

Enfield Brexit Panel: Agenda

Date: **26th October 2020**

Timing: **4pm – 5pm**

Venue: **Microsoft Teams Meeting**

Invitees:

Ailsa Bawn, Andrea Clemons, Anna Zaremba, Bimal Patel, Bindi Nagra, BRANDON, Karli, Claire Johnson, Claire Reilly, Cllr Ian Barnes, David Greely, Despina Johnson, Doug Wilkinson, Fay Hammond, FOX, Natalie, Gemma Young, Glenn Stewart, HAMILTON, Kelley, Harriet Potemkin, Helen Papadopoulou, Ian Davis, Jayne Middleton-Albooye, Jeremy Chambers, Julie Mimmagh, KANDOLA, Jinjer, Lee Shelsher, LIVERAS, Jackie, Mary Monaghan, Matt Bowmer, MCBEAL, Deborah, Nnenna Anyanwu, Peter Alekkou, Petra Lazar, Rosa Cuffaro, Sarah Cary, Shaun Rogan, Steve West, Stuart Lines, Tony Theodoulou, Janice Green, Collette Rose

Apologies:

Ian Davis, Mary Monaghan, Shaun Rogan, Lee Shelsher, Nnenna Anyanwu

A G E N D A

- 1 Welcome and Introductions - Chair**
- 2 Actions from previous meeting on 28/09/2020 - Chair**
- 3 Update from the Single Point of Contact (Enfield Council) – Jeremy Chambers**
- 4 EUSS – Ensuring continued awareness of the scheme – Shaun Rogan**
- 5 Risk Register health check – Gemma Young**
- 6 Operational updates – MPS, Health, Enterprise Enfield / NLCCI, Citizens Advice (apologies), Libraries, Communications**

Citizens Advise – Update

- From the actions I note you said Mary mentioned a new HR volunteer. I think that is an error as we do not have a new HR volunteer.
- We are now seeing clients face to face by appointment at Edmonton library on Wednesdays and Fridays at Vincent House (using video interview)
- Clients can call our advice line to book in appointments
- We have received £20k from the Home Office to help progress EUSS applications and provide support and awareness raising from Oct20 to Mar 21 for vulnerable people, rough sleepers, gypsies & travellers, etc.

- We have been running webinars on how to make the EUSS application since August we run two a month. Next one is on 27th October at 2pm. clients can go onto our website or Eventbrite to book
- I believe Shaun has sent out letters to residents which he contacted me about
- This way of working has been challenging it is very apparent that this client base do not have the digital skills to be able to deliver a remote service and help themselves. During our advisor appointments in the office the clients have difficulties scanning documents, using a smart phone to take pictures etc. During the webinar awareness sessions we have seen people log in and then drop off and not able to log back in or logged in and having difficulty knowing how to use the microphone and camera etc so we spend a lot of time trying to teach them how to use this technology. It would be helpful if the council could look at ways to improve the digital skills of the residents as this will help them to access several services in this new COVID environment. We imagine there are clients who don't even bother to contact due to this issue.
- If you have any clients who need assistance with the application process please refer them to us

7 Opportunities to connect Brexit awareness/outreach to other priority community activity (e.g. Covid-19 recovery)?

8 Any other business

Date of next meeting – 23rd November 4-5pm

Enfield Brexit Panel Meeting

Monday 28 September 2020 @ 4 p.m.

Microsoft Teams Meeting

Action Notes

Invitees: Cllr Ian Barnes, Despina Johnson, Petra Lazar, Sophie Liffie, Deborah McBeal, Shaun Rogan, Tariq Soomauroo, Ailsa Bawn, Alan Beaton, Bindi Nagra, Doug Wilkinson, Gemma Young, Kelly Hamilton, Helen Papadopoulos, Janice Green, Jeremy Chambers, Julie Mimmagh, Mary Monaghan, Deborah McBeal, Peter Di Biasio, Tracey Sargent, Jayne Middleton-Albooye Rosa Cuffaro (notes).

Apologies: Ian Davis, Fay Hammond, Claire Johnson, David Greely, Claire Reilly, Glen Stewart, Jackie Liveras, Sarah Cary, Stuart Lines, Thandie Matambanadzo, Andrea Clemons, Lee Shelsher, Tony Theodoulou, Nnenna Anyanwu.

1.	<p>Welcome and Introductions</p> <p>The panel introductions given and Chair’s update.</p> <ul style="list-style-type: none"> • NHS hospitals have been told to start preparing for the UK to leave the EU single market and Customs Union without a deal at the end of 2020. • Hospitals have been asked to identify senior responsible officer for a no deal preparation. • Significant disruption at the border from 1st January. • Health experts have warned of the shortages of vital medicines. • Truck drivers will need a permit to enter the country after the Brexit transition ends. Queues likely. • Businesses to prepare for the end of the transition period including a no deal Brexit. • US warned Britain will be unable to secure a trade deal with the US if it does anything to undermine the treaty which brought about peace to Northern Ireland. • 3.71 million applications were processed for the settlement scheme up to the end of August 2020. • Of those 3.7 million applications 57% were granted settled status and 41% were granted pre-settled status. 	ACTION
2.	<p>Actions from previous meeting on 24/08/2020</p> <p>All actions taken forward and will be picked up in the agenda.</p>	
3.	<p>Update from the Single Point of Contact (Enfield Council)</p>	

	<p>Discussed the impact of the lorry queues for the south east of the country.</p>	
<p>4.</p>	<p>New Brexit funding round for bids update</p> <p>SR liaised with NA Friday regarding the joint citizen advice banner and Enfield bid for additional EU support funding is still outstanding. Decision delayed waiting to hear back this week.</p>	
<p>5.</p>	<p>EUSS – Ensuring continued awareness of the scheme</p> <p>If there is a no deal, deadline is December 31.</p> <p>From the electoral role last September sent out letter to every household, advising all to register and enclosing a leaflet advertising the support available at libraries from Enfield staff and CAB, this has been successful, good level of registration. 31 December has become an important deadline in the event of a no deal Brexit. SR circulated presentation and went through the slides.</p> <ul style="list-style-type: none"> • Revise the September letter. SR to circulate to relevant officers. Out by 16 October. • Going to do an electronic campaign also via Community Faith groups. <p>Despina Johnson said main difficulties for businesses is Covid 19. London Chamber of Commerce very helpful. As soon as we find out if there is a deal or no deal there will be lots of enquiries from businesses. Bob Doyle from the Economic Development Team should be able to assist with regards to getting information to businesses.</p> <p>Mary Monaghan said they have a new HR volunteer person starting this week and some work could be given to her.</p> <p>SR and Cllr Barnes to further discuss flyer distribution.</p>	<p>Shaun Rogan</p>

Cllr Barnes/
Shaun
Rogan

6.

**Update from Business Enterprise about Economic impact of Brexit –
Despina Johnson**

Institute for Government website has good research on Brexit. Unless business know if there is a deal or a no deal they cannot make preparations, which is an ongoing problem.

61% of businesses have made no preparations. There will be new costs and bureaucracy when dealing with the EU, customs checks, weaker access to the EU market and new regulatory burdens.

A no deal could lead to tariffs on goods especially two of the industries, sheep farmers and car manufacturers.

Lorries at ports could be unprepared for customs checks.

Shoppers, the interruption to the supply chain could lead to less choice on shelves, higher prices and possible drop in the pound sterling against the euro.

Could be more difficult for service industries, consultants such as architects and lawyers to practice in the EU from January.

The government will need to take into account support for the sectors affected by Brexit in their economic response to Covid 19.

7.

Risk Register health check

No updates received.

Agreed GY to chase medicine shortages with the relevant department.

Cllr Barnes to look through the list and liaise with GY and other panel members do the same and take a full review of their risks.

JC said we should pay attention to any risks related to Economic Development, especially risks related to local businesses - GY to check with Mark Bradbury.

Gemma
Young
Cllr Barnes

Gemma
Young

8.	<p>Operational updates – MPS, Health, Enterprise Enfield / NLCCI, Citizens Advice, Libraries, Communications</p> <p>Metropolitan Police – CI Petra Lazar Will have more information by the end of the week or next meeting. Regarding protests – we are making sure we have the resources locally to deal with these and plans ready to go if there is any disorder. Policing plans making sure we have enough numbers and linked in with partners. Noted unaware at present of any protest groups specifically with any Brexit links.</p> <p>Health leads (external & internal) Ailsa Bawn set up weekly EU exit meetings. Supply chain working on procurement providers to look at any new suppliers to see if there are any issues. Not aware on medicines but can pick up on that. Cllr Barnes asked if there were any further details on the Senior Responsible Officer. Ailsa Bawn said SRO is Andy Heaps.</p> <p>Deborah McBeal – organisations have been asked to identify an SRO so the CCG would be ensuring that as a commissioning organisation are linked in and support the named SRO’s for each of the organisations. Same with anyone that CCG employ. HR would pick up on these issues.</p> <p>Alan Beaton to update the meeting re medicines.</p> <p>Enterprise Enfield / NLCCI – Despina Johnson Have had funding renewed for another year. Any business can receive free business advice. Two dates coming up about highlighting businesses and celebrating them. Small Businesses on Sat 5th December and global entrepreneurship week on 16 - 22 November. DJ to send Cllr Barnes dates via email.</p> <p>Citizens Advice Enfield – Mary Monaghan Applications - demand for advice has been slow. Started offering appointments at the office on a Friday for clients who need help with scanning, downloading the information and sending to the Home Office in terms of verifying. North Middlesex hospital asked if CAB can assist the people at the hospital who need help with applications. CAB suggested doing some online events to talk people through how to do applications. From these sessions those that need more can be identified and appointments booked in. Waiting to hear back from Ray Connolly at North Middlesex Hospital. Have visited Enfield Town and Edmonton Green library with a view for CAB to do outreach there. Enfield Town library there is nowhere to sit. Have identified one of the large rooms at Edmonton Green library but screens needed due to the length of time spent with clients. LS to get back to CAB.</p> <p>SR said screens need to be sourced and installed for the service to resume from Edmonton Green and Enfield Town libraries. Lee to see if it can be financed out of the Brexit grant. Business case needs doing.</p>	<p>Alan Beaton</p> <p>Despina Johnson</p> <p>Lee Shelsher</p> <p>Lee Shelsher</p>
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9.	<p>Opportunities to connect Brexit awareness/outreach to other priority community activity (e.g. Covid-19 recovery)? Covered above</p>	
10.	<p>A.O.B.</p> <p>None.</p> <p>Date of next meeting: 26th October 2020 via Microsoft Teams</p>	

Risk Ref / Title / Detail / Description	Original Risk	Existing Risk Mitigations	Current Risk	Further Planned Actions	Lead Department / Target Date	Updates October 2020
BR0 – Preparedness Inadequate preparations made by the Council in the event of a “No Deal” Brexit will result in significant disruption to services.	HIGH	<ul style="list-style-type: none"> - Brexit Panel set up, Terms of Reference agreed - Panel membership includes Police, London Fire Brigade and North Middlesex Hospital. - Part of the London wide “Brexit” group - Budget of £210k available. Spend £8k in 2018-19 (devices); £70k commitment for CAB advice agreed. 	MEDIUM	<ul style="list-style-type: none"> - Continue to liaise with regional/national partners to ensure readiness and feed relevant local information to Government as requested. - Ensure prompt circulation of new information to Panel members for action/information - Proposal pending for areas of potential future commitment (communication team and staffing resource) 	CEX Ongoing	- Actions ongoing
BR1 – Fuel shortage Fuel shortage caused by panic buying and/or delays to supply, causes disruption to key services	HIGH	<ul style="list-style-type: none"> - Fuel reserves held with regular deliveries to keep fuel tanks topped up. - Operational contingency plans in place - National and local fuel plans in place 	MEDIUM	<ul style="list-style-type: none"> - Plans to prioritise operations/ essential services in place. - Continue to monitor situation via Single Point of Contact network to regional/national guidance 	PLACE Ongoing	- Actions ongoing

<p>BR2 – Medicine and supplies shortages Delay in access to medicines and/or shortage of supply may result in increased costs and disruption in service (including vaccinations and PPE) and increased poor health (including Covid)</p>	<p>HIGH</p>	<ul style="list-style-type: none"> - NHS national co-ordination centre leading on this issue and will update when information becomes available. - Overview of flu vaccination availability by HWB - Panel is attended by North Middlesex Hospital representative 	<p>HIGH</p>	<ul style="list-style-type: none"> - Further updates to brought back to the meeting as information becomes available. - NHS representatives: <ul style="list-style-type: none"> - Chase Farm - NCL CCG (Clinical Commissioning Group) Barnet, Enfield and Haringey Mental Health (BEHMHT) - North Middlesex Hospital invited to attend 	<p>PEOPLE Ongoing</p>	<ul style="list-style-type: none"> - Actions ongoing - Further details added to risk description. - More formalised discussions with NHS representatives have been ongoing.
<p>BR3 – Civil Unrest Uncertainty may cause panic buying, riots and disturbance</p>	<p>HIGH</p>	<ul style="list-style-type: none"> - Existing emergency plan in place - Gold command in place 	<p>MEDIUM</p>	<ul style="list-style-type: none"> - Lead officers to continue to monitor and disseminate information from relevant agencies. 	<p>CEX, PEOPLE Ongoing</p>	<ul style="list-style-type: none"> - Risk rating increased due to current tensions
<p>BR4 – Staffing Uncertainty of the Brexit process may lead to staff disruption/absences.</p>	<p>MEDIUM</p>	<ul style="list-style-type: none"> - Unlikely to see any issues until 2020 - No concerns raised by staff or management 	<p>LOW</p>	<ul style="list-style-type: none"> - Can be added to regular QA officer contact questions with providers in ASC - All ASC staff and providers given information/advice and support with helping staff to apply for settled status 	<p>PEOPLE</p>	<ul style="list-style-type: none"> - Actions ongoing
<p>BR5 – Funding in first quarter post Brexit Temporary delay on EU direct funding/grants scheduled to be received in first quarter post Brexit.</p>	<p>MEDIUM</p>	<ul style="list-style-type: none"> - Exposure currently at a very low level with no disruption expected 	<p>LOW</p>	<ul style="list-style-type: none"> - No further actions planned, Risk currently at an acceptable level 	<p>Not applicable</p>	<ul style="list-style-type: none"> - No change

<p>BR6 – Anxiety and stress Increased levels of anxiety and stress amongst population and staff may lead to an increase in demand on services.</p>	<p>HIGH</p>	<p>- Crisis communication plan in place - Webpage updated</p>	<p>MEDIUM</p>	<p>- Deliver agreed communications plan and update/amend as needed</p>	<p>CEX Ongoing</p>	<p>- Actions ongoing</p>
<p>BR7 – Community offer Inadequate provisions and/or communications by LBE regarding services offered to facilitate transition post Brexit for EU residents of the Borough</p>	<p>HIGH</p>	<p>-Council has agreed to provide some community support via its 4 flagship libraries -LBE & Citizens Advice Bureau to deliver joint community offer services to local people. -Funding for Citizens Advice Bureau agreed on 9 April 2019 to enhance services to local people.</p>	<p>MEDIUM</p>	<p>- Citizens Advice Bureau offer at our flagship libraries being promoted as part of our overall Brexit information campaign. -Enfield Town and Palmers Green are in a good position, additional work required with Edmonton Green and Ordnance Road libraries.</p>	<p>RESOURCES Ongoing</p>	<p>- Actions ongoing</p>
<p>BR8 – Supply chain Disruption to supply chain may cause adverse effects on delivery of services & essential equipment eg PPE and/or increased costs.</p>	<p>HIGH</p>	<p>- Analysis of existing emergency suppliers identified no issues - Will continue to maintain at least 12 weeks of PPE stock to mitigate against possible future supply shortages</p>	<p>LOW</p>	<p>Extensive exercise being carried out on critical suppliers to identify any potential issues</p>	<p>CEX Ongoing</p>	<p>-Existing strategies that have been put into place have now been noted</p>

<p>BR9 – Compliance of Data and Applications Data transfers between the UK and EU / US may not be legal or compliant and could be open to challenge.</p>	<p>MEDIU M</p>	<ul style="list-style-type: none"> - Data Protection Officer in place - Regulatory framework will be unaffected - All data and applications held by existing suppliers is hosted in the UK, or is under contracts relying on standard contractual clauses which will continue to be valid post-Brexit. - All new cloud based data will be hosted on UK servers 	<p>MEDIU M</p>	<ul style="list-style-type: none"> - Discussion ongoing to migrate existing cloud based data to UK servers. 	<p>CEX / RESOURCE S Ongoing</p>	<ul style="list-style-type: none"> - Actions ongoing
<p>BR11 – Housing checks and immigration right to rent. Impact of updated guidance.</p>	<p>LOW</p>		<p>LOW</p>	<ul style="list-style-type: none"> - Housing representative to be invited to future meeting 	<p>PLACE Ongoing</p>	<ul style="list-style-type: none"> - New risk, to be discussed
<p>BR12 - Welfare Increased costs and supply shortages may lead to a fall in the standard of welfare, including food insecurity & fuel poverty,</p>	<p>MEDIU M</p>	<ul style="list-style-type: none"> - Regular donations made by the Council to the food banks - Monitor homelessness applications closely 	<p>LOW</p>	<ul style="list-style-type: none"> - Additional funds will be made available to local food banks if necessary. 		<ul style="list-style-type: none"> - New risk, to be discussed further.

<p>BR13 - Additional care requirements</p> <p>There may be increased health care costs due to elderly British nationals returning to the UK who require more support.</p>	<p>MEDIU M</p>	<ul style="list-style-type: none"> - Activity, performance and spend data reviewed monthly in place; - Regular investigation of abnormal spikes in activity in place; - Risks & pressures identified as part of a monthly activity spend rollforward process feeding into MTFP process 	<p>MEDIU M</p>	<ul style="list-style-type: none"> - Explore option of creating a flag on Eclipse for identification of repatriating residents - Question to be included as part of the care act assessment process 	<p>PEOPLE Ongoing</p>	<ul style="list-style-type: none"> - Actions ongoing
<p>BR14 – Local Businesses</p> <p>Brexit may compound the economic effects of Covid-19, resulting in business no longer being able to operate in Enfield.</p>	<p>HIGH</p>	<ul style="list-style-type: none"> - Grants / Business rates relief - Translate the learnings and build upon the Business Portal set up due to Covid-19 to become a go to space for Enfield businesses 	<p>HIGH</p>	<ul style="list-style-type: none"> - Create a space for small businesses to possibly highlight council support and share a forum for business interaction - Gather data and insight to support businesses now and in the future 	<p>RESOURCE S Ongoing</p>	<ul style="list-style-type: none"> -New risk identified and added to register