

HOUSING AND COMMUNITY SAFETY ADVISORY COMMITTEE

11 February 2014 at 7.00 pm
Conference Room, Argyle Road, Sevenoaks

AGENDA

Membership:

Chairman: Cllr. Ms. Lowe Vice-Chairman: Cllr. Mrs. Clark
Cllrs. Ayres, Mrs. Ayres, Mrs. Bracken, Eyre, Firth, Mrs. George, Raikes and Towell

	<u>Pages</u>	<u>Contact</u>
Apologies for Absence		
1. Minutes To agree the Minutes of the meeting of the Committee held on 15 October 2013, as a correct record.	(Pages 1 - 6)	
2. Declarations of Interest Any interests not already registered		
3. Actions from Previous Meeting		
4. Update from Portfolio Holder	(Pages 7 - 8)	Cllr Ms. Lowe
5. Referrals from Cabinet or the Audit Committee (if any)		
6. Small is Beautiful Update Deborah White, West Kent Housing Association		
7. West Kent Housing Association Housing Allocation Policy and Life Time Tenancies Deborah White, West Kent Housing Association		
8. Policy Discussion: Proposed Housing ladder	(Pages 9 - 20)	Gavin Missons Tel: 01732 227332
9. Strategic Assessment - Update A presentation and verbal update on the annual Community Safety strategic assessment, which is an analysis of crime and anti-social behaviour data for the Sevenoaks District.		Lesley Bowles Tel: 01732 227335

10. **Air Quality Monitoring and Management**

(Pages 21 - 40)

Annie Sargent
Tel: 01322 343434

11. **Work Plan**

(Pages 41 - 42)

EXEMPT ITEMS

(At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.)

INFORMATION RECENTLY UPLOADED ON TO MEMBERS' PORTAL

None since the last meeting

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

The Democratic Services Team (01732 227241)

HOUSING AND COMMUNITY SAFETY ADVISORY COMMITTEE

Minutes of the meeting held on 15 October 2013 commencing at 7.00 pm

Present: Cllr. Ms. Lowe (Chairman)

Cllr. Mrs. Clark (Vice-Chairman)

Cllrs. Ayres, Mrs. Ayres, Firth, Mrs. George and Raikes

Apologies for absence were received from Cllrs. Mrs. Bracken and Eyre

Cllrs. Brookbank, Fittock, Mrs. Morris and Mrs. Sargeant were also present.

9. Minutes

Resolved: That the Minutes of the meeting of the Committee held on 9 July 2013, be approved and signed by the Chairman as a correct record.

10. Declarations of Interest

No additional declarations of interest were made.

11. Ruling by the Chairman regarding Urgent Matters

In accordance with Section 100B (4) of the Local Government Act 1972, the Chairman advised the Committee she had agreed to accept an urgent matter - 'New Scrap Metal Dealers Act 2013'.

The matter was urgent because the report was originally published as a decision item for the Licensing Committee meeting to be held on 16 October 2013, however it had still not been designated a non executive function as anticipated. A decision needed to be taken by Cabinet before 1 December 2013 and this was the only scheduled meeting of the Advisory Committee before then.

The urgent matter was taken as Agenda Item 5 (a).

12. Actions from Previous Meeting

The actions from the previous meeting were noted.

13. Update from Portfolio Holder

The Portfolio Holder for Housing and Community Safety reported she had been working on future policy changes and initiatives which would be on the work programme.

14. Referrals from Cabinet or the Audit Committee (if any)

There were none.

Agenda Item 1
Housing and Community Safety Advisory Committee - 15 October 2013

15. New Scrap Metal Dealers Act 2013

Members considered a report which advised that the new Scrap Metal Dealers Act 2013 repealed the 1964 Act (and related legislation) and Part 1 of the Vehicles (Crime) Act 2001, creating a revised regulatory regime for the scrap metal recycling and vehicle dismantling industries. The Act maintained local authorities as the principal regulator, but gave the power to better regulate these industries by allowing the ability to refuse to grant a licence to 'unsuitable' applicants and a power to revoke licences if the dealer became 'unsuitable'.

It had been expected that the Home Office would make regulations about the new Scrap Metal Dealer Act which would allow the Council to manage the licensing process in the same way it managed its other licensing functions, namely to delegate them to the Licensing Committee, however these regulations had not been made. This was therefore an executive function and the responsibility of Cabinet rather than Council and the Licensing Committee. Delegations from the Leader to the relevant Officers would be made separately.

The Act provided that an application for a licence must be accompanied by a fee set locally on a cost recovery basis. The fee would provide the funding needed to administer the legislation and ensure compliance. The proposed fees had been calculated using the Scrap Metal Dealer Act 2013: Guidance on Licence Fee Charges.

Resolved: That it be recommended to Cabinet to approve the appropriate fee levels as set out below:

Site Licence – Grant (3 years)	£415.00
Site Licence - Renewal (3 years)	£355.00
Collectors Licence – Grant/renewal (3 years)	£260.00
Minor administrative change to licence -	£30.00
Variation - change of site manager -	£160.00
Variation from collector to site licence -	£210.00
Variation from site to collector licence -	£120.00

16. 2014/15 Budget and Review of Service Plans

The Chief Finance Officer advised that the purpose of the report was for the Committee to advise Cabinet on growth and savings ideas for the services within its terms of reference. Appendix C to the report contained a list of growth and savings ideas proposed by the Portfolio Holder and these together with any additional suggestions made by the Committee would be considered by Cabinet on 5 December 2013.

The Chairman advised that the Chief Housing Officer had managed to find external funding which had made a saving, but this had been from one off funding. Further savings had been made from staff restructuring within the Licensing Partnership.

A Member wished it recorded that it was an impressive report, and the finance department had responded with alacrity to concerns only raised a few months ago.

Resolved: That the views on the growth and savings proposals identified by the Portfolio Holder, attached as Appendix C to the report, be agreed.

17. CCTV feedback from Working Group

Councillor Ayres, gave a [powerpoint presentation](#) on behalf of the Working Group. CCTV footage was shown as part of the presentation, at this point it was moved by the Chairman and

Resolved: That under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting whilst viewing the CCTV footage, on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 1 (Information relating to any individual), 2 (Information which is likely to reveal the identity of any individual) and 7 (Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime) of Part 1 of Schedule 12A of the Act (as amended).

CCTV footage was shown to the Committee.

It was moved by the Chairman and

Resolved: That the public no longer be excluded from the meeting.

The Chairman on behalf of the Committee thanked Councillor Ayres for the presentation, and the working group, officers and Chief Officer Environmental & Operational Services for their work.

A Member stated that he would be sorry to see it go and if it was possible to have 24 hour coverage within budgetary constraints and capping he would like to see that, but if there were the funding it was also a question of priorities. It was pointed out that if there was no CCTV the Council would have to meet its statutory obligations another way.

Members were keen to explore all available options and be able to come to a balanced decision from which to advise a way forward to Cabinet.

In response to questions, the Chief Officer Environmental & Operational Services advised that the accommodation of the Tunbridge Wells system at the Sevenoaks control room had previously been investigated but at that time operating systems had not been compatible. Since then the CCTV Control room equipment had been upgraded, however even though there would be long term savings, the initial outlay would be costly. It was agreed that potential capital investment to get more economies of scale, needed to be more fully investigated.

Agenda Item 1

Housing and Community Safety Advisory Committee - 15 October 2013

The Chairman invited the Chairman of Licensing to address the Committee. She felt there were two options missing from the presentation; keeping the CCTV but at reduced hours, or discontinuing its provision and looking at other methods such as conditioning licensed premises for CCTV at their expense. It needed to be self financing at the point of the problem.

The Chief Officer Environmental & Operational Services replied that the question of reducing hours to save further money was impossible because of the out of hours arrangements that had to be covered and, if staffing were reduced further it would be unviable. Many licensed establishments already had CCTV but this did not provide the ability to follow into the public realm.

The Committee acknowledged the excellent work of the officers and service provided by the CCTV Control room and agreed that the service should continue in the short to medium term. There was a need to look at the Council's strategy regarding CCTV from the medium to long term, particularly relating to the level of capital required for equipment replacement, whilst doing everything possible in the meantime to make the service even more cost effective. The Committee asked Officers to undertake further work to examine options to attract additional income and reduce costs. The Committee accepted that it would not be in the best interest of staff recruitment and retention if this area was reviewed every year.

Resolved: That the Chief Officer Environmental & Operational Services submit a more detailed report to the meeting in July 2014, on options available and their cost effectiveness, including:

- operating at current level but looking for cost effectiveness where possible
- phasing out of the service with alternative methods to meet statutory obligations, for example through the addition of licensing conditions for CCTV;
- operating at reduced scale;
- self funding by local businesses;
- contributions from interested parties; and
- a cost benefit analysis of increasing the CCTV control room capability.

18. Community Safety Workshop

Members considered a range of Community Safety issues and were given the opportunity to look at these issues and score them in order to help prioritise them for the Community Safety Action Plan. Members worked together flagging up issues their wards faced and scoring the following areas for levels of concern and harm:

- Anti Social Behaviour
- Burglary
- Criminal Damage
- Domestic Abuse
- Drug Offences
- Environmental Crime
- Road Safety including speeding
- Robbery
- Substance Misuse
- Theft not including Shoplifting
- Vehicle Crime

Housing and Community Safety Advisory Committee - 15 October 2013

- Youth Issues
- Theft Offence focusing on Shoplifting

Members' views would be taken into consideration in the forthcoming Strategic Assessment which, in turn, would inform the 2014/15 Community Safety Action Plan.

19. Work Plan

The Work Plan was noted with a report on CCTV Operating options added to the meeting in July 2013. A Member said that he would like to see affordable housing on the work plan.

THE MEETING WAS CONCLUDED AT 9.28 PM

CHAIRMAN

This page is intentionally left blank

Housing & Community Safety Advisory Committee

11 February 2014

Portfolio Holders Report

Housing Strategy/Policy and Housing needs

The council already has the Empty Homes initiative that gives grants to people buying dilapidated homes to do up in addition to grants (from external funding) to repair and return empty homes into use, helping people step onto the housing ladder. The Council successfully obtains KCC 'No use empty' funding. Returning empty homes into use provides more housing and improves the condition of private sector stock and enables more Council tax to be paid and adds to New Homes bonus.

We also have our shared ownership scheme with Moat Housing Association, Do it yourself home ownership scheme (DIYSO) which enables those who cannot afford to buy their own home to purchase with assistance a property anywhere of their choice as long as it is in suitable repair and an appropriate price. This scheme is offered to social housing tenants which helps to free up under occupied accommodation again to help people step onto the housing ladder; but we are now working on the third angle of our housing ladder triangle, which the committee will discuss tonight, that will loan people money to help with certain housing costs (solicitor and surveyor fees).

Looking at the viability of the proposed development for the old Birchwood school site in Swanley made up of 24 executive homes and 42 social two bed bungalows. One of the largest proposed developments of bungalows in the country.

Arguing a case to Central government to allow us to be able to alter our rural exception site maps.

Community Safety

Attended the Police & Crime Panel meetings on Tuesday 8 October 2013, Tuesday 5 November 2013 and 4 February 2014, on behalf of the Leader of the council. I am interested in the development of the new Youth Police & Crime Commissioner and the way the Commissioner manages budget cuts across the force.

Internet safety – Looking at everything that KCC, the Police and we do to keep our young people as safe as possible from cyber bullying, access too young to online pornography, webcams and 'sexting' and the opportunities the internet brings for online grooming. To look for gaps, such as educating parents and grandparents of these dangers, and helping to plug those gaps. To help elderly people and vulnerable adults keep safe on the internet.

Attended a workshop for parents on 14 January to find out how parents would like SDC to support them. Met with KCC's E-Safety Advisor, Rebecca Avery, who also advises the Prime Minister on how we can support KCC and the Police keep the District's children safe from online dangers.

Looking at ways to work with the Town and Parish councils, as well as the Stag, to find new ways to educate young people and their parents of these dangers. To find better ways to present important

Agenda Item 4

information to young people using local role models such as Silly Billy, who has agreed to endorse our primary school campaign.

Attended the Substance Misuse conference on 20 November and Chaired the Domestic Violence Conference on 28 November.

Scrutiny Committee

Attended scrutiny committee on 18 July where I gave an overview of the portfolio and on 5 February where I highlighted some of the portfolio's main challenges over the next few years which were:

- Further harmonisation of licensing policies between the 3 Partner Authorities
- Internet safety
- HERO service and benefit update

Challenges until the next Housing & Community Safety meeting on 29 April

- How we can further support the middle income group of people (£33,000 to £60,000) to step onto the housing ladder
- How we can better work with planning to provide the District's housing needs
- Securing HERO
- Changes to DFG funding: challenges and opportunities
- Further consolidation and shared working in environmental health
- Continue with internet safety improvements
- Troubled families – exploring the links between housing and community safety as well as better joint working with KCC

HOUSING AND COMMUNITY SAFETY ADVISORY COMMITTEE

BRIEFING PAPER

INTERMEDIATE HOUSING STRATEGY (OPTIONS)

11/02/14

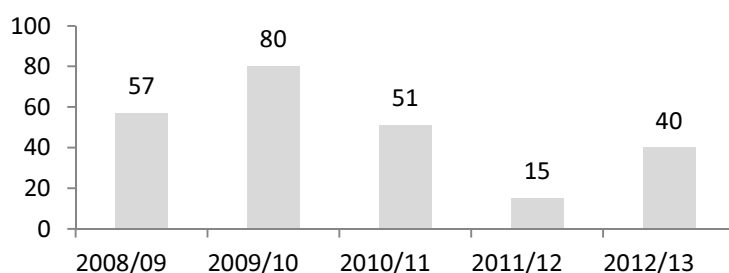
BACKGROUND

- 1 Being a predominantly expensive District with a higher than average level of detached and executive-style housing, the area has a limited number of affordable housing options for those on low to moderate income households. This is further compounded by strict planning constraints, lack of developable land (further pushing up land values), and strong competition from speculative developers – all being significant barriers to the development of new supply.

- 2 Low levels of new supply to meet growing need further exacerbates affordability issues in the area and ownership has moved that much further beyond the reach of even moderate income households. As a result, the need for intermediate and lower-end market housing has continued to rise steeply and there is a consequent growing gap in the market – one that, in the Sevenoaks District, was already far more acute than most other areas outside of London.

- 3 Where housing affordability pressures exist, housing strategy aims to provide more affordable solutions - though the influence and scope of local authority housing strategy in relation to lower-end market and affordable housing development is, of course, limited.

- New affordable housing units completed (2008/09 – 2012/13)



Agenda Item 8

- 4 As part of Government's Comprehensive Spending Review (CSR), the social housing grant programme has been cut significantly and affordable housing development must be largely funded from other sources. In the current CSR, grant-per-unit rates have been reduced by around 60% on all non-S106 sites and completely removed on S106 sites. Government's social housing programme has therefore switched from a capital to revenue-based system. With the majority of local affordable housing coming via S106 development, this has impacted on the Sevenoaks District.
 - 5 Housing providers consequently have very little upfront and non-repayable investment. Instead, they must utilise their own funds and assets, secure private finance against future capital appreciation, and enhance cash-flows through higher rents. In the short-term, funding capacity will come from increased debt underpinned by the new Affordable Rent tenure, which will generate greater revenue returns for developing housing associations.
 - 6 Despite the above, the District Council does have a relatively new and significant source of capital funding through S106 affordable housing planning gains (Core Strategy, Feb 2011). These payments are provided in lieu of on-site provision on private developments of between 1-4 units and are intended to meet affordable housing needs through other means and with a degree of flexibility to allow us to look at more indirect delivery methods.
 - 7 Local housing strategy has been adjusted to minimise any negative impacts of social housing grant cuts and to maximise use of a new source of funding. That said, one source of funding has not been used to replace the other.
- UTILISING THE EXISTING HOUSING STOCK
- 8 In order to maintain delivery of affordable housing, the District Council must be more creative with its housing strategy. This includes looking at different models to deliver viable projects in the current environment or, as is becoming more common, making better use of the existing housing stock to maximise its usefulness and economic value.

- 9 There are numerous benefits in utilising the existing housing stock to better meet a wide-range of housing and community needs. There is, in fact, wide and varied scope to do so, even in such a high-priced and heavily constrained area such as Sevenoaks. This approach can often achieve much more than direct delivery of new affordable housing, plus it is often more cost-effective and not overly influenced by the commercial sector as with S106 sites.
- 10 Such tactics can include reconfiguration to a more needed use category (e.g. from visually impaired to domestic abuse), refurbishment and improvement to preserve and/or enhance existing assets (e.g. modernising Sevenoaks Almshouses), returning to use long-term empty homes (e.g. Wood Street, Swanley), and demolition of outdated facilities to enable development of more new and modern schemes (e.g. Bonney Way and St Andrew's Court, Swanley).
- 11 This area of housing strategy is supported by initiatives to enable people to access the private sector. Key schemes currently offered are: rent-in-advance and deposit bonds; private landlord accreditation; small grants to improve private sector accommodation; and forums to engage with landlords.

- **MEETING THE NEEDS OF INTERMEDIATE GROUPS**

- 12 Intermediate social tenure options allow the District Council to control eligibility in relation to income etc., thereby ensuring that those in most need - and those key to wider community outcomes - are targeted for assistance. These are typically households on incomes between £33k¹ - £60k² pa and unable to afford to purchase on the open market without some form of financial support, but who could afford to pay more than housing association rents - and, as a consequence, they would be unlikely to secure a home through the local housing register. The District Council recently adopted an Intermediate Housing Allocations Policy to prioritise those with a local connection to the District, helping to maximise options for intermediate clients.

¹ Maximum income of £33k to be eligible for Sevenoaks District Housing Register

² Maximum income for Government's shared-ownership products

Agenda Item 8

- 13 Shared-ownership housing has been the most popular intermediate product to date, it being a generally viable housing model and mostly in demand throughout the last decade or so. This tenure has, in the main, been delivered by the District Council and its housing association partners through Government's various incarnations of its intermediate housing initiative – most recently with the Help to Buy³ scheme and, before that, HomeBuy.
- 14 Although these national schemes have provided for a particular purpose and effectively assisted a large number of households, there is an opportunity (and scope) to offer variations of previously tried-and-tested intermediate products and ones that would meet different needs and aspirations here in the Sevenoaks District. This would create a more bespoke range of products to better respond to local housing need and demand.

CURRENT INTERMEDIATE STRATEGY TACTICS

- A HOME OF YOUR OWN

- 15 With the above in mind, the District Council and Moat Homes have jointly developed a bespoke shared-ownership scheme for those people with a local connection.⁴ This assists households to purchase housing on the open market rather than through specific social housing schemes where you would normally find a mix of social rented and intermediate housing, i.e. the social element of a private development or a small mono-tenure 'estate'.
- 16 This project has not only widened choice for those in need, but also negated land and development requirements - completely bypassing what can otherwise be a significant and lengthy process. This approach of retrospectively switching existing housing to affordable tenures has also helped to rebalance local stock profiles by introducing affordable tenures into typically private neighbourhoods, albeit in a small way.

³ Help to Buy: <https://www.gov.uk/affordable-home-ownership-schemes/help-to-buy-equity-loans>

⁴ A Home of Your Own: <http://www.moat.co.uk/ahomeofmyown/>

- 17 Scheme criteria/mechanics were developed in such a way as to maximise positive knock-on effects across housing and wider community strategy. This is very well demonstrated in the first project case study, as set out below.
- 18 To date, this scheme has enabled the purchase of six private dwellings, all of which have been transferred to the social sector and are all now designated as affordable housing. This project has also brought in external investment to the sum of £720,000 (with a further £503,000 being inputted by the District Council from S106 gains).
- 19 All S106 grant investment under this scheme will be recovered at the point of sale or at each stair-casing application, along with any uplift in property value. Those funds will then be reinvested in affordable housing initiatives to help deliver local housing strategy long into the future.
- 20 This particular scheme was runner-up in the National Housing Awards 2013 for Excellence in Affordable Housing and has also been shortlisted for the First-Time Buyers' Awards 2014. Moat is just about to introduce this model in London (with GLA funding) and a number of other areas are currently under consideration.

CASE STUDY

- Alex and Susannah rented in Sevenoaks through Moat Homes for the past 8-years with their three young children
- Wanted to buy a home in the area so their children could stay at their schools
- Due to local house prices, were close to giving up on the prospect of ever owning a property
- Now purchased 3-bed house in Westerham (sale price of £230k with 65% share)
- Children continue to attend their school
- Can grow up in a safe and familiar rural environment
- Susannah also now works at another pre-school in the town

Agenda Item 8

- Retained a key member of the local workforce
- Over-crowded family living in WKHA home moved into vacant Moat home
- A homeless family then moved into vacant WKHA home
- Effective use of social housing stock - homes more suited to households

- HOMESTEADING

- 21 There are typically between 400 - 500 long-term empty homes in the Sevenoaks District at any one time. Local housing strategy seeks to make best use of empty homes and, again, this can help to deliver affordable housing with no associated land and development requirements. This area of housing strategy also contributes to wider community strategy outcomes such as minimising anti-social behaviour and criminal activity – such issues being typically associated with long-term empty homes.
- 22 The District Council is currently able to offer two grant options (both externally funded) to encourage property owners to bring long-term empty homes back into use. Both schemes require the property owner to either sell on or rent the home out, however. These grants are aimed property owners who might not have the funds to bring homes up to a saleable standard. They are also aimed at smaller developers who refurbish properties with a view to renting out or selling on at a profit, which brings in an SME support element.
- 23 Again, the District Council identified a variation on existing grant models to deliver wider outcomes. In this particular case, a homesteading approach can provide local first-time buyers with financial assistance to purchase run-down empty homes with a view to undertaking or commissioning refurbishment/ improvement works as part of a more affordable solution to securing a first home, i.e. securing a sub-standard property and benefitting from any potential uplift in value through subsequent improvements works (generating equity and lowering mortgage default risk, in the process). In this case, the applicant would live in the home.
- 24 Although in its early days, this is expected to be a popular initiative and one that has the potential to be extended. An initial pilot is set to provide three grants, each with a maximum of £15,000 assistance. A charge would be placed on the

property and investment recovered at the point of sale, along with any uplift in property value. Applicants would also have the option to repay the money earlier, should they wish to do so. Resultant funds would again be reinvested in affordable housing initiatives (as per S106 planning requirements).

- 25 A key outcome of the project is to help free-up social and lower-end private rented housing by proving the means for financially-sound households to own a home. This then creates key social sector vacancies that can be offered to priority households in need through the local housing register and can, in turn, help to address overcrowding and other poor housing issues. This is an effective housing strategy approach and one that is essential in an area with so few affordable housing development opportunities.

A NEW INITIATIVE TO CONSIDER

- 26 At present, certain West Kent Housing Association tenants can be offered financial assistance to down-size to a more suitable housing association property. The Small is Beautiful scheme helps to free-up family-sized housing for those in priority need, but requires the allocation of a smaller social tenure property. A full-time under-occupation officer (situated at West Kent Housing Association) is in post to deliver this initiative and is part-funded by the District Council through its S106 affordable housing planning gains.
- 27 Although this is an effective housing strategy approach, particularly for those affected by welfare reform and subject to the spare room subsidy, there is another potential variation which could deliver a better outcome.
- 28 A tenants' incentive scheme (TIS) would offer a separate financial incentive whereby certain social tenants would qualify for a payment – but in this case, the tenant/s, would need to give up their tenancy in its entirety. This approach would result in a net addition of one social sector property per case, unlike the Small is Beautiful scheme which trades one home for another.

Agenda Item 8

- 29 Inadequate funds for a deposit and legal fees are often the only barrier to what could otherwise be a perfectly manageable home ownership arrangement. As a consequence, households can be stuck in unsuitable tenures for years on end and with no real hope of progression. A TIS could therefore provide the means for tenants - those typically able to afford mortgage payments - to part-fund the initial outlay costs, e.g. legal fees and/or deposits.
- 30 A TIS could be considered a value for money housing strategy solution, particularly when weighed-up against direct development investment and related outcomes. This is therefore considered to be a worthwhile housing strategy approach for members to consider as a housing strategy tactic and to complement the two existing bespoke intermediate housing schemes, as set out above.
- 31 A set of example rules have been put together with the aim of freeing-up existing social housing whilst also maximising other consequent impacts on wider housing and community strategy (Appendix A).
- 32 Similar schemes currently operate in Guildford; Runnymede; St Albans; and the London Borough of Hillingdon. Each operates differently, however, and officers have pulled together best practice to create a bespoke model which would best support housing and community strategy here in the Sevenoaks District.

DEFINITIONS

Affordable housing:

Generic name for social tenure housing, e.g. social rented; affordable rented; shared-ownership; shared-equity; and intermediate rented.

Includes low-cost home ownership schemes designed to meet the needs of households who cannot access full cost market housing but who can afford to pay more than housing association rents.

Social rented housing is owned by local authorities and housing associations/providers for which guideline target rents are determined through the national rent regime.

Affordable Rented housing is let by local authorities or housing associations/providers to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent and up to a maximum of the relevant Local Housing Allowance (including service charges, where applicable).

Homes that do not meet the above definition of affordable housing, such as 'low cost market' housing, may not be considered as affordable housing for planning purposes. They can, however, still meet the needs of low-income groups so are considered in wider housing strategy.

Examples of rules/options:

- Open to all assured HA tenants in the District;
- Maximum purchase price of £250,000;
- Tenants must have a specified level of savings to cover the cost of moving home (e.g. removals, valuation fee, etc.);
- Help to Buy requirements to apply (i.e. household income not to exceed £60k pa, property to be purchased as the 'only or principle home', size of property to be purchased may have one additional bedroom compared to the needs of the household);
- No minimum length of tenancy required (to assist all those who can afford to buy as this will recycle as much affordable stock as possible);
- May purchase anywhere in Kent, or any local authority area adjoining the District (?), freehold or leasehold;
- Any permanent structure – no caravans or house boats (there will be stipulations re: unexpired lease terms for leasehold properties);
- Level of loan incentive based on a sliding scale according to size of existing home, e.g. £15k for a 1-bed; £18k for a 2-bed; £20k for a 3-bed; and £25k for a 4-bed and above (1-beds are needed due to spare room subsidy tenant transfer requirements);
- Incentive to be paid to the solicitor acting for the tenant at exchange of contracts so that the incentive may be used to fund the deposit payable at exchange and/or legal costs;
- Moat to carry out affordability checks (including taking reasonable steps to ensure housing costs remain affordable in a changing market) and providing the applicant with a maximum purchase price;
- It is not proposed to prescribe maximum prices as per LB Hillingdon example, as these would need to be regularly monitored and updated;
- Clear rent account required at point of application and completion (the tenant would be unlikely to obtain a mortgage offer if in arrears);
- Vacant possession of HA property required at completion;

- HA property to be left in a clean and tidy condition. If not, re-charges to apply;
- Charge to be placed on purchased property so that the SDC loan incentive 'equivalent' is repaid in full when the owner moves or assigns the property (or after 5-years, which ever is soonest –mirroring Help to Buy equity loan scheme); This will ensure both the owner and SDC share in any price uplift (i.e. property costs £150,000; tenant provided with incentive loan of £15,000, representing 10% of the value of the property; when property is re-sold, it is worth £200,000; SDC repaid £20,000); and
- All repaid loan incentives to be collected by Moat and re-used by Moat for agreed affordable housing initiatives.

This page is intentionally left blank

AIR QUALITY MONITORING AND MANAGEMENT

Housing and Community Safety Advisory Committee - 11 February 2014

Report of Richard Wilson – Chief Officer – Environmental and Operational Services

Status: For information

Key Decision: No

Executive Summary: This report provides information on the statutory duty for the council to review both the current and future air quality within the district of Sevenoaks. The Environmental Health (EH) team are responsible for carrying out this duty in line with Department of Environment, Food and Rural Affairs (DEFRA) guidance. This involves the regular review and assessment of air quality and reporting according to prescribed protocols.

The effect on health and regional mortality is described and local monitoring information and trend graphs are included.

The District Council currently has nine Air Quality Management Areas (AQMAs) due to exceedances of national objective levels for Nitrogen Dioxide (NO₂) and Particulate Matter (PM₁₀) and an Air Quality Action Plan which was implemented in 2009.

The Air Alert scheme is an important Action Plan initiative which the Council is progressing which is being part funded by DEFRA grants as well as contributions from Section 106 agreements. Air Alert is a text/email service for people who suffer with asthma or other lung problems advising them in advance of poor pollution levels so they can take extra steps to manage their condition.

An invitation to the official launch of Air Alert will shortly be sent to all councillors.

Recently the EH team at Sevenoaks responded at length to a consultation from DEFRA on the validity of continuing local air quality management regime in its current format. The Council was broadly supportive of proposed changes to remove the current duties on Local Authorities who have little influence over the strategic decisions necessary to reduce air pollution which is primarily vehicle generated. This was a minority viewpoint and a new consultation is proposed during 2014.

This report supports the Key Aim of a Healthy Environment.

Portfolio Holder Cllr. Mrs Lowe

Contact Officer(s) Annie Sargent Ext 3085, Alex Dawson Ext 3129, James Fox Ext 3250

Recommendation to Housing & Community Safety Advisory Committee: That the report be noted.

Introduction and Background

Air Quality Legislation

1. The EU ambient air quality directives set limit values for certain pollutants which must not be exceeded. The Directive describes how to assess compliance by dividing countries into zones. In the UK, Defra monitors and models air quality across 43 zones to assess compliance with the Directive.
2. The UK Air Quality Strategy provides the policy context for Local Air Quality Management (LAQM) and assessment in the UK. This strategy establishes a range of air quality “standards”, and “objectives” for delivering the strategy. These air quality objectives are either effectively identical to the EU limit values, or more stringent.
3. Part IV of the Environment Act 1995, places a statutory duty on local authorities to periodically review and assess the air quality within their area and identify areas in which the outdoor air quality does not meet the national Air Quality Objectives (AQOs). Where it appears that the air quality objectives will not be met by the designated target dates, local authorities must declare an Air Quality Management Area (AQMA) and develop action plans in pursuit of those objectives.
4. Each Review and Assessment round consists of the LA initially undertaking an Updating and Screening Assessment (USA) and then carrying out the following stages if any objectives are found to be exceeded in an area:
 - Detailed Assessment of those areas identified in the USA as potential AQMA’s
 - Designation of AQMA
 - Further Assessment of air pollution in the AQMA
 - Amendment if necessary of AQMA boundaries
 - Air Quality Action Plan
 - Annual Action Plan Progress Reports in between USA’s

We are currently in the fifth round of Review and Assessment

Relevant UK Air Quality Objectives

Nitrogen Dioxide (NO₂) annual mean limit: 40µg/m³

Particulate Matter (PM₁₀) annual mean limit: 40µg/m³

Health Impacts of Air Pollution

5. Despite improvements in air quality over many decades poor air quality continues to impact upon public health and the environment. It has been estimated that poor air quality causes up to 50,000 deaths per year and probably causes more mortality and morbidity than passive smoking, road traffic accidents or obesity.

The equivalent to 29,000 deaths and an average loss of six months life expectancy is also attributable alone to Particulate Matter air pollution. In 2012 a new estimate of 1180 early deaths as a result of just PM_{2.5} air pollution across Kent & Medway during 2010 was calculated by the Kent & Medway Air Quality Partnership Health Sub Group. (See Appendix 1)

6. The financial burdens from the health, economic and social impacts in the UK are considerable with additional costs to the NHS from respiratory hospital admissions triggered for conditions such as Asthma and Chronic Obstructive Pulmonary Disease (COPD). Air pollution is considered to be one of the potential causes and exacerbating factor for COPD.
7. The UK like many other Member States is having problems meeting EU Air Quality standards and is also at significant risk of infraction, especially with regard to nitrogen dioxide exceedance. This exceedance in part is caused by the poor abatement performance of euro standards for certain vehicle classes and also increased use of diesel by the vehicle fleet.

Local Air Quality Management at Sevenoaks

8. Sevenoaks currently has 9 Air Quality Management Areas (AQMA) relating to exceedances of the NO₂ and PM₁₀ objectives. (See Appendix 2)

Air Quality Action Plan 2009

9. The Air Quality Action Plan 2009 outlines a number of measures and actions which are aimed at reducing levels of air pollution within the Council's original 11 AQMAs and generally across the District.
10. This plan will need to be reviewed during 2014/15 depending on final outcome of the Government's consultation of Local Air Quality Management delivery in England (See later)

Air Quality Monitoring Data

11. The Council has two continuous automatic air quality monitoring stations (CMS) which take real time measurements of selected pollutants. **Greatness** background site has monitored 3 pollutants Nitrogen Oxide (NO_x), PM₁₀, and Ozone (O₃) since 1997 and **Bat & Ball** roadside NO_x and PM₁₀ since 2006.
12. Sevenoaks is part of the London Air Quality Network and the monitoring data collected can be used in a variety of ways, including providing local information for developers preparing Environmental Impact and Air Quality Assessments, identifying trends, supporting the LAQM process and providing more strategic information for use by the Greater London Authority and central government.
13. In addition, there are 55 diffusion tube sites around the district. NO₂ diffusion tubes are used for ambient air monitoring within the District and are capable of

Agenda Item 10

providing long term assessments for modelling and determining air management locations at a low cost.

14. See Appendix 3 for details of site locations and results of NO₂ Diffusion tube monitoring: 2010 – 2012
15. See Appendix 4 which shows trends in Annual Mean Nitrogen Dioxide Concentrations Measured at Diffusion Tube Monitoring Sites

Air Alert

16. The Air Alert scheme is a service for people with asthma or other lung problems, which sends a message to their mobile, home phone or email address on the day before high pollution is predicted in the area. This warning enables them to take extra preventive steps to manage their health and ideally help prevent admissions or the length of stay in hospital.
17. The scheme was established by the Sussex Air Quality Partnership (Sussex-air) in 2006 as a service model for other LAs. Sevenoaks Council operate it in partnership with them and Kings College London (ERG).
18. The scheme went live with a soft launch on the 10th January 2014 and will be formally launched in February 2014
19. The scheme will be free to Sevenoaks residents and will run for a minimum of 2 years.
20. The Council has received £41,402 in air quality grants from Defra to set up and run Air Alert and has received other contributions via Section 106 agreements towards it.

Funding

21. The current annual budget for air quality is £65,919 (excluding officer time and salary costs) and comprises the following elements:
 - Review and Assessment (consultant reports as required) - £22,359
 - Greatness and Bat and Ball Continuous Air Quality Monitoring Stations - £40,315
 - Diffusion Tubes - £3,245

Defra air quality grants

22. Since 2008, the Council has received seven grants totalling £116, 902 for use towards monitoring and equipment costs, investigating traffic options and schemes within AQMAs and Air Alert

Section 106 Agreements

23. The Council has obtained funding from the following eight local developments totalling £135,184 for use towards monitoring costs, Air Alert and actions within the Air Quality Action Plan 2009

- Tarmac Ltd (Greatness Quarry)
- West Kent Cold Storage Company Ltd
- Bellway Homes Ltd (formally St Barts Laundry)
- Sainsbury's Supermarkets Ltd – Otford
- Tesco Stores Ltd
- Greatness Mill, Sevenoaks
- Lidl, Sevenoaks
- Waitrose Ltd, Sevenoaks

Defra Consultation

24. During the summer of 2013, Defra consulted Local Authorities and a wide range of interested parties on the current LAQM regime. They set out the following aims to improve air quality in the UK.

- Local action be focused on what is necessary to support air quality improvements to benefit public health and to work towards EU air quality standards
- Local government and other stakeholders be clear on their roles and responsibilities and work together to improve air quality
- Local authorities have simple reporting requirements with less bureaucracy and time to concentrate on actions to improve air quality and public health
- Local authorities have access to information about evidence based measures to improve air quality, including on transport and communications

25. In order to achieve these aims, the Government proposed the following four options on how LAQM might be changed as a result of the consultation:

1. Business as usual with limited changes
2. Concentration on Action Planning and focuses reporting
3. Alignment with EU requirements to meet air quality limit values
4. Separate local air quality management duties do not exist

26. Sevenoaks District Council responded that it believed that either options 3 or 4 would address many of the issues associated with the current LAQM regime and make improving air quality a strategic function which would allow local authorities to determine their own priorities.

Agenda Item 10

27. There was very little other support for option 4 though which was highlighted by many as likely to worsen rather than improve air quality and only limited support for option 3.
28. Options 3 was the Government's preferred option which would have seen the removal of local air quality reporting on LAQM objectives and instead use national monitoring and modelling to report on EU values. Defra were keen to stress that their preferred option 3 was not to be interpreted as a 'dismantling' of LAQM, as they wanted the regime to be a powerful tool in tackling poor air quality at the local level and local assessment and action would continue to play a role in this.
29. The consultation was also supported by an impact assessment which highlighted significant financial savings to local authorities as a result of reduction in air quality monitoring.
30. Option 2 was identified as being more generally able to achieve the aims of the review.
31. The consultation generated over 200 substantive responses and 18,000 campaign emails.
32. Following this consultation Defra have stated that their next steps are to:
 - Review the range of air quality objectives that apply to local authorities, taking into account the relevance of these objectives for health protection, and the levels assessed in recent years.
 - Review the need for additional guidance on these duties as part of its review of guidance to local authorities in fulfilling their duties under the Act.
 - Make proposals to introduce regular annual reporting on air quality for local authorities, taking into account comments made and following further discussions with stakeholders on the content of such reports.
 - Take account of the support for retaining AQMAs and review guidance on declaration/revocation procedures in order to reduce administrative burdens, taking into account matters of health impacts through exposure to air pollution and scope for measures.
 - Continue to explore (with delivery partners and stakeholders) ways of improving and disseminating evidence-based measures, including supporting innovative schemes. Revise official guidance to coincide with the implementation of changes to the LAQM system, likely to be mid-late 2015.
 - Explore all alternatives with key delivery partners in the early part of 2014, the outcome of which will inform a second consultation (in mid-late 2014) on regulatory changes and guidance.

Key Implications

Financial

The budget of £65,919 is specifically allocated to carrying out the statutory function of Air Quality Monitoring. DEFRA grants and Section 106 Agreements have been awarded and can assist with monitoring and equipment costs.

Legal Implications and Risk Assessment Statement

Part IV of the Environment Act 1995 requires local authorities in the UK to review air quality in their area and designate air quality management areas if improvements are necessary. Where an air quality management area is designated, local authorities are also required to work towards the Strategy’s objectives prescribed in regulations for that purpose. An air quality action plan describing the pollution reduction measures must then be put in place. These plans contribute to the achievement of air quality limit values at local level.

Risk assessment – Air Quality Monitoring is statutory service. If submissions are not made to DEFRA at required intervals, may be subject to external scrutiny and possible intervention from DEFRA (with costs recharged to Council).

Equality Impacts

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	Explanation / Evidence
a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community?	No	
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	No	
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		

Conclusions

1. Local Air Quality Management is a statutory function
2. Poor air quality can adversely affect health and reduce life expectancy. Financially it costs the country substantial amounts in terms of treatments and hospital admissions with a social and economic impact on those affected.

Agenda Item 10

3. The Council's existing monitoring programme provides good coverage for the District, with two CMS and a wide network of diffusion tubes.
4. Monitoring data collected provides valuable information about local pollution levels which is useful for informing planning decisions and public health issues
5. The Council currently has nine AQMAS
6. Previous review and assessment rounds have established that the AQS Objective and EU Limit Values for NO₂ have been exceeded in eight locations and in one area for PM₁₀.
7. The current Air Quality Action Plan 2009 contains a number of measures and actions aimed at reducing levels and mitigating the effects of air pollution within the AMQAs and across the District.
8. The Council has successfully obtained over £252,000 from Defra Air Quality Grants and Section 106 funding for use towards monitoring costs and undertaking measures contained in the Air Quality Action Plan 2009.
9. The Government is continuing to review the LAQM regime and is aiming to launch a fresh consultation in mid to late 2014 following its failure to receive sufficient support to change the existing regime as proposed. This was due to widespread concerns that removing local authority duties to monitor air quality would result in poorer air quality and in an inability to adhere to national European targets.

Appendices

Appendix 1 - Table 1 Early deaths in Kent and Medway from PM_{2.5} pollution in 2010

Appendix 2 – Table 2 - Local Air Quality Management at Sevenoaks

Appendix 3 -Site Locations and results of NO₂ Diffusion Tube Monitoring 2010- 2012

Appendix 4 - Selected Trends in Annual Mean Nitrogen Dioxide Concentrations Measured at Diffusion Tube Monitoring Sites

Background Papers:

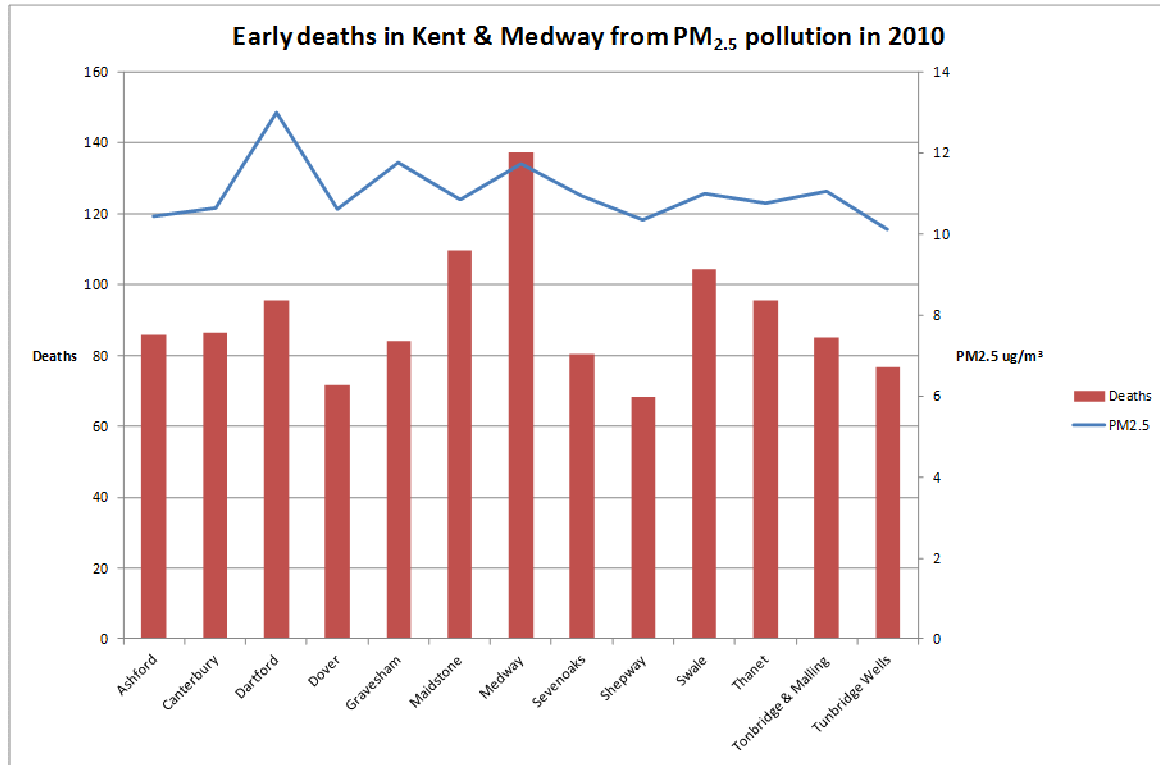
1. The Environment Act 1995
2. Kent and Medway Air Quality Partnership – Health Sub group
3. Air quality Action Plan 2009
4. Annual air quality progress report 2013
5. Local Air Quality Management Consultation on options to improve air quality management in England

Richard Wilson

Chief Officer Environmental and Operational Services

Appendices

Appendix 1 - Table 1 Early deaths in Kent and Medway from PM_{2.5} pollution in 2010



Agenda Item 10

Appendix 2 - Table 2 - Local Air Quality Management at Sevenoaks

Sevenoaks currently has 9 Air Quality Management Areas (AQMA) relating to exceedances of the NO₂ and PM₁₀ objectives.

Air Quality Management Area Number	Location	Pollutants Monitored
1	M20 - from Junction 3 of the M25 to Tonbridge and Malling BC	NO ₂
2	M25 - Between Surrey and Dartford & from Junction 3 M25/M20 to Tonbridge and Malling BC	NO ₂
3	M26 - from Junction 5 of the M25 to Tonbridge and Malling Borough Council (5.6 miles)	NO ₂
4	A20 (T) Swanley Bypass - from Junction 3 of the M25 to LB Bromley (2.7miles)	NO ₂
6	M25 - Junction 5 to Kent / Surrey border	PM ₁₀
8	B2173 Swanley: London Road (East); High Street; Bartholomew Way & parts of Central town area.	NO ₂
10	A225 Sevenoaks High Street Sevenoaks	NO ₂
13	A25 Between Tonbridge & Malling BC and Tandridge DC (For NO ₂)	NO ₂
14	Swanley – Junction between Birchwood Road and London Road	NO ₂

Air Quality Management Area's that have now been Revoked

Air Quality Management Area Number	Location	Pollutants Monitored
5	A25 Riverhead - between its northern and southern junctions with the A224	NO ₂
7	Not an AQMA	
9	A25 Seal High Street	NO ₂

11	A25 Westerham: High Street; Market Square; Vicarage Hill & A233 London Road	NO2
12	A25 Bat and Ball - Junction with A225	NO2

Agenda Item 10

Appendix 3 -Site Locations and results of NO₂ Diffusion Tube Monitoring 2010- 2012

Location	Within AQMA?	Full Calendar Year Data Capture 2012 (Months)	Annual Mean Concentration (µg/m ³)		
			2010	2011	2012
Sevenoaks					
Garvock Drive.	N	12	15.8	13.7	14.9
High Street. South 1	Y	12	<u>63.7</u>	<u>64.1</u>	<u>64.6</u>
High Street. South 2	Y	12	46.7	46.2	45
High Street North 2	Y	12	50.4	48.2	51.8
High Street North 3	Y	12	31.6	31.2	33.6
London Road 73	Y	10	35.5	37.6	35.8
London Road 20	Y	12	36.5	36.4	33.3
London Road 130	Y	12	43.9	42.8	43.3
London Road 133	Y	11	35.8	36.9	36.2
London Road 142	Y	12	41.3	42.2	41.4
London Road / Montreal Rd	N	12	47.3	48.1	44.8
Bradbourne Vale Road South	N	12	53.7	58	56.7
Bradbourne Vale Road North	N	12	41.5	40.1	39.8
4A St Johns Hill	N	12	40.8	41.4	41
St Johns Egdean Walk	N	12	22.2	23.6	22.9

Agenda Item 10

Bat & Ball					
Bat & Ball. 1	Y		40.7	43.4	43.1
Bat & Ball 2 Oxford Rd	Y	11	38.6	39.1	42.5
Bat & Ball 3 Seal Rd	Y	12	55.8	57.5	<u>60.2</u>
Bat & Ball 4 St Johns	Y	12	<u>61.9</u>	59.3	<u>60.8</u>
Riverhead					
Riverhead 2.	Y	11	50.6	54.7	53.5
Riverhead 3.	Y	12	53.2	51	51.5
London Road R	Y	12	44.4	46	47.1
Worships Hill	N	12	38	39.5	45.3
Seal					
High Street. East 1 Seal.	Y	11	51	53.3	56.5
High Street. East 2	Y	12	51.9	50.2	53.8
High Street. West 1 .	Y	11	38.6	36.2	38.2
High Street. West 2	Y	12	38.8	37.4	39.7
Seal Hollow Rd Jcn with A25	N	12	41.1	41.7	44
Dunton Green					
London Rd DG Miners Arms	Y	12	38.7	36.1	36.2
London Rd DG 57	Y	11	40.7	39	43
London Rd DG 193	Y	12	33.7	38.3	32.8

Agenda Item 10

Bessels Green					
Westerham Road	N	12	40.3	47	48
59 Westerham Rd	N	12	45.1	49.7	46.5
Eynsford					
High Street	N	12	29.8	30.4	31.2
Sundridge					
A25 204 Main Rd	N	12	36.3	40.4	38.8
8 Chevening Rd	N	12	33.9	32.6	33.7
Brasted					
Station Rd.	Y	12	50.1	50.5	53.7
Chart Ln Brasted	N	12	52.2	56.7	56.2
West End Brasted	N	12	35.7	35.3	38.7

Location	Within AQMA?	Full Calendar Year Data Capture 2012 (Months)	Annual Mean Concentration ($\mu\text{g}/\text{m}^3$)		
			2010	2011	2012
Westerham					
High Street	Y	12	46	46.5	39.2
Vicarage Hill	Y	12	34.8	33.9	36.3
Market Square	Y	12	51.8	55.2	55.3
London Road 2 Westerham	Y	12	33.5	34	33.9

Agenda Item 10

Swanley					
Batholomew Way 2	Y	12	44	45.8	42.3
London Road 1 Swanley	Y	12	55.7	52.1	54.8
London Road 2	Y	12	48.1	46.4	45.7
London Road/Wested Ln Swanley	Y	12	48	42.4	40.1
Wardard Terrace Button St. Swanley	Y	12	38.8	43.3	41.9
Farningham Hill Rd	Y	12	34.8	40.9	40.5
Birchwood Rd - Jessamine	N	12	56.9	59.7	<u>62.1</u>
Birchwood - Pucknells	N	12	32.8	32.5	32.8
Birchwood Rd - Malvern	N	12	39.6	40.2	39.6
Birchwood Junction London Rd	N	12	39	41.9	37.6
Farningham					
Farningham Hill (A20)	Y	12	49.4	44.5	48
West Kingsdown					
Brands Hatch Road/Ash Road	N	12	32.3	36.5	33.7

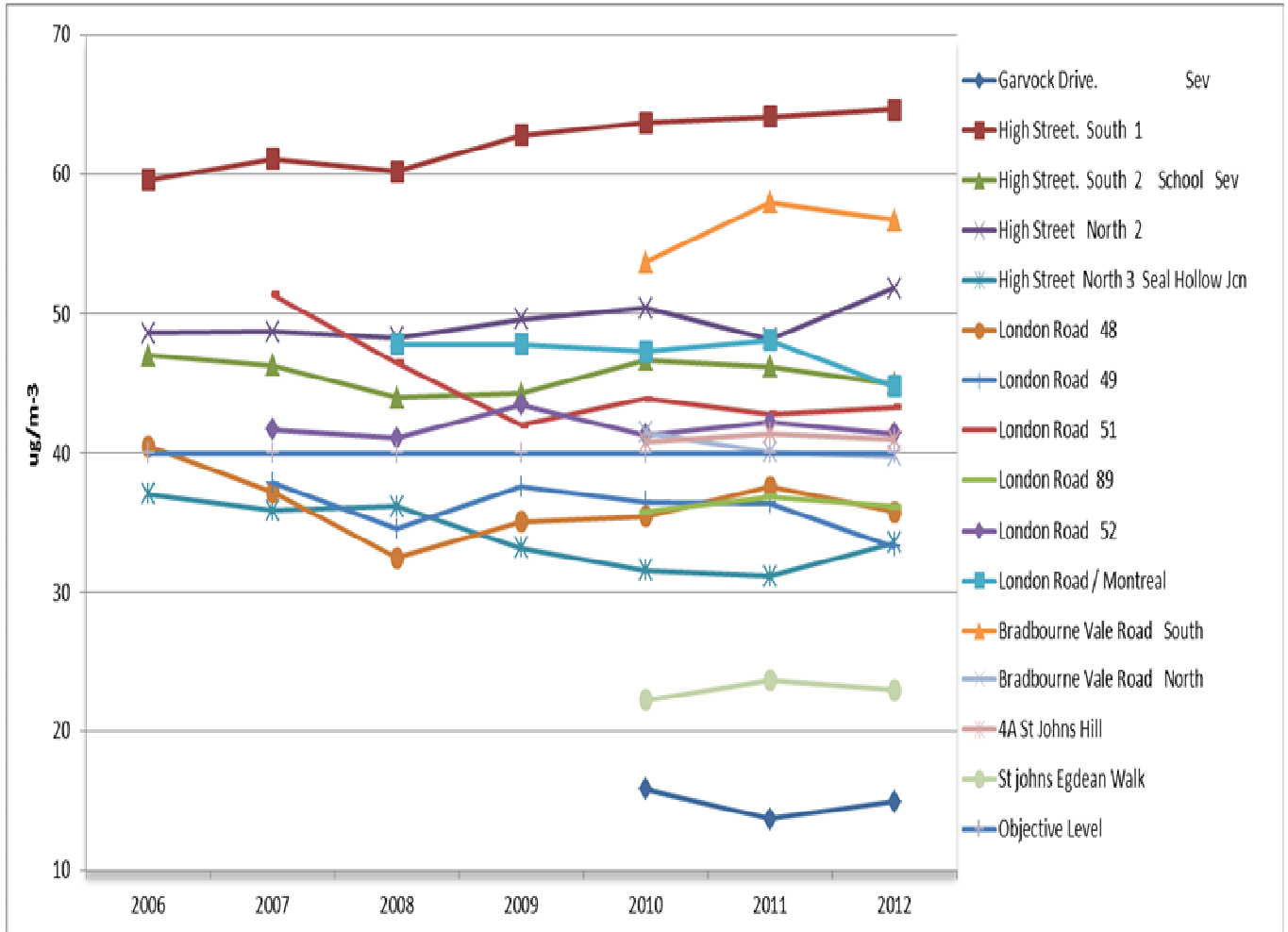
Bold: Highlights exceedance of the NO₂ annual mean AQS objective of 40µg/m³

Underlined: Highlights annual mean > 60µg/m³, indicating a potential exceedance of the NO₂ hourly mean AQS objective

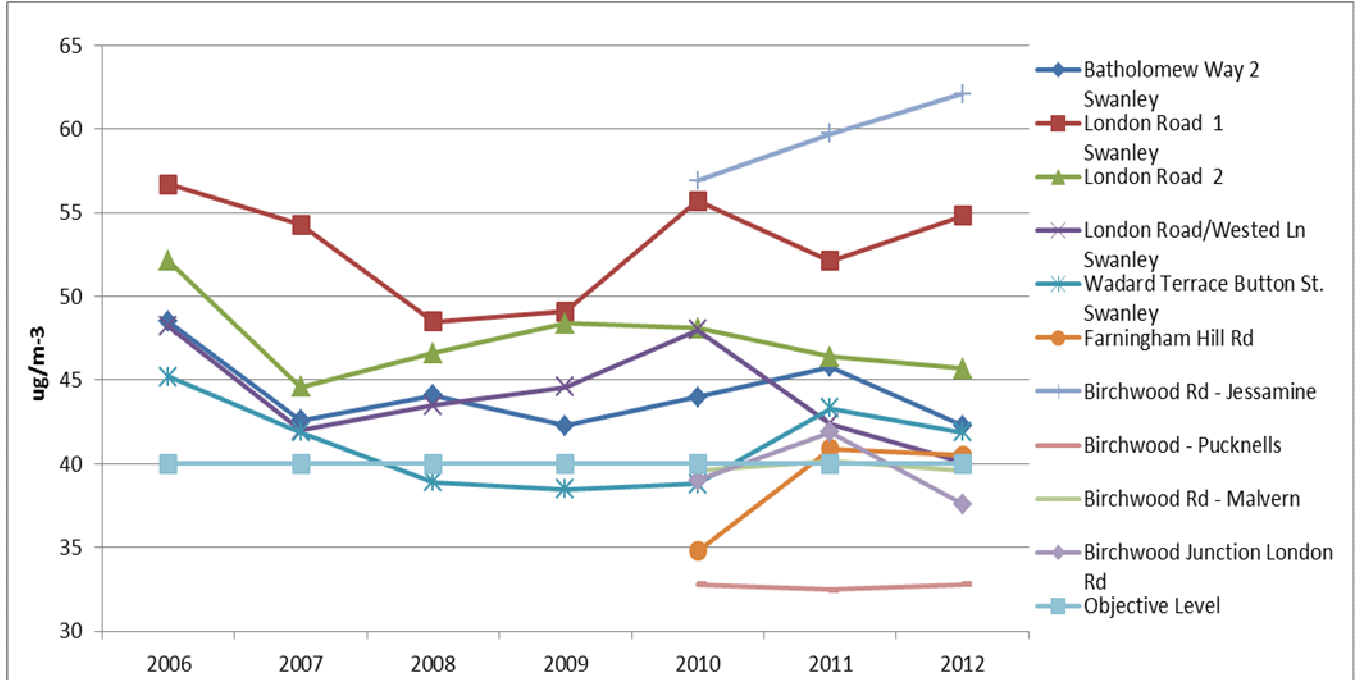
Agenda Item 10

Appendix 4 - Selected Trends in Annual Mean Nitrogen Dioxide Concentrations Measured at Diffusion Tube Monitoring Sites

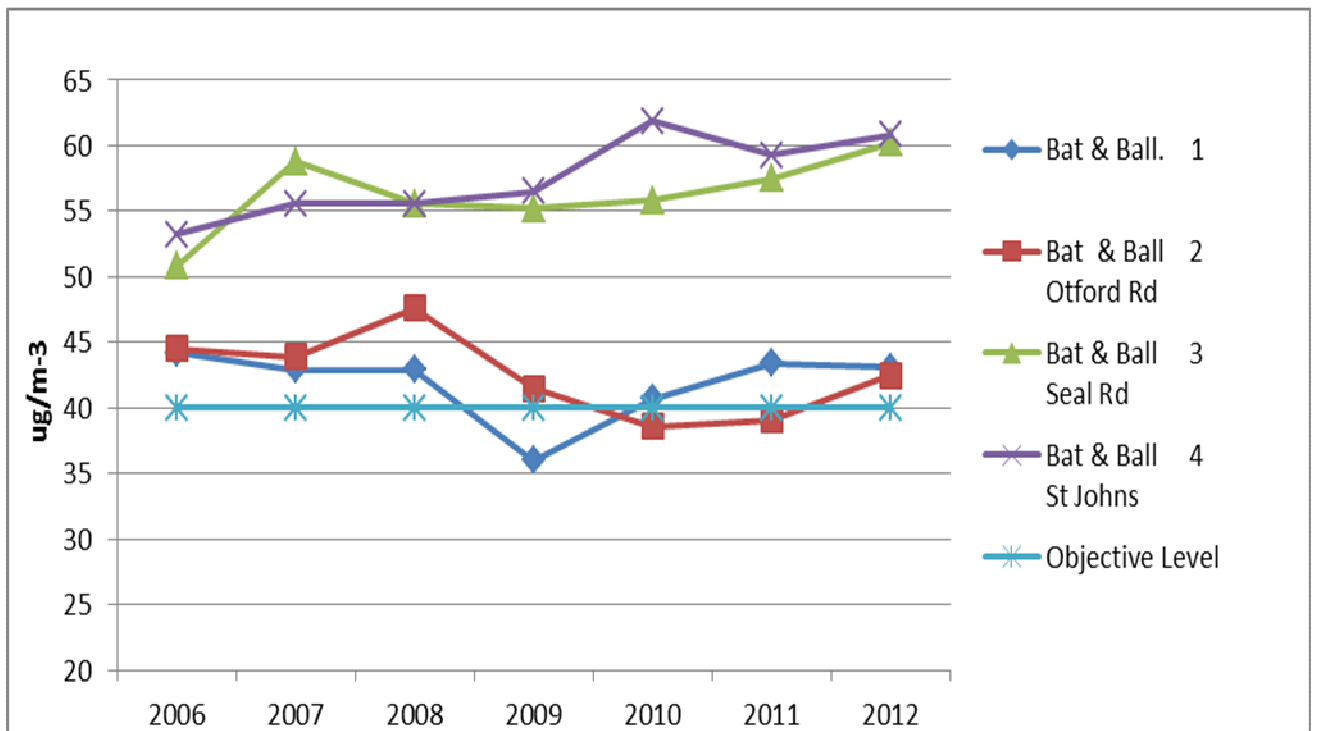
Sevenoaks



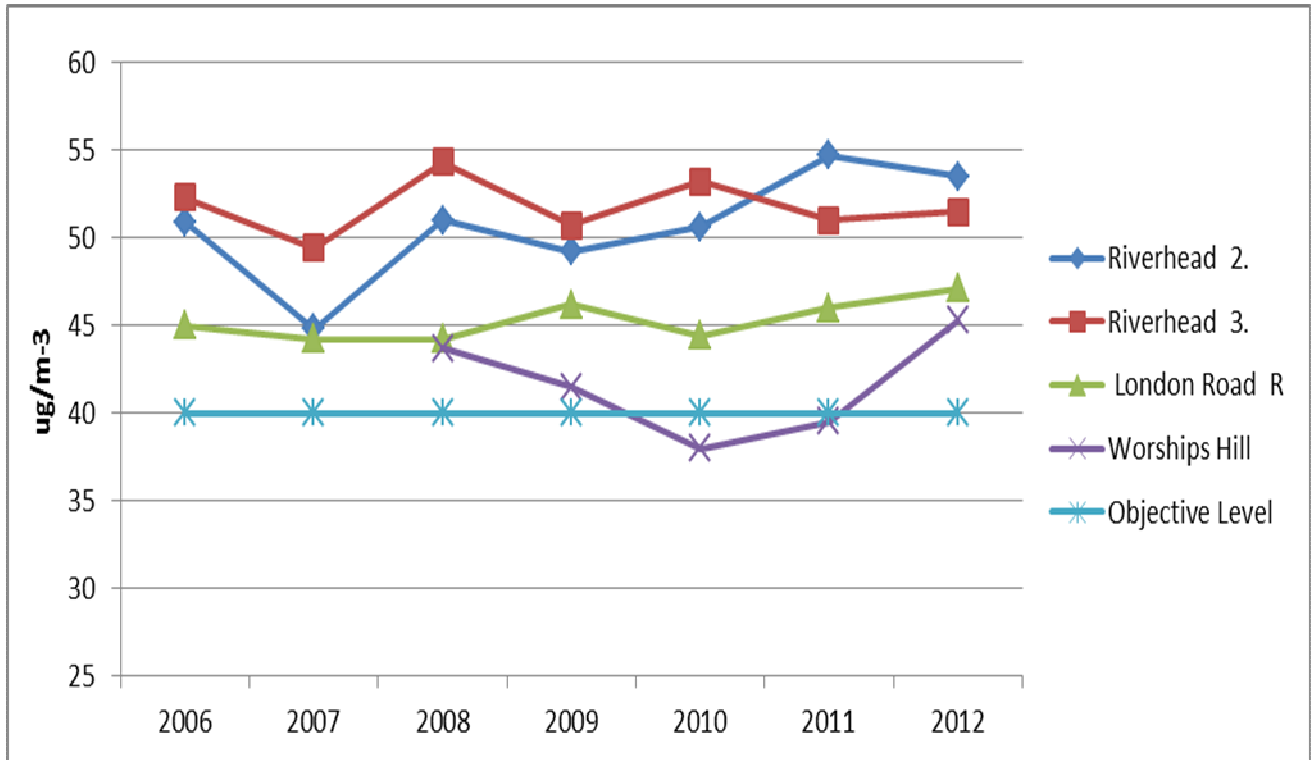
Swanley



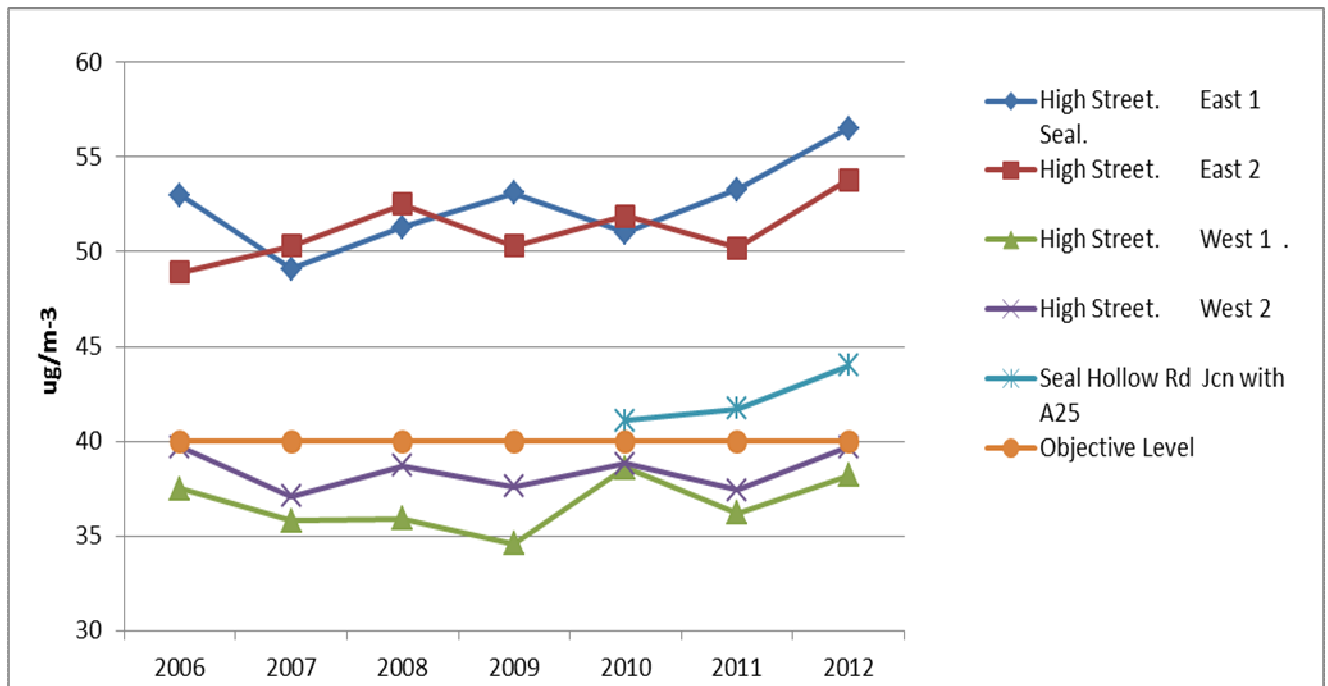
Bat and Ball



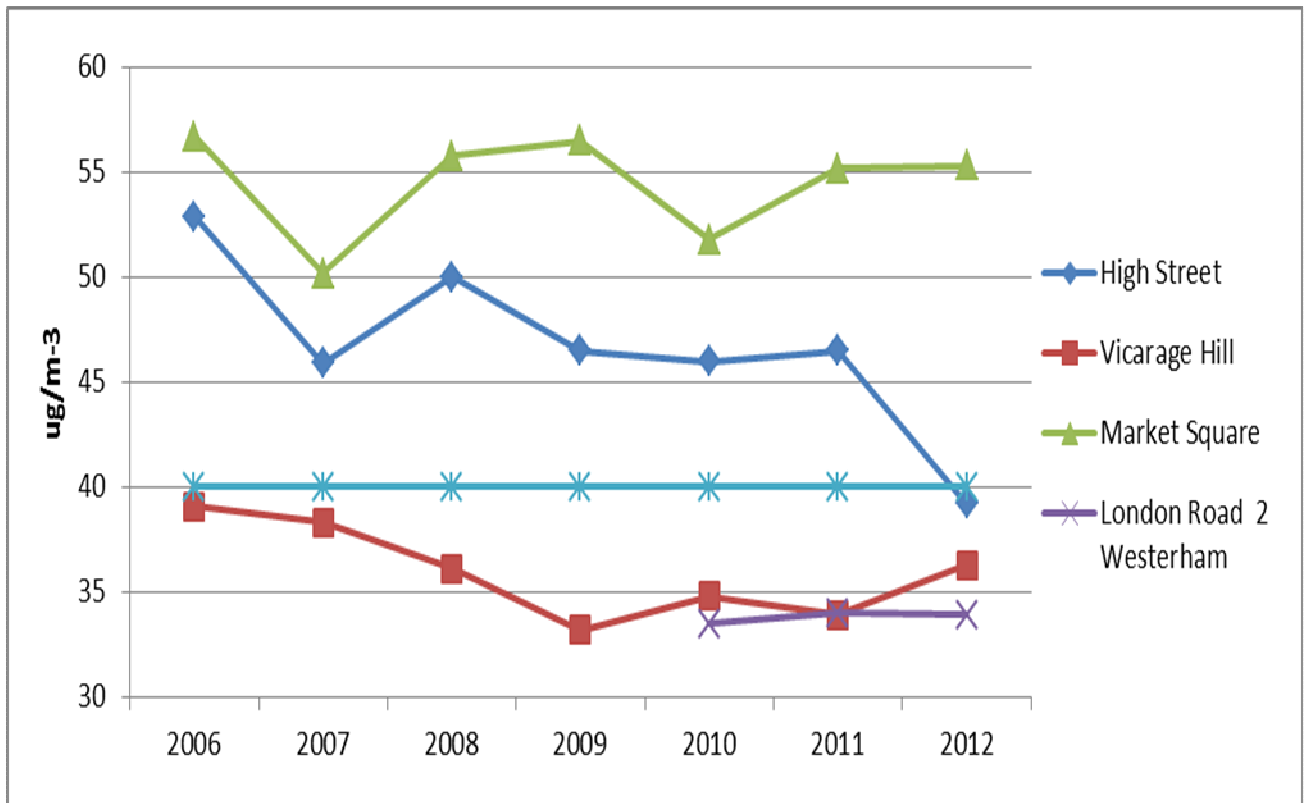
Riverhead



Seal



Westerham



This page is intentionally left blank

Housing and Community Safety Advisory Committee Work Plan 2013/14

11 February 2014	29 April 2014	July 2014	October 2014
<p>Air Quality Monitoring and Management and Value for Money</p> <p>Deborah White (WKHA) Small is Beautiful Update</p> <p>Housing Allocations Policy – the difference between SDC & WKHA</p> <p>Report back: Strategic Assessment (Community Safety workshop)</p> <p>Policy discussion: Proposed Housing Ladder & DIYSO Stage 2</p> <p>Housing Strategy Action Plan</p>	<p>Community Safety Action Plan</p> <p>Hero Scheme Update</p> <p>Invite Ann Barnes, PCC, as guest speaker</p> <p>Benefit Fraud – Adrian Robotham</p> <p>Road Safety feedback from Working Group</p>	<p>Invite District Area Commander as guest speaker</p> <p>Review of Scrap Metal Dealer Fees</p>	

This page is intentionally left blank