



Havering

L O N D O N B O R O U G H

PLACES OVERVIEW & SCRUTINY SUB COMMITTEE AGENDA

7.00 pm

**Thursday
8 December 2022**

**Havering Town Hall
Council Chamber**

Members 12: Quorum 5

COUNCILLORS:

Conservative Group (4)

Robert Benham (Chairman)
Osman Dervish
TBC
TBC

Havering Residents' Group (5)

David Godwin
Gerry O'Sullivan
Natasha Summers
Bryan Vincent
TBC

Labour Group (2)

Katharine Tumilty (Vice-Chair)
Matthew Stanton

East Havering Residents Group (1)

Brian Eagling

**For information about the meeting please contact:
Christine Elsasser - 01708 433675
christine.elsasser@onesource.co.uk**

Under the Committee Procedure Rules within the Council's Constitution the Chairman of the meeting may exercise the powers conferred upon the Mayor in relation to the conduct of full Council meetings. As such, should any member of the public interrupt proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room and may adjourn the meeting while this takes place.

Excessive noise and talking should also be kept to a minimum whilst the meeting is in progress in order that the scheduled business may proceed as planned.

Protocol for members of the public wishing to report on meetings of the London Borough of Havering

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

What is Overview & Scrutiny?

Each local authority is required by law to establish an overview and scrutiny function to support and scrutinise the Council's executive arrangements. Each overview and scrutiny sub-committee has its own remit as set out in the terms of reference but they each meet to consider issues of local importance.

The sub-committees have a number of key roles:

1. Providing a critical friend challenge to policy and decision makers.
2. Driving improvement in public services.
3. Holding key local partners to account.
4. Enabling the voice and concerns to the public.

The sub-committees consider issues by receiving information from, and questioning, Cabinet Members, officers and external partners to develop an understanding of proposals, policy and practices. They can then develop recommendations that they believe will improve performance, or as a response to public consultations. These are considered by the Overview and Scrutiny Board and if approved, submitted for a response to Council, Cabinet and other relevant bodies.

Sub-Committees will often establish Topic Groups to examine specific areas in much greater detail. These groups consist of a number of Members and the review period can last for anything from a few weeks to a year or more to allow the Members to comprehensively examine an issue through interviewing expert witnesses, conducting research or undertaking site visits. Once the topic group has finished its work it will send a report to the Sub-Committee that created it and will often suggest recommendations for the Overview and Scrutiny Board to pass to the Council's Executive.

Terms of Reference

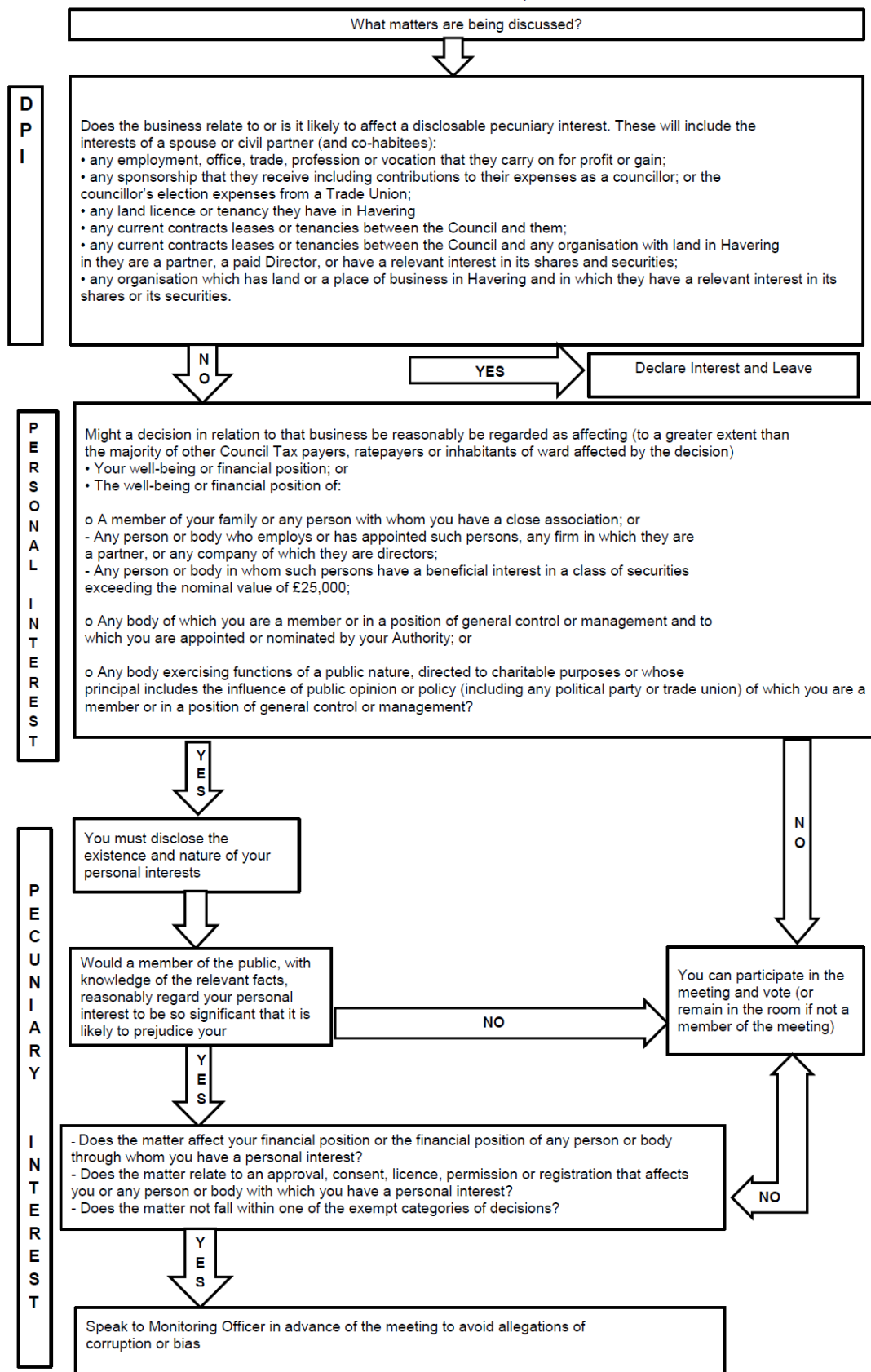
The areas scrutinised by the Committee are:

- Housing & Accommodation Services
- Land & Property Services
- Planning
- Building Control
- Business Services
- Inward Investment
- Asset Management
- Property Services
- Facilities Management
- Sports

Places Overview & Scrutiny Sub Committee, 8 December 2022

- Leisure
- Arts
- Music
- Libraries
- Heritage
- Parks & Open Space
- Highways
- Parking & Traffic
- Waste & Recycling
- Climate Change
- Transport & Infrastructure
- Public Protection & Licensing
- Emergency Planning
- Technical Services

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



AGENDA ITEMS

1 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS

Receive (if any)

2 DISCLOSURE OF INTERESTS

Members are invited to disclose any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

3 CHAIRMAN'S ANNOUNCEMENTS

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

4 MINUTES 4 OCTOBER 2022 (Pages 1 - 6)

To approve as a correct record the Minutes of the meetings of the Committee held on 4 October 2022 and authorise the Chairman to sign them.

5 PUBLIC REALM TRANSFORMATION (Pages 7 - 88)

Report and appendices attached.

6 FAMILY HOMES POLICY (Pages 89 - 102)

Report attached.

7 PRE-DECISION SCRUTINY - CABINET FORWARD PLAN (Pages 103 - 116)

Cabinet Forward Plan attached.

Zena Smith
Democratic and Election
Services Manager

**MINUTES OF A MEETING OF THE
PLACES OVERVIEW & SCRUTINY SUB COMMITTEE
Council Chamber - Town Hall
4 October 2022 (7.04 - 8.34 pm)**

Present:

COUNCILLORS

Conservative Group	Robert Benham (Chairman)
Havering Residents' Group	David Godwin, Gerry O'Sullivan, Bryan Vincent and Laurance Garrard
Labour Group	Katharine Tumilty (Vice-Chair) and Patricia Brown
East Havering Residents Group	

Apologies were received for the absence of Councillors Osman Dervish and Brian Eagling.

All decisions were taken with no votes against.

The Chairman reminded Members of the action to be taken in an emergency.

1 CHAIRMAN'S ANNOUNCEMENTS

2 APOLOGIES FOR ABSENCE

Apologies for inability to attend the meeting were received from Councillors Brian Eagling, Osman Dervish, Natasha Sommers (substitute Councillor Patricia Brown) and Matthew Stanton (substitute Councillor Laurence Garrard).

3 DISCLOSURE OF INTERESTS

There were no declarations of interest.

4 EMERGENCY PLANNING & LAUNDERS LANE

The Sub-Committee were presented that captured the Corporate Emergency Planning involvement with the long standing Launders Lane site issues. The report enabled Members to decide if they wished to undertake a more in depth scrutiny of the issues and seek other partners' perspectives and responsibilities.

It was explained that the summary would help members understand and seek assurances that the Council had undertaken its responsibilities, through the avenues available to it, namely enforcement and legal ones, to help resolve the impact on residents.

A brief history of the impacts from 2000-todate, from a Corporate Emergency Planning lens, highlighting known incidents, together with an overview of the upcoming work underway, related to reducing the disruption that Launders Lane created for the residents of Rainham and South Hornchurch announced by the Leader in response to the historic issues.

The summary provided:

- A background on the site named Arnolds Field (commonly known as Launders Lanes) however, this history is patchy, with dormant periods.
- The Emergency Response to the large fire in July 2019 including the cost implications
- The London Fire Brigades position on responding to fires at Launders Lane
- The Forthcoming Launders Lane Actions from the August and early September meetings held to listen to residents' concerns and identify appropriate actions
- Advice to Members that options may be limited and potentially expensive given the complicated history issues, ownership and enforcement limitations associated with this site.

The Sub-Committee discussed the situation, with a view to deciding that they wished to undertake further scrutiny work and it was **recommended** that the scope they would like was to examine the issues of this report further following more legal advice as well as more information on the cost and exposure/risks implications to the Council so further action could be decided thereafter.

5 HOUSING TARGETS AND LARGER HOMES

This item was not discussed and would come back to a future meeting in December 2022.

6 HOUSING REPAIRS PERFORMANCE UPDATE

The Sub-Committee were presented with a report that provided an update on the new Repair and Voids contract with Mears.

It was explained that the Council's previous contract for delivering the responsive repairs works ended in March 2022 and following an extensive procurement Mears were appointed to a new 10 year contract to deliver the new service. The procurement exercise enabled Officers the opportunity to re-assess the requirements from the service, including improved use of

technology, better end to end journey for our customers, better system interfaces, more stringent KPIs and an improved Social value offer. It was to be noted that there were some staffing issues; however, the Council was working on proactive measures and solutions with Mears.

Queries were made by Members regarding complaints and complaints statistics and it was agreed these would be brought back to the Sub-Committee in a separate report. Officers further explained that the Council were looking to introduce a property MOT approach with Mears. This would involve a proactive approach whereby operatives would visit a property and undertake checks and minor repairs across the whole property, largely in low cost high use items such as window and door handles, kitchen door and drawer adjustments, taps and traps checks with the aim of eliminating the need for future responsive repairs. Initially high and low users would be considered for the repairs service and this approach would allow for the capture of stock condition data to inform future planned programmes of work.

It was requested that the MOT approach be brought back as a separate report to the Sub-Committee as well and in addition Members were asked to consider and submit any specific questions they had ahead of the report return to the Sub-Committee. **Action Point: Garry Knights was to bring two separate reports back to the Sub-Committee; one on complaints and complaint statistics and the other on the MOT approach.**

The Sub-Committee **noted** the report.

7 HOUSING RESIDENT SAFETY AND COMPLIANCE PERFORMANCE

The Sub-Committee were presented with a report that provided an update on the position of London Borough Havering (LBH) Housing services resident safety and compliance programmes against its statutory and regulatory duties.

It was explained that as agreed by Cabinet on the 16th February 2022 Places OSSC would be provided with a quarterly report on the Housing compliance performance as part of the internal governance approach and that performance was also scrutinised monthly by both the Compliance board and the Asset Management Sub Steering Group.

It was explained that LBH owned and managed circa 9,200 homes and circa 2,500 leasehold properties including circa 10 tower blocks and 1,000 medium and low rise blocks. LBH has a duty to ensure each of these properties are safe and meet all relevant statutory duties around testing and servicing equipment and meet the relevant consumer standards of the Regulator for Social Housing and the requirements of the Building Safety Act monitored by the new Building Safety Regulator Resident Safety around the six big compliance areas. These are considered as: Gas Safety, Electrical Safety, Lift Safety, Water Safety, Fire Safety and Asbestos. Also

alongside the main six areas there is a duty to ensure compliance across a number of other associated areas such as PAT testing, lightening protection testing, Dry Riser testing and Fire alarm testing. As new properties are brought on stream consideration needed to ensure that areas such as sprinkler and communal extract systems were included in compliance programmes.

It was to be noted that given the seriousness of resident safety all KPIs are set at 100% as shown in Appendix 1. After a significant programme of work LBH has been able to complete most programmes and ensure the relevant evidence was in place to support this position.

Furthermore, LBH had a small number of EICRs to complete, these were hard to reach properties and work was being done to resolve these. All action from the Building Safety Act are captured on the Action plan in appendix 2. The process of determining the appropriate future procurement strategy was being worked on across all areas of compliance, to ensure contracts that deliver a high level of performance whilst meeting the upcoming changes in technology. This strategy would go to cabinet ahead of procurement exercises commencing later this year.

The Sub-Committee **noted** the report.

8 UPDATE REPORT - COST OF LIVING CRISIS THE AFTERMATH OF COVID 19 AND THE IMPACT ON HOUSING DEMAND

The Sub-Committee were presented with a report that summarised what had been identified in previous briefings, on the impact COVID 19 had on homelessness demand. Furthermore, it was outlined that it was imperative the Council continued to develop the service and provide as many pathways to appropriate and suitable accommodation as possible. This would be possible through the following:

1. Increasing Private Sector Lease supply to stem the outflow of properties handed back to the landlord. Improving lease and property maintenance terms, reviewing the rents and providing better quality accommodation for residents.
2. Cabinet sign off to purchase 125 properties through Mercury Land Holdings (MLH) as well as bolster the number of properties sourced in the private rented market.
3. Introduction of 35 units of high complex needs accommodation for people who were sleeping on the streets, released from prison or hospital and had mental health, drug and alcohol as well as other combined complex needs preventing high cost interventions from acute services such as A&E.

It was explained that the war in the Ukraine was not anticipated and therefore there was no preparation for Ukrainian families fleeing their homes seeking refuge in the United Kingdom. The impact of the macro-economic forces caused record inflation and rising interest rates hitting London badly,

meaning that: tenants rents are unaffordable, landlords are exiting the market and the private rented sector market is drying up.

Furthermore, the Afghan Relocation Assistance Programme (ARAP) and Homes 4 Ukraine Scheme (H4UK), with the backdrop of the Home Office, exhausted hotel use across London to accommodate Afghan refugees and other asylum seekers they sort to meet the needs of Ukrainian Refugees with alternative accommodation vehicles. To date Havering Council had pledged to support eight Afghan families accommodating five. Further support was yet to be declared and until it was clear what the proposal for the fair share distribution plans looked like across London for Afghan refugees currently held in hotels and dispersal accommodation.

Homes4Ukraine Havering however, had facilitated the support for 319 fleeing guests through the sponsorship and family visa programme and had since collaborated with other local authorities sharing valuable insights and service infrastructure. However, the pressure was continuing to mount with sponsorships coming to the end of its 6 month plan and relationship breakdowns increasingly prevalent in the family visa scheme. As a result of the scheme the people of Havering had responded admirably to the humanitarian effort and alleviated some of the pressure to secure housing for refugees in the interim. Although there was an inability to move households on into longer term housing would have lasting consequences for children settling into the area. It was also anticipated that many hosts would ask their HfU guests to leave at the end of the initial six months of their commitment which would put additional pressure on homelessness services as the Council had a statutory duty to accommodate them.

The Impact on our MLH Scheme and private rented market was affected by rising inflation and interest rates which have damaged the viability of the Council's MLH scheme and the 125 units proposed could no longer be delivered.

Find your Own, the private rented sector had also taken a dramatic turn with the Council no longer able to deliver the 40 units of accommodation it was securing each month. This number has fallen drastically with landlords asking for premium rents, deposits, rent advances and additional incentive payments. Therefore, the Council was not able to secure private rented accommodation at the previous rates of 40 properties a month through the Find Your Own scheme and this had fallen by almost 60% with expenditure fallen from an all-time high of £118k per month to as low as £26k. This further illustrated the challenges in the market to secure available private rented properties.

Various questions were asked by Members and Officers explained that in terms of the allocation scheme for Council housing, this would be re-evaluated with the new administration and Members were welcome to take part in those conversations.

The Sub-Committee **noted** the significant pressures on Housing and its accommodation resources and were informed of the wider implications of housing and the impact on children's and families.

9 **AOB**

1. Frequency of meetings – would like to see more than quarterly.
2. Topic Groups – budget would allow 2 topic groups.
3. Arrange tour of the Borough to be arranged (waste facilities, libraries, sport centres, housing stock etc.).

It was suggested that frequency of meetings and topic groups are important; however, Members should remember the following guidance:

- Most Councils meet every 6 weeks and recommend how to focus work programme.
- Work effectively to recognise what the issues where what you want out of scrutiny and how to approach it.
- What are the issues, effective planning and then think of the frequency and don't rule out events and working independently outside.
- Prioritisation of issues and how you deliver.

Members agreed to have informal meetings in between the formal ones and liaise amongst themselves. Preplanning on the work programme would be required to give Officers the opportunity to bring reports to future meetings.

Chairman



This Report is part exempt and Appendices A,B,C,D are not available for public inspection as they contain or relate to exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972. They are exempt because they refer to information relating to the financial or business affairs of any particular person (including authority holding that information) and information in respect of which claim to legal professional privilege could be maintained in legal proceedings, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

CABINET

Subject Heading:

Public Realm Transformation

Cabinet Member:

Cllr Mugglestone

SLT Lead:

Barry Francis

Report Author and contact details:

Imran Kazalbash, Assistant Director of Public Realm,

Imran.kazalbash@haverinq.gov.uk

Policy context:

This report supports the Corporate Plan especially "A Great Place to Live as outlined in the Places theme

Financial summary:

The cost of the contract is anticipated to be £90m over 8 years and will be funded from revenue budgets

The cost of capital for the new fleet is anticipated to be £10.14m and will be funded from the council's capital programme

Is this a Key Decision?

This is a key decision as it concerns expenditure of £500,000

When should this matter be reviewed?

This report has been considered at Pre-
Decision Overview & Scrutiny on 08/12/22

Reviewing OSC:

**The subject matter of this report deals with the following Council
Objectives**

Communities making Havering	<input type="checkbox"/>
Places making Havering	<input checked="" type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

SUMMARY

This report is seeking approval from Cabinet for the Integrated Recycling, Waste Collection and Street Cleansing Contract to be awarded to the preferred bidder following a competitive tendering exercise.

The report outlines the procurement procedure and presents details of the stages conducted during the process to identify the preferred bidder for the new Integrated Recycling, Waste Collection and Street Cleansing Contract due to commence in July 2023.

The contract is due to commence on 30 July 2023 for a term of 8 years with the option to extend for a further 8 years. The estimated value over the initial period of 8 years is £90m and over the full 16-year term is £180m.

RECOMMENDATIONS

For the reasons stated in this report and its appendices Cabinet is recommended to award the Integrated Recycling, Waste Collection and Street Cleansing Contract (the Contract) to the preferred bidder, subject to the statutory standstill period, for an initial term of eight years with the option to extend for up to a further eight years, by mutual agreement.

REPORT DETAIL

Background

In September 2019 the London Borough of Havering ("Authority") considered the business case and procurement strategy to deliver the Public Realm Transformation Programme. The Cabinet subsequently approved, on 18 September 2019, the commencement of the procurement for services under the Integrated Recycling, Waste Collection and Street Cleansing contract.

As a result of the Covid 19 outbreak suppliers indicated they were unable to enter into a procurement process and a further report was received by Cabinet halting the procurement and seeking an extension of the current contract. This was approved in September 2020 and the current contract with Serco was extended for a period of 24 months from 1st August 2021 to 29th July 2023.

In July 2021 the market had recovered to the extent that the procurement could be restarted, and the Cabinet authorised this decision in the meeting of 7 July 2021.

In September 2021, the Authority issued a Contract Notice to be published in the Find a Tender Service (“FTS Contract Notice”) advising its intention to procure a contract for an Integrated Recycling, Waste Collection and Street Cleansing Contract (“the Contract”). The Authority conducted this procurement under the Competitive Dialogue procedure pursuant to Regulation 30 of the Public Contracts Regulations 2015 (“the 2015 Regulations”).

The services within the scope of this contract are:

- Recycling and Waste Collection
- Street Cleansing
- Weed Control

The scope of the services is set out below

Service Delivery for Waste Collection

	Current Service	New Service From July 2023
Collection Frequency	Weekly	Weekly
	Black Sacks	Black Sacks

Target Materials for Dry Recycling

	Current Service	New Service From July 2023
Collection Frequency	Weekly	Weekly
<u>Paper</u> Newspapers/ magazines Office and writing paper Brochures Junk mail Envelopes Leaflets Telephone directories Thin card	YES	YES
<u>Card</u> Cardboard	YES	YES
<u>Metal/packaging tins and cans</u> Steel drink and food cans Aluminium drinks cans Kitchen foil and foil food trays Metal aerosol cans	YES	YES

<u>Plastics</u> PET natural and jazz– Coloured and clear fizzy drinks, clear and blue tinted mineral water bottles, cordial and cooking oil bottles, pots, tubs, trays	PART (bottles only)	YES
<u>Glass</u> Glass bottles Glass jars	NO	YES
<u>Small WEEE</u> Collected separately from Street Level Properties. Households use own containment	YES	YES
<u>Household Batteries</u> Collected separately from Street Level Properties. Households use own containment	YES	YES

Target Materials for Garden Waste

	Current Service	New Service From July 2023
Collection Frequency	Fortnightly	Fortnightly
Grass cuttings Garden clippings and pruning's Dead flowers, plants, and weeds Bark Leaves Small twigs and branches	YES	YES

Service Delivery for Street Cleansing

	Current Service	New Service From July 2023
Methodology	Scheduled Input of Frequencies	Output based specification according to demand and land use

The Procurement process

The Authority conducted this procurement under the Competitive Dialogue procedure comprising the following stages:

- Selection Questionnaire (“SQ”) stage;
- Invitation to Submit Detailed Solutions (“ISDS”) stage; and
- Invitation to Submit Final Tender (“ISFT”) stage.

The Authority received expressions of interest in the form of completed SQ from five Suppliers. Following the evaluation of the SQs, the Authority invited four of the five Suppliers to submit a detailed solution, by issuing an Invitation to Participate in Dialogue (“ITPD”).

At the commencement of the ISDS stage one bidder notified the Authority of its intention not to continue in the process, due to limited resources available and other commitments. The procedure continued with the remaining three Bidders who all submitted a Detailed Solution in February 2022.

Following the completion of the ISDS evaluation, the Authority determined that it would be beneficial to enter dialogue with all the Bidders. The Authority subsequently held seven dialogue sessions with each Bidder. These sessions included the following topics:

- Legal and Contract questions and comments;
- Payment & Performance Mechanisms including labour indices, bidding assumption prices, risk pricing, affordability and Key Performance Indicators;
- Vehicle & resource schedules;
- Depot discussions and updates including leases and licences;
- Management Information System demonstrations and discussions;
- Waste & Recycling collection service delivery and operational matters; and
- Street Cleansing operational matters.

The three Bidders submitted their ISFT submissions by the deadline in August 2022.

Overview of the ISFT stage

The evaluation of the ISFT submissions followed the methodology set out in the Evaluation Framework to ensure the conformity and the compliance of the ISFT submissions with the needs and the requirements of the Authority.

The review of the ISFT submissions, therefore, followed the following stages:

- Stage 1: Conformity and Completeness
- Stage 2A: Method Statements
- Stage 2B: Legal/Risk
- Stage 2C: Payment and Performance Mechanism
- Stage 2D: Robustness of the Bidder Financial model
- Stage 2E: Evaluation Price

The Evaluation Panel was formally appointed to review, evaluate, and score the ISFT submissions. Members of the Evaluation Panel were appointed based on their expertise, experience, and competence and comprised of members from LB Havering, Eunomia and Sharpe Pritchard. Members of the evaluation panel

completed Conflict of Interest forms prior to the process which were submitted to procurement.

Panel members individually scored the bidders submissions and submitted their completed scoring prior to the start of the moderation. At the moderation meetings the evaluation panel discussed the feedback and reached consensus on each of the criteria for each bidder.

Evaluation Criteria

The evaluation criteria were set out on a 50:50% split between price and quality. The 50% price criteria were then sub divided in the following way;

- Evaluation Price - 470
- Commercial - 30
 - Legal/Risk - 5
 - Payment & Performance - 5
 - Robustness of bidder financial model - 20

The Method Statements were evaluated and scored in accordance with the Evaluation Framework. The total weighted scores were derived from adding up all weighted scores for all Method Statements, the highest score indicating the best quality.

In terms of the evaluation of the price element this was determined on the basis of the deviation from lowest sum methodology. The tender sums were ranked lowest first with the lowest tender sum achieving the maximum number of points available and the other submissions receiving points based on the deviation from the lowest tender sum.

The commercial element of the price evaluation was based on the same methodology as the quality evaluation, using a scoring scale to evaluate each sub-criterion.

The table below sets out the evaluation criteria in respect of the quality submission.

Tier 1	Tier 2	Max Points Available at ISFT
Quality Criterion	Management and Culture	50
	Social Value	20
	Operations	130
	Deliverability	50

	Service Delivery Method	230
	Service Delivery Method for Health and Safety	20
Total		500

The financial criteria were split further to represent the evaluation price and commercial aspects of the submission.

The table below sets out the evaluation criteria in respect of the price submission

Tier 1	Tier 2	Max Points Available at ISFT
Financial Criterion	Evaluation Price	470
	Commercial	30
Total		500

The commercial aspect of the financial criterion was then sub divided into Legal/Risk, Payment and Performance and Robustness of the Bidder Financial Model as set out in the table below.

Tier 2	Tier 3	Max Points Available at ISFT
Commercial	Legal/Risk	5
	Payment and Performance	5
	Robustness of the Bidder Financial Model	20
Total		30

Contract Award & Mobilisation

Following the end of the mandatory standstill period, the Authority will work with the preferred bidder to complete the contract ready for countersigning. On completion, the signed contract will be sealed by the Council and a copy returned to the Preferred Bidder prior to service commencement date.

A full mobilisation plan was submitted by bidders as part of the ISFT submission outlining how the services will be delivered ready for the service commencement date including:

- Contract documentation finalisation and legal;
- Depots and premises;
- Procurement of vehicles and equipment;
- Management Information Systems;
- Staffing and HR;
- Communications; and
- Health & Safety.

The mobilisation team will continue to report into the Waste Project Board throughout the mobilisation period. The first mobilisation meeting will take place within the first week after the contract has been signed to review the plan and begin the process.

Contract Management

The contract will be managed by the Waste Client Team through weekly Operational, monthly Contract and quarterly Strategic meetings (one of which will act as the Annual General Meeting). The content of these meetings has been specified within the contract. The meetings will be supported by a suite of reports addressing issues such as performance against Key Performance Indicators (“KPI’s”), trends, Health & Safety, Social Value, Environment Management Plan and innovation.

A detailed suite of KPI’s covering all aspects of the service is included which will ensure the delivery of the services to the highest standard. The service specific KPI’s comprise of, general, recycling and waste collections and street cleansing.

Default deductions will apply in respect of service failures where the failure has not been rectified within the appropriate timescale e.g., missed collection, waste not separated, failure to cleanse to required standard, failure to remove fly-tip. A reduction to the service payment will be made to reflect the loss to the Authority, expressed as an amount known as the Administrative Labour Cost. Where repeat service failures occur an increased deduction shall be made.

Anticipated Changes

Provision has been made in the contract to address changes in legislation e.g., the Environment Act 2021 enabling changes to be implemented during the life of the contract. This has been achieved by the Authority identifying services as anticipated changes which the Authority may require the contractor to provide either in part or in full but it does not commit to doing so

REASONS AND OPTIONS

Reasons for the decision:

- That in light of the process followed and the consensus reached during evaluation, the preferred bidder's Final Tender submission represents the Most Economically Advantageous Tender;
- The preferred bidder's Final Tender submission is capable of meeting the Authority's needs and requirements from a qualitative perspective;
- That the preferred bidder's Final Tender submission is capable of meeting the Authority's needs and requirements from a financial perspective; and
- That the preferred bidder's Final Tender submission is capable of meeting the Authority's needs and requirements from a legal and commercial perspective.

Service delivery

Social Value

Several key offers were made by the preferred bidder to deliver positive social outcomes across the borough's communities which include:

- A clear apprenticeship programme;
- Commitment to recruit within the borough promoting recruitment from hard-to-reach groups;
- Actively seeking to support the local economy by committing to spend within the borough;
- Community engagement projects with voluntary and community groups and specifically educational projects with primary schools; and
- Commitment to workforce volunteering and the inclusion of an annual Community Engagement Fund.

Environment & Climate

Several key offers were made by the preferred bidder to contribute to the borough's Climate Change Action Plan which includes:

- Smaller vehicles shall be electric from the service commencement date, vehicles specified by bidder but purchased by the Authority;
- A carbon offsetting commitment through a recognised carbon offset programme from the service commencement date;
- Annual quality and Environment Management Plan to include reporting on carbon reduction;
- Supporting and contributing to the Authority's Green recovery programme;
- Route optimisation designing efficient well-balanced services with vehicle tracking and fuel monitoring;
- Increase in recycling and re-use, particularly from bulky waste working in partnership with re-use agencies; and
- Annual Environment Fund to support ecology and biodiversity in the borough.

Performance & Contract Management

Several key offers were made by the preferred bidder to ensure robust contract

management and high levels of performance which include:

- A Management Information System solution comprising of a suite of industry leading systems delivering a modern integrated solution including real time information, which will be integrated with the Council's system enabling real time information exchange with customers/residents;
- A robust performance monitoring and reporting regime including a suite of operational, contract and strategic reports and meetings;
- An Annual Service Improvement Plan will provide an overview of the partnership, service delivery, performance and innovation;
- A clear suite of KPI's that cover all aspects of service including performance and default deductions; and
- Greater awareness of the customer journey in complaints management, carrying out root cause analysis in addition to rectification.

Waste and Cleansing Services

Several key offers were made by the preferred bidder to deliver an innovative efficient waste and cleansing service which include:

- Uniform approach across services including shared processes and procedures leading to more efficient service delivery;
- Modern, safe and sustainable collection vehicles equipped with latest fleet technologies and safety measures;
- Proactive approach across the services to support the authority's enforcement of fly – tips and graffiti;
- Cleansing services to ensure compliance with Environment Protection Act 1990 tailored to different land types;
- Resources deployed in accordance with geographic profiling taking an Intelligence led approach; and
- Commitment to resident and customer care encouraging behavioural change to develop participation in recycling services.

Other options considered:

Three options were considered and set out in the Cabinet report of 18 September 2019 and were reiterated in the Cabinet report of 7 July 2021 which included:

- Option 1 - Contracting services out (outsourcing);
- Option 2 - Combination of keeping and bringing the services in-house; and
- Option 3 – setting up a Local Authority Company.

The options were appraised against the following criteria:

- Cost modelling and financial assessment; and
- Assessment of qualitative factors and risks.

Following assessment of the options which concluded that there was a strong preference for outsourcing the services as part of an integrated contract the decision was made to proceed with the procurement.

IMPLICATIONS AND RISKS

Financial implications and risks:

Full details with regard the costs can be found in the exempt part of the report.

The existing budget provision includes additional sums included for the current service extension and operational levels. The budget position reflects the integrated format of the new contractual arrangements but does not include the effect of the pay awards which are currently held corporately.

This represents an increase to the current revenue budget provision and this is included in the MTFS and budget setting process for 2023/24 and future financial years. There are also true up and indexation elements within the contract, for example on labour and fuel cost increases, that will be drawn down over the life of the contract and these are also considered in the ongoing MTFS budgeting process. It should be noted that given the current volatility of markets and inflation levels it is difficult to predict the effect on the price at the start of the contract. The procurement process has sought to ensure that the service will be based on a robust operating model, viable and sustainable over the life of the contract to minimise risk.

The council will be procuring the fleet to undertake the contract and a capital budget of £10.14m is included in the capital programme approved by cabinet in February 2022, based on an estimated costs of the fleet in October 2021. The fleet requirements included in the successful bid will now be procured and the capital provision reviewed accordingly to reflect the actual cost. Current indications are that the capital provision may need to increase, which will have an impact on the revenue position of the council. This impact will be finalised as the procurement progresses.

Legal implications and risks:

The Council is under a number of statutory duties to provide the waste and street cleansing services detailed in this report. Among these are: s.41 Highways Act 1980 which provides that a Highways Authority must maintain a public highway, including keeping it clean and free from obstructions; Environmental Protection Act 1990, under which the Council is a principal litter authority; s.1 Localism Act 2011 which provides that the Council has a general power of competence to act as that of an individual, subject to other statutory provisions limiting or restricting its use.

This report asks Cabinet to approve the award of the waste and street cleansing contract to the preferred bidder for a period of 8 years with an option to extend for a

further period of up to 8 years. The total value of the contract exceeds the threshold for services under the Public Contract Regulations 2015 ("2015 Regulations"), which is currently £214,477. Therefore the 2015 Regulations apply in full.

The procurement was run under a Competitive Dialogue Procedure in accordance with Reg.30 2015 Regulations, the detail of which is set out in this report. The Cabinet must be satisfied that the recommended award of the contract is to the bidder that submitted the most economically advantageous tender based on the award criteria set out in the Council's tender documents. This will secure compliance with the 2015 Regulations.

A contract award notice must be published on the UK Find a Tender Service within 30 days of award of the contract and Contracts Finder 24 hours thereafter.

The Council's external lawyers will assist with preparing a formal contract. The ISFT was issued with a draft contract and the contract will be entered into on those terms, subject to confirmation and finalisation of the contract with the preferred bidder in accordance with the 2015 Regulations and ISFT.

Further details and implications are contained within the exempt appendices to this report.

Human Resources implications and risks:

The Street Cleansing Services that have been included in the tender and procurement process as part of the new Integrated Public Realm contract are currently provided by Havering Council employees. It is clear that TUPE (Transfer of Undertakings (Protection of Employment) Regulations 2006) will apply, and the employees would be required to transfer to the employment of the new service provider. Employees in scope of the TUPE transfer have been regularly updated throughout the tender process and once the award is made to the successful bidder, the statutory TUPE Information and Consultation process will commence and be followed by a period of mobilisation for which a plan is being produced.

The Waste and Recycling Services and Weeds Service that are included in the tender process are currently provided by employees of the existing suppliers so there is no direct impact on Council employees. Should a new supplier be appointed following the tender and procurement process, there may be TUPE rights in some cases for the employees of the current suppliers.

The following risks have been identified; however, these have been mitigated through a detailed mobilisation plan and contractual obligations. The Council will work closely with the preferred bidder to mitigate any risks

- Staff have sufficient training and competencies to deliver the services in accordance with the proposal;
- Sufficient planning required for any TUPE and staff questions to be resolved;
- Staff leave and do not transfer; and
- Sufficient information for staff with regular communications.

Equalities implications and risks:

Under section 149 of the Equality Act 2010, the Council has a duty when exercising its functions to have “due regard” to the need to eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act and advance equality of opportunity and foster good relations between persons who share a protected characteristic and persons who do not. This is the public sector equality duty. The protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

“Due regard” is the regard that is appropriate in all the circumstances. The weight to be attached to each need is a matter for the Council. As long as the council is properly aware of the effects and has taken them into account, the duty is discharged.

Officers have ensured an Equalities Health and Impact Assessment (EqHIA) was completed and updated as the project progressed and note that there are no equalities risks with these recommendations. The EqHIA is attached to this report at Appendix E.

Health and Wellbeing implications and Risks

Havering council is committed to improving the health and wellbeing of its residents. The contract is likely to have a positive impact on health and wellbeing through several positive benefits which include:

- Air quality will benefit from the introduction of electric vehicles and low emission vehicles that will be used from service commencement date. This will benefit the health and wellbeing both residents and visitors to the borough;
- The preferred bidder has committed to provide employment opportunities and apprenticeship programme to residents of the borough by working closely with agencies and community organisations to promote growth and stability within the borough;
- The preferred bidder has committed to follow the requirements of the Good Work Standard which sets the benchmark for the highest employment standards;
- The preferred bidder has signed up to the Mindful Employer Charter for Employers Positive about Mental Health;
- Commitment of a minimum of 2 work placements for young people Not in Education, Employment or Training (NEET) per annum;
- Delivery of educational programmes to schools that aim to influence pupils and their families to promote the principles of the waste hierarchy; and
- Community engagement activities working extensively with at least 1 community or voluntary group each quarter undertaking projects to benefit the community.

There are no negative impacts attributable to this contract. The following risks have been identified; however, these will be mitigated through a detailed mobilisation plan

and contractual obligations. The Council will work closely with the preferred bidder to mitigate any further risks that may arise.

- Waste and recycling do not get collected and causes a health and safety issue
- Litter bins are not emptied, and streets are not cleansed which causes a health and safety issue

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

The environmental benefits have been set out in the Environmental and Quality performance and Social Value Method Statements and include some key aspects that have been set out above in Environment & Climate and Social Value. Full details can be found in Exempt Appendix C and D.

These aspects will be measured and monitored throughout the contract through detailed reporting and robust contract management meetings and both quarterly and annual strategic meetings.

BACKGROUND PAPERS

Cabinet Report – Public Realm Transformation 18 September 2019

Cabinet Report – Public Realm Transformation – New Operating Model 7 July 2021

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Equality & Health Impact Assessment (EqHIA)

Document control

Title of activity:	Procurement of Integrated Recycling, Waste Collection & Street Cleansing Contract
Lead officer:	Mel Gadd, Public Realm
Approved by:	Imran Kazalbash, Assistant Director of Public Realm, Neighbourhoods
Date completed:	19/10/2022
Scheduled date for review:	19/10/2023

Did you seek advice from the Corporate Policy & Diversity team?	No
Did you seek advice from the Public Health team?	No
Does the EqHIA contain any confidential or exempt information that would prevent you publishing it on the Council's website?	No

1. Equality & Health Impact Assessment Checklist

Please complete the following checklist to determine whether or not you will need to complete an EqHIA and ensure you keep this section for your audit trail. If you have any questions, please contact EqHIA@havering.gov.uk for advice from either the Corporate Diversity or Public Health teams. Please refer to the Guidance in Appendix 1 on how to complete this form.

About your activity

1	Title of activity	Procurement of Integrated Recycling, Waste Collection & Street Cleansing Contract		
2	Type of activity	Procurement of services under one integrated contract. Change in service delivery		
3	Scope of activity	<p>To award the new Integrated Recycling, Waste Collection and Street Cleansing contract to the preferred bidder with a service commencement date of July 2023</p> <p>The new contract comprises of the recycling and waste collections, street cleansing services including market cleansing, and weed control-</p> <p>72 employees within the Market Cleansing & Street Cleansing team in the Public Realm service are in scope to be TUPE'd across to the preferred bidder</p>		
4a	Are you changing, introducing a new, or removing a service, policy, strategy or function?	Yes	<p>If the answer to <u>any</u> of these questions is 'YES', please continue to question 5.</p>	<p>If the answer to <u>all</u> of the questions (4a, 4b & 4c) is 'NO', please go to question 6.</p>
4b	Does this activity have the potential to impact (either positively or negatively) upon people (9 protected characteristics)?	Yes		
4c	Does the activity have the potential to impact (either positively or negatively) upon any factors which determine people's health and wellbeing?	Yes		
5	If you answered YES:	Please complete the EqHIA in Section 2 of this document. Please see Appendix 1 for Guidance.		
6	If you answered NO:			

Completed by:	Mel Gadd, Public Realm
Date:	19/10/2022

2. The EqHIA – How will the strategy, policy, plan, procedure and/or service impact on people?

Background/context:
<p>The purpose of this Equalities Impact Assessment (EIA) is to:</p> <ul style="list-style-type: none"> • Undertake a thorough and systematic analysis of the effect of implementation of the new contract on the employees in the Street Cleansing & Markets service; • Determine the impact and what extent the new contract has on particular groups of staff; • Assess the impact that will occur to minority groups or individuals when the contract is implemented; • Propose measures to mitigate, eliminate or counterbalance that impact; • Promote equality of opportunity. <p>Reference will be made to the following nine protected characteristics</p> <ul style="list-style-type: none"> • Age • Disability • Sex/Gender • Ethnicity/Race • Religion/Faith • Sexual Orientation • Gender Reassignment • Marriage/Civil Partnership • Pregnancy, Maternity and Paternity <p>Regular meetings have taken place with staff and Trade Unions to keep them updated about the contract. Meetings will continue to take place throughout the process with all parties. If Cabinet agree the decision to award the contract to the preferred bidder up to 72 staff will be subject to TUPE. This number may decrease as the service commencement date is not until July 2023 as there may be staff reductions prior to that date. The Council will ensure due diligence throughout the process.</p> <p>There should be no negative impact to any of the above groups as all staff within these services will be subject to transfer to the contractor regardless profile. All affected staff will be transferred, and TUPE applies.</p>

The Council employees will TUPE to the contractor on their existing terms and conditions. Transferring employees' pensions will be safeguarded. The preferred bidder has indicated that they will be seeking admission to the Local Government Pension Scheme (Admitted Body Status (ABS)). The Pensions Service has indicated that if the correct conditions are met, this is the likely outcome.

It is unlikely that ABS will not be granted where sought. However, if admission is not sought by the contractor, then in this instance all Council employees would be offered a comparable pension offering the same/very similar benefits in line with the "New Fair Deal". The Council will not be seeking to harmonise terms and conditions with any prospective contractor prior to transfer. Therefore, staff transferred to a contractor should continue to have the same benefits with a contractor that they currently have with the Council.

The Council has provided anonymised TUPE data to support its procurement activities. The broader mechanism for the transfer of staff will be contained within the Mobilisation Plan. Where the information is not confidential, this information will be shared with staff and Trade Unions.

The Council will continuously monitor and oversee the transfer of staff from the Council to the contractor throughout the mobilisation period.

**Expand box as required*

Who will be affected by the activity?

All affected staff within the Market Cleansing & Street Cleansing service are within scope to be transferred

Reference is made to the following nine protected characteristics:

- Age
- Disability
- Sex/Gender
- Ethnicity/Race
- Religion/Faith
- Sexual Orientation
- Gender Reassignment
- Marriage/Civil Partnership
- Pregnancy, Maternity and Paternity

The tables below show the proportion of employees currently employed in the affected staff group and how this relates to the overall composition of the Council workforce.

There is no indication that the new contract and TUPE implications will adversely affect any strand of equality set out above. The Council will take action to mitigate against any adverse impacts which will include:

- All affected staff will have:
 - Regular updates
 - Access to various meetings including one to one meetings throughout the process with the Council
 - Access to the Employees Assistance Programme
 - Access to various meetings including one to one meetings throughout the mobilisation period with the incoming contractor's managers
- Trade Unions will be consulted and updated as appropriate

**Expand box as required*

Protected Characteristic - Age: Consider the full range of age groups

Please tick (✓) the relevant box:

Positive

Neutral

✓

Overall impact:

Age	Havering directly employed		Selected employees	
<20 Years	3	0.13%		0.00%
20-30 Years	219	9.30%	2	2.78%
30-40 Years	449	19.07%	9	12.50%
40-50 Years	592	25.15%	9	12.50%
50-60 Years	753	31.99%	33	45.83%
>=60 Years	338	14.36%	19	26.39%
Grand Total	2354	100.00%	72	100.00%

Negative

The age profiles of the affected groups indicate that over 72% are in the over 50's age profile and above. Of this 26.39% are aged over 60. Although this is an aging workforce (higher percentage than the corporate average) the employees in this category should not be adversely affected as all staff will be transferred on their existing terms and conditions from the Council to a new contractor

**Expand box as required*

Evidence:

The Council employees will TUPE to the contractor on their existing terms and conditions. Transferring employees' pensions will be safeguarded as the preferred bidder has indicated that they will be seeking admission to the Local Government Pension Scheme (Admitted Body Status (ABS)). The Pensions Service has indicated that if the correct conditions are met, this is the likely outcome.

It is unlikely that ABS will not be granted/sought, however, in this instance all employees would be offered a comparable pension offering the same/very similar benefits instead. The Council will not be seeking to harmonise terms and conditions with any prospective contractor prior to transfer. Therefore staff transferred to a contractor should continue to have the same benefits with a contractor that they currently have with the Council.

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

Information supplied by preferred bidder

**Expand box as required*

Protected Characteristic - Disability: Consider the full range of disabilities; including physical mental, sensory and progressive conditions

Please tick
(✓) the
relevant box:

Positive

Neutral

✓

Negative

Overall impact:

Disability	Havering		Selected employees	
No	815	34.62%	13	18.06%
Prefer not to answer	19	0.81%	3	4.17%
Yes	119	5.06%	3	4.17%
Not Recorded	1401	59.52%	53	73.61%
Grand Total	2354	100.00%	72	100.00%

Very few staff identify with a disability. Those that do (4.17%) will have these characteristics confidentially made know to the incoming contractor to ensure the right measures are in place for their continued employment with the new contractor. The Council will monitor this.

**Expand box as required*

Evidence:

All employers are obliged to adhere to the Equalities Act 2010.

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Protected Characteristic - Sex/gender: Consider both men and women

Please tick
(✓) the
relevant box:

Positive

Neutral

✓

Overall impact:

Gender	Havering		Selected employees	
Female	1597	67.84%	1	1.39%
Male	757	32.16%	71	98.61%
Grand Total	2354	100.00%	72	100.00%

Negative		<p>A very high percentage of the workforce, 98.61% identify as male. This is significantly greater than the corporate averages. TUPE applies to all staff regardless of gender and all staff will be transferred in accordance with the legislation.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>
<p>Evidence:</p> <p>All employers are obliged to adhere to the Equalities Act 2010.</p> <p style="text-align: right;"><i>*Expand box as required</i></p>		
<p>Sources used:</p> <p>Data supplied by London Borough of Havering Human Resources Department</p> <p style="text-align: right;"><i>*Expand box as required</i></p>		

Protected Characteristic - Ethnicity/race: Consider the impact on different ethnic groups and nationalities																													
<i>Please tick (✓) the relevant box:</i>		Overall impact:																											
Positive		<table border="1" style="width: 100%;"> <thead> <tr> <th style="background-color: #d9d9d9;">Ethnicity Group</th> <th colspan="2" style="background-color: #d9d9d9;">Havering</th> <th colspan="2" style="background-color: #d9d9d9;">Selected employees</th> </tr> </thead> <tbody> <tr> <td>Black, Asian and other ethnically diverse communities</td> <td style="text-align: center;">289</td> <td style="text-align: center;">12.28%</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5.56%</td> </tr> <tr> <td>White</td> <td style="text-align: center;">1416</td> <td style="text-align: center;">60.15%</td> <td style="text-align: center;">56</td> <td style="text-align: center;">77.78%</td> </tr> <tr> <td style="color: red;">Not Recorded and Prefer not to say</td> <td style="text-align: center; color: red;">649</td> <td style="text-align: center; color: red;">27.57%</td> <td style="text-align: center; color: red;">12</td> <td style="text-align: center; color: red;">16.67%</td> </tr> <tr> <td style="background-color: #d9d9d9;">Grand Total</td> <td style="text-align: center; background-color: #d9d9d9;">2354</td> <td style="text-align: center; background-color: #d9d9d9;">100.00 %</td> <td style="text-align: center; background-color: #d9d9d9;">72</td> <td style="text-align: center; background-color: #d9d9d9;">100.00 %</td> </tr> </tbody> </table>		Ethnicity Group	Havering		Selected employees		Black, Asian and other ethnically diverse communities	289	12.28%	4	5.56%	White	1416	60.15%	56	77.78%	Not Recorded and Prefer not to say	649	27.57%	12	16.67%	Grand Total	2354	100.00 %	72	100.00 %	
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Negative		<p>Whilst the percentage of Non-BME staff affected is significantly higher, TUPE applies to all staff regardless of ethnicity/race and all staff will be transferred in accordance with the legislation</p> <p style="text-align: right;"><i>*Expand box as required</i></p>																											
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Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Protected Characteristic - Religion/faith: Consider people from different religions or beliefs including those with no religion or belief

Positive		Religion	Havering directly employed		Selected employees	
Neutral	✓					
Negative		Any other religion	19	0.81%		0.00%
		Buddhist	2	0.08%		0.00%
		Christian	485	20.60%	1	1.39%
		Hindu	14	0.59%		0.00%
		Jewish	5	0.21%		0.00%
		Muslim	27	1.15%		0.00%
		No religion	352	14.95%	2	2.78%
		Prefer not to Say	66	2.80%	2	2.78%
		Sikh	12	0.51%		0.00%
		Not Recorded	1372	58.28%	67	93.06%
		Grand Total	2354	100.00%	72	100.00%
		Records for this group are sparse with 93.06% of staff not recorded their religion/faith. This percentage is higher than the corporate average. TUPE applies to all staff regardless of ethnicity/race and all staff will be transferred in accordance with the legislation				

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Protected Characteristic - Sexual orientation: Consider people who are heterosexual, lesbian, gay or bisexual

Please tick (✓) the relevant box:

Overall impact:

Positive		<table><tr><th>Sexual Orientation</th><th colspan="2">Havering</th><th colspan="2">Selected employees</th></tr><tr><td>Bisexual</td><td>9</td><td>0.38%</td><td></td><td>0.00%</td></tr><tr><td>Gay or Lesbian</td><td>22</td><td>0.93%</td><td></td><td>0.00%</td></tr><tr><td>Other sexual orientation</td><td>6</td><td>0.25%</td><td></td><td>0.00%</td></tr><tr><td>Prefer not to answer</td><td>68</td><td>2.89%</td><td></td><td>0.00%</td></tr><tr><td>Straight or Heterosexual</td><td>877</td><td>37.26%</td><td>6</td><td>8.33%</td></tr><tr><td>Not Recorded</td><td>1372</td><td>58.28%</td><td>66</td><td>91.67%</td></tr><tr><td>Grand Total</td><td>2354</td><td>100.00%</td><td>72</td><td>100.00%</td></tr></table> <p>Records for this group are sparse with 91.67% of staff not recorded their sexual orientation. This percentage is higher than the corporate average. TUPE applies to all staff regardless of sexual orientation and all staff will be transferred in accordance with the legislation</p>	Sexual Orientation	Havering		Selected employees		Bisexual	9	0.38%		0.00%	Gay or Lesbian	22	0.93%		0.00%	Other sexual orientation	6	0.25%		0.00%	Prefer not to answer	68	2.89%		0.00%	Straight or Heterosexual	877	37.26%	6	8.33%	Not Recorded	1372	58.28%	66	91.67%	Grand Total	2354	100.00%	72	100.00%
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**Expand box as required*

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Protected Characteristic - Gender reassignment: Consider people who are seeking, undergoing or have received gender reassignment surgery, as well as people whose gender identity is different from their gender at birth

Please tick (✓) the relevant box:

Overall impact:

Positive		Gender Identity	Havering		Selected employees	
Neutral	✓	My gender is not the same as at birth	14	0.59%		0.00%
		My gender is the same as at birth	944	40.10%	6	8.33%
Negative		Prefer not to say	29	1.23%		0.00%
		Not Recorded	1367	58.07%	66	91.67%

		Grand Total	2354	100.00%	72	100.00%
<p>Records for this group are sparse with 91.67% of staff not recorded this information. This percentage is higher than the corporate average. TUPE applies to all staff regardless of sexual orientation and all staff will be transferred in accordance with the legislation</p>						
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Protected Characteristic - Marriage/civil partnership: Consider people in a marriage or civil partnership																																																																																	
Please tick (✓) the relevant box:		Overall impact:																																																																															
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Common-Law	48	2.04%	1	1.39%																																																																													
Divorced	76	3.23%	1	1.39%																																																																													
Legally separated	5	0.21%		0.00%																																																																													
Married	550	23.36%	2	2.78%																																																																													
Other	22	0.93%		0.00%																																																																													
Prefer not to say	37	1.57%	1	1.39%																																																																													
Registered same sex relationship		0.00%		0.00%																																																																													
Single	219	9.30%		0.00%																																																																													
Surviving civil partner		0.00%		0.00%																																																																													
Widowed	14	0.59%		0.00%																																																																													
Not Recorded	1372	58.28%	67	93.06%																																																																													
Grand Total	2354	100.00%	72	100.00%																																																																													
Neutral	✓																																																																																
Negative																																																																																	

		Records for this group are sparse with 93.06% of staff not recorded this information. This percentage is higher than the corporate average. TUPE applies to all staff regardless of marital status and all staff will be transferred in accordance with the legislation
		<i>*Expand box as required</i>

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Protected Characteristic - Pregnancy, maternity and paternity: Consider those who are pregnant and those who are undertaking maternity or paternity leave

Please tick (✓)
the relevant box:

Overall impact:

Positive	
Neutral	✓
Negative	

There is no indication that the new contract will adversely affect this characteristic. TUPE applies to all staff and all staff will be transferred in accordance with the legislation. All staff in this category will be transferred on their existing terms and conditions from the Council to the new contractor

**Expand box as required*

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

The Council employees will TUPE to the contractor on their existing terms and conditions. Transferring employees' pensions will be safeguarded as the preferred bidder has indicated that they will be seeking admission to the Local Government Pension Scheme (Admitted Body Status (ABS)). The Pensions Service has indicated that if the correct conditions are met, this is the likely outcome.

It is unlikely that ABS will not be granted/sought, however, in this instance all employees would be offered a comparable pension offering the same/very similar benefits instead. The Council will not be seeking to harmonise terms and conditions with any prospective

contractor prior to transfer. Therefore staff transferred to a contractor should continue to have the same benefits with a contractor that they currently have with the Council

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Socio-economic status: Consider those who are from low income or financially excluded backgrounds

Please tick (✓)
the relevant box:

Positive	
Neutral	✓
Negative	

Overall impact:

There is no indication that the new contract will adversely affect this characteristic. TUPE applies to all staff and all staff will be transferred in accordance with the legislation. All staff in this category will be transferred on their existing terms and conditions from the Council to the new contractor

**Expand box as required*

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

The Council employees will TUPE to the contractor on their existing terms and conditions. Transferring employees' pensions will be safeguarded as the preferred bidder has indicated that they will be seeking admission to the Local Government Pension Scheme (Admitted Body Status (ABS)). The Pensions Service has indicated that if the correct conditions are met, this is the likely outcome.

It is unlikely that ABS will not be granted/sought, however, in this instance all employees would be offered a comparable pension offering the same/very similar benefits instead. The Council will not be seeking to harmonise terms and conditions with any prospective contractor prior to transfer. Therefore staff transferred to a contractor should continue to have the same benefits with a contractor that they currently have with the Council

**Expand box as required*

Sources used:

Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

Health & Wellbeing Impact: Consider both short and long-term impacts of the activity on a person's physical and mental health, particularly for disadvantaged, vulnerable or at-risk groups. Can health and wellbeing be positively promoted through this activity? Please use the Health and Wellbeing Impact Tool in Appendix 2 to help you answer this question.

Please tick (✓) all the relevant boxes that apply:

Positive

Neutral

Negative

Overall impact:

There is no indication that the new contract will adversely affect this characteristic.

This may be an unsettling time for staff. Managers have kept staff and Trade Unions updated, and will continue to keep them informed as the mobilisation progresses. Support will continue to be offered to all staff through the Employee Assistance Programme.

All standard HR processes will be followed in order to minimise any impact on staff health and wellbeing.

The new Contract has the potential to lead to the development and retention of a multi skilled workforce, as the integrated solution may present more opportunities for staff that wish to develop their professional career.

**Expand box as required*

Do you consider that a more in-depth HIA is required as a result of this brief assessment? Please tick (✓) the relevant box

No

Evidence:

All employers are obliged to adhere to the Equalities Act 2010

**Expand box as required*

Sources used:




Data supplied by London Borough of Havering Human Resources Department

**Expand box as required*

3. Outcome of the Assessment

The EqHIA assessment is intended to be used as an improvement tool to make sure the activity maximises the positive impacts and eliminates or minimises the negative impacts. The possible outcomes of the assessment are listed below and what the next steps to take are:

Please tick (✓) what the overall outcome of your assessment was:

✓	1. The EqHIA identified <u>no significant concerns</u> OR the identified <u>negative concerns</u> have already been <u>addressed</u>		Proceed with implementation of your activity
	2. The EqHIA identified some <u>negative impact</u> which still needs to be <u>addressed</u>		COMPLETE SECTION 4: Complete action plan and finalise the EqHIA
	3. The EqHIA identified some <u>major concerns</u> and showed that it is <u>impossible to diminish negative impacts</u> from the activity to an acceptable or even lawful level		Stop and remove the activity or revise the activity thoroughly . Complete an EqHIA on the revised proposal.

4. Action Plan

The real value of completing an EqHIA comes from the identifying the actions that can be taken to eliminate/minimise negative impacts and enhance/optimize positive impacts. In this section you should list the specific actions that set out how you will address any negative equality and health & wellbeing impacts you have identified in this assessment. Please ensure that your action plan is: more than just a list of proposals and good intentions; sets ambitious yet achievable outcomes and timescales; and is clear about resource implications.

Protected characteristic / health & wellbeing impact	Identified Negative or Positive impact	Recommended actions to mitigate Negative impact* or further promote Positive impact	Outcomes and monitoring**	Timescale	Lead officer

Add further rows as necessary

* You should include details of any future consultations and any actions to be undertaken to mitigate negative impacts

** Monitoring: You should state how the impact (positive or negative) will be monitored; what outcome measures will be used; the known (or likely) data source for outcome measurements; how regularly it will be monitored; and who will be monitoring it (if this is different from the lead officer).

5. Review

In this section you should identify how frequently the EqHIA will be reviewed; the date for next review; and who will be reviewing it.

Review: To be reviewed annually

Scheduled date of review: November 2023

Lead Officer conducting the review: Jacki Ager

**Expand box as required*

Please submit the completed form via e-mail to EqHIA@haverling.gov.uk thank you.

PLACES OVERVIEW AND SCRUTINY COMMITTEE

Subject Heading:	Housing Targets and Larger Homes
SLT Lead:	Barry Francis
Report Author and contact details:	Helen Oakerbee Assistant Director of Planning and Public Protection helen.oakerbee@havering.gov.uk 01708 432800
Policy context:	National Planning Policy Framework London Plan 2021 Havering Local Plan 2016-2031

SUMMARY

This report provides an overview of the Council's housing targets and supply and demand with a particular focus on larger family houses.

The report explores the policy requirements in relation to larger homes and how the Council is seeking to maximise their provision. The report also outlines the challenges in securing these types of homes through the planning process.

RECOMMENDATIONS

This report is for information only.

REPORT DETAIL

1. Policy Background

The London Plan

- 1.1. The London Plan 2021 sets out a housing target for Havering of 12,850 new homes between 2019/20 and 2028/29 (or 1,285 homes per annum).
- 1.2. The London Plan sets a strategic target for 50% of all new home delivered across London to be genuinely affordable. The Plan also applies a threshold approach to the delivery of affordable housing. Applications that meet a 35% threshold or 50% threshold on industrial land or public sector land are not required to submit viability evidence in support of their application.
- 1.3. In relation to housing size mix, the London Plan Policy H10 states that schemes should generally consist of a range of unit sizes. To determine the appropriate mix of unit sizes (i.e. number of bedrooms) applicants and decision makers should have regard to a number of factors:
 1. Robust local evidence of need
 2. The requirement to deliver mixed and inclusive neighbourhoods
 3. The need to deliver a range of unit types at different price points across London
 4. The mix of uses in the scheme
 5. The range of tenures in the scheme
 6. The nature and location of the site, with a higher proportion of one and two bed units generally more appropriate in locations which are closer to a town centre or station or with higher public transport access and connectivity
 7. The aim to optimise housing potential on sites
 8. The ability of new development to reduce pressure on conversion, subdivision and amalgamation of existing stock
 9. The need for additional family housing and the role of one and two bed units in freeing up existing family housing.

The Havering Local Plan 2016-2031

- 1.4. The Havering Local Plan was adopted in 2021 and sets out how the housing targets in the London Plan will be delivered.
- 1.5. The Local Plan also sets out requirements in relation to housing mix.
- 1.6. Policy 5 states that all housing schemes should include a proportion of family sized homes and reflect the housing mix identified in table 4 (see below) unless it can be robustly demonstrated that a variation to the mix in table 4 is justified have regards to individual site circumstances including location, site constraints, viability and the achievement of mixed and balanced communities.

Table 4 Borough wide housing mix

	1 Bed	2 Bed	3 Bed	4+ Bed
Market Housing	5%	15%	64%	16%
Affordable Housing	10%	40%	40%	10%

- 1.7. The housing mix set out in Table 4 is based on the Outer North East London Strategic Housing Market Assessment 2016 which forms part of the evidence base for the Local Plan.
- 1.8. A Strategic Housing Market Assessment (SHMA) is developed as part of a suite of evidence to inform a local plan.
- 1.9. SHMA's provide the evidence which establishes the full Objectively Assessed Need (OAN), or total need, for housing in a Housing Market Area (HMA). In addition, the SHMA breaks the OAN down into the appropriate mix of housing types needed, size and range of tenures (affordable rent, owner occupied etc.). Whilst the SHMA covers the outer North East London Boroughs, it provides individual results on a borough basis reflecting the circumstances of each borough.
- 1.10. For market housing, the 2016 SHMA identified that 64% of the need is for 3 bed units and a further 16% is for 4 bed units. Only 5 % of need is for 1 bedroom properties.
- 1.11. The 2016 SHMA identified that 40% of the need for affordable homes was for 2 bedroom properties and a further 40% for 3 bed properties. Currently, the Council seeks to prioritise larger 2 and 3 bed affordable homes (2 bed 4 person and 3 bed six person) as these properties can help to reduce issues such as overcrowding and older opposite sex children sharing bedrooms.
- 1.12. A new SHMA is due to be prepared and this will provide updated evidence on the need for affordable housing and the types of homes that are required

The Planning Process and securing larger homes

- 1.13. The requirements of Local Plan Policy 5 are explained to any applicant seeking pre application advice or submitting a planning application.
- 1.14. There are always a number of competing policy requirements that have to be considered. This includes (but is not limited to):
 - Affordable housing requirements

- Provision of amenity space
- Achieving high quality design
- Carbon reduction and air quality targets
- New access / roads

Viability

- 1.15. In plan making, and decision-making, viability helps to strike a balance between the aspirations of developers and landowners, in terms of returns against risk, and the aims of the planning system to secure maximum benefits in the public interest through the granting of planning permission.
- 1.16. The local plan assessment of viability was carried out in 2017 in the “Havering Local Plan – Viability Assessment”, and looked at the affordability of new homes of different sizes and tenures, to inform the policies in the then developing Havering Local Plan. The now adopted policies on Affordable Housing (Policy 4) and Housing Mix (Policy 5) reflect this by requiring more affordable homes and a housing mix that requires larger homes in new development.
- 1.17. Impacts from Covid, Brexit and recent rise in the cost of living may all have impacts that need to be considered in any forthcoming review of viability. This review will be commissioned as part of the evidence base for the update to the Local Plan.
- 1.18. Site specific viability assessment is a process of assessing whether a site is financially viable, by looking at whether the value generated by a development (sale or letting) is more than the cost of developing it. This includes looking at the key elements of gross development value, costs, land value, landowner premium, and developer return. Developers will generally expect a profit of approximately 20% to consider a development as viable. Officers work on each application to maximise the benefits for the new development, the location of the development impacts on this.

2. Delivery of family homes in Havering

- 2.1 The number of family homes delivered in Havering is below the level needed, but it has increased over recent years.

Year	2019/20	2020/21	2021/22
3/3+ bedroom units completed (as a % of total)	21%	31%	37%

completions			
Total Completions	508	512	630

- 2.2 It is anticipated that with the introduction of a stronger, more robust policy in the Local Plan in 2021 this upward trend should continue

Case Studies

- 2.3 There are a number of recent examples of where Members have approved development with larger units.
- 2.4 Planning committee members often raise concerns about the level of family housing within schemes that are presented to them. The planning committees have to make difficult decisions balancing a number of competing policy requirements. It is also necessary to take account of the various provisions set out in Local Plan Policy 5 and London Plan Policy H10 (see paragraph 1.3 of this report) which provide some flexibility in relation to the required housing mix.
- 2.5 It is worth noting that all of the applications below were submitted to the Council prior to the adoption of the Havering Local Plan in November 2021. It is anticipated that the policy on family homes in the Local Plan will start to take effect and increase the delivery of 3+units. This will be monitored through the Council's Authority Monitoring Report which is published annually

Application Number	Address	Total Number of units	Unit Size Mix
P1789.21	23 -25 Victoria Road, Romford	37	21% 1-bed 60% 2-bed 19% 3-bed
P0615.21	Former Ice Rink, Romford	up to 972	40% 1-bed 46% 2-bed 15% 3-bed
P0883.20	Havering College of Further and Higher Education Tring Gardens	120	10% 1-bed 38% 2-bed 52% 3-bed
P0761.20	Waterloo Estate	Up to 1,380	10% studios 31% 1-bed 44% 2-bed 15% 3-bed
P0751.19	Napier House and	197	44% 1-bed

	New Plymouth House, Rainham		46% 2-bed 10% 3-bed
P1809.19	Solar Court, Serena Court, Hornchurch	197	44% 1-bed 46% 2-bed 10% 3-bed

2.6 Across the borough, in addition to small infill sites, small houses (such as bungalows) are replaced with one or more larger properties. Generally the replacements are the larger 3 or more bedroomed properties, suitable for families. Although annually it could be considered a relatively small number, it is predicted to be over 2,600 over the life of the local plan. (Housing Trajectory, 2019).

3. Local Plan Update

3.1. The Havering Local Plan was adopted in November 2021 following consultation on Main Modifications. The Main Modifications included a commitment to an immediate update of the Local Plan. The update is required as the Local Plan was examined in light of the NPPF 2012 and the London Plan 2016, both of which have since been superseded. The Local Plan update will also include Site Specific Allocations for specific development sites.

3.2. The process of updating, consulting and adopting an updated Local Plan will follow a number of stages:

- Preparation of the evidence base – updated evidence will be required for a number of topic areas to ensure updated Local Plan policies reflect local conditions and needs.
- Regulation 18 Draft Local Plan – The updated evidence base will inform the Regulation 18 Draft Local Plan, which will set out the main issues that need to be addressed. Following internal consultation and approval by Cabinet this document will go out for public consultation. The Regulation 18 consultation is expected to take place in Spring 2023.
- Regulation 19 Draft Local Plan – The Draft Local Plan will be refined as a result of comments received during the Regulation 18 consultation and any further evidence base updates. The Regulation 19 Draft Local Plan will go through internal consultation, and following approval by Cabinet, will go out for public consultation.
- Submission to Planning Inspectorate (PINS) – The Draft Local Plan along with comments received during the Regulation 19 consultation will be submitted to PINS. Subsequently PINS will establish a timetable for examination of the Draft Local Plan.

- Examination and Adoption – Following examination and any further consultations and modifications that may be required by the Planning Inspector the Council will be able to adopt the updated Local Plan.

3.3. The evidence base required to support the Local Plan update includes:

- An assessment of Housing and Economic Land Availability and identification of a 5 year housing land supply.
- Housing Needs Assessment (usually known as the Strategic Housing Market Assessment)
- Employment Evidence (Employment Land Review and Retail study)
- Strategic Flood Risk Assessment
- Characterisation Study
- Infrastructure Delivery Plan
- Open Space, Sport and Playing Pitch Evidence
- Biodiversity and Green and Blue Infrastructure Evidence
- Viability Assessment

3.4. Further studies may also be required for the Green Belt, Transport and for Site Specific Allocations.

3.5. The Planning Service is currently in the process of commissioning the following work as a priority:

- Strategic Housing Market Assessment (SHMA) – The SHMA will provide an objective assessment of the need for private and affordable housing (including supported housing) within the borough and the wider outer north East London housing market area (covering Havering, Redbridge and Barking and Dagenham). This will include analysis of the size, type, tenure and range of housing that is required. A SHMA is required to cover a housing market area which is defined as *‘a geographical area defined by household demand and preferences for all types of housing, reflecting the key functional linkages between places where people live and work’*. The study will be jointly commissioned with Redbridge Council in order to reduce costs and demonstrate cross borough working to the Local Plan Inspector.
- Employment Land Review – this will assess the supply, need and future demand for employment land and premises.
- Characterisation Study Baseline Data - this will analyse urban form, built typologies, heritage, open spaces and movement in the borough to inform design policies in the Local Plan and design guidance.
- Open Space, Playing Pitches and Indoor Sports Baseline update – this will update data on the quantum, location, accessibility and quality of open space and sports facilities.

- Sites of Importance for Nature Conservation Surveys – this will involve a resurvey of existing SINCs and the identification of potential new SINCS in order to continue to protect biodiversity in the borough.
- 3.6. In addition to the above commissions the Planning Service is also preparing an updated Infrastructure Delivery Plan, this will identify gaps in infrastructure and provides evidence on how future infrastructure needs will be met. The Infrastructure Delivery Plan can also form part of the evidence base for any proposed changes to Havering's Community Infrastructure Levy.
- 3.7. The Local Plan update will include Site Specific Allocations. These will update the Site Specific Allocations Document 2008 and Romford Area Action Plan 2008 allocations; allocate sites that can help meet the development and infrastructure needs of the borough; and provide guidance on how these sites can be developed. The Site Specific Allocations can set out specific requirements for each site, including housing mix targets.

IMPLICATIONS AND RISKS

Financial implications and risks:

This report is for information only, there are no financial implications or risks.

Legal implications and risks:

This report is for information only, there are no financial implications or risks.

Human Resources implications and risks:

This report is for information only, there are no implications or risks for human resources.

Equalities implications and risks:

This report is for information only, there are no equalities implications or risks.

For information, a full EQIA was undertaken as part of the progression of the Havering Local Plan.

Health impact implications and risks:

This report is for information only, a health impact assessment was undertaken as part of the progression of the Havering Local Plan

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

This report is for information only, there are no environmental of climate change implications and risks.

BACKGROUND PAPERS

None

Appendix 1 Detailed Case Studies

It is worth noting that all of the applications below were submitted to the Council prior to the adoption of the Havering Local Plan in November 2021. It is anticipated that the policy on family homes in the Local Plan will start to take effect and increase the delivery of 3+units. This will be monitored through the Council's Authority Monitoring Report which is published annually.

Application Number	Address	Description of scheme	Total no. of units	Unit size mix	Planning Committee Report comments on Mix
P1789.21	23 -25 Victoria Road, Romford	Erection of a part five storey and part six storey mixed-use development	37	21% 1-bed 60% 2-bed 19% 3-bed	Whilst the percentage of one beds does not comply with Policy 5, it is recognised that this is a constrained town centre site, where there is less scope to provide a greater number of larger units with the provision of appropriate levels of amenity space, and with the need for the scheme to be economically viable, thus on balance the proposed mix of housing for this development is considered to be acceptable.
P0615.21	Former Ice Rink, Romford	Mixed use scheme	up to 972	40% 1-bed 46% 2-bed 15% 3-bed	The committee report concluded that whilst the housing mix does not comply with Policy 5 of the Local Plan, the applicant has engaged the Council Housing Team in establishing and agreeing the preferred unit mix in order to maximise the level of family units from the site, in line with prevailing policies. This was deemed important, as this site is one of the only strategic sites in the Romford Strategic Area that has the potential to deliver a significant proportion of larger housing, particularly affordable housing. On this basis, the committee report determined no objection to the tenure mix as proposed by the applicant.
P0883.20	Havering College of Further and Higher Education Tring Gardens	Residential redevelopment with associated car parking, landscaping, open space, play space and infrastructure.	120	10% 1-bed 38% 2-bed 52% 3-bed	The committee report concluded that whilst the housing mix does not fully comply with Policy 5 of the Local Plan, attention was given to supporting text to London Plan Policy H10. This notes that "the nature and location of the site, with a higher proportion of one and two bed

					<p>units generally more appropriate in locations which are closer to a town centre or station or with higher public transport access and connectivity.”....”the need for additional family housing and the role of one and two bed units in freeing up existing family housing.” The report determined that as the majority of the units proposed are two and three bed, which on balance, would provide the required mix in this location. The report also concluded that one bed and two bed 3person units will be suitable for first time buyers and couples. The two bed 4person units would also be suitable for young families as recognised in the London Plan. As such, it is considered that the unit mix would be appropriate and would accord with development plan policies.</p>
P0761.20	Waterloo Estate	Residential redevelopment with flexible commercial floorspace, community floorspace, open space and associated public realm improvements, parking, play space, highways improvements and central cycle route	Up to 1,380	10% studios 31% 1-bed 44% 2-bed 15% 3-bed	<p>The proposed mix for social rent/affordable units has been led by the Council’s local housing need and therefore meets the relevant suggestions in the Housing Strategy. It should also be noted that the percentages of the affordable mix of housing also has taken on board the need to reprovide the existing mix of social rented housing and there would be no less 2-bedroom and 3-bedroom units that previously existed on the site.</p> <p>The intermediate housing would have a shortfall of the suggested percentage of 3-bedrooms, as does the proposed amount of private market units when compared against the indicative mix of Policy DC2 and Draft Policy 5 of the Local Havering Plan. However, in this instance it is considered that the overall housing mix would provide a good mix of unit sizes when taking into account the site’s location on the edge of a Town Centre, the public transport</p>

					accessibility and the fact that the unit size mix of social rent accommodation has been led by local need. It should also be noted that the provision of further 3-bedroom units within the private market tenure units would potentially make the scheme even less viable than it currently stands
P0751.19	Napier House and New Plymouth House, Rainham	Residential Redevelopment	197	44% 1-bed 46% 2-bed 10% 3-bed	The current application proposes a total of 197 residential units with a division of 44% one beds, 46% 2 beds and 10% 3 beds. This mix results in low levels of 3 bedroom family units and therefore fails to fully comply with the policy mix requirements. However unlike a number of these flatted developments, the application proposes 10 duplex apartments at ground floor and first floor which are supported and encouraged...it should be noted that the existing units on site to be replaced are all one and two bedrooms units only. There are no family units. Therefore the proposed developments would better contribute to the type of housing mix supported by policy
P1809.19	Solar Court, Serena Court, Hornchurch	Residential Redevelopment	197	44% 1-bed 46% 2-bed 10% 3-bed	whilst the housing mix does not comply fully with Policy 5 of the Local Plan, this development is permissible as it has been specifically designed to meet the needs of over 55 years olds' who are mostly retired and are looking for somewhere to settle within a designed community. The report finds that for this group it is not considered that there is likely to be a need for family units. In addition, the report determines that the proposed development has been designed to re-provide what is existing on site where there is no demand for family units. Therefore the report concludes that it is not considered that family units would be required in the circumstances of this particular development. Therefore the report determined that the

					proposed mix is considered acceptable.
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LONDON BOROUGH OF HAVERING - PUBLICITY IN CONNECTION WITH KEY DECISIONS INTENDED TO BE TAKEN

Where the Leader of the Council, the Cabinet, an individual Cabinet Member or an Officer intend to make a key decision, the Council is required to give a minimum of 28 clear days public notice.

The Council's Constitution, in accordance with the relevant legislation, defines a key decision an Executive decision which is likely

(i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates. For this purpose, "significant" is defined as expenditure or savings

(a) In excess of £500,000

(b) In excess of 10% of the gross controllable composite budget at Head of Service/ Assistant Chief Executive level (subject to a minimum value of £250,000) whether relating to revenue expenditure/savings or capital expenditure

(ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Council.

Private meetings

A decision-making body may only hold a meeting in private if a minimum of 28 clear days public notice has been given.

As it is probable that some of the business at any of the meetings listed above that have yet to be held will include some business that will need to be transacted in private, notice is hereby given that it may be necessary to exclude the press and public from part of each meeting listed, due to the likelihood that, if members of the press or public were present during an item of business, confidential or exempt information would be disclosed to them.

A statement of reasons for the meeting to be held in private will given in each case with reference to the definitions of confidential and exempt information below will be published at least 5 clear days before a private meeting and available for inspection on the Council's website.

A 'private meeting' means a meeting or part of a meeting of a decision making body which is open to the public except to the extent that the public are excluded due to the confidential or exempt business to be transacted.

'Confidential information' means information provided to the Council by a Government Department on terms (however expressed) which forbid the disclosure of the information to the public or information the disclosure of which to the public is prohibited by or under any enactment of a court.

'Exempt information' comprises the descriptions of information specified in Paragraphs 1-7 of Part 1 of Schedule 12A to the Local Government Act 1972 as follows:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Information falling within the above categories is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

If you wish to make any representations as to why the proposed private meeting should be held in public please write to contact the Proper Officer who is Zena Smith, Committee Administration Manager, Town Hall, Main Road, Romford. RM1 3BD, or email zena.smith@havering.gov.uk

LONDON BOROUGH OF HAVERING
PUBLICITY IN CONNECTION WITH KEY DECISIONS INTENDED TO BE TAKEN

	What is being decided?	Who is taking the decision?	When will the decision be made? *	Who will be consulted, and how will consultation take place?	How can comments be made on the decision before it is taken, when by and to whom (e-mail addresses)? Please see bottom of the Internet 'Council and Democracy' page for addresses.	What documents or other information will be available
Page 104	<p>Fair Cost of Care Exercise and Market Sustainability Plan Cabinet will be asked to approve a report and market sustainability plan that determines a fair level of pay to care providers. Central Government has mandated the exercise as it requires knowledge of local markets before the Funding Reform changes in Adult Social Care.</p> <p>The decision will be to approve the submissions to the DHSC.</p> <p>NB: There has been allocated funding from Central Government to fund the implementation of this cost rise and to carry out the exercise, meaning this decision is not looking to approve council spending out of the existing budget for 2022/2023.</p>	Director of Adult Social Care and Health	Not before November		<p>Lucy Sullivan-Allsop</p> <p>Lucy.sullivan-allsop@haverling.gov.uk</p>	

LONDON BOROUGH OF HAVERING
PUBLICITY IN CONNECTION WITH KEY DECISIONS INTENDED TO BE TAKEN

	What is being decided?	Who is taking the decision?	When will the decision be made? *	Who will be consulted, and how will consultation take place?	How can comments be made on the decision before it is taken, when by and to whom (e-mail addresses)? Please see bottom of the Internet 'Council and Democracy' page for addresses.	What documents or other information will be available
	East Havering Data Centre Campus To consider options required for Planning consent	Cabinet	November		Howard Swift howard.swift@havering.gov.uk	
Page 105	To authorise the implementation and enforcement of the powers under Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. To authorise the implementation and enforcement of the powers under The Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002	Cabinet	November			
	Vision and Corporate Plan Cabinet will be asked to agree the new vision for the Council and the Corporate Plan.	Cabinet	November		Sandy Hamberger sandy.hamberger@onesource.co.uk	
	Household Support Fund 3 2022	Cabinet Member for Finance &	Not before November		Chris Henry	55. Household Support Fund 3

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Page 106	To use the DWP Household Support Fund 3 2022 to provide a package of financial help to low income households with children pensioners and vulnerable individuals.	Transformation			chris.henry@havering.gov.uk	2022 Key Decision Report with MG comments 24.10.22 55. Appendix A FINAL Household Support Fund Launch letter Oct 2022-Mar 2023 55. Appendix B FINAL Household Support Fund Guidance Oct 2022-Mar 2023 (002) 55. Appendix C FINAL Grant Determination - Household Support Fund Oct 2022 - Mar 23 55. Appendix D EqHIA Household Support Fund 3 2022

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						55. Appendix E Emergency Assistance Scheme Policy 2022
Page 107	Highways Tree Maintenance Contract To procure the contract for the Maintenance of Highway Trees.	Assistant Director, Public Realm	Not before November		Jacki Ager jacki.ager@haverling.gov.uk	
	Acquisition of Land and Property at Bridge Close and Oldchurch Road To allow the release of funds to Bridge Close Regeneration LLP to enable the acquisition of land and property at Bridge Close and Oldchurch Road for purposes of regeneration.	Leader of the Council	Not before November		Nick Gyring-Neilsen nick.gyring-nielsen@haverling.gov.uk	
	13 Bridge Close, Romford, RM7 0AU - release of funding to enable acquisition by Bridge Close Regeneration LLP	Leader of the Council	Not before November		Nick Gyring-Neilsen nick.gyring-nielsen@haverling.gov.uk	

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Page 108	A decision is required for the Leader of the Council to agree to the release of funding to the Council's joint venture vehicle, Bridge Close Regeneration LLP, to complete the acquisition of 13 Bridge Close, Romford, RM7 0AU.					
	Commence consultation to renew designation of an area subject to additional licensing Approval to commence consultation to renew designation of an area subject to additional licensing.	Cabinet	December		Catherine Proctor catherine.proctor@haverling.gov.uk	
	Property Disposals Cabinet will be asked to decide a number of sites surplus and authorise their disposal.	Cabinet	December		Simeon Nnyombi Simeon.nnyombi@onesource.co.uk	
	Telecare Careline Service - Recharging Policy Policy decision on recovery of	Cabinet	December		Katri Wilson Assistant Director - Supported Housing katri.wilson@haverling.gov.uk	

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	service costs from service users for Telecare Careline service provision including capital costs for new digital telecare equipment.					
Page 109	Policy on the licensing and compliance of residential park homes and caravan sites and associated fees and charges To approve the policy on the licensing and compliance of residential park homes and caravan sites and revised fees and charges.	Cabinet	December		Catherine Proctor catherine.proctor@haverling.gov.uk	
	School Streets Phase 3 Cabinet will be asked to agree the selection of school, allocation of funding and public consultation exercise for School Streets Phase 3.	Cabinet	December		Ildefonso Cases Engineer- Traffic Schemes ildefonso.cases@haverling.gov.uk	
	Parks Strategy 2022 to 2032 Cabinet will be asked to agree the Parks Strategy.	Cabinet	December	All relevant members, officers and business partners will be consulted.	James Rose james.rose@haverling.gov.uk	

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Page 110	Award of contract for the Integrated Recycling, Waste Collection and Street Cleansing Contract Award of contract to recommended supplier following procurement. The contract will be for an initial 8 year period with an option to extend for a further 8 years. The value is £176.3m and will affect all wards in the Borough.	Cabinet	December		Mel Gadd Highways Service Unit Manager mel.gadd@haverling.gov.uk	
	Gutter cleaning contract Approval is sought to award a contract for gutter cleaning	Director of Housing	Not before December		James Wallis james.wallis@haverling.gov.uk	
	Appointment of Microsoft Gold Partner to provide implementation Services for the council's Digital Platform, Dynamics 365 To agree the appointment of a	Director of Partnerships and Organisational Development	Not before December		Gareth D Charles Programme Manager gareth.dcharles@haverling.gov.uk	

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Page 111	Microsoft Gold Partner to provide delivery services for the implementation of the council's digital platform Dynamics 365. The procurement will be managed through the GOV.UK Digital Market Place G-Cloud framework providing access to pre-negotiated pricing for best in class suppliers.					
	Bridge House, Romford, RM7 0AU - Release of Funding to Enable Acquisition by Bridge Close Regeneration LLP Bridge House, Bridge Close, Romford, RM7 0AU - release of funding to enable acquisition by Bridge Close Regeneration LLP.	Leader of the Council	Not before December		Nick Gyiring-Neilsen nick.gyiring-nielsen@haverling.gov.uk	
	Release of Funding to Bridge Close Regeneration LLP to Enable Acquisition of Relocation Property	Leader of the Council	Not before December		Nick Gyiring-Neilsen nick.gyiring-nielsen@haverling.gov.uk	

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	Release of Funding to Enable Acquisition of Relocation Property					
Page 112	Ban on releasing Sky Lanterns and introduce a new Policy To agree to ban the use and release of sky lanterns on council land, and to write a policy on this, while considering including helium balloons and fireworks.	Cabinet	January		Nick Kingham nick.kingham@haverling.gov.uk	
	Procurement of ULEZ compliant buses for PTS to transport clients on behalf of Children and Adult Services Procurement Award via the TPPL framework (mini competition) for 27 ULEZ/LEZ compliant welfare buses for Passenger Travel Services.	Cabinet	January		Simon Blake simon.blake@haverling.gov.uk	
	Mercury Land Holdings- update to Business Plan 2022/23	Cabinet	January		Garry Green Property Strategy Manager garry.green@haverling.gov.uk	

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	Cabinet will be asked to agree the updated business plan for Mercury Land Holdings for 2022/23, including scheme budgets.				Tel: 01708 432566	
Page 113	Havering Combating Drugs Strategy (Version 1) Cabinet will be asked to approve the high level, first version of the Borough wide strategy.	Cabinet	January		Tha Han Public Health Consultant Tha.han@havering.gov.uk	
	Contract Award for Parks and Littering Enforcement Pilot Contract award for the Parks and Littering Enforcement Pilot following competitive open procurement processes.	Director of Neighbourhoods	Not before February		Jonathan Cassidy jonathan.cassidy@havering.gov.uk	
	The 23/24 Council Budget setting report and 2023-2027 Medium Term Financial Strategy Cabinet will be asked to set the Council's budget for	Cabinet	February		Richard Tyler Finance Strategy Manager Richard.Tyler@onesource.co.uk Tel: 01708 433340	

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	2023/24 and agree the level of Council Tax for 2023/24.					
Page 114	Approval of 2023/24 and 2024/25 Funding submissions to Transport for London To approve the submission of the 2023/24 and 2024/25 funding bids to Transport for London.	Cabinet Member for Environment	Not before February		Daniel Douglas Transport Planner daniel.douglas@havering.gov.uk Tel: 01708 433220	
	Social Value Strategy	Cabinet	March		Lauren Gee Regeneration Officer lauren.gee@havering.gov.uk Tel: 01708 431784	
	Award of Leasehold Buildings Insurance Contract Award of contract to successful bidder for the provision of buildings insurance on behalf of Right To Buy (RTB) and residential leaseholders, including shared owners, in accordance with the obligations of the Council	Statutory Section 151 Officer Finance	Not before February		Paula McLoughlin Principal Risk & Insurance Manager Paula.McLoughlin@oneSource.co.uk Tel: 01708 432116	

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	within the lease agreements. The anticipated full contract spend is in the region of £3m.					
Page 115	Payment Acquirer Contract To re-let a contract that enables the Council to accept debit and credit cards either face to face or through e-commerce routes.	Statutory Section 151 Officer Finance	Not before February		Adam Kendall adam.kendall@onesoure.co.uk	
	The replacement of existing 15 passenger lifts with new Lifts at Delta Estate; Dryden & Kipling Towers; Rotunda and Garrick House Permission to appoint a lift contractor to carry out Lift Replacement & Associated Works at Delta Estate (Edinburgh House, Victoria House, Mountbatten House, and Elizabeth House); Dryden & Kipling Towers; Rotunda and Garrick House are housing blocks in Havering	Cabinet Member for Housing	Not before May		Ade Oshinmi ade.ashinmi@haverling.gov.uk	

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