

Summary Action Note

Enfield Brexit Panel

Date: **14th February 2019**

Timing: **1500-1600hrs**

Venue: **Room 5.7, 5th Floor, Civic Centre**

Attendees:

Cllr Daniel Anderson (Chair), Tony Theodoulou, Sarah Cary, Shaun Rogan, Ejaz Patel, Andrea Clemons, Claire Reilly

Apologies: Gemma Young, Helen Papadopoulos, Nicky Fielder, Jayne Middleton-Albooye, Julie Mimmagh, David Greely, Gemma Young, Andrea Clemons, Erica Cranshaw (Police), Steve West (LFB), Bindi Nagra, Andrea Clemons

By telecon: Fay Hammond

Draft Agenda

- 1 Welcome and actions from last meeting** (attached)
(Cllr Anderson)

Previous actions were updated.

- 2 Political update on Brexit process**
(Cllr Anderson)

No further action on this item

- 3 New draft risk register**

Action: It was agreed that priority on the 'Day 1' risk register should be given to BR3 (Fuel) and BR4 (Medicines). An emergency plan already in place regarding Fuel and that **Helen Papadopoulos** would be asked to present on this item at the next meeting. The other risks on the 'Day 1 Risk Register' would be treated as secondary and if necessary downgraded in terms of their assessed level of risk (all presently high). The same process would apply to the longer term risk register. A new iteration of the Day 1 Risk Register would come back to the next meeting with more detail on mitigations for BR3 and BR4 (**Ejaz Patel** to coordinate)

- 4 Communications planning**
 - Discussion on updating web content and messaging*
 - Community offer options – libraries/registrars?*
 - Expanding membership?*

- 5 Regional resilience update**

- *Brexit Tracker completion and ongoing monitoring requirements – resource implications (Shaun - discussion)*

6 **Update on funding offer from central Government to support LA's – need to develop business case dedicated resource element? (Fay-Shaun discussion)**

7 **Any other business (Inc. date of next meeting)**

Summary Action Note

Enfield Brexit Panel

Date: **14th February 2019**

Timing: **15.00-16.00hrs**

Venue: **Room 5.7, 5th Floor, Civic Centre**

Attendees:

Cllr Daniel Anderson (Chair), Sarah Cary, David Greely, Claire Johnson, Julie Mimmagh, Ejaz Patel, Claire Reilly, Shaun Rogan, and Tony Theodoulou

Apologies: Andrea Clemons, Erica Cranshaw (Police), Jayne Middleton-Albooye, Bindi Nagra, Helen Papadopoulos, Nicky Fielder, Steve West (LFB) and Gemma Young

By telecon: Fay Hammond

Draft Agenda

- 1 Welcome and actions from last meeting** (attached)
(Cllr Anderson)

Previous actions were updated.

- 2 Political update on Brexit process**
(Cllr Anderson)

No further action on this item

- 3 New draft risk register**

Action:

It was agreed that priority on the 'Day 1' risk register should be given to BR3 (Fuel) and BR4 (Medicines). An emergency plan already in place regarding Fuel for key services, but there was uncertainty about wider supply chain, which could impact wider service delivery. **Helen Papadopoulos** would be asked to present on this item at the next meeting. Helen will also contact representatives from Shell/BP to see what contingencies they have in place for wider distribution of petrol to forecourts in the event of a No Deal situation.

The other risks on the 'Day 1 Risk Register' would be treated as secondary and if necessary downgraded in terms of their assessed level of risk (all presently high). The same process would apply to the longer term risk register. A new iteration of the Day 1 Risk Register would come back to the next meeting with more detail on mitigations for BR3 and BR4 (**Ejaz Patel** to coordinate)

Action:

With regard to the availability of medicines, Tony Theodoulou has agreed to ask Stuart Lines to gather a briefing that can be included as a strategic item at the next Panel meeting. **(Tony Theodoulou/Stuart Lines)**

4 Communications planning

- *Discussion on updating web content and messaging*

Action:

It was agreed that a refresh of the council webpage should be carried out at the end of the month and that options for content including more preventative messaging with consideration on their distribution would be brought to the next panel meeting for discussion and approval. **(David Greely/Shawn Rogan)**

- *Community offer options – libraries/registrars?*

Action: It was agreed following discussion that any community offer to help people access the mean to register to remain post-Brexit would be best coordinated through our flagship libraries. The lead officer for libraries was aware of this option and would now be engaged to pull together a proposition that could come back as an agenda item for the next meeting for consideration and approval. **(Shaun Rogan/Lee Shelsher)**

- *Expanding membership?*

Action: It was agreed that Jill Harrison, CEO of Enfield Citizens Advice Bureau would be invited to join the group. Additionally, Cllr Anderson asked that contact be made with the North London Chamber of Commerce and large local employer, such as Warburtons be approached who could provide input and give us a sense of the business sectors' response, risk management approach and preparations in the event of a No Deal situation. **(Cllr Anderson/Mark Bradbury/Shawn Rogan)**

5 Regional resilience update

- *Brexit Tracker completion and ongoing monitoring requirements – resource implications (Shaun - discussion)*

*No further action on this item. The link officer would continue to monitor and supply data as requested **(Shaun Rogan)***

6 Update on funding offer from central Government to support LA's – need to develop business case dedicated resource element? (Fay-Shawn discussion)

Action: it was agreed that the ongoing need for increased information gathering and organisational coordination meant a dedicated resource to support our Brexit response should be sourced as soon as possible. This could be potentially drawn down from existing Transformation resources or

funding from Government allocation for Brexit management. A short business case with associated job description would be brought to the next panel meeting for consideration and approval. **(Fay Hammond/Shawn Rogan)**

7 Any other business (Inc. date of next meeting)

Action: The date of the next meeting will be fixed for the week commencing 25 February 2019, diaries permitting. **(Shaun Rogan/Rachel Gibson)**

Action: Cllr Anderson has asked that a short update report be prepared for him to circulate to members and that similar reports would be prepared for members following each meeting of the panel where appropriate. **(Shaun Rogan)**

Action: **Tony Theodoulou** reported that an NHS EU preparations event took place on 14 February 2019 and that materials from it would be circulated to panel members.

REGIONAL BREXIT UPDATE FROM 12/02/19 (LONDON COUNCILS)

Key Points:

- LC continue to liaise with MHCLG on policy related matters. Although not delving too deeply into how London is preparing for Brexit, they will be deep diving in a number of areas over the coming weeks. To meet this demand one-off questions will be included in the weekly reporting questionnaire. This week it is impact on regulatory services and you will find the question added to section one for you to respond.
- John Barradell continues to work with key partners and London Resilience to ensure effective and proportionate coordination arrangements are in place to provide oversight and support at a London level. More detail to follow.
- The current question set stimulated a lot of discussion. It was agreed that the rough sleeper question would remain with only boroughs in a position to provide weekly data, expected to do so. The council tax question will be amended to revert to monthly reporting of numbers of reminders sent. All remaining questions would be answered if the information is available.
- All were reminded to provide extracts of risk registers/ impact assessment where available. This will be disseminated to boroughs for consideration.
- Calls will be scheduled on a weekly basis and cancelled if deemed unnecessary by John Barradell and John O'Brien. Next week's call has already been cancelled. Diary invites will follow.

Happy to discuss in more details, as necessary.

Brexit: Local Authority Impact Tracker – submitted 13/02/19

The Impact Assessment tracker has been designed to support pan-London assessments of both immediate and longer-term impacts of the UK's exit from the EU on London local authorities. Findings will feed into wider reporting structures being established through the Resilience and Emergencies Division of MHCLG and their Local Government Policy Directorate.

The information provided will support information flows and be used to support strategic decision making by both a London local government and Central Government. Providing an overview of the situation across boroughs will allow us to identify emerging pan-London issues, escalate concerns appropriately and provide assurance that boroughs are proactively engaged in preparations and impact assessments.

The baseline assessment (Section 1) covers organisational preparedness and engagement with commissioned services and local partners. You will only be required to provide this information once, so it is important that responses are completed as accurately as possible to enable us to build an up-to-date picture of preparatory activity, risks and challenges at a borough level.

The London Local Authority Impact Tracker (Section 2) will need to be completed initially on a weekly basis, with this remaining under constant review.

Your ongoing cooperation is appreciated.

***Panel members to note that this template is likely to have additional questions added in due course (e.g. environmental questions on waste management)**

London Local Authority Brexit Impact Assessment

Authority: Enfield

Date of Submission: 13th February 2019

Completed by (Name/Role): Shaun Rogan – Head of Strategy

Section 1 – Baseline Assessment of Preparedness

1. Has your authority set up a strategic board to coordinate the approach to Brexit? **Y**
 - 1.1. If YES, who is the chair? ***The Panel is chaired by the Deputy Leader of the Council.***
2. Have you carried out an assessment of the potential impact of a no-deal scenario on your authority and services you provide to your local community? **YES**
3. Has your organisation reviewed its business continuity plans in relation to the risks and potential impacts of Brexit? **YES**

3.1. If YES, what additional measures are you adopting to mitigate identified gaps in arrangements?

An overarching risk register has been designed to identify and mitigate risks across 5 cross cutting workstreams. Each is lead by a senior responsible officer.

3.2. If YES, when reviewing your business continuity plan, did you extend the request for assurance to commissioned services? **YES**

3.2.1. If YES:

- Were any concerns identified and in what areas?
- If they are impacted, will there be any impact on the services provided to you and what mitigation are they implementing?

We are at an earlier stage of working through the returns and the prompting of further conversations with delivery partners but at present our risk with regard to continuing service provision at least in the immediate term is considered within manageable risk tolerances. These areas are subject to ongoing risk management and monitoring.

4. Is your authority engaging with local partners at a strategic level to coordinate the approach to Brexit? **YES**

4.1. If YES which partner agencies are involved and in what capacity?

Our Emergency Management Response Teams help provide partner focus and coordination with for example our local Metropolitan Police resources, LFB and CAB.

5. Are there any border entry points (airports, rail ports) within your authority boundary? **NO**

5.1. If YES:

- Please confirm if you are you engaged with relevant senior management to understand residual risks
- what plans you are developing in partnership to minimise impacts on local services and the community?

6. Do you require any immediate additional support from central and/or local government, the London Resilience Partnership, the Local Authorities' Panel or London Councils?

We are actively involved in the London Resilience Partnership through our dedicated Emergency Management/Business Continuity resources as well as a sub-regional North London Grouping comprised of ourselves, Islington, Barnet, Hackney, Camden and Haringey).

Section 2 - Weekly Impact Monitoring Process

This section covers key current concerns and the identification of priority issues which could be escalated through the weekly reports to Government. Additionally, the section seeks to capture local indicators of short, medium and long-term impacts of Brexit and will form an important data set to inform situational awareness under resilience reporting structures and help evidence issues and concerns in dialogue with Government.

Note: For all requested data please provide an indication of percentage up/down on figures recorded during the same period last year.

Priorities

Please provide relevant comments under the following headings. If these haven't changed from your previous submission on 23rd January 2019, please indicate 'no change.'

- What are the current priority concerns/barriers to preparedness you have identified, which require immediate escalation?

Further clarity and direction from central Government is vital. In particular we would appreciate steers from Departments on the potential disruption to ports and airports and potential knock-on to supply chain and any particular Government assessed risks to basic supply items including fuel (we are liaising with our local Designated Fuel Station and assessing our ability to hold reserves) and any other potential disruption to the ongoing delivery of utility services and assessments on food supply/agriculture.

We would also appreciate sharing of any financial modelling that could help illustrate the financial impact of a 'No Deal' Brexit from HMT to underpin our business rates income projections, potential loss of income through traditional local government income streams/pressures on housing, social care, impact on the local economy etc. We are also keen at the earliest available opportunity to receive assurances from Government that delays in any funding decisions will not be delayed unnecessarily and that where bidding has already been invited to stimulate transformative activities these will be honoured.

- In the medium and longer term, what new concerns have you identified relating to the impact of Brexit?

We believe that longer term impacts around remodelling of the local economy, impact on front line service provision, regeneration/redevelopment and community cohesion issues are likely to need to be managed well into the medium and long term.

- Has your organisation received any recent communications or requests for information from Whitehall which duplicate work you are already doing or have come from outside of MHCLG? **No**
 - If YES, from whom and when (please provide copies of correspondence where useful to share)

Short-Term Indicators

1. What are the current vacancy rates amongst the following staff groups: (Julie M/Service leads to help?) Waiting for Julie

- 1.1. Adult Social Care- Social workers
- 1.2. Domiciliary workers
- 1.3. Residential home workers

1.4. Children's social workers

1.5. Nursery/Early years workers

1.6. Teachers/Classroom Assts.

2. How many homelessness approaches have you received in the last week? (*Joanne Drew to help?*) *waiting Malcolm Dabbs*

36

3. How many council tax payments have been missed in in the last week? (*Fay/Sally Sanders to help?*)

12,825 more Reminders and Finals issued by January compared to last year

2,260 more summonses issued by January compared to last year

18,065 more accounts in arrears issued by January compared to last year

4. How many people seeking asylum, (please specify numbers of adults and children) have presented themselves to you or you been made aware in the last week? (*Janet Black-Heaven to help?*)

1 up to 9th Feb

5. Has the borough experienced any increases in community tensions which can be confidently attributed to Brexit? YES/NO (*Andrea Clemons to help?*)

***to note London Prevent Network also feeding information into this.**

No

6. How many specific service user requests arising from Brexit have been made to your local CAB? (*Niki/Jill Harrison to help?*)

2 in January

Medium-Term Indicators

7. Please list any service areas where you are experiencing significant rising costs though the supply chain and include the percentage of change? (*Procurement/Directors to help?*)

N/A

8. How many new applications for free school meals have you received in the last week? (*Jo Fear to help?*)

Week ending 8th February:

61 forms rec'd – 28 eligible / 33 not eligible.

Longer-Term Indicators

9. How many NRPF applications have you received in the last week? *(Janet Black-Heaven to help?)*

8 new cases

10. Has there been any significant change to the number of planning applications that have been received in the last week? *(Vincent in Planning to help?)*

Reduction: Year to date (April -Jan)

2016-17 - 4046

2017-18 - 4146

2018-19 - 3736

11. Have you been tracking business confidence? YES/NO *(Mark Bradbury to respond?)*

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11.1. If YES, have any noticeable changes been noted and what actions are you considering locally to address this?

DRAFT

BUSINESS BREXIT RISK REGISTER: UPDATED FEBRUARY 2019

For companies across the United Kingdom, the ultimate test of any Brexit deal is whether it delivers clear answers to the practical, real-world questions businesses face. Firms of every size and sector need clarity in order to take decisions, invest and prepare for the future. As HM Government negotiates a future partnership between the UK and the EU, the British Chambers of Commerce is assessing progress on 24 business-critical issues. Following the publication of UK government contingency planning, and as negotiations continue, we find that 15 issues remain 'red', 6 'amber' and 3 'green'.

| AREA | BUSINESS ISSUE | WHAT BUSINESSES NEED TO KNOW | RAG |
|------------|-------------------------------|--|-------|
| PEOPLE | ACCESS TO EU WORK FORCE | Will I be able to hire EU nationals in future – and under what conditions? | Green |
| | BUSINESS TRAVEL | Will business travel between the UK and the EU involve further administration, costs or visas? | Amber |
| | STAFF TRANSFERS | Will my business be able to move skilled staff members between the UK and the EU in future? | Amber |
| FUNDING | HORIZON 2020 | Will UK firms and institutions be able to participate in European R&D projects after 2020? | Amber |
| | EUROPEAN INVESTMENT BANK | Will UK projects be eligible for support from the EIB after 2020? | Red |
| | ESIF FUNDS UK REPLACEMENT | How will the UK replacement for EU Funds work, and how can my company access opportunities? | Red |
| TAX | IMPORT VAT | Will I need to pay VAT on goods at point of import? Will I be able to use postponed accounting or have access to more generous deferment account terms to offset the cash-flow issues? | Green |
| | SERVICES VAT | Will I need to become VAT-registered in every EU Member State where my firm has clients? | Red |
| REGULATION | REGULATORY AGENCIES | Which regulator will be overseeing my business in the future, and what rules do I need to follow? Is the UK government going to charge businesses for the creation of new regulatory agencies in the UK? | Amber |
| | PRODUCT TESTING | Will conformity assessments on products conducted by a UK body will continue to be sufficient for the product to be sold on the EU market? | Red |
| | DISPUTE RESOLUTION | What dispute resolution and means of redress will be available to my business in the future? | Red |
| STANDARDS | INDUSTRIAL STANDARDS | What industrial standards will my firm need to comply with in the future, and will the UK stick with the European model that we have strongly influenced? | Green |
| DIGITAL | MOBILE ROAMING | Will my business have to pay mobile roaming charges in the EU after Brexit? | Amber |
| | CUSTOMER DATA | Will my business continue to be able to hold and transfer data and personal information without any interruptions after we have left the EU? | Red |
| TRADE | TARIFFS | Will I be able to continue trading without tariffs with the EU in the future? | Red |
| | RULES OF ORIGIN | What rules of origin will I need to comply with once the UK has left the EU? Will I be able to count UK and EU content as single origin, both when trading with the EU and with third countries? | Red |
| | CONTINUITY OF EU FTAS | Will my company still have access to markets on the same terms as now once we have left the European Union? | Red |
| | BUSINESS ENGAGEMENT STRUCTURE | How will my business be able to contribute directly to future trade negotiations? | Amber |
| | AVIATION | Will I still be able to fly people and/or goods between the UK and the EU after Brexit day – or could travel be disrupted? | Red |
| BORDERS | CUSTOMS | Will my goods be subject to new customs rules, procedures and inspections at the UK or EU border in future? Could my shipments be held up and delayed? | Red |
| | INSPECTIONS | Will there be new health or safety-related inspections at the UK-EU border that my company will need to deal with? | Red |
| | DECLARATIONS | Will I need to do additional customs-related paperwork, including import and export declarations, when trading with the EU? | Red |
| | TRUSTED TRADER SCHEMES | Will my business be able to become a 'trusted trader' to move quickly through borders in future – and what will the process be? | Red |
| | IRELAND | What, if any, procedures will my company face trading cross-border between Northern Ireland and the Republic of Ireland? | Red |

BUSINESS BREXIT RISK REGISTER: UPDATED FEBRUARY 2019

| AREA | BUSINESS ISSUE | RAG | COMMENTS |
|------------|-------------------------------|--------|--|
| PEOPLE | ACCESS TO EU WORK FORCE | Orange | The Home Office published the Employer Toolkit for the EU Settlement Scheme for EU Citizens over the summer and is trailing its operation. The government has published the Immigration White Paper. The Technical Notice and further details of the No Deal arrangements for EU Citizens are now available. |
| | BUSINESS TRAVEL | Orange | |
| | STAFF TRANSFERS | Orange | Under the terms of the Withdrawal Agreement, it would be business as usual for business travel and staff transfers in the short-term, and the Political Declaration aspires to minimal change in the longer term. Until a post-implementation framework is agreed, it is uncertain how the boundary between pre and post transition period will work for staff transfers or how the final rules will work. In the event of a 'no deal' Brexit, EU citizens resident in the UK before 29 March would still be able to apply for settled status. Citizens arriving on or after 30 March will be able to visit, work or study in the UK for up to 3 months, or apply for European Temporary Leave to Remain for up to 36 months. |
| FUNDING | HORIZON 2020 | Orange | In the event of no deal, the Government would guarantee payment of monies to UK businesses that made successful bids into the fund before the UK exits the EU. But this falls short of a Green because questions remain about how businesses operating in consortia and / or dispersing monies to overseas suppliers will be supported as the guarantee is restricted in scope. How will the UK replacement for EU Funds work, and how can my company access opportunities? |
| | EUROPEAN INVESTMENT BANK | Red | |
| | ESIF FUNDS UK REPLACEMENT | Red | |
| TAX | IMPORT VAT | Green | According to the UK's Technical Notices, in the event of no deal, the UK will introduce postponed accounting – the same system that is currently in place for intra-EU trade. This measure will significantly reduce the cash-flow burden on UK businesses and gives much-needed certainty on this critical business area. |
| | SERVICES VAT | Red | |
| REGULATION | REGULATORY AGENCIES | Orange | Many of the technical notices lay out details of how compliance regimes, reporting and licensing requirements will change under the different Brexit scenarios. However, plenty of gaps remain - including how enforcement will work in practice. It is now confirmed that there would be significant differences between a 'no-deal' scenario and an EU exit based on the Withdrawal Agreement: UK companies placing goods on the EU market after Brexit in a no-deal scenario will need to use testing houses based in the EU. Firms can transfer their files to an EU-based body outside the UK ahead of Brexit (while there is still mutual recognition under the terms of current membership) but if this is not done, they would need to re-test their products at an EU testing house. |
| | PRODUCT TESTING | Red | |
| | DISPUTE RESOLUTION | Red | |
| STANDARDS | INDUSTRIAL STANDARDS | Green | BSI will remain a member of the European standardisation system (CEN and CENELEC) post-Brexit. |
| DIGITAL | MOBILE ROAMING | Orange | With a withdrawal agreement in place, mobile roaming charges will not apply until at least December 2020. In the event of a 'no deal' Brexit the government has committed to legislate to retain a financial limit (£45 per month) for data use charges incurred abroad. In either eventuality, what happens after the transition period ends or a no deal Brexit starts will also depend on the mobile operators. The Information Commissioner's Office (ICO) has published a checklist of steps that businesses can take now to start preparing for data protection compliance if the UK leaves the EU on 29 March 2019 without a deal. During the transition period of the Withdrawal Agreement businesses would face 'business-as-usual' arrangements for the handling and protection of data. The EU will provide an assessment of the UK's data protection standards through its 'adequacy framework' by the end of 2020, with comparable activities in the other direction from the UK. There is a commitment to cooperation between regulators. |
| | CUSTOMER DATA | Red | |
| TRADE | TARIFFS | Red | The Withdrawal Agreement provides for a business-as-usual transition period, which may be extended, and a 'Backstop' arrangement to keep the border between Northern Ireland and the Republic of Ireland open if agreement cannot be reached on how to achieve this via a future UK-EU agreement on trade arrangements. Despite statements of aspiration, the application of EU FTAs for UK businesses remains unconfirmed. Given the vast differences between a no deal Brexit and a Withdrawal Agreement outcome with transition period, plus speculation about what a 'managed no-deal' might mean at frontiers, a Red rating remains appropriate. HMRC has sent out letters to businesses with some calls to action and planning advice to prepare for trade on WTO terms but this falls short of certainty on future trading conditions. |
| | RULES OF ORIGIN | Red | |
| | CONTINUITY OF EU FTAS | Red | |
| | BUSINESS ENGAGEMENT STRUCTURE | Orange | |
| | AVIATION | Red | |
| BORDERS | CUSTOMS | Red | As above, there are vast differences between a deal-based outcome and no deal with the application of customs checks and declarations in one scenario and business as usual (at least in the short term) in the other. |
| | INSPECTIONS | Red | |
| | DECLARATIONS | Red | |
| | TRUSTED TRADER SCHEMES | Red | |
| | IRELAND | Red | |