Section 1 – About the service, policy or budget, and proposed change

Q1. Please provide a brief description of the service/policy/budget

On the 24th May 2011, the Cabinet Member for Business and Regeneration with the Director of Regeneration, Leisure and Culture approved the Working Neighbourhoods Fund 2011/12 programme. Within the programme, a sum of £40,600.00 was allocated as seed funding to deliver the Enfield Time Bank Pilot Project.

A Delegated Operational Report since then was approved by the Director of Regeneration, Leisure and Culture on the 21st December 2011, for a two stage commissioning approach and initiation of the Enfield Time Bank Pilot Project. The report received approval to commission Community Business Enfield (CBEn) as a 'Preferred Provider' to deliver Phase 1 to the value of £9949.00 of the Enfield Time Bank Pilot project. It was agreed that Enfield Timebank Pilot Project Phase 2 will be commissioned for £30,659.00 following satisfactory delivery of Phase 1. A report is being prepared to seek further approval from the Director of Regeneration, Leisure and Culture to commission CBEn to deliver Phase 2, to the value of £30,659.00 from 1st April to 31st December 2012.

Q2. Please provide a brief description of the proposed change(s) to the service/policy/budget

Enfield Timebank Pilot Project Phase 1 was commissioned to commence 1st January 2012 and completed by March 2012 to the value of £9949.00. Commissioning of Phase 2 is underway following achievements of phase 1 outputs. A Delegated Operational Report and a waiver to the value of £30,659.00 is being prepared for approval by the Director of Regeneration, Leisure and Culture.

Q3. Does equalities monitoring of your service show that the beneficiaries in terms of the recipients of the service, policy or budget, and the proposed change, include people from the following groups?

R The pilot project of development of Enfield Timebank hubs is targeted at adults and all sections of the communities irrelevant of race, disability, gender, age, faith, sexual orientation, gender reassignment, marriage and civil partnership, pregnancy or maternity. Initial pilot hubs being considered for set up are in one of the most disadvantaged wards and Housing Estates in the borough, and will reach out to its diverse communities including the Black and Minority Ethnic communities, adults of any age, men and women, residents with disability, residents from different religious background, and the language they speak.

D See above

G See above

A See above
Q7. Please state how you have publicised the results of these consultation exercises, and what action you have taken in response

| R | The projects are largely the result of consultation activity or research/feasibility projects conducted with individuals or small groups from disadvantaged communities. The consultations have been detailed in the appraisal documents that form the Service Level Agreements. The following are some examples of consultations:
|   | Local Area Assessment Consultation Events
|   | London Annual Business Survey
|   | Dialogue with Community Business Enfield Board Members re the Enfield Timebank project prior to Community Business Enfield being commissioned to deliver Phase 1 Enfield Timebank Pilot Project. |

Section 3 – Assessment of impact

Q8. Please describe any other relevant research undertaken to determine any possible impact of the proposed change

This project will produce a Feasibility /Research Report to determine the appetite in the borough for Timebanking. The Pilot will build on the basic Boroughwide Framework for development of Timebanking hubs with a view to:

- Improving people’s confidence, social networks, self help and general well being.
- Improving people’s lives within localised communities/estates
- Provide pathways to skills development and employment
Q13. How could this proposal affect access to information about your service by different groups in the community?
R The delivery of this project will provide enhanced access to information and support by the different groups in the community.
D As above
G As above
A As above
F As above
S As above
T As above
M As above
P As above

Section 5 – Tackling socio-economic inequality

Q14. Will the proposal in any way specifically impact on communities disadvantaged through the following socio-economic factors? Please explain below. If it does not, please state how you intend to remedy this (if applicable to your service), and include it in the action plan.

Communities living in deprived wards/areas

The Phase 2 delivery is expected to prioritise set up in the most deprived wards in the borough, in Edmonton.

The idea behind Timebanking is to trade time. People offer what they can do in exchange for what they need on an hour for hour basis. Any adult can participate at any race, disability, gender, age, faith, sexual orientation, gender reassignment, marriage and civil partnership, pregnancy or maternity, ability, financial and employment status. It is an excellent way of engaging with the residents of the community who are traditionally ‘hard to reach’. It delivers social, financial and psychological benefits. It is an innovative solution that has the potential to unlock untapped resources within the community thereby
Section 6 – Impact on staff

Q15. How have you consulted, or otherwise engaged with, all relevant staff about this proposal (including any staff on sickness or maternity leave)?

The project has been commissioned externally for delivery.

Q16. If your proposal involves a staff restructuring, how have you discussed this with relevant trade unions?

n/a

Q17. Does job matching of existing staff against the new proposed staff structure, following any assimilation process, indicate that any particular groups of staff are adversely affected more than others?

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Q18. Are there any proposed changes to working hours, work locations or duties likely to have a negative impact on particular groups of staff?

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14. Action plan template for proposed changes to service, policy or budget

Proposed change to, or new, service, policy or budget...Total Budget for January 2012 – December 2012, £40,660.00 (over 2 financial years)

Team: Sustainable Communities Team

Department: Regeneration, Leisure and Culture

Service manager: Judy Flight

<table>
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<tr>
<th>Issue</th>
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<th>Lead officer</th>
<th>Timescale</th>
<th>Costs</th>
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<td></td>
<td>Commissioning of Phase 1 Enfield Timebank Pilot Project</td>
<td>Julie Thakrar</td>
<td>December 2011</td>
<td>£9649.00</td>
<td>Approval received 21st December 2011</td>
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<td></td>
<td>Monthly monitoring of progress made to deliver Phase 1 Enfield Timebank Pilot Project</td>
<td>Julie Thakrar</td>
<td>18.01.12, 20.02.12, 19.03.12</td>
<td>None</td>
<td>Good progress made on delivery of Enfield Timebank Phase 1 targets</td>
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<td></td>
<td>Predictive Equality Impact Assessment for the project</td>
<td>Julie Thakrar</td>
<td>31.5.12</td>
<td>None</td>
<td>Completed, waiting sign off.</td>
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<tr>
<td></td>
<td>Commissioning of Phase 2 Enfield Timebank Pilot Project</td>
<td>Julie Thakrar</td>
<td>1. Email sent 14.4.12</td>
<td>£30,659.00</td>
<td>Completed, waiting sign off.</td>
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<td></td>
<td>Release payment of Enfield Timebank, Phase 2, quarterly in advance, following review of performance management information relating to outputs and financial claim</td>
<td>Julie Thakrar</td>
<td>June 2012, July 2012, Oct 2012</td>
<td>Total cost £30,659.00</td>
<td>Phase 2, 1st payment to be made latest by 1.6.12</td>
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APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME Neil Rouse 
SIGNATURE