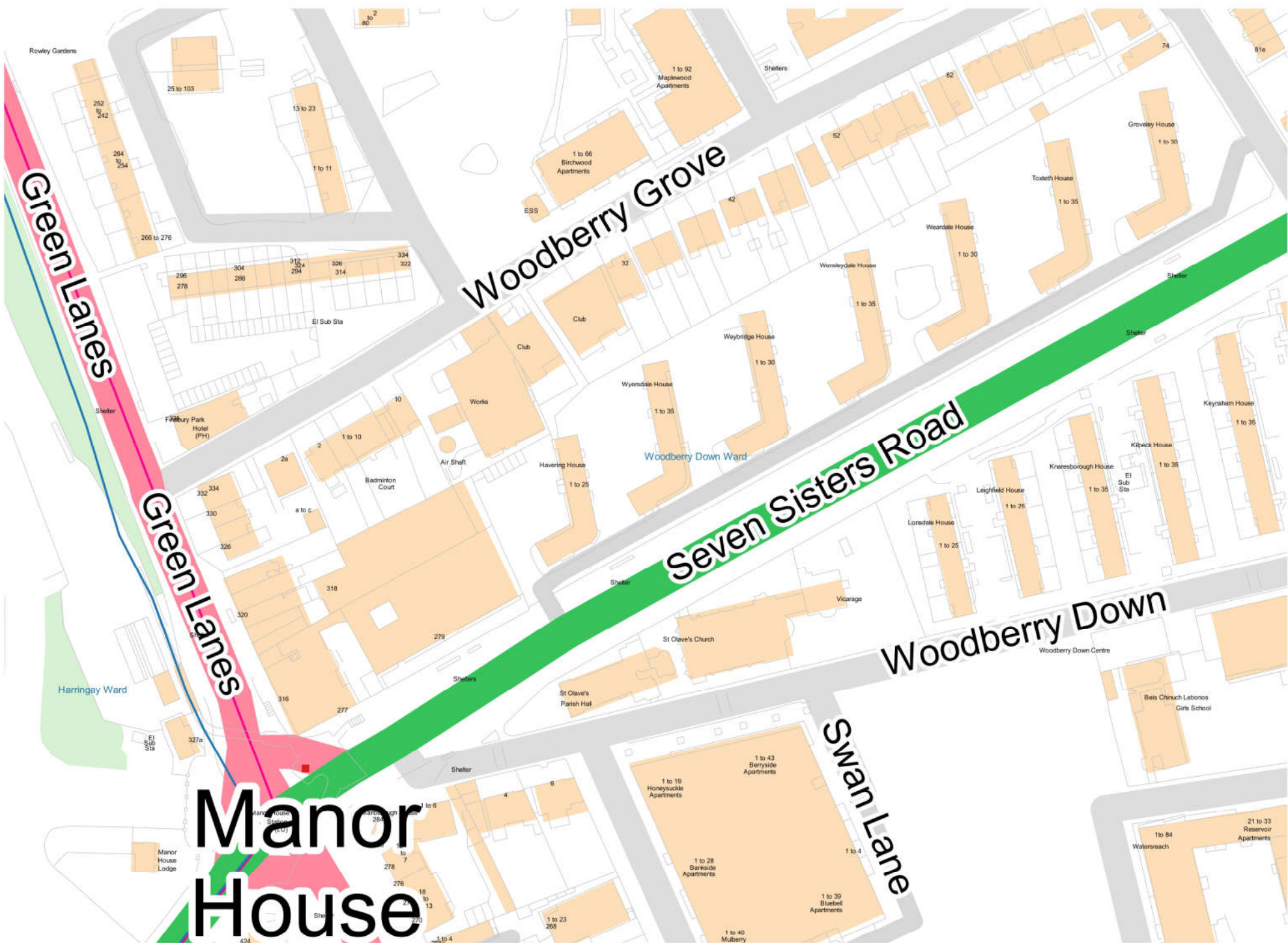
Crou Hill





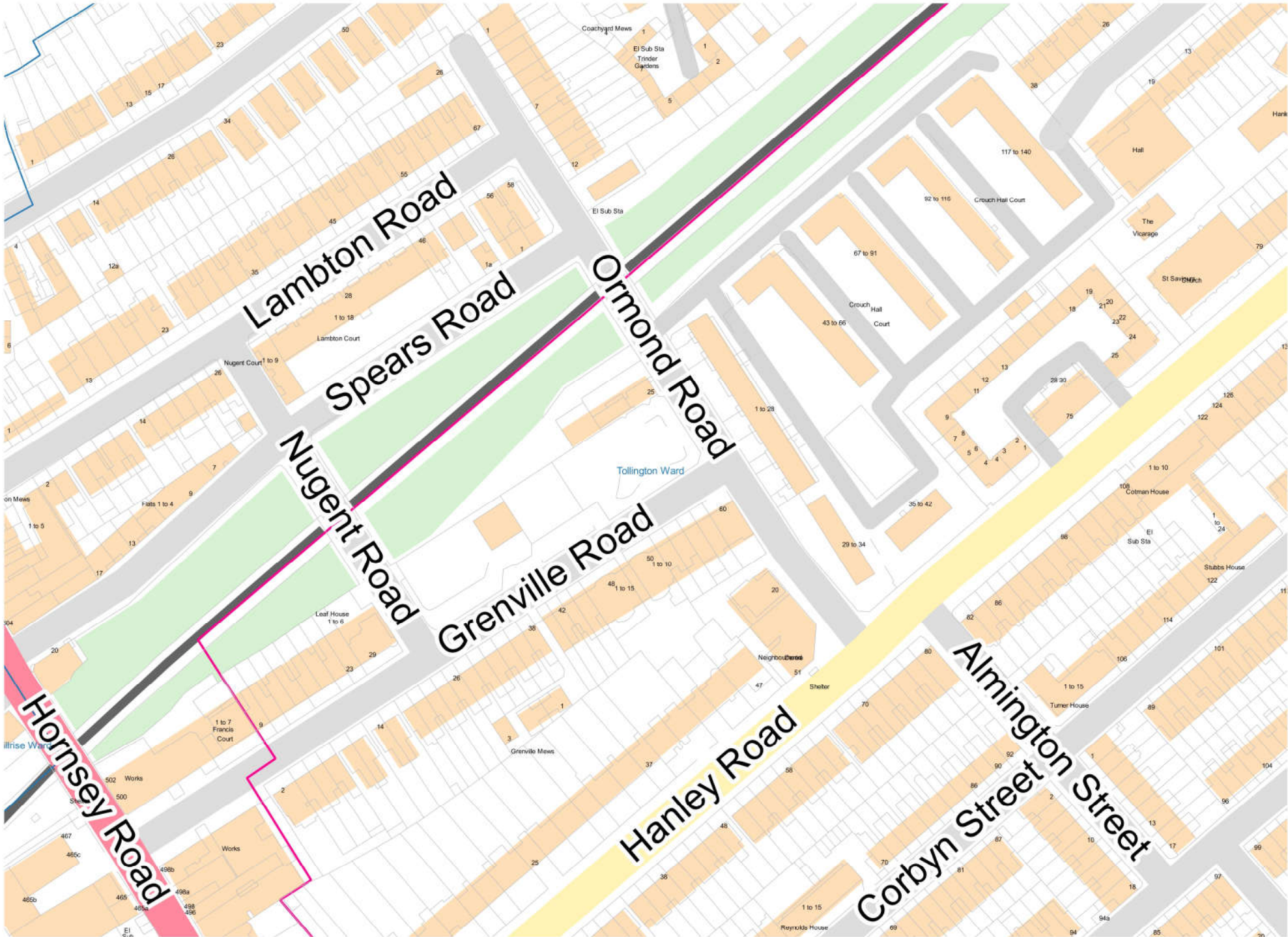


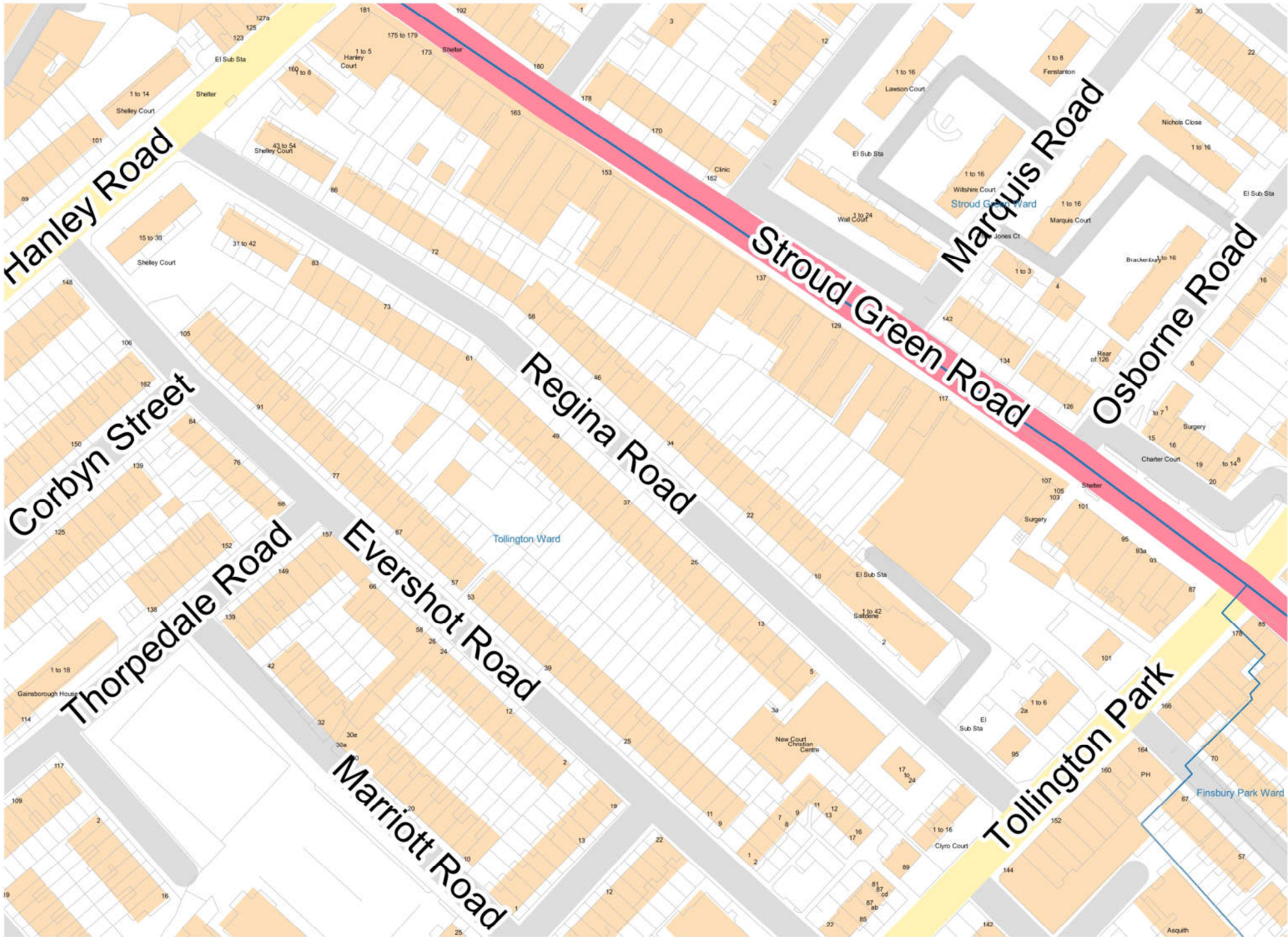




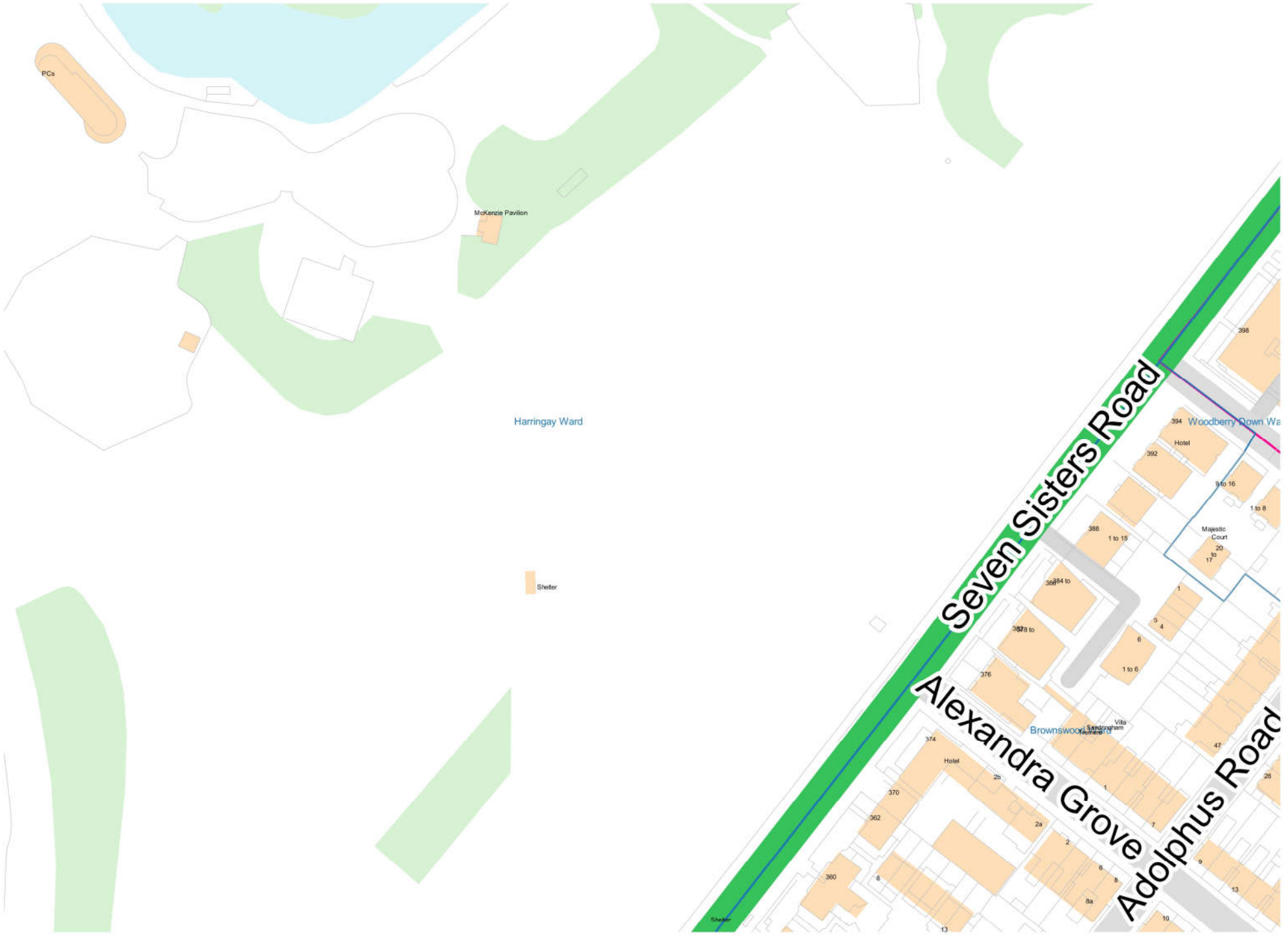
Manor House







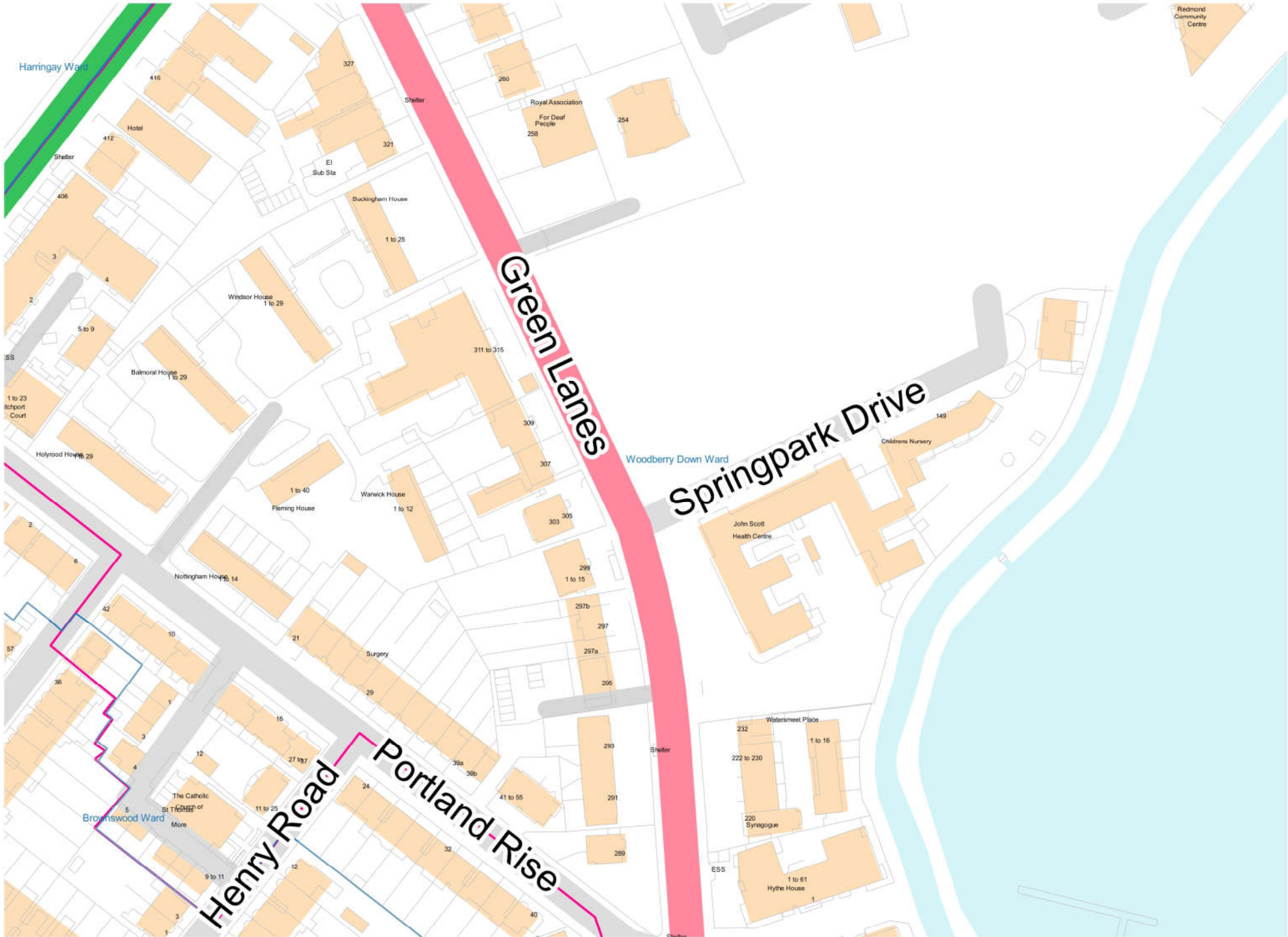


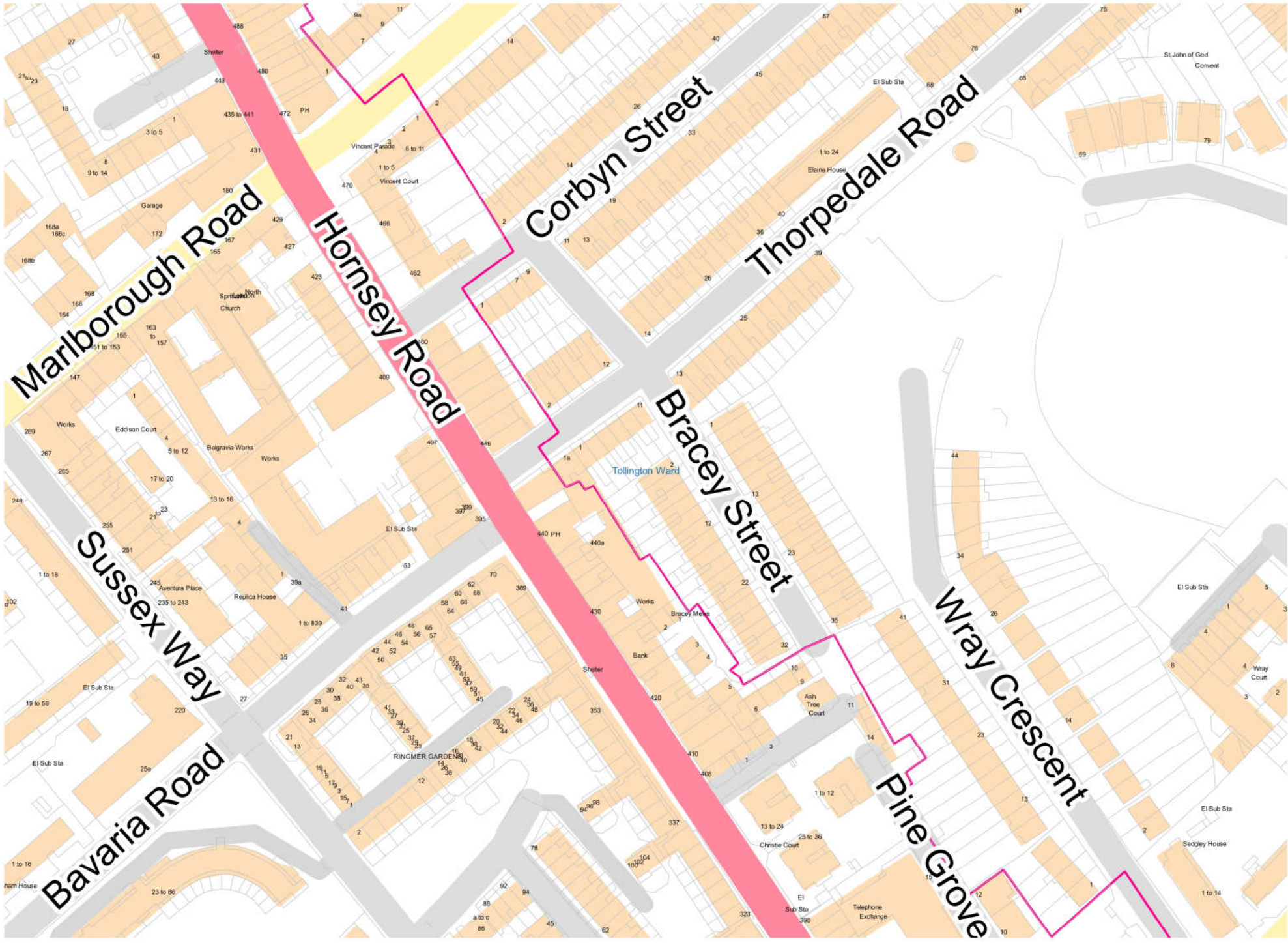


Harringay Ward

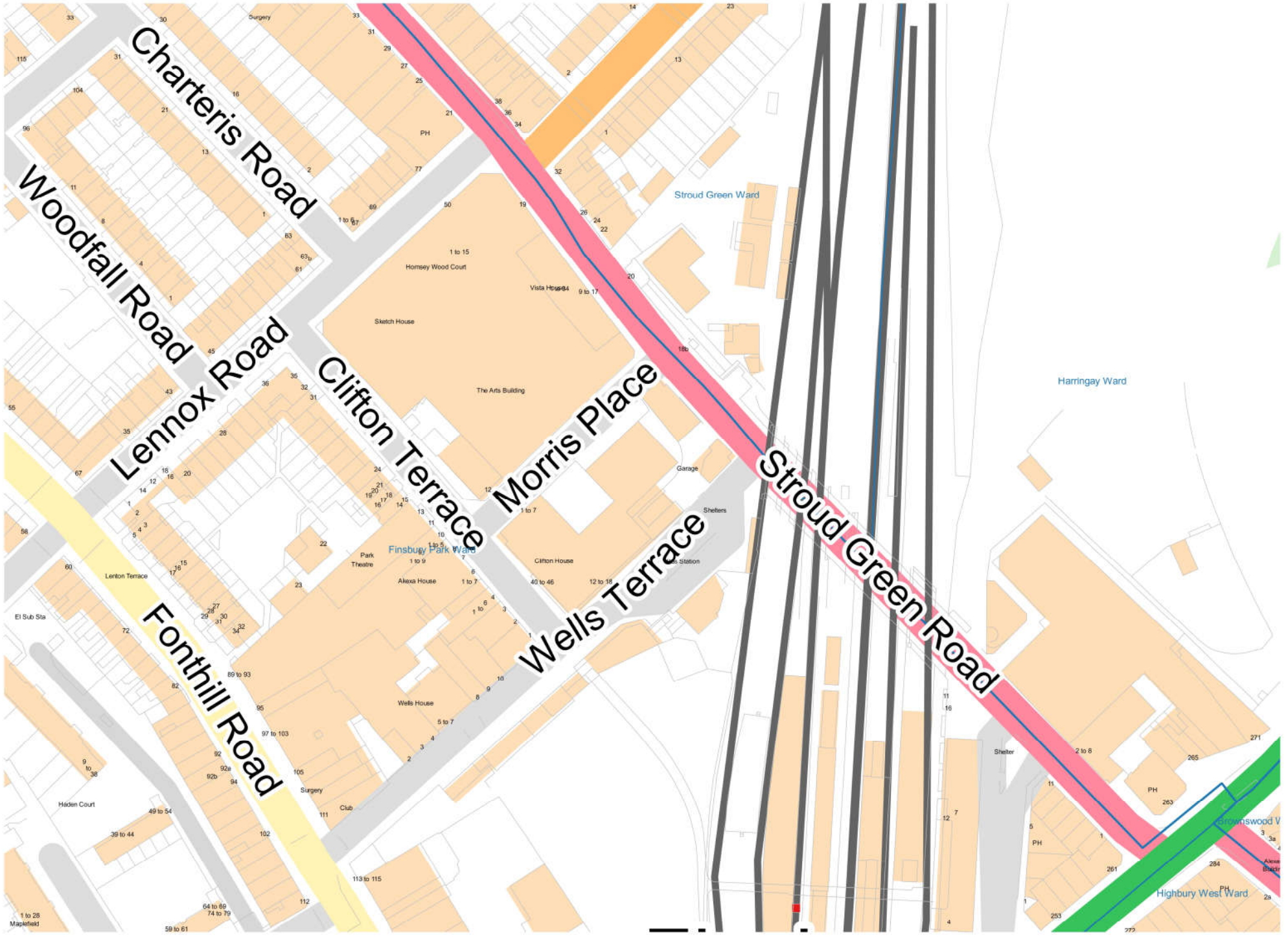
Shelter













Harringay Ward

Seven Sisters Road

Adolphus Road

Gloucester Drive

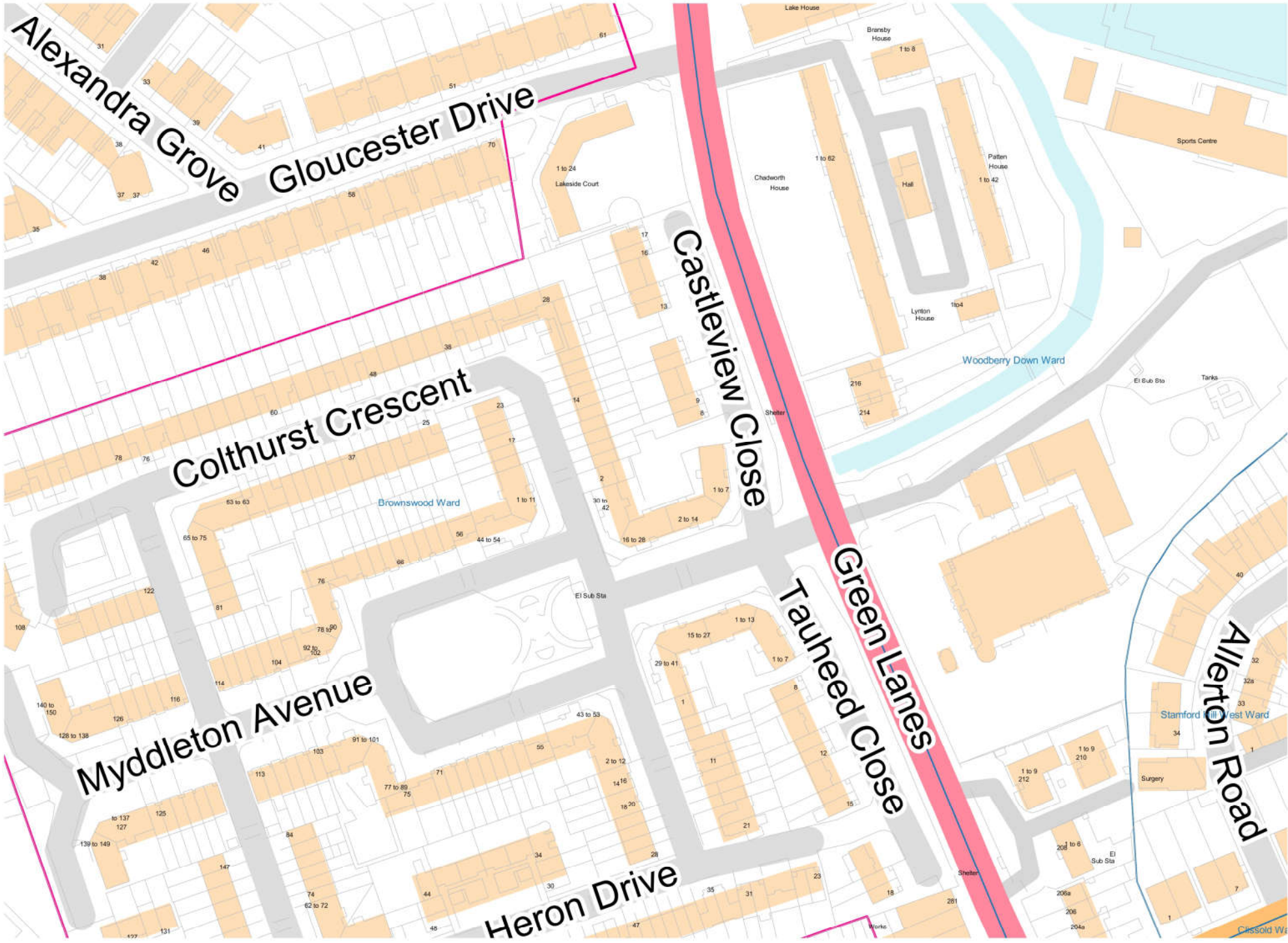
Queen's Drive

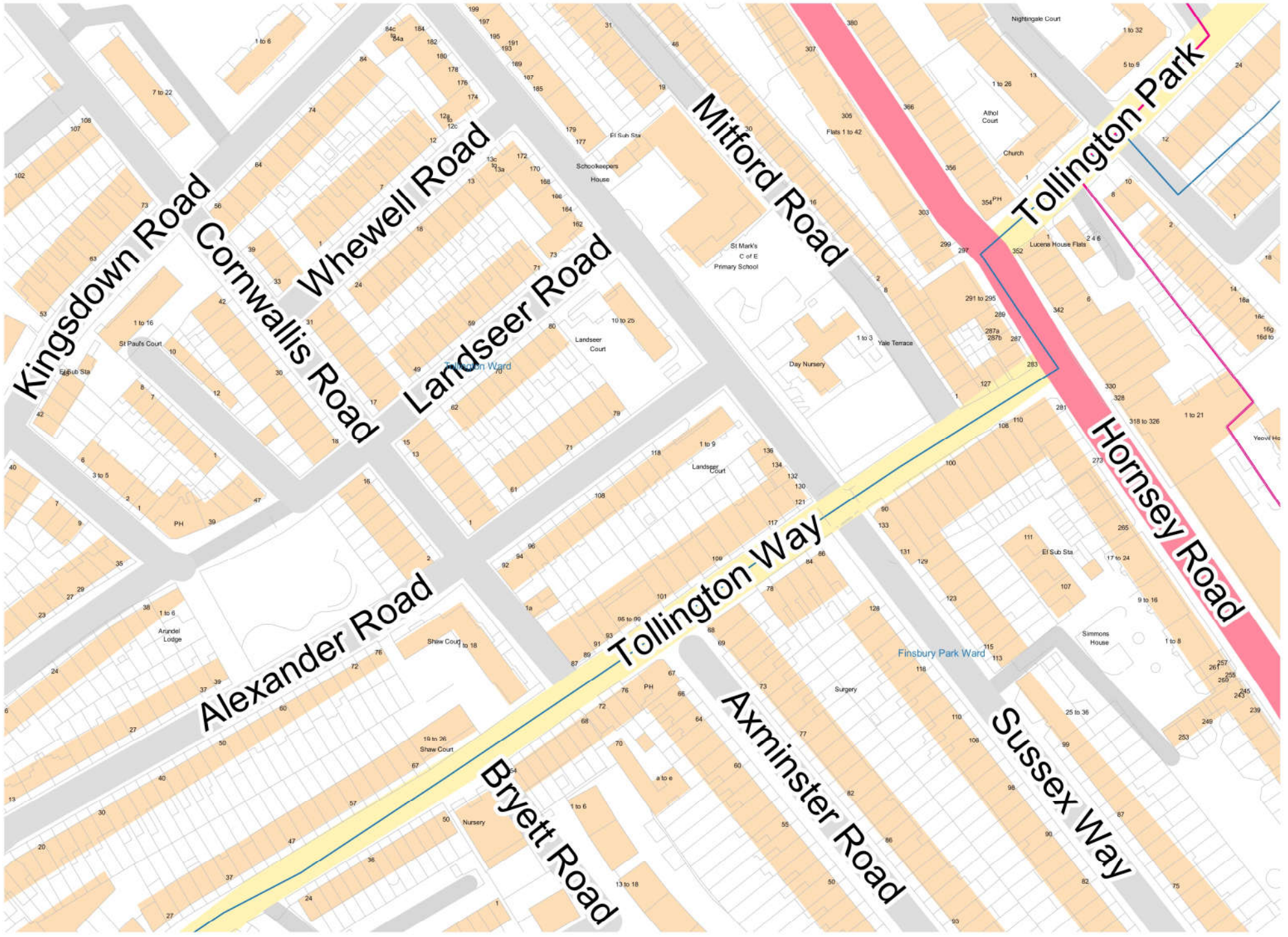
Wilberforce Road

Brownwood Ward

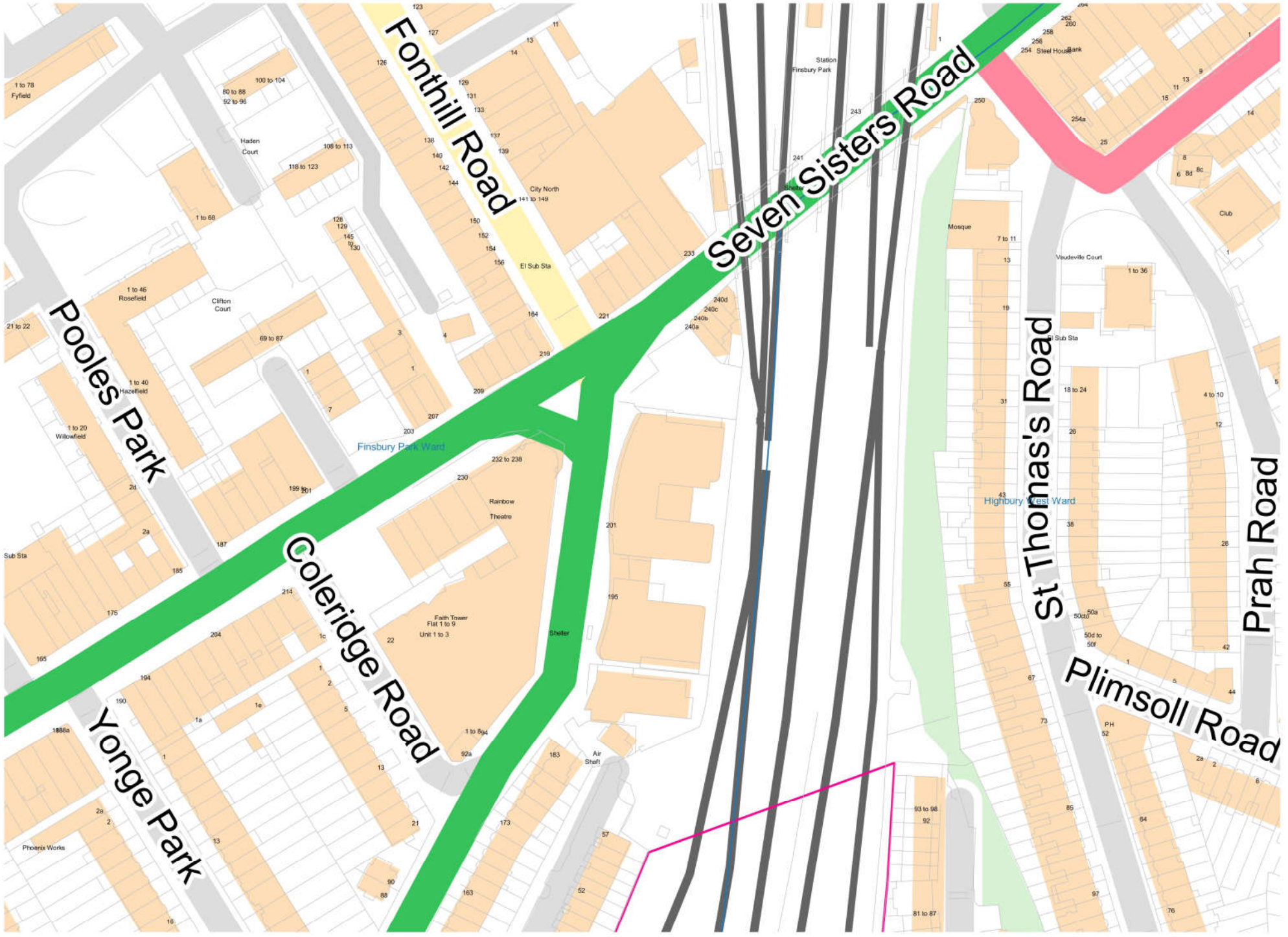
bury West Ward

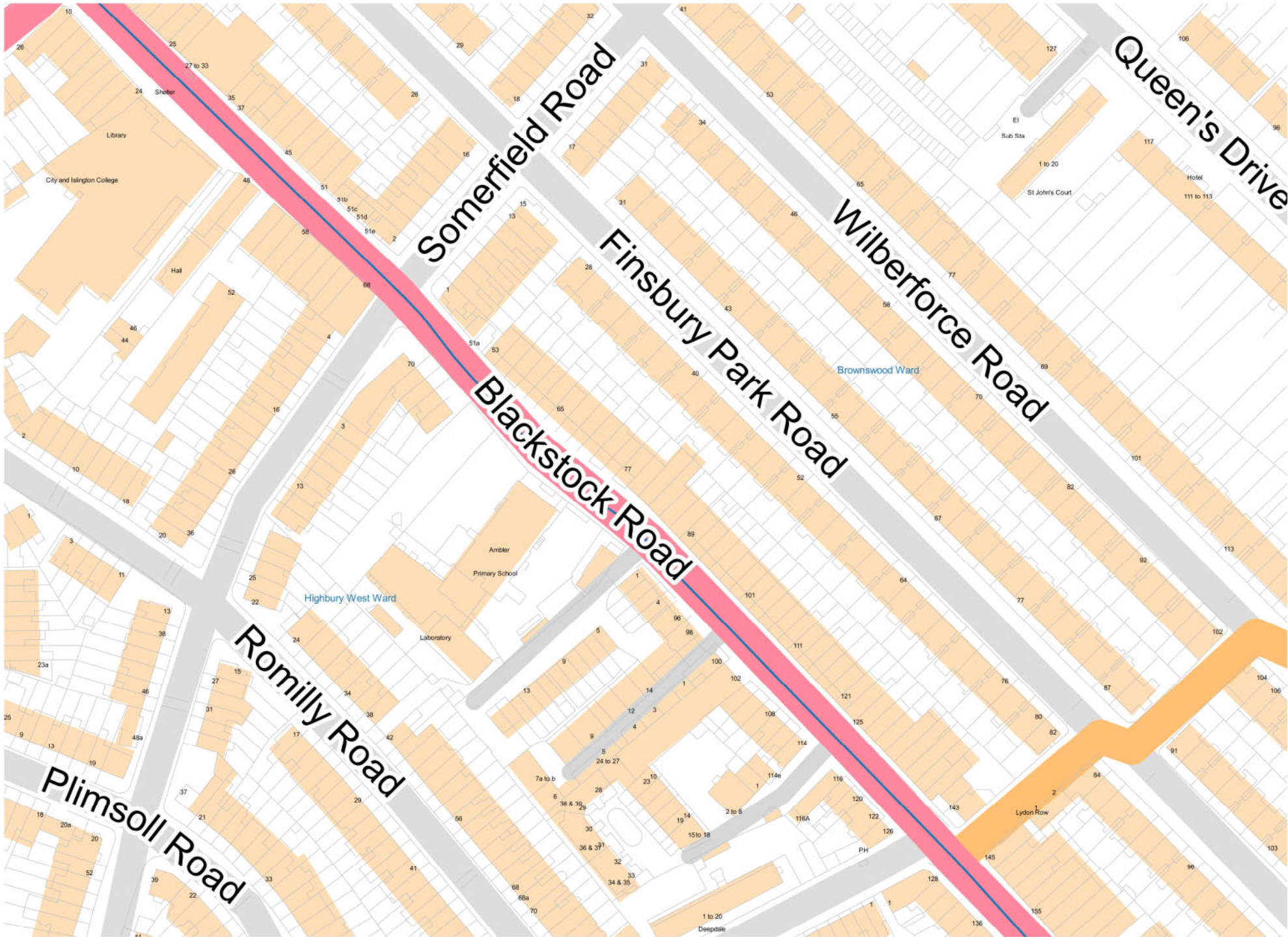


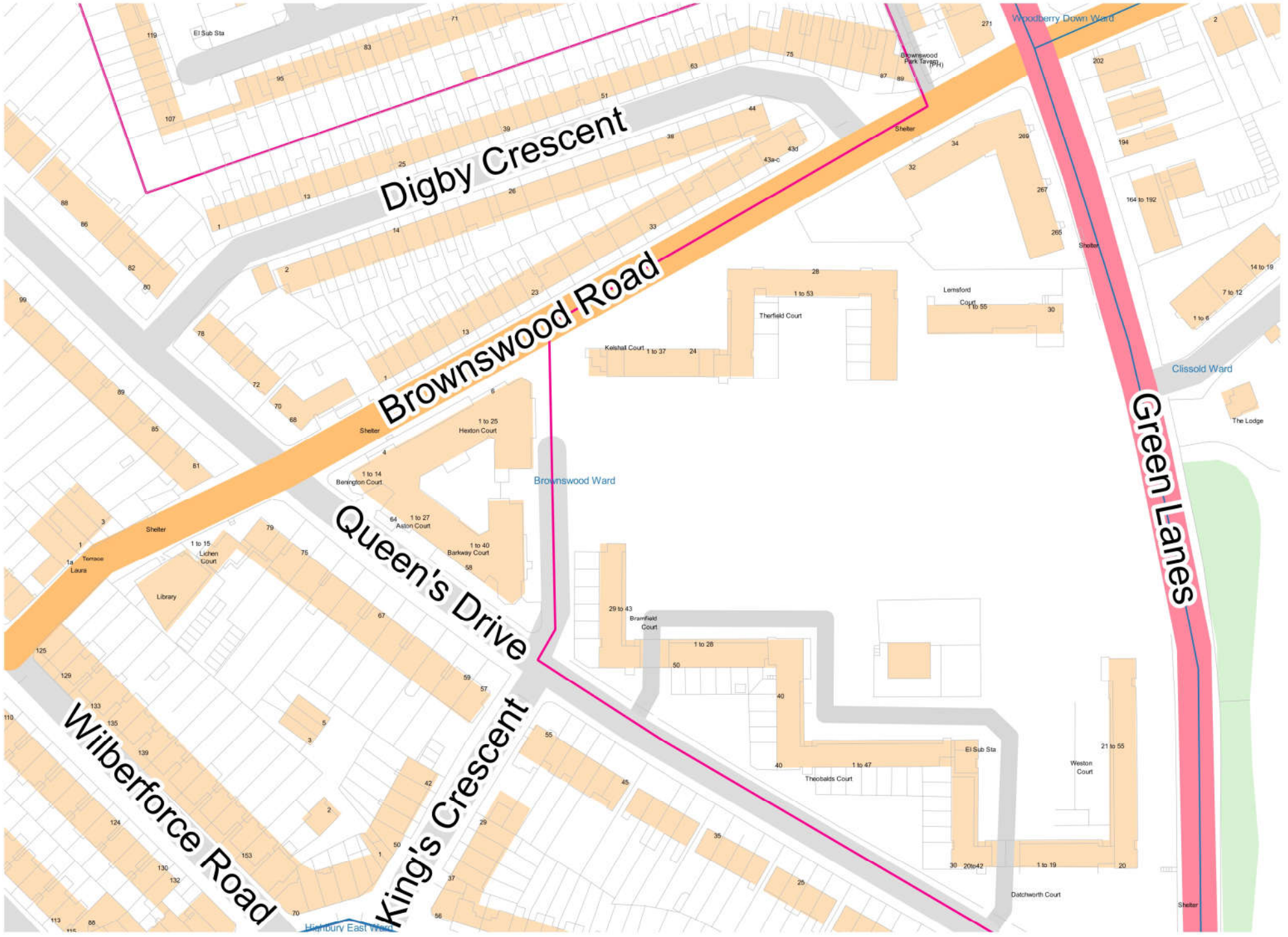


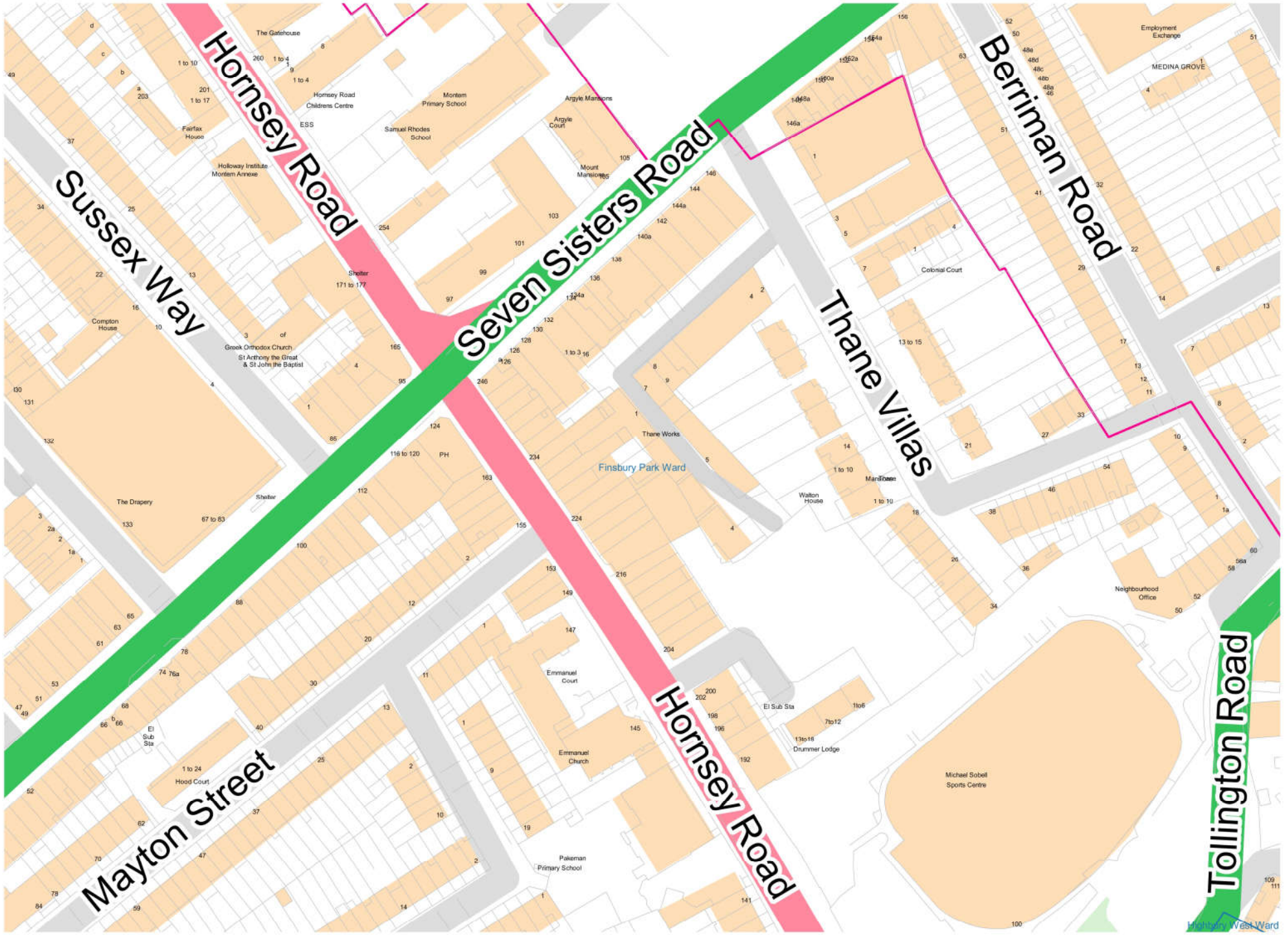


















Appendix 3



Protected Characteristics Study

Introduction

Background

A group of local residents and workers are submitting Neighbourhood Area and Neighbourhood Forum applications to Hackney, Haringey and Islington Councils to enable them to prepare a Neighbourhood Plan for Finsbury Park and Stroud Green, under the Localism Act 2011.

Policy context

The Equality Act 2010 places a “General Duty” on all public bodies to have “due regard” to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity for those with ‘protected characteristics’ and those without them
- Foster good relations between those with ‘protected characteristics’ and those without them

The Equality Act defines the nine protected characteristics as: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Under Section 61F(7)(a) of the Town and Country Planning Act 1990, in determining an application for a neighbourhood forum, the Councils must have regard to the desirability of designating that organisation or body:

- whose membership is drawn from different places in the neighbourhood area concerned;
- whose membership is drawn from different sections of the community, and;
- which has taken reasonable steps to ensure its membership is inclusive.

Introduction

Purpose of this document

Neighbourhood Planning officers from Hackney, Haringey and Islington Councils have directed that an Equalities Assessment should be submitted with the Neighbourhood Area and Neighbourhood Forum applications, using a template prepared by Hackney Council.

The purpose of this Protected Characteristics Study is to understand the baseline for the Finsbury Park and Stroud Green Neighbourhood Area (FPSG), as a starting point to ensuring that equality is embedded into the Finsbury Park and Stroud Green Neighbourhood Plan. It is effectively Appendix 4 of LB Hackney's *'Equalities Assessment Form for an Application for a Neighbourhood Forum'*.

Methodology

The study focuses on the nine protected characteristics set out in the Equality Act 2010 (see previous page). For each of the protected characteristics, the study compares estimated residential population of the Finsbury Park and Stroud Green Neighbourhood Area (FPSG) to the London and England averages.

The study makes use of the best data available from four existing datasets:

- ONS (2017) Census, 2011
- ONS (2016) Births by mothers' usual area of residence in the UK, 2015
- ONS (2017) Annual Population Survey, 2013, 2014 and 2015
- Gender Identity Research and Education Society (2009) Gender Variance in the UK: Prevalence, incidence, growth and geographic distribution

However, the data varies in terms of how often it is collected and the geographical scale at which it is collated and released (e.g. ward level, local authority level). The London Borough of Hackney was subject to a boundary review in 2014, which has also been taken into account.

Introduction

In order to estimate the population of the Neighbourhood Area from the data at ward or borough level, an assessment was made of the geographic area of FPSG in relation to the statistical boundaries, with data adjusted on a pro rata basis. These assumptions are available at Appendix A, as well as an estimate of discrepancies arising through measurement techniques.

This methodology is considered proportionate to support the determination of the Neighbourhood Area and Neighbourhood Area applications.

Towards a Neighbourhood Plan

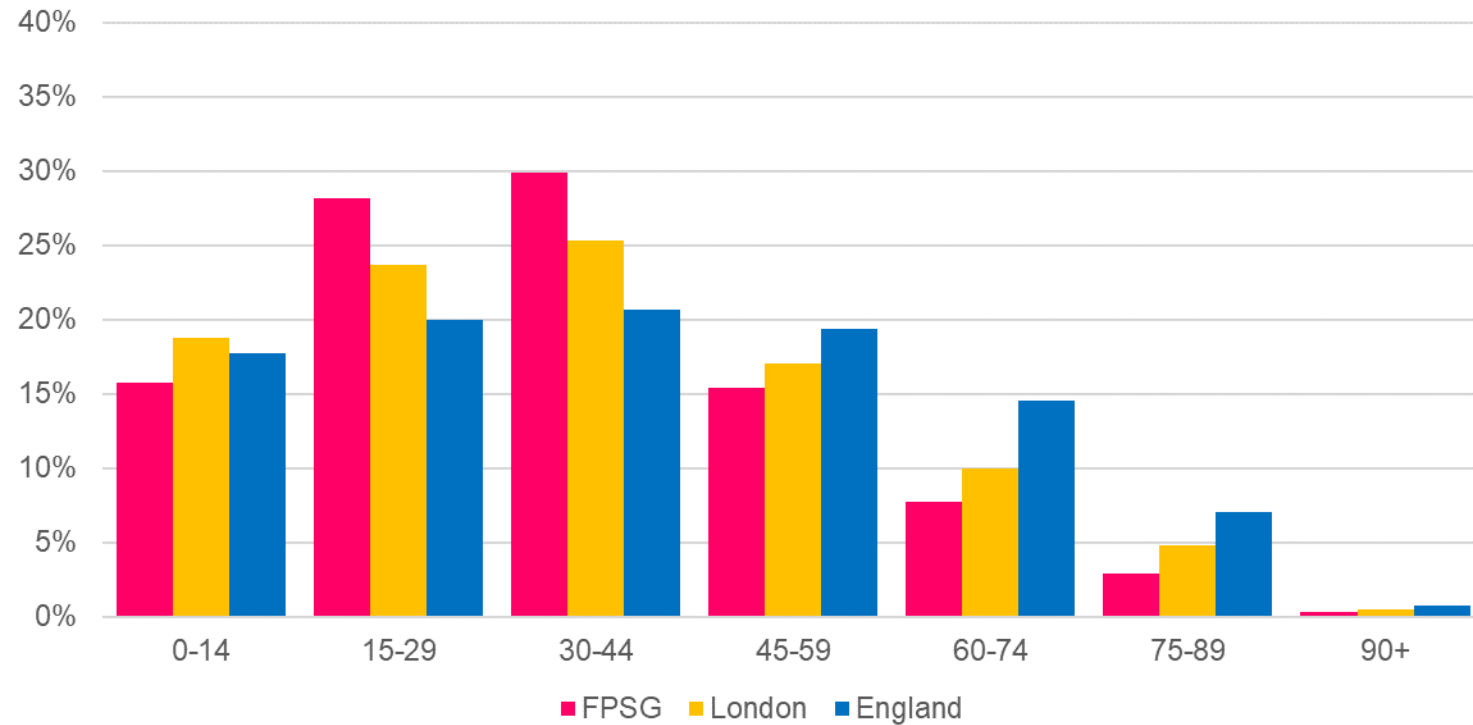
The Finsbury Park and Stroud Green Neighbourhood Plan will also eventually need to comply with the 'Public Sector Equality Duty'.

The proposed constitution for the Neighbourhood Forum engrains equalities and diversity into its structure, principles and decision making process. Further research and analysis into socioeconomic characteristics of the population will be carried out in due course.

Further information is available in the Equalities Impact Assessment form submitted as part of the Neighbourhood Area and Neighbourhood Forum applications.

Age - Data

Age	0-14	15-29	30-44	45-59	60-74	75-89	90+
FPSG (%)	15.7%	28.2%	29.8%	15.4%	7.7%	2.9%	0.3%
London (%)	18.7%	23.7%	25.3%	17.0%	10.0%	4.8%	0.5%
England (%)	17.7%	20.0%	20.6%	19.4%	14.6%	7.0%	0.8%



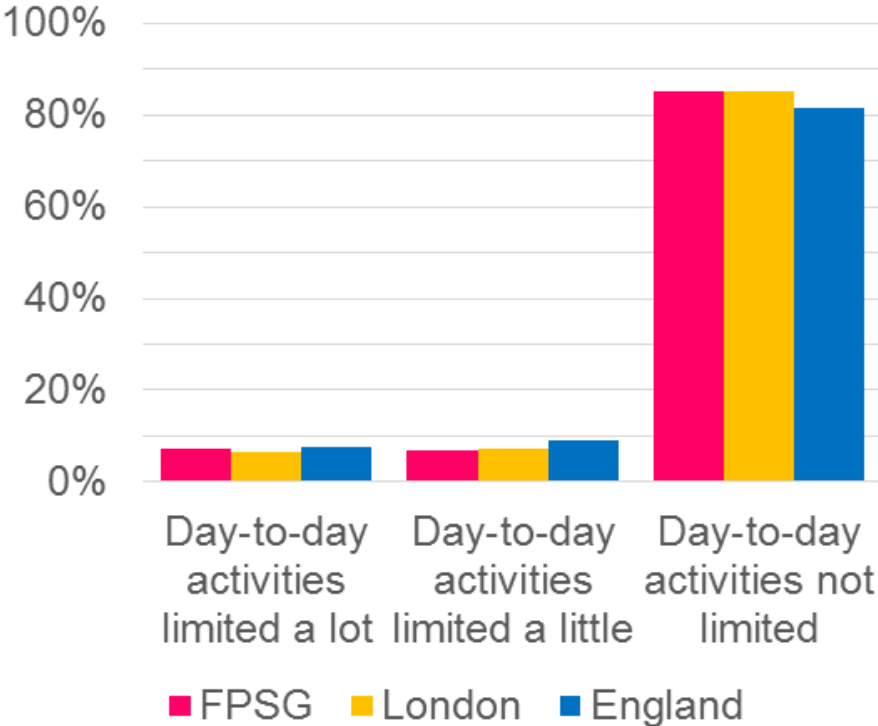
Source: ONS (2017) Census, 2011

Age - Key findings

- FPSG has a lower proportion of children and young people (0-14) than both London as a whole and England.
- The area has a significantly higher proportion of young adults (15-44), with an estimated combined proportion of 58%, compared with 49% for London and around 41% for England as a whole. Correspondingly, there are lower proportions of older adults (45+) in FPSG
- Around 11% are estimated to be aged 60 or over in FPSG, compared to over 22% across England.

Disability - Data

	Day-to-day activities limited a lot	Day-to-day activities limited a little	Day-to-day activities not limited
FPSG (%)	7.2%	7.0%	85.2%
London (%)	6.4%	7.3%	85.1%
England (%)	7.7%	9.1%	81.3%



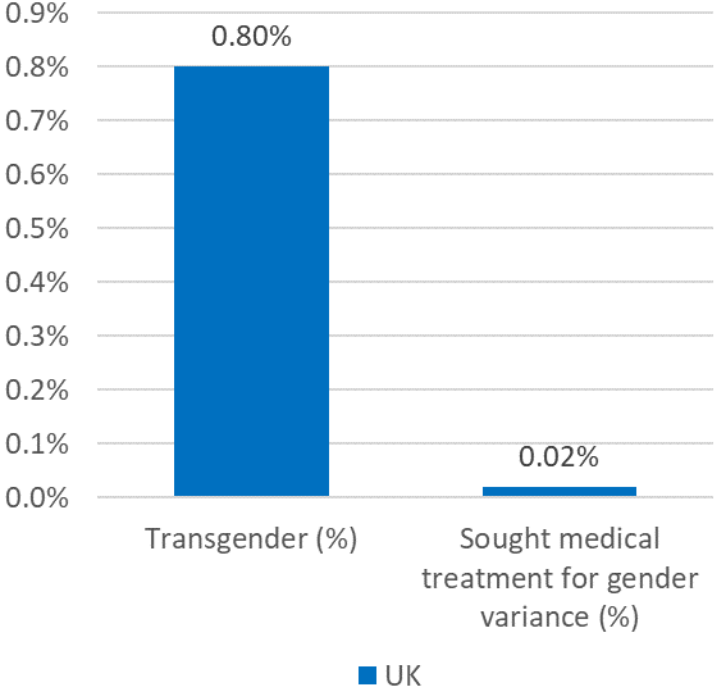
Source: ONS (2017) Census, 2011

Disability - Key findings

- Overall, disability levels in FPSG are broadly similar to the London average.
- A higher proportion of those in FPSG are more limited in day-to-day activities than across London (an estimated 7.2% compared with 6.4%).
- The area has lower disability levels than England as a whole.

Gender Reassignment - Data

	Transgender	Sought medical treatment for gender variance
UK (%)	0.60-1.00%	0.02%



Source: Gender Identity Research and Education Society (2009) Gender Variance in the UK: Prevalence, incidence, growth and geographic distribution

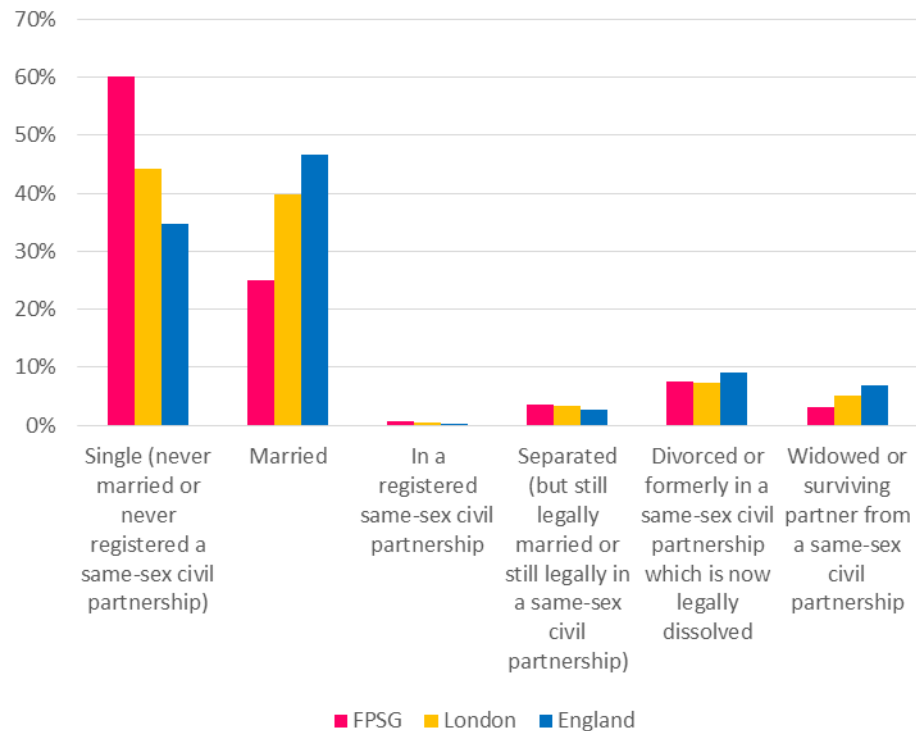
Gender Reassignment - Key findings

- The Office for National Statistics does not currently collect data on gender identity or gender reassignment. There is therefore little reliable data which exists on a local level. ONS has consulted on the option of including a new question on gender identity as part of the 2021 Census.
- A Home Office-funded study published in 2009¹ estimated 300,000-500,000 people identifying as transgender in the UK - equivalent to 600-1,000 per 100,000 population. Applying this ratio to the population of the Neighbourhood Area suggests a transgender population of around 180-300.
- The proportion of those who have sought medical treatment for gender variance is much lower than this, at around 20 per 100,000 population. This would equate to around six people within the Neighbourhood Plan Area. However, the report notes that this ratio may be expected to increase as more transgender people feel able or compelled to seek medical treatment.

¹ *Gender Identity Research and Education Society (2009) Gender Variance in the UK: Prevalence, incidence, growth and geographic distribution*

Marriage and Civil Partnership - Data

	Single (never married or never registered a same-sex civil partnership)	Married	In a registered same-sex civil partnership	Separated (but still legally married or still legally in a same-sex civil partnership)	Divorced or formerly in a same-sex civil partnership which is now legally dissolved	Widowed or surviving partner from a same-sex civil partnership
FPSG (%)	60.1%	25.0%	0.8%	3.5%	7.5%	3.2%
London (%)	44.1%	39.8%	0.4%	3.2%	7.4%	5.0%
England (%)	34.6%	46.6%	0.2%	2.7%	9.0%	6.9%



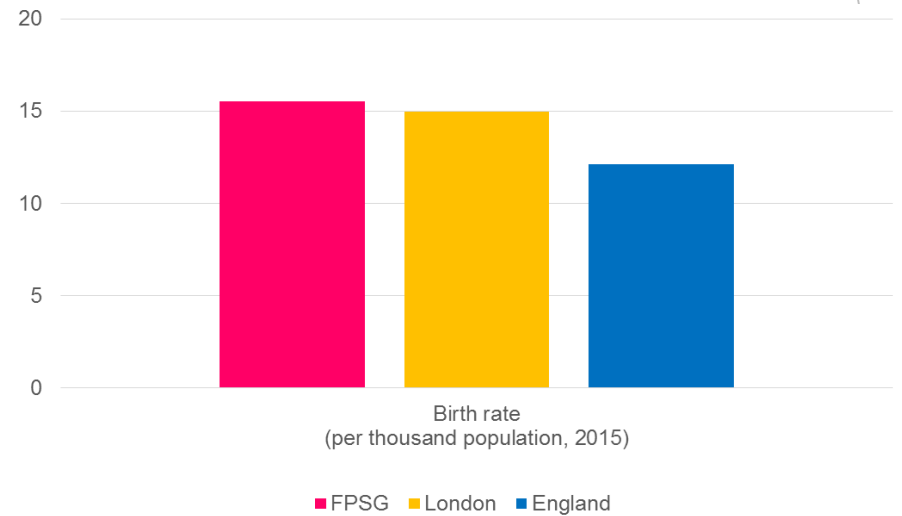
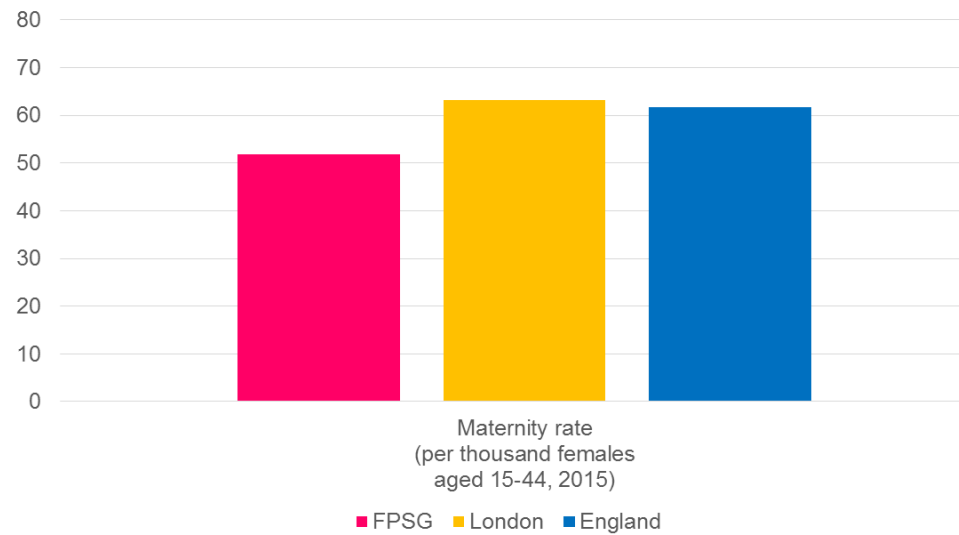
Source: ONS (2017) Census, 2011. Note: Data only covers population aged 16 and over.

Marriage and Civil Partnership - Key findings

- FPSG has a significantly larger proportion of people reporting as single - around 60% of the population are estimated to be single, compared with around 44% across London and 35% in England. Correspondingly, there is a lower proportion of those reporting as married.
- The area has around double the proportion of people in civil partnerships (at 0.8%) than London, and four times as many across England as a whole.
- FPSG has a much lower level of widowed or surviving partners than across the country as a whole. This may be, in part, a function of the younger population profile of the area.

Pregnancy and Maternity - Data

	Maternity rate (per thousand females aged 15-44)	Birth rate (per thousand population, 2015)
FPSG (%)	51.8	15.6
London (%)	63.1	15.0
England (%)	61.7	12.1



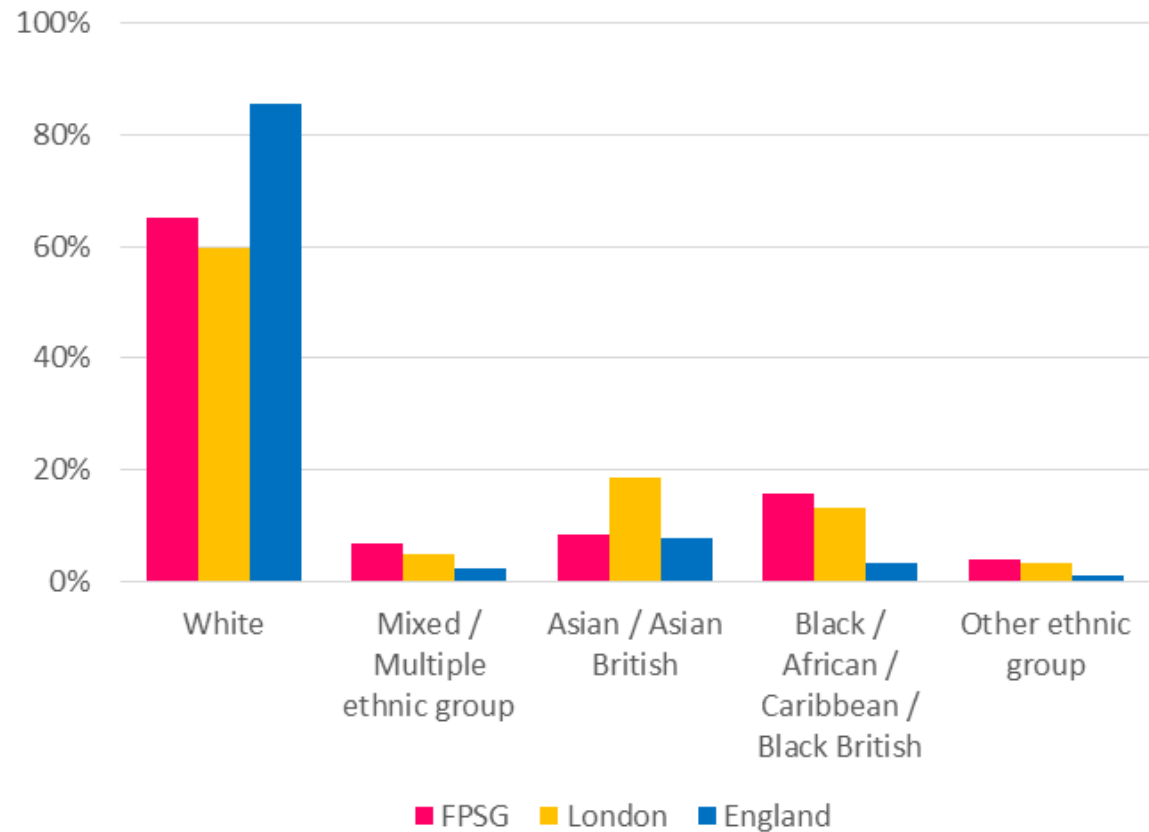
Source: ONS (2016) Births by mothers' usual area of residence in the UK, 2015

Pregnancy and Maternity - Key findings

- FPSG has a lower maternity rate than London and England, with around 52 estimated maternities per thousand females aged 15-44, compared with 63 for London as a whole and 62 across England.
- FPSG does, however, have a higher birth rate (measured in terms of births per thousand population). This is likely to be result of the differences in measurement metric (females aged 15-44 versus total population), reflecting the particular age profile of the area.

Race - Data

Race	White	Mixed / Multiple ethnic group	Asian / Asian British	Black / African / Caribbean / Black British	Other ethnic group
FPSG (%)	65.2%	6.8%	8.4%	15.6%	4.0%
London (%)	59.8%	5.0%	18.5%	13.3%	3.4%
England (%)	85.4%	2.3%	7.8%	3.5%	1.0%



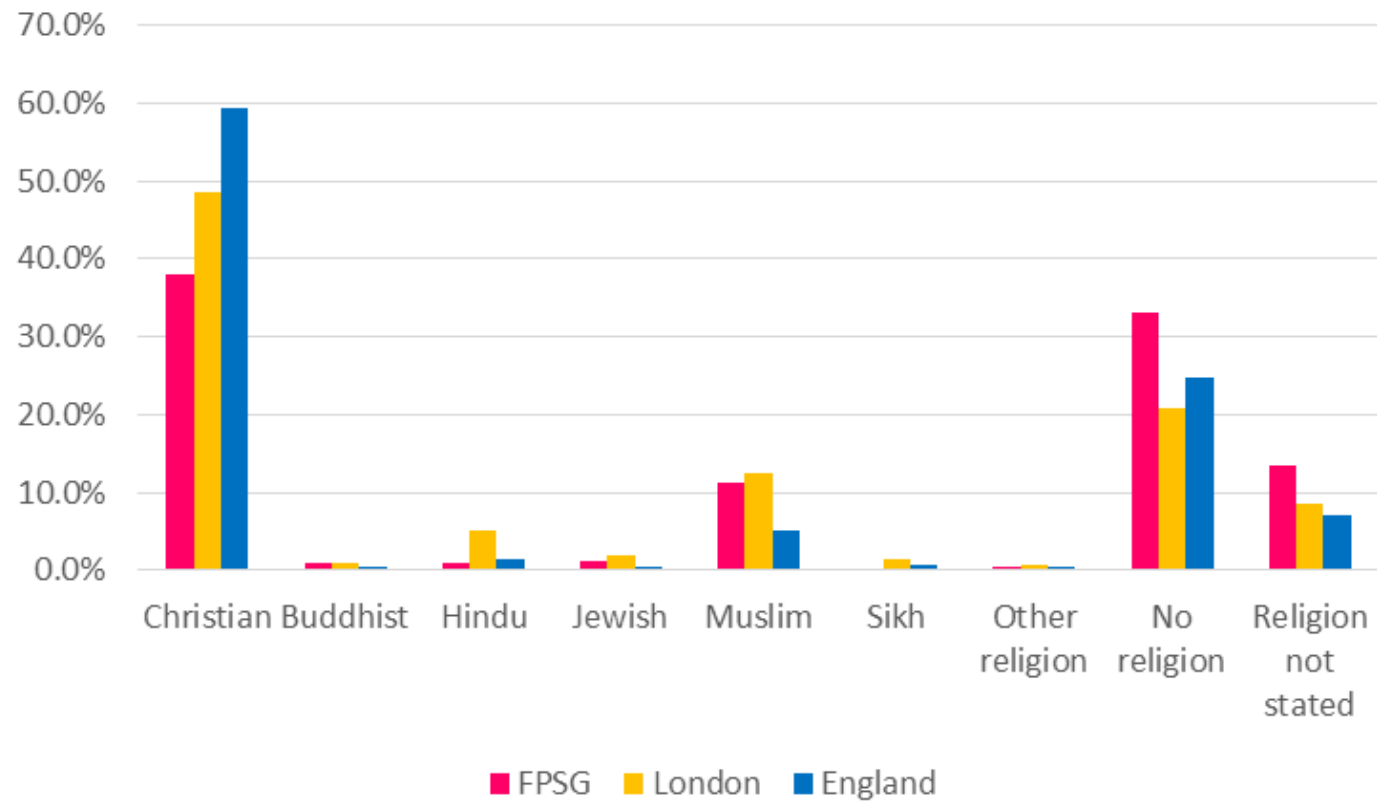
Source: ONS (2017) Census, 2011

Race - Key findings

- FPSG is more racially diverse than England, with a lower proportion of the population reporting as white - an estimated 65%, compared with 84% across the country. However, the area is slightly less diverse than London as a whole, with around 60% of population reporting as white.
- The area has a higher proportion of Black / African / Caribbean / Black British population than the London average, and a lower proportion of Asian population.
- A higher proportion of people are of mixed / multiple ethnic groups in FPSG (almost 7%) than both the London and England averages (around 5% and 2%, respectively).

Religion or belief - Data

Religion / Belief	Christian	Buddhist	Hindu	Jewish	Muslim	Sikh	Other religion	No religion	Religion not stated
FPSG (%)	38.0%	1.0%	0.9%	1.3%	11.4%	0.3%	0.5%	33.0%	13.5%
London (%)	48.4%	1.0%	5.0%	1.8%	12.4%	1.5%	0.6%	20.7%	8.5%
England (%)	59.4%	0.5%	1.5%	0.5%	5.0%	0.8%	0.4%	24.7%	7.2%



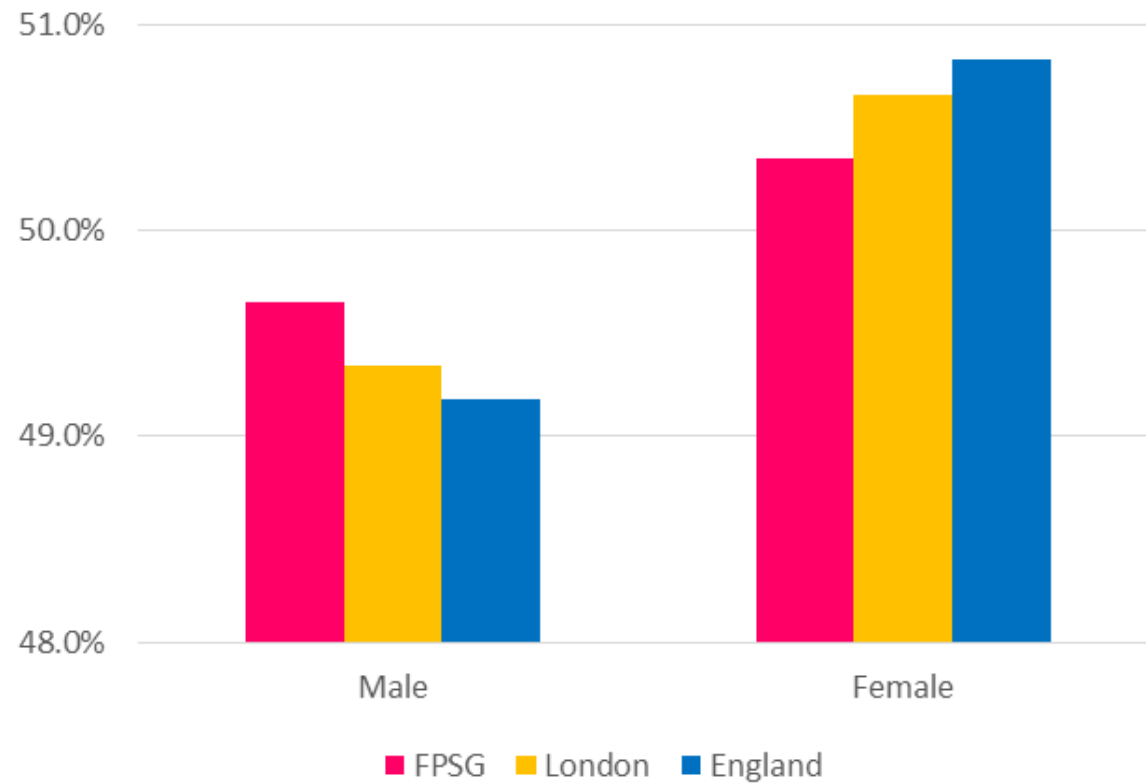
Source: ONS (2017) Census, 2011

Religion or belief - Key findings

- FPSG has a much higher proportion of people reporting as no religion, or where religion has not been stated. In combination, around 47% of the population is estimated to fall into these categories, compared with 29% across London and 32% for England.
- FPSG has a lower level of Christians (38%) than the London and England averages (48% and 59%, respectively).
- The area also has smaller proportion of Muslim, Sikh and Hindu residents than the London average, and a similar level of Buddhist residents.

Sex - Data

Sex	Male	Female
FPSG (%)	49.7%	50.3%
London (%)	49.3%	50.7%
England (%)	49.2%	50.8%



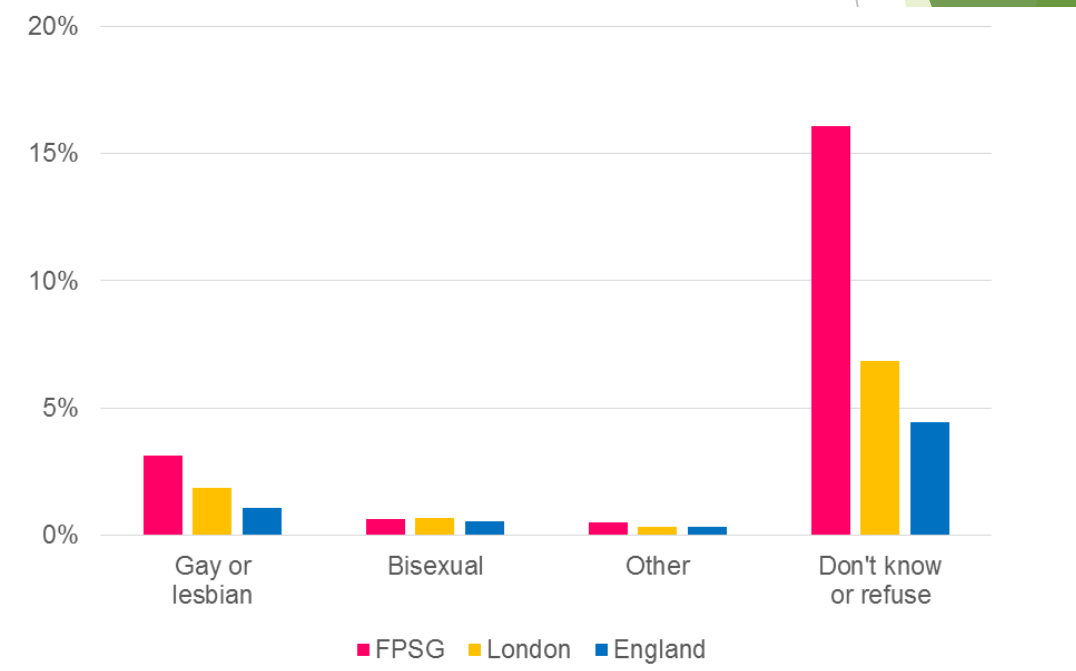
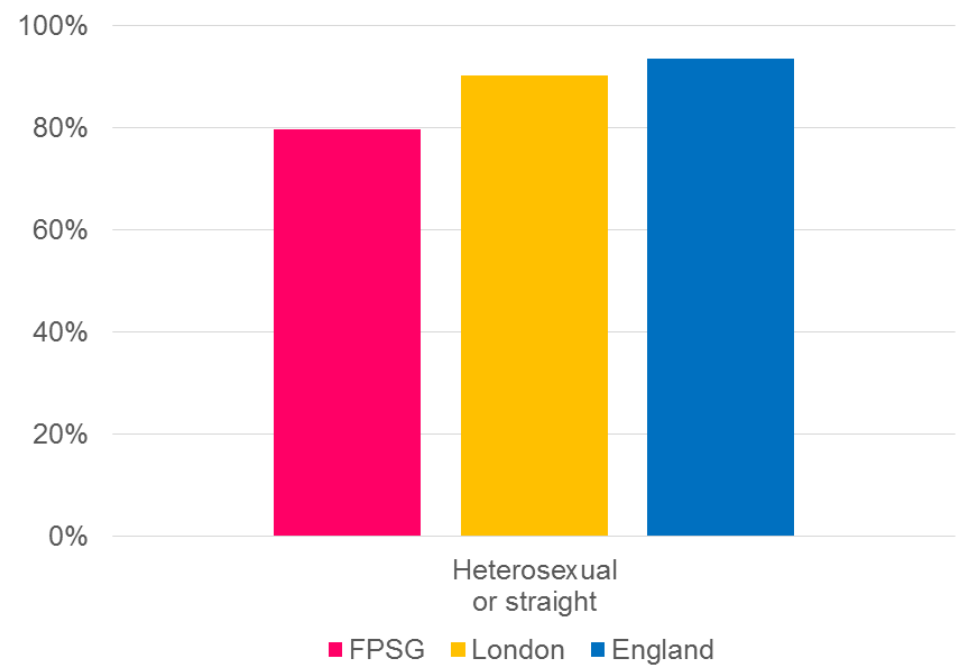
Source: ONS (2017) Census, 2011

Sex - Key findings

- There is a slightly higher proportion of females than males in FPSG - an estimated 50.3% compared with 49.7%.
- However, the population is more evenly split than both London and England, which are more weighted towards females.

Sexual Orientation - Data

Sexual Orientation	Heterosexual or straight	Gay or lesbian	Bisexual	Other	Don't know or refuse
FPSG (%)	79.6%	3.1%	0.6%	0.5%	16.1%
London (%)	90.2%	1.9%	0.7%	0.3%	6.9%
England (%)	93.6%	1.1%	0.6%	0.3%	4.5%



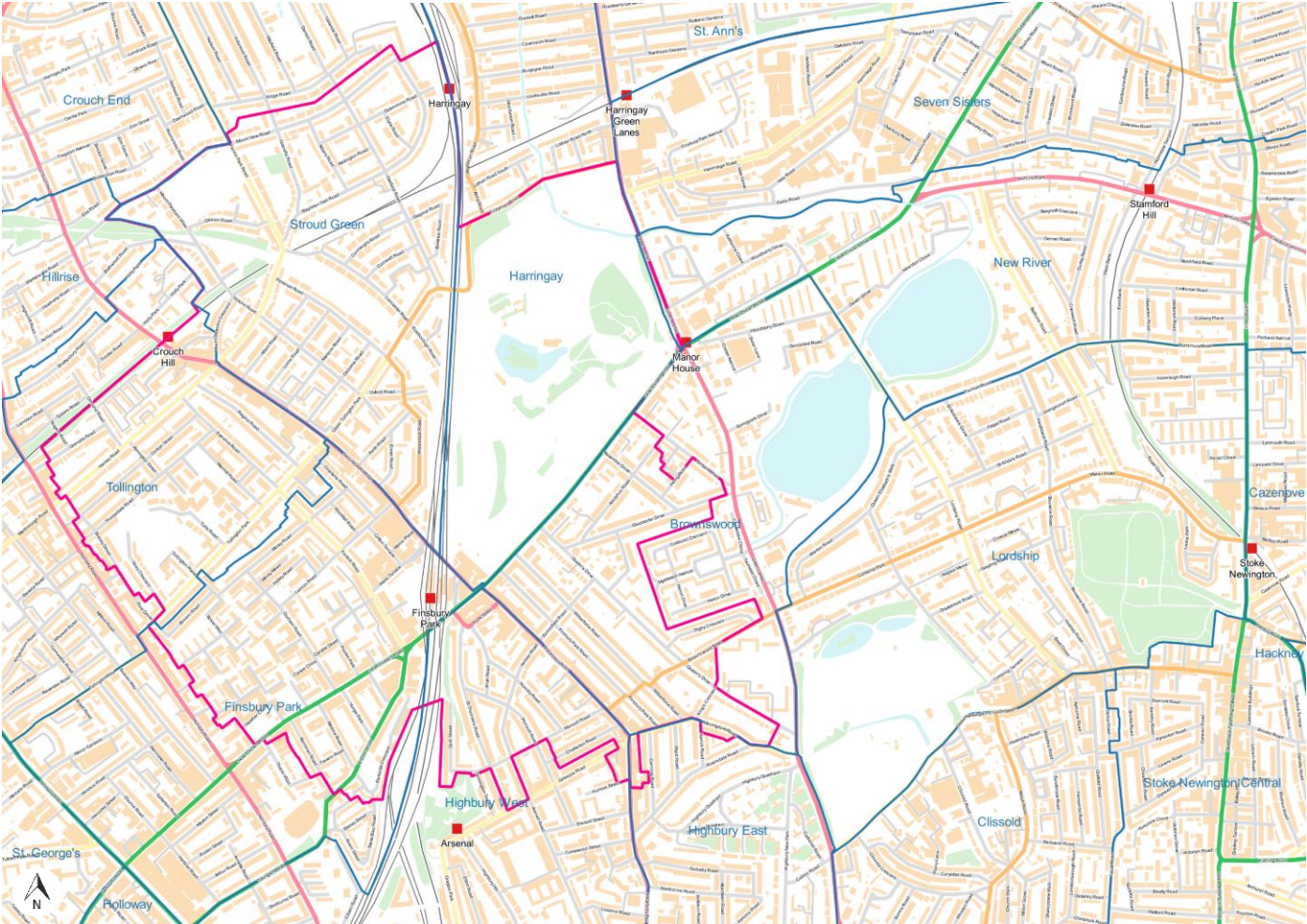
Source: ONS (2017) Annual Population Survey, 2013, 2014 and 2015. Note: Data constructed using estimates from a 3 year pooled Annual Population Survey (APS) dataset, of self perceived sexual identity from the household population aged 16 and over in the UK.

Sexual Orientation - Key findings

- FPSG has a lower proportion of those reporting as heterosexual or straight - estimated at around 80%, compared with around 90% for London and 93% for England as a whole.
- The area has a higher proportion of people who report as gay or lesbian or other sexual orientation than London and England, and a similar proportion of people who report as bisexual.
- At over 16%, a significantly higher proportion of people in the area are categorised as 'Do not know or refuse' than England as a whole (4.5%).

Appendix A - Assessment of statistical boundaries

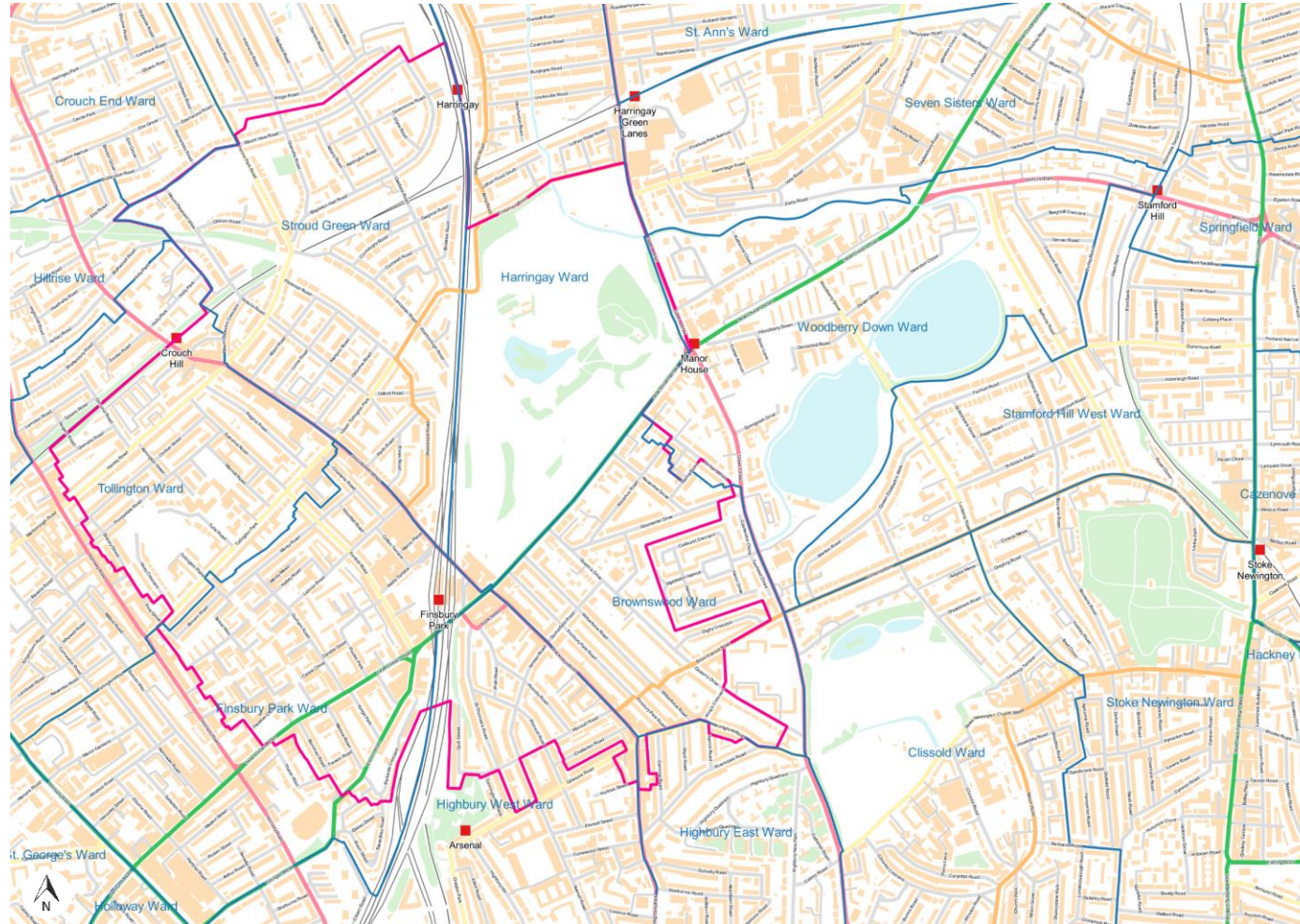
Electoral wards (Pre-2014)



NB - All boundaries approximate. Contains Royal Mail data © Royal Mail copyright and database right 2015, Contains National Statistics data © Crown copyright and database right 2015. Contains OS data © Crown copyright and database right 2017

- Electoral ward (Pre-2014)
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Electoral wards (Post-2014)



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- Electoral ward (Post-2014)
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Electoral wards

Pre-2014

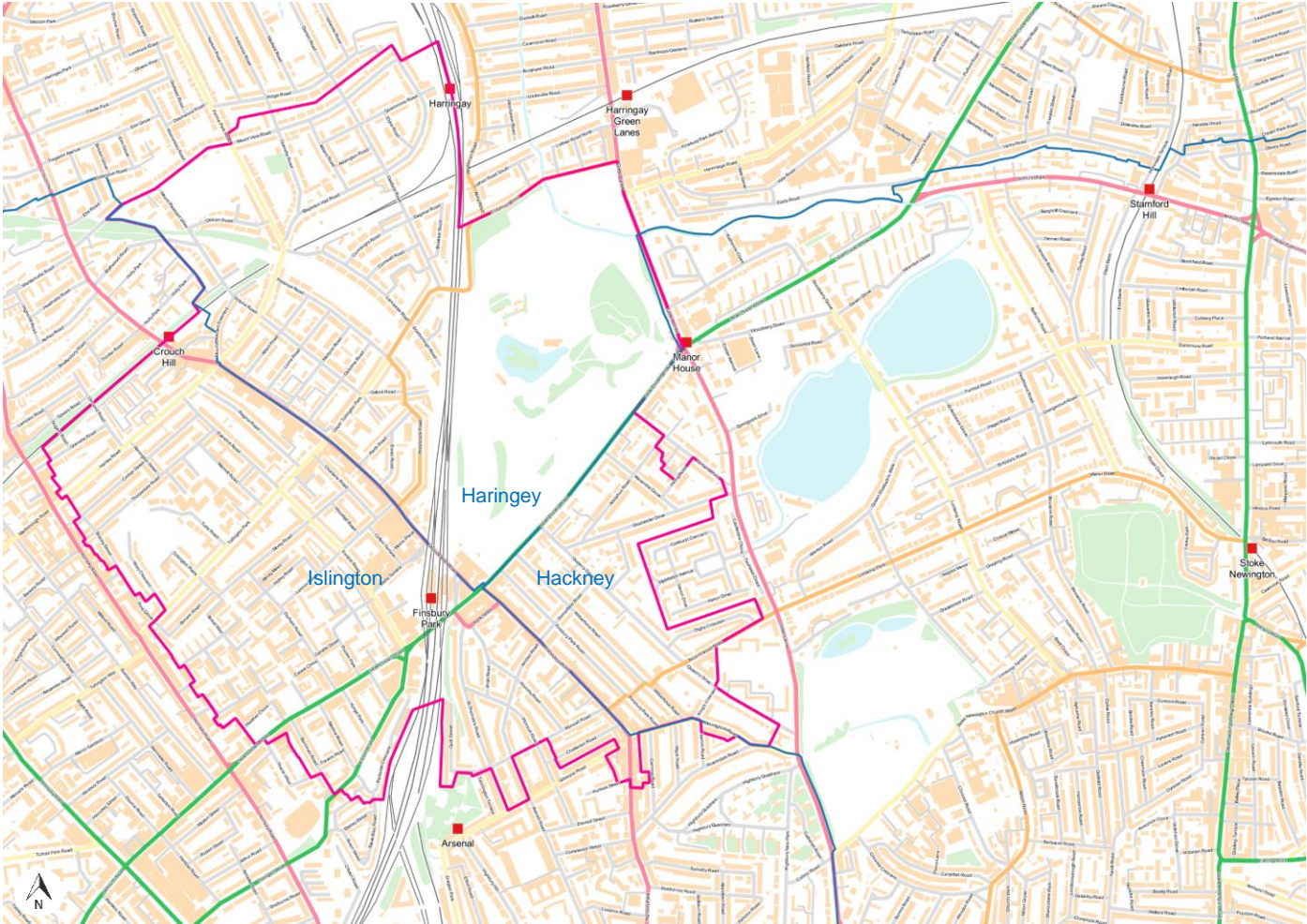
Borough	Ward (2011)	Area (ha)	Resident population	Households	Area within FPSG* (ha)	Area within FPSG (%)	Estimated resident population within FPSG	Estimated number of households within FPSG
Hackney	Brownswood	83.126	11,091	4,882	35.105	42.2%	4,684	2,062
Islington	Finsbury Park	91.626	14,358	6,251	47.380	51.7%	7,425	3,232
Haringey	Harringay	156.609	13,272	5,471	0.712	0.5%	60	25
Islington	Highbury East	100.809	11,634	5,240	0.884	0.9%	102	46
Islington	Highbury West	108.254	15,030	6,975	19.290	17.8%	2,678	1,243
Haringey	Stroud Green	109.374	11,758	5,207	76.356	69.8%	8,208	3,635
Islington	Tollington	84.866	13,311	6,056	38.416	45.3%	6,025	2,741
Hackney	New River	97.801	12,551	4,541	-	0.0%	-	-
TOTALS		832.465	103,005	44,623	218.143		29,183	12,984

Post-2014

Borough	Ward (2014)	Area (ha)	Resident population	Households	Area within FPSG* (ha)	Area within FPSG (%)	Estimated resident population within FPSG	Estimated number of households within FPSG
Hackney	Brownswood	48.049	8,195	n/a	34.173	71.1%	5,828	n/a
Islington	Finsbury Park	91.626	14,358	n/a	47.380	51.7%	7,425	n/a
Haringey	Harringay	156.609	13,272	n/a	0.712	0.5%	60	n/a
Islington	Highbury East	100.809	11,634	n/a	0.884	0.9%	102	n/a
Islington	Highbury West	108.254	15,030	n/a	19.290	17.8%	2,678	n/a
Haringey	Stroud Green	109.374	11,758	n/a	76.356	69.8%	8,208	n/a
Islington	Tollington	84.866	13,311	n/a	38.416	45.3%	6,025	n/a
Hackney	Woodberry Down	87.848	8,758	n/a	0.672	0.8%	67	n/a
TOTALS		787.435	96,316	n/a	217.883		30,394	n/a

* Excluding Finsbury Park open space. Discrepancies due to measurement: FPSG area \pm 0.12%; FPSG residents \pm 4.15%

Local authorities



NB - All boundaries approximate. Contains Royal Mail data © Royal Mail copyright and database right 2015, Contains National Statistics data © Crown copyright and database right 2015. Contains OS data © Crown copyright and database right 2017

- Local authority
- Proposed Finsbury Park and Stroud Green Neighbourhood Area

Local authorities

Local authority	Resident population (Census 2011)	Estimated resident population within FPSG	Estimated resident population within FPSG (% of local authority)	Estimated resident population (% of FPSG)	Area within FPSG (ha)	Area within FPSG (% of Neighbourhood Area)
Hackney	246,270	5,895	2.4%	19.4%	34.845	16.0%
Haringey	254,926	8,269	3.2%	27.2%	77.068	35.4%
Islington	206,125	16,230	7.9%	53.4%	105.970	48.6%
TOTALS	707,321	30,394	13.5%	100.0%	217.883	100.0%

* Excluding Finsbury Park open space

Appendix 4

Finsbury Park and Stroud Green Neighbourhood Forum Constitution

Name and duration

1. The name of the Neighbourhood Forum shall be the Finsbury Park and Stroud Green Neighbourhood Forum (the Forum).
2. The duration of the Forum is five years from its formal designation by Hackney, Haringey and Islington Councils.

Area of Benefit

3. The area in which the Forum will pursue its objectives is the Finsbury Park and Stroud Green Neighbourhood Area (the Neighbourhood Area), which is the area designated by Hackney, Haringey and Islington Councils for which the Forum will produce a Neighbourhood Plan.
4. The Neighbourhood Area may be revised by the Forum from time to time by agreement with Hackney, Haringey and Islington Councils under their statutory powers.

Objectives

5. The Forum shall:
 - a. Promote or improve the social, economic and environmental wellbeing of the Finsbury Park and Stroud Green Neighbourhood Area, through the preparation and implementation of a Neighbourhood Plan, in accordance with the Localism Act 2011;
 - b. Build and maintain a diverse Forum Membership;
 - c. Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people;
 - d. Remain independent of any party political, religious, trade or campaign organisation;
 - e. Promote and improve joint working between Hackney, Haringey and Islington Councils and residents and workers within the Neighbourhood Area;
 - f. Direct development towards areas identified in the Neighbourhood Plan as being most appropriate for regeneration, and promote the preservation and restoration of areas identified in the Neighbourhood Plan as justifying conservation;
 - g. Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area;
 - h. Ensure that development is appropriate to the character of its surrounding area, as defined in the Neighbourhood Plan, and;
 - i. Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

Structure of the Forum

Membership of the Forum

6. The Forum shall consist of four types of member, drawn from different parts of the Neighbourhood Area and different sections of its community:
 - a. Resident Member – a person whose usual residence is within the Neighbourhood Area;
 - b. Worker Member – an employee / self-employed person whose usual workplace is within the Neighbourhood Area;
 - c. Elected Official Member – a ward councillor, Member of Parliament, or London Assembly Member whose constituency forms part of the Neighbourhood Area, and;

- d. Affiliated Organisation – a formally constituted community group that has an interest in the Neighbourhood area.
7. In furtherance of its objectives, the Forum may take any form of lawful action necessary to achieve the objectives of the Forum. In addition to the various powers conferred elsewhere in this Constitution and its annex(es), these actions may include:
- a. Raising funds by donation, grants, or other means;
 - b. Opening a bank account in the name of the Forum to manage such funds;
 - c. Making payments for goods and services to be applied to the objectives of the Forum, and for no other purpose;
 - d. Taking out any contracts that it may see fit.

Forum Officers

8. The Forum shall elect four officers from its Resident, Worker and Elected Official members:
- a. Chair of the Forum;
 - b. Secretary / Vice Chair of the Forum;
 - c. Treasurer, and;
 - d. Membership Secretary.
9. The Chair of the Forum shall be responsible for:
- a. Calling and chairing Full Forum Meetings.
10. The Secretary / Vice Chair of the Forum shall be responsible for:
- a. Organising Full Forum Meetings;
 - b. Managing the preparation, distribution, and approval of agendas, minutes and other papers for Full Forum Meetings;
 - c. Maintaining this Constitution and its annex(es), and making them available to Members;
 - d. Managing decision-making procedures in accordance with this Constitution and its annex(es), and;
 - e. Acting as Chair of the Forum, if the Chair is on leave or otherwise unavailable.
11. The Treasurer shall be responsible for:
- a. In consultation with the Steering Group, proposing a Budget for the following year, at least annually, to be approved or rejected by the Forum;
 - b. Maintaining the accounts of the Forum, and submitting a summary of these to the Chair of the Forum at every Full Forum Meeting, and the Head of the Steering Group prior to each Steering Group Meeting;
 - c. Approving expenditure in accordance with the approved Budget, or otherwise seeking approval of the Forum, and;
 - d. Ensuring that funds are utilised effectively.
12. The Membership Secretary shall be responsible for:
- a. Maintaining a register of current Forum Members, and submitting this to the Chair of the Forum at every Full Forum Meeting;
 - b. Maintaining equalities monitoring data of the Residents and Workers Panel;
 - c. Registering the Forum as a Data Controller with the Information Commissioners Office;
 - d. Ensuring day-to-day compliance with the Data Protection Act 1998, and;
 - e. Managing election procedures in accordance with this constitution and its annex(es).
13. Forum Officers shall be jointly responsible for:
- a. Interpreting this Constitution and its annex(es), and ensuring that it is adhered to, and;
 - b. Ensuring that the Residents and Workers Panel includes people from across the nine protected characteristics of the Equality Act 2010.

Steering Group

14. The Forum shall elect from its Resident, Worker and Elected Official members a Steering Group of no more than 15 Members (with positions remaining vacant until filled in accordance with the Constitution). The Steering Group shall be made up of:
 - a. Between one and four Resident or Worker Members from each Borough, and;
 - b. No more than one Elected Official Member from each Borough.
15. The Steering Group shall elect one Steering Group Member as Head of the Steering Group, who shall be responsible for:
 - a. Calling and chairing Steering Group Meetings, and;
 - b. Acting on behalf of the Forum and representing it externally.
16. In furtherance of the objectives of the Forum, and in addition to the various powers conferred elsewhere in this Constitution and its annex(es), the Steering Group may:
 - a. Propose amendments to this Constitution and its annex(es), to be approved or rejected by the Forum by special resolution;
 - b. Propose amendments to the Neighbourhood Area, to be approved or rejected by the Forum by special resolution;
 - c. Propose the publication of Emerging Draft versions of the Neighbourhood Plan, to be approved or rejected by the Forum by special resolution;
 - d. Propose the submission of a Final Draft version of the Neighbourhood Plan to the three councils, to be approved or rejected by the Forum by special resolution;
 - e. Work with the three Boroughs as they see fit, and;
 - f. Express views on planning applications, in compliance with the latest published Emerging Draft Neighbourhood Plan, and;
 - g. Propose that the Forum be dissolved before the duration, to be approved or rejected by the Forum by special resolution (other than to comply with the law).
17. Steering Group Members shall be subject to re-election after a maximum term of 18 months. There is no limit to the number of terms a Steering Group Member may serve.

Residents and Workers Panel

18. Resident and Worker Forum Members may volunteer to join a Residents and Workers Panel, by providing equalities monitoring data to the Membership Secretary.
19. The Residents and Workers Panel shall have no formal powers, acting only as a consultee. The Steering Group shall appoint a Head of the Residents and Workers Panel to facilitate communication between the two bodies, and may invite them to make recommendations on behalf of the Panel.

Temporary Subgroup(s)

20. The Steering Group may create and dissolve Temporary Subgroup(s) at its discretion to carry out specific tasks and/or advise the Steering Group on specific issues. Forum Members may volunteer to join Temporary Subgroup(s).
21. Temporary Subgroup(s) shall have no formal powers, acting only as a consultee. The Steering Group shall appoint a Head of each Subgroup, to facilitate communication between the two bodies, and may invite them to make recommendations on behalf of the Panel.

Decision-making

22. In making decisions, the Forum and Steering Group shall actively seek to:
 - a. Consider the role of the Neighbourhood Area within London as a whole;
 - b. Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
 - c. Learn from the successes and failures of past policies, projects, and programmes locally and elsewhere, whilst considering any differences in circumstances;

- d. Understand how changes may affect people in different ways depending on their particular circumstances, and;
- e. Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Forum

- 23. Matters that require approval by the Forum shall be decided by Resident, Worker and/or Elected Official members only. Affiliated Organisation members shall not vote on such matters.
- 24. Matters that require approval by the Forum shall be decided by the higher of 14 Forum Members or 10% of the Forum Membership, with at least three from each Borough. Where proposed resolutions have not originated from the Steering Group, at least seven of the Forum Members must be Steering Group Members.
- 25. The Chair of the Forum (or Vice Chair of the Forum, if they are absent) shall not vote on such matters, unless in the case of a tied vote.
- 26. Proposed special resolutions shall be communicated to Forum Members no less than 21 days prior to the decision being made.

Steering Group

- 27. Matters that require approval of the Steering Group shall be decided by a quorum of at least seven Steering Group Members, with at least two from each Borough.
- 28. In the event of a tied vote, the Head of the Steering Group shall have the deciding vote.
- 29. Proposed special resolutions shall be communicated to Steering Group Members no less than 14 days prior to the decision being made.

Annex A - Working Arrangements

Membership Applications and Resignations

1. In the case of Resident Members, Worker Members, and Elected Official Members, applications for membership shall be received by the Membership Secretary in the form of a completed Membership Application Form. Applications for membership shall be accepted or declined by the Membership Secretary in accordance with the membership definitions contained within Clause 6 of the Constitution. Resignations from membership shall be received by the Membership Secretary by way of written notice.
2. In the case of Affiliated Organisations, applications shall be received by the Steering Group in the form of a letter on headed paper, signed by an official of the potential Affiliated Organisation, nominating a representative to attend Forum meetings and speak on their behalf. Applications for membership shall be accepted or declined by the Steering Group at its discretion. Resignations from membership shall be received by the Steering Group by way of written notice.

Election procedures

3. Forum Officers and Steering Group Members shall be subject to re-election after a maximum term of 18 months. There is no limit to the number of terms an officer may serve.
4. Where a vacancy arises for a Forum Officer / Steering Group Member position:
 - a. The remaining Forum Officers / Steering Group Members shall divide the responsibilities of the vacant position until the vacancy is filled;
 - b. The vacancy shall be publicised and nominations invited ahead of elections;
 - c. Any nominations shall be seconded by a Forum Member other than the nominee, and;
 - d. Nominations shall be validated by the Membership Secretary in accordance with the Constitution and its annex(es).
5. No more than one Forum Officer / Steering Group Member shall be elected from any one household or immediate family (parent; sibling; child by blood, adoption, or marriage; spouse; grandparent or grandchild). Serving Forum Officers shall not stand for election as a Steering Group Member, and vice versa.
6. The Steering Group shall maintain and make publicly available a document setting out the Election Procedures for the Forum, which shall be in accordance with this Constitution and its annex(es).

Formal meetings

Full Forum meetings

7. Full Forum meetings shall be held within two calendar months of formal designation of the Forum by Hackney, Haringey and Islington Councils, and at least every four calendar months thereafter. The Chair of the Forum shall publicise the date, time and location of Full Forum Meetings to all those on the Register of Members no less than 21 days prior (other than to comply with the law).
8. All Forum Members may attend Full Forum Meetings. The Chair of the Forum may invite, at their discretion, non-Forum Members to attend Full Forum meetings as a non-voting observer. Forum Meetings shall be otherwise closed to other attendees. Full Forum Meetings may be attended by means of such communication methods as permit all persons participating in the meeting to communicate adequately with each other during the meeting.
9. The Chair of the Forum shall appoint a minute taker at the beginning of each Full Forum meeting. Key notes and actions from the meeting shall be published to all Forum Members no later than 21 days before the next Full Forum meeting.

10. The Chair of the Forum may order a Forum Member to withdraw from the meeting for causing persistent disruption, and/or adjourn meeting where conduct of Forum Members is persistently disorderly.

Steering Group Meetings

11. Steering Group meetings shall be held within two calendar months of the initial election of Steering Group Members by the Forum, and at least every three calendar months thereon. The Head of the Steering Group shall distribute the date, time and location of Steering Group meetings to all Steering Group Members no less than 14 days prior (other than to comply with the law).
12. All Steering Group Members may attend Steering Group Meetings, unless their membership has been suspended. The Head of the Steering Group may, at their discretion, invite one or more Forum Officers or Heads of Temporary Subgroups to attend part or whole of a Steering Group meeting as a non-voting Observer. Steering Group Meetings shall be otherwise closed to other attendees. Steering Group Meetings may be attended by means of such communication methods as permit all persons participating in the meeting to communicate adequately with each other during the meeting.
13. The Steering Group shall appoint a minute taker at the beginning of each Steering Group meeting. Key notes and actions from the meeting will be published to all Forum Members no later than 14 days before the next Full Forum meeting. In rare circumstances where there is a requirement for confidentiality, a confidential section of the minutes may be recorded, available to members of the Steering Group only.

Finance

14. Any money acquired by the Forum, including donations, contributions and bequests, shall be paid into the Forum bank account at the earliest opportunity.
15. Any deeds, cheques etc. relating to the Forum's bank account shall be signed by the Treasurer and at least one other Forum Officer or the Head of the Steering Group. Records must be kept of any petty cash transactions.
16. Upon request by a Forum Member, the Treasurer shall make the full accounts available for inspection.
17. At least annually, the Steering Group shall invite an appropriate person to inspect the accounts and report their findings to the Forum. This person shall not be a Forum Officer or Steering Group Member. If the turnover of the Forum exceeds £5,000 in the year in question, this person shall not be a Forum Member.
18. Forum Officers / Steering Group Members shall not receive any payment from the Forum except for bona fide expenses as approved by the Treasurer and submitted and recorded in writing.

Exercising powers conferred by the Constitution

Publication of Emerging Draft versions of Neighbourhood Plan

19. The Steering Group may propose to the Forum that it make publicly available an Emerging Draft version of the Neighbourhood Plan, with the approval of the Steering Group.
20. Proposals to make publicly available an Emerging Draft version of Neighbourhood Plan shall be approved for publication or rejected by the Forum.

Submission of Final Draft version of Neighbourhood Plan

21. The Steering Group may propose to the Forum that it submit a Final Draft version of the Neighbourhood Plan to the three local authorities, with the approval of the Steering Group.
22. Proposals to submit a Final Draft version of the Neighbourhood Plan to the three local authorities shall be approved or rejected by the Forum.

Expressing views on planning applications

23. Until the Neighbourhood Plan is adopted by Hackney, Haringey and Islington Councils, the Forum shall only express views on any planning application (other than those it makes itself) in compliance with the latest published Emerging Draft Neighbourhood Plan. Any such representations shall be made by the Steering Group on behalf of the Forum. Individual Forum Members may comment on planning applications, but not in the name of the Forum.

Dissolution of the Neighbourhood Forum

24. The Steering Group may propose to the Forum that it be dissolved before its duration, with the approval of the Steering Group. Any proposal by the Steering Group to dissolve the Forum before its duration shall be accompanied by the accounts of the Forum and a proposed distribution of any remaining funds / assets held by the Forum to its Affiliated Organisations.
25. Proposals to dissolve the Forum shall be approved or rejected by the Forum, and be carried out in accordance with Section 12 of the Neighbourhood Planning (General) Regulations 2012.

General provisions

Conflict of terms

26. In the event of any inconsistency or conflict between this annex and the Constitution, the Constitution shall prevail.

Conflicts of interest

27. All Forum Officers and Steering Group Members shall strive to avoid any conflict of interest between the interests of the Forum on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.
28. Each Forum Officer and Steering Group Member shall make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure shall be updated as appropriate, and made available to all Forum Officers and Steering Group Members.
29. In the course of meetings or activities, Forum Officers and Steering Group Members will disclose any interests in a transaction or decision where there may be a conflict between the Forum's best interests and the Forum Officer's and Steering Group Member's best interests, or a conflict between the best interests of two organisations that the Forum Officers or Steering Group Member is involved with. In such instances, Forum Officers or Steering Group Members shall excuse themselves from any reporting, discussions and vote on the matter that gave rise to the potential conflict of interest and, if necessary, from the meeting, or applicable part thereof.
30. The Steering Group shall maintain and make publicly available a document providing further guidance on Conflicts of Interest, which shall be in accordance with this Constitution and its annex(es).

Equalities monitoring data

31. After a change in the composition of the Steering Group, the Membership Secretary shall invite Steering Group Members to provide equalities monitoring data, to be made publicly available on an aggregated and anonymised basis whereby no individual Steering Group Member can be identified.

Complaints against Forum Members

32. The Chair of the Forum, Membership Secretary, and Head of the Steering Group shall together consider complaints made by any person that a Forum Member:
 - a. has refused or neglected to comply with a provision or provisions of this Constitution or its annex(es), or;
 - b. has wilfully acted in a manner prejudicial to the interests of the Forum
33. In the event of a complaint about a Forum Member, the member concerned shall be informed, and given an opportunity to be heard. If the complaint is upheld, the forum member will be unable to participate in any active work of the forum for a fixed period of no longer than six months, during which time the forum member will retain voting rights at Full Forum Meetings.
34. If the complaint concerns the Chair of the Forum, Membership Secretary, or Head of the Steering Group themselves, then that person shall be excluded from the decision whether to suspend them.

Appendix 5

Equality, Diversity and Inclusivity Statement

Equality

We recognise the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out our activities.

The constitution for the Finsbury Park and Stroud Green Neighbourhood Forum states the following objectives (amongst others):

- Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area, and;
- Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area.

In making decisions, the Neighbourhood Forum and Steering Group shall actively seek to meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan.

The vision, policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. Without prejudice to this, we anticipate that the Neighbourhood Plan initiative will focus on (amongst other areas of focus):

- **Ensuring the delivery of community facilities in line with growth:** Our local area has a diverse population, each with different needs – and newcomers will increase demands on existing services. Planning policy can highlight need for community facilities, and outline expectations for developers to contribute towards meeting these.
- **Ensuring that change benefits everyone:** Finsbury Park's convenient transport links and vibrant amenities have attracted new investment and development. But rising rents and living costs have meant that existing residents and businesspeople have sometimes lost out. A Neighbourhood Plan can promote affordability and diversity in its housing policies, and the creation of employment opportunities in line with housing growth.

Diversity

We recognise that our local area has a diverse population, each with different needs.

The constitution for the Finsbury Park and Stroud Green Neighbourhood Forum states the following objectives (amongst others):

- Build and maintain a diverse Forum Membership, and;
- Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people.

In making decisions, the Neighbourhood Forum and Steering Group shall actively seek to understand how changes may affect people in different ways depending on their particular circumstances.

Throughout the preparation of the Neighbourhood Plan, we will continuously engage with the local community – including non-members of the Forum, and those outside of the Neighbourhood Area. This engagement will be via a variety of methods – including but not limited to street stalls and surveys, door knocking, attending community events, online Discussion Board, posters and newsletters, as well as hosting our own meetings, workshops, socials and themed events. We will use techniques to engage those who do not typically take part in planning policy development, such as incorporating consultation into cultural, sports and leisure activities. We will ensure that meetings and events are held in accessible venues, and key information is provided in a variety of formats.

Inclusivity

We recognise the importance of community engagement in terms of: empowerment and capacity building; increasing understanding of the Neighbourhood Area, leading to better outcomes from policies, masterplans and projects; avoiding unconstructive conflict, and; ensuring legitimacy.

The constitution for the Finsbury Park and Stroud Green Neighbourhood Forum states the following objectives (amongst others):

- Promote and improve joint working between Hackney, Haringey and Islington Councils and residents and workers within the Neighbourhood Area, and;
- Remain independent of any party political, religious, trade or campaign organisation.

In making decisions, the Neighbourhood Forum and Steering Group shall actively seek to consider the role of the Neighbourhood Area within London as a whole.

We will continue to make considerable efforts to ensure that membership is drawn from all places of our Neighbourhood Area and sections of our community. The Neighbourhood Forum shall elect from its Resident, Worker and Elected Official members a Steering Group with an equal number of positions from each Borough.

Appendix 6



London Borough of Hackney

Application for a Proposed Neighbourhood Forum

Purpose of Assessment

The proposed forum must include a statement in their application explaining how the proposed forum meets the conditions as outlined in section 61F (5) of the 1990 Act. The following will be used as an assessment checklist by Council Officers when making their assessment to designate a Neighbourhood Forum.

The following is to be completed by the proposed Neighbourhood Forum. Guidance notes where applicable are included in italics within the comments boxes provided. These outline minimum requirements.

Responsible group: (to be completed by the report author)

Name: Finsbury Park and Stroud Green Neighbourhood Plan Working Group	Contact: Ben Myring, Co-Chair (finsburyparkstroudgreen@gmail.com)
Website: www.finsburyparkstroudgreen.com	

Date of Assessment: April 2018
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1. Does the Forum have a minimum of 21 members?

Yes	No
✓	

1a. is membership of the Forum open to (✓ or*):

Individuals who live in the neighbourhood area?	✓
Individuals who work in the neighbourhood area?	✓
Individuals who are elected members of a London Borough Council, any of whose area falls within the neighbourhood area?	✓

2. Does the Forum have a Constitution? Please attach a copy to this Form. NB: the constitution should be clear and concise in outlining how the Forum will be run and managed, and address any issues raised in this assessment.

Yes	No
✓	

3. Understanding the proposed Neighbourhood Forum. Describe the key objectives and outcomes you expect.

Outline the purpose and objectives of the Neighbourhood Forum including desired outcomes, including its aims, objectives and purpose. Also demonstrate how these aims and objectives and the Forum constitution address identified need/issues prevalent in the related Neighbourhood Area.

The proposed constitution for the Finsbury Park and Stroud Green Neighbourhood Forum states the following objectives:

- a. Promote or improve the social, economic and environmental well-being of the Finsbury Park and Stroud Green Neighbourhood Area, through the preparation and implementation of a Neighbourhood Plan, in accordance with the Localism Act 2011;
- b. Build and maintain a diverse Forum Membership;
- c. Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people;
- d. Remain independent of any party political, religious, trade or campaign organisation;
- e. Promote and improve joint working between Hackney, Haringey and Islington Councils and residents and workers within the Neighbourhood Area;
- f. Direct development towards areas identified in the Neighbourhood Plan as being most appropriate for regeneration, and promote the preservation and restoration of areas identified in the Neighbourhood Plan as justifying conservation;
- g. Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area;
- h. Ensure that development is appropriate to the character of its surrounding area, as defined in the Neighbourhood Plan, and;
- i. Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

As set out in our application letter, in due course, we will conduct a Scoping Review and gather a robust evidence base to inform our vision, policies and projects; however, based on engagement with the local community to date, we expect these to focus on the following:

- **Creating a coherent vision for the future:** Finsbury Park spans multiple administrative boundaries. Whilst an accord was signed by the three local councils in June 2012, there are opportunities to make coordination more effective. A Neighbourhood Plan will provide a single set of coherent planning policies for the area.
- **Bringing together community champions:** Enthusiasm for a Neighbourhood Plan was first revealed at an event in February 2015. Since then, a working group has emerged, with increasing interest and support from local residents and other stakeholders. The new relationships formed whilst, and skills gained from, preparing a Neighbourhood Plan may also help the community in other ways in future.
- **Designating areas for regeneration and conservation:** Neighbourhood Plans can help to focus new development in the most appropriate locations, whilst protecting assets such as local green spaces and buildings with heritage value.
- **Improving the environment:** Finsbury Park itself is a great asset to the area, but heavy traffic flows detract from the local environment. Planning policies can directly and indirectly affect public realm and landscape, green infrastructure (such as street trees, parks, and water courses), car parking, drainage, air quality, energy and water consumption, and noise.
- **Transport and connectivity:** Despite excellent public transport links, areas of Finsbury Park are dominated by motor vehicles. The railway lines and roads with heavier traffic disconnect parts of the community from one another. A Neighbourhood Plan can set out a vision for land use, public realm, and transport infrastructure. This could include proposals to improve accessibility for pedestrians and cyclists – although some elements of this vision may not form planning policy.
- **Delivering community facilities in line with growth:** Our local area has a diverse population, each with different needs – and newcomers will increase demands on existing services. Planning policy can highlight need for community facilities, and outline expectations for developers to contribute towards meeting these.
- **Ensuring that change benefits everyone:** Finsbury Park's convenient transport links and vibrant amenities have attracted new investment and development. But rising rents

and living costs have meant that existing residents and businesspeople have sometimes lost out. A Neighbourhood Plan can promote affordability and diversity in its housing policies, and the creation of employment opportunities in line with housing growth.

- **Directing funding for local projects:** Neighbourhood Forums have powers to direct the investment of the neighbourhood element of Community Infrastructure Levy (CIL) funding.

How will your forum deal with equalities issues?

The Neighbourhood Forum will assist the three councils in meeting their duties under the Equality Act 2010.

The proposed constitution for the Finsbury Park and Stroud Green Neighbourhood Forum provides several mechanisms for dealing with equalities issues:

- Objectives include, amongst others:
 - Promote or improve the social, economic and environmental well-being of the Finsbury Park and Stroud Green Neighbourhood Area, through the preparation and implementation of a Neighbourhood Plan, in accordance with the Localism Act 2011;
 - Build and maintain a diverse Forum Membership;
 - Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people;
 - Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area;
 - Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not-for-profit enterprise within the Neighbourhood Area
- The Forum shall consist of four types of member drawn from different places in the Neighbourhood Area and different sections of its community: Resident Member – a person whose usual residence is within the Neighbourhood Area; Worker Member – an employee / self-employed person whose usual workplace is within the Neighbourhood Area; Elected Official Member – a ward councillor, Member of Parliament, or London Assembly Member whose constituency forms part of the Neighbourhood Area, and; Affiliated Organisation – a formally constituted community group that has an interest in the Neighbourhood area. The Forum shall elect from its Resident, Worker and Elected Official members a Steering Group of no more than 15 Members (no more than five from each Borough).
- Resident and Worker Forum Members may volunteer to join a Residents and Workers Panel, by providing equalities monitoring data to the Membership Secretary. The Membership Secretary shall be responsible for maintaining equalities monitoring data of the Residents and Workers Panel, in accordance with the Data Protection Act 1998. Forum Officers shall be jointly responsible for ensuring that the Residents and Workers Panel includes people from across the nine protected characteristics of the Equality Act 2010.
- In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):
 - Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
 - Understand how changes may affect people in different ways depending on their particular circumstances, and;
 - Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Our application letter proposes a process towards adoption of the Neighbourhood Plan by the three local councils. With regards to equalities issues:

- We recognise the importance of community engagement in terms of empowerment and capacity building; increasing understanding of the Neighbourhood Area, leading to better outcomes from policies, masterplans and projects; avoiding unconstructive conflict, and; ensuring legitimacy. As such, we will engage continuously with the community throughout the process, to ensure that all voices are heard.
- We will prepare a Scoping Review document, upon which we will consult informally.
- We will gather a robust evidence base to inform our vision, policies and projects. This will include the preparation of a socioeconomic baseline, drawing upon publicly available datasets and needs assessments prepared by public bodies.
- The Consultation Version of our Neighbourhood Plan will enable community, voluntary and charity organisations to make formal representations on the document.
- The Submission Version of our Neighbourhood Plan will be accompanied by an Equalities Impact Assessment.

4. Determining Membership of the Forum

Outline the process undertaken to date of establishing membership of the Forum including area analysis, consultation and advertising.

At the Finsbury Park Regeneration Conference in 2015, a group of local residents and workers were enthused by the idea that a Neighbourhood Plan for Finsbury Park could help secure a more coherent and prosperous future for the area. Since that time, a comprehensive programme of activity has been undertaken to establish the membership of the Forum across the four types of member: Residents, Workers, Elected Officials and Affiliated Organisations.

Area analysis and consultation

- Conducted a Boundary Survey carried out between 26 November 2016 and 28 August 2017, via two methods:
 - Online survey – generating 490 valid responses, and;
 - Face to face surveys at nine street stalls; when hosting and attending community events; and through targeted door knocking – generating 607 valid responses.
- Held the first two in a series of themed events, with speakers including Transport for London and the Park Theatre
- Organised two boundary walkarounds
- Prepared a Neighbourhood Area study, including high level review of social infrastructure and local amenities
- Prepared a Protected Characteristics Study (see Appendix 4)
- Held a Neighbourhood Planning workshop at the Finsbury Park Regeneration Conference 2017
- Held two briefing sessions with relevant ward councillors
- Invited local community, voluntary and faith organisations to become Affiliated Organisations – including Residents' and Traders' Associations
- Discussed key issues relating to the Neighbourhood Plan at open meetings throughout
- Held a two-week informal consultation on final drafts of the proposed Neighbourhood Forum Constitution and Neighbourhood Area Study

Advertising

- Sent email bulletins and newsletters to a mailing list, which now comprises over 400 subscribers
- Handed out leaflets at local community meetings and events such as Manor Gardens Centre Wellbeing Service summer street stall and Muslim Welfare House Neighbourhood Open Day
- Created a dedicated website in March 2016, which has been expanded to include an

online Discussion Board

- Created a Facebook Page in June 2016, which now has 170 followers
- Engaged in online forums such as StroudGreen.org and HarringayOnline and Streetlife
- Held and attended community events

4a. Inclusivity

How inclusive is your proposed Forum? What measures are you taking to make Your Forum inclusive? Identify the make up of residents, community and Business in the Neighbourhood Area

*Please also consider whether the proposed Forum will affect **good relations and cohesion** - people from different backgrounds living and working together comfortably? For example, might it:*

- *bring people from different backgrounds together;*
- *support residents to get involved in their local community or area;*
- *build trust and confidence in local organisations and services; or*
- *Risk tension or conflict between different groups of people.*

Please also consider whether there are other specific groups in the community who may be affected.

Before an assessment can be made that the Forum is representative of the Neighbourhood Area community, its make-up needs to be identified and analysed. One preferred way for this analysis to be presented is outlined in Appendix 4.

Inclusivity of the Neighbourhood Forum – Measures taken to date

The process carried out in establishing the Neighbourhood Area boundary was designed to ensure inclusivity. The boundary was defined in consultation with the community, including engagement with over one thousand residents – through both online and face to face methods. The Neighbourhood Area Study submitted as part of our application includes a high-level analysis of social infrastructure, transport interchanges and local amenities.

As outlined in our response to Question 4, a comprehensive programme of activity has been undertaken to establish the membership of the Forum across the four types of member: Residents, Workers, Elected Officials and Affiliated Organisations.

As outlined in our response to Question 1, the constitution for the Neighbourhood Forum and our proposed process towards adoption of the Neighbourhood Plan by the three local councils both contain various mechanisms to ensure inclusivity in membership and decision making. For example:

- The following objective requires us to bring people from different backgrounds together: “Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people”.
- The following objective will build trust and confidence in local organisations and services: “Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not-for-profit enterprise within the Neighbourhood Area”.
- In making decisions, the Forum and Steering Group shall “actively seek to understand how changes may affect people in different ways depending on their particular circumstances” and “have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”.

Inclusivity of the Neighbourhood Forum – Proposed measures

The proposed constitution states that “Forum Officers shall be jointly responsible for [...] Ensuring that the Residents and Workers Panel includes people from across the nine protected characteristics of the Equality Act 2010.” This, in turn, will widen participation in the Neighbourhood Forum.

Once the Neighbourhood Forum is approved by the three local councils, and a Treasurer appointed, we will secure funding to support residents to get involved in their local community and area. Resources will be focused on proactive engagement with those who do not typically take part in planning policy development.

Once the Neighbourhood Area is approved by the three local councils, and the Neighbourhood Forum is registered as a Data Controller with the Information Commissioner’s Office, we will ask members to voluntarily provide equalities monitoring data. This data will allow us to assess how the makeup of the Neighbourhood Forum compares to the makeup of the Neighbourhood Area, and inform the deployment of resources to engage under-represented groups.

Throughout the preparation of the Neighbourhood Plan, we will continuously engage with the local community – including non-members of the Forum, and those outside of the Neighbourhood Area. This engagement will be via a variety of methods – including but not limited to street stalls and surveys, door knocking, attending community events, online Discussion Board, posters and newsletters, as well as hosting our own meetings, workshops, socials and themed events. We will use techniques to engage those who do not typically take part in planning policy development, such as incorporating consultation into cultural, sports and leisure activities.

We will ensure that meetings and events are held in accessible venues, and key information is provided in a variety of formats.

Makeup of residents, community organisations and businesses in the Neighbourhood Area

Please see Appendix 4 for analysis of the makeup of residents in the Neighbourhood Area, across each of the nine characteristics protected by the Equalities Act 2010.

The Neighbourhood Area Study submitted as part of our application includes a high-level analysis of social infrastructure and clusters of businesses.

Further analysis will be undertaken as part of the evidence base for the Neighbourhood Plan; the proposed constitution requires the Forum to identify “those who have the poorest health and wellbeing outcomes within the Neighbourhood Area”.

4b. Monitoring Forum Membership – What systems do you have in place to find out who attends the Forum meetings, what they think and any monitoring you have in place with regards to equality and cohesion issues. How will you ensure that your Forum does not discriminate against protected groups, as outlined below?

Equalities monitoring

Once the Neighbourhood Area is approved by the three local councils, and the Neighbourhood Forum is registered as a Data Controller with the Information Commissioner’s Office, we will ask members to voluntarily provide equalities monitoring data. This data will allow us to assess how the makeup of the Neighbourhood Forum compares to the makeup of the Neighbourhood Area, and inform the deployment of resources to engage under-represented groups. The provision of equalities monitoring data will be optional, rather than a pre-requisite to membership.

Names of attendees at Full Forum Meetings will be recorded, and can be cross-referenced

against equalities monitoring data where this has been provided. Again, this data will allow us to inform the deployment of resources to engage under-represented groups.

Consultation

As outlined in our response to Question 4a, throughout the preparation of the Neighbourhood Plan, we will continuously engage with the local community to understand their needs and preferences.

Discrimination of protected groups

Rather than negatively discriminating against protected groups, the proposed constitution of the Neighbourhood Forum ensures positive discrimination in their favour. For example:

- The following objective requires us to bring people from different backgrounds together: “Ascertain, co-ordinate and reflect the views of the community that it represents, to liaise with other community groups within the Neighbourhood Area, and to fairly express the diversity of opinions and outlooks of the people”.
- The following objective will build trust and confidence in local organisations and services: “Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not-for-profit enterprise within the Neighbourhood Area”.
- In making decisions, the Forum and Steering Group shall “have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities”.

Our response to Question 4a outlines our proposed measures to ensure inclusivity of the Neighbourhood Forum.

4c. what is the overall impact of the Forum on the following equality strands NB: Equality Impacts

Initiatives will have different impacts on different equality groups. You must consider the ways in which the initiative may positively or negatively affect each of the different protected groups, using evidence (such as consultation data, monitoring reports and research information) to support your analysis.

The protected characteristics you must consider are:

- age
- disability, includes those associated with disability i.e. careers
- gender reassignment
- pregnancy and maternity, includes those who are pregnant or have been on maternity leave during the last 2 years
- race
- religion/belief
- sex
- Sexual orientation.

Please also consider whether there are other specific groups in the community who may be affected (indicate Low/Medium/High):

Age	Disability	Gender reassignment	Race	Religion/ Belief	Pregnancy/ maternity	Sexual Orientation
Medium	Medium	Low	Medium	Low	Medium	Low

4d. Identifying the Impact. Where you have indicated a medium or high impact on an equality strand, please outline below the positive and negative impacts you envisage

Age Equality – does the Forum impact upon any of the following:

1. Eliminating unlawful discrimination and harassment based on someone's age	Yes		No	✓
2. Promoting equality of opportunity between different age groups	Yes	✓	No	

Please provide an explanation of the impact below:

Positive Impact

As outlined in our response to Question 3, the Neighbourhood Forum shall:

- Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area
- Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. The Neighbourhood Plan must also be compliant with strategic policies within the Local Plans of the three councils, and our Neighbourhood Area Study outlines the current planning policy framework for the area. Without prejudice to this, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve the local environment in terms of air quality, energy and water consumption, and noise levels
- Improve transport and connectivity
- Ensure delivery of community facilities in line with growth
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

We foresee that these outcomes, if achieved, would have a Medium positive impact on promoting equality of opportunity between different age groups.

Negative Impact

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

Disability Equality – does the Forum impact upon any of the following:

1. Promoting equality of opportunity between disabled persons and other persons	YES	✓	NO	
2. Eliminating disability discrimination that is unlawful under the Disability Discrimination Act	YES		NO	✓
3. Eliminating harassment of disabled persons that is related to their disability	YES		NO	✓
4. Promoting positive attitudes towards disabled persons	YES	✓	NO	
5. Encouraging participation by disabled persons in public life	YES	✓	NO	
6. Taking steps to take account of disabled persons disabilities, even where that involves treating disabled persons more favourably than other persons	YES	✓	NO	

Please provide an explanation of the impact below:

Positive impact:

As outlined in our response to Question 3, the Neighbourhood Forum shall:

- Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area
- Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. However, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve the local environment in terms of air quality, energy and water consumption, and noise levels
- Improve transport and connectivity
- Ensure delivery of community facilities in line with growth
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

Several of the above aspects may result in widened accessibility of public buildings and spaces, private dwellings and non-residential floorspace.

We foresee that these outcomes, if achieved, would have a Medium positive impact on promoting quality of opportunity between disabled persons and other persons, promoting positive attitudes towards disabled persons, encouraging participation by disabled persons in public life, and taking steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.

Negative impact:

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three

local councils.

Gender Equality – does the Forum impact upon any of the following:

1. Eliminating unlawful discrimination and harassment based on someone's gender	YES		NO	✓
2. Promoting equality of opportunity between men and women	YES	✓	NO	

Please provide an explanation of the impact below:

Positive impact:

As outlined in our response to Question 3, the Neighbourhood Forum shall:

- Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area
- Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. However, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve transport and connectivity
- Ensure delivery of community facilities in line with growth
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

We foresee that these outcomes, if achieved, would have a Medium positive impact on promoting equality of opportunity between men and women.

Negative impact:

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

Race Equality – does the Forum impact upon any of the following:

1. Eliminating racial discrimination	YES		NO	✓
2. Promoting equality of opportunity	YES	✓	NO	
3. Promoting good race relations	YES	✓	NO	

Please provide an explanation of the impact below:

Positive impact:

As outlined in our response to Question 3, the Neighbourhood Forum shall:

- Ensure that development contributes towards reducing economic inequality within the Neighbourhood Area
- Work with Hackney, Haringey and Islington Councils and other organisations to explore delivery models that reward patient capital, increase human capital, increase community assets, and/or increase not for profit enterprise within the Neighbourhood Area

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Meet the needs of those who have the poorest health and wellbeing outcomes within the Neighbourhood Area, as identified in the Neighbourhood Plan;
- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. However, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve transport and connectivity
- Ensure delivery of community facilities in line with growth
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

We foresee that these outcomes, if achieved, would have a Medium positive impact on promoting equality of opportunity between different races, and promoting good relations.

Negative impact:

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

Religion and/or Belief Equality – does the Forum impact upon any of the following:

1. Eliminating unlawful discrimination and harassment based on someone’s actual or perceived religion	YES		NO	✓
2. Promoting equality of opportunity between religious/belief groups	YES	✓	NO	

Please provide an explanation of the impact below:

Positive impact:

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. However, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve transport and connectivity
- Ensure delivery of community facilities in line with growth
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

We foresee that these outcomes, if achieved, would have a Low positive impact on promoting equality of opportunity between different races, and promote good relations.

Negative impact:

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

Sexual Orientation Equality - does the Forum impact upon any of the following:

1. Eliminating unlawful discrimination and harassment based on someone's actual or perceived sexual orientation	YES		NO	✓
2. Promoting equality of opportunity between people with different sexual orientation	YES	✓	NO	

Please provide an explanation of the impact below:

Positive impact:

In making decisions, the Forum and Steering Group shall actively seek to (amongst other principles):

- Understand how changes may affect people in different ways depending on their particular circumstances, and;
- Have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Policies, masterplans and projects in the Neighbourhood Plan will be drafted based upon a robust evidence base and engagement with the local community. However, we anticipate that the Neighbourhood Plan initiative will:

- Bring together community champions
- Improve transport and connectivity
- Ensure that change benefits everyone, promoting affordability and diversity
- Direct funding for local projects

We foresee that these outcomes, if achieved, would have a Low positive impact on promoting equality of opportunity between people with different sexual orientation.

Negative impact:

The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

4e. Addressing any negative impacts identified above. Where you have indicated negative impacts on an equality strand, please outline your action plan including any strategies or systems to address these equality or cohesion issues within your Forum. Include any outcomes you expect

No negative impacts are currently anticipated in relation to any of the protected characteristics. The Submission Version of the Neighbourhood Plan will be accompanied by an Equalities Impact Assessment, with any identified negative impacts having been mitigated by adapting and changing the vision, policies, masterplans and projects before submission to the three local councils.

Appendix 4: Inclusivity Matrix based on Ward Characteristics (Ward profiles to be sent out with application forms)

In determining an application for a Neighbourhood Forum, the Council must have regard to the desirability of designating that organisation or body:

- (i) Whose membership is drawn from different places in the neighbourhood area concerned
- (ii) Whose membership is drawn from different sections of the community
- (iii) Which has taken reasonable steps to ensure its membership is inclusive

Characteristics of Neighbourhood Area
A Protected Characteristics Study is appended to this Equalities Assessment.

Targeted groups for membership of Forum and future targeted consultation		
Identify groups to be targeted for Forum based on % outlined above:	Engagement to date	Proposed engagement
Tenants and Residents Associations		<p>We will engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Stroud Green Residents Association • Andover Estate Tenants and Residents Association
Community and Voluntary Groups/ Organisations	<p>The following organisations have applied to become Affiliated Organisation Forum Members:</p> <ul style="list-style-type: none"> • Crouch End Neighbourhood Forum • Hermitage New River Association • Stroud Green Conservation Area Advisory Committee <p>We have engaged with representatives from:</p> <ul style="list-style-type: none"> • Emerging Crouch Hill and Hornsey Rise 	<p>We will continue to engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Arab Advice Bureau • Arsenal in the Community • Caris Islington • Edible Landscapes • Elizabeth House Community Centre • Finsbury Park Community Hub • Hackney Council for Voluntary Service • Hanley Crouch Community Association (The Laundry)

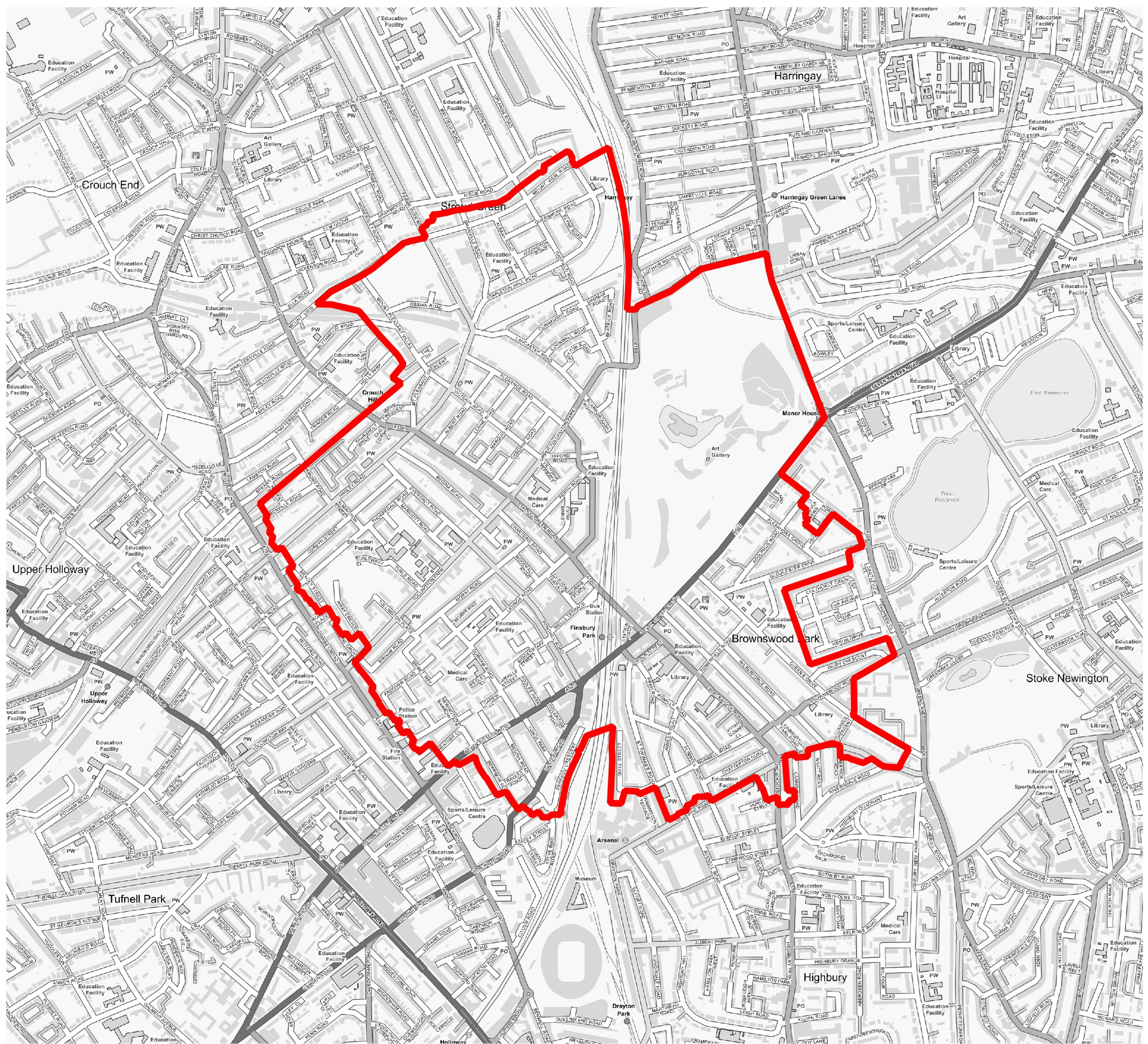
	<p>Neighbourhood Plan group</p> <ul style="list-style-type: none"> • Finsbury Park Town Centre Management Group • Finsbury Park Trust • Friends of Finsbury Park • Friends of Gillespie Park • Highbury Community Association • Ladder Community Safety Partnership 	<ul style="list-style-type: none"> • Help on Your Doorstep (HOYD) • Holloway Neighbourhood Group • Islington Citizens • Islington Giving/Cripplegate Foundation • Islington Law Centre • Local Transition Network members • Safer Neighbourhoods Team • Stephens Ink Community Centre • Voluntary Action Islington • WoodCo
Traders Associations and other business groups	<p>We have engaged with representatives from:</p> <ul style="list-style-type: none"> • Manor House Development Trust / • Redmond Community Centre Stroud Green Traders' Association 	<p>We will continue to engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Blackstock Road Traders Association • Bright Sparks • Fonthill Road Traders Association • Hornsey Road Traders Association • Stroud Green Market
Health centres	<p>We have engaged with representatives from:</p> <ul style="list-style-type: none"> • Torrance Dental Care 	<p>We will continue to engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • BPAS Finsbury Park • Hanley Primary Care Centre • Hornsey Dental Centre • Smile and Shine Dental Practice • Stroud Green Clinic • Stroud Green Medical Centre • Village Practice
Age		<p>We will engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Alsen Day Centre for the Elderly • Ambler primary school • Arts & Media School Islington (IAMS) • City and Islington College

		<ul style="list-style-type: none"> • Christ the King primary school • Lennox House Care Home • Parkside Youth Club • Parkwood primary school • Pooles Park primary school • Pure Student Living • Sketch House • Sotheby Mews Day Centre • St Aidan's primary school • St Anne's Care Home • St Mark's Church • Stroud Green primary school • Younger People (Platform Youth Hub)
Ethnicity		<p>We will continue to engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Caribbean Community Centre • Community Language Support Services (CLSS) • Islington Chinese Association • One True Voice (Somali women's organisation) • Turkish, Kurdish and Cypriot Women's Welfare Group
Religion	<p>We have engaged with representatives from:</p> <ul style="list-style-type: none"> • Islington Faiths Forum • Muslim Welfare House • St Thomas the Apostle, Finsbury Park 	<p>We will continue to engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Places of worship • Inter-faith / multi-faith organisations
Sex		<p>We will engage with representatives from relevant organisations, including:</p> <ul style="list-style-type: none"> • Relevant Safer Neighbourhoods Teams

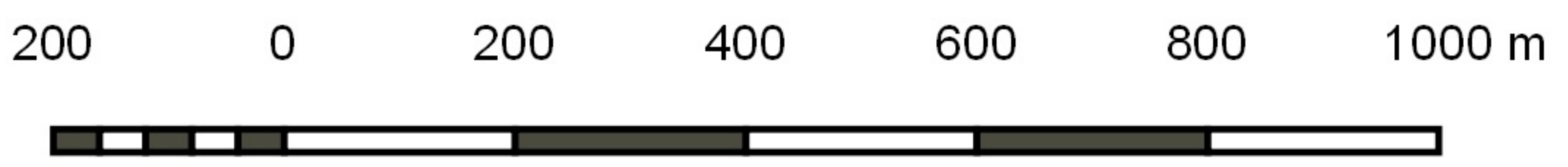
Disability	We have engaged with representatives from: <ul style="list-style-type: none"> • Pedal Power Cycling Club • Transport for London 	We will engage with representatives from relevant organisations, including: <ul style="list-style-type: none"> • Mind
Sexual Orientation		We will engage with representatives from relevant organisations, including: <ul style="list-style-type: none"> • Circle / Stonewall Housing
Cultural, leisure and sporting organisations	We have engaged with representatives from: <ul style="list-style-type: none"> • Friends of Finsbury Park • Park Theatre • Silver Bullet Forum Members include workers from: <ul style="list-style-type: none"> • Furtherfield Gallery and Commons 	We will continue to engage with representatives from relevant organisations, including: <ul style="list-style-type: none"> • Blackstock Triangle Gardeners • Blighty Coffee • British Military Fitness • Finsbury Park Boats • Finsbury Park Parkrun • Finsbury Park Sports Partnership • Friends of Grenville Gardens • Friends of the Parkland Walk • Live music venues, including The World's End, Zelman Drinks, Orleans Wine Bar, and WB Yeats • Live Nation (Wireless Festival) • Live Nation (music event promoters) • Rowans Tenpin Bowl • Sobell Leisure Centre • Wilberforce Gardeners

Appendix 7

Finsbury Park and Stroud Green Neighbourhood Area



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Name	Consultee Type	Date	Summary of Representation	In Favour	Against	Islington / Hackney / Haringey / General	Council Response
Sonja Rose	Individual/worker	16/05/18	Supports the Neighbourhood Area and Forum. A Neighbourhood Plan would benefit the area and provide greater community involvement in the area. Key issues to be addressed through the NP would be: development of Finsbury Park station and surrounding commerce; traffic flow at the junction of Seven Sisters Road, Stroud Green Road and Blackstock Road; commercial cleaning; access and security to Finsbury Park; ongoing help for homeless people.	x forum and area		General	Support is noted. The key issues to be addressed in the Neighbourhood Plan will be borne out of forum discussions and community engagement to firstly establish visions and objectives of the plan.
Andree Gregory	Highways England	16/05/18	Having examined the consultation documents there are no comments to make.	n/a	n/a	General	Noted.
Hannah Lorna Bevins	National Grid	16/05/18	National Grid have five underground cables within the proposed Neighbourhood Area. Whilst there is no implications for National Grid Gas Distribution Intermediate/High Pressure apparatus there may be Low Pressure/Medium Pressure Gas Distribution pipes present within proposed development sites.	n/a	n/a	General	Information regarding National Grid infrastructure is noted.
Michael Anderson	Individual/resident	20/05/18	Objects to the inclusion on Finsbury Park park in the proposed neighbourhood area because it would mean people living almost a kilometre away on Hornsey Road would have a greater influence over the park's development than those living closer on Endymion Road or Rowley Gardens Estate. The proposal goes against neighbourhood planning principles of not cutting up neighbourhood or administrative areas. Finsbury Park is wholly within Haringey which is not part of the proposed forum. It is unacceptable that an unelected and unrepresentative organisation is calling the shots when defining the geographical extent of the proposed forum.		x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.
Hugh Flouch	Individual/resident	23/05/18	Supports the Neighbourhood Forum. Consultation exercises carried out by the group in residential areas was good and the opinions of people living to the north and east of the park were listened to. However, peoples views in respect to the inclusion of the park itself were not taken into account. Strongly objects to the Neighbourhood Area as a clear majority of those living to the north and east of the park do not feel part of the Finsbury Park area but identify strongly with the park itself. The Neighbourhood Plan will have an explicit role in the development of Haringey's Local Plan. If the park is included in the boundary it would give residents on one side of the park undue influence over it. The current proposal does not reflect democratic principles and the Council is urged to ask the group to reconsider the boundary and exclude the park.	x for forum	x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.

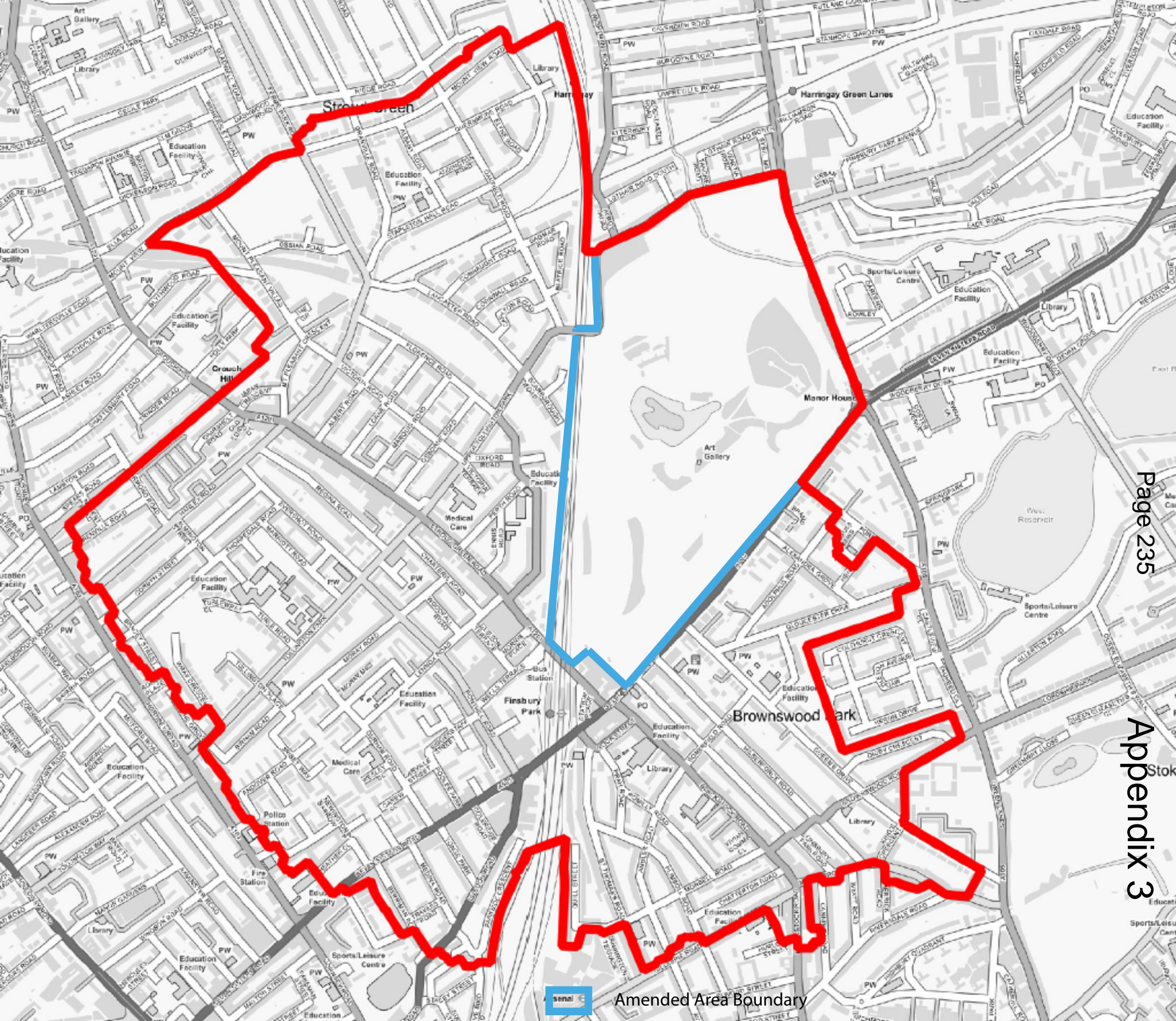
Gavin Ball	Individual/ resident	24/05/18	Objects to the inclusion on Finsbury Park park in the proposed neighbourhood area. The park is a resource for many people across the three boroughs and residents to the east of the park, outside the neighbourhood area will have less influence over the park than people on the west. Concerned about an unbalanced policy position where Stroud Green residents priorities are placed above those of Haringey and Manor House. There is a higher population density forecast for the east of the park and while the political organisation might not be as sophisticated the utility the park offers to those residents is greater than those in Stroud Green. It would be similarly inappropriate to include the park in any future Haringey or Manor House Neighbourhood Area and it is recommended the park remains under Local Authority control as befits its role as a local and sub-regional open space. Reference should be made to the Open Space Accessibility Study carried out by LB Haringey and the Haringey Site Allocation: SA29 Arena Retail Park which seeks to ensure as part of any redevelopment of that site an improved access to the Park from the north-east.		x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.
Sharon Jenkins	Natural England	25/05/18	Policy proposals should be in line with the National Planning Policy Framework and the key principles in concerning the natural and local environment in paragraph 109. Consideration of natural environment policies in the Local Plan should be made and there may be potential to provide more detail as to how policies are applied. Information is provided in the consultation submission relating to things to consider when making a neighbourhood plan such as information sources; environmental designations such as AONB's and Local Wildlife Sites; natural environment issues to consider such as habitats and protected species; ways to improve the natural environment such as greening roofs and creating ponds.	n/a	n/a	General	All Neighbourhood Plan policies must have regard to national policy and be in general conformity with the Local Plan. This includes national and local environmental policies.
Colin Barron	Individual/ resident	25/05/18	Was not aware of previous consultations which included agreeing to the neighbourhood area and boundary. Respondent lives on Alroy Road adjacent to the boundary. Would like to have been included in the boundary along with all streets surrounding Finsbury Park itself. Residential streets would benefit from a neighbourhood plan, for example conservation area status. A natural boundary might have included the whole of the N4 postcode.		x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.
Ant Elder	Individual/ resident	25/05/18	Lives in Haringey ward and does not like the inclusion of Finsbury Park in the boundary. There was no consultation with residents in Haringey about including the park. The working group asked if Haringey residents wanted to be included which most people responded no. Respondent likes and uses Finsbury Park a lot.		x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.

Tessa Craig	Canal and River Trust	17/05/18	Confirms that the Canal and River Trust have no land or waterspace in the Neighbourhood Plan area, therefore have no comments to make	n/a	n/a	General	Noted.
Richard Parish	Historic England	31/05/18	Generally advise that boundaries reflect or encompass the conservation area boundary to help ensure conservation area policies can be applied in a consistent manner. The proposed boundary fully encompasses the Stroud Green CA (both Haringey and Islington) and the Tollington Park CA (Islington) and has been clearly drawn to follow existing boundaries. The proposed area also includes the Finsbury Park, a Grade II Registered Park and Garden. Given that one of the principle motivations of the plan is to address cross borough boundary issues, the inclusion of these heritage assets in their entirety is beneficial. In the event of developing the neighbourhood plan: the Tollington Park CA is currently identified as 'at risk' on the annual Register of Designated Heritage Assets at Risk. Islington has one of the highest number of conservation areas in London identified as 'at risk' and the current Tollington Park Design Guidelines 2002 would benefit from review. Haringey does not appear to have an up to date and adopted conservation area appraisal for Stroud Green CA. The neighbourhood plan process could improve understanding of the historic environment and identify opportunities to enhance it. There may also be opportunities to work with the local authorities to address those issues contributing to at risk heritage assets and update the evidence bases. The extent of 'risk' is increasingly used as a performance indicator in environmental assessment and the need for an up to date evidence base and a positive strategy for the conservation of the historic environment is key as set out in policy 126 of the NPPF. The proposed area also includes listed heritage assets including three Grade II listed churches, Woodstock Road School, Grade II* listed former Rainbow Theatre as well as a number of residential and commercial properties. The area also falls in an area of the protected viewing corridor from Alexandra Palace to St Paul's Cathedral. Planning officers should be the first point of call for heritage advice but Historic England can also provide advice.	n/a	n/a	General	Noted.
Claire Robinson	Individual/resident	04/06/18	Has been a resident for 18 years and fully supports the application. The intersection of three boroughs, TfL and Network Rail at the core of the area has led to a lack of coherence which a neighbourhood plan would help to address.	x area and forum		General	Support is noted
Cecil George	Openreach	08/06/18	Openreach records indicate that no apparatus exists within the area of proposed works. A site survey has not been carried out at this stage, and therefore if any Openreach apparatus is affected by your works, contact should be made to provide the necessary Estimate of Costs for alteration/diversion. The Openreach network is enhanced on a daily basis. Therefore, to make certain no apparatus exists, it is recommended on site advice is obtained.	n/a	n/a	General	Noted.

Anna Gavriel	Deloitte	14/06/18	Respondent would like to be kept informed of the next stages of the Finsbury Park and Stroud Green Neighbourhood Plan	n/a	n/a	General	Noted.
Fatime Moreno V	Transport for London (strategic arm)	21/06/18	<p>Views from strategic transport perspective - not property arm. Proposed area - TfL has no specific comments to make on the proposed area; however, it is noted that TfL has a number of assets and landholdings within this area. These include parts of the Transport for London Road Network (TLRN), London Underground infrastructure and bus stops. Although not immediately within the area, part of one of the six new cycle routes announced by the Mayor in January 2018, includes a proposed cycle route from Camden to Tottenham Hale.</p> <p>Consultation - TfL would wish to be involved in the neighbourhood planning process when it impacts or could affect our transport operations and infrastructure or when significant transport policy issues are raised. We would therefore be grateful if you could continue to consult us as neighbourhood planning for Finsbury Park and Stroud Green is progressed. In addition TfL may have property interests in the neighbourhood area and thus we should be involved separately in this circumstance by contacting propertyconsultation@tfl.gov.uk</p>	n/a	n/a	General	Noted.
Cllr Barbara Blake	Labour Councillor Seven Sisters Ward	21/06/18	Residents who live on Hermitage, Eade and Vale Road and indeed other surrounding roads which are not included in the proposed forum are expressing concern about the appropriateness of the boundary. Finsbury Park is their local park and they are/will be affected by the decisions made in the future without necessarily having a voice. Residents are concerned that there will not be the avenue for the consultation on issues which may affect them. The Neighbourhood Area appears to cover mainly Finsbury Park – could it be clarified what other areas it will cover. Will there be a budget for the forum. Where will this come from and how much will it be?		x for area	Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.

Sarah Barron	NHS	22/06/18	<p>We welcome the designation of Finsbury Park and Stroud Green as a Neighbourhood Area as the opportunity to identify community assets and to reuse or share premises. We also believe it has the potential to improve the local environment and make a positive contribution to health and wellbeing. It is also hoped it will improve transport and connectivity which in turn could improve the physical access to local services, including healthcare services. We also appreciate the opportunity to explore cross boundary issues across Hackney, Haringey and Islington and it is hoped that the final plan will help prioritise local projects and help with the allocation of neighbourhood Community Infrastructure Levy across three boroughs, which could include improvements to GP premises to provide additional capacity, where needed. However, it is important for us to stress that healthcare is commissioned by borough of GP practice registration. Therefore whilst we welcome joint working to ensure integrated services for residents, we need to be mindful about how we work across borough boundaries and the funding flows that this entails. We also feel that the Forum priorities and subsequent plan should take into account the impact of the</p>	x forum and area		General	Noted.
Tristan Appleby	Individual /resident	24/06/18	<p>Respondent strongly objects to the inclusion of Finsbury Park itself within the proposed Neighbourhood Area boundary. The park is used by a number of local neighbourhoods which share this amenity equally, therefore it would be unacceptable for residents in one of these areas to gain a significantly greater degree of control over it. The proposed Neighbourhood Forum's own consultation appears to be thorough when defining which residential streets to include according to the wishes of residents asked. However, the inclusion of the park does not seem to have been subject to the same level of diligence with strong objections from Haringey residents appearing to be disregarded. The inclusion of the park seems to be done at the behest of the Friends of Finsbury Park who were apparently unsure about supporting the proposal unless the whole park was included. There do not appear to be any existing administrative or physical boundaries which justify the attachment of any part of the park exclusively to the Stroud Green area. There are a number of existing mechanisms which afford protection to the interests of residents and park users. This includes an active Stakeholder Group which includes representation on behalf of local residents (in the form of local councillors, resident associations and the Friends of Finsbury Park) which a Neighbourhood Forum would presumably also be invited to join.</p>	x for area		Haringey	Noted - it is recommended that the inclusion of a Regional Park within the proposed Forum Area could be to the detriment of other neighbourhoods within the vicinity of the Park and so this area should be omitted.

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Amended Area Boundary

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Report for: Cabinet 11th September 2018

Title: **Hornsey Library Refurbishment** – Budget Virement

Report

Authorised by: Richard Grice, Director of Customers, Transformation and Resources

Lead Officer: Judith Walker, Head of Customer Services and Libraries

Ward(s) affected: Crouch End and Hornsey

Report for Key/

Non Key Decision: Key decision

1. Describe the issue under consideration

- 1.1. To seek approval from the Cabinet to increase the scope of the original £1m Hornsey Library refurbishment project to include critical maintenance, Health & Safety issues and improve carbon management. This will increase the total cost of the combined project to £3,277,000. The cost of this will be contained within Corporate Landlord's and carbon management budgets and will be split over two financial years.
- 1.2. To seek Cabinet approval to vire £2,266,000 over a two year period (18/19 & 19/20) from the Corporate Landlord's capital and carbon management budgets to the Hornsey Library refurbishment project. This is to deal with critical maintenance, and building fabric improvements for the Hornsey Library project.

2. Cabinet Member Introduction

- 2.1 Hornsey Library is a grade II listed, Council-owned property. It is one of our three main libraries and as such is an important civic building. This additional capital investment is vital in ensuring the building is in sound structural condition. The capital funds complement the investment in internal refurbishment, and together the whole project should result in a revived library inside and out.
 - 2.2 Hornsey Library is extremely well-used and provides key services to our communities in Crouch End, Hornsey and much further afield. These services undoubtedly contribute to the Council's corporate priorities. As well as a fine book stock, the library includes an exhibition gallery; café area; internal garden and a lovely children's library. In addition it provides a home for an amazing collection of musical scores used by orchestras and musicians from around the country.
 - 2.3 The library is in a very prominent position, adjacent to Hornsey Town Hall. Renovation of the library will assure its status as a civic institution and will be
-

complemented by the new arts centre being developed as part of the Town Hall renovations.

3 Recommendations

It is recommended that Cabinet

- 3.1 Approves the virement of £2,266,000 from the Corporate Landlord and Carbon Management budgets over a two year period. This will allow for critical maintenance; health and safety works and structural and building fabric improvements within Hornsey Library as set out in section 9.1.2 of the report.

4 Reasons for decision

- 4.1 Hornsey Library is a 55 year old, grade II listed building. It was designed as a purpose-built working library. The library currently requires a significant amount of maintenance, as it still has many of its original fittings such as the heating system, building fabric (windows, roof and wall cladding), and electrical systems etc. The majority of these are now failing and causing operational and safety issues. There are also accessibility issues to some elements of the building.
- 4.2 The proposed budget increase and associated virement will enable the refurbishment project to proceed, reducing the risk of re-work which could be required with resulting delays if the maintenance is carried out at a later date. It will allow the library to continue to provide modern, fit-for-purpose and fully accessible services, meeting the needs of the local community in the future. The works are due to start on site in January 2019 and take approximately 7-8 months to complete.
- 4.3 The investment into Hornsey Library will mirror the commercial investment into the town hall development and will represent the Council's commitment to investment into its libraries and infrastructure, retaining a significant well-loved landmark building as a Council asset. The structural works will enable an already well used facility to continue to function properly into the future.
- 4.4 It is anticipated that investment in new energy equipment and insulation, will reduce operational running costs for the Council through energy consumption and ongoing routine maintenance. The inclusion of solar PV panels will promote the Zero Carbon ambition of the Council to the wider community.

5 Alternative options considered

- 5.1 A 'do nothing' option is not considered appropriate as it would see the building continue to deteriorate and continue to fail the public through building closures from faults such as no heating or leaking roofs/windows, to safety issues from failing masonry panels.
- 5.2 **Only carry out internal modifications to improve the service, the original scheme.** This was discounted as it does not address the building condition

issues such as the leaking roof and windows, the boiler which is constantly breaking down; and the external cement wall panels which are crumbling; or the uneven pavements which are health and safety risks. If these works were carried out separately at a later date then there would be a significant amount of rework to the newly installed fixtures and finishes, as well as the potential risk of adhoc library closures.

- 5.3 **Carry out all maintenance within the building.** This option was discounted as it would mean an additional cost of £1,000,000 above this proposal, and it is recognised that there are limited funds within the Council. The building and operational maintenance requirements can be met by the virement funds requested. It is also expected that the remaining works will be carried out over the longer term period and will not have any impact on the proposed scheme.

6 Background information

- 6.1 In 2015 the Council approved a capital programme of works to improve and modernise Haringey Library Services. This included all six branch libraries, Wood Green and Hornsey main libraries. (Marcus Garvey library was not included as it had been recently refurbished). Details of the overall library programme budget is shown below, all costs are indicative and a thorough tender process will be undertaken to ensure value for money.

	£k
Hornsey Library Internal Modifications	1000
All other Libraries in Haringey Council	
Wood Green	450
Muswell Hill	85
Alexandra Pk	110
Highgate	87
Stroud Green	87
Coombes Croft	42
St Ann's	139
IT	500
Misc	300
Total	1800
Overall total	2800

- 6.2 The Hornsey Library project was the single largest investment within the programme at an estimated £1,000,000. The original scope for this money was to improve the internal spaces so that they could provide a modern, fit-for-purpose library and assumed that the building was in good condition with no urgent maintenance issues.
- 6.3 The Hornsey Library project started to be developed in 2017/18. The original project assumptions were that Hornsey Library was in a good state of repair

and would only require internal adaptations. However, the project, in conjunction with the corporate landlord, has identified that the 55 year old building is in a poor state of repair and requires significant building improvements to ensure it is operationally fit for purpose and complies with building regulations. From the initial feasibility study the following additional high level costs have been identified:

Base case to improve service	£1011k	Already approved with works to improve operational layout, internal finishes etc.
End of Life Maintenance	£1545k	Heating replacement, repairs to fabric roof, glazing, drainage, lift etc.
Health and Safety building-related issues	£105k	Unsafe decorative concrete panels. Paving, W/C ventilation
Building efficiency improvements	£616k	Improved glazing, wall and roof insulation and Photo Voltaic Panels
Total	£ 3277k of which £1011K is already approved and funded this request is for an additional £2,266k.	

7 Position from Corporate Landlord

- 7.1 The corporate landlord has agreed that the end of life maintenance and health and safety issues are required and supports the need for them to be carried out, but wishes to note the impact on their capital budget of £1650k. The corporate landlord has already agreed to carry out urgent boiler replacement works this summer at a cost of between £300k-£400k from the corporate landlord budget which is to be approved under a delegated authority. The replacement boiler will be more energy efficient and should also reduce ongoing maintenance costs essential to maintaining the service during the winter months.
- 7.2 The corporate landlord is considering the overall maintenance requirements for Haringey's corporate estate and is developing a strategic forward maintenance plan for these corporate buildings. The overall capital budget for works to all corporate buildings is £2.5m per annum until 2019/20. The proposed Corporate Landlord works to Hornsey Library equates to 27.9% (£696,000) of the total Corporate Landlord capital budget for 18/19 (before the 2017/18 capital carry forward) and 51% (£1,283,00) in 19/20 . It is recognised that these works need to be done at the same time as the main library scheme. If they are carried out later then there would be a significant level of rework required on fixtures and finishes etc.
- 7.3 Whilst the Corporate Landlord is supportive of the Hornsey Library project with this capital funding, it needs to be recognised that this will impact on their ability to deliver other capital schemes across the wider corporate estate. It is

recommended that the decision to allocate this level of funds to one site is made corporately. There may need to be an increase in the corporate landlords budget in 19/20 to cover the reduced budget from carrying out the works at Hornsey Library. Should this be necessary then a bid will be made as part of the Council's budget setting process for 2019/20 and beyond. The corporate landlord will be fully involved in the scoping and tendering process for these works.

- 7.4 A further £616k is also required for the building efficiency improvements. This is to be part funded by the carbon management teams budget for energy reduction c.£75k and it has been agreed to use the income from carbon-offsetting funds raised from the adjacent town hall development £212k. The remaining £329k is to be funded by the corporate landlord.
- 7.5 Energy running costs for the library are £49k/yr these are set to increase to £116/yr within the next 10yrs. By doing these works energy costs will reduce to £66k/yr this gives a straight-line payback of 7 years. The council will also reduce its carbon footprint by 51 t/CO2/yr.
- 7.6 A separate Cabinet report is to be submitted for the award for the main contract in November 2018. Works are due to start on site in January 2019 and complete in early August 2019.

8. Contribution to strategic outcomes

- 8.1 The Hornsey Library project looks to improve the service offering within the library. The projects aims are to improve Customer Perception and Operational Efficiency. These proposals are primarily aligned with the Corporate Priority X but are also aligned with the Corporate Plan priorities 1,2,4 & 5. Works under the scheme include providing a modern operational layout through the use of new and refurbished furniture, fixtures and fittings, and redecoration as well as improved IT and connectivity.
- 8.2 The work proposed will improve the energy performance of the building. This will reduce the buildings current energy cost of £49,000 to £28,000 per year. With the Council's energy prices expected to rise significantly each year over the next few years, this investment will reduce future financial risk to the Council. Alongside this the refurbishment will offer maintenance savings: both of these demonstrate value for money to the Council.
- 8.3 The library is a well-used public and civic building. The inclusion of solar panels on the roof, signage on energy generation and usage, and new energy efficient lighting systems will demonstrate leadership in carbon reduction and promote the Council's Zero Carbon by 2050 commitment.

8.4 The refurbishment of the library offers the Council the opportunity to improve accessibility of the building to ensure that it can be used by all sections of the community.

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

9.1 The report is recommending revising the scope of the original Hornsey Library scheme to incorporate health & safety improvements and essential building fabric repairs. The existing budget of £1.011m needs to be increased by £2.266 to £3.277m.

9.1.2 It is proposed that the corporate landlord budget will contribute £0.696m in 2018/19 & £1.283m in 2019/20, and the carbon management team budget will contribute £0.123m in 2018/19 and £0.164m in 2019/20. If approved, the budgets will be amended accordingly. The proposed virements are within the overall agreed capital programme budgets.

9.1.3 The scheme also produces lower running costs for the building. These will contribute to the achievement of the Council's MTFS.

9.2 Strategic Procurement

9.2.1 SP acknowledges the requirement to seek approval from the Cabinet to increase the scope of the original £1m Hornsey Library Service refurbishment project to include critical maintenance, address health and safety issues and improve carbon management.

9.2.2 SP notes that the original systems and fittings, such as the heating system, building fabric (windows, roof wall cladding) and electrical systems, are now starting to fail, and cause related operational and safety problems.

9.2.3 SP has no objection to the approvals sought in this report.

9.3 Legal

9.3.1 The Assistant Director, Corporate Governance has been consulted in the preparation of this report, and makes the following comments.

9.3.2 Confirmation can be given of the fact that Cabinet has the Constitutional authority to agree the Recommendations contained in this report. Reliance is placed on Cabinet's Financial management and resources powers under Part Three, Section C of the Constitution in relation to Recommendation 3.1 (increased budget) and Part 4, Section 1 of the Financial Regulations in relation to Recommendation 3.2 (virement above £250,000).

9.4 Equality

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

- a) tackle discrimination, harassment and victimisation based upon the protected characteristics;
- b) advance equality of opportunity between people who share those protected characteristics and people who do not;
- c) foster good relations between people who share those characteristics and people who do not.

The protected characteristics are age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex, sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

9.4.2 An equality impact assessment (EqIA) is to be completed for the main contract to be let.

9.4.3 The potential to provide improved accessibility to the mezzanine level of the library by way of a lift has been identified through Stage 2 design. This will be confirmed during the next stage contract award.

9 Local Government (Access to Information) Act 1985

N/A

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Report for: Cabinet – 11 September 2018

Title: The Regulation of Investigatory Powers Act (RIPA) – use of legislation and updated procedures

Report

Authorised by : Bernie Ryan
AD Corporate Governance

Lead Officer: Minesh Jani
Head of Audit and Risk Management
Ext: 5973
Email: minesh.jani@haringey.gov.uk

Ward(s) affected: All

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

1. Describe the issue under consideration

1.1 To inform Cabinet about issues relevant to the use of the Regulation of Investigatory Powers Act (RIPA) 2000; and provide a refreshed policy for approval.

2. Cabinet Member Introduction

2.1 The Regulation of Investigatory Powers Act 2000 (“RIPA”) provides a statutory framework for public authorities to use covert investigatory techniques such as surveillance, where necessary and proportionate, for the purpose of preventing or detecting crime.

2.2 The Council uses RIPA infrequently, but needs to comply with legislation and report the use of directed surveillance to members. I am satisfied that the Council uses the powers afforded to it under the RIPA legislation appropriately, as signified by the approval of the requested directed surveillance applications and the feedback from the Office of the Surveillance Commissioner (now called the Investigatory Powers Commissioner).

2.3 The changes to the policy contained in this report correspond with guidance issued by the Home Office and the Office of the Surveillance Commissioner in 2016. On that basis I recommend that Cabinet approve the policy.

3. Recommendations

3.1 The Cabinet notes the use of RIPA by the Council; and

3.2 The Cabinet approves the amended RIPA policy at Appendix 1.

4. Reasons for decision

4.1 The Protection of Freedoms Act 2012 requires members to be advised about the use of powers under RIPA and to approve the Council’s policy for the use of directed surveillance.

5. Alternative options considered

5.1 Not applicable.

6. Background information

6.1 On 25 September 2000 the Regulation of Investigatory Powers Act (RIPA) was brought into effect in England and Wales. The purpose of the Act was to ensure that all public authorities were able to carry out directed (covert) surveillance on a statutory basis without breaching The Human Rights Act 1998, Article 8, the right to privacy. RIPA enables local authorities to carry out certain types of surveillance activity as long as specified procedures are followed, for the purpose of preventing and detecting crime. The information obtained as a result of surveillance operations can be relied upon in court proceedings, provided RIPA is complied with. The Home Office issues Codes of Practice for exercise of local authority powers.

6.2 Surveillance includes; monitoring, observing or listening to persons, monitoring or observing their movements, conversations or their other activities or communications, and the recording of anything monitored, observed or listened to in the course or surveillance. It also includes surveillance by or with the assistance of a surveillance device.

6.3 The acquisition and use by Local Authorities of certain telephone and other communications data (ACD) (not including content) is also regulated by the Act. The authority uses the services of the National Anti Fraud Network (NAFN) for this purpose.

6.4 The Act also regulates the use of Covert Human Intelligence Sources (CHIS).

6.5 Local authorities must obtain judicial approval before RIPA can be used. All applications must also be authorised by a Justice of the Peace before they can take effect and the Council has to apply to the Magistrates Court to grant an order approving the authorisation. This requirement applies to all areas of RIPA, including directed surveillance, and acquisition of communications data.

6.6 Local authority use of RIPA is restricted to offences that carry a maximum sentence imprisonment for six months or more, with some exceptions relating to the sale of alcohol and tobacco to children.

6.7 The use and application of RIPA legislation is monitored by the Investigatory Powers Commissioner's Office (IPCO). Visits are made to local authorities to monitor compliance with RIPA legislation by IPCO and they require annual returns and performance information to be made.

6.8 The Codes of Practice state that elected members should review the authority's use of RIPA annually and approve its policy.

7. Operational Procedures in Haringey

7.1 The Home Office Code of Practice recommends that a member of the organisation's corporate leadership team should be the Senior Responsible Officer for oversight of RIPA. Within Haringey, the Senior Responsible Officer

(SRO) is the Assistant Director of Corporate Governance, who has been provided with guidance on the SRO role and its responsibilities.

- 7.2 It is proposed that the officers listed in the appendix to Appendix 1 approve RIPA forms prior to seeking judicial approval. These officers have been trained in the use and application of RIPA. Refresher training is provided on a regular basis to ensure all officers are kept up to date with their roles and responsibilities.
- 7.3 Haringey has produced its own local guidance notes for RIPA, which are in accordance with the Home Office's requirements; and these are circulated to all officers involved in RIPA when updates to the legislation or standard forms are issued. These operational guidance notes are also published on the Council's intranet site.
- 7.4 Haringey makes very limited use of RIPA legislation and the Council has always complied fully with the legislative requirements. A summary of the total number of applications to use RIPA (including ACD) from 2014/15 to 2017/18 is detailed in Table 1 below.

Table 1

Year	2014/15 applications	2015/16 applications	2016/17 applications	2017/18 applications
Service area				
Community Safety & Regulatory Services	1	1	0	0
Total	1	1	0	0

- 7.5 Table 2 below provides details of the use made of RIPA during 2014/15 to 2017/18.

Table 2

Service area	Use applied for	Application authorised
Community Safety & Regulatory Services 2014/15	Covert surveillance to capture evidence of serious anti-social behaviour, including alleged drug dealing, within housing blocks	Yes
Community Safety & Regulatory Services 2015/16	Covert surveillance to capture evidence of the trade of illegally slaughtered sheep/goat carcasses.	Yes

- 7.6 The Council was last subject to an inspection visit from the Office of the Surveillance Commissioner during November 2016. The main points reported by the inspector were:
- The single recommendation made in the previous inspection (2013) – to ensure necessity and proportionality were appropriately considered by authorising officers – was confirmed as being implemented;
 - The Council makes infrequent use of the statutory powers;

- There is a well structured training arrangement in place to ensure knowledge of the legislation and continuity for authorising officers;
- The Council's policy and procedures comply with relevant legislation and guidance;
- The review of the two applications in 2014/15 and 2015/16 for directed surveillance completed since the previous inspection were both approved. Some minor procedural points were raised in relation to ensuring that dates of approval, expiry and cancellation were correctly stated;
- Although the Council's policy referenced the use of social media by staff and the consideration of whether this needed a RIPA authorisation in accordance with guidance issued, the inspector recommended that further training and guidance should be considered for those services who may use social media as part of their routine processes to ensure that there is a full understanding of the circumstances of the use. This was the only recommendation made.

7.7 The recommendation made by the inspector has been accepted by the SRO. The Chief Surveillance Commissioner has been advised of the Council's acceptance and implementation of the recommendation by the SRO.

7.8 On 16 November 2017, the Home Office launched a public consultation on three revised codes of practice; Covert surveillance and property interference code, Protected electronic information code and CHIS (Covert Human Intelligence Sources) code. The consultation closed on 28 December 2017, and the Home Office has now considered the representations made regarding the revised codes of practice.

7.9 The revised codes were published on 15 August 2018, these will be considered by the RIPA Co-ordinator and where required, the Council's policy and procedures updated. The SRO and the officers able to authorise directed surveillance and the use of covert intelligence will be updated of the changes and provided training as appropriate.

8. Contribution to strategic outcomes

8.1 The Council needs to comply with relevant legislation to ensure that directed surveillance is undertaken lawfully.

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

9.1 Chief Finance Officer

9.1.1 There are no direct financial implications arising from this report. The work within Audit & Risk Management and other services to undertake and manage RIPA in accordance with statutory requirements is contained and managed within the relevant services' revenue budgets.

9.2 Legal

9.2.1 The Assistant Director, Corporate Governance has been consulted in the preparation of this report, and in noting that the RIPA procedures follow legislative requirements / industry guidance and best practice, has no comments.

9.3 Equality

9.3.1 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; and
- Foster good relations between people who share those characteristics and people who do not.

9.3.2 The Council's RIPA policy actively seeks to promote transparency in decision-making. The Council ensures that requests for authorisation to use RIPA consider any potential impact on individuals and groups who share protected characteristics.

9.3.3 The report notes that the Protection of Freedoms Act 2012 strengthens existing Human Rights legislation, safeguarding individuals from inappropriate levels of covert surveillance.

10. Use of Appendices

Appendix 1 – RIPA Policy July 2018.

11. Local Government (Access to Information) Act 1985

N/A

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REGULATION OF
INVESTIGATORY
POWERS ACT 2000
HARINGEY POLICY

Policy History					
Version	Summary of Change	Contact	Implementation Date	Review Date	EqlA Date
10.1	<ul style="list-style-type: none"> Updated use of open source material guidance Updated Authorised Officer list 	Head of Audit & Risk Management	November 2015	October 2016	June 2014
10.2	<ul style="list-style-type: none"> Updated Authorised Officer list Updated guidance on social media 	Head of Audit & Risk Management	March 2017	March 2018	June 2014
10.3	<ul style="list-style-type: none"> Updated Authorised Officer list Updated reference para 8.2. 	Head of Audit & Risk Management	August 2018	August 2019	June 2014

Links and Dependencies
RIPA – Procedure/Guidance Notes Corporate Anti-fraud Policy and Fraud Response Plan Whistleblowing Policy Sanctions Policy Anti-money Laundering Policy Anti-bribery Policy Employee Code of Conduct

Related Forms
RIPA Authorisation for Directed Surveillance RIIPA Review of Directed Surveillance Authorisation RIPA Renewal of Directed Surveillance Authorisation RIPA Cancellation of Directed Surveillance Authorisation RIPA Application for Communications Data

1. Policy Statement

1.1 Haringey Council will apply the principles of the Regulation of Investigatory Powers Act 2000 (RIPA) to all activities where covert surveillance, covert human intelligence sources, or communications data are used. In doing so, the Council will also take into account its duties under other legislation, in particular the Protection of Freedoms Act 2012; Human Rights Act 1998; and Data Protection Act 1998, and its common law obligations.

2. Overview and Purpose of RIPA

- 2.1 RIPA came into force in England and Wales on 25 September 2000, and aims to balance, in accordance with the European Convention of Human Rights, the rights of individuals with the need for law enforcement and security agencies to have powers to perform their roles effectively. The Human Rights Act 1998 requires that all actions which may potentially breach an individual's human rights are proportionate; necessary; non discriminatory; and lawful. RIPA allows local authorities to collect evidence of criminal activity lawfully where the investigation requires covert surveillance, even where that may lead to them obtaining private information about individuals.
- 2.2 RIPA provides a statutory basis for local authorities to authorise the use of directed surveillance and covert human intelligence sources (undercover officers, agents, informants); and access communications data (postal, telecoms and internet operators' data). The Home Office [RIPA Codes of Practice](#) provide further detailed guidance.
- 2.3 The Protection of Freedoms Act 2012 (sections 37 and 38) applies to RIPA applications. Any local authority who wishes to authorise the use of directed surveillance, acquire communications data, and/or use a covert human intelligence source (CHIS) under RIPA will need to obtain an order approving the grant (or renewal) of an authorisation or notice from a Justice of the Peace (JP) before it can take effect. This is in addition to the existing internal authorisation processes under the relevant parts of RIPA.
- 2.4 RIPA requires a Senior Responsible Officer (SRO) to be appointed to be responsible for ensuring the Council's compliance with RIPA and its Codes; and to oversee the implementation of any post-inspection action plans recommended or approved by a Commissioner. The Assistant Director of Corporate Governance is Haringey's SRO.
- 2.5 Failure to comply with RIPA does not mean that an authority's actions in relation to surveillance will be unlawful; however it does mean that evidence obtained from surveillance could be inadmissible in court proceedings and jeopardise a successful outcome. Such action could also be open to challenge as a breach of the Human Rights Act and a successful claim for damages could be made against the Council.
- 2.6 Further information on RIPA can be obtained from the [Investigatory Powers Commissioner's Office](#), the body responsible for overseeing the use of covert surveillance, including the relevant [RIPA Codes of Practice](#), together with examples of frequently asked questions for local authorities.

2.7 The Council's [RIPA Procedure Notes](#) provide guidance to investigating and authorising officers when undertaking RIPA activities. Copies of all relevant application, review, renewal and cancellation forms, together with the application for judicial review form are held on the Council's [Intranet](#). The Business Manager for Corporate Governance should be contacted in the first instance if covert surveillance, access to Communications Data, or use of a Covert Human Intelligence Source (CHIS) is being considered.

3. Restrictions on the use of RIPA

3.1 From 1 November 2012 local authority use of RIPA has been restricted to conduct that would constitute a criminal offence which is punishable by a maximum custodial sentence of six months or longer. Low-level offences such as littering, dog fouling and school admissions may not be undertaken using RIPA.

3.2 There are some limited exceptions to the rule on criminal threshold levels, relating to specified criminal offences for the underage sale of alcohol (s146, s147 and s147A of the Licensing Act 2003) and tobacco (s7 of the Children and Young Persons Act 1933). The relevant RIPA tests of necessity and proportionality must still be applied and prior JP approval obtained before any surveillance takes place.

3.3 The purpose of this policy is to ensure that:

- the proper procedures are in place in order to carry out covert surveillance;
- an individual's right to privacy is not breached;
- the investigation is necessary and proportionate to the alleged offence;
- proper authorisation is obtained for covert surveillance;
- the proper procedures have been followed; and
- covert surveillance is considered as a last resort having exhausted all other avenues.

4. Authorisation and Duration of RIPA Activities

4.1 Each covert surveillance operation involving directed surveillance, covert human intelligence sources and the acquisition of communications data must be authorised internally within the council in writing first. All applications must use the forms provided on the Council's intranet and, following internal approval, all applications must also be externally authorised by a Justice of the Peace (JP). Annex A provides a summary flow chart of the RIPA process. No investigation can commence until both internal and external authorisations have been given.

4.2 The application form will only be considered by a JP if it is authorised by a relevant authorising officer. Authorising officers are those listed at Annex B to this policy. Authorising officers can only authorise the use of RIPA if they have completed the SRO approved training. Guidance on completing the application and authorisation process is included in the Council's RIPA Procedure Notes and further advice can be obtained from the Business Manager for Corporate Governance.

4.3 For any urgent applications, the Business Manager for Corporate Governance and Legal Services should be contacted at the earliest opportunity in order to make urgent

arrangements to see a JP. The application form and internal authorisation will still be needed but the time in which to get judicial approval may be reduced.

- 4.4 Authorisations only remain valid for specific periods and may require renewal or cancellation. Written authorisations can only last for a maximum period of 3 months and will expire after 3 months. Authorisations must be cancelled if the conditions are no longer met. Authorisations do not expire when the conditions are no longer met and therefore cancellations should be made at the earliest opportunity.
- 4.5 Authorisations should be kept under regular review, especially if the risk of obtaining private information or of collateral intrusion is high, and in accordance with the circumstances of the case. Internal reviews should be recorded on the relevant forms, but do not need approval by a JP.
- 4.6 Authorisations can be renewed, but these will be subject to the same internal and external authorisation processes to determine whether the grounds for authorisation still exist. A renewal can be granted for a further 3 months from the date of expiry of the original application. Any renewal application must take place prior to the expiry of the original application. If this timeframe cannot be met, no further surveillance should be carried out until a further application has been authorised.
- 4.7 If the conditions for surveillance being carried out are no longer satisfied, and the authorisation period has not ended, a cancellation form must be completed and all those involved in the surveillance should receive notification of the cancellation, which must be confirmed in writing at the earliest opportunity. Cancellations do not need any additional approval from a JP.

5. Covert Human Intelligence Sources (CHIS)

- 5.1 If a CHIS is to be used, there are detailed requirements regarding management of their activities which are set out in the Home Office code of Practice. The use of a CHIS who is an adult and not a vulnerable person can be authorised by any of the authorising officers listed in Annex B. In a case where the proposed CHIS is a juvenile or a vulnerable person, only the Chief Executive can grant an authorisation.
- 5.2 Before making any decisions about using a CHIS, the Assistant Director of Corporate Governance and Business Manager for Corporate Governance must be consulted. There are statutory risk assessment requirements specified in section 29 of the Act which are designed for the safety of the individual acting as a CHIS and the protection of the Human Rights of those who may be directly or indirectly involved in the operation. Guidance on the use of a CHIS is contained in the Council's RIPA Procedure Notes, including the records which must be kept when using a CHIS.

6. Social Networking Sites and Internet Sites

- 6.1 Social networking and internet sites are easily accessible, but if they are going to be used during the course of an investigation, the investigator must consider whether RIPA authorisation should be obtained.

- 6.2 In most cases, the Council will not seek to covertly breach a site's access controls, but if this is deemed necessary and proportionate, the minimum requirement is an authorisation for directed surveillance. An authorisation for the use and conduct of a CHIS is necessary if a relationship is established or maintained by the officer (i.e. the activity is more than simply reading the site's content). This could occur if an officer covertly asks to become a 'friend' or 'network contact' of someone on a social networking site and establishes a relationship or engages the individual in communication in order to obtain information. An investigator should not attempt to set up an account which adopts the identity of a person likely to be known to the subject of the investigation without authorisation and the explicit consent of the person whose identity is being used.
- 6.3 It is the responsibility of the individual to set privacy settings to protect unsolicited access of private information. Where privacy settings are available, but not applied, the data may be considered 'open source' and a RIPA authorisation is not usually required. However, repeated viewing of open source sites may constitute directed surveillance and whether authorisation is required should be considered on a case by case basis. Officers should also take account of the guidance issued by the Investigator Powers Commissioner's Office (IPCO) in this respect.

7. Requests to undertake Covert Surveillance using CCTV

- 7.1 The Council's CCTV Control Room staff may be requested to undertake covert surveillance on behalf of other enforcement authorities, including the police. The Council supports working with external enforcement agencies and organisations to prevent and detect crime; but any requests must be supported by an appropriate RIPA authorisation from the relevant enforcement authority and be provided to the CCTV Manager before the covert surveillance is commenced.
- 7.2 Surveillance that is unforeseen and undertaken as an immediate response to a situation falls outside the definition of directed surveillance and therefore authorisation is not required.

8. Records and Inspections

- 8.1 RIPA requires the Council to maintain records, including details of all applications, reviews, renewals and cancellations. The Business Manager for Corporate Governance maintains the Central Record on behalf of the SRO, and retains hard and electronic copies of all forms and JP approval records.
- 8.2 The documents in the Central Record are retained in accordance with Legal Service's records management policy which complies with relevant Data Protection legislation. The original documents should be retained by the service area responsible for the surveillance activity.

8.3 The Investigatory Powers Commissioner's Office (IPCO) monitors compliance with RIPA. Haringey's SRO and Business Manager for Corporate Governance will act as the first point of contact for the Inspectors, but all service areas that use RIPA should expect to be involved in any inspection visits.

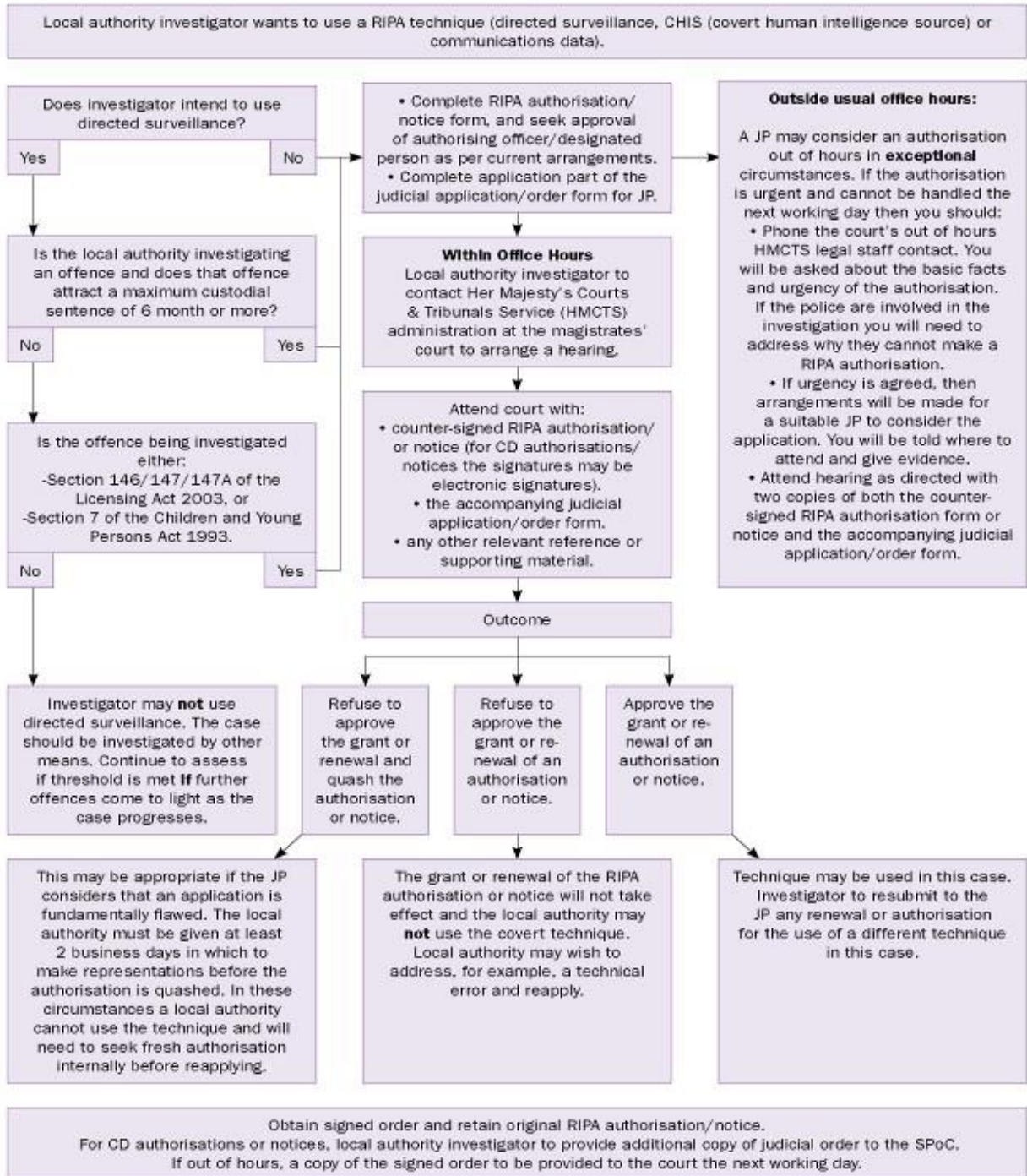
9. Monitoring and Reporting

9.1 The Assistant Director of Corporate Governance is responsible for the maintenance and operation of this policy, as the Council's nominated SRO under RIPA. The Assistant Director of Corporate Governance will liaise with the Business Manager for Corporate Governance to review the policy on a regular basis.

9.2 Regular reports will be made to Members in accordance with the requirements of the RIPA Codes of Practice.

ANNEX A

LOCAL AUTHORITY PROCEDURE: APPLICATION TO A JUSTICE OF THE PEACE SEEKING AN ORDER TO APPROVE THE GRANT OF A RIPA AUTHORISATION OR NOTICE



Annex B

Haringey Council - Authorising Officers for RIPA

Job Title
Chief Executive (confidential information and juvenile or vulnerable adult CHIS can only be authorised by the Chief Executive)
Director of Finance
Director of Environment and Neighbourhoods
Head of Community Safety and Regulatory Services

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Report for **Cabinet**

Title: Contract Award for the provision of Water, Wastewater & Ancillary Services under the Council's Contract Standing Order(CSO) 9.07.1(d)

Report

authorised by : Helen Fisher, Director of Housing, Regeneration, and Planning

Lead Officer: Kamar Zaman, Energy Manager. x2178

Ward(s) affected: All

Report for Key/

Non Key Decision: Key decision

1. Describe the issue under consideration

- 1.1 This report sets out a proposal to enter into a contract for the provision of Water, Wastewater & Ancillary Services following a collaborative procurement exercise conducted on behalf of members of the London Energy Project (LEP) and NHS London Procurement Partnership and to award the contract to Anglian Water Business (National) Ltd trading as "Wave" for a period of two years with an option to extend for a further 2 years as permitted under CSO 7.01(b) (power to select a contractor from a Framework) in accordance with CSO 9.07.1(d) (Cabinet's power to award contract of £500,000 and above) for a total contract value over 4 years of £3.1m.
- 1.2 This contract has been awarded following a competition carried out using Lot 3 of the Crown Commercial Service Framework RM3790. With the winner chosen on the basis of quality, price, financial standing, and terms and conditions, which was conducted collaboratively by a panel of staff from 15 authorities.

2. Cabinet Member Introduction (Cabinet Member for Corporate Services and Insourcing)

- 2.1 It is clearly essential that the Council, and the services it provides, can depend on uninterrupted, high quality and value-for money water services. As set out in this report, changes in the water market have forced us to tender the contract for these services, and this is a timely prompt to make sure we getting both the right price and the right service for our Council services and schools. I'm particularly pleased that we have taken the opportunity to collaborate with other boroughs to get the best possible deal for Haringey, and am happy to endorse these recommendations to Cabinet.

3. Recommendations

- 3.1 For Cabinet to award the contract for the Provision of Water, Wastewater and Ancillary Services to Anglian Water Business (National) Ltd trading as "Wave" (on

the basis that it represents best overall value for money, following a thorough evaluation of quality and price) as permitted under CSO 7.01(b) in accordance with CSO 9.07.1(d) for a total sum of £3.1m. The contract is for two years with an option to extend for another two years if needed.

- 3.2 To delegate authority to the Director of Housing, Regeneration, and Planning to undertake all necessary actions to enable the contract to be awarded to Anglian Water Business (National) Ltd trading as “Wave” under Lot 3 of the Crown Commercial Service (CCS) Framework Agreement RM3790. These actions are detailed within Appendix 2.

4. Reasons for decision

- 4.1 Under the Water Act 2014, Haringey Council are required to appoint a contractor for a Water Retailer and to do so in accordance with the Public Contracts Regulations 2015 (PRC 2015). This contract is required to deliver Water Supply and management of Waste Water.
- 4.2 The successful tenderer (Anglian Water Business (National) Ltd trading as “Wave”) submitted a bid that offered the best value to the Council. Together the LEP with the Council, are confident that this retailer has the capability to deliver the services to the required standard.
- 4.3 The successful tenderer showed a good understanding of the services required by the Council. The contract value is £3.1m covering the supply of water and wastewater and an ancillary service to reduce water demand. It covers a maximum of four years. This will be delivered on an existing procurement framework managed by the Crown Commercial Services (CCS) (Lot 3 RMO3790)

5. Alternative options considered to secure best value

5.1 Do Nothing

Castle Water are the default water and waste water company (retailer) responsible for water billing and administration.

Even if the Council was minded to remain with Castle Water, the Public Contracts Regulations 2015 (PCR 2015) dictates that authorities are required to conduct a competitive process to select a retailer for water and waste water services.

5.2 For the Council to run its own full tender and appoint its own supplier

The option of an individual authority conducting its own tender or mini-competition was not recommended because the risks and costs of running this tender exercise, including the use of staff resources to write a service specification and conduct a tender exercise, are not commensurate with potential benefits of retailer service efficiencies and savings.

5.3 Pan LEP route (Preferred and actioned)

The recommended option was to join the LEP Team who would manage (at no additional cost) a pan-LEP mini competition for all LEP members to access a single retailer through a Central Purchasing Body (CPB) framework. This would be run on the basis that a CPB framework for water provides a reasonable route to market at

an affordable price for service. All LEP authorities' portfolios will be competed together via a CPB framework, with each authority having its own call-off contract.

The key reasons for this were:

- the pan-LEP aggregated customer base is both attractive and prestigious for suppliers, meaning retailers responded with high quality, well priced bids;
- the resource any CPB can afford to dedicate to a large aggregated tender is greater than Haringey Council could provide;
- a single retailer for water would not restrict market competition and will deliver greater benefits than multiple retailers, for example a dedicated customer service management function, technology deployment trials, flood and drought protection support services;
- retailers have vastly differing capabilities in core business functions, such as consolidated billing and online portfolio, account and query management platforms, therefore these aspects must be tested as part of the mini-competition process and the quality/price ratio must be appropriate for the competitive price differential vs potential for savings through efficiency gains; and,
- LEP team managed the full tender process (the service specification, mini-competition, evaluation process, oversee pre-contract set-up and manage the strategic retailer relationship).

6. Background information

Requirement to procure a new supplier

- 6.1 Haringey Council purchases approximately £350k of water and waste water ancillary services each year. In addition to this the Council buys the same service on behalf of the borough schools at a cost of £300k. The Council has always bought its water service through Thames Water, as they were the local water supplier and in effect were a monopoly for London.
- 6.2 From April 2017, pursuant to regulations made under the Water Act 2014, business customers in England are able to select who provides retail water and wastewater services to their organisation as a result of water market deregulation. To comply with the Public Contracts Regulations 2015 (PCR 2015), Haringey Council were required to appoint a contractor for a Water Retailer and to do so in accordance with PRC 2015.
- 6.3 As a consequence of the Water Act 2014, Thames Water took the business decision of selling its commercial retail operations to Castle Water while holding onto its residential operations. Thames Water retained the wholesale operations which still manages water infrastructure works. The water and waste water billing and administration activities were discharged to Castle Water.

The procurement process

- 6.4 To comply with the deregulation requirement (para 4.2) the Council had to run a procurement exercise for a new water and waste water ancillary service. To do this, the Council joined with the London Energy Project (LEP) which is a market intelligence unit, that can run procurement exercises on behalf of its members and worked with them to select and appoint a new water and waste water ancillary service.

- 6.5 The LEP membership includes public bodies in London with over 25 local authorities as well as the London Fire Authority, the Metropolitan Police and Transport for London. This membership of public organisations commands a sizeable aggregated volume of water to purchase. For this procurement, the membership was extended to NHS Trusts in the London area.
- 6.6 In 2017, the LEP Team conducted extensive market engagement to establish the most appropriate route to market to get overall best value, affordable prices, quality service, social value and innovation for London authorities in the newly deregulated water market.
- 6.7 The findings of this market research were that a single Retailer could provide the two key requirements which are:
- water and waste water retail services – primarily invoicing, payment, customer services; and,
 - ancillary services – tariff optimisation, leak detection, metering and water demand services, to ensure the best potential to deliver efficiency, financial and consumption savings, rather than solely for retail services.
- 6.8 The LEP Team also found that:
- Due to the size of the contracts and the public sector brand, a joint procurement exercise would be prestigious and offer optimum value attracting maximum competition and leverage.
 - A Central Purchasing Body could deliver the procurement exercise at better value than multiple independent bodies.
 - A Central Purchasing Body could procure this through Lot 3 RM3790 of the Crown Commercial Service Water Framework. This would still enable flexibility and quality for the LEP members.
- 6.9 Following discussions with some Haringey schools they agreed that they would like additional support from the new water supplier. Currently all Council and Schools water accounts are with Castle Water. It is noted that some schools and Council departments are concerned about the operational impact of migrating the accounts from Castle Water to a new supplier. Currently debt levels at certain schools (due to billing issues) are rising and it was recognised that there will be additional resources to support this transition to the new supplier. A proposed project plan and risk analysis was required from tenderers within the procurement process to mitigate risk and detailing how the supplier would support schools.
- 6.10 During the industry negotiations the optimal contract duration was determined as two years with the option to extend for a period of another two years. This is because a contract of less than two years will not represent value for money, as the retailer set-up costs and migration process will be priced into one year, rather than an up-to-four-year deal. Additionally, the impact of the water industry price review will take effect in 2020 and will need to be considered as part of any contract extension, as the retailer margin could be increased and we need to ensure additional service or a relative reduction in margin can be negotiated.

Evaluation of bids

6.11 Following the tendering process five compliant bids were received, demonstrating a good level of interest from the water market. A thorough evaluation was conducted across a wide range of mandatory and discretionary price and quality criteria. Quality was evaluated separately by an authorities' staff panel to ensure that price did not alter the perception of quality; moderation meetings to discuss the relative strengths and weaknesses of each tenderers' submission and to agree a score according to the tender criteria were facilitated by the LEP Team and held over a 5-day period.

6.12 All the bids were assessed on two sections:

- Section A - water and waste water retail services – primarily invoicing, payment, customer services; and,
- Section B - ancillary services – tariff optimisation, leak detection, metering and water demand services, to ensure the best potential to deliver efficiency, financial and consumption savings, rather than solely for retail services.

6.13 Both of these sections were then assessed on price and quality.

PRICE – Tenders were sought for retail margins based on wholesale Plus, the fairest and most transparent pricing approach for tendering and comparison purposes (applicable to all regions, site types) for different billed frequencies. Day rates, schedules for works and various pricing options sought for ancillary services.

QUALITY – was evaluated across a detailed service specification relating account management and customer service, with all necessary supplier activities 'hard-wired' into the statement of requirements.

6.14 The final scores following assessment of the winning bid is as follows:

Successful Tenderer - Anglian Water Business (National) Ltd trading as Wave		
Detailed Score		
Section A - Water Supply and Sewerage Services		
Section A Quality (20%)	16.0	Approach to account and contract management; customer relationship and portfolio management; management of invoices, payment and debt; data, management information and online functionality; metering accuracy and AMR
Section A Price (30%)	15.9	Retail Margin - Monthly and Quarterly billed frequency: Metered Water Supply & Wastewater, Unmetered Water Supply & Wastewater and Trade Effluent Services, management of schools/debt liability, addn. meter reads. Discount for prompt & electronic payment, provision of own meter readings
Total Section A	31.9	(50% of total marks available)
Section B - Water Ancillary Services		
Section B Quality (35%)	24.3	AMR roll-out; emergency planning; water audit, site surveys, leak detection and repair; delivering cashable savings; reducing London's water footprint; financing and funding options
Section B Price (15%)	7.5	AMR installation and provision of data, water footprint assessments, site surveys, leak detection and repair, contingency planning, tariff optimisation, plus a number of other price

		measures, maximum % for gainsharing over a maximum of 4 years
Total Section B	31.8	(50% of total marks available)
Grand Total	63.7%	

6.15 The final score of the winning bid, and comparisons against other bidders is as follows:

Tender Evaluation Summary			
Rank	Tenderers	Total Score (100%)	Average Quality Score Total 18 questions (Sections A & B)
1	Anglian Water Business (National) Ltd trading as "Wave"	63.7%	3.83 out of 5
2	Bidder B	59.6%	3.28 out of 5
3	Bidder C	51.8%	1.5 out of 5
4	Bidder D	49.3%	2.67 out of 5
5	Bidder E	45.6%	1.5 out of 5

6.16 The successful tenderer (Anglian Water Business (National) Ltd trading as "Wave") scored 63.7%, the highest overall score; achieving the highest weighted score for quality (40.3% out of a possible 55%) and also the highest average quality score of 3.8/5.

6.17 Whilst the successful tenderer's overall price was not the lowest, being ranked mid-range for both sections A & B (23.4% out of a possible 45%), it was determined that a competitive price was submitted. This was reinforced when in particular discounts for prompt and electronic payment and zero % uplifts for alternative invoice frequencies were taken into consideration.

6.18 The successful tenderer showed a good understanding of the services required by the Council. They provided a well laid out and comprehensive response, which was tailored to explain how services would be developed and delivered to meet the LEP Statement of Requirements, demonstrating a realistic understanding of the services expected and the specified standards. The response provided evidence of capable people, systems, processes and methodologies with relevant case studies and example materials. Their response provided clear explanations on how the successful tenderer intends to implement previous experience and lessons learned in their approach to managing this portfolio and the needs of the various customers within this group.

Features and implications of the proposed contract

6.19 The successful tenderer showed a good understanding of the services required by the Council. They provided a well laid out and comprehensive response, which was tailored to explain how services would be developed and delivered to meet the LEP Statement of Requirements, demonstrating a realistic understanding of the services expected and the specified standards. The response provided evidence of capable

people, systems, processes and methodologies with relevant case studies and example materials. Their response provided clear explanations on how the successful tenderer intends to implement previous experience and lessons learned in their approach to managing this portfolio and the needs of the various customers within this group.

6.20 Haringey Council is currently not in a contract and is on a deemed rate with Castle Water and does not have transparent pricing. It is assumed that the deemed rate is close to the Average National Retail Margin (7%) of the total water bill for the provision of retail services, which covers providing bills, reading meters, dealing with queries, taking payments, etc. It is NOT for the provision of water or wastewater, mandatory infrastructure or metering, which remains a Wholesaler responsibility. In this new pan-LEP contract this price will be a transparent pass through percentage. Because the retail margin is low, collectively authorities took the decision to focus on quality of service and opportunity to save water. It was recognised that to focus on margin only will not deliver overall value for money. A cost per litre or site would not be an appropriate measurement, as this a Wholesaler responsibility and set by the Regulator.

6.21 Comparing this to our current cost is not an option, as our Authority cannot stay with its incumbent Retailer(s) unless a procurement exercise is conducted; and the cost of doing so, could outweigh the potential of a bigger cashable saving through a further reduction to retail margin, e.g. a drop from 4.5 to 2.5% (see below).

Example Contract Value	Avg. National Retail Margin	Example Tendered Retail Margin	
£200,000	7.0%	4.5%	2.5%
	£14,000	£9,000	£5,000

All figures are nominal and for illustrative purpose only, and do not represent actual margins submitted during the tender. *LEP cannot disclose the tendered price for publication in reports, but a cashable saving of approx. 2.5% is possible, and authorities will get a better and more comprehensive service, with enhanced terms and conditions.*

To date, the aggregated tendered volume is showing a saving of around £270,000

6.22 All costs for services, including retail margin, were submitted as part of the tender, along with prices for meter reading, AMR, day rates for services. A full schedule of pricing/rates will be provided to our Authority as part of the Customer Order Form and as part of the data cleansing/Onboarding process, and as such we will not need to tender or obtain quotes for any additional services.

6.23 The water industry database (shared by all water retailer wholesalers and retailers) is not fully populated and information contained within it may not be comprehensive or detailed. As a consequence the suppliers did not base their quotation or savings statements solely on real world account data (consumption and tariffs). Therefore they presented an assessment model to calculate and demonstrate benefits.

6.24 As referenced in point 4.1, given the Council’s annual cost of water and wastewater of about £350k , savings in the first two years are likely to be in the range of £3.5k to £7k. Schools may join the contract and their total contract value will be no more than £300k per annum.

- 6.25 However, as a result of this tender process a saving of between 2.5 to 3.5% against the national average retail margin may be achieved across the portfolio and against the estimated Retail Default Price.
- 6.26 The Council provided the tenderers basic data based on water meter and historic bills, which were checked against our SAP account records of water payments over the past three years. The estimated default price was calculated using the source data and values as above against published Retail Default Tariff(s). It is worth noting that an additional 1% of the Retailer's costs are payable as commission to CCS/YPO for the procurement, i.e. if the retailer fee is £10,000, the fee payable is £100. LEP are paid directly by the London public sector organisations that they manage for the energy and water support services LEP manage. As such there is no LEP commission costs.
- 6.27 Alongside direct water payments, the supplier's ancillary services can be bought by the Council and bring cost savings. These will be discussed with the supplier within the first three to six months of the contract. Potential saving opportunities will be reviewed based on no, low, or medium cost option and the values of the savings.
- 6.28 The supplier has several financial options available to deliver the savings measures including a gains-share or invest to save routes. They also have opportunities to have no financial investment up front by adding as a surcharge on the bill. The supplier has experience in billing in this way for tariff optimisation or meter resizing projects. These projects are referenced in Appendix 1, Section B.

7. Contribution to Haringey's Strategic Outcomes

- 7.1 The recommendations set out in this report contribute to a number of objectives as set out in the Council's Corporate Plan 2015-18, *Building a Stronger Haringey Together*:
- **Low Carbon and Sustainability** (Priority 4, Objective 4). The successful retailer will support Haringey in achieving a low carbon future. Through its supply it will work to improve air quality, and address water scarcity and a stressed sewerage system, reducing environmental impact, water consumption alongside cost and to improve efficiency. (in the Council's Corporate Plan 2015-18)
 - **Local Economic Development** (Priority 4, Objective 3). The retailer has agreed to look to build in opportunities for local employment and small businesses, support the community, business, voluntary groups and schools to better manage water consumption and cost and to reduce their impacts on local pollution and stressed sewerage.
- 7.2 The approach proposed is also aligned with the relevant cross-cutting themes from the Corporate Plan:
- **Working in Partnership.** This procurement enables schools to join the arrangement as part of their local authority contract, and secure a cheaper contract price, ensuring the Council has no management or liability for these bodies. The LEP network is able to support public bodies and provide advice on utilities management to address issues including disputes.

• **Value for Money.** The contract is with a single provider that will also supply ancillary services when required. This offers the Council a quick route to undertake actions and works through a procured value for money exercise.

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

8.1 Corporate Governance

8.1.1 The Assistant Director of Corporate Governance notes the contents of the report.

8.1.2 The contract which this report relates to was procured through the Crown Commercial Service Framework Agreement RM3790.

8.1.3 The Crown Commercial Service Framework Agreement RM3790 was established in accordance with EU procurement legislation.

8.1.4 Pursuant to CSO 7.01(b) and pursuant to the Public Contracts Regulations 2015, the Council may select one or more Contractors from a Framework established by a public body where the Council has been identified in the OJEU Contract Notice as an approved user.

8.1.5 It is confirmed that the Council is identified as an approved user of this framework Agreement in the OJEU Contract Notice.

8.1.6 Pursuant to CSO 9.07.1(d), Cabinet may approve a contract if the value of the contract is valued at £500,000 or more and as such the Cabinet has the power to approve the award of the contract in this Report.

8.1.7 The Assistant Director of Corporate Governance sees no legal reasons preventing the approval of the recommendations in the report.

8.2 Equalities

8.2.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.2.2 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.2.3 The contract is for the supply of water and waste water services. Although the award of this contract has no direct impact on groups with protected characteristics,

the contract will enable the Council to ensure water supply to services and facilities disproportionately used by individuals and groups with protected characteristics. These include sheltered accommodation, day centres, care homes, and schools.

8.2.4 The tender evaluation process took equalities considerations into account by including the sites above as sensitive sites in the operation of the contract and by evaluating bidders on their capacity to make additional alternations and thereby eliminate any adverse impacts on groups with protected characteristics.

8.2.5 The award of this contract will support the Council to minimise its environmental impact. It can be reasonably expected that this will have a positive impact on local residents with protected characteristics. In particular, BAME residents, minority religious communities, and those with disabilities are overrepresented among those living in flood-risk areas. High quality water management will help to mitigate this risk.

8.2.6 The award of this contract will provide opportunities for local employment. Individuals with protected characteristics are overrepresented among those who are not in employment, and so there may be opportunities to advance equality of opportunity in terms of employment.

8.2.7 The award of this contract will enable support for small businesses, voluntary groups, and schools to better manage water consumption and cost. As many small businesses are owned and operated by members of BAME communities, many voluntary groups deliver services to individuals and groups with protected characteristics, and schools primarily benefit younger people, this element of the contract can be expected to help advance equality of opportunity.

8.3 Finance

8.3.1 This report seeks Cabinet approval for the award of contract for the Provision of Water, Wastewater and Ancillary Services to Anglian Water Business (National) Ltd.

8.3.2 Anglian Water Business (National) Ltd was chosen after receiving bids from five providers and were carefully evaluated in accordance with the council's procurement rules.

8.3.3 The table in paragraph 6.15 above shows that Anglian Water Business (National) Ltd had the highest score through the evaluation process centred on price and quality.

8.3.4 The proposed annual spend on this contract, as outlined in Appendix 2, is in line with expenditure incurred in previous years and budgets exist to cover the forecast spend.

8.4 Strategic Procurement

8.4.1 The contract was awarded on a Most Economically Advantageous Basis, through a Further Competition for Water, Wastewater & Ancillary Services, issued under Lot 3 of the Crown Commercial Service Framework Agreement RM3790 Water, Wastewater & Ancillary Services. The further competition for a single supplier was conducted by YPO (a Central Purchasing body) on behalf of The London Energy

Project, its Participating Authorities (present and future) and collaborative partners, (which were named in the further competition).

8.4.2 CSO 7.01 b) allows for the Council to procure using a Framework or similar arrangement.

8.4.3 The procurement process is compliant with both CSOs and Public Procurement Regulations.

8.4.4 To reduce the risk of challenge and to create a robust procedure, a decision was taken to invoke a voluntary ten day standstill period following notification of award to suppliers. No challenge was received during this period and the Contract can then be formally awarded with a commencement date of 1st October 2018.

8.4.6 The Supplier has now entered into a Call Off Contract with YPO (on behalf of the LEP Participating Authorities) to provide the Contract Services. By placing an order, Authorities can enter into a contract with the successful Retailer for a minimum of 2 years with the option to extend for a further period of up to 2 years, or for the full four year term (so long as the contract ends on or before 30th April 2022).

8.4.6 The Contract has already been awarded, therefore authorities will not be required to conduct their own procurement for the provision of any water, wastewater or any ancillary services, due to this being a single supplier, comprehensive service arrangement and there being no financial limit as to the amount of orders that can be placed during the term of the Contract.

9. Use of Appendices

Appendix 1 - The LEP Contract requirements, Framework references and Companies in the Framework that could bid for this tender

Appendix 2 – Authorisation route to procurement

Appendix 3 - Details on the bidders for the Water, Wastewater and Ancillary Services Contract

10. Local Government (Access to Information) Act 1985

Appendix 1 - The Crown Commercial Services (CCS) for Water, Wastewater and Ancillary Services Framework

Water, Wastewater and Ancillary Services (Contract ID: RM3790), let by: Crown Commercial Services in collaboration with YPO, TEC, ESPO, NEPO, West Mercia Energy & the MoD	
<u>Framework Start Date:</u> 15/03/2017	<u>Framework End Date:</u> 15/03/2020
<u>Contract Start Date:</u> 01/05/2018	<u>Contract End Date:</u> 30/04/2022
<u>Responsibilities:</u> LEP Team - procurement project YPO - managed the CCS - Contracting executive, manage the strategic procurement Authority, supplier relationship and process and operates contract performance contracting the activities framework k	
Lot 3 – One Stop Shop, combination of Lot 1 (Section A) and Lot 2 (Section B)	
<u>Section A - Water Supply and Sewerage Services</u>	
Associated services in connection with the supply of water and sewerage services, designed specifically to meet the business requirements of London authorities' complex multi-site portfolios and expectations for quality and value for money	
<ul style="list-style-type: none"> • Account Management including customer service; • Billing & Data Management; • Metering including, Meter Reading (Including acceptance of AMR reads), Management of sites and meters (including new connections and switching); • Meter installation/removal/resizing/accuracy tests; • Roads and Property Drainage; • Sewerage services including Trade Effluent; • Emergency Contingency Planning & 24/7 Emergency support; and • Guaranteed standards of Service (as defined in the RM3790 Framework, water Market Codes and to meet the detailed service description of the London Energy Project Statement of Requirements) 	
<u>Section B - Ancillary Services</u>	
To provide data, products and services for management, conservation, reduction of water consumption in order to deliver environmental improvement, efficiency, financial and consumption savings. Authorities can select all or none of the following ancillary services based on their individual business requirements and available budget(s), and the Retailer is able to offer their own or third party financing option	
<ul style="list-style-type: none"> • Automated Meter Reading; • Contingency planning; • Leak detection and repair; • Water audit site surveys; • Water Footprint assessment; • Tariff optimisation and benchmarking; • Legionella Risk Assessments; and • may include Bill Validation and Cost Recovery and other ancillary services at a later date 	
<u>Suppliers on CCS Lot 3</u>	
<ul style="list-style-type: none"> • Advanced Demand Side Management Ltd • Affinity for Business (Retail) Ltd • Anglian Water Business (National) Ltd t/a Wave • Castle Water Ltd • Northumbrian Water Group Business Ltd 	<ul style="list-style-type: none"> • Pennon Water Services Ltd • Scottish Water Business Stream Ltd • Three Sixty • Water Plus Ltd

Appendix 2 – Authorisation route to procurement

These are the formal activities that the Director of Housing, Regeneration and Planning will undertake on behalf of the Cabinet to deliver the Council's new Water Contract.

- a. To enter into an Access Agreement with Yorkshire Purchasing Organisation (YPO), to enter into a contract for Water, Wastewater & Ancillary Services, following a Further Competition, conducted on behalf of The London Energy Project, Issued under Lot 3 of the Crown Commercial Service (CCS) Framework Agreement RM3790.
- b. To approve the award of contract for the Provision of Water, Wastewater and Ancillary Services to Anglian Water Business (National) Ltd trading as Wave the value of £350k per annum for Council interests; £300k for Schools per annum, and for up to £500k being spent on ancillary services, total contract value of £3.1m.
- c. To approve the award of contract for the Provision of Water, Wastewater and Ancillary Services to Anglian Water Business (National) Ltd trading as Wave, for the period of 1st May 2018 to 30th April 2020 (minimum two years), with the option to extend for a further two years, but not beyond 30th April 2022.
- d. To finalise any specific terms of the contract and do all things necessary to facilitate the execution, implementation and operation of the contract, including the use of ancillary services available under the contract.
- e. To authorise in consultation with the Cabinet Member for Corporate Services and Insourcing to enter into any extension agreement for a period of up to a further two years, but not beyond 30th April 2022, in accordance with CSO 9.07.1c (the Authority's procurement extension CSO provision).

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Appendix 3– Details on the bidders for the Water, Wastewater and Ancillary Services Contract

On 8th February 2018, Yorkshire Purchasing Organisation (YPO), on behalf of London Energy Project (LEP) Contracting Authorities, took the requirements for Water and Wastewater Services to market. This was undertaken by the Crown Commercial Services framework for the Supply of Water, Wastewater and Ancillary Services RM3790 (LOT 3), in order to secure the most economically advantageous contractor.

The Authority received a total of 5 tenders in response to this procurement, 3 of which were SMEs and all of which were received electronically via the Authority's e-Sourcing Suite. In alphabetical order these are:

- Advanced Demand Side Management Limited (ADSM), UK SME;
- Affinity For Business (Retail) Limited, UK SME;
- Anglian Water Business (National) Ltd t/a Wave, UK;
- Castle Water Limited, UK SME; and
- Water Plus Limited, UK.

No bids were disqualified

A voluntary standstill period was applied to the Further Competition ending at midnight on Thursday 26th April 2018.

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Report for: Cabinet 11th September 2018

Title: Acquisition of properties at Woodside Avenue

Report authorised by: Helen Fisher, Director of Housing, Regeneration and Planning

Lead Officer: Alan Benson, Head of Housing Strategy and Commissioning

Ward(s) affected: Muswell Hill

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

1. Describe the issue under consideration

- 1.1. This report seeks authority to acquire properties (“the Properties”) on Woodside Avenue. The properties are part of the Cranwood Site. The two Properties are known as 104 Woodside Avenue, London N10 3JA and 106 Woodside Avenue, London N10 3JA.
- 1.2. The Council is progressing with plans for developing new Council-owned housing following July 2018 Cabinet. It is specifically progressing with feasibility and site investigation work for a new housing development on the Cranwood site in Muswell Hill.

2. Cabinet Member Introduction

- 2.1. The Council is progressing its ambitions for housing development. Acquiring these properties will enable the Council to continue with its plans for a housing scheme which will deliver new social rented housing in the west of the borough, where there is currently a severe shortage of social rented homes.

3. Recommendations

- 3.1 Cabinet agrees to:
 - i. The acquisition of the property known as 104 Woodside Avenue, London, N10 3JA;
 - ii. Gives delegated authority to the Director of Housing, Regeneration and Planning after consultation with the Director of Finance to agree the purchase and the terms of the acquisition for 104 Woodside Avenue. The acquisition is to be for planning purposes;
 - iii. The acquisition of the property known as 106 Woodside Avenue, London, N10 3JA for planning purposes;
 - iv. Gives delegated authority to the Director of Housing, Regeneration and Planning after consultation with the Director of Finance to agree the final contract for the acquisition of 106 Woodside Avenue;

- v. To fund the acquisitions and transaction costs from the Strategic Acquisitions budget of the agreed capital programme.

4. Reasons for decision

- 4.1 The Council is progressing with plans for developing new Council-owned housing. It is specifically progressing with potential proposals for a new housing development on the Cranwood site in Muswell Hill. [The rest of this section is exempt].

5. Alternative options considered

- 5.1. An alternative option is not to acquire the properties. [Further information is contained in the exempt part of the report]

6. Background information

- 6.1 The Council is looking at potential redevelopment of the Cranwood site, in Muswell Hill. The Council owns part of the site.
- 6.2 As yet, only initial work has been undertaken on the Cranwood site, which needs to be tested with site investigation, due diligence and further feasibility assessments before the potential housing capacity, viability and tenure mix can be determined. [The rest of this section is contained in the exempt part of the report]

7. Contribution to strategic outcomes

- 7.1. This decision supports priority 5 of the Corporate Plan - to create 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

[This information is set out in the exempt part of the report]

Legal

- 8.1. The Council has the power under section 227 of the Town and Country Planning Act 1990 to acquire each of the Properties by agreement if the acquisition will facilitate the carrying out of development, re-development or improvement on or in relation to the land. The Property is being acquired for planning purposes in order to facilitate the development of the Cranwood site.
- 8.2 Any acquisition must be subject to the Council obtaining absolute title for the Properties.

Equality

The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- 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 three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.[The remainder of this section is contained in the exempt report]

9. Use of Appendices

Appendix 1 – site map – contained in exempt part of the report

Appendix 2 – contained in the exempt part of the report

Appendix 3 – contained in the exempt part of the report

There is an exempt Part B report which contains information under section 12a paragraphs 3 and 5 of the Local government Act 1972 relating to the financial or business affairs of any particular person (including the authority holding that information). Also Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

10. Local Government (Access to Information) Act 1985

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Report for: Cabinet 11 September 2018

Title: Delegated Decisions and Significant Actions

Report authorised by : Zina Etheridge, Chief Executive

Bernie Ryan AD Corporate Governance

Lead Officer: *Bernie Ryan*
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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CYPS

Significant decisions - Delegated Action - For Reporting to Cabinet on 11 September 2018

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	5.7.18	Refurbishment of Cumberland Road	Increase in purchase order to cover additional costs of £85,426 approved
2.	31.7.18	Provision of Immigration Services	Existing contract for provision of immigration services to be extended by £78,000

Delegated Action

Type	Number



Director's Signature

Date: 3 September 2018

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1. The first part of the document is a list of names and addresses of the members of the committee.

Name	Address
Mr. J. H. Smith	123 Main St., New York, N.Y.
Mr. W. B. Jones	456 Elm St., Chicago, Ill.
Mr. C. D. Brown	789 Oak St., Boston, Mass.
Mr. E. F. Green	1010 Pine St., Philadelphia, Pa.
Mr. G. H. White	1111 Cedar St., St. Louis, Mo.
Mr. I. J. Black	1212 Birch St., San Francisco, Cal.
Mr. K. L. Gray	1313 Spruce St., Portland, Ore.
Mr. M. N. Blue	1414 Fir St., Seattle, Wash.
Mr. O. P. Red	1515 Ash St., Denver, Colo.
Mr. Q. R. Purple	1616 Willow St., Salt Lake City, Utah.
Mr. S. T. Yellow	1717 Poplar St., Omaha, Neb.
Mr. U. V. Green	1818 Hickory St., Kansas City, Mo.
Mr. W. X. Blue	1919 Chestnut St., St. Paul, Minn.
Mr. Y. Z. Red	2020 Walnut St., Minneapolis, Minn.

2. The second part of the document is a list of names and addresses of the members of the committee.

Name	Address
Mr. A. B. Smith	2121 Main St., New York, N.Y.
Mr. C. D. Jones	2222 Elm St., Chicago, Ill.
Mr. E. F. Brown	2323 Oak St., Boston, Mass.
Mr. G. H. Green	2424 Pine St., Philadelphia, Pa.
Mr. I. J. White	2525 Cedar St., St. Louis, Mo.
Mr. K. L. Black	2626 Birch St., San Francisco, Cal.
Mr. M. N. Gray	2727 Spruce St., Portland, Ore.
Mr. O. P. Blue	2828 Fir St., Seattle, Wash.
Mr. Q. R. Red	2929 Ash St., Denver, Colo.
Mr. S. T. Purple	3030 Willow St., Salt Lake City, Utah.
Mr. U. V. Yellow	3131 Poplar St., Omaha, Neb.
Mr. W. X. Green	3232 Hickory St., Kansas City, Mo.
Mr. Y. Z. Blue	3333 Chestnut St., St. Paul, Minn.
Mr. A. B. Red	3434 Walnut St., Minneapolis, Minn.

3. The third part of the document is a list of names and addresses of the members of the committee.

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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