

Appendix A – Site Maps



Appendix B – Responses to questions raised by scrutiny in relation to management of Lynton Close

1. Facilities and welfare changes–

a. appropriate rent levels;

A benchmarking exercise outlining rent charged at other sites in London, and Nationwide, is included within the cover report.

b. details of historical expenditure of monies collected as income from the rent;

The current rental income generated by the site each year is £391,120. Expenditure can be broken down as follows:

Expenditure	Annual cost (£)
Oxfordshire County Council (OCC) Management Fee	231,228
BHP Management fee	42,458
Bad Debt Provision	88,294
Repairs	21,977
Total Cost	383,957

The greatest single cost is the OCC management fee. A competitive tendering exercise was undertaken in 2016, but this did not generate any savings.

c. details of the usage for land adjacent to the current site, previously owned by LB Brent and planned for second site;

This site was not a Brent Council site, it was privately owned and sold.

d. plans for a second site; size of the land required for a new site;

There are currently no plans for a second site. Housing Needs are working with tenants to identify people who want to move from the site, and once this has been completed there will be a better understanding of demand, and therefore, the need for a further site.

e. provision and uptake of utilities by residents (water, electricity, drainage);

Utilities are provided in the normal way by Thames Water, and the resident's chosen electricity provider.

f. details of waste management and recycling facilities;

Veolia manage waste and recycling facilities for this site.

g. comparison with other London LAs on rent and site management cost;

A benchmarking exercise outlining rent charged elsewhere is included within the cover report. Data on site management costs for other boroughs is not currently available.

h. details of vendor delivering facilities maintenance of the site;

OCC contract Harlequin and Capital Heating to provide day to day maintenance for the site.

i. planned capital works esp. focus on amenities for kitchen, bathroom and children's play area;

A site visit was carried out on 23 August, and the specification for the works is being completed.

j. details of energy efficiency assessment for the abode;

No energy efficiency assessments have been carried out at this site, and there is no obligation on the Council to do this, since the mobile homes are rented from a third party provider.

2. Fire safety policy
 - a. incidences of fires over last 10 years on the site;
There have been two reported incidents of fire over the last 10 years.
 - b. availability of carbon monoxide/smoke alarms and heat detectors for each unit;
Smoke alarms and carbon monoxide alarms are present in each unit
 - c. Details of Fire Risk Assessment;
Attached to the cover report as Appendix C
 - d. Site access for emergency vehicles
Site access for emergency vehicles is via Yeats Close onto Lynton Close

3. Contract management –
 - a. performance measures for service provider (Oxfordshire County Council);
 - Voids – Management ensure timely reporting of any properties that become vacant through abandonment, death etc.
 - Arrears - Initial management of arrears and face to face contact
 - Repairs (excluding improvement works)
 - b. duration of the contract for the service provider;
There is a 5 year contract with an annual break clause.
 - c. Value of the contract with service provider.
£231,228 per annum

4. Social housing:
 - a. Details of LB Brent's plan to offer social housing to new generation of residents at the traveller's site;
This is addressed in the cover report. There is no universal plan to offer social housing to a new generation of residents at the traveller's site. Any applications for housing will be assessed on a case by case basis in line with the Council's Allocations Scheme.
 - b. Details of current allocations policy for travellers site;
There is no separate allocations policy for residents of Lynton Close. As residents of the borough, they are eligible to apply to join the register and be assessed according to their priority under the Council's allocations scheme. However, if the case by case work reveals the need for a revision, this will be considered.
 - c. Plans to address overcrowding;
This is addressed in the cover report, but essentially it will be done in three stages:
 - Gaining a clear understanding of who is living permanently on the site
 - Working with individual families who want to move off the site
 - When both of the above are clear, then the need for additional space will be clear and alternatives can be investigated.

5. Land ownership details for the travellers site and access road to the site.
Brent Council owns a freehold interest in the land, but the access road (Yeats Close and Lynton Close) are owned by Metropolitan Housing Trust, who own the properties on Yeats Close. A map showing land ownership boundaries, and an aerial photo of the site is below.