

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Housing Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **11 February 2020**

Committee Room 1, Civic Offices, New Road, Grays, Essex, RM17 6SL

Membership:

Councillors Lynn Worrall (Chair), Chris Baker (Vice-Chair), Qaisar Abbas, Colin Churchman, James Halden and Joycelyn Redsell

Lynn Mansfield, Housing Tenant Representative

Substitutes:

Councillors Daniel Chukwu, Sara Muldowney, Terry Piccolo and Luke Spillman

Agenda

Open to Public and Press

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Queries regarding this Agenda or notification of apologies:

Please contact Kenna Victoria Healey, Senior Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest at a meeting?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together
2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services
3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Housing Overview and Scrutiny Committee held on 1 October 2019 at 7.00 pm

Present:	Councillors Lynn Worrall (Chair), Chris Baker (Vice-Chair), Qaisar Abbas, Colin Churchman and Joycelyn Redsell Lynn Mansfield, Housing Tenant Representative
Apologies:	Councillor Andrew Jefferies, Councillor Barry Johnson, Portfolio Holder for Housing and Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Service
In attendance:	Carol Hinvest, Assistant Director of Housing Ryan Farmer, Housing Strategy and Quality Manager Lorrita Johnson, Housing Solutions Manager Mike Jones, Strategic Resources Accountant Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting may be filmed and was being recorded, with the audio recording to be made available on the Council's website.

9. Minutes

The minutes of the Housing Overview and Scrutiny Committee held on 18 June 2019 were approved as a correct record.

10. Urgent Items

There were no items of urgent business.

11. Declaration of Interests

There were no declarations of interest.

12. HRA Rent and Service Charges

The Strategic Resources Accountant addressed Members informing them the 2019/20 financial year was the fourth and final year of the governments rent reduction policy. From 2020/21 Local Authorities and registered providers would have the ability to increase social and affordable rents in line with the newly issued Rent Standard.

Member further head how the majority of properties within the HRA were charged a social rent, however, the newly developed units were based on affordable rents. The assumption had been made that the usual rate for CPI would be 2.2%, however this was to be confirmed at the end of September

2019 and on that basis, the rent would be increased by 3.2% compared to the 2019/2020 level.

The Strategic Resources Accountant continued to advise the Committee the Committee, the rent setting process for the existing affordable rent properties would follow the same guidance as applied to the properties within the HRA that were charged a social rent. In addition to the existing affordable rent properties currently within the HRA, it would be required to calculate the rent levels for the HRA new build schemes that will complete in the near future this included Topps clubs and Claudian Way.

Members were then notified that service charges for both tenants and leaseholders were based on the actual costs of providing services and were set on the basis of full cost recovery. It was explained that Councils were entitled to recover the costs of these services from all users for example leaseholders and tenants. The cost of providing the services was reviewed annually as part of the budget setting process and the charges were then set accordingly.

Details of the service charges for the current financial year, were within the report, Officers explained it had been estimated that in order to ensure the cost of service delivery was fully recovered, charges would be likely to increase in line with rents at 3.2%. The full details of any increases to the service charge would form part of the HRA budget estimates for 2020/21.

It was further outlined how HRA rents compared to other levels of charges, it was explained that whilst there was a requirement and recommendation to increase the current rents level in line with the government's proposals, social rent levels were still significantly lower than those of the local housing allowance and market rents.

Councillor Abbas thanked Officers for the report and enquired as to how the consultation with residents was to be completed. The Strategic Resources Accountant confirmed consultation with residents would take place, along with officers working with the Tenants Excellence panel and the tenant representative groups. He commented that consultations would be towards the end of October.

The Chair of the Committee, Councillor Worrall, followed up asking what if residents didn't want an increase in charges. The Assistant Director explained this was the first report it was due to come back to the Committee before being presented to Cabinet in the New Year for the final say.

The Housing Tenant Representative enquired how the consultation was to be held. It was explained the consultation would include meeting with residents and giving a presentation following with a discussion to answer any questions residents may have. It was further confirmed that Officers would also be at the October Excellence Panel.

Councillor Worrall stated, she felt the committee should have been given more options to consider, as a complete raise of 3% didn't feel right. The Assistant Director of Housing informed Members this was the first version of the report, it was possible to make amendments following the Committees discussion and a report would be presented back to the Committee.

During the discussion, it was queried as to the service charges for the Piggs Corner Complex. The Assistant Director explained the service was contacted out so this included staff costs. She further explained that this was to ensure that shift patterns and annual leave were covered; Members were advised this was only the case at the flat blocks which had a concierge service provided.

The Committee continued to discuss the possibility of there being a service charge increase. It was stated that Officers had hoped to know the CPI before publication of the agenda, unfortunately this was not the case and it was now expected to be released in the next few weeks. Officers assured the Committee they would receive an update as soon as the figures were known.

RESOLVED:

That the Housing Overview and Scrutiny Committee comment on the proposal for rent and service charge increases within the Housing Revenue Account

13. Housing Solutions Customer Excellence Programme - External Review Findings

The Housing Solutions Manager presented the report which outlined the Housing Solutions Customer Excellence Programme following an external review. It was explained that the Homelessness Reduction Act 2017 was implemented on 3 April 2018, the Act had brought notable changes to the delivery of homeless services. The requirement to provide services to everyone who is 'eligible' and 'homeless', regardless of 'priority need' and 'intentional homelessness' had resulted in more people being provided with assistance.

It was explained that in considering a service redesign, the Housing Solutions Service had undertaken a programme of customer service improvement. The service also commissioned the National Practitioner Support Service (NPSS) and Shelter to conduct a full review of the service focusing on key areas which impacts on the customer experience. The main aim of the review was to seek an external view on how Thurrock was performing against the new legislative functions introduced by the Homelessness Reduction Act 2017 and how well the service was working with residents and partners in making the correct decisions and providing the right advice in line with the law on homelessness.

Members were then taken through the outcomes of the external review, of which the website, Hostels and customer interview observations were touched

on. The Committee were notified that overall Thurrock scored of 56% which was a high average in comparison with the other authorities reviewed.

During discussions Councillor Redsell queried that the report didn't mention the armed forces were maybe homeless in Thurrock. She further commented that there was one gentleman who slept rough but didn't want any assistance from the Council. It was suggested that it maybe time that the Veterans Charter be reviewed.

Councillor Abbas thanked Officers for the report and stated that he was concerned as to the rating the Council received. He continued to enquire as to the failed rating for resident's cases. The Assistant Director of Housing explained that with the change in legislation all Local Authorities were struggling with no one meeting the pass rate of 60%. She further stated that Thurrock had received 56% and although there was still improvement to be made this was a good score compared with the other Authorities. In addition it was explained that the Council had a high turnover of staff within the department meaning that it wasn't always the same officer who completed a case.

The Chair of the Committee directed the discussion to the rough sleepers in the Borough, she highlighted the use of the soup kitchen in Grays, who helped as many as 20 people on a Friday evening. She stated that services needed to work together as there were more than 8 rough sleepers as mentioned within the report. The Housing Solutions Manager, explained that St Mungos were contracted to undertake outreach work which equated to 3 days a week. She continued to inform Members that although they were not to work with the soup kitchen discussions had been had with St Mungos, to attend the soup kitchen as part of their outreach work.

Following an enquiry from Councillor Worrall, Chair of the Committee, Members heard to ensure the same level of service was given to all residents, regardless to which officer was handling the case training plans had been put into place, to guarantee consistency. This included a 2 weekly case session where officers would meet with managers, where feedback and advice could be given.

RESOLVED:

That the Committee comment on the information provided on the implementation of the Act and take note of the findings of the reviews and the continued work of the Housing Solutions Service to meet the service demands whilst providing an excellent service to applicants.

14. Homelessness Prevention and Rough Sleeping Strategy Report

The Housing Strategy and Quality Manager introduced the report to the Committee, in doing so, Members were notified there was a statutory duty on every Local Authority to have a Homelessness Prevention and Rough Sleeping Strategy which set out the Local Authority's plans for the prevention

of homelessness and for securing that sufficient accommodation and support be, available for people who become homeless or who are at risk of becoming so. Members heard the current homelessness strategy was adopted in Thurrock in 2015.

It was mentioned that between February 2014 and February 2019 the average house price had increased by 50%, from £199,666 to £298,694. Whilst the average house price in Thurrock remained lower than in the neighbouring South Essex boroughs.

Officers commented a series of stakeholder meetings had taken place in order to understand the issues affecting homelessness in the borough. Following these meetings the first theme identified focused on partnerships and collaboration, not only between Council services but also with public organisations such as the NHS, Police and homelessness charities.

Councillor Redsell thanked Officers for the report. She queried it mentioned Friends of Essex within the report and asked who they were. The Chair of the Committee, commented that they were a charity group who put up a gazebo on a Friday night in Grays and provide hot food and clothes for those sleeping rough or those who were homeless, not to mention sleeping bags, tents and blankets etc.

Councillor Worrall, Chair of the Committee further commented that it was important to get all parties on board with the Homeless Partnership and to engage together and with those who were homeless. The Housing Strategy and Quality Manager agreed that it was important to form a partnership. He further commented that the consultation period was near to an end.

RESOLVED:

Housing Overview and Scrutiny Committee are asked to note the contents of this report, and comment on the themes identified to develop a new homelessness prevention and rough sleeping strategy.

Councillor Worrall, the Chair sought the Committees agreement to suspend standing orders. During the discussion it was explained, following Full Council on Wednesday 25 September 2019, it was suggested that there be an extraordinary meeting of the Committee.

The Chair then enquired as to whether the Committee would be happy to defer the remaining items to the extraordinary meeting. Members agreed to take item 8 then defer the remaining items 7, 9 and the work programme to the next meeting.

Resolved:

That the Committee agreed to defer Item 7 Housing Strategy Timetable and Item 9 Garage Project Update to the Extraordinary Housing Overview and Scrutiny Committee.

15. Local Lettings Plans

The Housing Strategy and Quality Manager presented the report to Members explaining Thurrock Council's current Housing Allocations Policy, was agreed by Cabinet back in January 2019 and it included provisions for the Council to set Local Lettings Plans on a case-by-case basis, for example where new-build development had taken place or if there was a specific strategic requirement for additional flexibility around qualification criteria in certain circumstances.

Officers continued to advised the Committee the Council was developing new-build properties at Tops Club in Grays, with handover currently scheduled between January and February 2020, and in Claudian Way in Chadwell St. Mary, where handover for the majority of properties was anticipated to be in March 2020.

Members heard how the development at Tops Club in Grays was situated beside the Seabrooke Rise estate. It comprises of 29 properties over five floors in single block, with property types broken down as 1 and 2 bedroom flats, and 3 bedroom maisonettes. It was explained there were no specifically adapted properties at this development; as such all properties would be included in the Local Lettings Plan.

It was then highlighted the development at Claudian Way in Chadwell St. Mary was to include 53 properties which were a mixture of houses and bungalows, as well as flats within two low-rise blocks. The property types included 1 and 2 bedroom flats, 1 and 2 bedroom bungalows, 2 and 3 bedroom wheelchair adapted bungalows and 3 bedroom houses.

The Housing Strategy and Quality Manager explained 75% of the first lettings would be for current Thurrock Council tenants who met the criteria set out in section 3.6 of the report, with the remaining 25% of the first lettings being allocated in line with the usual processes as set out in the Housing Allocations Policy.

Members were notified Elizabeth Gardens was a purpose built extra care scheme for older people in Long Lane, Grays. There were 65 flats and the Council had nomination rights to 47 of these. It was explained the scheme was managed by Anchor Hanover Housing Association and nominations were required from the Council within 5 working days of a property being available to let. Should the Council be unable to supply nominees within this timescale then Anchor Hanover were able to select people from their own waiting list.

Councillor Redsell, welcomed the report and in doing so stated that when Elizabeth Gardens was first build it was a good scheme. She further commented she felt the properties should be for Thurrock residents.

The Chair remarked that she was very pleased and supported the report. She continued to mention the scheme had worked well previously.

RESOLVED:

Housing Overview and Scrutiny Committee are asked to note the contents of this report, and comment on the proposed Local Lettings Plans.

The meeting finished at 9.12pm

Approved as a true and correct record

CHAIR

DATE

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Minutes of the Meeting of the Extraordinary Housing Overview and Scrutiny Committee held on 29 October 2019 at 7.00 pm

Present: Councillors Lynn Worrall (Chair), Chris Baker (Vice-Chair), Qaisar Abbas, Colin Churchman, Andrew Jefferies and Joycelyn Redsell

Lynn Mansfield, Housing Tenant Representative

In attendance: Roger Harris, Corporate Director of Adults, Housing and Health/Interim Director of Children's Services
Carol Hinvest, Assistant Director of Housing
Keith Andrews, Housing Development Manager
Kelly Myers, Housing Development Project Manager
Ryan Farmer, Housing Strategy and Quality Manager
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting may be filmed and was being recorded, with the audio recording to be made available on the Council's website.

16. Declaration of Interests

There were no declarations of interest.

17. Housing Development Process

The Housing Development Manager addressed the Committee and in doing so explained that following the Committee's decision at the June 2019 meeting to endorse the delivery of a New Homes Delivery Programme. He further outlined the report set out the criteria and process of which prospective sites would be identified for residential development by the Council.

Members heard how the Council had agreed ambitious targets for house building both within the Housing Revenue Account (HRA) and by Thurrock Regeneration Limited (TRL) which were to build, up to 500 affordable HRA homes between 2019 to 2029 and 1000 homes for sale and rent by TRL by 2023. This followed the publication of the South Essex Strategic Housing Market Assessment which assessed the need for housing in Thurrock between 2014 and 2037 as being between 1,074-1,381 new dwellings per annum, within which the affordable housing element is estimated at 472 dwellings per annum.

Officers continued to take Members through the report, highlighting the key criteria for sites deemed potentially suitable for development; sites would often fall within more than one criterion.

The Chair of the Committee then explained that she had used her discretion to allow a resident to ask a question. She then asked Mrs Campbell to join the Committee and ask her question.

If the site includes open space it would only be brought forward for development, if the space is considered of poor quality and no longer required for that purpose, as defined in the Open Space 2006 assessment. Why would you consider development in a deprived area, with no youth club for young people, which is used for recreation reason, would you consider that poor quality?

The Housing Development Manager, thanked Mrs Campbell for her question and explained that if a site was to be considered for development, it would have to meet one or more of the key criteria. He further explained that a wide range of factors would be taken into account and it wouldn't just be choosing an area of land without consideration.

Members queried if it was possible to give members of the public more information on the consultations and the process the Council was following. Additionally it was enquired should only 50% of a site be used would the remaining 50% be improved for future use. The Corporate Director of Adults, Housing and Health/Interim Director of Children's Services confirmed that each site would have its own consultation and follow the planning application process. It was also stated that officers would support infrastructure where possible.

Councillor Abbas requested that relevant Ward Members are included within the consultation referred to at point 2.6 in the report, which officers were happy to agree.

The Housing Tenant Representative enquired as to the breakdown of the 1000 TRL homes. The Housing Development Manager informed the Committee the homes would be a range of tenures including affordable homes in line with the Councils Planning Policy, some would be to rent and some shared ownership.

Members sought clarity on the use of land which had been fly tipped on, with the assumption that such land would not be appropriate for development. The Corporate Director of Adults, Housing and Health/Interim Director of Children's Services stated that all possible sites would undergo review, however any sites deemed to be contaminated would not be used, such as old refuse sites.

The Chair thanked Officers for the report and stated she was pleased to see that the Committee and Members had been included at this early stage of the process.

RESOLVED:

Housing Overview and Scrutiny Committee are asked to comment on the proposed process and criteria by which Council owned sites are selected for redevelopment for residential purposes.

18. Housing Strategy Timetable

The Housing Strategy and Quality Manager presented the report which explained the importance of Thurrock Council having a document which stated its ambitions and goals with regards to housing in the borough. The current Housing Strategy was adopted in Thurrock in 2015.

It was remarked it was anticipated that the refreshed Housing Strategy would be in effect from 2020 until 2025 and would cover the range of tenures available in Thurrock, not only social housing but also owner-occupiers and the private rental sector. It was highlighted that the strategy would also consider housing need in the borough and the barriers which residents may face with accessing safe and secure accommodation, rather than providing an analysis of options or sites for housing provision

Members thanked Officers for the report and during questions it was sought as to whether the Council already had most of the information it required from other consultations, such as the Local Plan. The Housing Strategy and Quality Manager explained that other information could be taken in to account however the strategy was also to assist with the barriers people faced within the borough and to offer them the support and opportunities they needed.

RESOLVED:

Housing Overview and Scrutiny Committee are asked to note the contents of this report, and comment on the proposal to develop a new housing strategy. In particular, the Committee are asked to comment on the consultation proposals as set out in section 6.

19. Garage Project Update

The Assistant Director of Housing informed Members the Council currently held a stock of 2500 garage buildings located across the borough. The numbers of garages in use at any one time changed from week to week, however Members were notified, at the date of the report, there were currently 716 void garages, which constitutes 28% of the overall garage stock.

It was further explained out of these void garages, there were 69 'Free to Let' and the remainder were currently out of management due to a number of reasons including access issues, inspections required, repairs and clearance required. Member were notified a planned programme of works had been set to clear the garages and schedule the repairs over the next 6 months.

Members were assured Officers would be making the most out of the sites, should a garage not be suitable for repair or development then the space would be used for parking.

Councillor Redsell commented that lots of the garage sites across the borough were in need of some TLC for a number of reasons. She further commented she felt it was a good idea to use the spaces for car parking if they were not worthy of repair.

The Housing Tenant Representative queried if Officers would be prepared to convert a garage into a single dwelling as was previously done in Purfleet. The Assistant Director for Housing said that it would be something that officers would think about but it would depend on whether this was deemed the preferred development option.

Councillor Jefferies welcomed the report, however stated that residents in South Ockendon had not had a great experience with the repairs of garages.

It was enquired as to whether garages within the borough were still required to be refurbished. The Assistant Director for Housing explained there was a waiting list for garages so the demand was definitely there.

RESOLVED:

It is recommended that Housing Overview and Scrutiny Committee receive this report for information and comment.

20. Housing Overview and Scrutiny Work Programme 2019/2020

The Committee discussed the work programme for the up and coming year. The Chair explained she had spoken with Officers and to ease the pressure on the December meeting. Members agreed the amendments to the Work Programme.

RESOLVED:

- 1. That the following report/s be rescheduled to the February meeting of the Housing Overview and Scrutiny Committee:**

- Housing Performance Update**

The meeting finished at 8.25pm

Approved as a true and correct record

CHAIR

DATE

**Any queries regarding these Minutes, please contact
Democratic Services at Direct.Democracy@thurrock.gov.uk**

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Minutes of the Meeting of the Housing Overview and Scrutiny Committee held on 14 January 2020 at 7.00 pm

Present: Councillors Lynn Worrall (Chair), Chris Baker (Vice-Chair), Joycelyn Redsell and Sara Muldowney (Substitute) (substitute for Qaisar Abbas) and Joycelyn Redsell

Lynn Mansfield, Housing Tenant Representative (arrived at 7.10pm)

Apologies: Councillors Qaisar Abbas, Colin Churchman and Andrew Jefferies

In attendance: Carol Hinvest, Assistant Director of Housing
Dulal Ahmed, Housing Enforcement Manager
Ryan Farmer, Housing Strategy and Quality Manager
Mike Jones, Strategic Resources Accountant
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting may be filmed and was being recorded, with the audio recording to be made available on the Council's website.

21. Urgent Items

There were no items of urgent business.

22. Declaration of Interests

There were no declarations of interest.

23. Fees & Charges Pricing Strategy 2020/2021

The Assistant Director of Housing presented the report, and in doing so, explained that Local Authorities were involved in a wide range of services and the ability to charge for some of these services had always been a key funding source to local Councils.

Members were informed the report specifically set out the charges in relation to services within the remit of the Housing Overview and Scrutiny Committee. The charges dealt with were for the General Fund by the Housing Service; with charges due to take effect from the 1 April 2020 unless otherwise stated.

The Chair of the Committee queried that within the recommendation it mentioned that some fees were no longer applicable, she asked why these fees had not been included within the report. The Housing Enforcement Manager explained that the fees in question were now considered under

traded services and would be presented in another report to a different committee.

Councillor Worrall, Chair of the Committee, further enquired as to why the Council was requiring landlords to pay a penalty charge for failing to comply with legislation in relation to installing smoke and carbon monoxide alarms; when the Council was not following the legislation its own properties. The Housing Enforcement Manager, explained that the installation of smoke and carbon monoxide alarms was required by law in the private rented sector. The Assistant Director of Housing stated that she would ask Officers to investigate the claims stated by the Chair of the Committee.

Councillor Redsell seconded the comments stating that clarification for Members would be useful.

Councillor Muldowney questioned as to whether the increase in Housing fees and charges was to be 2.7% or 3.0% as mentioned within the report. The Strategic Resources Accountant confirmed the increase was to be 2.7%.

RESOLVED

That Housing Overview and Scrutiny Committee note the revised fees, including those no longer applicable, and that Housing Overview and Scrutiny Committee comment on the proposals currently being considered within the remit of this committee.

24. Housing Revenue Account - Business Plan and Budgets 2020/21

The Assistant Director introduced the report to the Committee advising it set out the base budget position for 2020/2021 following the review and update of the 30 year Housing Revenue Account (HRA) Business Plan.

She continued to inform Members the report recommended an increase in rents and services charges for next year, and following a rent reduction over the past 4 years of 1% per year, this had lead the Council to have less than £18million to spend on its properties. It had also lead to on average tenants paying £10 less in rent on average, should the rents had been increased per 1% over the last 4 years.

Members heard the Council should have been spending a minimum of £15million a year on the condition of its stock according to the stock condition survey, however, since the rent reduction had been brought in, an average of around £10milllion had been spent on Council properties.

The Assistant Director of Housing explained a consultation into the rent and service charges had been carried out with residents; who expressed they were unhappy with not having communal decoration and general upkeep within properties. Therefore the Council had included £600 thousand from next year to carry out a communal decorating programme including door entry.

The Strategic Resources Accountant commented that there was a lot of information within the tables attached to the report should Members want any additional clarification he was happy to answer any in-depth questions.

Councillor Worrall, Chair of the Committee enquired as to why within the report there was not a section on the reserves within the HRA as this was normally mentioned within past reports and how much the Council had in the HRA reserves; in addition how much was in the General Fund reserves for the Housing Department. The Strategic Resources Accountant explained that although the reserves were not within the current report it would be in the February Budget Setting Report. He continued to explain the way the reports were structured over the long term 5 year capital program, was trying to capital the expenditure from the use of reserves.

Members then queried the consultation mentioned within the report, with Councillor Muldowney raising concerns with how the consultation was carried out and remarking local Councillors had not been included. The Assistant Director of Housing explained that resident meetings were held across the borough, where there was a presentation and questions answered for residents who attended. She further commented, at the meeting there were no concerns raised by residents as to the increase in charges.

Councillors Muldowney and Worrall remarked as to the online consultation offered to residents. Councillor Worrall stated that when she looked for the online consultation, she couldn't find it. Officers explained that at the time when Councillor Worrall had checked on the Council's website for the consultation, it had finished.

It was further commented by the Chair of the Committee, that she didn't feel the consultation carried out was completed well. She stated that she had seen the letter which was sent to residents; which didn't give them much, if any information as to what the meeting was to be about. Councillor Worrall stated that the letter should have included additional information, such as the increase in service charges.

The Assistant Director of Housing explained that officers held eight additional meetings for residents, than other local boroughs; with some not holding a consultation and just increasing the rents. She apologised that Members felt the consultation was not held to a high standard, however it was held within a tight timeframe.

Councillor Redsell observed that unfortunately most people were not aware of the consultation being held and agreed that more information should have been included within the letter sent to residents.

The Housing Tenant Representative advised the Committee that at the consultation held in Purfleet, only two residents attended and they spoke with her afterwards, as they didn't understand what it was regarding.

Members heard from the Strategic Resources Accountant who explained the initial point raised by residents was the Civic Offices, which was raised at every meeting. He continued to advise Members that once it had been explained to residents that any increases would be put back into Housing services, people were much more understanding and appreciated that if they paid more, then they would get more, such as door entry systems and internal and external decorating of blocks.

Councillor Redsell commented the vibe from her Ward was that people were pleased with the works being undertaken.

Member's discussions then turned to the repairs bill for the year, with Councillor Worrall seeking if there had been an overspend of £2 million, comparing the report with the same report for the previous year. The Strategic Resources Accountant explained that the two reports should not be compared as they presented the figures in a different way. The Committee were further advised that the Council had regular meetings with Mears which included discussions on controlling spending.

Councillor Worrall stated that the increase suggested within the report was too high and too much, she remarked that these were working families, who were struggling. Officers commented the rent increase on the new builds was the only way the developments could be completed. Councillor Worrall observed residents had had four years of reductions and then an increase in one go; there were no options given to residents of slight increases.

The Assistant Director of Housing advised the Committee that during the consultation the different options were not responded to by residents. She accepted there were families who were struggling, and advised them to speak to the Councils Financial Inclusion Officers as they were there to help.

Councillor Muldowney seconded Councillor Worrall's comment and mentioned that families were having to go to food banks. She commented she was concerned the increase could lead families to be homeless if they couldn't keep up with the charges.

Members heard how Officers were speaking with residents as early as possible, so to avoid them coming into arrears or giving up their homes.

The Housing Tenant Representative advised the Committee that residents were sent letters with information on who to contact when seeking for help. She also informed Officers that many residents were unsure what a Financial Inclusion Officer was or did.

It was enquired as to whether the money for the garages was from the HRA. Officers confirmed it was from the Capital Programme. Members were advised any garage which were able to be repaired would be done so and should for any reason it was not possible to repair then they would demolished and used for parking. Councillor Redsell cited that too many of

the garages had been left for too long and they were usually not used for parking but storage purposes.

Councillor Worrall, Chair of the Committee, sought if the Committee were in agreement with the recommendations, she continued to state that would like to include an additional recommendation, as Members were disappointed with the consultation and suggested she felt that a freeze should be offered on the charges.

Officers advised the Committee that should they agree to freeze the rent and service charges this would mean the Council would not be able to complete certain works which were required such as continuing with the Transforming Homes programme, and work to improve thermal insulation in properties of non-traditional construction as some residents were struggling to heat their homes.

After discussions Members agreed the following recommendation be included:

The findings of the Committee using the information presented is:

- *No efficiency savings are presented within the budget*
- *Budget proposals are not good value for money*
- *Consultation results within the report do not evidence any support for either a rent or service charge increase*

We cannot endorse this recommendation and propose to Cabinet a freeze on both of the increases.

RESOLVED that the Housing Overview and Scrutiny Committee:

- 1. Comments on the assumptions included in the HRA Base Budget assumptions as summarised in the report.**
- 2. Comments on the proposed budget for 2020/21.**
- 3. Comments on the proposals for increases to rents and service charges in 2020/21.**
- 4. The findings of the Committee using the information presented is:**
 - **No efficiency savings are presented within the budget**
 - **Budget proposals are not good value for money**
 - **Consultation results within the report do not evidence any support for either a rent or service charge increase**

We cannot endorse this recommendation and propose to Cabinet a freeze on both of the increases.

25. Homelessness Prevention and Rough Sleeping Strategy 2020-2025

The Housing Strategy and Quality Manager addressed Members explaining there was a statutory duty on every Local Authority to have a Homelessness Prevention and Rough Sleeping Strategy which set out the local authority's plans for the prevention of homelessness and for securing that sufficient accommodation and support is, or would be, available for people who become homeless or who were at risk of becoming so.

He continued to explain the local authority must ensure that all organisations whose work could help to prevent homelessness and, or meet the needs of homeless people were involved in the strategy; with the current homelessness strategy being adopted in Thurrock in 2015.

Members were notified an updated Homelessness Prevention and Rough Sleeping Strategy had been developed which took into account current homelessness in the borough, the introduction of the Homelessness Reduction Act 2017, the impact of recent welfare reforms, as well as new opportunities for preventing homelessness.

The Housing Strategy and Quality Manger raised the key themes within the strategy:

- Partnership and Collaboration – the importance of working together with partners and other stakeholders.
- Health and Wellbeing – this included improving services for armed forces veterans, who were or at risk of being homeless.
- Provision and Accessibility – the Council had recently experience success in increasing provision of accommodation within the borough. There were ambitions to continue with this and those like the winter night shelter provision.
- Customer Excellence – this would ensure that staff received the necessary training and development needed to reinforce ongoing relations between the Housing Service and its partners and to encourage building new connections.

Members were assured that the Committee would receive updates on the working of the strategy and Officers would continue to ensure that the Committee was involved in scrutiny of the delivery of the action plan.

Councillor Redsell commented that due to Data Protection the British Legion were not at liberty to disclose the whereabouts of a veteran and in some cases, Veterans didn't want help from the Council and it was for the Council to respect that decision.

She further commented that the Veteran's Charter was due to be updated and welcomed a piece of work on this.

The Housing Strategy and Quality Manager informed Members that there was information for veterans on the Council's website and Officers were working with partners to improve the information offered.

Councillor Worrall, Chair of the Committee enquired as to when it was likely for the Housing Prevention Board to be in place. The Assistant Director of Housing explained that the Board, was not yet in existence as the strategy was required to be agreed by Cabinet. She remarked that she hoped the first meeting would take place by March 2020.

Councillor Muldowney thanked Officers for the report and commented that she welcomed the strategy. She further enquired as to whether Officers were confident they would halve the number of people sleeping rough in the Borough; as in line with the Government's new policy. The Assistant Director of Housing confirmed they were.

Officers added that in line with the Homelessness and Rough Sleeping Strategy an action plan would be in place and would involve different partners and stakeholders such as the NHS and the Housing Service working together as well as other outside charities and organisations. Members were informed that a copy of the action plan would be brought to Committee for their comments.

It was the aim of the Strategy to be able to provide a better service for residents and to have fewer households in crisis, ending in homelessness.

During the discussion, the Chair sought to the position within the service on staffing levels. The Assistant Director of Housing notified Members that there was still a high turnover of staff within the department, due to a number of reasons including the location of the Borough close to London and the higher wages that staff can earn working in London. She continued to advise the Council had an ongoing training programme covering a number of topics such as Homelessness Reduction Act, Customer Care and experience training.

RESOLVED

The Housing Overview and Scrutiny Committee are asked to comment on the draft Homelessness Prevention and Rough Sleeping Strategy 2020-25 before its presentation to Cabinet.

26. Housing Overview and Scrutiny Committee Work Programme 2019/2020

The Committee discussed the work programme for the last meeting of the municipal year. Members agreed the amendments to the Work Programme.

RESOLVED

- 1. That the following reports be included on the Housing Overview and Scrutiny Committee Work Programme 2020/2021:**

- **Garages Project update**
- **Homelessness Prevention and Rough Sleeping Strategy – Action Plan**

2. **That the Temporary Accommodation Contract report be moved to the new municipal year.**

The meeting finished at 9.07 pm

Approved as a true and correct record

CHAIR

DATE

**Any queries regarding these Minutes, please contact
Democratic Services at Direct.Democracy@thurrock.gov.uk**

11 February 2020		ITEM: 5
Housing Overview and Scrutiny Committee		
Housing Performance Update (2019/20)		
Wards and communities affected: All		Key Decision: Non-key
Report of: Carol Hinvest, Assistant Director of Housing		
Accountable Assistant Director: Carol Hinvest, Assistant Director of Housing		
Accountable Director: Roger Harris, Corporate Director Adults, Housing & Health, Interim Director Children's Services		
This report is Public		

Executive Summary

This report outlines the performance framework for Housing and provides the context of the full range of indicators now included in the Housing Performance Scorecard as performance measures. A summary of performance for the 2019/20 reporting year to date (April 2019 to November 2019) is provided.

1. Recommendation(s)

1.1 That the Committee notes and comments on the report.

2. Introduction and Background

2.1 The Housing performance scorecard comprises of three distinct individual sections - corporate performance indicators (CPI), key performance indicators (KPI) and local performance indicators (LPI).

2.2 The corporate performance indicator section contains Housing's individual performance contribution that feeds into the Council's corporate targets. This includes measures such as budget variance, invoice payments within 30 days, complaints received and complaints upheld. The targets for corporate performance indicators reflect the Council's corporate targets.

- 2.3 The key performance indicator section contains a suite of service critical performance indicators that measure Housing's performance against key service outputs, compliance with statutory regulations and tenant satisfaction with primary functions of the service.
- 2.4 The local performance indicator section is comprised of a much larger suite of performance indicators that measure the output of individual teams within the service as well as tenant satisfaction with specific services such as repairs, caretaking and grounds maintenance.
- 2.5 The Housing performance scorecard is updated and performance is reported at Housing Management Team meetings and directorate Performance Management Meetings on a monthly basis. Performance against the suite of key performance indicators is also reported at Performance Board and forms part of the quarterly performance report that is taken to Corporate Overview and Scrutiny Committee.
- 2.6 An independent research contractor who specialise in telephone satisfaction surveys for the Housing sector conducts tenant satisfaction telephone surveys on behalf of the Housing department. Satisfaction levels are measured using a 5-point scale (excellent, good, fair, poor and very poor) and only excellent and good ratings are included in the satisfaction rate as a percentage of all respondents.

3. Housing Performance – Corporate Performance Indicators

CPI	Performance Indicators	Target	2018/19	YTD	Polarity
CPI01	HRA Budget Variance	0%	0%	0%	↔
CPI02	GF Budget Variance	0%	28%	14.8%	↑
CPI03	% of invoices paid within 30 days	97.00%	92.1%	92.7%	↑
CPI04	Number of Complaints Received	<=800	570	336	↑
CPI05	% of Complaints Upheld	40%	34.7%	35.1%	↓

- 3.1 The Housing Revenue Account is currently on course to break even for 2019/20. The Housing General Fund is currently projected to overspend by 14.8% against budget at year-end due to pressures with temporary accommodation and travellers sites.
- 3.2 92.7% of Housing related invoices have been paid within the payment term of 30 days over the reporting year to date. This represents an improvement of 0.6% on 2018/19.

- 3.3 In 2018/19, 570 Housing related complaints were received which was a 13% improvement on the number of complaints received during 2017/18.

The Housing service has built further on this improvement during the 2019/20 year to date with a total of 336 Housing related complaints received which is 68 (16.8%) fewer than the comparable period last year where 404 complaints were received. Furthermore, the year-end outturn for the number of complaints received in 2019/20 is forecasted to be 483, 87 (15.3%) less than in 2018/19.

The percentage of complaints upheld remains on target this year and is consistent with upheld complaint levels in percentage terms in comparison with the 2018/19 year.

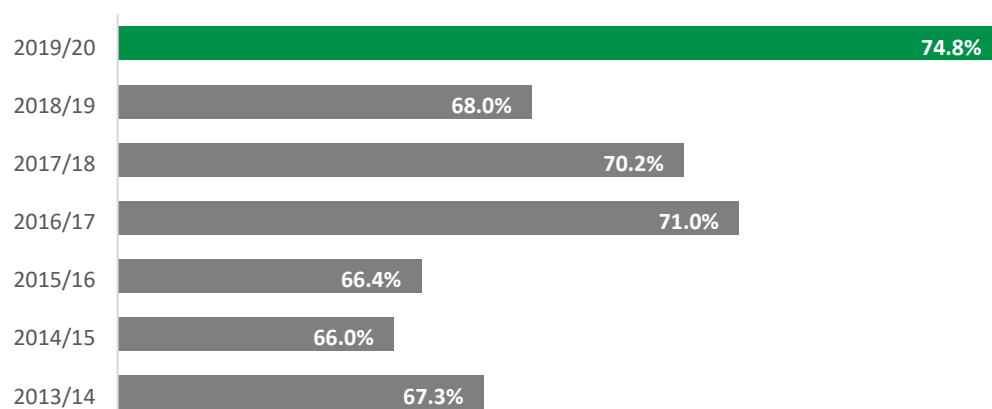
4. Housing Performance – Key Performance Indicators

KPI	Performance Indicators	Target	2018/19	YTD	Polarity
KPI01	% General Satisfaction of Tenants With Neighbourhoods / Services Provided by Housing	75%	68% Nov: 66.3%	74.8%	↑
KPI02	% Satisfaction of Tenants With Transforming Homes (Contractor & Programme)	85%	87.5% Nov: 88.5%	87.0%	↓
KPI03	% of Repairs Completed Within Target	95%	97.7% Nov: 96.7%	97.9%	↑
KPI04	% Rent Collected	98% Nov: 95%	98.8% Nov: 95.6%	95.0%	↑
KPI05	Average Time to Turnaround / Re-let Voids (in days)	28	26.64 Nov: 28.94	26.0	↑
KPI06	% of Gas Service Checks Carried out Within Statutory Timescale	100%	100% Nov: 100%	100%	↔
KPI07	Number of Applicants with Family Commitments in Bed & Breakfast for Six Weeks or More	0	1 Nov: 1	1	↔
KPI08	Number of Category 1 & 2 Hazards Removed as a Direct Result of Private Sector Housing Team Intervention	900 Nov: 600	896 Nov: 565	745	↑

- 4.1 During the 2019/20 year to date there has been a significant improvement in overall tenant satisfaction with Housing services with 74.8% of the 1287 tenants surveyed rating the service as excellent or good. This equates to an improvement of 8.5% in comparison with the comparable period in 2018/19 and an improvement of 6.8% in comparison with the 2018/19 outturn.

2019/20 has been the strongest performing year for overall satisfaction with Housing since the Housing department began measuring tenant satisfaction in 2013/14, exceeding the second strongest performing year (2016/17) by 3.8%.

Overall satisfaction with Housing by reporting year



It was reported last year that analysis of feedback from tenants has consistently shown that one of the key drivers for dissatisfaction is a perceived lack of communication and engagement between the Housing department and tenants. As a result, a number of measures have been implemented in order to address this issue including a tenants e-newsletter, a formal communication plan, an annual tenants conference, enhancements to the Tenants Excellence Panels involvement in service delivery and mailshots to tenants. Since these measures have been taken, an increase in satisfaction has been experienced which analysis shows is attributed to improved communication and engagement with residents with satisfaction with keeping tenants informed closely correlated with overall satisfaction.

- 4.2 Satisfaction levels with Transforming Homes, although down slightly, remain above target and consistent with performance in 2018/19 at 87%. The primary focus of the Transforming Homes programme will now move onto external elements with the replacement of single glazed windows being the first priority. It is anticipated that dissatisfaction levels with external capital elements, in particular windows, will decrease gradually as the programme progresses. This is also expected to positively impact other satisfaction measures such as overall satisfaction with Housing services and quality of home.

- 4.3 The percentage of repairs completed on target has been consistently above the contractual target of 95% throughout the 2019/20 reporting year to date and currently stands at 97.9%. This represents an improvement of 1.2% in comparison with the comparable period last year and an improvement of 0.2% in comparison with the 2018/19 year end outturn.

Performance against this measure has been particularly strong so far in quarter 3 with an average of 98.8% of repairs completed within target timescales.

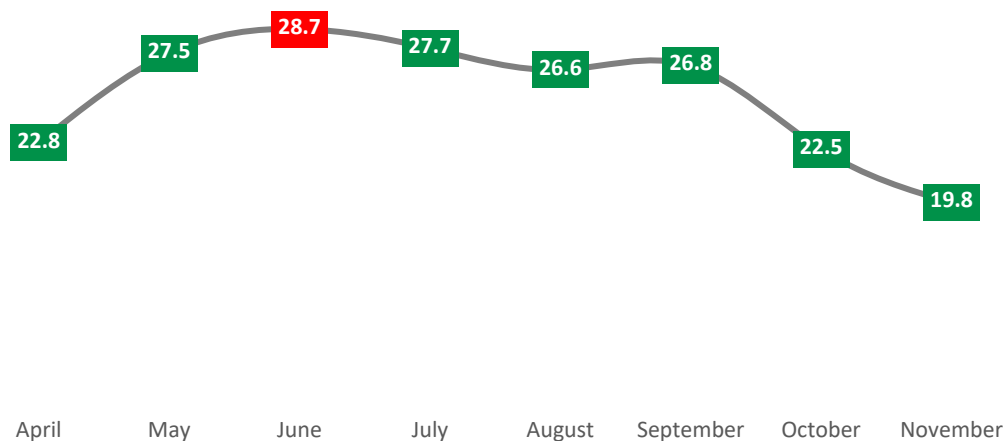
- 4.4 Rent collection has consistently met the profiled target month on month throughout the 2019/20 financial year and currently stands at 95% at the end of November. This is despite some significant challenges this year including a 45.6% increase in the number of tenants who are claiming Universal Credit since last year and a reduction in Housing Benefit income of £2.1m in comparison with the comparable period last year.

Evictions for rent arrears have also decreased on the comparable period last year and Financial Inclusion Officers have almost reached the 2018/19 year end outturn (585) at the end of November 2019, supporting a total of 565 tenants by generating additional income of £195,144.

- 4.5 Average standard void re-let time for standard voids is currently on target at 26 days over the 2019/20 year to date, 2.94 days better than for the same period last year and 0.64 days better than the year end outturn last year.

There has been a focus on reducing void re-let times throughout 2019/20. A new suite of high level performance dashboards have been developed as well as the inception of a strategic voids working group comprising of senior managers from teams which have a responsibility for part of the voids process such as Tenancy Management, Sheltered Housing, Allocations, Repairs and Transforming Homes. The working group first met at the beginning of October, focusing on the voids data from September and there have since been month on month improvements in void re-let times.

Average standard void re-let times 2019/20 (days)

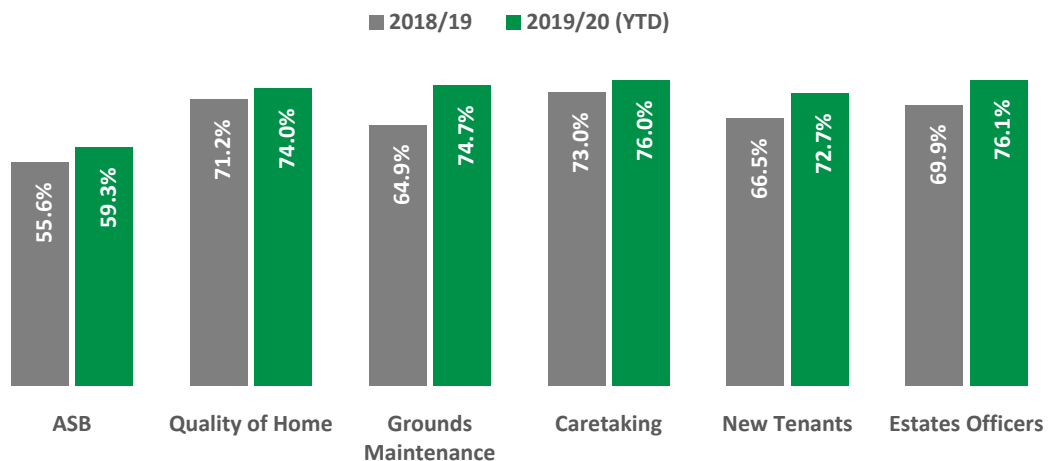


- 4.6 The Housing service remains 100% compliant with gas service checks carried out within the statutory timescale in 2019/20.
- 4.7 The Housing Solutions Team have worked to ensure that performance against this indicator remains consistent with only 1 applicant with “family commitments” in bed and breakfast accommodation for six weeks or more during 2019/20.
- 4.8 The Private Sector Housing Team has removed 745 category 1 and 2 Housing Health and Safety Rating System (HHSRS) hazards from private sector properties so far in 2019/20. Compared with performance at the end of November last year, an additional 180 hazards have been removed at the end of November 2019, which represents an increase of 31.9%. Due to strong performance against this indicator last year, the target was increased from 800 in 2018/19 to 900 in 2019/20, which the Private Sector Housing Team are on target to achieve.

5. Housing Performance – Local Performance Indicators

- 5.1 In line with the improvements in overall satisfaction with Housing, a number of measures for individual Housing services have also improved during 2019/20 in comparison with satisfaction levels reported in 2018/19.

Improvements in satisfaction with individual Housing services

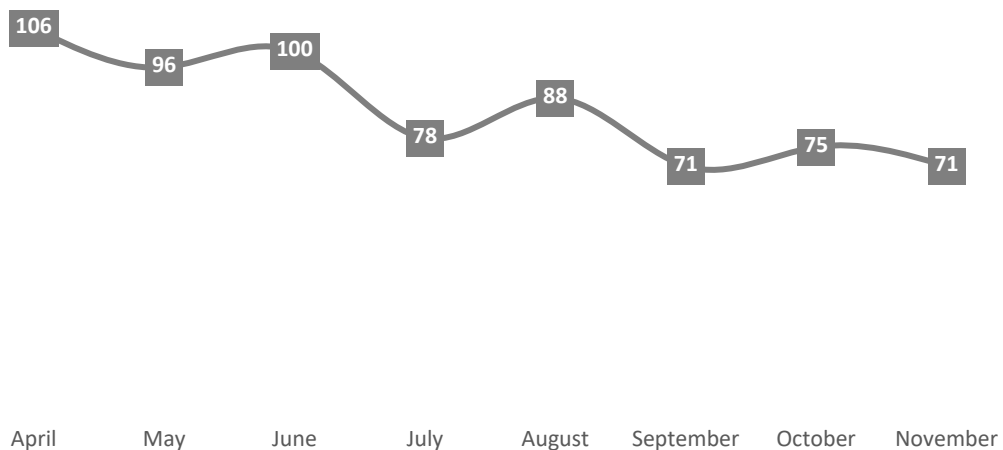


6 of the 7 satisfaction measures within the local performance indicator suite where year to date outturns are currently available have shown improvements in satisfaction levels during 2019/20. This includes satisfaction with the way the Housing department tackles anti-social behaviour (+3.7%), tenants satisfied with the quality of their home (+2.8%), tenants satisfied with the grounds maintenance service (+9.8%), tenants satisfied with the caretaking service (+3%), new tenants satisfied with the process of moving to a new home (+6.2%) and tenants satisfied with their Estates Officer (+6.2%).

The remaining measure, satisfaction with the repairs service, is very strong and currently on target at 90.9% which is only marginally down on last year's outturn.

- 5.2 Coinciding with the improvements in standard void re-let times, capital void re-let times have improved considerably throughout 2019/20. Since April 2019 capital void re-let times have improved by 35 days on average and re-let times continue on a downward curve.

Average capital void re-let times 2019/20 (days)



- 5.3 Building on improved performance last year, the Technical Services Team have further improved the average time taken to complete a technical survey to 4.5 working days from the date of request. Compliance with this target helps to ensure repairs where technical input is required are progressed accurately and in a timely manner.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The Housing performance dashboard reflects the service's commitment to the Council's corporate priorities.

7. Implications

7.1 Financial

Implications verified by: **Mike Jones**
Strategic Lead Corporate Finance

The financial impact of the performance of key indicators is detailed within the body of the report. These outcomes are used to form part of the basis of the financial forecast outturn position against the budget. The analysis of the performance against indicators informs part of the HRA business plan which set the medium and long financial strategy of the service.

7.2 Legal

Implications verified by: **Courage Emovon**
Acting Strategic Lead / Deputy Head of Legal Services

As this is an update report on the performance framework for housing, there is no direct legal implications. However Legal Services is on hand to advise on any issues as and when required.

7.3 **Diversity and Equality**

Implications verified by: **Rebecca Lee**

**Team Manager - Community
Development and Equalities**

There are no diversity and equality implications arising from this report.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder, or Impact on Looked After Children

Not applicable

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

None

9. **Appendices to the report**

None

Report Author

Carol Hinvest

Assistant Director of Housing

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11 February 2020		ITEM: 6
Housing Overview and Scrutiny Committee		
Procurement of Housing Capital Programme Delivery		
Wards and communities affected: All		Key Decision: Key Decision
Report of: Susan Cardozo, Strategic Lead Assets, Repairs and Compliance		
Accountable Assistant Director: Carol Hinvest, Assistant Director of Housing		
Accountable Director: Roger Harris, Corporate Director Adults, Housing and Health/Interim Director Children's Services		
This report is Public		

Executive Summary

This report sets out the proposals for the procurement and contract packages to ensure the successful delivery of the Housing Capital Programme from 2020/21 to 2025/26.

The Housing Capital Programme invests to secure the long-term integrity of the Council's asset and brings significant improvements to the health and wellbeing of our local residents through improvement to their living conditions and provision of employment opportunities.

The key priorities for the Housing Capital Programme for next 5 years are the continuation of the property refurbishment through the Transforming Homes programme and the external refurbishment of 9 tower blocks in Grays.

This report details options for the procurement of these contract packages using pre-approved public sector frameworks in order to generate cost efficiency and resource time savings.

1. Recommendation(s)

Housing Overview and Scrutiny members are requested to note and comment upon:

1.1 The procurement of two major works contract packages for the delivery of the Housing Capital work programme as set out in the report

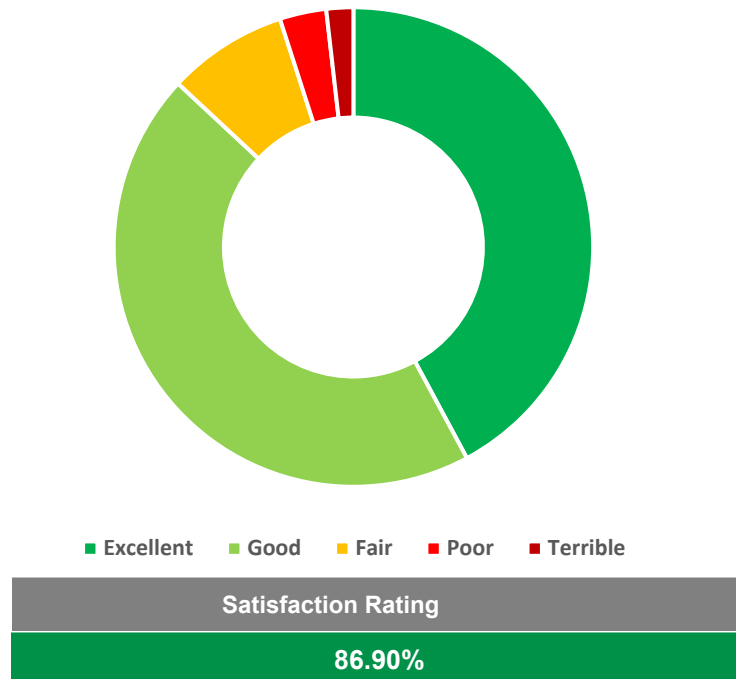
- 1.2 The procurement of two contract packages to provide strategic support and cost management of the Housing Capital Programme as set out in the report**
- 1.3 Authority being delegated for the awarding of the above contracts to the Corporate Director of Adults, Housing and Health in consultation with the Portfolio Holder for Housing.**

2. Introduction and Background

- 2.1 There is an ongoing need to invest in our existing council stock to ensure the integrity of the asset is maintained and that the Council fulfils its duty to provide residents with warm homes with modern facilities.

Transforming Homes

- 2.2 The Transforming Homes programme has been delivering a comprehensive internal and external refurbishment programme now for 7 years. Significant success has been achieved in the delivery this programme, both in the improvements made to living conditions for council tenants and through the added value these contracts have brought to the local economy.
- 2.3 The priority works packages for the programme have been informed by the stock condition data held by the council which was refreshed with the stock condition survey undertaken in 2017.
- 2.4 Currently both the refurbishment and cost management contracts for this programme were awarded on the basis of two years plus one year extension, by way of a mini-competition for commencement in July 2018 using pre-approved public sector frameworks.
- PS/2017/524 – Transforming Homes Refurbishments
 - PS/2017/523 – Transforming Homes Cost Consultancy
- 2.5 The current contracts have a total value of £35.78m over the 3 year period. They are delivering well and meeting KPI targets. However they will expire in June 2021 and therefore to ensure continuity of programme, a re-procurement exercise needs to take place.
- 2.6 Headline achievements to date include:
- 8734 properties benefitting so far from the programme
 - 51% of the construction value is spent in the local economy
 - 45% of the local delivery team are Thurrock residents
 - 50% of the supply chain is registered in Thurrock
- 2.7 Customer satisfaction with the current programme delivery arrangements has been consistently above the target of 85%.



Recent Customer Feedback Examples:

The bathroom is ten times better now than what we had previously. We were kept informed every step of the way – Resident in South Ockendon

The whole of the work was excellent. The contractors kept me informed from start to finish. – Resident in Orsett

They did a really good job and it's a massive improvement. – Resident in Grays

To see what they've done, it's lovely. The service was excellent – Resident in Stifford Clays

Where there have been areas of concern raised, these have been dealt with in a prompt and efficient manner.

2.8 Two key principles have been central to delivery of this programme of work:

The first is to ensure investment is targeted at maximising improvements to the Councils assets. The second is to provide a mechanism for stringent contract administration and cost management, challenging our contractors to deliver the best value and service for our residents. The latter is achieved with the specialist support for contract administration, cost management and quantity surveying services.

Tower Block Refurbishment

- 2.9 Through recent specialist surveys undertaken we have identified that nine of the fifteen tower blocks in Thurrock council's housing stock require external refurbishment in the near future.
- 2.10 The windows of these blocks are now at the end of their expected life span and the roof coverings are in need of replacement.
- 2.11 In addition these blocks, which are all in the Grays area, require replacement of the current external wall insulation as the fixing method of the panels has now reached the end of its technical life expectancy.
- 2.12 Thurrock Council have recently appointed a specialist consultancy to undertake detailed site surveys and provide feasibility options for the work that is required.
- 2.13 The results of this feasibility work has provided the estimated costs for this work and these have been factored into the HRA business plan which is being considered by Cabinet this month (February 2020).
- 2.14 It is recommended that this programme is procured under the same principles as the Transforming Homes programme with stringent contract administration and cost management and control of quality of works on site.

3. Issues, Options and Analysis of Options

- 3.1 Due to the size and scale of service provision, the Council is required to procure these contracts through the Public Contracts Regulations 2015 and comply with procedures associated with, and advertise the contract in, the Official Journal of European Union (OJEU).
- 3.2 The current delivery arrangements for the Housing Capital Programme were procured via mini competitions using pre-approved public sector frameworks in the following packages.

Package	Building Contractor	Specialist Support and Cost Management
Transforming Homes North Area	United Living	Potter Raper
Transforming Homes South Area	Wates Living Space	Potter Raper

- 3.3 Moving forward, it is recommended to award only one main refurbishment procurement package for Transforming Homes as opposed to the two operated currently. This is justifiable on the basis that the overall volume of work annually is not as extensive as it has been in the past.
- 3.4 It is also recommended that one contract package is let for the tower block refurbishment.
- 3.5 To support the effective delivery of these it is recommended that two support packages are procured, one to support the Transforming Homes contracts and one to support the Tower Block Refurbishment as they are separately defined scheme packages.
- 3.6 It is recommended that the contracts for Transforming Homes which will commence in 2021, are on the basis of 3 years plus 2 years. This will enable longer term commitment and continuity in the added value benefits for the local community. The total value of these contracts is estimated to be £47m over the full five year period including the cost of the strategic support.
- 3.7 It is recommended that the contracts for the Tower Block Refurbishment will be over a 3 year period in line with this specific project lifecycle. The total value of this contract is estimated to be in the region of £23.2 m including the cost of the strategic support.

3.8

Package	Building Contractor	Specialist Strategic Support provided	Length
Transforming Homes – whole borough	One Contractor	One Contract	3 years plus 2 years optional extension
Tower Block Refurbishment	One Contractor	One Contract	Fixed term of 3 years

- 3.9 The Housing Revenue Account Business plan includes provision for the spend under these contracts as follows:

Year /£m	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Transforming Homes new contracts*		5.7	10.30	10.30	10.30	10.30
Tower Block Refurbishment	6.18	14.42	2.58			

* The existing transforming homes contracts expire in June 2021 and that investment is not reflected in this table

Procurement Route

- 3.10 Officers have considered a number of options for re-procurement via either a full OJEU process or using purchasing consortium frameworks.
- 3.11 Given the likely level of interest in the work packages and the limitations of the market along with the reduced timescale and potential savings through economies of scale, the recommended option for the procurement is a mini competition through a purchasing consortium framework. This will enable the service to select from a list of providers who have already demonstrated their suitability to be included on a framework. Undertaking the procurement through a framework will enable an earlier start on site for the tower block refurbishment project.

4. Timetable for Procurement and Award

4.1 Tower Block Refurbishment

Action	Date
Leaseholder and Tenant Consultation	35 days April and May 2020
Issue Tender	End May 2020
Tender Return	End June 2020
Evaluation Period Ends	End July 2020
2 nd stage Leasehold consultation	August - 35 days
Standstill Period Concludes	Mid August 2020
Award of Contract	Mid September 2020
Contract Commencement	End September 2020

This timetable supports the requirement to mobilise on site as soon as possible.

4.2 Transforming Homes

Action	Date
Leaseholder and Tenant Consultation	Issue July finish in August 2020 (35 days)
Issue Tender	1 st September 2020
Tender Return	End October 2020
Evaluation Period Ends	1 st December 2020
Second stage leasehold consultation	mid January (35 days)
Standstill Period Concludes	Mid December
Award of Contract	End January 2021
Contract Commencement	1 st July 2021

This timetable supports the continuation of the programme, allowing time for mobilisation so works can commence as soon as the existing contract arrangements come to an end.

5. Reasons for Recommendation

- 5.1 This report is submitted to Housing Overview and Scrutiny Committee to request the approval to proceed with the procurement of the contracts for the major works delivery packages and strategic cost management elements of the Housing Capital Programme. This will ensure continuity of programme delivery from 2020/21 to 2025/26 to ensure the assets are maintained to standard. All these procurements are valued above the Cabinet threshold of £0.750m.
- 5.2 The recommended option for the procurement routes is a mini competition through a purchasing consortium framework. This will enable the selection from a list of providers who have already demonstrated their suitability to provide the type and quality of services required. It will enable the evaluation of the mini competition tenders on the basis of key criteria on quality, price and added social value.

6. Consultation (including Overview and Scrutiny, if applicable)

- 6.1 This proposal will be subject to Section 20 Leaseholder Consultation at all stages.
- 6.2 Once approval to proceed is in place the refurbishment proposals will be consulted on with the local communities affected.

- 6.3 Members of the Resident Excellence Panel will be invited to participate in the tender evaluation process. Members of the Resident Excellence Panel have been trained in the evaluation process and have provided positive contributions when previously involved in evaluation processes.

7. Impact on corporate policies, priorities, performance and community impact

- 7.1 The improvement of the Council's housing assets supports the Council's key priorities through the provision of quality housing and estates people are proud to live on.

- 7.2 The Council's Social Value Framework will be an integral part of the tender documents and bidders will be required demonstrate how they will generate added value for local communities, support the local economy through opportunities for local businesses and providing local job opportunities.

8. Implications

8.1 Financial

Implications verified by: **Mike Jones**
Strategic Lead – Corporate Finance

The re-procurement of delivery arrangements is required to ensure continuity of programme delivery in order to meet the budget investment profile for years 2020/21 to 2024/25. The estimated spend shown in this report is in line with the HRA Business Plan provision for the contract period.

8.2 Legal

Implications verified by: **Kevin Molloy**
Solicitor

The recommended option for procurements will require full leasehold consultation from Stage 1 to Stage 3 under Section 20B of the Landlord and Tenant Act 1985 (amended). Therefore, adequate timescales need to be considered as part of the procurement process for this.

The value of the contracts for both construction and cost management support exceed the threshold within the Public Contracts Regulations 2015 which therefore requires either advertisement through the Official Journal for the European Union (OJEU) or use of a previously procured and accessible framework. The recommendation is for use of the second option using public sector accessible frameworks.

The report author and responsible directorate are advised to keep Legal Services fully informed at every stage of the proposed tender exercise.

8.3 Diversity and Equality

Implications verified by: **Natalie Smith**
Strategic Lead Community Development & Equalities

A full community equality impact assessment has been undertaken of the implementation of the Housing delivery of the investment programmes. This significant investment represents a real opportunity to provide additional social value to the local communities in the borough. It is therefore important that the commissioning and contract management approach continues to support a framework for social value delivery to support training and employment opportunities for our communities and maximise spend in the local economy.

8.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder, and Impact on Looked After Children)

None

9. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright): -

None

10. Appendices to the report

None

Report Author

Susan Cardozo

Strategic Lead for Housing Investment, Repairs and Compliance

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11 February 2020		ITEM: 7
Housing Overview and Scrutiny Committee		
Housing Development Options List		
Wards and communities affected: All		Key Decision: Key
Report of: Keith Andrews, Housing Development Manager		
Accountable Assistant Director: David Moore, Interim Assistant Director, Place Delivery		
Accountable Director: Andy Millard, Director of Place		
This report is Public		

Executive Summary

On 29 October 2019, Housing Overview and Scrutiny Committee were asked to comment on the proposed process and criteria by which Council owned sites are selected for redevelopment for residential purposes. Subsequently, Cabinet approved the approach set out on 15 January 2019. This report now follows the criteria established by Cabinet and sets out a list of site options that are recommended to be considered for residential development by the Council (through the Housing Revenue Account (HRA)) or by the Council's wholly owned company, Thurrock Regeneration Limited (TRL).

The list of site options will enable the Council to have greater focus and work more efficiently towards delivering the housing development targets as time will be spent on sites that are agreed, rather than reacting and working on sites that may be abortive.

The report does not seek approval for individual housing development schemes, nor for housing development contracts to be tendered. Its purpose, in accordance with the procedure agreed by Cabinet in January, is to identify a list of potential housing development sites that have been assessed against the initial criteria agreed by Cabinet. The list of site options will then be explored further to establish their suitability for development, subject to the appropriate levels of engagement and consultation with stakeholders and communities.

1. Recommendation(s)

- 1.1 **Housing Overview and Scrutiny Committee are asked to review and comment on the list of housing development option sites to be taken forward for further detailed work, involving engagement with**

stakeholders and communities.

- 1.2 Housing Overview and Scrutiny Committee are asked to note that their comments on this paper will be reported to Cabinet on 12 February 2020.**

2. Introduction and Background

- 2.1 The emerging Local Plan refers to the need for up to 32,000 new homes in Thurrock during the next Local Plan period to 2038.
- 2.2 As a contribution to this target, the Council has agreed its own ambitious targets for house-building, both through the Housing Revenue Account (HRA) and through Thurrock Regeneration Limited (TRL). These targets are to build:
- up to 500 affordable HRA homes between 2019 to 2029
 - 1,000 homes for sale and rent by TRL by 2023
- 2.3 This follows the publication of the South Essex Strategic Housing Market Assessment (May 2017) which objectively assessed the need for housing in Thurrock between 2014 and 2037 as being between 1,074-1,381 new dwellings per annum, within which the affordable housing element is estimated at 472 dwellings per annum.
- 2.4 On 18 June 2019, the Housing Overview and Scrutiny Committee endorsed the delivery of a New Homes Delivery Programme through the HRA for the next 5 to 10 years and resolved to receive regular updates to assist in its successful delivery.
- 2.5 Further reports to Housing Overview and Scrutiny on 29 October 2019 and to Cabinet on 15 January 2020 established the process and criteria by which sites are to be identified as potential housing development site options.
- 2.6 The aim of the list of site options is to provide greater transparency on the sites being considered for potential housing development, and to address the Council's growth aspirations and Housing Development targets.
- 2.7 The list of development site options will also provide a focus for Housing Development activity in the Council and through TRL, leading to greater efficiencies and improved delivery.

3. Issues, Options and Analysis of Options

The Options List

- 3.1 This report identifies twenty Council-owned site options that have been through the newly established process and criteria and have been identified

as potentially being suitable for residential development by the HRA or TRL. The list of sites is summarised in Appendix A, with more detailed site by site information contained in Appendix B.

- 3.2. In total, the site options on the list could deliver up to 926 new homes against the Council's and TRL's targets, although it should be emphasised that these figures are indicative. It is expected that there will be a mix of unit types, tenures and sizes that are appropriate for each site and which also meet (at a programme level) the Council's cross-tenure housing needs.
- 3.3 It should be noted that Committee's (and Cabinet's) views of the Housing Development Options List does not constitute any form of planning endorsement, nor does this report seek to create authority for schemes to proceed or construction contracts to be tendered. The site options on the list will be brought forward in the normal way, including consultation with stakeholders and communities. Regular progress and update reports will be brought to this Committee on the overall progress of the housing development programme, together with any additional schemes or amendments to the existing programme.
- 3.4 In addition, if sites are identified as being suitable for development by TRL, then further approvals will be needed from TRL's Board once the site has been deemed viable. The terms of any land transfer will require separate Cabinet approval.

Next Steps

- 3.5 Following agreement of sites on the options list, they will be taken forward for further development work and detailed engagement with local communities, in a process that will be supported by the Council's internal Community Development and Equalities Team, with input from other agencies as required. This is to ensure that any new development meet the Council's standards and that stakeholders, Councillors and communities are fully engaged in the process.
- 3.6 Those sites considered suitable to progress to the development stage will then be subject to final approvals at Cabinet (tender approvals, award of contracts etc.) and Planning Committee as set out above.

Updates and Amendments

- 3.7 The list of potential site options for development will from time to time require amendment and updating as new sites become available in line with the established criteria. The housing development programme will need to be dynamic and forward-moving and it is recommended that programme updates should be brought to this Committee on a regular basis to update Members on progress.

- 3.8 Any significant changes to the sites on the agreed list (such as changes to the “redline” boundary if neighbouring sites are identified that could sensibly be added to an agreed scheme) would be made in consultation with the Portfolio Holder and reported back regularly to this Committee.

4. Reasons for Recommendation

- 4.1 The recommendation is informed by the recently agreed Housing Delivery Process, which was put in place in order to ensure that the Council can achieve its Housing Delivery targets in an open and transparent manner and in close liaison with local communities and can then focus on the effective delivery of schemes.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 This paper provides an opportunity for Members of this Committee to review the proposed sites and development programme, and Committee’s comments will be reported to Cabinet on 12 February 2020.
- 5.2 Housing Overview and Scrutiny committee has also previously considered the New Homes Delivery Programme on 18 June 2019 and the Housing Development Process on 29 October 2019.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The proposed list of housing development site options aligns closely with the Council’s Vision and Priorities adopted in 2018. In particular it resonates with the “Place” theme which focuses on houses, places and environments in which residents can take pride.

7. Implications

7.1 Financial

Implications verified by: **Jonathan Wilson**
Assistant Director, Finance

Approval of the process will enable the Council and TRL to move forward with delivering a house programme which will contribute to the wider objectives of the Council and support the Council’s MTFS (where schemes are developed through TRL).

Costs associated with the initial feasibility assessment of schemes will need to be considered depending on the nature of the scheme and whether it is subsequently developed by the HRA or TRL.

The proposal is also likely to reduce the level of capital receipts available to the Council to fund other priorities.

7.2 Legal

Implications verified by: **Courage Emovon**
Acting Strategic Lead / Deputy Head of Legal Services

This report sets out the list of potential site options for development on Council owned sites for residential development via the Housing Revenue Account or for development by Thurrock Regeneration Limited (a Council wholly owned company). Legal Services will provide all legal advice (if any) arising from this report, as and when required by the Council.

7.3 Diversity and Equality

Implications verified by: **Becky Lee**
Team Manager – Community Development and Equalities

The service has completed a Community Equality Impact Assessment (CEIA) in line with Equality Act 2010 requirements and to gather an understanding of the impact on protected groups through the implementation of the process set out in this report. The findings from the CEIA established that the implications for each protected group is currently considered neutral. Individual CEIAs will sit alongside development proposals with information gathered in consultation with communities determining potential impacts and mitigation where identified for individuals or groups with protected characteristics. This will ensure more detailed consideration of the impacts of particular developments than is possible within the scope of the overarching CEIA and process set out in this report.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Housing Overview and Scrutiny Committee report 18 June 2019 (New Council HRA Home Building Programme)

- Extraordinary Meeting, Housing Overview and Scrutiny Committee report 29 October 2019 (Housing Development Process)

9. Appendices to the report

- Appendix A – The list of proposed residential development sites
- Appendix B – Individual site infographics

Report Author:

Keith Andrews

Housing Development Manager

Place

APPENDIX A - HOUSING DEVELOPMENT OPTIONS LIST						
#	SCHEME NAME	Size (ha)	Size (ac)	Potential Capacity	Ward	Comment
1	Aveley Library/Hall/Car Park	0.26	0.64	9	Aveley & Uplands	Library re-provided. Future of adjoining hall remains under discussion but could be incorporated if released for development.
2	Garron Lane/Humber Ave	0.78	1.93	26	Belhus	Existing grassed area identified by 3R's review and does not provide high quality amenity space
3	Enborne Green	0.35	0.87	11	South Ockendon	Existing grassed area identified does not provide high quality amenity space
4	Derry Avenue	0.40	0.99	14	South Ockendon	Existing grassed area identified does not provide high quality amenity space
5	Culver Centre & Field	4.42	10.92	195	Belhus	Open space identified as "low" quality & surplus to requirements. Education support release of former Culver Centre as surplus.
6	Whiteacre	1.24	3.06	45	Belhus	45 self-contained dwellings as part of a wider residential care facility
7	Prince of Wales Public House	0.46	1.14	10	South Ockendon	Vacant and dilapidated former pub. Potential wider site with adjoining open space
8	Callan Grove	0.51	1.26	43	Belhus	Existing grassed area identified does not provide high quality amenity space
9	Broxburn Drive	0.81	2.00	60	Belhus	Site includes a high number of vacant garages and infill
10	Crammervill Street/Fleethall Grove	0.50	1.24	17	Stifford Clays	Locations largely comprised of underused and cleared HRA garage sites.
11	Darnley & Crown Road	0.56	1.38	90	Grays Riverside	Council car park. Parking survey identifies surplus town centre parking
12	CO1(Civic Offices).	0.18	0.44	82	Grays Riverside	Housing redevelopment replacing office space to be relocated under the civic extension project
13	Argent Street	0.21	0.52	32	Grays Riverside	Council car park. Parking survey identifies surplus town centre parking
14	Thames Road	0.40	1.00	89	Grays Riverside	Council car park. Parking survey identifies surplus town centre parking
15	Manor Way	0.82	2.03	60	Grays Thurrock	Potential development with adjoining private sector led development.
16	Bridge Road (East Side)	0.54	1.33	20	Grays Thurrock	Cleared site adjoining scout hall. Infographic red line includes part of land used as car parking for Adult Education Centre if not required for that purpose.
17	13 Loewen Road	0.12	0.30	5	Chadwell St Mary	Vacant HRA dwelling in poor condition in large plot
18	Vigerons Way	0.17	0.42	8	Chadwell St Mary	Underused and largely vacant HRA garage site
19	Ridgewell Road	1.50	3.71	55	Orsett	Redevelopment and replacement of existing Pre-cast dwellings HRA and privately owned dwellings.
20	Springhouse Road	1.78	4.40	55	Stanford East & Corringham Town	Open space. Identified for redevelopment by 3R's review

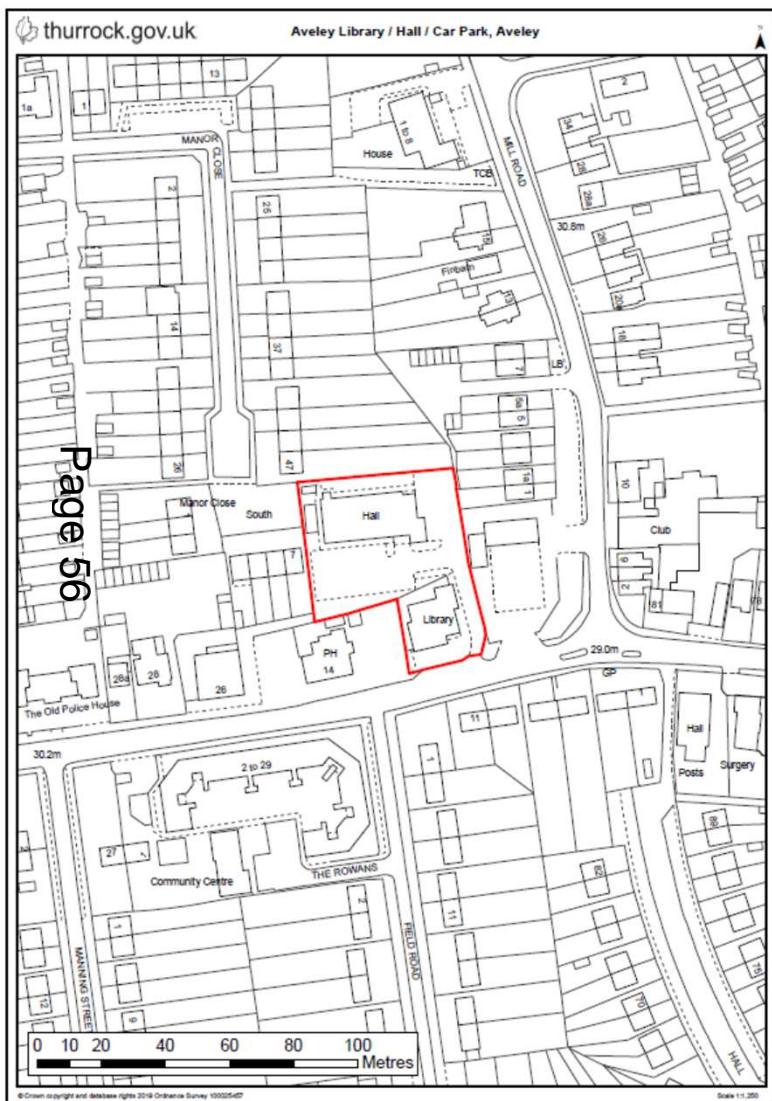
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Appendix B

Housing Development Options List - Infographics

Housing Overview and Scrutiny

11 February 2020

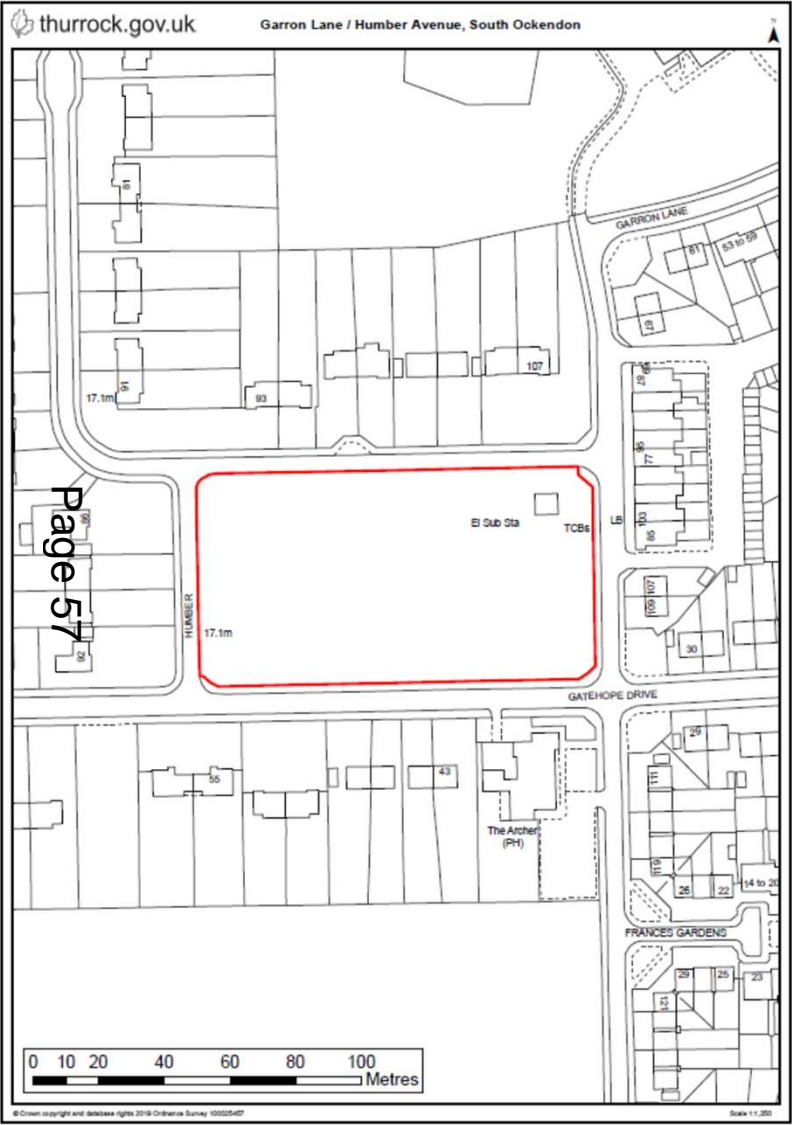


Name - Site #1

Aveley Library/Hall/Car Park, Aveley

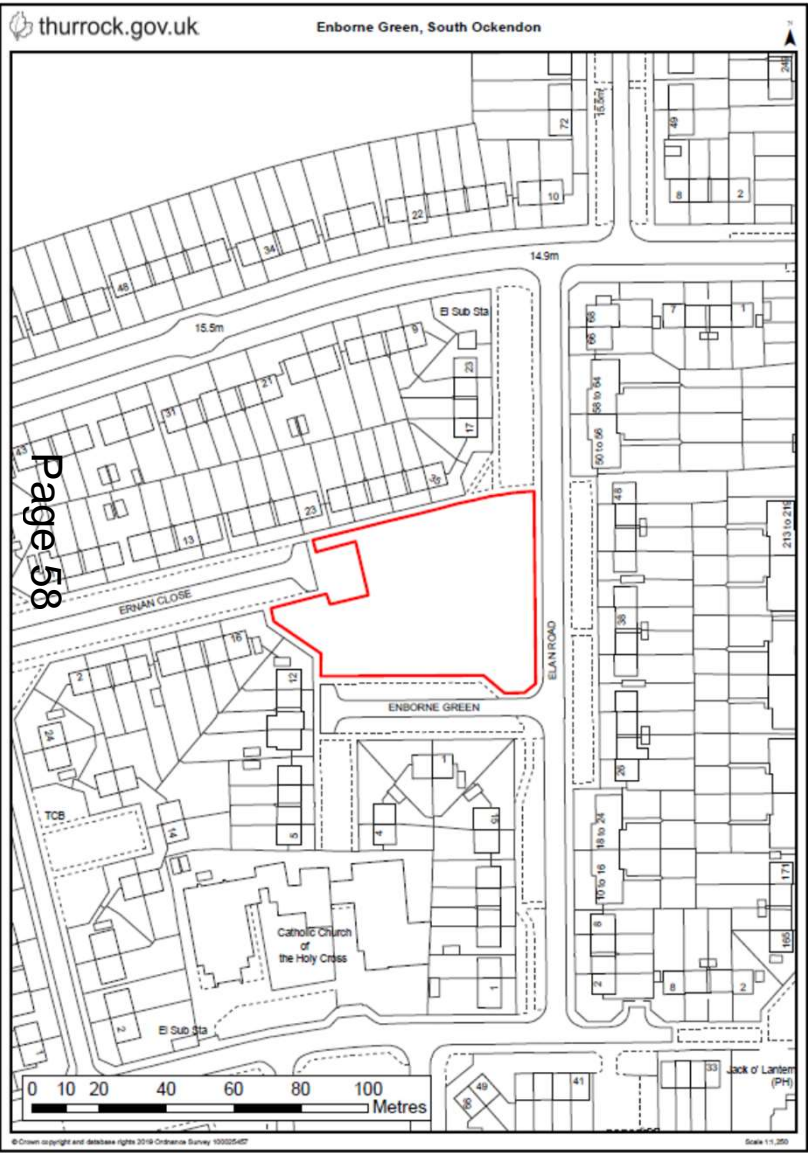
Address	Aveley Library, Purfleet Road, South Ockendon, RM15 4DJ
Ward	Aveley & Uplands
Site Area	0.26 Hectares / 0.64 Acres
Tenure	Freehold
Existing Use	Vacant Site (Brownfield)
Local Plan Designation	Undesignated
Estimated Site Capacity	9 Units





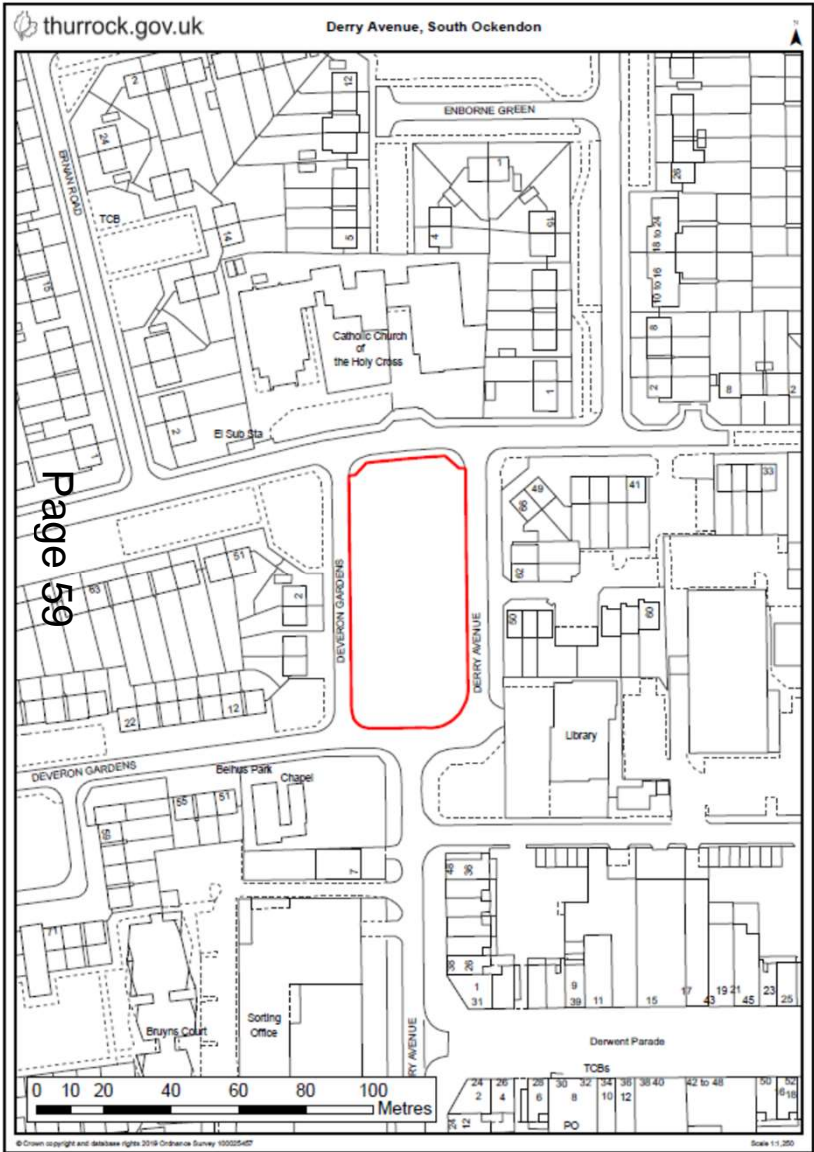
Name – Site #2	Garron Lane/Humber Ave South, Ockendon
Address	Garron Lane/Humber Ave, South Ockendon RM15 5JQ
Ward	Belhus
Site Area	0.78 Hectares / 1.93 Acres
Tenure	Freehold
Existing Use	Amenity Green
Local Plan Designation	Existing Open space
Estimated Site Capacity	Houses: Total: 26 Units





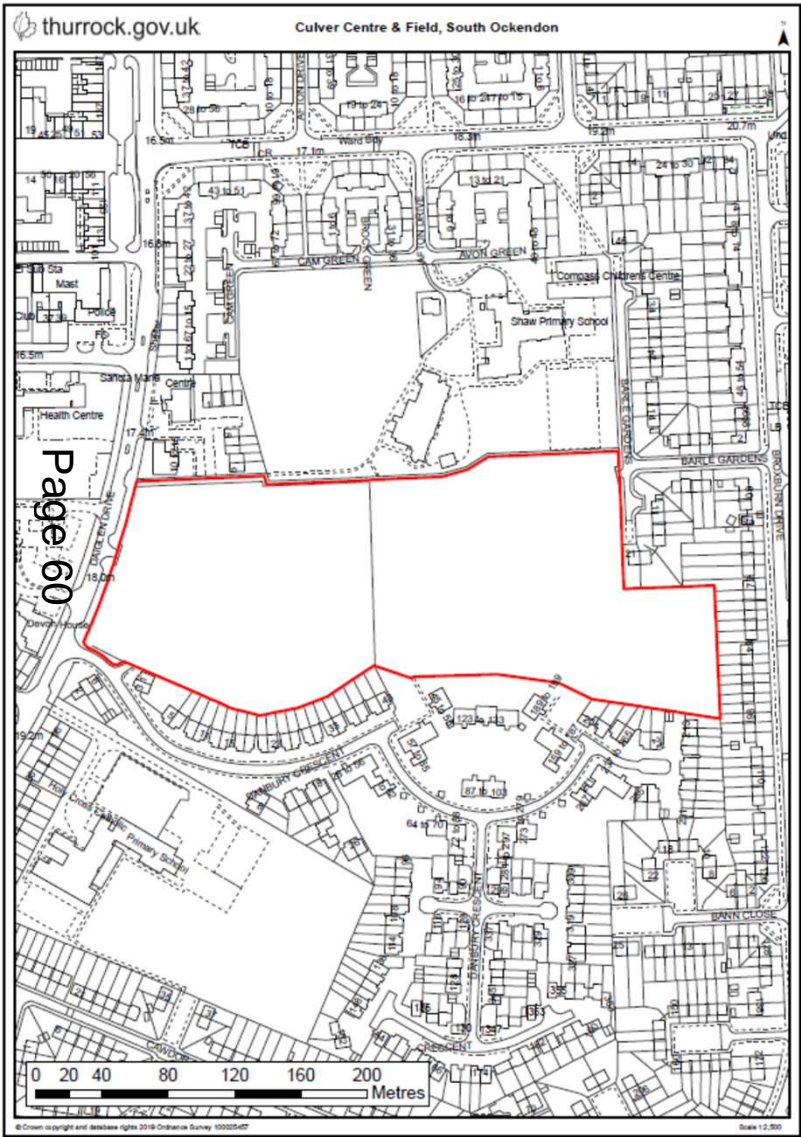
Name – Site #3	Enborne Green, South Ockendon
Address	Enborne Green, South Ockendon, RM15 5EL
Ward	South Ockendon
Site Area	0.35 Hectares / 0.87 Acres
Tenure	Freehold
Existing Use	Amenity Green
Local Plan Designation	Undesignated
Estimated Site Capacity	Houses: Total: 11 Units





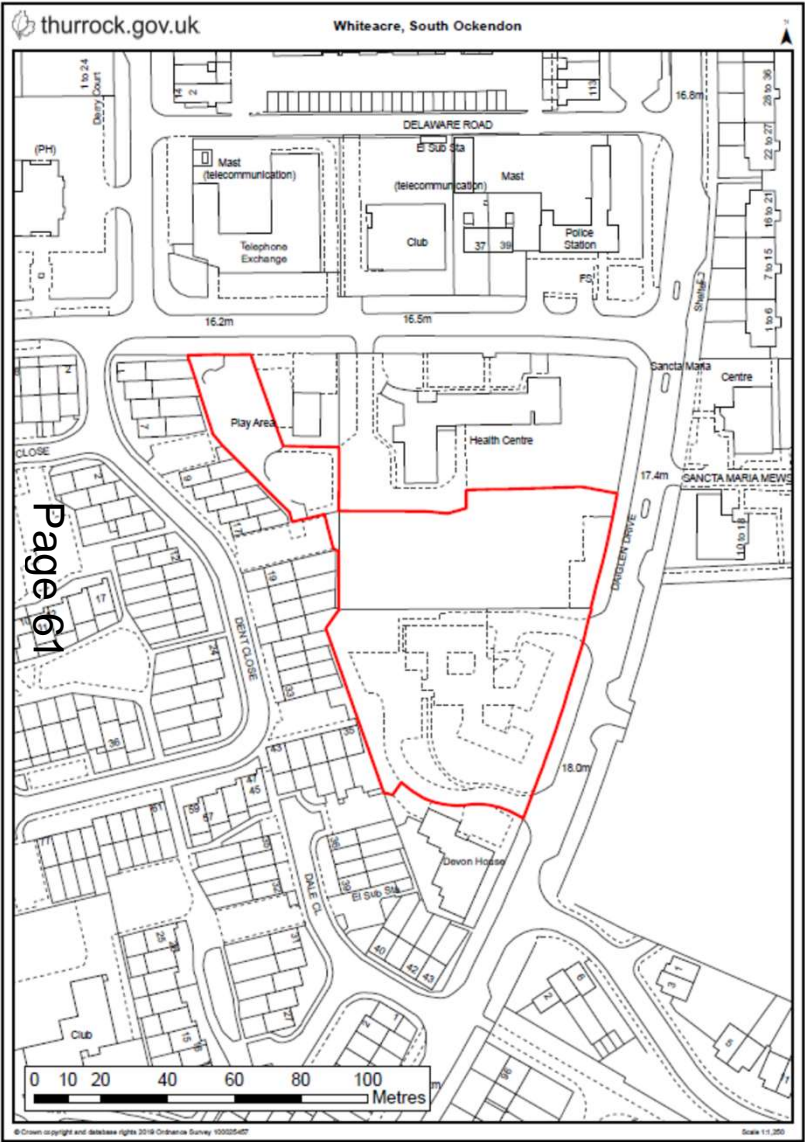
Name – Site #4		Derry Avenue, South Ockendon	
Address		Derry Avenue, South Ockendon RM15 5DZ	
Ward		South Ockendon	
Site Area		0.4 Hectares / 0.988 Acres	
Tenure		Freehold	
Existing Use		Amenity Green	
Local Plan Designation		Undesignated	
Estimated Site Capacity		Houses: Total 14 Units	





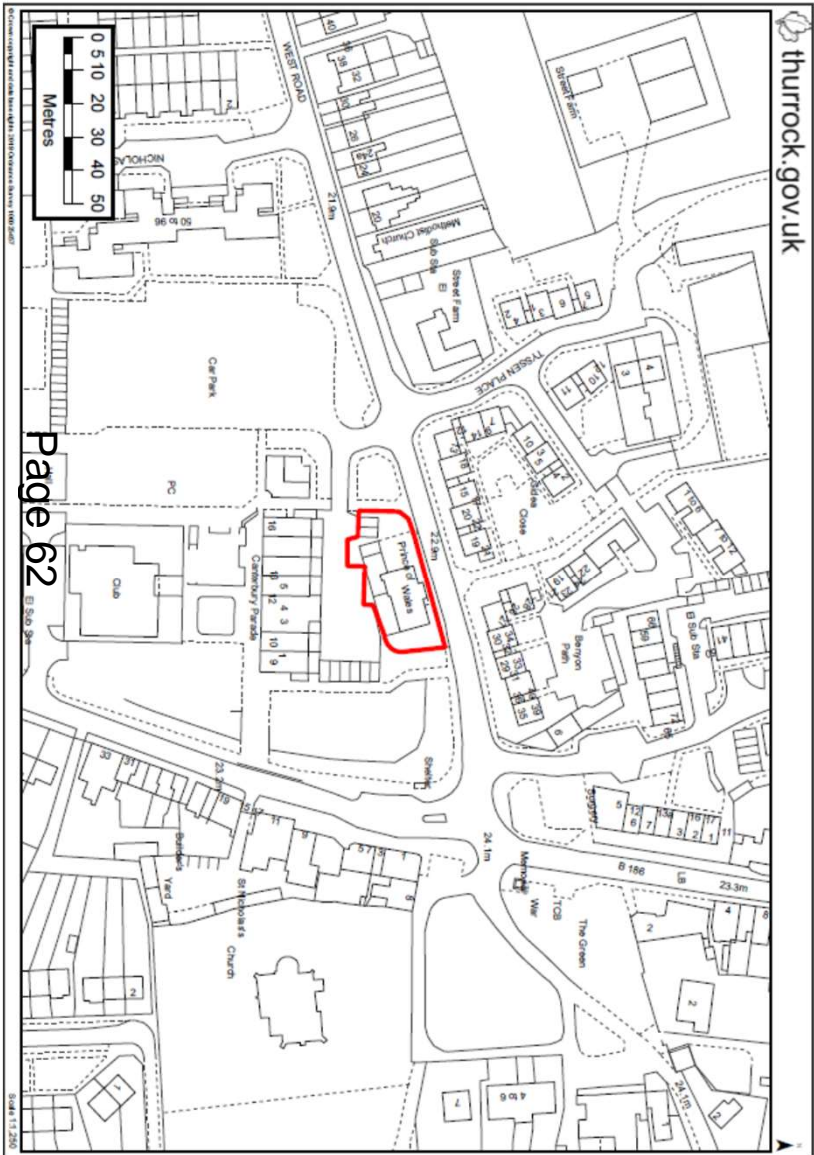
Name – Site #5		Culver Centre & Field, South Ockendon
Address	Culver Centre, South Ockendon, RM15 5RR	
Ward	Belhus	
Site Area	4.42 Hectares / 10.92 Acres	
Tenure	Freehold	
Existing Use	Vacant Brownfield & Open Space	
Classification	Part Existing Open Space& Part Undesignated	
Estimated Site Capacity	(Mix of Houses/Apartments) Total: 195 Units	





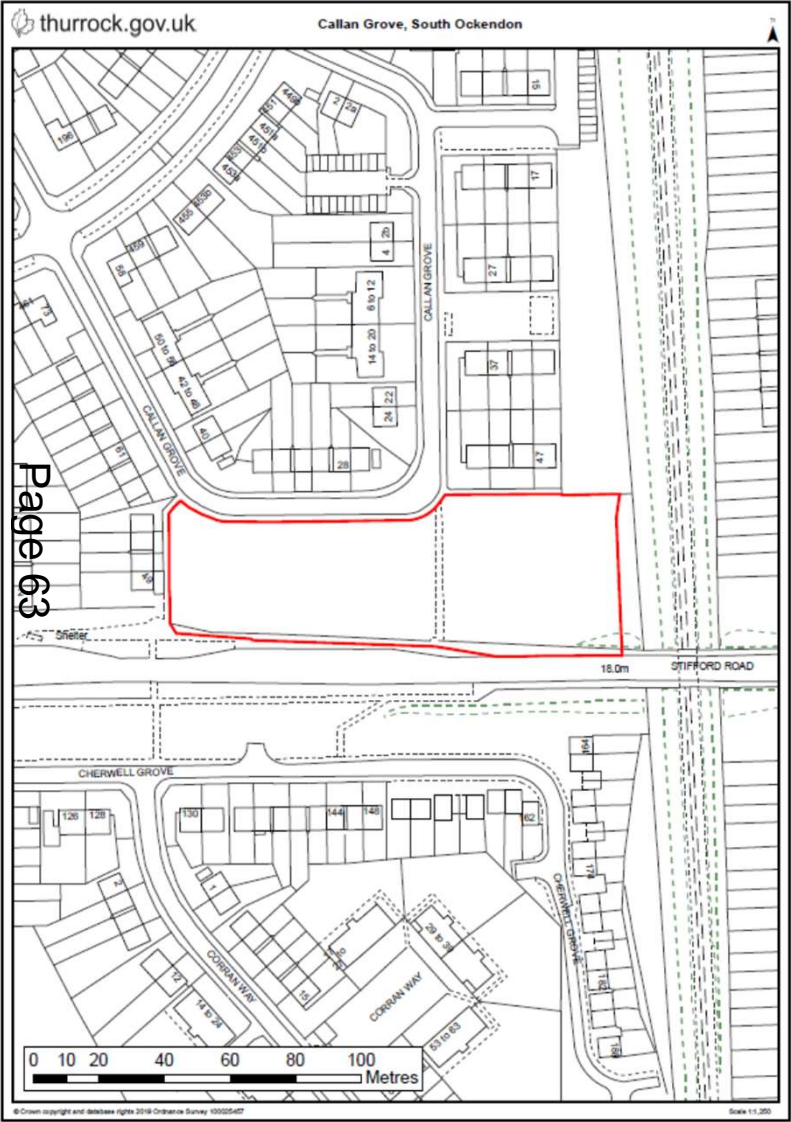
Name – Site #6	Whiteacre, South Ockendon
Address	Whiteacre, South Ockendon
Ward	Belhus
Site Area	1.24 Hectares / 3.06 Acres
Tenure	Freehold
Existing Use	Vacant site (Brownfield) – Cabinet approval exists for redevelopment for scheme providing residential and nursing care
Local Plan Designation	Undesignated
Estimated Site Capacity	A new residential care facility will provide social care and nursing care in a specialised setting of 45 self-contained dwellings, and 30 ensuite bedrooms, with associated care facilities (lounges, restaurant, treatment rooms, laundry etc).





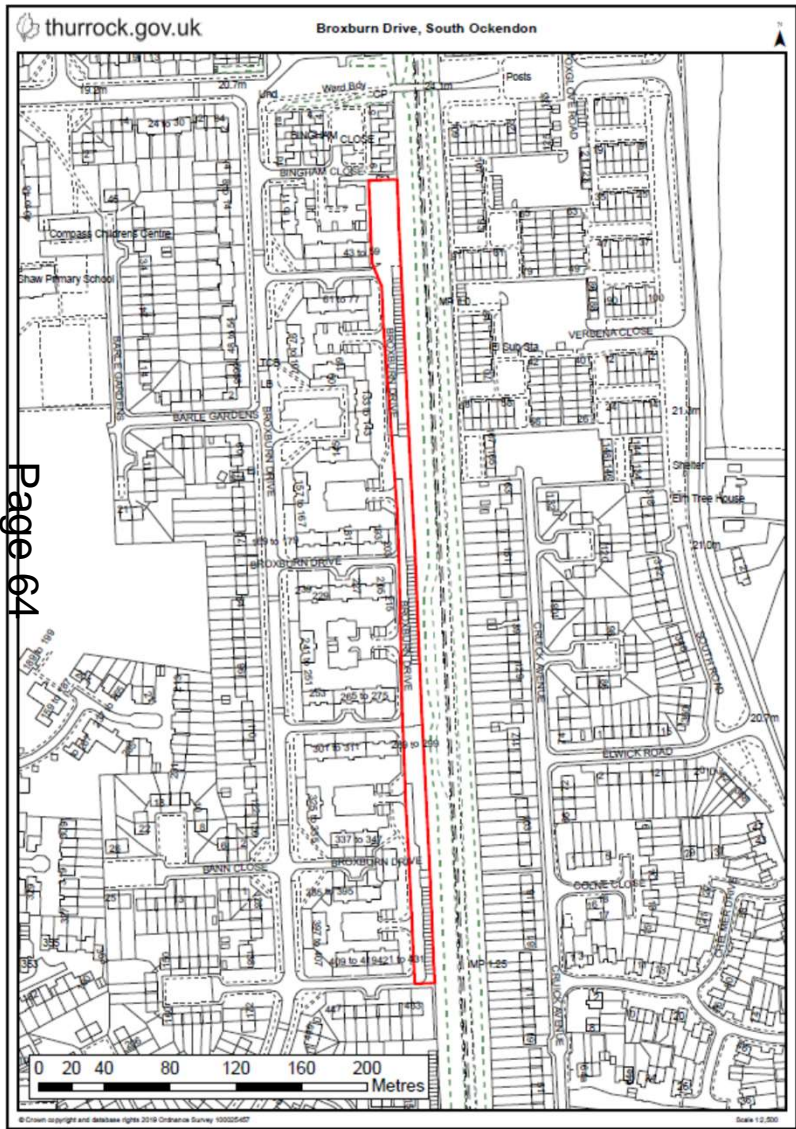
Name – Site #7	
Prince of Wales Public House, South Ockendon	
Address	Prince of Wales, South Ockendon RM15 6PA
Ward	South Ockendon
Site Area	0.46 Hectares / 0.14 Acres
Tenure	Freehold
Existing Use	Vacant site (Brownfield)
Local Plan Designation	Undesignated
Estimated Site Capacity	Apartments: 10 Units





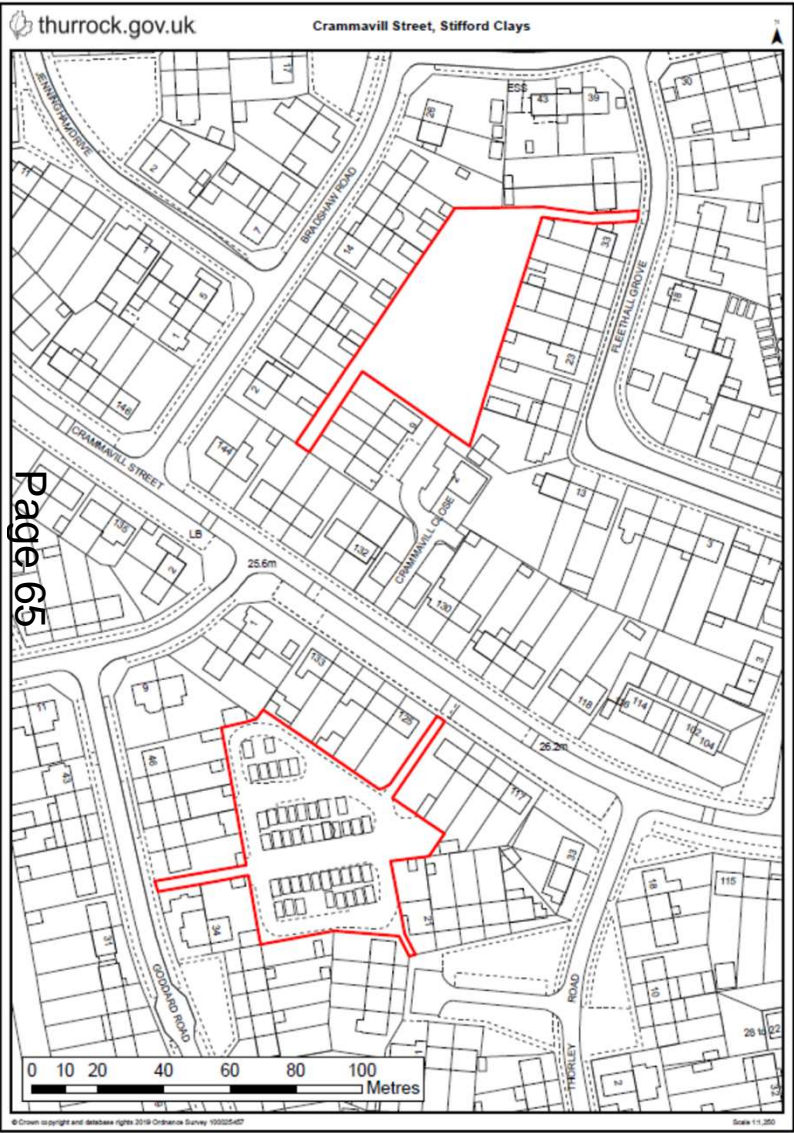
Name – Site #8	Callan Grove, South Ockendon
Address	Callan Grove, South Ockendon RM15 5PW
Ward	Belhus
Site Area	0.51 Hectares / 1.26 Acres
Tenure	Freehold
Existing Use	Open Space
Local Plan Designation	Existing Open space
Estimated Site Capacity	Apartments: 43 Units





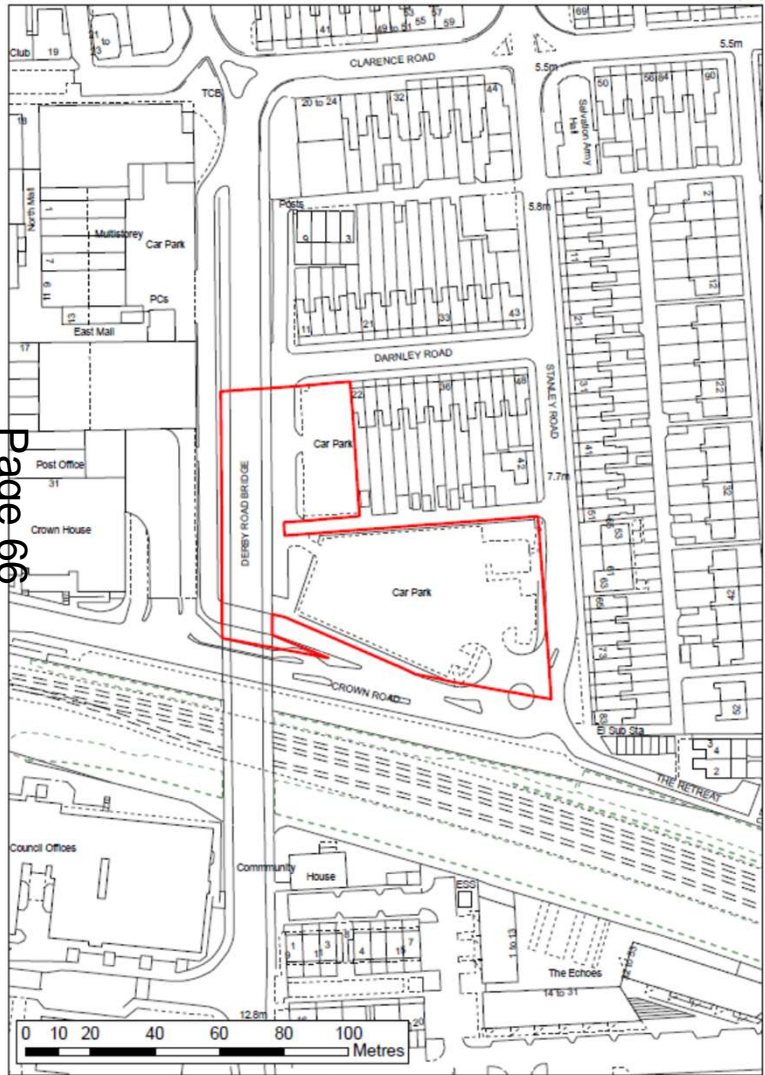
Name – Site #9	Broxburn Drive, South Ockendon
Address	Broxburn Drive, South Ockendon RM15 5PJ
Ward	Belhus
Site Area	0.81 Hectares / 2.00 Acres
Tenure	Freehold
Existing Use	Vacant garages and greensward
Local Plan Designation	Undesignated
Estimated Site Capacity	Apartments: 60 Units





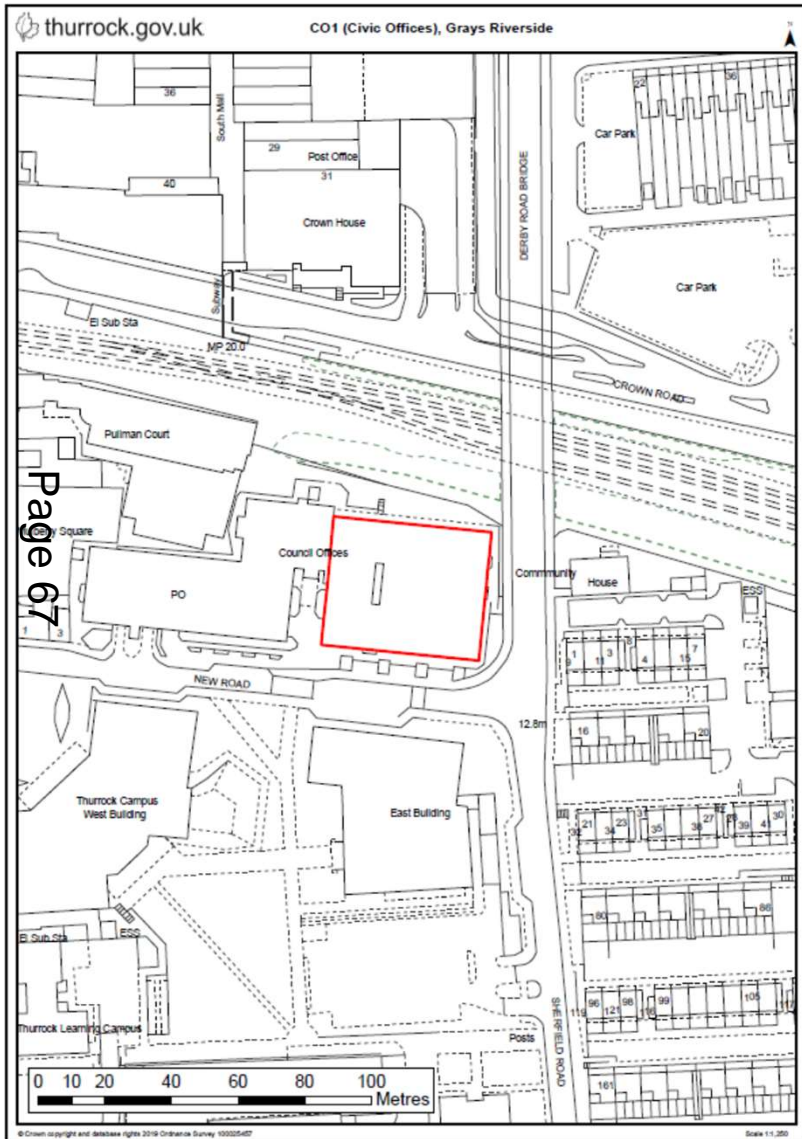
Name – Site #10	Crammaville&Fleethall Stifford Clays
Address	Crammaville Street, & Fleethall Grove, Stifford Clays
Ward	Stifford Clays
Site Area	0.50 Hectares / 1.24 Acres (combined)
Tenure	Freehold
Existing Use	Existing and Cleared Garage site
Local Plan Designation	Undesignated
Estimated Site Capacity	Houses: 17 Units in total





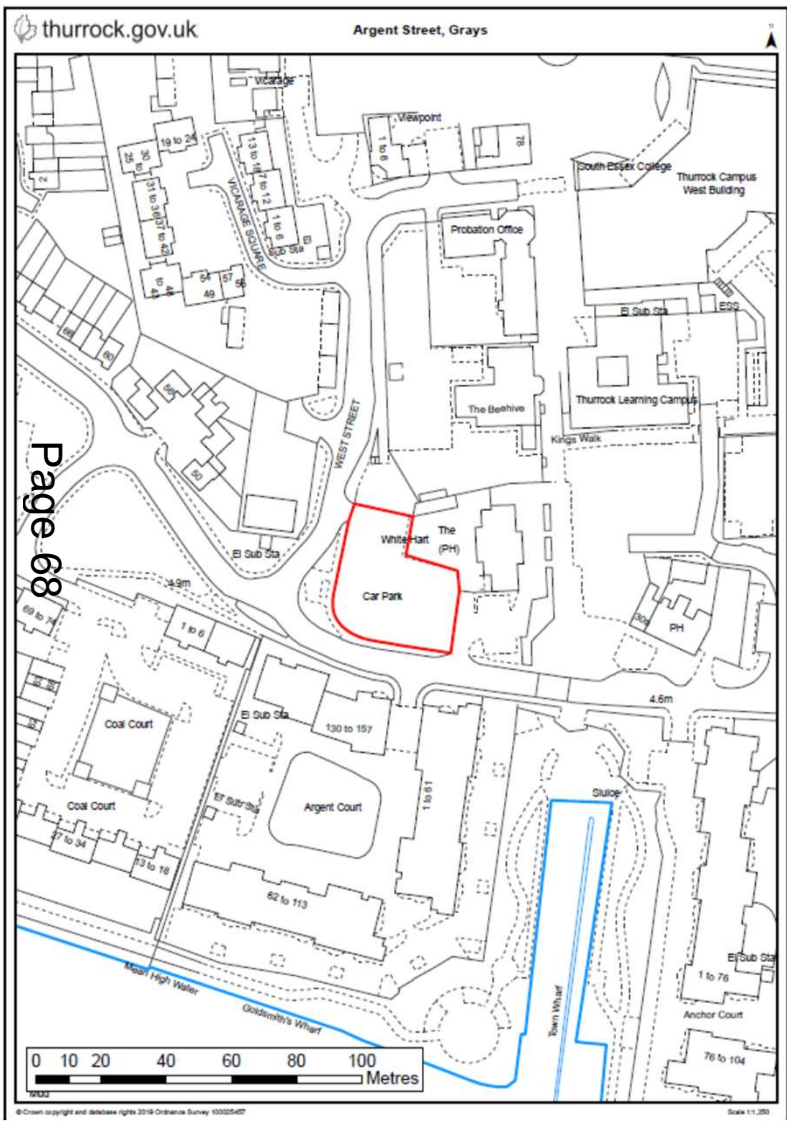
Name – Site #11	
Address	Darnley Road, Grays RM17 6QS
Ward	Grays Riverside
Site Area	0.56 Hectares / 1.38 Acres
Tenure	Freehold
Existing Use	Surface Car Park
Local Plan Designation	Undesignated
Estimated Site Capacity	Apartments: 90 Units





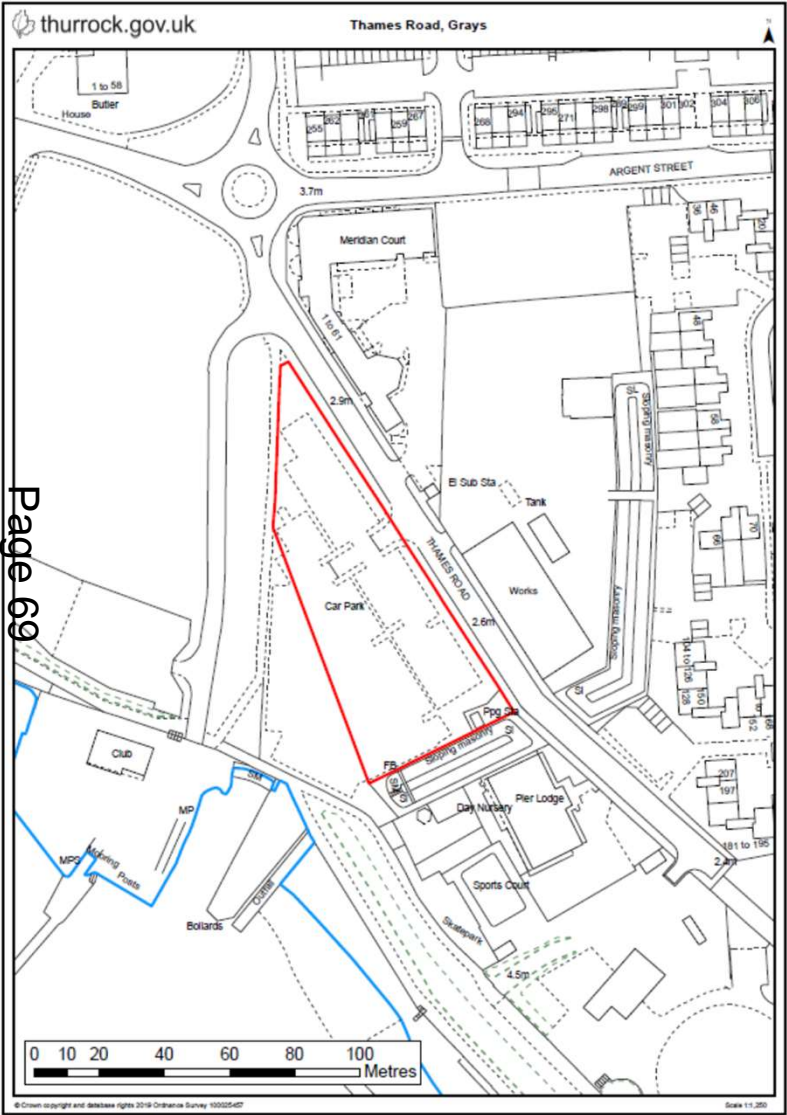
Name – Site #12	CO1 (Civic Offices), Grays Riverside
Address	CO1 Civic Offices, Grays Riverside RM17 6SL
Ward	Grays Riverside
Site Area	0.18 Hectares/ 0.45 Acres
Tenure	Freehold
Existing Use	Offices
Local Plan Designation	Undesignated
Estimated Site Capacity	Apartments: 82 Units





Name – Site #13	Argent Street, Grays
Address	Argent Street, Grays Riverside, RM17 6NZ
Ward	Grays Riverside
Site Area	0.21 Hectares / 0.52 Acres
Tenure	Freehold
Existing Use	Car Park
Local Plan Designation	Undesignated
Estimated Site Capacity	Apartments: 32 Units



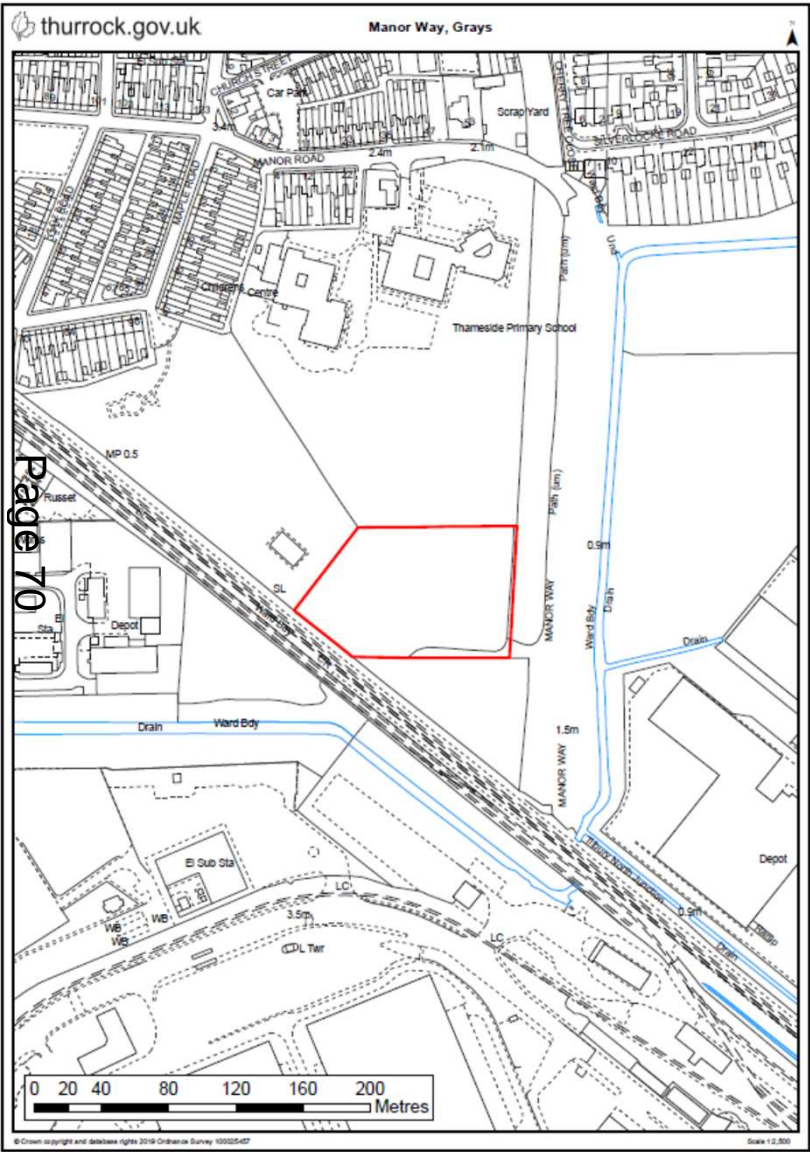


Name – Site #14

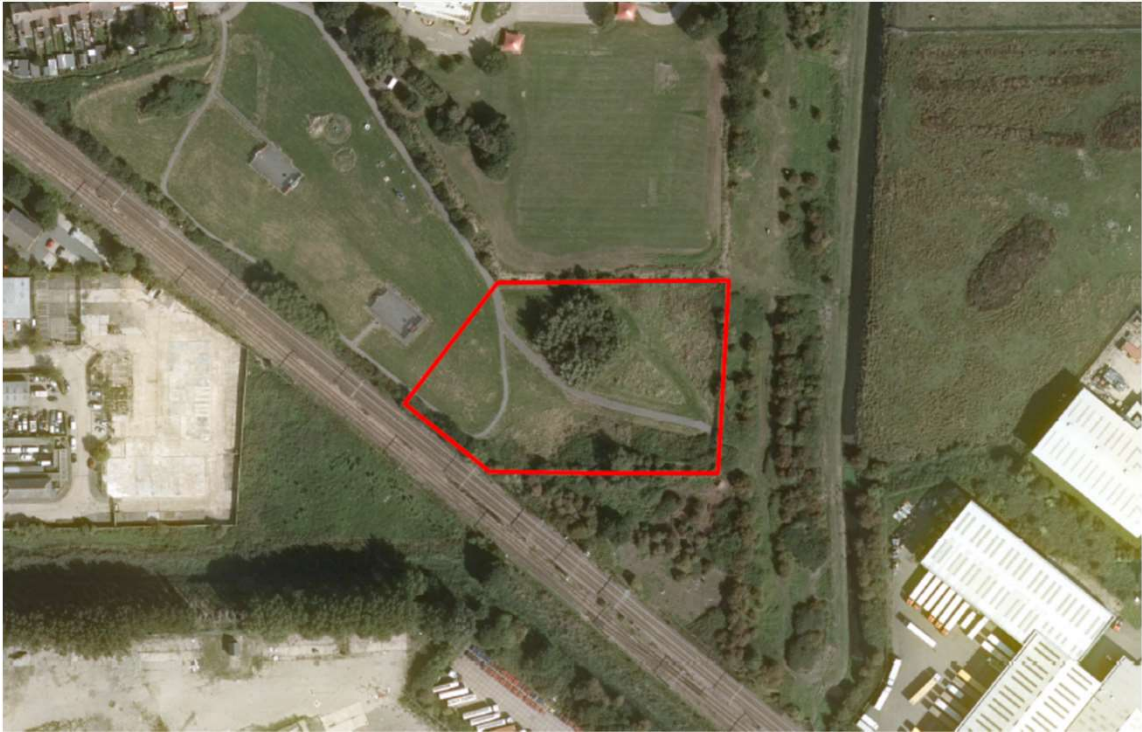
Thames Road, Grays

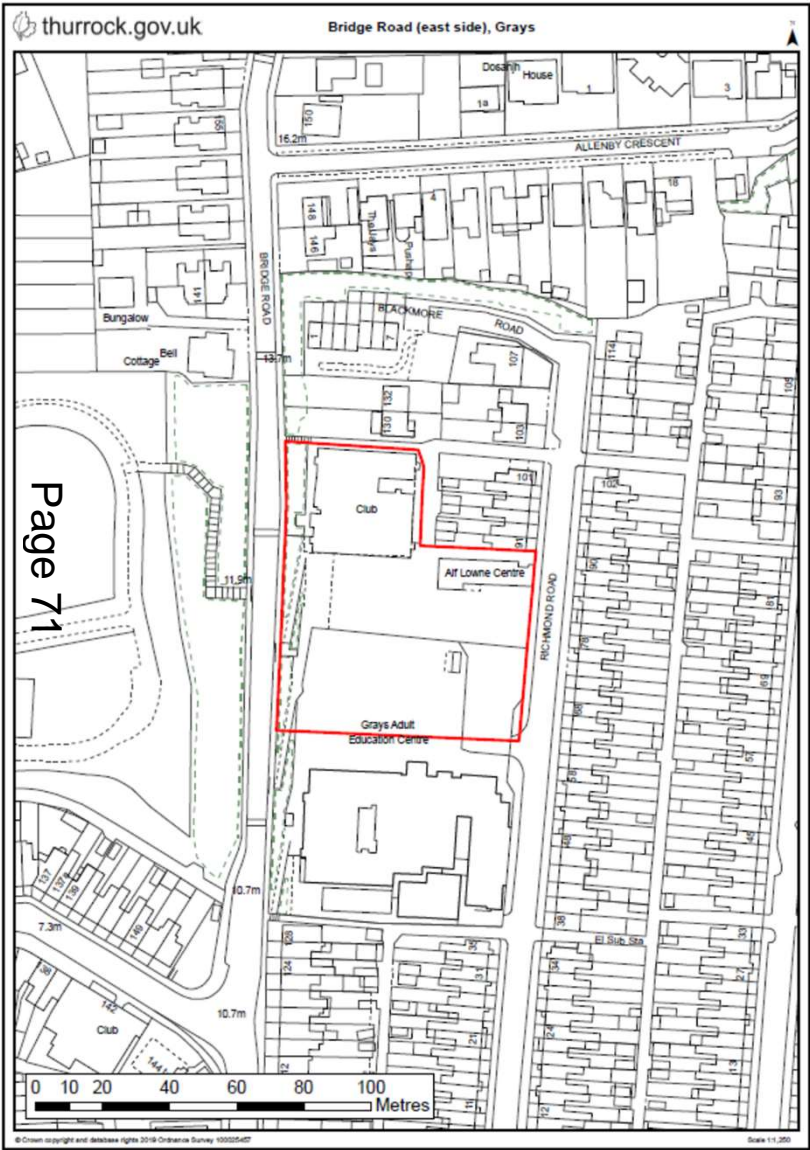
Address	Thames Road, Grays RM17 6JT
Ward	Grays Riverside
Site Area	0.40 Hectares / 1.00 Acres
Tenure	Freehold
Existing Use	Car Park
Local Plan Designation	Existing Open Space
Estimated Site Capacity	Apartments: 89 Units





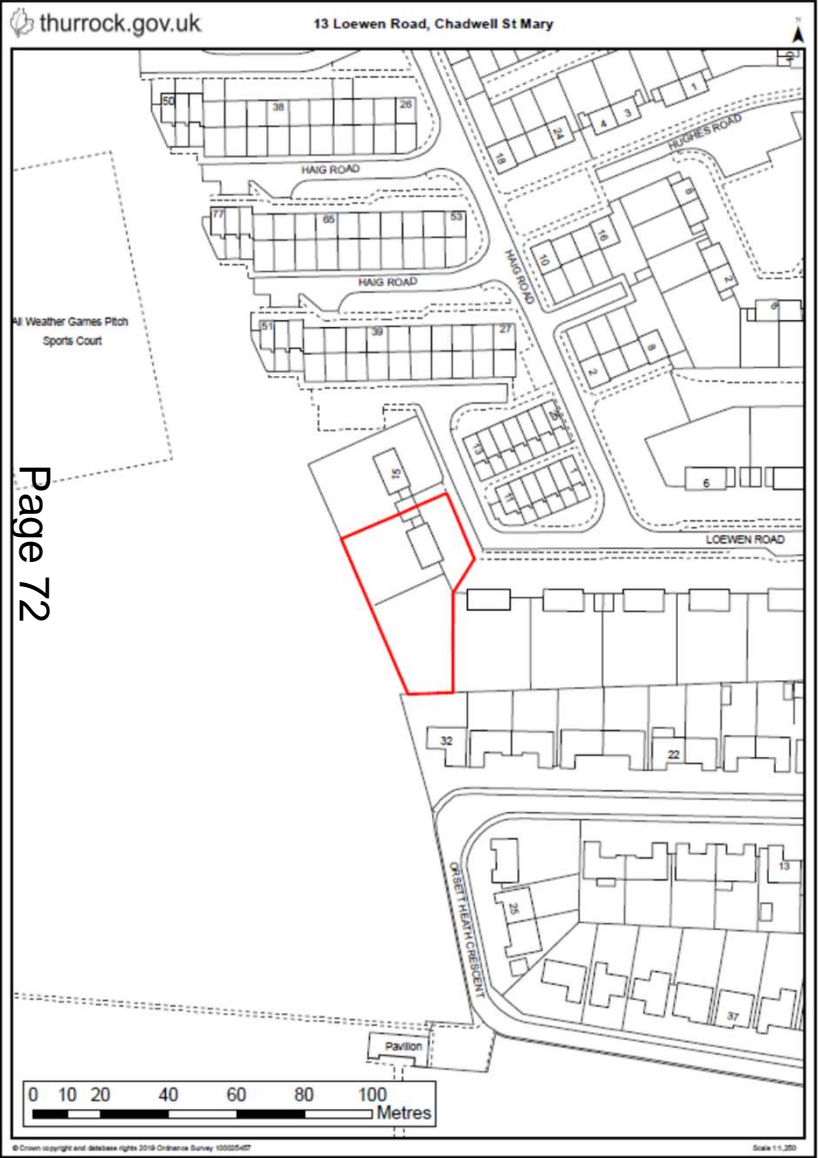
Name – Site #15	Manor Way, Grays
Address	Land adjacent Manor Way, Grays
Ward	Grays Thurrock
Site Area	0.82 hectares/ 2.03 acres
Tenure	Freehold
Existing Use	Open Space
Local Plan Designation	Green Belt/Additional Open Space
Estimated Site Capacity	Total: 60 Units





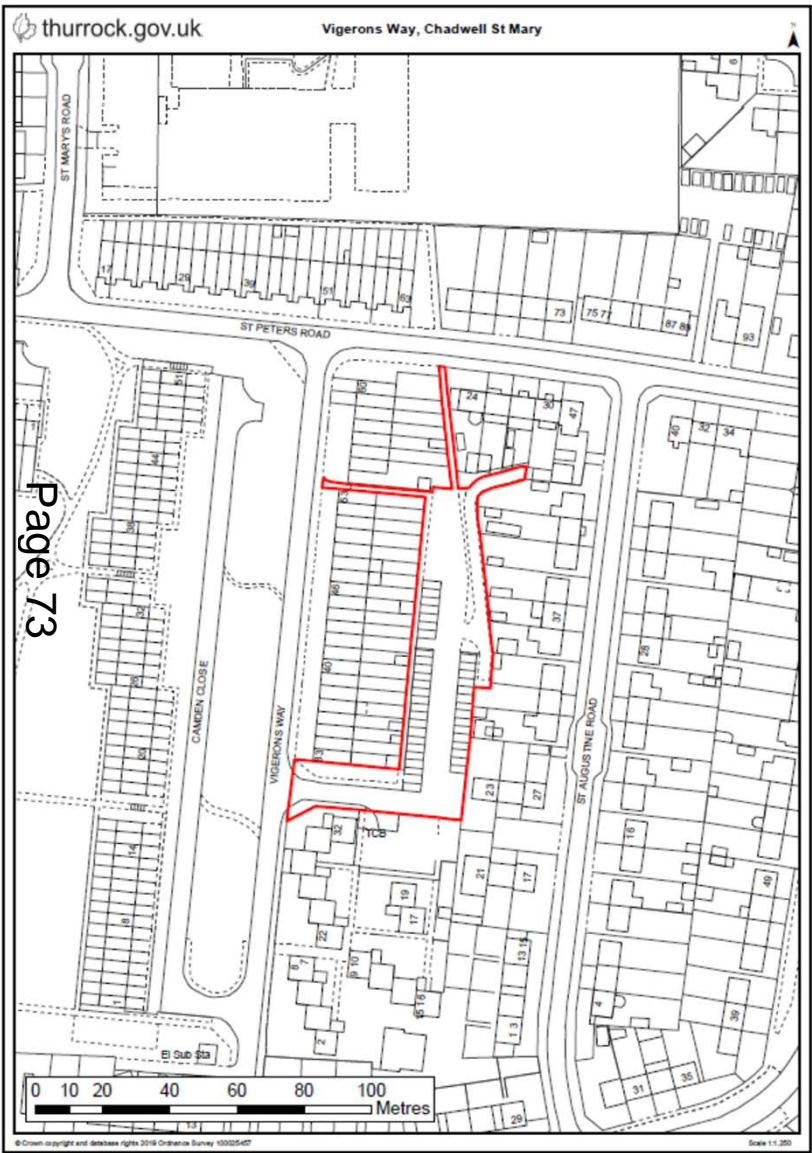
Name – Site #16	Bridge Road (East side) Grays
Address	Bridge Road, Grays, Thurrock RM17 6RS
Ward	Grays Thurrock
Site Area	0.54 Hectares / 1.33 Acres
Tenure	Freehold
Existing Use	Vacant Site (Brownfield)
Local Plan Designation	Undesignated
Estimated Site Capacity	Total: 20 Units





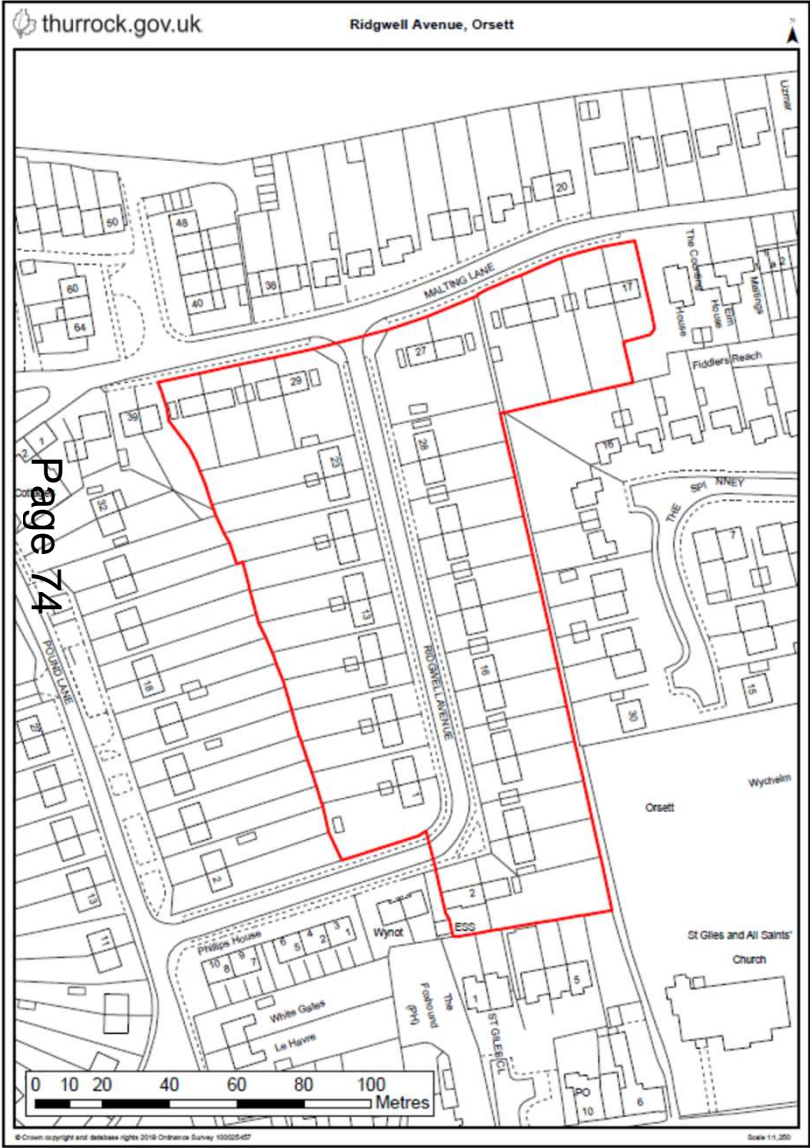
Name – Site #17	
13 Loewen Road, Chadwell St Mary	
Address	13 Loewen Road, Chadwell St Mary RM16 4XP
Ward	Chadwell St Mary
Site Area	0.12 Hectares / 0.30 Acres
Tenure	Freehold
Existing Use	Vacant dwelling
Local Plan Designation	Undesignated
Estimated Site Capacity	Houses: 5 Units





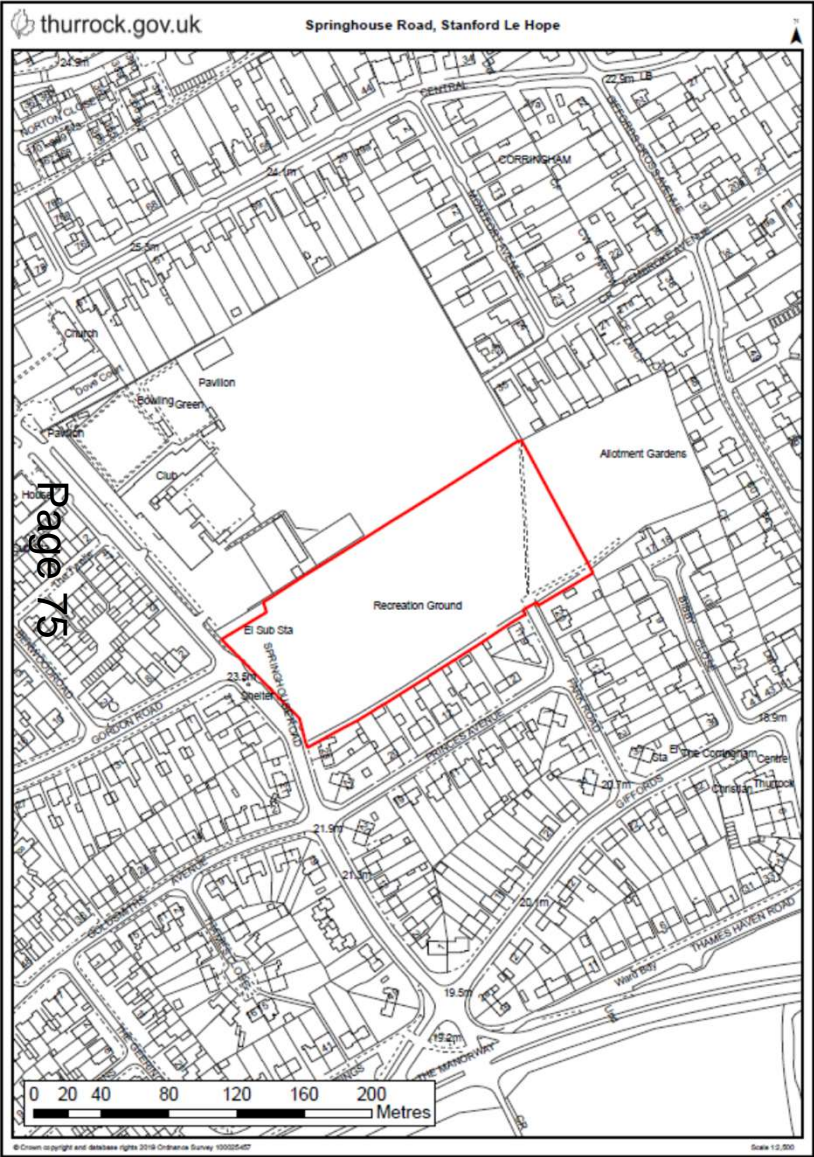
Name – Site # 18		Vigerons Way, Chadwell St Mary	
Address		Vigerons Way, Chadwell St Mary RM16 4LX	
Ward		Chadwell St Mary	
Site Area		0.17 Hectares / 0.42 Acres	
Tenure		Freehold	
Existing Use		Former Garage Site	
Local Plan Designation		Undesignated	
Estimated Site Capacity		Houses: 8 Units	





Name – Site #19	Ridgwell Avenue, Orsett
Address	Ridgwell Avenue, Orsett, RM16 3HR
Ward	Orsett
Site Area	1.50 Hectares /3.71 Acres
Tenure	Freehold
Existing Use	Occupied HRA/Private dwellings
Local Plan Designation	Undesignated (outside of Conservation area)
Estimated Site Capacity	Houses: 55 Units





Name – Site #20

Springhouse Road, Stanford-le-Hope

Address	Springhouse Road, Stanford-le-Hope
Ward	Stanford East & Corringham Town
Site Area	1.78 Hectares /4.40 Acres
Tenure	Freehold
Existing Use	Open Space
Local Plan Designation	Existing Open Space
Estimated Site Capacity	Houses and Apartments: 55 Units



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Work Programme

Committee: Housing Overview and Scrutiny

Year: 2019/2020

Dates of Meetings: 18 June 2019, 1 October 2019, 29 October 2019 (Extraordinary), 40 December 2019, 14 January 2020 (Extraordinary) and 11 February 2020

Topic	Lead Officer	Requested by Officer/Member
18 June 2019		
Homeless Hostels, Housing First and Support	Lorrita Johnson	Officers
500 New Council Housing Update	Detlev Munster	Officers
Housing Performance Update	Chris Seman	Officers
Selective Licensing	Dulal Ahmed	Officers
Work Programme	Democratic Services	Standard Item
1 October 2019		
Housing Solutions Customer Excellence Programme – External Review Findings	Lorrita Johnson	Officers
Homelessness Prevention & Rough Sleeping Strategy Report	Ryan Farmer	Officers
Housing Strategy Timetable (<i>deferred to 29 October – extraordinary meeting</i>)	Ryan Farmer	Officers
Local Lettings Plans	Ryan Farmer	Officers
Garage Project Update (<i>deferred to 29 October – extraordinary meeting</i>)	Carol Hinvest	Officers
HRA Rents and Service Charges	Carol Hinvest/ Mike Jones	Officers

Work Programme	Democratic Services	Standard Item
29 October 2019 - Extraordinary		
Housing Development Process	Keith Andrews	Officers
Work Programme	Democratic Services	Standard Item
10 December 2019 – Cancelled due to the pre-election period for the General Election		
14 January 2020 - Extraordinary		
Fees & Charges Pricing Strategy 2020/21	Roger Harris	Officers
Homelessness Prevention & Rough Sleeping Strategy	Ryan Farmer	Officers
Housing Revenue Account – Business Plan and Budgets 2020/21	Roger Harris / Mike Jones	Officers
Work Programme	Democratic Services	Standard Item
11 February 2020		
Housing Performance Update 2019/20	Chris Seman	Officers
Procurement of Housing Capital Delivery Programme	Susan Cardozo	Officers via ED1 Form
Housing Development Options List	David Moore	Members & Officers
Work Programme	Democratic Services	Standard Item

Housing Overview and Scrutiny Committee 2020/2021

Topic	Lead Officer	Requested by Officer/Member
Tenant & Leasehold Satisfaction Monitoring	Chris Seman	Officers
Garage Project Update	Carol Hinvest	Members
Homelessness Prevention & Rough Sleeping Strategy - Action Plan	Ryan Farmer	Members

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