

## ENFIELD BREXIT PANEL

### Membership and Terms of Reference (August 2019)

The panel shall be known as the 'Enfield Brexit Panel'. It is a time limited, task focused group, established to assist the local authority in managing its response to the UK exiting EU. The Group is not a formal committee and is not a decision-making body. The Group will report back to the Cabinet and make recommendations for decisions where and when appropriate to do so.

### Membership

- 1 The Deputy Leader of the Council will Chair the Enfield Brexit Panel.
- 2 The Enfield Brexit Panel shall consist of senior officers from across the local authority and the core membership is set out below.
- 3 The Enfield Brexit Panel may as it sees fit invite other members, representatives from other partner organisations, other public and private and third sector bodies to take part in the work of the group where and when appropriate to do so.

### Core Membership:

Cllr Ian Barnes	(Chair, Deputy Leader of the Council)
Jeremy Chambers	(Director of Law and Governance – Deputy Chair, SPOC)
Helen Papadopoulos	(Head of Emergency Planning – Deputy SPOC)
Tony Theodoulou	(Executive Director of People)
Sarah Cary	(Executive Director of Place)
Fay Hammond	(Director of Finance - Acting ED, Resources)
Nicky Fiedler	(Commercial Director - Procurement)
Jayne Middleton-Albooye	(Head of Legal Services)
Julie Mimmagh	(Head of HR)
David Greely	(Head of Communications)
Gemma Young	(Head of Internal Audit and Risk Management)
Petra Lazar	(Metropolitan Police - SPOC)

Despina Johnson	(Enterprise Enfield – NLCC)
Jill Harrison	(Citizens Advice Enfield)
Andrea Clemons	(Head of Community Safety)
Shaun Rogan	(Head of Corporate Strategy)

## Terms of Reference

The Brexit Panel will focus on the following main areas of interest:

- To identify, lead and coordinate workstreams and research on the likely impact on council services, residents and businesses as a result of the UK leaving the EU;
- To work with partner agencies and relevant stakeholders in minimising, so far as is possible, the impact of the UK leaving the EU;
- Working with external partners to ensure a joined up response
- To manage risk associated with identified areas of interest and ensure the local authority plans as effectively as possible to ensure business continuity;
- To make recommendations to Cabinet about actions the Council should consider taking to ensure any impacts arising from the UK leaving the EU are mitigated; and
- To ensure consistent communications to assist residents and businesses in Enfield regarding the UK leaving the EU
- To ensure consistent and regular internal messaging to the council workforce

The panel has agreed work streams to deliver a formal work programme and allocate leadership on identified workstreams in its first formal meeting. These are as follows:

- **Overarching Risk Management/Controls** to be led by Gemma Young
  - **Financial** to be led by Fay Hammond
  - **Workforce** to be led by Julie Mimmagh
  - **Legal** to be led by Jayne Middleton – Albooye
  - **Communications** to be led by David Greely
  - **Community resilience and cohesion** to be jointly led by Helen Papadopoulos (Community resilience and business continuity) and Shaun Rogan (Community Engagement)
  - **Service Delivery** to examine potential directorate impacts on service delivery for the council (including supply chain and logistics) to be led

by officers nominated by each Executive Director except for the Chief Executive's where the Director of Law and Governance would nominate (to be finalised in January 2019)

### **Meetings of the Brexit Panel**

1. The frequency of meetings of the Brexit Panel will be determined by the Chair.
2. The ordinary place of meetings will be at the Civic Centre, Silver Street, Enfield EN1 3XA.
3. In the absence of the Chair the Group will elect a person to Chair the meeting.
4. Meetings of the Panel will not be held in public.
5. Relevant officers will assist with the successful convening of the Enfield Brexit Panel.
6. The meeting will not be subject to formally minuting but agreed actions will be recorded, agreed and allocated by the Enfield Brexit Panel for taking forward