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**Resources Department
Town Hall, Upper Street, London, N1 2UD**

AGENDA FOR THE ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE

Members of the Environment and Regeneration Scrutiny Committee are summoned to a meeting, which will be held in Committee Room 4, Town Hall, Upper Street, N1 2UD - Islington Town Hall on **22 January 2019 at 7.30 pm.**

**Lesley Seary
Chief Executive**

Enquiries to : Ola Adeoye
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Despatched : 14 January 2019

Membership

Councillor Rowena Champion (Chair)
Councillor Roulin Khondoker (Vice-Chair)
Councillor Santiago Bell-Bradford
Councillor Tricia Clarke
Councillor Alice Clarke-Perry
Councillor Mouna Hamitouche MBE
Councillor Clare Jeapes
Councillor Matt Nathan
Councillor Caroline Russell

Substitute Members

Councillor Osh Gantly
Councillor Satnam Gill OBE
Councillor Anjna Khurana
Councillor Angela Picknell

Quorum is 4 members of the Committee

A.	Formal Matters	Pages
1.	Apologies for Absence	
2.	Declarations of Substitute Members	
3.	Declarations of Interest	

If you have a **Disclosable Pecuniary Interest*** in an item of business:

- if it is not yet on the council's register, you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent;
- you may **choose** to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency.

In both the above cases, you **must** leave the room without participating in discussion of the item.

If you have a **personal** interest in an item of business **and** you intend to speak or vote on the item you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent but you **may** participate in the discussion and vote on the item.

- *(a) Employment, etc** - Any employment, office, trade, profession or vocation carried on for profit or gain.
- (b) Sponsorship** - Any payment or other financial benefit in respect of your expenses in carrying out duties as a member, or of your election; including from a trade union.
- (c) Contracts** - Any current contract for goods, services or works, between you or your partner (or a body in which one of you has a beneficial interest) and the council.
- (d) Land** - Any beneficial interest in land which is within the council's area.
- (e) Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) Corporate tenancies** - Any tenancy between the council and a body in which you or your partner have a beneficial interest.
- (g) Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

This applies to **all** members present at the meeting.

4.	Minutes of Previous Meeting	1 - 6
5.	Chair's Report	
6.	Order of Business	

7. Public Questions

For members of the public to ask questions relating to any subject on the meeting agenda under Procedure Rule 70.5. Alternatively, the Chair may opt to accept questions from the public during the discussion on each agenda item.

	Items for Decision/Discussion	Pages
1.	Scrutiny Review - Parks Event Application Process	7 - 32
2.	Quarter 2 Performance Report - Environment and Transport	33 - 38
3.	Work Programme 2018/19	39 - 40

C. **Urgent non-exempt items (if any)**

Any non-exempt items which the Chair agrees should be considered urgent by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

D. **Exclusion of press and public**

To consider whether, in view of the nature of the remaining items on the agenda, it is likely to involve the disclosure of exempt or confidential information within the terms of the Access to Information Procedure Rules in the Constitution and, if so, whether to exclude the press and public during discussion thereof.

	Confidential/exempt items	Pages
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F. **Urgent exempt items (if any)**

Any exempt items which the Chair agrees should be considered urgently by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

The next meeting of the Environment and Regeneration Scrutiny Committee will be on 26 February 2019

Agenda Item 4

London Borough of Islington

Environment and Regeneration Scrutiny Committee - 4 December 2018

Minutes of the meeting of the Environment and Regeneration Scrutiny Committee held at Committee Room 4, Town Hall, Upper Street, N1 2UD - Islington Town Hall on 4 December 2018 at 7.30 pm.

Present: **Councillors:** Champion (Chair), Khondoker (Vice-Chair), Bell-Bradford, Clarke, Hamitouche, Jeapes, Nathan and Russell

Councillor Rowena Champion in the Chair

240 APOLOGIES FOR ABSENCE (Item 2)

Apologies were received from Councillor Clarke-Perry.

241 DECLARATIONS OF SUBSTITUTE MEMBERS (Item 3)

There were no declarations of substitute members.

242 DECLARATIONS OF INTEREST (Item 4)

There were no declarations of substitute members.

243 MINUTES OF PREVIOUS MEETING (Item 5)

Members requested an officer update on the following actions listed below -

The Biodiversity action plan and in particular the Executive Member for Environment and Transport's comment that the plan would be incorporated into the Environmental Strategy. (page 3 of the minutes)

Comparison data for neighbouring authorities on the number of apprentices moving into employment. The officer's commitment that the Apprentice Strategy will be brought to Committee for consideration at a future meeting was noted. (page 4 of the minutes)

Information regarding the ethnicity of children participating in the summer reading challenge would be provided (page 4 of the minutes)

The breakdown of sickness data of Islington's working-age population (page 5 of the minutes)

The Chair informed the meeting that the Committee Clerk will follow up the above enquiries and that the recent officer responses to questions raised by Members outside the meeting would be circulated.

RESOLVED:

That the minutes of the meeting held on 5 November be confirmed as an accurate record of proceedings and the Chair be authorised to sign them.

244

CHAIR'S REPORT (Item 6)

The Chair informed the meeting that as part of the ongoing scrutiny review, a number of site visits have been arranged and urged members to respond quickly if interested in attending. A suggestion to include a visit to Penn Road as an example of volunteer engagement was noted.

A briefing or update from the Recycling Manager could be facilitated if members were interested in attending such a session.

Members were reminded of the public consultation regarding the local plan and the two drop in sessions in the Town hall.

In response to a question on whether the Committee as part of its remit would have an opportunity to consider the Transport Strategy, the Chair informed the meeting that this will be raised with the relevant officer.

245

PUBLIC QUESTIONS (Item 7)

In response to questions raised by a member of the public regarding the disposal and recycling of electronic devices, household solar installation and air quality measures in the borough, the Chair requested that the questions be sent to the Committee Clerk for officers' responses.

246

QUARTER 2 PERFORMANCE REPORT - EMPLOYMENT AND SKILLS (Item B1)

The Chair informed Members that officers had not been asked to attend this meeting. Any issues or queries arising from the report should be sent to either the officers or the Committee clerk.

247

SCRUTINY WITNESS: ROLE OF THE ASSISTANT PARKS MANAGER AND PARK RANGER SERVICE (Item B2)

Members received a presentation from Bhupesh Thapa, Assistant Parks Manager, and Sally Oldfield, Nature Conservation Manager, on their roles, day to day operations and the management challenges in Islington parks. A copy of the presentation is interleaved with the agenda.

The following points were noted in the presentation and in the discussion:

- The Area Parks Team consists of
 - the Nature Conservation Manager who manages the ecological centre and 3 nature reserves,
 - 3 Assistant Park Managers who are responsible for the day to day operations of the 124 parks across the borough, and are supported by 2 Community Rangers and 3 apprentices.
 - The Area Parks Team is the first contact for residents, the press and event managers on a range of issues such as events in parks, anti-social behaviour and rough sleeping. Last year, 129 events were held in Islington parks with over 65,000 people attended. Along with the ground maintenance works, the team has the responsibility for managing projects which have been commissioned by other council services in the park. The team facilitates fun fairs in the summer months, which can be a challenge, especially in terms of public attendance and health and safety issues.

- The Nature Conservation team safeguards the Biodiversity Action Plan by making sure that assets and infrastructure are well maintained.
- The Team regularly liaises with both internal and external stakeholders from formal groups such as Friends groups to institutions such as NHS in order to maximise the use of open spaces and parks.
- It plays an active role in facilitating community engagement through volunteering as it recognises the benefit in promoting public involvement in parks. Currently there are 36 friends groups.
- It engages with diverse groups and communities, in particular vulnerable groups such as those with learning difficulties, the NHS, schools and children. They also receive requests for work experiences from schools.
- There is a regular programme of volunteering for those who want to provide their services on a regular basis such as nature conservation groups. In addition, Park Rangers offer ad hoc volunteering session across the borough. Other volunteering groups include the Friends groups and companies who want to carry out team building activities for their staff.
- The team supports gardening groups in parks and on housing estates where residents offer to take up an area and develop it by growing food or planting.
- Residents volunteer for many different reasons such as improving their health and physical well-being, especially retired people, learning new skills and meeting people from different backgrounds and cultures.
- Volunteers are a positive benefit to the Council. Their activities go a long way towards achieving the objectives identified in the Fair Futures Commission report, they help maintain community space and prevent anti-social behaviour. Income is received from corporate volunteering when companies use the parks for staff team building exercises. Skills are acquired and shared by volunteers and the positive engagement with the community can only be welcomed.
- Managing the different activities in the parks can be challenging for staff as they are a small team. Safe-guarding and health and safety are paramount for all users of the parks and in particular for vulnerable users.
- Events and activities, organised by the Friends' and other groups, enhance community cohesion. Groups tend to take ownership of parks and are their eyes and ears. Groups are consulted about future developments in the park.
- The Team supports Islington Friends of Parks Forum which brings together representatives of Friends of Parks and Friends of Green Spaces groups, the Council and interested parties. They discuss a range of issues such as news about parks and green spaces and challenges they face. They are consulted about and informed of current and future plans. The support provided to the Friends of Parks Forum by the officers is purely administrative. The team assists in facilitating their meetings, booking rooms and supporting their fund raising activities. The Forum works with local resident associations, schools, community organisations as well as the Council.

- Although the Forum's present activities are limited to local projects such as facilitating school book swaps, there are plans for the Forum to be engaged in a more strategic way by engaging in national campaigns, technology use in parks, social prescribing etc., in conjunction with partners such as community safety team, housing services, libraries, NHS and sports and leisure.
- The Team works in conjunction with partners such as the Garden Classroom who, through their community hubs in the heart of communities, help deliver high quality hands-on sessions in green spaces across Islington. They also work with the Octopus Network who support residents in designing gardens and open spaces, growing food to eat and also promoting wildlife in certain parks for school children to visit and learn about bees, butterflies, frogs etc. and their habitat.
- Greenspace are currently in discussion with Public Health on developing a physical activity strategy and this would include measures such as developing signposted walking routes. The meeting was informed that the Council in partnership with Hackney and Camden had put in a bid for funds which would enable them to accelerate healthy initiatives.
- The Council is in discussion with a company called SPYTAR, about the use of augmented reality in parks, as this could be another way of attracting a new audience.
- In response to concerns that some park events held in the summer could be creating tensions with local residents, the meeting was advised that the Council endeavours to engage with the public and councillors if such events are likely to attract an external audience. It will place restrictions on amplified music and control hours of operation.
- Permission to put on events in a park is not given lightly as there is a delicate balance to be struck. Events can bring in a diverse range of residents who might not otherwise use the park and generate much needed income given the cuts imposed by central government. However, this is weighed against the restriction of access to other park users, disturbance to residents and the potential for anti-social behaviour.
- As part of the Council's charter with the volunteer groups they are required to promote inclusivity, encourage engagement from diverse communities and, when promoting events in parks, leaflets and flyers should display photographs of a diverse community.
- In response to concerns that the Council website had no detailed information about volunteering and the participating groups, the meeting was advised that in the last few years a decision was taken to reduce the amount of information on the sections page as it was not cost effective, however activities organised by the volunteering groups tend to be promoted on their social media forum.
- With regard to discovering how people get involved in volunteering, a suggestion that officers survey present members who will be able to share their experiences was noted.
- It was acknowledged that although Islington Life promotes a number of council activities, more needs to be done to promote park activities.

- On the suggestion of using a small section of the park for paid-for events, especially in the winter months, the Parks and Open Spaces Manager informed meeting that this was being considered and members should be receiving a briefing on a low impact noise event being planned in March 2019. However, parks in Islington are relatively small in comparison to neighbouring authorities and the physical damage to the field and the cost of restoring it are reasons for not scheduling events in parks in the winter period.
- On the issue of tackling rough sleeping in parks, there is a public perception that reported incidents are not quickly addressed. Police assistance and support is required and, with the limited resources available, this takes time to co-ordinate. Some rough sleepers have underlying issues such as mental illnesses and this has to be handled sensitively. A suggestion that incidents of rough sleeping could be reported on Street Links was noted.
- Evidence shows that young people can sometimes feel excluded as there is a perception that they are linked to anti-social behaviour. Residents from different background sometimes do not understand that the parks are a free resource. Also dogs in the park can be a deterrent to some people. There is need for some more in terms of outreach work so as to bring in more communities.
- In response to a suggestion that officers need to be more proactive in resolving anti-social behaviour, the meeting was advised that the Council continues to support number of activities to try to tackle such issues, for example in working alongside with the Arsenal football club. An active local community deters anti-social behaviour. There has been a transformation in some of the local parks in that anti-social behaviour has been moved away thereby encouraging other communities to use the park.
- A question about whether Friends of Garden groups could be interested in sharing their equipment, ideas and skills with other community groups, Assistant Parks Manager advised that this, among a number of issues, will be raised at the forum meetings.
- In response to a question, the Parks and Open Spaces Manager advised that it is important we welcome the activities of volunteers in the parks as it promotes community cohesion and improves the physical and mental well-being. It is important that the Area Parks Team and officers continue to maintain an oversight of the parks, potentially leaving some of the day to day operations to the volunteering groups.
- With regard to the sustainability of the present volunteering model, it was acknowledged that this would need reviewing as resources are stretched. For example, the cascading of skills and knowledge to newly established groups could be undertaken by established volunteering groups rather than the Team.
- Members were informed that in the latest edition of the Good Parks for London guide, Islington was ranked 6th, using a number of criteria. In addition, the borough was identified as a case study for good practice for community engagement. The link to the park guide will be sent to members.
- The Head of Greenspace & Leisure Services informed the meeting that some groups receive funding through a Service Level Agreement for the work they do. This work can range from maintaining a flower bed to taking responsibility for the

Environment and Regeneration Scrutiny Committee - 4 December 2018

whole park. The Council will pay the public liability insurance of all properly constituted groups which sign up to the Friends' Charter.

The Chair thanked Officers for their presentation and their responses to issues raised.

The meeting ended at 9.15 pm

CHAIR



ISLINGTON

Event application process – Parks Service

Page 7
22 Jan 2019

Agenda Item B1

Events in Islington parks

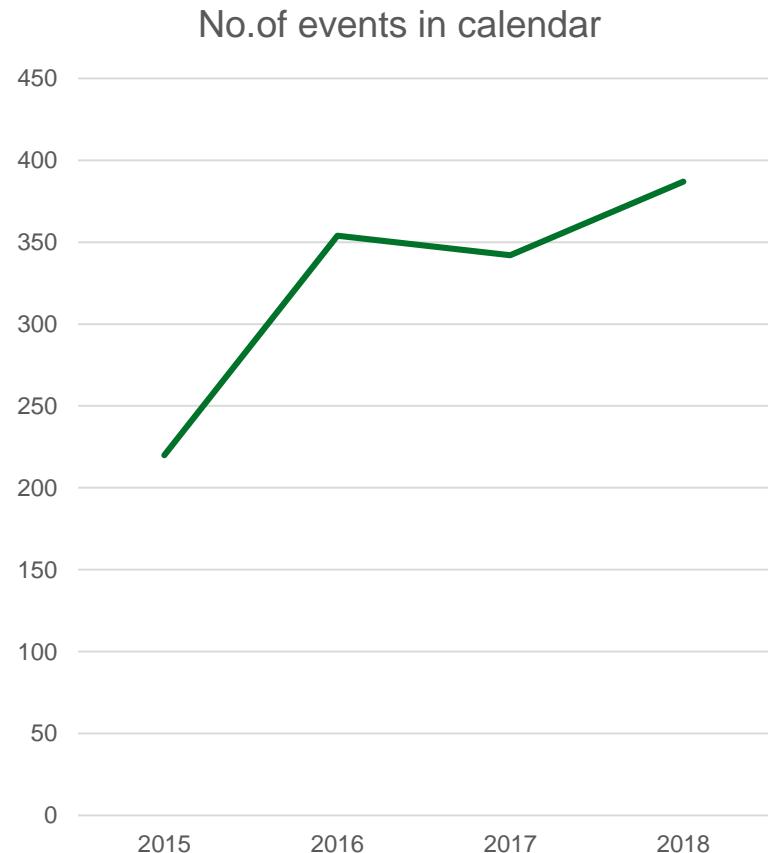
- The number of event applications received has grown tremendously over the years
- Page 8
- Health and safety regulations have also increased
 - The application process used to be managed by the Greenspace Admin staff
 - In 2010 when the task became too large for that team it was given to the Community Engagement Officers to manage

Events in Islington parks

- The process was moved online in 2015 and the Community and Events Team Officers started using an application called EventApp
- Eventually the role became large enough to warrant a dedicated Events Team to manage the 200 or so annual park events

Events in Islington Parks

- The process was moved online in 2015 when the Community and Events Team started using an application submission and management tool called EventApp
- Managing events eventually became the primary focus and the Events Team was created



Why an application is needed -

The council has a duty of care to ensure activities in our parks are appropriate and are safe for people to participate in

To do this effectively we need to;

- Understand exactly what is going to happen, who will be doing it, when and where
- Make sure every event activity is safe and appropriate
- Make sure any event equipment used is safe
- Make sure any third party providers are offering safe services and activities

To ensure activities in our parks are safe and appropriate

- The applicant completes an event questionnaire (application)
- We ask for evidence that each activity is risk assessed
 - We ask for evidence that all equipment is safe
- We consult with other teams to gain expert advice and approval
- We advise applicants if other licenses or permits are required

To ensure activities in our parks are safe and appropriate

- We ask for evidence of Public Liability Insurance (a broker will not insure a person/organisation or activity if they/it are deemed too risky)
- We provide applicants with information about event safety and make adoption of safe practices a condition of approval

Popular park activities - when an application is needed

No

- Picnics (for under 50 people)
- Organised games e.g. softball
- History or nature walks
- Personal training sessions
- Professional dog walking
- Group training activities
- Charcoal bbq

Yes

- Anything with more than 50 people
- Temporary structures
- Amplified music or voices
- Professional catering
- Performances
- Showing of a film
- Filming
- Gas bbq

Customer journey – if application needed



Invite application on EventApp



Request basic supporting documents – site plan, event plan, risk assessment and payment



Once docs received, start consultation (2 weeks minimum)



Additional information or licenses may be required for some activities to be approved



Once all teams are happy, issue event permit

How long the approval process takes (approx);

- Page 16
 - Small, simple event – 30 days
 - More complex event – 45 days
 - Complex event for over 1000 people – 90 days

How we manage the application process - EventApp

- EventApp is the online application management tool where customers complete and submit their applications
- All supporting documentation e.g. risk assessments, equipment certification or evidence of insurance is uploaded and filed here too
- EventApp automatically creates our event calendar to avoid clashes and help other teams impacted by park events organise themselves

Approval process continued

- We use the system to communicate with the event organiser throughout the process, including discussion about fees
We use EventApp to consult with various teams, share the application and supporting documents, and to gather their feedback/approval
- Once all the teams are happy to approve the event, the event permit is issued through EventApp
- Each action on EventApp is logged so we have an auditable record of everything

Schedule Information

Set-up and clear-up time required? Yes No *

Set-up Schedule

Set-up start date 

When will the set-up crew first require access to the site?

Set-up start time 

Event Schedule

Event start date * 

Event start time * 

Event end date * 

Event end time * 

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EventApp is the online application management tool where customers complete and submit their applications

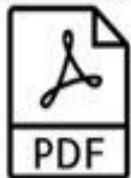
6 Documents

[Risk Assessment \(RA\)](#)

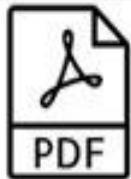
updated risk assessment

[View](#) [Download](#)

Added by Amy Williamson 15 October 2018

[Read](#)[Archive](#)[Public Liability Insurance \(PLI\)](#)

updated insurance policy

[View](#) [Download](#)Added by [Amy Williamson](#) 15 October 2018[Read](#)[Archive](#)[Application confirmation](#)

application-ISLEVE000179-confirmation-V-1.pdf

[View](#) [Download](#)Added by [Amy Williamson](#) 15 October 2018[Read](#)[Archive](#)

All supporting documentation is uploaded and filed here too, e.g. risk assessments, equipment certification or evidence of insurance

event app

Search e.g. Application name, reference...

Islington sheena.gladding@isli...    

+ Create calendar entry

< Dec 2018 >

Application	Reference	Start/Duration	Payment	Status	Reviewer
01 Saturday					
Smart Finsbury Finsbury Square Application Ref: ISLEVE000160	ISLEVE000160	19/11/2018 - 75lh	- None	 Approved	
APM Volunteer Day St John's Garden Benjamin Street Description: Gardening, gentle exercise bulb planting Expect 10		01/12/2018 - 4h			
02 Sunday					
Smart Finsbury Finsbury Square Application Ref: ISLEVE000160	ISLEVE000160	19/11/2018 - 75lh	- None	 Approved	
Islington Menorah Lighting Islington Green Application Ref: ISLEVE000177	ISLEVE000177	02/12/2018 - 2h	- None	 Approved	
Christmas lights FOG St Paul's South Open Space Description: Switch on fairy lights in woodland behind Rosebowl 30 expected		02/12/2018 - 30m			
03 Monday					

Page 2 / 2

EventApp
automatically
creates our
event calendar

Page 22

A	B	C	D	E	F	G	H	I	J	K	L	M
1. set up start date	set down end date	event name	venue	private /m/ Audience	set-up sta	set-down	event star	event end	time			
16/09/2018	16/09/2018	Newington Green meets West Africa	Newington Green Gardens	Mildmay	250	08:00:00	20:30:00	12:00:00	19:00:00			
22/09/2018	22/09/2018	TPPSG Summer Party	Whittington Park	Junction	400	12:00:00	18:00:00	14:00:00	17:00:00			
17/09/2018	01/10/2018	Billy Davis Travelling Theme Park	Barnard Park	Barnsbury	5000	09:00:00	17:00:00	14:00:00	21:00:00			
16/09/2018	16/09/2018	Caledonian Park Summer Fete and Dog Show	Caledonian Park	Holloway	200			12:00:00	16:00:00			
07/12/2018	07/12/2018	Christmas carols and lantern parade in the park	Fortune Street Gardens	Bunhill	0	17:00:00	20:00:00	18:00:00	20:00:00			
10/11/2018	34/12/2018	Smart Finsbury	Finsbury Square	Bunhill	17000	08:00:00	18:00:00	18:00:00	01:00:00			
30/09/2018	30/09/2018	SUCCESSFUL CHILDHOOD	Whittington Park	Junction	0	09:00:00	19:00:00	12:00:00	17:00:00			
23/09/2018	23/09/2018	Vitality Football Festival	Highbury Fields	Highbury I	500	10:00:00	17:00:00	12:30:00	16:00:00			
21/09/2018	25/09/2018	Hagit Yakira - If One Keeps Walking - sharing	Sadler's Wells Theatre, Myddleton Passage, EC1	50				18:00:00	21:00:00			
15/09/2018	15/09/2018	Open Future Insect Ice Cream	Highbury Fields	Highbury I	0	09:30:00	18:30:00	10:00:00	18:00:00			
10/11/2018	10/11/2018	Arundel Square Firework Display	Arundel Square	St Marys	850	14:00:00	21:00:00	17:00:00	19:30:00			
13/09/2018	25/09/2018	Wavelength Screening	Canalside Square		250	16:00:00	21:00:00	19:00:00	20:00:00			
14/09/2018	06/10/2018	City, University of London	Northampton Square	Clerkenwell	1500	09:30:00	14:30:00	10:00:00	15:00:00			
14/09/2018	29/10/2018	Three Mobile - Mobile phone path	8-9 Upper St, London N1 0PQ			04:00:00	23:00:00	06:00:00	23:00:00			
16/09/2018	25/09/2018	Education session	Kings Square Gardens		40	09:00:00	18:30:00	10:00:00	13:30:00			
02/12/2018	02/12/2018	Islington Menorah Lighting	Islington Green	St Marys	750	14:00:00	20:00:00	17:00:00	19:00:00			
26/09/2018	28/10/2018	Halloween On The Green	Newington Green Gardens	Mildmay	40			12:00:00	17:00:00			
19/11/2018	13/12/2018	Free Community Carol Singing event	Fortune Street Gardens	Bunhill	150	16:00:00	19:00:00	16:30:00	18:30:00			
20/11/2018	18/10/2018	Education workshop	Kings Square Gardens		40	12:00:00	16:00:00	13:00:00	15:30:00			
18/10/2018	18/10/2018	education session	Barnard Park	Barnsbury	40	09:00:00	16:00:00	09:30:00	15:30:00			
22/11/2018	08/11/2018	Education session Jack and the beanstalk 8.11.18	Whittington Park	Junction	80	09:00:00	16:00:00	10:00:00	15:00:00			
23/08/2018	08/12/2018	Barnsbury Square Christmas Party	Barnsbury Square Gardens	Barnsbury	50	11:00:00	17:00:00	13:30:00	15:00:00			
09/12/2018	09/12/2018	Arlington Association Christmas Fair 2018	Arlington Square		150	13:00:00	18:00:00	15:00:00	17:00:00			
12/12/2018	12/12/2018	Carols On The Green	Newington Green Gardens	Mildmay	80	16:00:00	19:30:00	17:00:00	19:00:00			

And lets us produce the schedule we send you every month



04/12/2018 15:42
Licensing Licensing, Niall ...
Quick Message
ISLEVE000185 - free communi...
Islington Eventapp Event I...

06/12/2018 14:02
Lisa Gani, Commercial Eh, M...
Quick Message
ISLEVE000185 - free communi...
Thanks Maxine, Lisa

22/11/2018 14:30
Noise Issues, Anne Brothers...
Consultation
ISLEVE000185 - free communi...
Please see attached detail...

age 23

ISLEVE000185 - free community carol singing event - friends of fortune street park

From: Sheena Gladding <sheena.gladding@islington.gov.uk>
To: Noise Issues <noise.issues@islington.gov.uk>, Anne Brothers <anne.brothers@islington.gov.uk>, Bhupesh Thapa <bhupesh.thapa@islington.gov.uk>, Shan Burgess <shan.burgess@islington.gov.uk>, Garry Gatward <garry.gatward@islington.gov.uk>, Carlos Cardona Patino <Juan.CardonaPatino@islington.gov.uk>, Richard Wickes <richard.wickes@islington.gov.uk>, Dave Bamford <david.bamford@islington.gov.uk>, Andrew Issit <andrew@parkguard.co.uk>, Gavin Judd <gavin@parkguard.co.uk>



Sheena Gladding
22/11/2018 · 14:30



Please see attached details about event reference number
ISLEVE000185

Notes
Dear All

Please find details of this event attached. The Friends of Fortune Street gardens are having some carols in the park. The cafe has applied for a TEN to sell mulled wine but this is separate to the carol singing.

It seems very low key - if you could let me know if you have any concerns asap please?

We use the system to communicate with the various teams we consult with and to gather their feedback / approval

Some of the teams we work with by event activity

Activity	Team
Food	Environmental Health
Temporary structures	Building Control
Licencable activities (sale of alcohol, performances, films, amplified music, voices etc.)	Licensing
ASB / Fire risks	Emergency services
Risk of noise nuisance	Noise
Animals	Animal Welfare
Impacts on roads or traffic	Highways
Waste removal	Commercial waste

Park Events

Supported by
ISLINGTON



Permit Number:
ISLEVE000179
Date of this
Agreement:
13/12/2018

park.events@islington.gov.uk



ISLINGTON

Agreement to hold an event in Islington

Title of event:

Education workshop

This conditional license agreement is made between:

(1) London Borough of Islington (the "Council" also referred to as "we" or "We" in this conditional agreement)

And:

Event organiser company's name and address
The Garden Classroom - The Garden Classroom Newington Green Park Building, 2, Newington Green

The Event organiser's representative - name and mobile phone no:

Further to the application made by the Licensee to hold an event on property belonging to **London Borough of Islington** (in which application the terms and conditions that are set out in this Conditional Licence Agreement were accepted by the Licensee), the Council hereby offers conditional approval to hold the event described below at the Site(s) listed below (the "Permitted Use") at the times mentioned below (the "Permitted Times") in accordance with the terms and conditions of this Conditional Licence Agreement and in consideration of payment by the Licensee of the Licence fee in accordance with this Conditional Licence Agreement.

The Licensee accepts and understands that there may be further relevant legislation, acts of parliament, statutory regulations, orders, guidance and codes of practice including any subsequent amendments or comparable legislation, required permission or licences which will need to be obtained before full permission can be granted.

The parties agree that the Conditional Licence Agreement is made up of:

CONDITIONAL LICENCE AGREEMENT FRONT PAGE

SPECIFIC TERMS

GENERAL TERMS AND CONDITIONS

And agree to be bound by these terms.

Venue **Kings Square Gardens**

Route

Location details: using open grassy area to one side of the main park building

On site: **18/10/2018 12:00** On site contact:

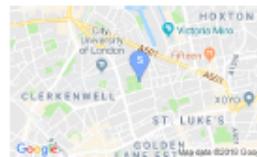
Start event: **18/10/2018 13:00** On site phone:

End event: **18/10/2018 15:30** Ticketed: ---

Off site: **18/10/2018 16:00** Open to Public: **No**

Event type: **General Event** Invited guests only: **Yes**

Total Attendance : **40** Audience profile: **Young People**



Event details:

Event description: **up to 40 KS1 children and school staff attending a 2 hour workshop led by TGC facilitator.**

Benefit to local community: **connecting young children and adults with nature.**

Budget for this event: **school pays £115**

Once approval is gained, the event permit is issued through EventApp

[Add to Activity Stream](#)

13/12/2018 13:40 - This document has been updated by Sheena Gladding
15/10/2018 14:16 - This application has a new permit by Lisa Gani
15/10/2018 14:16 - This application has a new message by Lisa Gani
15/10/2018 14:16 - Lisa Gani changed the status to **approved** from **current**
15/10/2018 14:16 - Document has been marked read by Lisa Gani
15/10/2018 14:12 - This application has a new message by Lisa Gani
15/10/2018 14:10 - Document has been marked read by Lisa Gani
15/10/2018 14:06 - This application has a new message by Lisa Gani
15/10/2018 13:59 - This application has a new message by Lisa Gani
15/10/2018 13:57 - Document has been marked read by Lisa Gani
15/10/2018 13:54 - Document has been marked read by Lisa Gani
15/10/2018 13:54 - This document has been updated by Lisa Gani
15/10/2018 13:54 - Document has been marked read by Lisa Gani
15/10/2018 13:54 - Document has been marked read by Lisa Gani
15/10/2018 13:48 - Lisa Gani changed the status to **current** from **new**
15/10/2018 13:47 - This application has been updated by Lisa Gani
15/10/2018 13:47 - This application has a new owner by Lisa Gani
15/10/2018 13:47 - This application has a new message by -
15/10/2018 13:22 - This application has a new message by -
15/10/2018 13:22 - This application has a new message by -
15/10/2018 13:22 - This application has been submitted
15/10/2018 13:21 - This application has been updated b
15/10/2018 12:53 - This application has been updated b
15/10/2018 12:53 - This application has been updated b
15/10/2018 12:53 - This application has been created by

Each action on EventApp is logged so we have an auditable record

Internal difficulties

- We have no control over other teams processes
- Industry regulations change and can make the process more complicated
- We aren't always advised about these changes immediately

Fairground workers jailed for girl's bouncy castle death

William and Shelby Thurston sentenced after seven-year-old died when inflatable blew away



▲ Shelby and William Thurston were found guilty of manslaughter by gross negligence. Photograph: Joe Giddens/PA

Two fairground workers responsible for the death of a seven-year-old girl after she was blown away in a bouncy castle they had failed to secure properly have been jailed for three years.

[Summer Grant was killed after a gust of wind lifted the inflatable from its](#)

Internal difficulties

- Page 28
- Some teams don't engage with EventApp
 - For some teams, park events are a low priority
 - Capacity in other teams can change quickly and response time is affected
 - Communication between teams isn't always effective or consistent
 - The level of support the Events Team and the wider Parks Service can provide fluctuates due to changes in capacity or workload
 - IT doesn't always work efficiently and the level of support received from Digital Services is inconsistent

Difficulties faced by customers

- EventApp is web-based and some people find the system difficult to work with
- Applicants are unaware of the amount of time and effort required to get approval for an event
- The whole process seems to get more complicated each year
- Some additional licenses or certification the council asks for are costly

Difficulties faced by customers

- The amount of help and support applicants receive from council officers to put on events can fluctuate due to capacity
- Process changes from year to year can mean more needs to be done in the same amount of time which is really stressful for applicants
- Of course some of our internal difficulties also affect our customers too....

How we try to improve the process for event organisers

- Support, advise and guide them through the application process
 - Advocate for them with other teams for e.g. gazebos needing a TSL
- Page 31
- Work with Apply4, the developers of EventApp, to improve functionality to improve the customer journey
 - Invite teams we work with to review the whole process together and make improvements where we can
 - Work with the London Events Forum to benchmark and ensure best practice
 - Annual internal processes review e.g. streamlining gazebo process

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Report of: Executive Member for Environment and Transport

Meeting of	Date	Agenda Item	Ward(s)
Environment and Regeneration Scrutiny Committee	22 January 2019		All
Delete as appropriate	Exempt		Non-exempt

Report: 2018/19 Quarter 2 Performance Report – Environment and Transport

1. Synopsis

- 1.1 Each year the Council agrees a set of performance indicators and targets which help us to monitor progress in delivering corporate priorities and working towards our goal of making Islington a fairer place to live and work.
- 1.2 Progress is reported on a quarterly basis through the Council's Scrutiny function to challenge performance where necessary and to ensure accountability to residents.
- 1.3 This report gives a progress update for those indicators related to Environment and Transport for the second quarter of 2018/19. As the new Corporate Plan has now been finalised, this report covers some additional measures and related targets.

2. Recommendations

- 2.1 To note progress as at the end of Quarter 2 against key performance indicators.

3. Background

- 3.1 The Council routinely monitors a wide range of performance measures to ensure that the services it delivers are effective, respond to the needs of residents and offer good quality and value for money.
- 3.2 Each of the Council's four theme based scrutiny committees are responsible for monitoring performance in their own areas.

4. Quarter 2 update on Environment and Transport performance

Objective	PI No	Indicator	Frequency	Q2 2018/19 or latest Actual	Target 2018/19	On/Off target	17/18 actual	Better than last year?
<i>Keep the streets clean and promote recycling</i>	PE1	Percentage of household waste recycled and composted (Q in arrears)	Q	28.6% (Q1+Q2)	36.1%	off	29.5%	no
	PE2	Number of missed waste collections - domestic and commercial (average per calendar month)	M	231 pcm	400 pcm	on	550 pcm	yes
	ER6	Number of reported flytips (all land types)	Q	271	not set	n/a	711 in Q2 17/18	yes
<i>Ensure development is well planned</i>	PE9	a) Percentage of planning applications determined within 13 weeks or agreed time (majors) b) Percentage of planning applications determined within the target (minors) c) Percentage of planning applications determined within the target (others)	M M M	100% Q2 86.5% Q2 93.0% Q2	90% 84% 85%	on on on	100% 88.2% 90.4%	same no yes
<i>Make sure residents have access to high quality parks, leisure facilities and cultural opportunities</i>	PE7	Number of leisure visits	Q	518.2k	2.362m	off	2.514m	yes
	PE8	Number of entries to Islington in Bloom	A	168 (as at 31.5.18)	n/a	n/a	220	no
<i>Provide practical support to help residents cope with the cost of living</i>	JM17	Number of gas or electricity meters in homes supplied by Angelic Energy.	Q	6,218 (as at 28.10.18)	4,000 by 17.10.18	on	n/a	yes
	JM18	Number of Islington residents supported	Q	1,052 (Q1+Q2)	2,500	Off slightly	2,548	same

		through SHINE						
<i>Make it easier and safer for people to travel through the borough and beyond</i>	PE3	Number of bike storage facilities on streets	Q	20 (as at end Q2)	100	on	2	yes
	PE4	Number of new electric vehicle charging points across the borough	Q	69 (as at end Q2)	100	on	18	yes
	PE5	Number of schools with air quality monitors installed	Q	62	62 (all schools)	on	n/a	yes
	PE6	Percentage of parking appeals won at the Enforcement and Traffic Tribunal	A	73% (17/18)	65%	on	73%	same

Keep the streets clean and promote recycling

- 4.1 Audited quarterly **recycling rate** data from Waste Data Flow comes in around three months after the end of the quarter. The confirmed rate for 17/18 was 29.5% and the first two quarters of 18/19 have slipped marginally to 28.6%. A main reason London-wide for lower rates is an increase in tonnages rejected as contaminated as recycling industry tolerances have become tighter. For 17/18, Islington has the fifth highest recycling rate of the twelve inner-London Boroughs.
- 4.2 The first two quarters figures for **residual (non-recycled) waste per household** are projecting to 370kg for the year, slightly better than the record low achieved in 17/18 of 375kg and well ahead of the NLWA agreed target of 407kg. Islington's residual waste per household remains the second lowest of all 32 London Boroughs.
- 4.3 **Missed waste collections** performance continues to improve, with Q2 averaging 231pcm compared to 327pcm in Q1 and against the monthly target of 400. Rounds changes and the arrival of new fleet vehicles have both supported these improvements.
- 4.4 The **fly-tipping indicator** measures the total number of reported fly-tips across all land types and waste types, and the total for 17/18 was 2588 across the borough compared to 3,011 in 16/17 (a 14% reduction) and 4,174 in 15/16. This data is entered on the national fly-capture database, though benchmarking is not considered viable as numbers (and by inference, working definitions) differ so widely.
- 4.5 The above improving trend has continued in the first two quarters of 18/19 with the total number of fly-tips standing at 403 in Q1 and 271 in Q2.

Ensure development is well planned

- 4.6 **Planning applications** performance for Majors in Q2 has remained at 100% determined within time. Performance with Minors has slipped slightly to 86.5% although with Others has improved to 93.0%, both remaining ahead of target. However, the backlog of 'already out of time' applications has risen slightly from 239 in May to 272 in November and these will have to be renegotiated and/or put through in a managed way.
- 4.7 In benchmarking terms for the most recent 12-month period for which data has been published (year to September 2018), the Council's performance remains in the top quartile of all London Borough's for Majors and second quartile for both Minors and Others.

Make sure residents have access to high quality parks, leisure facilities and cultural opportunities

- 4.8 After very strong performance in 2017/18, **total Leisure visits** dipped 15% below the overall target in Q2 due to the intensity and duration of summer heatwave (though Tennis and activity in parks increased) and are expected to continue to be impacted in Q3 as a result of the Highbury Pool fire and closure at the end of September. In the Q3 report, we will disaggregate the figures by centre to show any underlying trends.
- 4.9 **Islington in Bloom entries** is a new annual measure that is available each spring. This year there were 168 entries in total, and although this is down from the record 220 in 17/18, that year we made a huge push due to Britain in Bloom. The proposed target for 19/20 is 190.

Provide practical support to help residents cope with the cost of living

- 4.10 In October 2017, we successfully launched **Angelic Energy**, the Council branded white label number energy supply company (in partnership with Robin Hood Energy). The first 12-month target was 4000 meter points on supply and we substantially exceeded this with over 6,200 meters on supply by the end of October. As at the end of 2018, 56% of the 3,627 of Angelic Energy customers were Islington residents and we continue to see growing numbers of smart meters being installed, our tariff continuing to be competitively priced when compared to the big Six energy suppliers.
- 4.11 The number of Islington residents supported through **SHINE** (Seasonal Health Interventions Network) remains broadly stable, though marginally below the year mid-point target of 1,100 at 1,052, mainly on account of the impact of the prolonged summer heatwave on referral numbers.

Make it easier and safer for people to travel through the borough and beyond

- 4.12 There are four new corporate PIs under this objective, as shown under PE3-PE6 above. The Council has committed to delivering 100 **bike storage facilities** on our streets by the end of 18/19 and as at the end of Q2 the number stood at 20. We expect to meet this target.
- 4.13 The Council has also committed to installing 400 new **electric vehicle charging points** over the next four years with 100 of these by the end of March 2019. As at Q2, the number newly installed stood at 69 and the cumulative total at 87.
- 4.14 Local air quality is a key Council priority and after a comprehensive rollout, all 62 of the borough's **schools now have local air quality monitoring** and which will remain in place for as long as it is useful.
- 4.15 Lastly, the **percentage of parking appeals won** by the Council at the Enforcement and Traffic Tribunal is a good measure of the quality and fairness of our parking service. This is an annual measure and benchmarking indicates that our result of 73% for 17/18 places Islington as the second most successful of the thirty-five London parking authorities.

Final Report Clearance

Signed

Executive Member for Environment and
Transport

Date

Report author:

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Agenda Item B3

ENVIRONMENT & REGENERATION SCRUTINY COMMITTEE

SCRUTINY TOPICS AND WORK PROGRAMME 2018/19

22 JANUARY 2019

- 1) Scrutiny Review: (Parks Event Application processes)
- 2) Quarter 2 Performance Report (2018/19) - Environment & Transport
- 3) Work Programme

26 FEBRUARY 2019

- 1) Quarter 3 Performance Report (2018/19)- Employment & Skills
- 2) Scrutiny Review: Witness Evidence

28 MARCH 2019

- 1) Scrutiny Review: Final Report
- 2) Scrutiny Review: Draft Recommendations

7 MAY 2019

- 1) Work Programme
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