

# London Borough of Barking and Dagenham

## Notice of Meeting

### THE EXECUTIVE

**Tuesday, 28 September 2004 - Civic Centre, Dagenham, 7:00 pm**

**Members:** Councillor C J Fairbrass (Chair); Councillor C Geddes (Deputy Chair); Councillor J L Alexander, Councillor G J Bramley, Councillor H J Collins, Councillor S Kallar, Councillor M A McCarthy, Councillor M E McKenzie, Councillor L A Smith and Councillor T G W Wade

**Declaration of Members Interest:** In accordance with Article 1, Paragraph 12 of the Constitution, Members are asked to declare any direct/indirect financial or other interest they may have in any matter which is to be considered at this meeting

17.9.04

Graham Farrant  
Chief Executive

Contact Officer: Alan Dawson  
Tel. 020 8227 2348  
Fax: 020 8227 2171  
Minicom: 020 8227 2685  
E-mail: alan.dawson@lbbd.gov.uk

### AGENDA

- 1. Apologies for Absence**
- 2. Minutes - To confirm as correct the minutes of the meeting held on 21 September 2004 (to follow)**

#### Business Items

*Public Item 3 and Private Items 10 to 16 are business items. The Chair will move that these be agreed without discussion, unless any Member asks to raise a specific point.*

*Any discussion of a Private Business Item will take place after the exclusion of the public and press.*

- 3. London Thames Gateway - Vision Document of the East London Housing Partnership (Pages 1 - 4)**

#### Discussion Items

- 4. Management of Garages (Pages 5 - 7)**

5. **Any other public items which the Chair decides are urgent**
6. **To consider whether it would be appropriate to pass a resolution to exclude the public and press from the remainder of the meeting due to the nature of the business to be transacted.**

### **Private Business**

The public and press have a legal right to attend Council meetings such as the Executive, except where business is confidential or certain other sensitive information is to be discussed. The list below shows why items are in the private part of the agenda, with reference to the relevant legislation (the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972).

### **Discussion Items**

7. **Homelessness Temporary Accommodation: Boundary Road Hostel and Reducing Bed and Breakfast Placements (Pages 9 - 12)**
8. **Compliance with the Disability Discrimination Act 1995 (to follow)**
9. **Health and Consumer Services Restructure - Establishment of a Crime and Anti-Social Behaviour Unit Delivering Improvements to Health (to follow)**

*Concerns a Staffing Matter (paragraphs 1 and 11)*

### **Business Items**

10. **Treasury Management Annual Report 2003 / 2004 (Pages 13 - 18)**  
*Concerns Commercially Confidential Matters (paragraphs 1 and 7)*
11. **Replacement of IT Systems for Revenue Services - Progress Update (Pages 19 - 22)**  
*Concerns a Contractual Matter (paragraphs 7, 8, 9 and 10)*
12. **Revenue Services Staff (Pages 23 - 27)**  
*Concerns a Staffing Matter*
13. **Investors in People (Pages 29 - 44)**  
*Concerns a Staffing Matter (paragraph 1)*
14. **London Road / North Street Redevelopment (Pages 45 - 53)**  
*Concerns a Contractual Matter (paragraph 9)*

**15. Proposal to Tender for the Supply of Cleaning and Hygiene Materials (Pages 55 - 57)**

*Concerns a Contractual Matter (paragraphs 7, 8 and 9)*

**16. Architectural Services Time Charge And Percentage Fees Tender 2004 / 2005 (Pages 59 - 61)**

*Concerns a Contractual Matter (paragraph 10)*

**17. Any other confidential or exempt items which the Chair decides are urgent**

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**THE EXECUTIVE****28 SEPTEMBER 2004****REPORT OF THE DIRECTOR OF HOUSING AND HEALTH**

<b>LONDON THAMES GATEWAY – VISION DOCUMENT OF THE EAST LONDON HOUSING PARTNERSHIP</b>	<b>FOR DECISION</b>
<p><b><u>Background</u></b></p> <p>In September 2003 the Thames Gateway London Housing Directors in conjunction with the Thames Gateway London Partnership, Government Office for London, Housing Corporation, GLA and LDA commissioned the LSE to carry out a study into the housing potential, growth pressures, community needs and environmental considerations for the successful development of the Thames Gateway area.</p> <p>The purpose of the study was not to produce a housing strategy for East London or even for the Thames Gateway but to produce a framework for development which would inform investment in planning, transport, social infrastructure and housing.</p> <p>The eight Boroughs on the North East London Sub-Region have taken the main strands and key principles of the LSE Framework Study and along with the TGLP and GLA have produced 'their vision' for what development in the London Thames Gateway should look like. This document is intended to be used as a bidding/campaigning/influencing document in various discussions with Government bodies.</p> <p>The Vision Statement supports the Council's Vision for regeneration and the Council's Housing Strategy, in addition to the work with the PCT and Strategic Health Authority, in planning for future health care facilities. The proposed Lintons redevelopment referenced the LSE study in the Executive Report in August 2004 and will aim to put the principles of the Vision statement in to practice by planning for a high density, high quality, integrated development.</p> <p>The Vision document will also inform discussions with Government in relation to the 2005 London Housing Strategy.</p> <p>The regeneration Board received a report on 24<sup>th</sup> February outlining details of the LSE study and the issues and principles which were arising from it and a report on 31<sup>st</sup> August discussing the Vision Document.</p> <p><b><u>Recommendations</u></b></p> <p>The Executive is asked to agree that:</p> <ol style="list-style-type: none"> <li>1. The vision document be adopted and used in our discussions with Government, UDC and other stakeholders; and</li> <li>2. The Vision Document be tested in the forthcoming developments at the Lintons, London Road / North Street and in the plans to regenerate the Gascoigne Estate.</li> </ol>	

<b><u>Reason</u></b>		
In agreeing the approach and vision outlined in the Thames Gateway Vision Document, allows Barking and Dagenham to progress with the sub-regional agenda and joined up approach to achieving sustainable development in the Borough as part of the Thames Gateway.		
<b>Contact Officer:</b> David Woods	Director of Housing and Health	Tel: 020 8227 5700 Fax: 020 8227 5595 Minicom: 0208 227 5755 E-mail: <a href="mailto:david.woods@lbbd.gov.uk">david.woods@lbbd.gov.uk</a>

## **1. Points for Consideration**

- 1.1 The draft vision document proposes the set of principles by which sustainable development can be achieved in the Thames Gateway. The focus is on a longer term strategy (2020/30) for the zones of opportunity to ensure that sufficient infrastructure both physical and community is available to support higher densities that have been proposed either by Government or by the Thames Gateway London Partnership.
- 1.2 It is interesting to note that the Mayor of London, Ken Livingstone, has recently said that the Thames Gateway should be capable of providing 120,000 new homes rather than the minimum 91,000 in the Thames Gateway London Partnership Investment Plan.
- 1.3 Developing Barking Reach and South Dagenham over a longer timescale will ensure that transport and other physical infrastructure is in place to support high density, high quality development which has a low environmental impact and maximum financial benefits.
- 1.4 It should be noted that a full copy of the Thames Gateway Vision document is available which looks at different scenarios of developing at low, medium and high densities and the risks and benefits associated with them.

## **2. The East London Sub-Regional Vision for the Thames Gateway**

- 2.1 The agreed vision for the London Thames Gateway area is to build sustainable development, which:
  - Is of high quality design
  - Meets the needs of existing and future communities
  - Promotes mixed and balanced communities
  - Is low on energy use.
- 2.2 We aim to inform the development of the Thames Gateway investment strategy and promote investment in borough pilot projects in order to test the principles of the framework, while encouraging government and all agencies involved to take a bold view of what can be achieved in the Gateway.

- 2.3 High quality physical infrastructure is essential for communities and new housing developments to sustain themselves, which is why we believe that investment should be integrated and that relationships between all key players in the sub region should be joined up and transparent. Social and cultural infrastructure must be established to the highest standard to ensure that mixed communities continue to flourish, and avoiding urban sprawl that only serves to polarise communities.
- 2.4 The Government's Communities Plan published in February 2003 identifies opportunities in the zones of change for major building projects over the next two decades. This will be a very challenging task as investment for essential infrastructure will take time to get underway. The LSE study points to the benefits of a 'twin track' approach, putting increased emphasis on established communities and building out from existing town centres as well as major new developments. Many opportunities for expanding communities can be delivered through windfall/infill sites and estate regeneration schemes. These sites are not always reflected in capacity studies which look at the potential for development in a given area.
- 2.5 The key principles which support the delivery of this vision are:
- To invest in existing communities and build out from existing centres, whilst at the same time ensuring that larger new schemes, from the outset, have the necessary infrastructure in place so that they can be developed in line with necessary requirements.
  - To support the expanding and diverse population of the London Thames Gateway, to attract investors and regenerate run down areas, we advocate up-front investment in physical and social infrastructure
  - To plan for higher density, more balanced, more integrated communities, both to support higher quality social investment and to preserve land. This will help integrate the London Thames Gateway with the rest of the city and provide much needed affordable housing.
  - To build and renovate homes to the highest possible eco-standards, to minimise energy and water use, waste production and environmental impact.
  - To invest in high quality urban design to create new value in existing communities, to support high, up-front investment in infrastructure and to enhance the environment of neighbourhoods, both new and existing.
  - To protect and reinstate the natural environment of the Gateway estuary system, making the water front and open spaces as accessible, natural and protected as possible.
  - To take opportunities to reinstate areas capable of flooding within the Thames Reaches should be encouraged where economically viable
- 2.6 The principles outlined in the vision statement are sound and would support the case for high quality development in Barking & Dagenham. The proposed process of identifying town centres and producing high quality new homes in areas where

social and physical infrastructure is already well developed and over the next few years has clear advantages to Barking & Dagenham.

### **3. Conclusions**

- 3.1 That the principles outlined in the Thames Gateway Vision Document would support the case for high quality development in Barking and Dagenham.
- 3.2 The vision of the London Thames Gateway Partnership and the East London Partnership, together with the principles that support it, must be capable of practical implementation. We therefore need to commission further work to test our principles across the sub-region and in the context of each borough.
- 3.3 Opportunities to put into practice the principles will occur through the designing and execution of pilot schemes within the London Thames Gateway boroughs and be demonstrated within Communities Plans bids submissions .We will engage with the ODPM, GLA, the Housing Corporation and the UDC in securing the investment and commitment in turning our vision in to a reality.

#### **The following Background Papers were used in the preparation of this report: -**

- Report to the regeneration Board – 31 August 2004



**THE EXECUTIVE****28 SEPTEMBER 2004****REPORT OF THE DIRECTOR OF HOUSING AND HEALTH**

<b>FUTURE MANAGEMENT OF GARAGES - FOLLOW UP REPORT</b>		<b>FOR DECISION</b>
<p><i>This report is submitted to update Members on the current situation regarding void garages following the report considered by the Executive on 27 January 2004.</i></p>		
<p><b><u>Summary</u></b></p> <p>This report is to advise Members of the present position relating to empty Council owned garages following the changes to the policy agreed by the Executive on 27 January 2004.</p> <p>The report also requests Members to reconsider their decision in respect of the relaxation of the policy in relation to the use of garages</p>		
<p><b><u>Recommendation</u></b></p> <p>That Members note the improvements that have been made in the reduction of empty garages and agree to relax the existing policy around garage usage to include the storage of certain household items, subject to a review after nine months if considered appropriate.</p>		
<p><b><u>Reason</u></b></p> <p>As a result of the decisions made by the Executive in January this year it has been possible to reduce the overall number of empty garages. However officers feel that further incentives are needed to encourage residents to consider taking on a garage which will further reduce the number of voids.</p>		
<p><b>Contact:</b> Jim Ripley</p>	<p>Head of Landlord Services</p>	<p>020 8227 3738 (Tel:) 020 8227 5705 (Fax:) 020 8227 5755 (Minicom:) e-mail: <a href="mailto:jim.ripley@lbbd.gov.uk">jim.ripley@lbbd.gov.uk</a></p>

**1. Background**

- 1.1 Members will recall that at their meeting 27 January they agreed to certain changes in policy around the letting of garages. As a result of their decision the changes were implemented and this has led to an increase in the take up of garage lettings. Members will also recall that a further report on the garage void situation was requested at a later stage to see if the changes had brought about a change in lettings trends. It was estimated that as a result of these changes, garage occupancy could be increased by 10% in the current financial year. At the end of July 2004, the total number of let garages had increased by 14% producing an additional weekly income of approximately £2000.

1.2 Appendix 1 shows the numbers of void garages on a monthly basis since March this year by Community Housing Partnership area.

## **2. Proposals**

2.1 Recommendation 2 of the report dated 27 January was that Members agree to relax the policy around garage usage and delegate the decisions around this to the Director of Housing and Health in consultation with the Community Housing Partnership Boards.

2.2 Following some discussion around this matter, Members did not feel that they could agree to this proposal at the time. However officers would ask that Members reconsider this decision as it is felt that there is an opportunity to maximise garage rental income which could be channelled into making our garage sites more secure and therefore in more demand, which in turn could lead to higher rental income.

2.3 Garages are currently let on a weekly tenancy which can be terminated by either party giving 1 weeks notice. Garage tenants do not have any security of tenure and therefore if a tenant is found to be breaching the tenancy conditions it is a simple task to terminate the tenancy and change the locks.

2.4 Area Office staff regularly receive requests from residents who would like to have a garage for storing items such as gardening equipment, bicycles, decorating equipment and other household items for which they have no room at home.

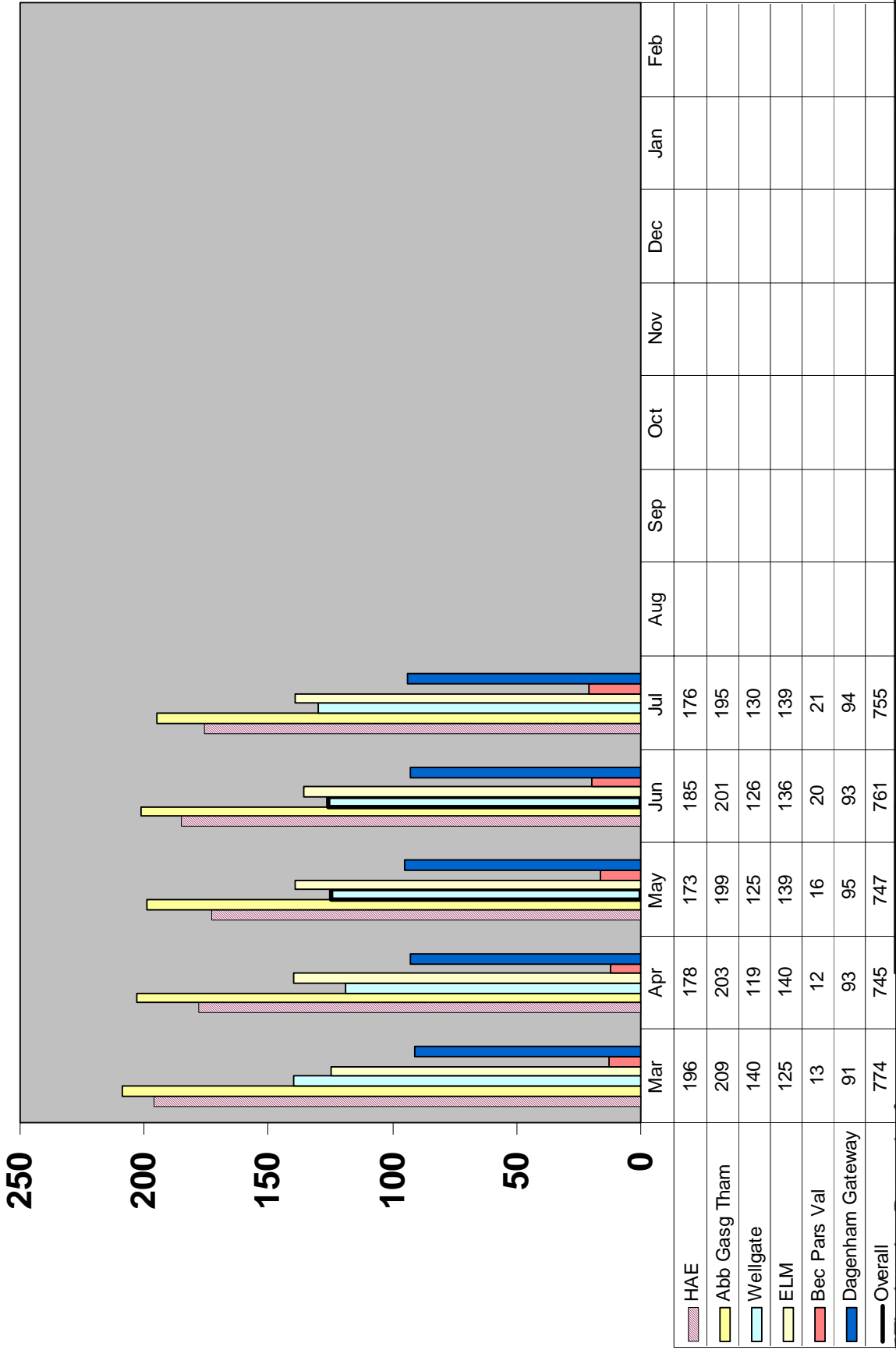
2.5 With this in mind Members are requested to consider relaxing the current policy of allowing a garage to be used only for storing a motor vehicle, to permit additional uses as described in paragraph 2.4 above. The current Policy of **not** allowing garages to be used for commercial purposes or for the storage of dangerous or inflammable goods will continue.

2.6 Relaxing the current policy would create an opportunity to increase the income from garages with little risk as any abuse of the arrangement would be resolved immediately by terminating the tenancy.

2.7 If Members have reservations about this proposal, officers could trial the process for say 9 months and then report back to the Executive. During the trial process Community Housing Partnership Board Members could be asked to report any abuses of the relaxation of Policy to their Local Office for action.

# HOUSING & HEALTH - Garages

## Number of void garages



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**THE EXECUTIVE****28 SEPTEMBER 2004****REPORT OF THE DIRECTOR OF HOUSING AND HEALTH**

<b>HOMELESSNESS TEMPORARY ACCOMMODATION: BOUNDARY ROAD HOSTEL AND REDUCING BED AND BREAKFAST PLACEMENTS</b>	<b>FOR DECISION</b>
<p><i>This report deals with issues in relation to the Council's statutory homelessness responsibilities.</i></p> <p><b><u>Summary</u></b></p> <p>This report sets out the current provision of temporary accommodation to meet the Council's statutory homelessness obligations and indicates the increase in demand experienced. The report also identifies the significant contribution that the new supported housing units at Ravensfield Close and Bevan Ave will make.</p> <p>In view of the need to still further reduce the usage of bed &amp; breakfast placements, it is proposed to retain the Boundary Road hostel initially in Council ownership and longer term for disposal to a housing association preferred partner.</p> <p>The report refers to proposed changes to the current rent structure for the hostel and notes that these measures will reduce demands on the Supporting People Grant allocation for Barking &amp; Dagenham and release funds which the Supporting People Commissioning Body may decide to reallocate to the proposed Barking Town Centre Foyer for young single people in housing need and who are at risk of social exclusion.</p> <p><b><u>Ward affected:</u></b> Gascoigne</p> <p><b><u>Recommendations</u></b></p> <p>That the Executive agree to:</p> <ol style="list-style-type: none"> <li>1. Retain the Boundary Rd emergency hostel for use as a first stage homelessness hostel</li> <li>2. Revise the rent structure at Boundary Rd hostel to reflect the size of accommodation (para 4.3) with effect from 1 November 2004</li> <li>3. Carry out all necessary repair and redecoration works to Boundary Rd hostel</li> </ol> <p>In addition to the above, that the Executive will be presented with a further report considering the longer term disposal of the Boundary Rd hostel to the Council's preferred housing association partner, Look Ahead Housing &amp; Care.</p>	

<b><u>Reason</u></b>		
The proposed retention of Boundary Rd hostel and the actions contained in this report will best meet the growing needs for temporary accommodation and at the same time further reduce usage of bed & breakfast – providing better accommodation for people, lower costs to the Council and continued compliance with Govt targets.		
<b>Contact:</b> Ken Jones	Head of Housing Strategic Development	Tel: 8227 5703 Fax: 8227 5595 Minicom: 8227 5755 Email: <a href="mailto:ken.jones@lbbd.gov.uk">ken.jones@lbbd.gov.uk</a>

## 1. **Background**

- 1.1 The Executive agreed on 30 July 2002 to work with a housing association partner to establish supported housing projects for local homeless people at Bevan Ave and Ravensfield Close. This was progressed by the Executive decision on 18 February 2003, which confirmed Look Ahead Housing & Care as the housing association provider partner for the Council.
- 1.2 Both development projects are on schedule with the Ravensfield unit (24 self contained flats) opening in October 2004 and Bevan Ave (47 self contained flats) due to be commissioned in July 2005.

## 2. **Current temporary accommodation position**

- 2.1 During 2002/03 the Council experienced a 56% increase in homelessness approaches. This was followed in 2003/04 by a 13% rise in acceptances of statutory homeless households.
- 2.2 As at 1 August 2004 the following numbers of households were in temporary accommodation:

Boundary Rd hostel	–	32
Bed & breakfast	-	38
Private sector leased properties	–	272
Council non secure tenancies	-	458

## 3. **Financial costs of temporary accommodation**

- 3.1 In 2001/02 the net cost to the Council after Housing Benefit (HB) and collection of charges not eligible for HB was £117,255. The corresponding sums for 2002/03 and 2003/04 were £364,440 and £295,000.
- 3.2 Systems have been put in place to maximise collection rates and better monitor and manage temporary accommodation services and charges. It should be noted that the principal contributor to the deficit are bed & breakfast placements.

3.3 There is currently an annual Supporting People grant for the housing support services to households resident at Boundary Rd hostel of £200,000. It would be legitimate to replace part of this grant with charges to clients (which would be HB eligible). This would be in respect of aspects of the service at Boundary Road such as reception and management costs which can within the guidance be attributed or not to Supporting People.

#### **4. Proposals and justifications**

4.1 Given the continued increase in local homelessness and the need to further cut the usage of bed & breakfast it is proposed to retain Boundary Rd emergency hostel. This would fit a temporary accommodation service model which has Boundary Rd as the first stage referral hostel with families / single persons moving on to Bevan Ave, Ravensfield or private sector leased properties / Council tenancies, when and if appropriate.

4.2 This arrangement will provide better accommodation options than at present, lower cost to the Council and will contribute to ensuring that the Govt target for bed & breakfast is met.

4.3 It is also proposed to restructure the rent charge for Boundary Rd. At present there is a flat charge of £19.57 per day, irrespective of room size. The intention is to raise the level to the Bed & Breakfast Information Exchange (BABIE) maxima in accordance with room size, as follows:

Single person room	- £20.20 per day
Double room	- 26.00
Triple room	- 30.00
Quintuple room	- 40.00

At present between 90 and 95% of households are eligible for HB.

4.4 All necessary repair and redecoration works to the hostel will be carried out to maintain the building's condition. It is estimated that these costs will be in the order of £30,000 and can be funded from the minor improvements budget.

4.5 A consequence of these measures will be to make a saving in excess of £40,000 pa in Supporting People Grant. Together with other savings being made by Housing Strategy to the Accommodation Resettlement Unit, a total of over £70,000 Supporting People Grant will be released. This will then be available to the Supporting People Commissioning Body to reallocate to other priorities – for example the Barking Town Centre Foyer.

4.6 In the medium term it is proposed to dispose of the Boundary Rd emergency hostel to the Council's preferred partner housing association for supported housing, Look Ahead Housing & Care. This would be the subject of a specific report to the Executive. The reason for this proposal is that substantial investment will be required to either convert and uprate the existing building or rebuild on the site and a housing association can

access the capital grant from the Housing Corporation and maintain rents at levels below market rates.

**5. Consultation**

Executive lead Member for Housing, Health and Adult Care

Gascoigne Ward Councillors

Finance have been consulted on the content of this report – Housing Finance Manager and Head of Revenue Services

**Background papers used in the preparation of this report:**

Executive report - 30 July 2002

Executive report - 18 February 2003

Executive report - 11 May 2004



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