

Meeting of the

CABINET

Wednesday, 2 July 2008 at 5.30 p.m.

AGENDA – SECTION ONE

VENUE

Committee Room, 1st Floor, Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG

Members:

Councillor Lutfur Rahman (Chair)	– (Leader of the Council)
Councillor Sirajul Islam (Vice-Chair)	– (Deputy Leader of the Council)
Councillor Ohid Ahmed	– (Lead Member, Regeneration, Localisation and Community Partnerships)
Councillor Rofique U Ahmed	– (Lead Member, Culture and Leisure)
Councillor Anwara Ali	– (Lead Member, Health & Wellbeing)
Councillor Alibor Choudhury	– (Lead Member, Employment and Skills)
Councillor Marc Francis	– (Lead Member, Housing and Development)
Councillor Clair Hawkins	– (Lead Member, Children's Services)
Councillor Joshua Peck	– (Lead Member, Resources and Performance)
Councillor Abdal Ullah	– (Lead Member, Cleaner, Safer, Greener)

[Note: The quorum for this body is 3 Members].

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact:

Angus Taylor, Democratic Services,

Tel: 020 7364 4333, E-mail: angus.taylor@towerhamlets.gov.uk

LONDON BOROUGH OF TOWER HAMLETS

CABINET

WEDNESDAY, 2 JULY 2008

5.30 p.m.

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

**PAGE
NUMBER
1 - 2**

**WARD(S)
AFFECTED**

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Chief Executive.

3. UNRESTRICTED MINUTES

3 - 28

To confirm as a correct record of the proceedings the unrestricted minutes of the ordinary meeting of the Cabinet held on 11th June 2008.

4. DEPUTATIONS & PETITIONS

To receive any deputations or petitions.

5. OVERVIEW & SCRUTINY COMMITTEE

5.1 Chair's advice of Key Issues or Questions in relation to Unrestricted Business to be considered

To receive any advice of key issues or questions in relation to the unrestricted business of the Cabinet, arising from the meeting of the Overview and Scrutiny Committee held on 1st July 2008 2008.

5.2 Any Unrestricted Decisions "Called in" by the Overview & Scrutiny Committee

(Under provisions of Article 6 Para 6.02 V of the Constitution).

At the point of reprographic processing of this agenda the Acting Assistant Chief Executive had not received any requests to 'call in' any of the provisional decisions of the Cabinet, taken at its meeting held on 11th June 2008, for further consideration by the Overview and Scrutiny Committee, at its meeting to be held on 1st July 2008.

Should any of these provisional decisions be "called in" within the appropriate timescales and the Overview and Scrutiny Committee, upon consideration, refer the reports back to the Cabinet for further consideration Members will receive a copy of each report and the decision/ recommendations of the Overview and Scrutiny Committee at the Cabinet meeting.

UNRESTRICTED REPORTS FOR CONSIDERATION

6. A BETTER PLACE FOR LIVING SAFELY

6.1	Food Law Enforcement Service Plan 2008/2009 (CAB 012/089)	29 - 100	All Wards
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7. A BETTER PLACE FOR LIVING WELL

7.1	Recommissioning LinkAge Plus (CAB 013/089)	101 - 104	All Wards
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8. A BETTER PLACE FOR CREATING AND SHARING PROSPERITY

8.1	London Thames Gateway Development Corporation, Draft Bromley-by-Bow Land Use Design Brief (CAB 014/089)	105 - 256	Bromley-By-Bow
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9. A BETTER PLACE FOR LEARNING, ACHIEVEMENT AND LEISURE

Nil items.

10. A BETTER PLACE FOR EXCELLENT PUBLIC SERVICES

10.1	General Fund Service Outturn and Strategic Plan Performance Information for 2007/2008 - To Follow (CAB 015/089)		All Wards
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	PAGE NUMBER	WARD(S) AFFECTED
11. ANY OTHER UNRESTRICTED BUSINESS CONSIDERED TO BE URGENT		
12. UNRESTRICTED REPORTS FOR INFORMATION		
12 .1 Housing Revenue Account Provisional Outturn Report 2007/08 (CAB 016/089)	257 - 262	All Wards
12 .2 Exercise of Corporate Director Discretions (CAB 017/089)	263 - 266	All Wards

13. EXCLUSION OF THE PRESS AND PUBLIC

In view of the contents of the remaining items on the agenda, the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985, the Press and Public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government, Act 1972”.

EXEMPT/CONFIDENTIAL SECTION (PINK)

The Exempt / Confidential (Pink) Committee papers in the Agenda will contain information, which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting, please hand them to the Committee Officer present.

14. EXEMPT / CONFIDENTIAL MINUTES

Nil items.

15. OVERVIEW & SCRUTINY COMMITTEE

15 .1 Chair's advice of Key Issues or Questions in relation to Exempt / Confidential Business to be considered.

Nil items.

15 .2 Any Exempt / Confidential Decisions "Called in" by the Overview & Scrutiny Committee

(Under provisions of Article 6 Para 6.02 V of the Constitution).

Nil items.

EXEMPT / CONFIDENTIAL REPORTS FOR CONSIDERATION

16. A BETTER PLACE FOR LIVING SAFELY

Nil items.

17. A BETTER PLACE FOR LIVING WELL

Nil items.

18. A BETTER PLACE FOR CREATING AND SHARING PROSPERITY

Nil items.

19. A BETTER PLACE FOR LEARNING, ACHIEVEMENT AND LEISURE

Nil items.

20. A BETTER PLACE FOR EXCELLENT PUBLIC SERVICES

Nil items.

21. ANY OTHER EXEMPT/ CONFIDENTIAL BUSINESS CONSIDERED TO BE URGENT

22. EXEMPT / CONFIDENTIAL REPORTS FOR INFORMATION

Nil items.

SCRUTINY PROCESS

The Overview and Scrutiny Committee, at its meeting on **Tuesday 29th July 2008** may scrutinise provisional decisions made in respect of any of the reports attached, if it is “called in” by **five** or more Councillors except where the decision involves a recommendation to full Council.

The deadline for “Call-in” is: Friday 11th July 2008 (5.00 p.m.)

The deadline for Deputations is: Wednesday 23rd July 2008 (5.00 p.m.)

Councillors wishing to “call-in” a provisional decision, or members of the public wishing to submit a deputation request, should contact:

John Williams
Service Head Democratic Services:
020 7364 4205

Agenda Item 2

DECLARATIONS OF INTERESTS - NOTE FROM THE CHIEF EXECUTIVE

This note is guidance only. Members should consult the Council's Code of Conduct for further details. Note: Only Members can decide if they have an interest therefore they must make their own decision. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending at a meeting.

Declaration of interests for Members

Where Members have a personal interest in any business of the authority as described in paragraph 4 of the Council's Code of Conduct (contained in part 5 of the Council's Constitution) then s/he must disclose this personal interest as in accordance with paragraph 5 of the Code. Members must disclose the existence and nature of the interest at the start of the meeting and certainly no later than the commencement of the item or where the interest becomes apparent.

You have a **personal interest** in any business of your authority where it relates to or is likely to affect:

- (a) An interest that you must **register**
- (b) An interest that is not on the register, but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of your authority more than it would affect the majority of inhabitants of the ward affected by the decision.

Where a personal interest is declared a Member may stay and take part in the debate and decision on that item.

What constitutes a prejudicial interest? - Please refer to paragraph 6 of the adopted Code of Conduct.

Your personal interest will also be a prejudicial interest in a matter if (a), (b) and either (c) or (d) below apply:-

- (a) A member of the public, who knows the relevant facts, would reasonably think that your personal interests are so significant that it is likely to prejudice your judgment of the public interests; AND
- (b) The matter does not fall within one of the exempt categories of decision listed in paragraph 6.2 of the Code; AND EITHER
- (c) The matter affects your financial position or the financial interest of a body with which you are associated; or
- (d) The matter relates to the determination of a licensing or regulatory application

The key points to remember if you have a prejudicial interest in a matter being discussed at a meeting:-

- i. You must declare that you have a prejudicial interest, and the nature of that interest, as soon as that interest becomes apparent to you; and
- ii. You must leave the room for the duration of consideration and decision on the item and not seek to influence the debate or decision unless (iv) below applies; and

- iii. You must not seek to improperly influence a decision in which you have a prejudicial interest.
- iv. If Members of the public are allowed to speak or make representations at the meeting, give evidence or answer questions about the matter, by statutory right or otherwise (e.g. planning or licensing committees), you can declare your prejudicial interest but make representations. However, you must immediately leave the room once you have finished your representations and answered questions (if any). You cannot remain in the meeting or in the public gallery during the debate or decision on the matter.

LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE CABINET

HELD AT 5.44 P.M. ON WEDNESDAY, 11 JUNE 2008

**COMMITTEE ROOM, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE
CRESCENT, LONDON, E14 2BG**

Members Present:

Councillor Ohid Ahmed	(Lead Member, Regeneration, Localisation and Community Partnerships)
Councillor Rofique U Ahmed	(Lead Member, Culture and Leisure)
Councillor Anwara Ali	(Lead Member, Health & Wellbeing)
Councillor Alibor Choudhury	(Lead Member, Employment and Skills)
Councillor Marc Francis	(Lead Member, Housing and Development)
Councillor Clair Hawkins	(Lead Member, Children's Services)
Councillor Sirajul Islam	(Deputy Leader of the Council)
Councillor Joshua Peck	(Lead Member, Resources and Performance)
Councillor Lutfur Rahman	(Leader of the Council)
Councillor Abdal Ullah	(Lead Member, Cleaner, Safer, Greener)

Other Councillors Present:

Councillor M. Shahid Ali	
Councillor Abdul Asad	
Councillor Stephanie Eaton	(Leader Liberal Democrat Group and Scrutiny Lead Member: Health)
Councillor Ahmed Hussain	(Scrutiny Lead Member: Learning, Achievement and Leisure)
Councillor Denise Jones	
Councillor Abjol Miah	(Leader of the Respect Group)
Councillor Oliur Rahman	(Leader of the Respect Unity Coalition Group)
Councillor Salim Ullah	(Scrutiny Lead Member: Living Safely)

Others Present:

Officers Present:

Isobel Cattermole	– (Service Head, Resources, Childrens' Services)
Lara Cerroni	– (Communications Officer, Communications, Chief

	Executive's)
Kevan Collins	– (Corporate Director, Children's Services)
Paul Evans	– (Interim Corporate Director Development & Renewal)
Alan Finch	– (Service Head Corporate Finance, Resources)
Julian Francis	– (Political Adviser to the Conservative Group, Democratic Services, Chief Executive's)
Isabella Freeman	– (Assistant Chief Executive [Legal Services] and Monitoring Officer)
John Goldup	– (Corporate Director, Adults Health and Wellbeing)
Dean Grant	–
Stephen Halsey	– (Corporate Director, Communities, Localities & Culture)
Stephen Hartley	– Cabinet Executive Assistant, Democratic Services, Chief Executive's)
Chris Holme	– (Service Head, Resources, Development and Renewal)
Afazul Hoque	– (Acting Scrutiny Policy Manager, Scrutiny and Equalities, Chief Executive's)
Michael Keating	– (Acting Assistant Chief Executive)
Maureen McEleney	– (Director of Housing Management)
Chris Naylor	– (Corporate Director, Resources)
Jackie Odunoye	– (Interim Service Head, Housing Strategy and Development, Development and Renewal)
Jamie Ounan	– (Strategic Planning Manager, Development and Renewal)
Martin Smith	– (Chief Executive)
Alan Steward	– (Interim Service Head, Strategy and Performance)
Angus Taylor	– (Executive Team Leader, Democratic Services)
Paul Ward	– (Democratic Services)

ELECTION OF TEMPORARY CHAIR

At 5.44pm, the Clerk informed those present that the Leader of the Council and Chief Executive were delayed in another meeting and had requested that consideration of the substantive business on the agenda did not commence until they were present. However in accordance with the requirements of the Authority's Constitution (Part 4 – Rules of Procedure, Section 4.1 Council Procedure Rules, Rule 8.1, he was required to open the meeting as there were a sufficient number of Cabinet members present to form a quorum. Accordingly the clerk sought nominations from those Cabinet members present for a temporary Chair of the Cabinet.

Councillor M. Francis, Lead Member Housing and Development, nominated Councillor C. Hawkins, Lead Member Children's Services, as Temporary Chair of the Cabinet. Councillor J. Peck, Lead Member Resources and Performance, seconded the nomination.

There being no other nominations it was: -

Resolved

That Councillor C. Hawkins be elected Temporary Chair of the Cabinet.

COUNCILLOR C. HAWKINS IN THE CHAIR

ADJOURNMENT ONE

The Chair informed those members of the Cabinet present that, to effect the wishes expressed by the Councillor L. Rahman, Leader of the Council and Mr M. Smith, Chief Executive, that consideration of the substantive business on the agenda did not commence until they were present, having taken the advice of the Clerk, she considered it appropriate that the meeting adjourn for a period of 20 minutes. Accordingly the Chair **Moved** the following motion for the consideration of members of the Cabinet, and it was: -

Resolved

That the Cabinet adjourn for a period of 20 minutes, at 5.45pm, and that the meeting reconvene at 6.05pm.

**The meeting adjourned at 5.45pm
The meeting reconvened at 6.05pm**

ADJOURNMENT TWO

The Chair informed those members of the Cabinet present that, Councillor L. Rahman, Leader of the Council and Mr M. Smith, Chief Executive, had been further delayed and she therefore considered it appropriate that the meeting adjourn for a further period of 10 minutes. Accordingly the Chair **Moved** the following motion for the consideration of members of the Cabinet, and it was: -

Resolved

That the Cabinet adjourn for a period of 10 minutes, at 6.05pm, and that the meeting reconvene at 6.15pm.

**The meeting adjourned at 6.05pm
The meeting reconvened at 6.15pm**

ADJOURNMENT THREE

The Chair informed those members of the Cabinet present that, Councillor L. Rahman, Leader of the Council and Mr M. Smith, Chief Executive, had been further delayed and she therefore considered it appropriate that the meeting adjourn for a further period of 10 minutes. Accordingly the Chair **Moved** the following motion for the consideration of members of the Cabinet, and it was: -

Resolved

That the Cabinet adjourn for a period of 10 minutes, at 6.15pm, and that the meeting reconvene at 6.25pm.

The meeting adjourned at 6.15pm
The meeting reconvened at 6.25pm

1. ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2008/ 2009

Councillor C. Hawkins the temporary chair of the Cabinet, sought nominations for the Chair of the Cabinet for the Municipal Year 2008-2009.

Councillor S. Islam, Deputy Leader of the Council, nominated Councillor L. Rahman, Leader of the Council, as Chair of the Cabinet for the Municipal Year 2008-2009. Councillor A. Ali, Lead Member Health and Wellbeing, seconded the nomination.

There being no other nominations it was: -

Resolved

That Councillor L. Rahman be elected Chair of the Cabinet for the Municipal Year 2008 – 2009.

COUNCILLOR L. RAHMAN IN THE CHAIR

At this juncture the Chair apologised to all those present for the delay in commencement of the substantive business.

2. ELECTION OF VICE- CHAIR FOR THE MUNICIPAL YEAR 2008/ 2009

The Chair, nominated Councillor S. Islam, Deputy Leader of the Council, as Vice-Chair of the Cabinet for the Municipal Year 2008-2009. Councillor A. Ali, Lead Member Health and Wellbeing, seconded the nomination.

There being no other nominations it was: -

Resolved

That Councillor S. Islam be elected Vice-Chair of the Cabinet for the Municipal Year 2008 – 2009.

3. APOLOGIES FOR ABSENCE

No apologies for absence were received.

4. DECLARATIONS OF INTEREST

Councillor R. U. Ahmed declared a prejudicial interest in Agenda item 9.1 "Housing Investment Programme 2008/09 to 2012/2013". The declaration of interest was made on the basis that the report contained recommendations relating to regeneration of the Ocean NDC area and Councillor Ahmed was a resident in the Ocean NDC area and the report made reference to this property.

Councillor M Francis declared a prejudicial interest in Agenda item 9.1 "Housing Investment Programme 2008/09 to 2012/2013". The declaration of interest was made on the basis that the report contained recommendations relating to housing investment and Councillor Francis was a representative of the Authority on the governing body of Old Ford Housing Association.

Councillor O Ahmed declared a personal interest in Agenda item 9.1 "Housing Investment Programme 2008/09 to 2012/2013". The declaration of interest was made on the basis that the report contained recommendations relating to Tower Hamlets Homes Shadow Board and Councillor Ahmed was a representative of the Authority on Tower Hamlets Homes Shadow Board.

Councillor J Peck declared a personal interest in Agenda item 9.1 "Housing Investment Programme 2008/09 to 2012/2013". The declaration of interest was made on the basis that the report contained recommendations relating to housing investment and Councillor Peck was a representative of the Authority on the governing body of the Gateway Housing Association.

Councillor O. Ahmed declared a personal interest in Agenda item 10.1 "Draft City Fringe Opportunity Area Planning Framework Response to Public Consultation". The declaration of interest was made on the basis that the report contained recommendations relating to the City Fringe and Councillor Ahmed was a representative of the Authority on the governing body of the City Fringe Partnership.

Councillor A Ali declared a personal interest in Agenda item 10.1 "Draft City Fringe Opportunity Area Planning Framework Response to Public Consultation". The declaration of interest was made on the basis that the report contained recommendations relating to the area in which a General Practice employing Councillor Ali was located.

Councillor L Rahman declared a personal interest in Agenda item 10.1 "Draft City Fringe Opportunity Area Planning Framework Response to Public Consultation". The declaration of interest was made on the basis that the report contained recommendations relating to the Spitalfields and Banglatown area and Councillor Rahman was a Ward member for Spitalfields and Banglatown.

Councillor R. U. Ahmed declared a personal interest in Agenda item 11.3 "Children's Services Capital Programme". The declaration of interest was

made on the basis that the report contained recommendations relating to funding for primary schools and Councillor Ahmed's daughter attended Ben Jonson primary school.

Councillor S Islam declared a personal interest in Agenda item 11.3 "Children's Services Capital Programme". The declaration of interest was made on the basis that the report contained recommendations relating to funding for primary schools and Councillor Islam was a school governor at John Scurr primary school.

Councillor R Ahmed declared a personal interest in Agenda item 12.1 "Tower Hamlets Community Plan 2020 and Local Area Agreement". The declaration of interest was made on the basis that the report contained recommendations relating to the 2012 Olympic Games and Councillor Ahmed was a representative of the Authority on the governing body of the Olympic Delivery Authority.

Councillor J Peck declared a personal interest in Agenda item 12.2 "Strategic Plan, Annual Report and Best Value Performance Plan". The declaration of interest was made on the basis that the report contained recommendations relating to a potential application for funding from the Heritage Lottery Fund and Councillor Peck was an employee of the Heritage Lottery Fund.

Noted

5. UNRESTRICTED MINUTES

The Chair **Moved** and it was: -

Resolved

That the unrestricted minutes of the ordinary meeting of the Cabinet held on 7th May 2008 be approved and signed by the Chair, as a correct record of the proceedings.

6. DEPUTATIONS & PETITIONS

The clerk advised that the Acting Assistant Chief Executive had received no requests for deputations or petitions in respect of the business contained in the agenda.

7. OVERVIEW & SCRUTINY COMMITTEE

7.1 Chair's advice of Key Issues or Questions in relation to Unrestricted Business to be considered

The Chair informed members of the Cabinet that Councillor Asad, Chair of the Overview and Scrutiny Committee, had **Tabled**

- A sheet of questions/ comments arising from the deliberations of the Overview and Scrutiny Committee, held on 10th June 2008, in respect of the unrestricted business contained in the agenda for consideration.
- A sheet of advice/ comments arising from the deliberations of the Overview and Scrutiny Committee, held on 10th June 2008, in respect of Budget and Policy Framework reports contained in the agenda for consideration.

copies of which would be interleaved with the minutes.

Councillor Asad, Chair of the Overview and Scrutiny Committee, addressed members of the Cabinet:

- Thanking several Cabinet members for attending the Overview and Scrutiny Committee the previous evening commenting that their views had been helpful to the deliberations of the Committee.
- Key Issues or Questions (Pre Scrutiny)
Informing members of the Cabinet that he had nothing to add to the questions/ comments raised by the Overview and Scrutiny Committee, as set out in the tabled paper regarding: -
 - Agenda item 9.1 "Housing Investment Programme 2008/09 to 2012/13" (CAB 001/089)
 - Agenda item 12.4 "Award of Chillers for Anchorage House Contract" (CAB 009/089)
- Budget and Policy Framework matters
Reporting and expanding as appropriate upon the comments/ advice of the Overview and Scrutiny Committee set out in the tabled papers regarding: -
 - Agenda item 12.1 "Tower Hamlets Community Plan 2020 and Local Area Agreement" (CAB 006/089)
 - Agenda item 12.2 " Strategic Plan, Annual Report, and Best Value Performance Plan" (CAB 007/089)
 - Agenda item 11.2 "Children and Young People's Plan (CYPP) Review and 2007 Update"

The Chair thanked Councillor Francis for presenting the contribution of the Overview and Scrutiny Committee; and then **Moved** and it was: -

Resolved

That the questions/ comments/ advice of the Overview and Scrutiny Committee be noted, and that these be given consideration during the Cabinet deliberation of the items of business to which the questions/ comments/ advice related.

7.2 Any Unrestricted Decisions "Called in" by the Overview & Scrutiny Committee

The Clerk advised that no provisional decisions made by the Cabinet, at its meeting held on 7th May 2008, had been referred back to Cabinet, by the Overview and Scrutiny Committee, for further consideration.

8. A BETTER PLACE FOR LIVING SAFELY

The Clerk advised that there were no business to be considered under this section of the agenda.

9. A BETTER PLACE FOR LIVING WELL

9.1 Housing Investment Programme 2008/09 to 2012/2013 (CAB 001/089)

Councillors M. Francis and R. U. Ahmed having declared a prejudicial interest in Agenda Item 9.1 "Housing Investment Programme 2008/09 to 2012/13" withdrew from the proceedings at the commencement of consideration of this item of business, being 6.35pm.

Mr Evans, Interim Corporate Director Development and Renewal, at the request of the Chair, in introducing the report addressed the matters raised by the Overview and Scrutiny Committee, held on 10th June 2008, in relation to the report; as set out in the tabled sheet of questions and comments presented by the Chair of the Overview and Scrutiny Committee earlier in the proceedings.

Mr Evans, Interim Corporate Director Development and Renewal, and Ms McEleney, Director of Housing Management, at the request of the Chair, responded to requests for clarification/ assurance, in relation to a number of matters including:-

- With reference to principles in the current Housing Investment Strategy consideration that provision of social housing was more relevant for residents of Tower Hamlets than the expansion of low cost home ownership, as for many the latter was not an option and further Member level discussion of this was needed. Also that examination of initiatives to increase the provision of family size units was required in order to reduce current levels of overcrowding.
- With reference to paragraph 3.6 quantification of the stated intended outcome of increased supply of social housing or the issuing of Disabled Facility Grants. Mr Evans undertook to provide members of the Cabinet with a written response in relation to the latter.
- Whether Officers were confident that the £200 million resource gap referred to in paragraph 6.17, would be secured through the achievement of a 2 star Arms Length Management Organisation (ALMO). Also what other funding sources were being explored.
- Rationale for the differentials in the proposed cash incentives set out in Table 8, paragraph 7.4.
- Consideration that whilst the proposed levels of cash incentives were comparable with neighbouring authorities they did not reflect the

demographics of Tower Hamlets and would not influence resident decisions regarding buying a property.

- Consideration that, in relation to the Cash Incentive Scheme, the upper threshold on property purchases of approximately £250,000 was a barrier for resident property purchase in Tower Hamlets, given market prices, and increasing cash incentives as proposed would not ease this constraint.
- With reference to paragraph 7.6.1 and the intention to explore cash incentive grants for residents wishing to move to a shared ownership property concern that such grants should focus on low cost home ownership; and other options should be explored before this such as equity schemes and community land trusts.
- Whether sufficient investment was being made in housing stock to:
 - Address the conditions and financial hardship caused by poor ventilation such as damp and condensation.
 - To mitigate the impact on vulnerable elements of the community of lift breakdowns and whether the approach was strategic in this regard.
- With reference to paragraph 4.2 the Registered Social Landlord to provide social housing on the Ocean Estate. The absence of reference to the Ocean Regeneration Trust in this context. Also with reference to paragraph 6.8t he linkage between the Ocean Regeneration and Blackwall Reach housing regeneration schemes.
- Consideration that the recommendations proposed a continuation of the current Housing Investment Programme(HIP) and its underlying principles, methodology and funding outcomes, but that a new more innovative approach was required to achieve the required investment to deliver decent homes for all local residents. This in the context that the ALMO, whilst a route to securing substantial new investment in local housing stock would not necessarily provide sufficient resources to universally achieve the Government Decent Homes Standard. Whilst acknowledging that the Authority's capital investment in housing must be underpinned by an objective principles and methodology and it would be inappropriate to redesign the HIP to accommodate individual requests, concern was expressed regarding the underlying process that had led to the proposals for funding housing capital work, as set out in the HIP. In particular concern was expressed that the issue of the windows, and more specifically the panels beneath, admitting damp on the Malmsbury Estate and Sheffield Square in particular; with both the attendant fuel poverty, in the context of rapidly rising prices, and the environmental need for a renewed focus on thermal efficiency, had been raised by both Cabinet and Ward Members several times previously, and yet this scheme had moved back in the programme's timeline not forward. Accordingly a re-examination of the case for progressing the Malmsbury Esate/ Sheffield Square windows scheme was requested.

The Chair **Moved** and it was: -

Resolved:

1. That the five-year Housing Investment Programme 2008/2009 to 2012/2013, as set out in Appendices A and B to the report (CAB 001/089), be approved;
2. That capital estimates (Total Estimated Cost Column) for all schemes set out in Appendix A and B to the report (CAB 001/089), be adopted;
3. That the Corporate Director, Development and Renewal, be authorised to tender the schemes set out in the programme, determine the outcomes of procurement competitions and enter into contracts as resources allow over the programme period; and
4. That the revised grant levels for the Cash Incentive Scheme, as set out in Table 8 of the report (CAB 001/089), be approved.

Councillors M. Francis and R. U. Ahmed re-entered the proceedings following the conclusion of the Cabinet deliberations in respect of this item, being 7.00pm.

10. A BETTER PLACE FOR CREATING AND SHARING PROSPERITY

10.1 Draft City Fringe Opportunity Area Planning Framework Response to Public Consultation (CAB 002/089)

Mr Evans, Interim Corporate Director Development and Renewal, at the request of the Chair, in introducing the report summarised the salient points contained therein.

A comprehensive discussion followed, during which the Authority's proposed response to formal consultation by the Mayor of London in relation to the City Fringe Opportunity Area Planning Framework (CF OAPF) was broadly welcomed, but which also identified areas where the response should be strengthened including:-

- Further emphasis on mixed use policy, achieving the right mix of social housing, affordable housing and other land usage in the context of protecting the distinct heritage and commercial character of the City Fringe from the impact of "city creep".
- Greater focus on the key priority of improved provision of the social infrastructure to meet demands associated with residential growth.
- Reflection of the Authority's policy relating to town centres and place shaping.
- Ensuring a strategic approach which maximised opportunities for local residents.
- The need for protection of heritage to feature much more strongly in the policy direction of the document; and for this to be supported with specific local examples of thinking such as the Hawkesmoor Church in Spitalfields.

- The need for further work to be undertaken around the greening of links between open spaces to build on the positive ideas set out for such linkage.
- Further emphasis that the location of tall buildings in the vicinity of high value historical architecture is not complimentary appropriate, and in particular with reference to Broadgate and Spitalfields.
- The need for congruence between the CF OAPF and the Authority's policies on housing: provision of social rented housing as well as affordable housing and the provision of family sized housing.
- With reference to page 9 of the report re examination of the Authority's commitment of resources to the further development of the CF OAPF.
- Stronger emphasis on improving transport infrastructure to meet demand associated with residential and employment growth and also a stronger focus on waste management and recycling infrastructure in this context.

Mr Evans, Interim Corporate Director Development and Renewal, at the request of the Chair, responded to requests for clarification/ assurance, in relation to a number of matters including:-

- Given that the Greater London Authority was leading on the development of the City Fringe OAPF, and it was proposed that Tower Hamlets engaged in joint working with other London boroughs and a collaborative exercise with the Mayor and GLA to further develop the document how would they ensure that the final document reflected the aspirations and addressed the priorities of the residents of Tower Hamlets.
- Inclusion of detailed references in the CF OAPF to the usage of Section 106 planning gain resources.
- With reference to page 16 of the report the absence of reference to community and voluntary sector groups in relation to creative and cultural industries in the area.
- The development of an employment and enterprise strategy including an action plan to support small businesses to remain in the City Fringe area given the threat of big business.

The Chair **Moved** the recommendation set out in the report subject to amendment thereof, and the addition of a further recommendation, for the consideration of members of the Cabinet, as follows:

- That the words "subject to necessary and appropriate amendments to ensure that the response is coherent and reflect the views of Members" be inserted at the end of the recommendation set out in the report.
- That the following additional recommendation be agreed "That the Interim Corporate Director Development and Renewal, after consultation with the appropriate Lead Member, be authorised to make any appropriate and necessary amendments, arising from the amendment set out above, before submission to the Mayor of London.

and it was: -

Resolved:

1. That Appendix 2 to the report (CAB 002/078) be approved as Tower Hamlets formal response to the draft City Fringe Opportunity Area Planning Framework, subject to necessary and appropriate amendments to ensure that the response is coherent and reflect the views of Members.
2. That the Interim Corporate Director Development and Renewal, after consultation with the appropriate Lead Member, be authorised to make any appropriate and necessary amendments, arising from resolution 2. above, before submission to the Mayor of London.

11. A BETTER PLACE FOR LEARNING, ACHIEVEMENT AND LEISURE

11.1 Primary Strategy for Change and Primary Capital Programme (CAB 003/089)

Mr Collins, Corporate Director Children's Services, at the request of the Chair, in introducing the report summarised the salient points contained therein.

A discussion followed, during which the proposals were broadly welcomed, but which also identified some areas where the Primary Strategy for Change could be strengthened including:-

- Consideration that improving the physical infrastructure of primary schools was welcome, but that this should be accompanied by greater emphasis on the action to be taken to invest in the next generation of teachers and in particular support the development of the current cohort of young teachers and prepare them for leadership/ headship.
- The need for a much stronger emphasis grounds around schools and recognition that they were multi-faceted assets not just for fitness but also for learning and the benefits of school services also required emphasis.
- With reference to Appendix A, paragraph 4.8.1 consideration that the reference to the rich heritage of Victorian school buildings required more positive emphasis. Victorian buildings were flexible and well designed and could meet 21st Century needs provided this was factored in sufficiently early to any refurbishment process. These buildings were not just a capital asset but also an educational asset, connecting young people to their history through learning in that environment. This concept needed to be reflected more widely in the strategy.

The Chair **Moved** the recommendations set out in the report subject to the amendment of recommendation 2.2, and the addition of a further recommendation, for the consideration of members of the Cabinet, as follows:

- That the words "subject to necessary and appropriate amendments to ensure that the response is coherent and reflect the views of Members" be inserted at the end of the recommendation 2.2.

- That the Corporate Director Children's Services, after consultation with the appropriate Lead Member, be authorised to make any appropriate and necessary amendments, arising from the amendment above before submission to the Department for Children, Schools & Families.

and it was:-

Resolved:

1. That the contents of the report (CAB 003/089) be noted;
2. That the draft Primary Strategy for Change, attached at Appendix A to the report (CAB 003/089), be approved for submission to the Department for Children, Schools & Families, subject to necessary and appropriate amendments to ensure that the plans are accurate, coherent and reflect the views of Members; and
3. That the Corporate Director Children's Services, after consultation with the appropriate Lead Member, be authorised to make any appropriate and necessary amendments, arising from resolution 2. above, before submission to the Department for Children, Schools & Families.

11.2 Children and Young People's Plan (CYPP) Review and 2007 Update (CAB 004/089)

Mr Collins, Corporate Director Children's Services, at the request of the Chair, in introducing the report addressed the matters raised by the Overview and Scrutiny Committee, held on 10th June 2008, in relation to the report; as set out in the tabled sheet of questions and comments presented by the Chair of the Overview and Scrutiny Committee earlier in the proceedings.

Mr Collins also advised members of the Cabinet that he had, on behalf of the Authority, recently used its powers under the Education Act 2006 to issue a notice to improve at St Paul's Way School, the issuance of which was a statutory duty. Officers were not satisfied with the progress made at the school and mitigating action to achieve this. All stakeholders including the Leader of the Council had been briefed. This step demonstrated that the Authority had a robust ambition to raise educational standards and a determination to move the school forwards. Officers would work with the school and the Department of Children Schools and Family to achieve this.

The Chair endorsed the action taken on behalf of the Authority, in relation to St Paul's Way School, by Mr Collins, commenting that all children had a right to equal opportunities for life chances and it was right to take action to assure this.

A discussion followed, during which the proposals were broadly welcomed, but which also identified some areas where the Primary Strategy for Change could be strengthened including:-

- With reference to Appendix A (table at page 15) to the report, consideration that greater emphasis should be placed on the important contribution of the voluntary, community and private sector to delivering the desired outcomes for young people.
- With reference to the baseline targets detailed at Appendix A (table at page 24/25) to the report, consideration that the targets relating to the reduction of child obesity and chlamydia screening were insufficiently ambitious and the Corporate Director should work in partnership with the Tower Hamlets Primary Care Trust to address this.
- With reference to Appendix A (page 22) to the report, relating to proposed action in the next 12 months to ensure prompt access to treatment and support for young people who misuse (drugs and alcohol) consideration that the target of 3% needed to be stretched to achieve satisfactory outcomes.

Mr Collins, Corporate Director Children's Services, and Mr Halsey, Corporate Director Communities Localities and Culture, at the request of the Chair, responded to requests for clarification/ assurance, in relation to a number of matters including:-

- The social impact of child poverty and inadequate employment opportunities.
- The need to provide sufficient school places in the right location thereby obviating the need to bus children from the same family to different schools across the Borough.
- The practical implications of the issuance of a statutory notice to improve on St Paul's Way School.
- Action proposed for enforcement in relation to under age drinking.

The Chair **Moved** the recommendations set out in the report subject to amendment thereof, for the consideration of members of the Cabinet, as follows:

- 2.1 That the assessment of the second year's progress against the CYPP be noted.
- 2.2 That the updated strategic objectives, activities and targets be noted and approved, subject to appropriate amendments to ensure that these reflect the views of Members.
- 2.3 That the review of the CYPP 2008 be endorsed.
- 2.4 Extension of the authorisation of the Corporate Director to make amendments to the CYPP to include those to ensure the CYPP reflects the views of Members.

and it was:-

Resolved:

1. That the assessment of the second year's progress against the Children and Young People's Plan be noted;

2. That the updated strategic objectives, activities and targets be noted and approved subject to appropriate amendments to ensure that these reflect the views of Members;
3. That the Children and Young People's Plan 2008 review be endorsed; and
4. That the Corporate Director Children's Services be authorised to make adjustments following the June 2008 Cabinet that are consistent with the spirit of the Children and Young People's Plan to respond to new performance data and information which becomes available between now and submission of the report to Ofsted in June 2008 and also to ensure the CYPP reflects the views of Members.

11.3 Children's Services Capital Programme (CAB 005/089)

Ms Cattermole, Service Head Resources Children's Services, at the request of the Chair, in introducing the report briefly summarised the salient points contained therein.

Councillor Peck, Lead Member Resources and Performance, in referring to Appendix A "Children's Services Capital Outturn 2007/08" to the report:

- Noted that Thomas Buxton School (Bishops Square) had received £100, 000 of Section 106 planning gain monies for capital works which was a positive benefit for the local community linked to development in the locality.
- Commented that Local Priorities Programme funding had been allocated on a two year basis and such funding which was not utilised at that point would be clawed back

The Chair **Moved** and it was: -

Resolved:

1. That the contents of the report (CAB 005/089) be noted;
2. That the overall funding provision and expenditure in 2007/08, as set out in Appendix A to the report (CAB 005/089), be noted;
3. That the adoption of revised capital estimates for the schools condition programme for relevant schemes, as shown in Appendix B to the report (CAB 005/089), be approved and expenditure authorised;
4. That the projects/global sums identified in this report together with the respective matching resources, as set out in Appendix C to the report (CAB 005/089), be noted;

5. That the adoption of a revised capital estimate of £5,800,000 for the Marnier School expansion scheme be approved and expenditure authorised, as set out in paragraph 5.6 of the report (CAB 005/089);
6. That the adoption of a revised capital estimate of £5,100,000 for the Manorfield School extension scheme be approved, acceptance of tender in respect of temporary accommodation approved and expenditure authorised, as set out in paragraph 5.11 of the report (CAB 005/089);
7. That the adoption of a preliminary capital estimate of £4,400,000 for the Arnhem Wharf School expansion scheme be approved and expenditure authorised, as set out in paragraph 5.14 of the report (CAB 005/089);
8. That the adoption of a preliminary capital estimate of £3,500,000 for the Ben Jonson School expansion scheme be approved and expenditure authorised, as set out in paragraph 5.17 of the report (CAB 005/089);
9. That the adoption of a full capital estimate of £589,448 for the 14-19 Diploma Project be approved and expenditure authorised, as set out in paragraph 5.22 of the report (CAB 005/089);
10. That the adoption of a capital estimate of £1,570,496 for global minor works provision in respect of the Early Years Capital Programme (Minor Works) 2008/9 be approved, as set out in paragraph 5.25 of the report (CAB 005/089);
11. That the adoption of a capital estimate of £605,726 for global minor works provision in respect of the Extended Schools Programme (Minor Works) 2008/9 be approved, as set out in paragraph 5.28 of the report (CAB 005/089);
12. That the adoption of a capital estimate of £419,541 for global minor works provision in respect of the Schools Access Initiative Programme (Minor Works) 2008/9 be approved, as set out in paragraph 5.32 of the report (CAB 005/089);
13. That the adoption of a capital estimate of £150,000 for global minor works provision in respect of the Kitchens Improvement Programme (Minor Works) 2008/9 be approved as set out in paragraph 5.34 of the report (CAB 005/089);
14. That the adoption of a preliminary capital estimate of £100,000 to cover the costs of undertaking feasibility studies/survey for schemes being considered for inclusion in the capital programme be approved and expenditure authorised as set out in paragraph 5.35 of the report (CAB 005/089);

15. That the adoption of a preliminary capital estimate of £100,000 to cover the costs of undertaking Asbestos Survey Updates and Fire Risk Assessments be approved and expenditure authorised as set out in paragraph 5.36 of the report (CAB 005/089);
16. That, in respect of all proposed tenders referred to in this report, in the event of the lowest tender for any scheme exceeding the permitted tolerance allowed in financial regulations, the Corporate Director Children's Services be authorised to prepare and carry out a Bill of Reductions where relevant to ensure expenditure is contained with the agreed costs.

12. A BETTER PLACE FOR EXCELLENT PUBLIC SERVICES

Variation of Order of Business

At this juncture the Chair informed members of the Cabinet that he considered it appropriate because of the linkage between the Community Plan 2020/LAA and the Strategic Plan/ Best Value Performance Plan together with the composite comments/ advice from the Overview and Scrutiny Committee in relation to these reports, presented earlier in the proceedings, that both reports should be considered in conjunction. Accordingly the Chair **Moved** the following motion for the consideration of members of the Cabinet, and it was: -

Resolved

That the order of business be varied to allow for Agenda items 12.1 "Tower Hamlets Community Plan 2020 and Local Area Agreement" and Agenda item 12.2 "Tower Hamlets Strategic Plan, Annual report, and Best Value Performance Plan" to be considered in conjunction.

12.1 Tower Hamlets Community Plan 2020 and Local Area Agreement (CAB 006/089) - To Follow

The Chair informed members of the Cabinet that the special circumstances and reasons for urgency associated with the report had been tabled and a copy of this sheet would be interleaved with the minutes. The Cabinet subsequently agreed the special circumstances and reasons for urgency as tabled and as set out below:

- The report was unavailable for public inspection within the standard timescales set out in this Authority's Constitution, because of the continuation of negotiations with Government Office for London over the indicators and targets to be included within this Council's Local Area Agreement which it had been anticipated would be completed in time for publication of the agenda before us.
- The Local Area Agreement is the recognised delivery vehicle for the Community Plan and the principal target setting mechanism between central and local government. It was vital that the Community Plan and Local Area Agreement were consistent and aligned to allow proper consideration of the report by members of the Authority.

The Chair commented that he had attended the Overview and Scrutiny Committee the previous evening and had found the debate relating to both the Community Plan 2020/ LAA and the Strategic Plan/ BVPP very constructive. Accordingly the Chair requested that the final draft of these documents, to be presented to Council, reflect the advice and comments arising from these deliberations, as he considered this would strengthen the aspirations contained therein.

Mr Steward, Interim Service Head Strategy and Performance, at the request of our Chair, responded to the matters raised by the Overview and Scrutiny Committee, held on 10th June 2008, in his introduction of the report. Mr Steward in particular

- Outlined the chronology and methodology associated with the development of the Community Plan 2020/ LAA, and the themes and priorities that had emerged.
- Set out the next steps including strengthening these documents in the areas indicated by the Overview and Scrutiny Committee, and in particular with reference to the support of affordable housing and social for rent housing provision, prior to submission to Council on 25th June 2008.
- Advised members of the Cabinet that once the LAA had been agreed with Government, the targets would be included in the Community Plan with those for the first 3 years being explicit to facilitate accountability.
- Assured members of the Cabinet that although only 35 indicators had been selected for the LAA from the national basket of 198, on the basis of partnership response and an evaluation of their contribution to the theme One Tower Hamlets, the Authority's performance would continue to be measured against all 198 indicators.
- Informed members of the Cabinet that as many of the indicators in the LAA were new a review would be undertaken at the end of the first year of the agreement to establish if the targets were sufficiently robust and stretching.

A detailed discussion followed, during which the proposals were broadly welcomed and thanks were extended to Councillor Jones, former Leader of the Council, Councillor Asad, former Lead Member Employment and Skills, and the Partnership Management Group and the Officer team for their contribution to the development of the Plan and Agreement, and which focused on the following:

- The need for further Member level discussion around the setting of targets relating to provision of social for rent housing, units of accommodation of 3 or more bedrooms and homelessness. Councillor Francis, Lead Member Housing and Development, commented that Government had recognised the Authority's good performance in relation to the latter 2 areas, but considered that, in partnership with the voluntary and community sectors, performance could be stretched to improve outcomes still further. Councillor Francis requested that members of the Cabinet be provided with figures for targets not included in the draft LAA prior to its consideration at Council.

- The relevance of indicator NI 154 "Net Additional Homes" to the Borough and instead a greater focus on indicator NI155 "Affordable Homes delivered".
- The inclusion of a more ambitious target relating to indicator NI 158 "Decent Homes" once funding from Government was secured as a result of the achievement of a 2 star Arms Length Management Organisation.
- Consideration that inclusion of indicator NI 160 "Local authority tenants' satisfaction with landlord services" amongst the 35 indicators of the LAA would have been a positive step for the Authority, but understanding the reasons why it had not been included, it was requested that it be used as a local indicator for the time being.
- Strengthening the emphasis on provision of affordable housing and family housing.
- Consideration that further work was needed to embed the Community Plan theme "One Tower Hamlets" across the other 4 themes. Also with reference to page 14 of Appendix 1 "Tower Hamlets Community Plan 2020", to the report, consideration that the section setting out how to achieve "One Tower Hamlets" should be made more distinct from the previous section and required greater clarity as to responsibility for delivery.
- Consideration that an even more accessible version of the Community Plan 2020/ LAA should be made available for young people with a view to usage as a citizenship tool in schools.
- Consideration that overall the sense of poverty and ill health in Tower Hamlets was underplayed in the draft Community Plan 2020/ LAA and the inclusion of further statistical and narrative detail was required in parts of the document relating to health and housing.
- The need to ensure that the Community Plan theme "A Healthy Community" was cross referenced to and congruent with the Public Health Strategy.
- The need to communicate the priorities and objectives relating to the Community Plan theme "One Tower Hamlets" to staff at all levels of the Authority, and that to help embed reflection upon the meaning of these to individuals that consideration be given to the addition of a paragraph to all committee reports entitled "One Tower Hamlets Implications".

Mr Steward, Interim Service Head Strategy and Performance, and Mr Smith, Chief Executive, responded to requests for clarification/ assurance, in relation to a number of matters including:-

- The furnishing of Members with the targets for inclusion in the Community Plan 2020/LAA, to be derived from the LAA agreed with Government, as soon as practically possible.
- With reference to page 30 of Appendix 1 "Tower Hamlets Community Plan 2020", to the report, the absence of detail relating to the new structure of the Tower Hamlets Partnership.
- With reference to page 5 of Appendix 3 "Tower Hamlets LAA Targets", to the report, the deferral of target setting relating to the indicator NI7 "Environment for a thriving third sector" and the timescales envisaged for the setting thereof.

Councillor Rofique Ahmed, Lead Member Culture and Leisure, considered it appropriate, that the Chief Executive should also consult the Lead Member Regeneration, Localisation and Community Partnerships, prior to making any amendments to the Community Plan 2020 and Local Area Agreement (LAA) 2008-11 prior to final publication. Councillor Ahmed therefore proposed, for the consideration of members of the Cabinet, that the recommendation contained in paragraph 2.2 of the report be amended accordingly.

Councillor Peck, Lead Member Resources and Performance, considered that targets pertaining to the Priority "Support vibrant town centres and a cleaner, safer public realm" and the Indicator NI195 "Improved street and environmental cleanliness" detailed in Appendix 3 "Tower Hamlets LAA Targets", to the report, were not sufficiently ambitious; and accordingly proposed an amendment to the recommendation set out in paragraph 2.1 of the report, for the consideration of members of the Cabinet, as follows:-

"That the Local Area Agreement 2008-2011 (Appendix 3) be endorsed subject to amendment of the provisional target for NI195 "Improved Street and Environmental Cleanliness" as follows:

- Detritus
 - 2008/09 - 13%
 - 2009/10 - 11%
 - 2010/11 - 10%
- Fly Posting
 - 2008/09 - 3%
 - 2009/10 - 2%
 - 2010/11 - 2%.

The Chair then **Moved** the recommendations as contained in the report, taking account of the amendments proposed by Councillors R. U. Ahmed and J. Peck, and it was:-

Resolved:

1. That the Tower Hamlets Community Plan 2020, attached at Appendix 1 to the report (CAB 006/089), and Local Area Agreement 2008-2011, attached at Appendix 3 to the report, be endorsed and that full Council be recommended to approve the Plan and LAA, subject to any appropriate amendments to ensure that they are accurate and reflect the views of Members;
2. That the Chief Executive, after consultation with the Leader of the Council, (and Chair of the Partnership), the appropriate Lead Member and the Vice-Chair of the Partnership, be authorised to make appropriate amendments to the Tower Hamlets Community Plan 2020 and LAA 2008-11 in advance of final publication;
3. That the provisional target for NI195 "Improved Street and Environmental Cleanliness", "Detritus", within the Tower Hamlets LAA Targets (Appendix 3), be amended to:

- 2008/09 - 13%
 - 2009/10 - 11%
 - 2010/11 - 10%
4. That the provisional target for NI195 “Improved Street and Environmental Cleanliness”, “Fly Posting”, within the Tower Hamlets LAA Targets (Appendix 3), be amended to:
- 2008/09 - 3%
 - 2009/10 - 2%
 - 2010/11 - 2%.

12.2 Strategic Plan, Annual Report and Best Value Performance Plan (CAB 007/089) - To Follow

Please note that the order of business was varied by resolution of the Cabinet earlier in the proceedings to allow this item to be considered in conjunction with agenda item 12.1 “Tower Hamlets Community Plan 2020 and Local Area Agreement”. The deliberations of the Cabinet are however detailed below in the order detailed in the agenda for ease of reference.

The Chair informed members of the Cabinet that the special circumstances and reasons for urgency associated with the report had been tabled and a copy of this sheet would be interleaved with the minutes. The Cabinet subsequently agreed the special circumstances and reasons for urgency as tabled and as set out below:

- The report was unavailable for public inspection within the standard timescales set out in this Authority’s Constitution, because of the continuation of negotiations with Government Office for London over the indicators and targets to be included within this Council’s Local Area Agreement which it had been anticipated would be completed in time for publication of the agenda before us.
- The Local Area Agreement is the recognised delivery vehicle for the Community Plan and the principle target setting mechanism between central and local government. The Strategic Plan sets out the Council’s contribution to delivering both the Community Plan and the Local Area Agreement. It was vital that the Community Plan, Local Area Agreement and Strategic Plan were consistent and aligned to allow proper consideration of the report by members of the authority.

Mr Steward, Interim Service Head Strategy and Performance, at the request of the Chair, responded to the matters raised by the Overview and Scrutiny Committee, held on 10th June 2008, in his introduction of the report.

A discussion followed, during which the proposals were broadly welcomed, and with reference to Appendix 1 “Tower Hamlets Council Strategic Plan 2008/2009”, Section 5 “Key Initiatives Year 1: April 2008 – April 2009” – “One Tower Hamlets” the following point was also made:-

- Targets for Performance Indicator SI3 “A workforce to reflect the community: percentage of top 5% earners that are disabled” were not sufficiently ambitious.

Mr Steward, Interim Service Head Strategy and Performance, responded to requests for clarification/ assurance, in relation to a number of matters including:-

- With reference to Appendix 1 “Tower Hamlets Council Strategic Plan 2008/2009”, Section 5 “Key Initiatives Year 1: April 2008 – April 2009” – “One Tower Hamlets”
 - The targets for the next 3 years in relation to Performance Indicator SI2 “A workforce to reflect the community: percentage of top 5% earners that are women” were less ambitious than that for the current year.
 - The absence of targets for Performance Indicator SI6 “Percentage of Stage 1 complaints completed in time”.

Councillor Rofique Ahmed, Lead Member Culture and Leisure, considered it appropriate, that the Chief Executive should also consult the appropriate Lead Member prior to making any amendments to the Strategic Plan 2008/09 and Best Value Performance Plan (BVPP) prior to final publication. Councillor Ahmed therefore proposed, for the consideration of members of the Cabinet, that the recommendation contained in paragraph 2.2 of the report be amended accordingly.

Councillor Peck, Lead Member Resources and Performance, considered that targets pertaining to the performance Indicator SI7 “Percentage of residents agreeing that the Council provides value for money for the Council Tax I pay” set out in Appendix 1 “Tower Hamlets Council Strategic Plan 2008/2009”, Section 5 “Key Initiatives Year 1: April 2008 – April 2009” – “One Tower Hamlets”, in the report, were not sufficiently ambitious; and accordingly proposed an amendment to the recommendation set out in paragraph 2.1 of the report, for the consideration of members of the Cabinet as follows:-

“That the Council’s Strategic Plan 2008/09 (Appendix 1) be endorsed subject to amendment of the provisional target for Performance Indicator SI7 “Percentage of residents agreeing that the Council provides value for money for the Council Tax I pay” set out in Section 5 “Key Initiatives Year 1: April 2008 – April 2009” – “One Tower Hamlets” as follows:

- 2007/08 - 41%
- 2008/9 - 46%
- 2009/10 - 51%.

The Chair then **Moved** the recommendations as contained in the report, taking account of the amendments proposed by Councillors R. U. Ahmed and J. Peck, and it was:-

Resolved:

1. That the Council's Strategic Plan 2008/09, end of year monitoring, Best Value Performance Plan and Annual Report be endorsed and that full Council be recommended to approve these Plans, attached at Appendix 1 and 3 to the report (CAB 007/089) respectively, subject to necessary and appropriate amendments to ensure that the plans are accurate, coherent and reflect the views of Members; and
2. That the Chief Executive, after consultation with the Leader of the Council, be authorised to make appropriate and necessary amendments to the Strategic Plan 2008/09 and BVPP (2007/2008) in advance of final publication.
3. That the target for SI7 "Percentage of Residents Agreeing that the Council Provides Value for Money for the Council Tax I Pay", set out in Section 5 "Key Initiatives Year 1: April 2008 – April 2009" – "One Tower Hamlets", be amended to:-
 - 2007/08 - 41%
 - 2008/9 - 46%
 - 2009/10 - 51%.

12.3 Energy Supply Contracts (CAB 008/089)

Mr Evans, Interim Corporate Director Development and Renewal, and Ms Pipe, Energy Contracts Manager, at the request of the Chair, responded to requests for clarification/ assurance, in relation to the following:-

- The potential for the Authority to extend the number of sites that used green electricity.
- Examination of options for the installation of solar panels and use of bio fuels in relation to the Authority's housing stock.

The Chair **Moved** and it was: -

Resolved:

1. That the procurement procedure, as set out in Section 7 of the report, (CAB 008/089) be approved; and
2. That the Head of Property Services [Development and Renewal] after consultation with the Interim Corporate Director of Development & Renewal be authorised to determine the energy supply contract providing best value for the Authority and to agree the Authority's entry into that contract.

12.4 Award of Chillers for Anchorage House Contract (CAB 009/089)

Mr Naylor, Corporate Director Resources, at the request of the Chair, in introducing the report addressed the matters raised by the Overview and Scrutiny Committee, held on 10th June 2008, in relation to the report; as set

out in the tabled sheet of questions and comments presented by the Chair of the Overview and Scrutiny Committee earlier in the proceedings.

The Chair **Moved** and it was: -

Resolved:

1. That in consequence of the extreme urgency pursuant to Procurement Procedures paragraph 2.1.1 (b) an exception to the general provisions of paragraphs 2.5.1 (requirement for 6 tenders) and 2.5.2 (requirement for public notice) of the Procedures be authorised in respect of the procurement process for this contract; and
2. That the contract for the replacement chillers and IT suite improvements be awarded to Allen Hubbard Services in accordance with their tender dated 14th of April 2008 returned on the 2nd of May 2008.

12.5 Cabinet Sub Bodies 2008/2009 Terms of Reference and Membership (CAB 010/089)

The Chair informed members of the Cabinet that he had **Tabled a Motion** for their consideration, a copy of which would be interleaved with the minutes.

The Chair then formally **Moved** the motion as tabled, subject to the following amendment, for the consideration of members of the Cabinet:

“That Councillor Peck be appointed as a member of the Grants Appeals Panel for the Municipal Year 2008/09 and that Councillor Islam be appointed as a substitute for Members appointed to the membership of the Grants Panel in the Municipal Year 2008/09. “

and it was:-

Resolved

1. That the establishment of the Sub-Bodies listed at (a) and (b) below, to discharge functions on behalf of the Cabinet, with Terms of Reference, Membership and Quorum as set out in paragraphs 4.1.1 and 4.1.2 of the report (CAB 011/078), be agreed:
 - (a) Grants Panel
 - (b) Grants Appeals Panel
- 2) That the appointments to the Grants Panel and Grants Appeals Panel for the Municipal Year 2008/2009, as set out below, be agreed: -

Grants Panel	
<i>Members</i>	<i>Substitutes</i>

Councillor M. Francis	Councillor S. Islam
Councillor C. Hawkins	Councillor A. Ali
Councillor A. Ullah	
Councillor O. Ahmed	
Councillor A. Choudhury	

Grants Appeals Panel	
<i>Members</i>	<i>Substitutes</i>
Councillor J. Peck	<i>Councillor L. Rahman</i>
Councillor R. U. Ahmed	

13. UNRESTRICTED REPORTS FOR INFORMATION

13.1 Exercise of Corporate Director Discretions (CAB 011/089)

The Chair **Moved** and it was: -

Resolved:

That the exercise of Corporate Directors' discretions, as set out in Appendix 1 to the report CAB 011/089), be noted.

14. EXCLUSION OF THE PRESS AND PUBLIC

The Chair **Moved** and it was: -

Resolved

That in accordance with the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contained information defined as exempt or confidential in Part 1 of Schedule 12A to the Local Government, Act 1972.

15. EXEMPT / CONFIDENTIAL MINUTES

Minutes of Cabinet held on 7th May 2008 approved.

16. OVERVIEW & SCRUTINY COMMITTEE

16.1 Chair's advice of Key Issues or Questions in relation to Exempt / Confidential Business to be considered.

Nil items.

16.2 Any Exempt / Confidential Decisions "Called in" by the Overview & Scrutiny Committee

Nil items.

17. A BETTER PLACE FOR LIVING SAFELY

Nil items.

18. A BETTER PLACE FOR LIVING WELL

Nil items.

19. A BETTER PLACE FOR CREATING AND SHARING PROSPERITY

Nil items.

20. A BETTER PLACE FOR LEARNING, ACHIEVEMENT AND LEISURE

Nil items.

21. A BETTER PLACE FOR EXCELLENT PUBLIC SERVICES

Nil items.

22. EXEMPT / CONFIDENTIAL REPORTS FOR INFORMATION

Nil items.

The meeting ended at 8.40 p.m.

Chair,
Cabinet

Agenda Item 6.1

COMMITTEE	DATE	CLASSIFICATION	REPORT NO	AGENDA ITEM NO
Cabinet	02/07/08	Unrestricted		
REPORT OF Head of Trading Standards & Environmental Health (Commercial) Colin Perrins (Originating Officer) David Tolley – Environmental Health Commercial Services Manager		TITLE Food Law Enforcement Service Plan 2008//2009 Ward(s) affected All		

1. SUMMARY:

- 1.1 This report sets out the Council's eighth annual plan for effective enforcement of food safety legislation. The aim of the plan is to ensure that food is produced and sold under hygienic conditions, is without risk to health and is of the quality expected by consumers.
- 1.2 The Food Standards Agency requires local authorities to have in place a Food Law Enforcement Service Plan. The plan will form a significant part of the standard against which local authorities will be audited by the Agency to assess their effectiveness in ensuring food safety.
- 1.3 Accordingly the Cabinet is requested to consider the Food Law Enforcement Service Plan 2008/09 and make recommendations as appropriate and adopt this plan.

2. RECOMMENDATION:

- 2.1 Cabinet is recommended to approve the Tower Hamlets Food Law Enforcement Plan 2008/2009 attached at Appendix 1 to the report.

LOCAL GOVERNMENT ACT 1972 (AS AMENDED) SECTION 100D LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of "background papers".

Tick if copy supplied for register.

Name and telephone number of holder and address where open to inspection.

Name: David Tolley

Telephone No: x6724

3. BACKGROUND:

- 3.1 The Food Standards Agency (FSA) is a non-ministerial government department, which came into existence on 3 April 2000 with the aim of protecting the interests of consumers. One of the key roles of the Agency is to oversee Local Authority enforcement activities in respect of food safety. The Food Standards Act 1999 empowers the Agency to monitor and audit local authorities.
- 3.2 Given the importance of the service plan, particularly in the context of the local authority monitoring and audit role of the FSA, it was recognised that central guidance on the content of the service plan for food law enforcement would be helpful. The Agency therefore issued a template for a service plan, as part of its Framework Agreement on Local Authority Food Law Enforcement, in September 2000 and recommended the adoption of the model.
- 3.3 Tower Hamlets' commercial profile incorporates shops, offices, hotels, pubs, restaurants and cafes, schools, markets, food manufacturers and processors, university colleges, halls of residence, hospitals, poultry slaughterhouses, public entertainment venues and tourist attractions.
- 3.4 The Environmental Health (Commercial) service has responsibility for food hygiene, food standards, health and safety and public health issues in respect to premises in the Borough. In short they make an important contribution to protecting the well being of Tower Hamlets' residents and visitors.
- 3.5 The Council's Food Safety function has made significant improvements over the last three years. The service review and reorganisation have produced increased stability and performance. The programme of activity proposed in the plan will fulfil the Borough's statutory obligations and help minimise food related illness in the Borough.

4 NEW ISSUES FOR 2008/9

- 4.1 The landscape for food safety will change significantly this year. Monitoring of our food safety service is carried out by the FSA. The method of performance assessment has changed and our performance will be measured against the fulfilment of this plan (30% weighting) and the percentage of broadly compliant premises (70% weighting) we have within the Borough.
- 4.2 The broadly compliant requirement is also a new National Performance Indicator – NI184, which measures food establishments in the Borough which are broadly compliant with food hygiene law. We currently have 57% of food premises broadly compliant with an aspiration to increase this by 5% to 62% during this performance year.

- 4.3 A range of interventions has been developed aimed at increasing this compliance rate. We are we are hampered by the turnover of businesses in the Borough and the age of the commercial stock.
- 4.4 The FSA are in the process of implementing a new Code of Practice and auditing arrangements for Local Authorities, the impact of which will be reviewed during this year.
- 4.5 A national “Scores on the Doors” scheme is likely to be announced by the FSA at the end of the year. This scheme will allow Local Authorities to publish a food premises risk rating in line with national criteria. We will report back with recommendations when the national scheme is announced.
- 4.6 We are also developing systems so that we can report back on National Performance Indicator 182 – Satisfaction of businesses with local authority regulation services. We are developing the mechanisms to measure our interaction with businesses that we come into contact with.
- 4.7 A review by central government (Rogers Review) into priorities for environmental health and trading standards within local government placed food safety/standards and health and safety within the top 5 priorities within the scope of environmental health. This priority rating will form the basis of further work within the Local Better Regulation Office. It is expected that guidance will be issued to local authorities on how these priority areas should be resourced and managed. Such guidance is not likely to be issued for at least 6 months.
- 4.8 Following on from the Hampton review into local regulation we have reviewed our services to determine if the inspection burden can be lifted on local businesses but ensuring that risks are controlled to ensure public health is not at risk. We have done this where the risk rating indicates that the business is broadly compliant
- 4.9 The impact on the food safety service with regards to the above changes has been significant and we have now moved away from inspection for inspection sake and allowing those premises that are broadly compliant to have a lighter touch and those that are not broadly compliant to be advised/enforced against. This has resulted in more resources going to the higher risk premises.

5 The Plan

- 5.1 The Tower Hamlets Food Law Enforcement Service Plan is based on the recommended FSA template and is attached to this report (**Appendix 1**). It outlines the action the Council will take to ensure food safety. The Plan incorporates the Council’s objectives as set out in the Community Plan and Trading Standards & Environmental Health (Commercial) Service Plan. In particular it impacts on the quality of life

in Tower Hamlets and the health of residents and visitors. It helps to ensure that businesses maintain high standards. The plan advocates an Enforcement Concordat approach and commits the Environmental Health Commercial Team to continuous improvement, specifically making reference to meeting Best Value criteria. The standard format of the plan will facilitate comparisons with other authorities.

- 5.2 The Food Law Enforcement Service Plan incorporates the Trading Standards & Environmental Health (Commercial) services' positive commitment in valuing diversity.
- 5.3 The plan is split between reactive and proactive work. The former includes handling consumer complaints and requests for advice or information, not least from the business community, residents, employees in the Borough and tourists. The latter comprises mainly the achievement of routine inspection targets. Tower Hamlets has 2,339 food premises, all of which require inspection. The frequency of such inspections is determined by a nationally agreed risk based inspection rating scheme. Thus some high-risk premises are subject to twice yearly visits, whereas some low risk premises are only visited every five years, or may even receive a self audit questionnaire.
- 5.4 Last year the Food Safety team achieved 99.6% of all food hygiene interventions due. The inspection rate for highest risk premises was 100%. This should have placed the authority in the top quartile of local authorities, based on the national performance Indicator.
- 5.5 The plan also covers the wider remit of food safety work including complaints and enquiries, sampling, food hazard warnings, outbreak control, health promotion, training and publicity. These tasks remain relatively constant year on year.
- 5.6 The plan also highlights some of the major successes during 2007/8. Some notable examples are
 - Improving inspection performance
 - Production of Food and Drink an in house news letter for food business
 - Responding to 146 national food alerts regarding unsafe food products that entered the retail chain
 - Improving enforcement activity – 13 premises were closed for pest infestation with resulting prosecutions

6 Monitoring the Plan

- 6.1 Tower Hamlets is required to review the plan annually, and under current arrangements the review will be reported to Cabinet. Accordingly performance against last year's plan is included in Section 6 of this years' plan.

- 6.2 To ensure quality, apart from the checks built into the plan, the Environmental Health Commercial Team participates in peer review audits and in actively developing the service with other London Boroughs through the North East Sector Food Liaison Group and Association of London Environment Health Managers. The Food Standards Agency is very active in providing seminars, training, advice and support.

7 Financial Implications

- 7.1 The Food Service is the only enforcement service within the Directorate of Communities Localities and Culture where this level of prescription for service standards exists. This prescription has led to proportionately higher levels of resourcing being devoted to the provision of the food service. The Directorate must keep a balance to ensure that resourcing is directed to services so that there is adequate overall service performance across all services.
- 7.2 The objectives of the Food Safety service are to ensure the best possible service will be provided within current resourcing. Our aims are that we will address all of the high-risk areas to ensure that food supplied and consumed in the Borough is safe.
- 7.3 The Food Standards Agency has powers of audit and review of the Food Safety services in local authorities. Their ultimate sanction is to relieve the local authorities of their responsibilities.

8. Comments of the Chief Financial Officer

- 8.1 Section 7 of the report confirms that sufficient resources have been prioritised within the service to ensure that performance levels are maintained at a level as prescribed by the Foods Standards Agency. No other specific Financial Implications emanate from this report which seeks Cabinet's agreement to the Food Law Enforcement Plan for 2008/2009.

9. Concurrent Report of the Assistant Chief Executive (Legal)

- 9.1 Local Authorities are audited regularly by the Food Standards Agency (FSA) and as part of that audit the council is required to provide its Food Law Enforcement Service Plan. The plan, which is based on a template recommended by the FSA, should set out the minimum standards of performance expected from the Council across the full range of their food law enforcement activities.

10 Equal Opportunities Implications

- 10.1 As a result of targeted training the Food Safety function is approaching a workforce to reflect the community, which has led to a multi lingual capability.

- 10.2 The service has procedures and training programmes that promote and deliver equal treatment to all businesses
- 10.3 All high demand business advice is translated into minority languages
- 10.4 The Food Safety sampling programme has focussed on imported foods that are sold to local communities. This is to ensure imported foods are wholesome and safe.

11 Anti Poverty Implications

- 11.1 Food Safety activity is focussed on raising the quality of food businesses in the Borough. Raising the quality of businesses will help customers obtain better value for money and help make businesses more profitable.

12 Sustainable Action for a Greener Environment

- 12.1 Food businesses are encouraged to reduce food waste and deal efficiently with the waste they do produce.

12 Risk Management Implications

- 12.1 The Council as a Food Authority is required to carry out statutory functions in relation to food safety. The Food Standards Agency are charged with overseeing the activities of Food Authorities and may carry out audits of the authority to ensure it is meeting the requirements of The Standard for Food Services set out in the Framework Agreement and its statutory functions.
- 12.2 Should the Council not fulfil its obligations as specified above, the Food Standards Agency may use its powers to take away the functions of the authority and place them with another authority to exercise them on its behalf.
- 12.3 Further, should the Council not exercise its duties and provide a food safety service there is the potential that both unsafe and unscrupulous activities would go unchecked and unenforced, which may lead to serious food borne illness or disadvantage to the residents, consumers and businesses within the borough.
- 12.4 The risks above which were significant have now been ameliorated now the review of Environmental Health (Commercial) has been completed. The last round of recruitment has been completed and vacancies have been filled. Before the Service Review took place there was a vacancy rate of 40%

13. Efficiency Statement

- 13.1 The completion and implementation of the Environmental Health (Commercial) service review has now addressed the over reliance on agency staff. The appointment of full time staff has led to more efficient use of resources. This has resulted to increased levels of pro-active performance in terms of inspections and audits of businesses

14. Appendices

- 14.1 The following appendices are attached to this report:-

Appendix 1 – LBTH Food Law Enforcement Plan – 2008/9

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Appendix 1

LONDON BOROUGH OF TOWER HAMLETS

FOOD LAW ENFORCEMENT SERVICE PLAN

2008/2009

CONTENTS

1.0	Executive Summary
2.0	Service Aims and Objectives
3.0	Background
4.0	Service Delivery
5.0	Resources
6.0	Quality Assessment
7.0	Review
	Annexes

Executive Summary

This is the Council's mandatory annual plan for the effective enforcement of food safety legislation. This plan fulfils the Council's obligations under the Framework Agreement on Local Authority Food Law Enforcement with the Food Standards Agency (FSA). The objective of this plan is to ensure that a programme of food enforcement activity is carried out, providing public confidence that food is produced without risk and sold under hygienic and safe conditions in Tower Hamlets.

The Council is required by the FSA to produce a plan that is ratified by Members.

The plan sets out the aims and objectives of the Environmental Health Commercial Team and links team priorities to the Council's core themes. The plan also gives an up to date profile of the Borough, a review of our activities in 2007/08 and our programme of work for 2008/09.

The Commercial Team carried out 99.6% of all Food Hygiene inspections due and 57.3% of all food standards inspections due. Food Standards inspections are seen as a second priority to that of food hygiene. Enforcement activity was far greater this year with 13 food premises closed for pest infestations. We are targeting pest management this year with the aspiration this will result in fewer closures.

There has been a significant increase in illegal imported food into the Borough and we are working with neighbouring Boroughs to identify supply chains and take remedial action.

The landscape for food safety will change significantly this year. Monitoring of our food safety service is carried out by the FSA. Our performance will be measured against the fulfilment of the Service plan (30% weighting) and the percentage of broadly compliant premises (70% weighting) within the Borough, not just those that fall due for inspection this year.

The broadly compliant requirement is also a new National Performance Indicator – 184- which measures food establishments in the Borough which are broadly compliant with food hygiene law. We current have 57% of food premises broadly compliant with an aspiration to increase this by 5% during this performance year.

We have developed a range of interventions aimed at increasing this compliance rate. However, we are hampered by the turnover of businesses in the Borough and the age of the commercial stock.

The FSA are in the process of implementing a new Code of Practice and auditing arrangements for Local Authorities, the impact of which will be reviewed during this year.

A national Scores on the Doors scheme is likely to be announced by the FSA at the end of the year. This scheme will allow Local Authorities to publish a food premises risk rating in line with national criteria. We will report back with recommendations when the national scheme is announced.

We are also developing systems so that we can report back on National Performance Indicator 182 – Satisfaction of businesses with local authority regulation services. We are developing the tools to measure our interaction with businesses that we come into contact with. A review by central government (Rogers Review) into priorities for environmental health and trading standards within local government placed food safety/standards and health and safety within the top 5 priorities within the scope of environmental health. This priority rating will form the basis of further work within the Local Better Regulation Office. It is expected that guidance will be issued to local authorities on how these priority areas should be resourced and managed. Such guidance is not likely to be issued for at least 6 months.

Following on from the Hampton review into local regulation we have reviewed our services to determine if the inspection burden can be lifted on local businesses but ensuring that risks are controlled to ensure public health is not at risk. We have done this where the risk rating indicates that the business is broadly compliant

The impact on the food safety service with regards to the above changes has been significant and we have now moved away from inspection for inspection sake and allowing those premises that are broadly compliant to have a lighter touch and those that are not broadly compliant to be advised/enforced against. This has resulted in more resources going to the higher risk premises.

SERVICE AIMS AND OBJECTIVES

Aims and objectives

1.1.1 To promote and regulate food safety, food standards, health and safety in food premises.

1.1.2 To provide advice and education to all sectors of the community on food safety matters.

1.1.3 To prevent the spread of infectious disease and food poisoning and investigate outbreaks.

1.1.4 Smoke Free enforcement and tobacco control.

1.1.5 Licensing of Massage and Special Treatment premises.

1.1.6 Health and Safety enforcement and advice, accident investigation in non food premises.

1.1.7 Animal welfare and the control of zoonotic diseases.

Links to Corporate objectives and plans

1.2.1 The Food Law Enforcement Service Plan is designed to meet customer needs and services are provided with reference to the:

- Community Plan
- Council's Strategic Plan
- Directorate's Annual Plan
- Divisional Service Plan

1.2.2 The activities of the Environmental Health Commercial Team are linked where possible to these strategies, policies and objectives. These are set out in the Team Plan which details amongst other issues, the Food Enforcement objectives for the year and defines the performance that has been set to meet these targets.

1.2.3 The Vision Statement of the Council is:

To improve the quality of life for everyone living and working in Tower Hamlets.

1.2.4 The Council will realise its overall Vision for the Borough through five core themes:

- **One Tower Hamlets**
- **A Good Place to Live**
- **Prosperous Communities**
- **Safe and Supportive Communities**
- **Healthier Communities**

1.2.5 The aim of the Environmental Health Commercial Team is to protect residents, visitors and businesses by:

- *The enforcement of consumer legislation by way of inspection, complaint investigation, training and advice.*
- *Advising consumers on the resolution of civil disputes with traders.*
- *Promoting and regulating food hygiene/safety and standards of health and safety in the workplace and at public events in the borough*
- *Preventing the spread of infectious disease and food poisoning, including the investigation of outbreaks*
- *Issue and enforcement of approvals covering a range of activities*
- *Developing partnerships with businesses, regeneration initiatives and other organisations in the Borough*
- *Involving ourselves in national strategies i.e. Obesity Strategy, Heartbeat award schemes, fast food outlets around schools.*
- *Smoke Free enforcement and advice*
- *Animal welfare and the control of zoonotic infections*
- *Licensing of Massage and Special Treatment premises.*

2.0 **BACKGROUND**

2.1 Profile of Tower Hamlets

2.1.2 Tower Hamlets has a wide range of commercial food businesses located across different parts of the borough. Some of the key businesses include:

- Major supermarkets (Tesco, Morrisons, Asda, Sainsbury, Lidl, Marks and Spencer & Waitrose)
- Office developments occupied by blue chip companies, newspaper publishers, with large scale catering
- Several major hotels, including Britannia, Four Seasons, Thistle Tower, Holiday Inn, Hilton, Radisson and Marriott
- There is a diverse range of restaurants and cafes in the borough, including Italian, French, Greek, Turkish, Somali, Spanish, Chinese, Japanese, Thai and those from the Indian sub-continent (India, Bangladesh, and Pakistan).

- 94 schools
- Billingsgate – London’s major Wholesale Fish Market
- World famous street markets at Petticoat Lane, Whitechapel, Brick Lane and Roman Road.
- London Guildhall University, Queen Mary University of London and The Royal London Hospital Medical Schools
- The Royal London, St Andrews, Mile End, London Chest and London Independent Hospitals
- 1 poultry slaughterhouse
- 3 City Farms
- numerous night clubs & other venues
- Many community events such as concerts in Victoria Park and festivals in Brick Lane.

2.2 Organisational Structure

2.2.1 The Team is located within the Trading Standards and Environmental Health (Commercial) Division. This division is part of the Environmental Control Group, which includes Environmental Health Protection, Markets Services and Parking Control. Environmental Control is part of the Directorate of Communities Localities and Culture. The structure of Environmental Health (Commercial) is in Annexe B. The Council’s administrative committee structure is set out in Annexe C and structure showing where the service sits in the overall council organisation is in Annexe D.

2.2.2 Food Safety falls within the portfolio of the Lead Member for Safer, Cleaner, Greener, who reports food safety matters to Cabinet.

2.3 Scope of the Food Service

2.3.1 The Environmental Health Commercial Service is responsible for the following functions in all commercial premises.

- food hygiene
- food standards
- health and safety
- infectious disease control
- public health activities
- Special Treatment licensing
- animal Health
- Smoke Free/Tobacco Control

2.3.2 Nuisance and Pollution control issues related to commercial premises are dealt with by the Environmental Protection service. The Trading Standards Team deals with animal feeding-stuffs and fraudulent activities covered by the Food Safety Act.

- 2.3.3 A proactive and reactive service in relation to food hygiene and food standards is provided primarily through the programmed inspection of food businesses and by responding to service requests including comments on planning and licensing applications.
- 2.3.4 Agency staff have been employed to deal with some programmed food safety inspections and Service Requests to cover staff vacancies within the team. Currently agency staff make up some of the shortfall in programmed inspections which would not otherwise be carried out. However, have recruited to two vacant posts and reliance on agency will be kept to a minimum.
- 2.3.5 The Services functional areas are set down in the Environmental Health Commercial -Team Plan (Annexe E)
- 2.4 Demands on the Food Service
- 2.4.1 Premises Profile
- 2.4.2 The tables below show the number of food businesses in each risk category classified by type of activity and risk rating. Some premises, where the risk is negligible are discounted from the inspection programme. The trend of the number of food safety premises dropping from high risk (A rated premises) to medium risk has continued again this year with a 32% reduction in A rated premises. There are 25% less high risk premises this year for food standards. The reduction in the high risk premises has been due to targeted advice and enforcement.

Table 1

The number of food businesses and their inspection rating for food hygiene (23/4/08)

Risk	Distributors	Importers 3 rd Countries	Suppliers of articles in contact with Food	Mfr selling by retail	Manufacturer	Packers	Restaur ants	Pub/Club	Supermar ket	Retailers	Slaughter houses	Grand Total
A				1	3		15					19
B	4			7	9		312	21	1	22		376
C	68			16	12	1	688	124	10	308		1227
D	12			1			47	69	3	143		275
E	9	1		1	1		36	36	2	171		257
No risk		9	4		1		2			5	2	23
Unrated	1	1		2	4		92	7	1	54		162

Total 2339 premises

The frequency of inspection is:

Category A, every 6 months; B, every 12 months; C, every 18 months, D, every 2 Yrs; and E, every 3 Yrs. The Category of Unrated premises is determined on the first visit and can be A-E. Category E premises may be dealt with using an alternative enforcement strategy.

Table 2

The number of food businesses and their inspection rating for food standards (23/4/08)

	Distributor	Importers 3 rd Countries	Sup of articles in contact with food	Manufacturer selling by retail	Manufact urers	Restaura nts	Packers	Supermarket	Pubs/Clubs	Retailers	Slaughter houses	Total
A	12	1			4		1			3		21
B	68	3		19	25	1	411	62	7	199	1	796
C	9	2	2	5	2	633		9	175	389	1	1227
No Risk	1	1	2			8				24		36
Unrated	5	4		4	5	139		1	20	88		266

Total premises 2346

The frequency of inspection is:

A, every 12 months; B, every 2 years; C, every 5 years. Category C premises may be dealt with using an alternative enforcement strategy.

2.4.3 As at April 2008 the following establishments were approved by the Council to produce and manufacturer food for the domestic market: -

- 18 fishery products establishments
- 1 wholesale fishery products and live shellfish market
- 5 meat products establishments
- 1 dairy products

- 2.4.4 Tower Hamlet's food businesses are primarily caterers and retailers.
- 2.4.5 There has been a rise in the proportion of imported foods (from non EC Countries) entering the borough, either directly imported by businesses or by third parties located elsewhere. Many of these foods can be illegal (i.e. banned from importation) or do not comply with compositional or labelling requirements. This area of work is continually increasing due to cheap imports and consumer demand. However, this food gives rise to a risk to human health. Voluntary surrender and seizure of this food has been on the increase.
- 2.4.6 With continual development and regeneration taking place in the borough, there is a continual increase in the number of food businesses. We are already working in partnership with our neighbouring Boroughs in assessing the likely impact of the 2012 Olympics.
- 2.4.7 When carrying out a food hygiene or food standards inspection, officers may also carry out a health & safety inspection where the council is the enforcing authority for the relevant legislation. For 2008/9 these inspections will be on a project basis. The projects will look at falls from height, machine guarding, young workers and gas safety
- 2.4.8 One third of the population is of Bangladeshi origin and over half the population are from ethnic minorities. The make up of food businesses reflects this profile, although demand for translation and materials in other languages is not high. Ethnic minority food business proprietors generally prefer written information to be provided in English. A translation and interpreting service is available if required.
- 2.4.9 Reception and Information Service
- 2.4.10 The reception and information point for the Trading Standards and Environmental Health (Commercial) Department is located at:
- Anchorage House
Glove Crescent
London E14
- 2.4.11 We operate an out-of-hours emergency call-out service, which operates from 5pm to 8am on a weekday and 24hrs at weekends and Bank Holidays. This service operates only for food poisoning outbreaks or major food safety incidents and other non-food safety related emergencies.

2.4.12

Tower Hamlets also has a website at www.towerhamlets.gov.uk and the Environmental Health Commercial Team have an E-mail address, namely: foodsafety@towerhamlets.gov.uk and healthandsafety@towerhamlets.gov.uk This address is also used for the national electronic communication system for Environmental Health Departments, known as EHCNet.

2.5

Enforcement Policy

2.5.1

The current enforcement policy is documented and outlines all enforcement action carried out by officers. It seeks to ensure that formal enforcement is focused where there is a real risk to public health and that officers carry out action in a fair, practical and consistent manner. This policy will need to be reviewed in light of the Regulators Compliance Code, which replaced the Enforcement Concordat for our Service.

3.0

Service Delivery

3.1

Inspection Programmes

The new performance indicator 184 – Food establishments in the area that are broadly compliant with food hygiene law – has significantly changed the way that we plan the food hygiene inspections. This indicator covers all the food premises in the Borough, not just those that are due for inspection this year. The criteria for this measure are a score of 10 points or below in the compliance of premises structure and hygiene laws and the confidence in management that the food business operator is in control of the hazards within their business, this means the introduction of a documented management system.

The FSA new code of practice that compliments the NI 184 permits surveillance/verification visits to be undertaken on those businesses that are deemed broadly compliant in the lower risk categories of C and D for food hygiene and non visits for those in category E

We will pilot a hazard spotting approach to those premises that are deemed to be broadly compliant. This will reduce burden on business and concentrate our resources on the non compliant businesses. However, a full inspection will be carried out if these compliant businesses are not in control of the risks or a public health risk is identified.

It is envisaged that a significant number of businesses will continually move between broadly compliant and not broadly compliant. We also envisage a significant number of re-inspections will be undertaken to ensure that we keep the upward trend towards broadly compliant.

We have determined that we have 57% of all food premises currently broadly compliant.

3.1.1

The Food Safety Officers carry out programmed food hygiene/standards inspections at frequencies determined by the FSA. A programmed food safety inspection will therefore cover food hygiene and food standards, where this falls due (although some premises will fall due for food standards inspection only) and will also deal with issues relating to enforcement and advice under health and safety law, either in very broad terms or as part of a focused health & safety project audit. The inspection programme is dictated by the food hygiene inspection rating allocated to a business because this generally leads to more frequent inspections. However, Category A risk food standards inspection due dates are checked to ensure that these are inspected. Some premises such as importers who do not actually handle or store food are subject only to food standards inspections.

3.1.2

Category E food hygiene and Category C food standards inspections will be addressed by using alternative enforcement strategies, such as a self audit questionnaire. These questionnaires will be sent to all Category E and C rated premises. Verification follow up will be carried out on 5% of these premises.

3.1.3

For 2008/9 the number of food hygiene inspections due is shown in Table 3 and the number of food standards inspections due is shown in Table 4:

Table 3

The number of food hygiene inspections due to be carried out in 2008/9.

Inspection Rating	Number of food hygiene inspections due
A	19 x 2 = 38
B	380
C Broadly compliant	561
C not Broadly compliant	264
D Broadly compliant	118
D not broadly compliant	6
E (verification)	6
Unrated	161
Total Inspections	855
Total Surveillance visits	679
Total Interventions	1534

Table 4

The number of food standards inspections due in 2008/9 and the inspection targets.

Inspection Rating	Number of food standards inspections due
A	21
B	406
C (verification)	22
Unrated	260
Total	709

- 3.1.4 Most food standards inspections will be carried out at the same time as a food hygiene inspection. It is the teams' target to achieve 100% of all A-C hygiene inspections and A standards inspections due. We aim to achieve 80% of the surveillance inspections.
- As directed by the new National Performance Indicator 184– we aim to concentrate our resources to increase our current rate by 5% to 63%.
- 3.1.5 Where possible new premises identified will be added to the work programme to be inspected during the year. These 'unrated' businesses will count against the NI 184, hence resources will be allocated to carry out inspections on the unrated businesses.
- 3.1.6 Food hygiene and food standards inspection procedures detail the steps to be followed by officers. They take account of relevant Codes of Practice, LACORS and FSA guidance and relevant Industry Guides.
- 3.1.7 Hygiene revisits will be carried out where enforcement notices have been issued, there is a significant public health risk or the premises in not broadly compliant.
- 3.1.8 Food Standards revisits are of a lower priority and not required as often as for food hygiene.
- 3.1.9 The resource estimated for programmed inspections, including alternative enforcement strategies for lower risk premises is **4.0 Full Time Equivalent (FTE)**. Re inspections allocation to be **0.86 FTE** **Annexe A** gives details of the assessment of resources for all functions within the plan.

- 3.1.10 Additional priorities have been identified for action including: -
- Inspections will be carried out at major festivals.
 - Routine attendance at Billingsgate Market.
 - All premises subject to approval will require additional attention and inspection time due to the risk they present.
 - Food Standards will be combined with Food Hygiene inspections.
 - Health & Safety inspections will be on a themed basis.
 - Closure and follow-up enforcement action, including prosecution of businesses as appropriate.
 - We will specifically target A risk premises with advice and enforcement
 - We will use alternative enforcement strategies in low risk premises.
- 3.2 Food Complaints/Requests for Service
- 3.2.1 The Environmental Health Commercial Team will record, assess, prioritise and deal appropriately with all requests for service. Requests for service will be classed as higher risk issues or lower risk issues. The target response time for service requests are:
- *To give a 1st response to 99% of service requests within 5 working days*
 - *To respond to 100% of higher risk issue service requests within 24 hours.*
 - *To register all new premises within 28 days of receipt of application form.*
- 3.2.2 The number of service requests for 2007/8 was 983, a upward trend on the last year.
- 3.2.3 The resource estimated for dealing with service requests is **2.2 FTE.**
- 3.3 Home Authority Principle
- 3.3.1 The Council formally adopted the Local Authority Co-ordinating Body on Regulatory Services (LACORS) Home Authority Principle at the Planning and Environmental Services Committee meeting of 13th June 1995. A Home Authority is the local authority where the decision making base of an enterprise is situated. The local authority provides advice to the enterprise and deals with enquiries from other councils in relation to the business. An Originating Authority premises is one where the food is manufactured, stored or first imported to, but to which the definition of Home Authority does not apply.

- 3.3.2 Approximately 200 businesses have been identified as probable Home or Originating Authority premises. Enquiries for advice from local businesses or other enforcement authorities will be treated as requests for service and will be prioritised accordingly.
- 3.3.3 The resource estimated for this area of work is **0.25 FTE**.
- 3.4 Advice to business
- 3.4.1 Advice is freely available to food businesses and is provided during visits and upon request. Business information packs have been produced for people considering setting up a food business and are sent to relevant applicants for planning permission. A variety of information leaflets, in community languages, are also available.
- 3.4.3 A business newsletter (Food and Drink) was established in 2003/4, published 3 times a year. This has been well received and will continue in 2008/9.
- 3.4.4 The resource required for this work is estimated to be **0.32 FTE**.
- 3.5 Food Inspection and Sampling
- 3.5.1 Food is inspected in accordance with UK and EU legislation. A documented sampling programme is produced each financial year covering planned microbiological and chemical sampling. Our sampling policy is at Annex F
- 3.5.2 The programme includes participation in co-ordinated projects organised by the Food Standards Agency, Health Protection Agency (HPA), Local Authority Coordinating Body on Regulatory Services (LACORS), EU, London Food Co-ordinating Group and North East London Food Liaison Group. Planned local projects and Home Authority sampling are also included.
- 3.5.3 The target for 2008/09 is approximately 200 samples to be taken by the end of the financial year. The budget for sampling is £12,000.
- 3.5.4 The total number of samples taken for 2007/08 was 256 of which 50 failed and follow up action was required.
- 3.5.5 The Laboratories to which samples are sent are subject to the appropriate accreditation. Analysis is undertaken by the Council's nominated Public Analysts:-
- Duncan Arthur
 Jeremy Wooten
 Eurofins Scientific Laboratories, 445 New Cross Road, London, SE14

Microbiological examination is undertaken by:-

Susan Surman (Food Examiner)

Health Protection Agency, Food, Water & Environmental Microbiology Unit (London), Food Safety Microbiology Laboratory, Central Public Health Laboratory, 61, Colindale Avenue, London, NW9 5HT.

On occasions, samples for microbiological examination will be sent to Eurofins Scientific Laboratories.

3.5.6 The resource required for food sampling is estimated to be **0.7FTE**

3.6 Outbreak Control and Infectious Disease Control

3.6.1 We will investigate all suspected and confirmed outbreaks of food poisoning and the Outbreak Control Plan will be implemented in the case of a major outbreak (i.e. 4 or more cases).

3.6.2 Individual allegations of food poisoning caused from consumption of food within the borough, but which are not supported by medical evidence will be treated as service requests. The level of resource is estimated at **0.8 FTE**

3.7 Food Safety Incidents

3.7.1 We deal with Food Alerts in accordance with the Code of Practice and guidance issued by the Food Standards Agency. Alerts requiring action by the department will take priority over all other work. The out-of-hours emergency service will notify the duty officer in the event that the Food Standards Agency notifies them of a major incident of food contamination which occurs outside normal office hours.

3.7.2 There is a policy document and procedure note on dealing with Food Hazard Warnings.

3.7.3 Resources for this work are dependent on the demand. In 2007/8 there were 146 Food Alerts issued by the FSA. Resources are therefore estimated at **0.3 FTE**. (Included in Service Requests above)

3.8 Liaison with Other Organisations

3.8.1 Liaison arrangements are in place to ensure that enforcement action in Tower Hamlets is consistent with neighbouring authorities and in particular: -

- Tower Hamlets is a member of the North East London Food Liaison Group which meets every eight weeks.

- A PEHO attends regular sub-group meetings to discuss and arrange co-ordinated sampling activities.
 - Tower Hamlets is a key member of a further sub-group on approved premises.
 - A member of the team is the Joint Secretary of the CIEH London Food Study Group and staff regularly attends their meetings.
 - Planned liaison meetings take place between the Health Protection Agency.
- 3.8.2 The resource required for these activities is estimated at **0.2 FTE**.
- 3.9 Food Safety Promotion
- 3.9.1 The Food Safety Officers will, subject to available resources, carry out food safety promotional work through participation in certain national campaigns and local projects, more specifically:
- A local campaign, including a press release is planned to highlight relevant food safety issues prior to Christmas.
 - It is intended to examine opportunities to participate in appropriate schemes, deliver talks, and provide displays for suitable groups or at events or locations throughout the year.
 - National Obesity Strategy working with the PCT.
 - Nutritional requirements of School meals
- 3.9.2 The resource required for these activities is estimated at **0.6 FTE**.
- 3.10 Administration
- 3.10.1 The Service's central Admin team provides administration support.
- 3.11 Management
- 3.11.1 The Environmental Health Commercial Services Manager provides management, with support from the 3 PEHO's who also have fieldwork duties. Management accounts for approximately **1.25 FTE**.
- 4.0** Resources
- 4.1 Financial Allocation
- 4.1.1 The Food Safety financial allocation is part of the Environmental Health (Commercial) cost centre. The budget allocation is as shown in **Table 5**.

4.1.2 Training costs are included in the Employee related expenses. There is an allocation of approximately £220 per member of staff. However this is often supplemented from other parts of the departmental budget.

4.1.3 Provision of other central, directorate support services which includes legal services is added at the end of the financial year to service costs. This recharge is on a divisional basis and not broken down into individual teams.

Table 5 Budget for Environmental Health Commercial – Food Safety 2008/09

EXPENDITURE	
Salaries	598,200
Employee Related Expenditure	8,000
Car Allowances	12,900
Parking Permits/Charges	600
Public Transport Costs	200
Equipment & Furniture	2,800
Materials , Samples & Testing	13,000
Clothing, Uniforms & Laundry	200
Office Expenses	1,600
External Services	5,700
Communication Costs	1,000
Miscellaneous Expenses	600
GROSS EXPENDITURE	644,800
INCOME	
Fees and Charges	(2,500)
Other Fees and Charges	(1,100)
GROSS INCOME	(3,600)
NET EXPENDITURE	641,200

- 4.2 Staffing Allocation
- 4.2.1 The staffing for food safety work, is as follows:
- 0.5 x Environmental Health Commercial Service Manager
 - 3 x Principal Environmental Health Officer (PEHO)
 - 3 x Senior Environmental Health Officer (SEHO)
 - 4 x Environmental Health Officer (EHO)
 - 2 x Food Safety Officer (FSO)
- (Total Technical Staff for work identified in plan = **12.5 FTE**)
- 4.2.3 Additional resources located outside of the Environmental Health Commercial Team are as follows:
- TSO/CSO –Animal Feeding-stuffs – resources allocated as required
- Environmental Health Commercial & Trading Standards Teams share administration Resources:
- Food Safety allocation is approximately:
- 1 x Administration Team Leader (0.3 FTE)
 - 1 x Senior Administration Officer (0.3 FTE)
 - 4 x Administration Officers (1.2 FTE)
- (Total Admin staff = **1.8 FTE**)
- 4.2.4 Authorisation and competencies
- EH Com Service Manager/PEHOs/EHOs:
- Fully qualified to Diploma/Degree level
 - Authorised to inspect all categories (with the exception of any officers who have not been qualified for 6 months or have insufficient experience)
 - Take all levels of enforcement action (with the exception of any officers who have not been qualified for 2 yrs)

4.3 Staff Development Plan

4.3.1 The council uses its Performance Development and Review Scheme to:

- Set individual aims and objectives for staff.
- Monitor and appraise performance.
- Assess the development needs of all staff.

At the start of the performance year all staff will have their own Personal Plan, which will comprise of their main objectives with targets and their own development plan.

4.3.2 Individual and Team training plans reflect the following

- Common training issues for the service
- Training issues linked to Corporate and Directorate priorities
- Training linked to new legislation, professional developments
- Training relating to organisational matters (IT, systems and procedures)

4.3.3 Training for the financial year 2008/9 is prioritised as follows:-

Food Issues

Imported Food
Approved Products
Ethnic foods
Update Seminars

General Issues

Team Building
Legal Procedures
Equalities

4.4 Allocation of Resources

4.4.1 **Table 6 in Annexe A** sets out the total resources available (i.e. **12.5 FTE** officers) and how the resources identified to complete the plan in 2007/8. were allocated. The table also sets out the resources required to fulfil the plan for 2008/9 (**12.68 FTE**).

- 4.4.2 It will be possible to deliver on this plan, providing that the current vacant posts continue to be filled by agency staff .
- 4.4.3 Section 6.0 of this Plan sets out the achievements of the team in 2007/8
- 4.4.4 The areas of work which were not completed were:
- Home Authority activity – no formal agreements were established.
 - Programmed inspections were 99.6% of those planned for hygiene and 57.3% for standards. (excluding unrated)
- 5.0 Quality Assessment**
- 5.1 The measures to be taken by the Environmental Health Commercial management to assess quality and promote consistency include: -
- Desktop reviews of proactive and reactive case paperwork and files will be undertaken by a PEHO.
 - New or Agency staff will be inducted into the departments procedures and shadowed on inspections to ensure competency and consistency.
 - All staff will have a 6 weekly 1 to 1 with their immediate supervisor to discuss casework.
 - Accompanied inspections will be carried out with each member of staff.
 - Documented procedures
 - Bi -monthly documented team meeting
 - Occasional training sessions and other exercises which are organised to aid consistency, staff appraisals and 6 month reviews.
 - Monthly monitoring reports will be produced using the FLARE software system.
- 6.0 Review**
- 6.1 Review against the Service Plan
- 6.1.1 The Environmental Health Commercial Service Manager will present reports to the Service Management Team on performance of the food safety inspections against performance targets detailed in the Service Plan.
- 6.1.2 At the end of the financial year, a performance review is carried out by the Environmental Health Commercial Service Manager with input from team members, which will include information on the past year's performance and progress on any specified

performance targets, service improvements and targeted outcomes. It will also identify service priorities for the coming year. The review of 2007/8 is set out in 6.4 below.

6.2 Identification of any variance from the Service Plan.

6.2.1 Any variance in meeting the Food Law Enforcement Service Plan is identified in the review in 6.4 together with any reasons for the variance. Where necessary any variance will be addressed in this years plan.

6.3 Areas of Improvement

6.3.1 Where a service improvement or a service development is identified as part of the review process or through quality assessments, it will be incorporated into this years plan. Key areas for improvement identified from the review are detailed in paragraph 6.18.

6.4 Inspection Programmes

6.4.1 The monitoring for the FSA was only for the first three quarters of the year due to changes to the monitoring procedures. This section covers a report back for the full year. 99.6% of all food hygiene premises that were due for inspection had a food hygiene intervention (this figure excludes the unrated as these are not included in this statistic to the FSA). 6 inspections were missed. However, this was made up from 1 B, 2 C, 3 D (34 unrated premises were also not visited). All overdue premises have been carried forward to the 2008/9 programme. This is an improvement on last year.

6.4.2 We carried out 643 revisits, this is an increase from the previous year.

6.4.3 57% of the food standards programme was carried out.

6.5 Enforcement

6.5.1 5 businesses or individuals were prosecuted as a result of either programmed inspections or complaint inspections. This resulted in total fines of £22,350 and costs awarded of £5,207. 14 Simple Cautions were issued on the traders at Billingsgate Market in a initiative to drive up compliance on Fish Labelling requirements.

6.5.2 180 formal improvement notices were issued and 2250 warning letters or hand written warnings were given to businesses throughout the year.

6.5.3 9 premises were closed by Emergency Prohibition Notices and 4 voluntary closed, mainly for uncontrolled pest infestation.

- Additional Priorities
- 6.6 Regular early morning inspections were carried out at Billingsgate Market. Programmed inspections were carried out as well as general supervision of the market. The Corporation of London were also issued with their approval to run the Market. We continue to work with the 40 plus traders so that they can achieve their approval status.
- 6.7 Food Complaints/Requests for Service
- 6.7.1 A total of 983 service requests were received. The level of service in response to Service Requests was in line with service priorities.
- 6.7.2 The service requests consisted of some of the following, 76 complaints alleged food poisoning due to eating out in Tower Hamlets. 17 complaints were about dirty premises, 78 about unhygienic practices, 88 about pest infestations and 92 complaints were received about food standards issues, such as food labelling (Use by dates).
- 6.8 Home Authority Principle
- 6.8.1 No formal Home Authority Partnerships were established during the year. Minimal work was done on developing Home Authority relationships with businesses, due to the demands of other areas of work. However a number of the contacts from outside bodies were Home Authority enquiries from other authorities. Each of these was dealt with as appropriate and in line with the Home Authority Principle.
- 6.9 Advice to Business
- 6.9.1 Business packs for new businesses continued to be issued, along with a booklet giving advice on carrying out a hazard analysis.
- 6.9.2 The business newsletter "Food and Drink" was published 3 times during the year and sent to all businesses.
- 6.10 Food Inspection & Sampling
- 6.10.1 256 Food samples were taken in total of which there were 50 failures. These were subsequently followed up.
- 6.10.2 A full Sampling Plan has been produced for 2008/9 and it is proposed to ensure that every effort is made to fulfil it, as food sampling is seen as an important part of the work for food safety.

- 6.11 Outbreak Control & Infectious Disease Control
- 6.11.1 Some 76 service requests alleged food poisoning originating from food consumed in the borough but no firm links were established.
- 6.12 Food Alerts
- 6.12.1 146 Food Alerts were received from the FSA, most of these did not require any action, however a number did result in the issue of Press Releases to notify the public and some required a large number of businesses to be notified in writing.
- 6.12.2 Food Alerts attract a high priority and immediate response. Significant resources were spent on responding to these Alerts, which could otherwise have been spent on other significant activities.
- 6.13 Liaison with Other Organisations
- 6.13.1 The food safety unit fulfilled all of its liaison activities in the 2007/8 plan.
- 6.14 Food Safety Promotion
- 6.14.1 A local campaign took place before Christmas on how to prepare & cook turkey safely featuring a press article, published in East End Life.
- 6.14.2 We conducted promotional activities on hand washing during Food Safety Week.
- 6.15 Staffing
- 6.15.1 The team was not fully staffed during the year except for the following:
- Agency staff were used to cover some of the vacancies, however some day to day work fell to other members of the team.
 - 1 new staff was recruited.
 - We have a number of enthusiastic newly qualified staff.
 - A EHO post was deleted to fund the Food Safety Officers who qualified during the year
- 6.16 Training

6.16.1 The food safety officers undertook a wide range of training activities during the year, these included:

- Food Approvals
- FSA interventions programme
- Ethnic Foods
- Imported Foods
- HPA Food Update Training Day
- Flare User Group Annual Seminar
- Food Standards Regional Sampling Meeting
- London Food Study Group
- Food Law Changes

6.16.2 Quality Assessment

6.16.3 In house procedures have been reviewed in light of the new National Indicator and re-written.

6.16.4 Documented team meetings took place.

6.16.5 Monthly monitoring reports are now produced on a regular basis

6.17 Key areas for Improvement/Development

6.17.1 Further work must be carried out to achieve compliance with the approval of businesses located at Billingsgate Market.

6.17.2 We are working with the private markets to control the hazards produced by stall holders.

6.17.3 Procedures are systematically reviewed and completed and kept up to date.

6.17.4 Quality monitoring is continuing.

6.17.5 Development of alternative enforcement strategies for low risk premises.

6.17.6 To implement the Regulators Compliance Code into our Enforcement Policy.

6.17.7 To review the FSA guidance to Local Authorities on the Scores on the Doors scheme when it is released at the end of this year.

- 6.17.8 To review our data capture systems to reflect the national performance indicators and data required by the FSA
- 6.17.9 Review the new Code of Practice when released by the FSA
- 6.17.10 To consider the impact of the Better Regulation Executive

7.0 Annexes

- Annexe A: Assessment of resources
- Annexe B: Trading Standards & Environmental Health (Commercial) Structure
- Annexe C: Current Council Administrative Structure
- Annexe D: Current Council Corporate Structure
- Annexe E: Food Safety Team Plan 2007/2008
- Annexe F: Food Sampling Policy 2007/2008

Annex A

Assessment of Resources

Resources for 2008/2009

Table 6
Estimation of Full Time Equivalent (FTE)

1 year	365 days
Annual Leave	31 days
Training / team meetings	24 days
Bank Holidays/Statutory leave	12 days
Sick leave/dependency/Special leave etc	5 days
Weekends	104 days
Downtime – reading, research etc.	18 days
Officer Administration	10 days
Number of working days	161 days
1 FTE	161 days (1127 hours)

Programmed Inspections

High risk premises (Cat A,B and not broadly compliant premises) = 688 inspections due, at 3 ½ hours per inspection (this is in line with the average London authority – LFGG bench marking exercise carried out in September 1999), therefore 2408 hours to inspect 100%.

Broadly compliant premises = 679 inspections due at 1.5 hours per inspection, therefore 1018 hours to inspect 100%.

Unrated premises to receive a full inspection 161 at 3.5 hours = 563.5

Total for inspections/surveillance therefore = 3989 hours (570 days)

Low risk (E hygiene and C standards) premises are likely to be subject to alternative enforcement strategies:

Allow 10 hrs for management of scheme. Allow 0.16 hrs per premises (549) for implementation of scheme = 98 hours

Allow 5% will require inspection, i.e. 30 premises at 1.5 hrs each = 45 hrs

Total for Alternative Enforcement Strategies = 143 hrs (20.5 days)

Food Standards Inspections A rated: 21 premises due for food standards only @ 2 ½ hrs each = 52.5 hrs (7.5 days)

Approved premises 53 approvals due @ 5 hours each = 265 hours (38 days)

Resource required to achieve 100% inspection rate = **4 FTE**.

Re inspections following programmed inspections

All Category A premises will require a revisit as will premises that fall out of the broadly compliant range.

A = 19 @ 3.5hrs = 38 hrs (5.5 days)
Premises falling out of broadly compliant category 270@ 3.5 hours = 945 hours (135 days)

Resource required for re inspections = 140 days = **0.86 FTE**

Food standards inspections revisits 50 @ 2hrs = 100 hrs (14.28 days)

Resources required for food standard revisits = **0.1FTE**

Service requests

It is expected that some 900 food safety related service requests will be received during the year. It is estimated that each will take an average of 1.5 hrs, therefore 1350 hrs will be required to deal with these.

Total for Service Requests 1350 hours (193 days)

In addition:
98 Planning Applications @ 1 hr each = 98 hrs

Total time for Planning Applications = 98 hrs (14 days)

77 Premises Licence Applications @ 1 hr each = 77 hrs

Total time for Premises Licence Applications = 77 hrs (11 days)

146 food alerts @ 1 hr each = 146 hrs

10% approx will require extensive investigations etc. @ approx. 15 hrs each = 210 hrs

Total time for Food Alerts = 356 hrs (51 days)

Approximately 150 new premises to open during year @ ave of 3 ½ hrs each = 525 hrs

Total time for New Premises = 525 hrs (75 days)

Total for Service Requests = 344 days = **2.2 FTE**

Home Authority Premises

There are approximately 290 premises considered to be either Home or Originating Authority. Most of these will simply be dealt with during routine inspections. However it is estimated that approximately 15 premises will require greater attention.

15 premises @ 7 hrs each = 105 hrs

185 premises @ 1 hr each = 185 hrs

Total time for Home Authority = 290 hrs (41.4 days) = **0.25 FTE**

Advice to Businesses

As well as ongoing advice throughout the year on an ad-hoc basis, a Business Newsletter Produced. Business seminars will be run for the non broadly compliant premises

Newsletter – 3 @ 25 hrs = 75 hrs

Ad-hoc support & advice = 250 hrs

Business seminars = 35 hrs

Total for Business Advice & Support = 360 hrs (51.4 days) = **0.32 FTE**

Food Sampling

Sampling will be based on the Sampling Plan - which consists of a number of projects co-ordinated, by either: EU, LACORS/HPA or the NE Sector Liaison Group, plus a number of local projects and home authority sampling.

200 samples @ average of 3.5 hrs per sample = 600 hours

Follow up to adverse results 20% = 40 @ 4 hours per sample = 160 hours

Total for Sampling = 760 hrs (108.5 days) = **0.7 FTE**

Outbreak Control

The resource required to deal with an outbreak will depend on the size and complexity of the incident. Estimated **0.8 FTE**.

Liaison

Attendance at Sector Group meetings, study groups etc and follow-up work = 25 days

Planned liaison meetings with trading standards, legal services etc = 10 days

Total resource required is = **0.2 FTE**

Food Safety Promotion

A number of initiatives are planned, as follows:

- Food Safety Week @ 140 hrs (20 days)
- Miscellaneous press releases and events @ 35 hrs (5 days)

Total time for Health Promotion = 175 hrs (25 days) = **0.6 FTE**

Other Activities

Inspections will be carried out at major festivals and outside events such as the Brick Lane Festival and events in Victoria Park.

Total for festivals 100hrs (14.3 days)

Billingsgate Market:

Allow 4 hrs per week for Proactive visits, including dealing with service requests.

Allow 125 hours for progression of individual businesses to Approval

Total for Billingsgate Market = 333 hrs (47.57 days)

Imported Food Projects/Surveillance allow 140 hrs

Total for Imported Food Control = 140 hrs (20 days)

Approved Premises:

Allow 70 hrs for processing additional premises identified during year

Total for approved = 70 hrs (10 days)

Food Standards Projects:

Allow 140 hrs for Food Standards Projects

Total for Food Standards Projects = 140 hrs (20 days)

Approximately 5 closures @ up to 50 hrs each (inc of legal action) = 250 hrs

Total time for Closures = 250hrs (35.7 days)

Total for other activities = 147.57 days= **0.9 FTE**

Technical Support

The Food Safety Officers are responsible for supporting officers in their activities and for maintaining back-up systems and equipment and other resources. Along with their own inspection targets **0.5FTE**

Admin Support

The existing admin support of 5 staff is shared between 3 teams and the FTE for food safety is 1.8, A substantial part of the Admin teams work is for food safety. Various administrative functions such as inputting data onto the FLARE system, preparing correspondence etc. will be carried out by technical staff at the expense of fieldwork due to the increased demands on the Admin team.

Management

The Environmental Health Commercial Service Manager is responsible full time for management functions and approximately 0.25 FTE of the 3 PEHO's is accounted for in management functions. Total for management is therefore **1.25FTE**

A summary of resources required to meet the requirements of the service plan for 2008/9, allowing Tower Hamlets to obtain a position in the top quartile of high performing councils in relation to the number of high risk inspections carried out that are due to be carried out is shown in Table 7:

Table 7

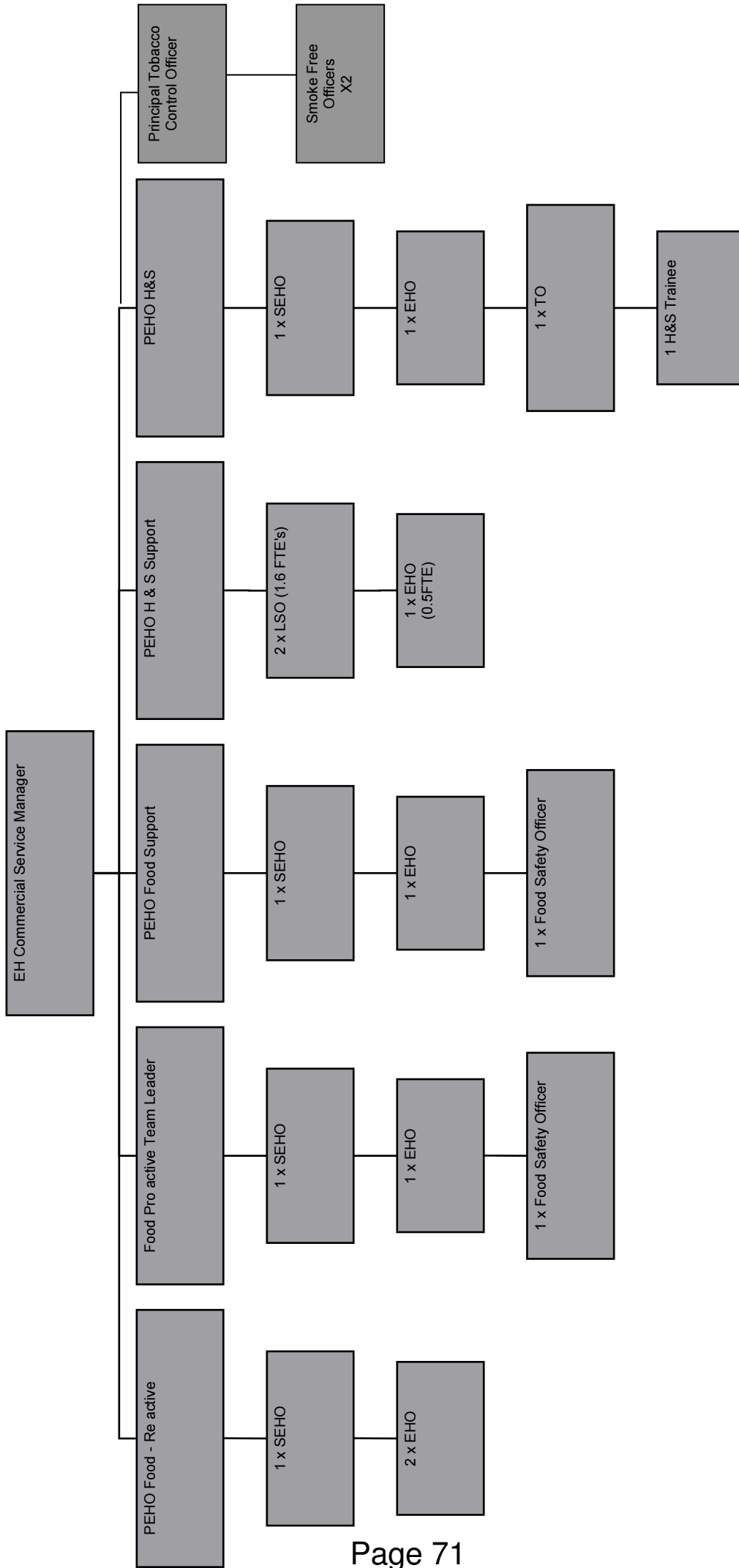
Activity	Time identified to complete work in Service Plan (2008/2009)	Time identified to complete work in Service Plan (2007/2008)
Programmed Inspections	4	4.9
Re-inspection	0.86	0.6
Re visits	0.1	nil
Service Requests	2.2	2
Home Authority	0.25	0.3
Advice to businesses	0.32	0.3
Food sampling	0.7	0.7
Liaison	0.2	0.2
Food Safety Promotion	0.6	0.6
Food Poisoning outbreaks	0.8	0.8
Other Activities	0.9	0.9
Management	1.25	1.25
Technical Officer Support	0.5	1.0

Total	12.68 (Actual available 12.5)	13.55 (Actual available 13.5)
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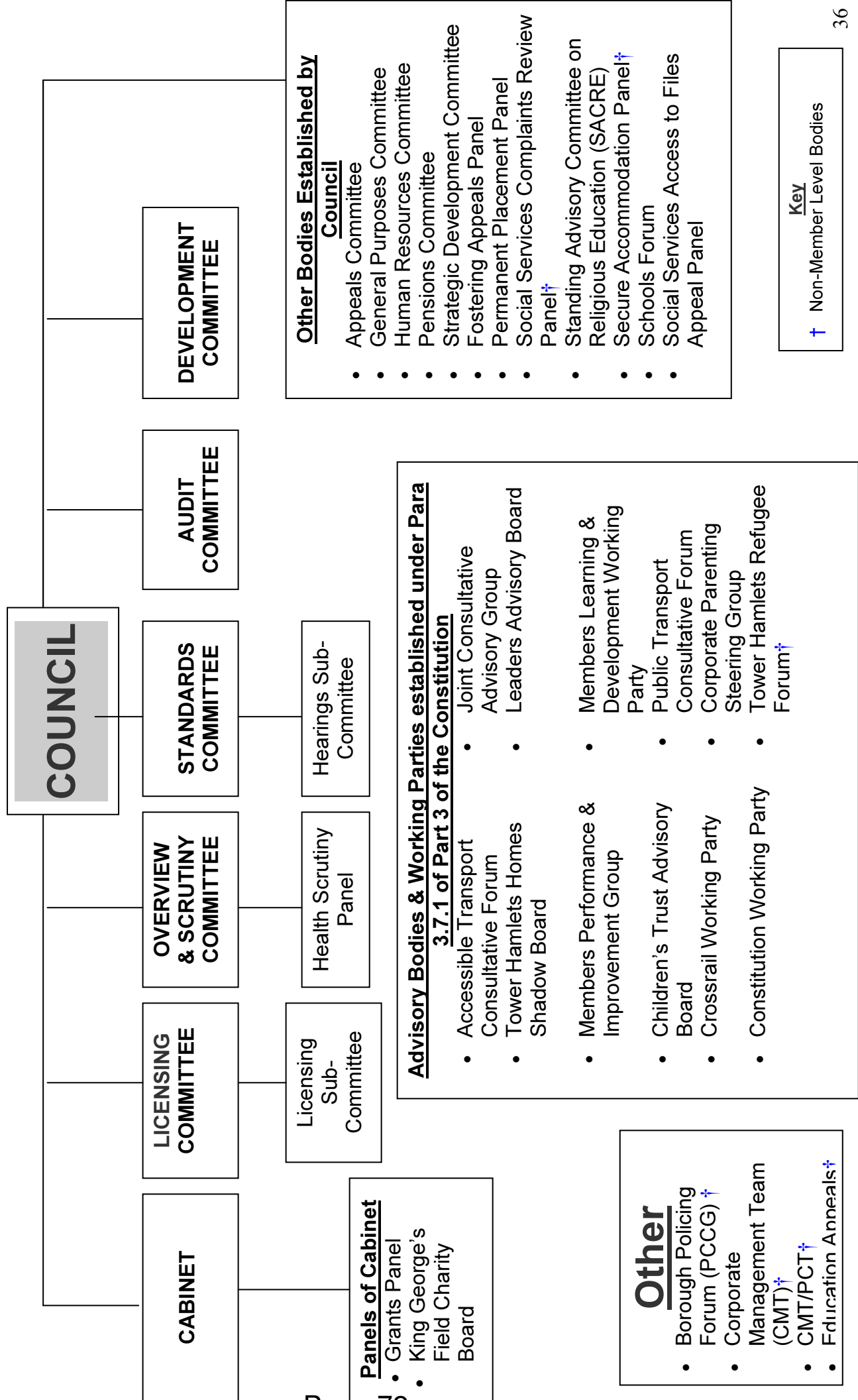
The shortfall identified is 0.18FTE should not prevent us from fulfilling the plan providing we can retain our current agency staff while we recruit. A member of staff will be on maternity leave throughout this year, hence we may have to reduce our proactive programme in order to concentrate on the national performance indicators and the performance that is expected by the FSA.

We also deleted a post from the structure to enable the conversion of the trainee technical officers to Food Safety Officers as they had passed their final examinations in order inspect premises for food hygiene. As agreed in our restructuring programme in 2005/06.

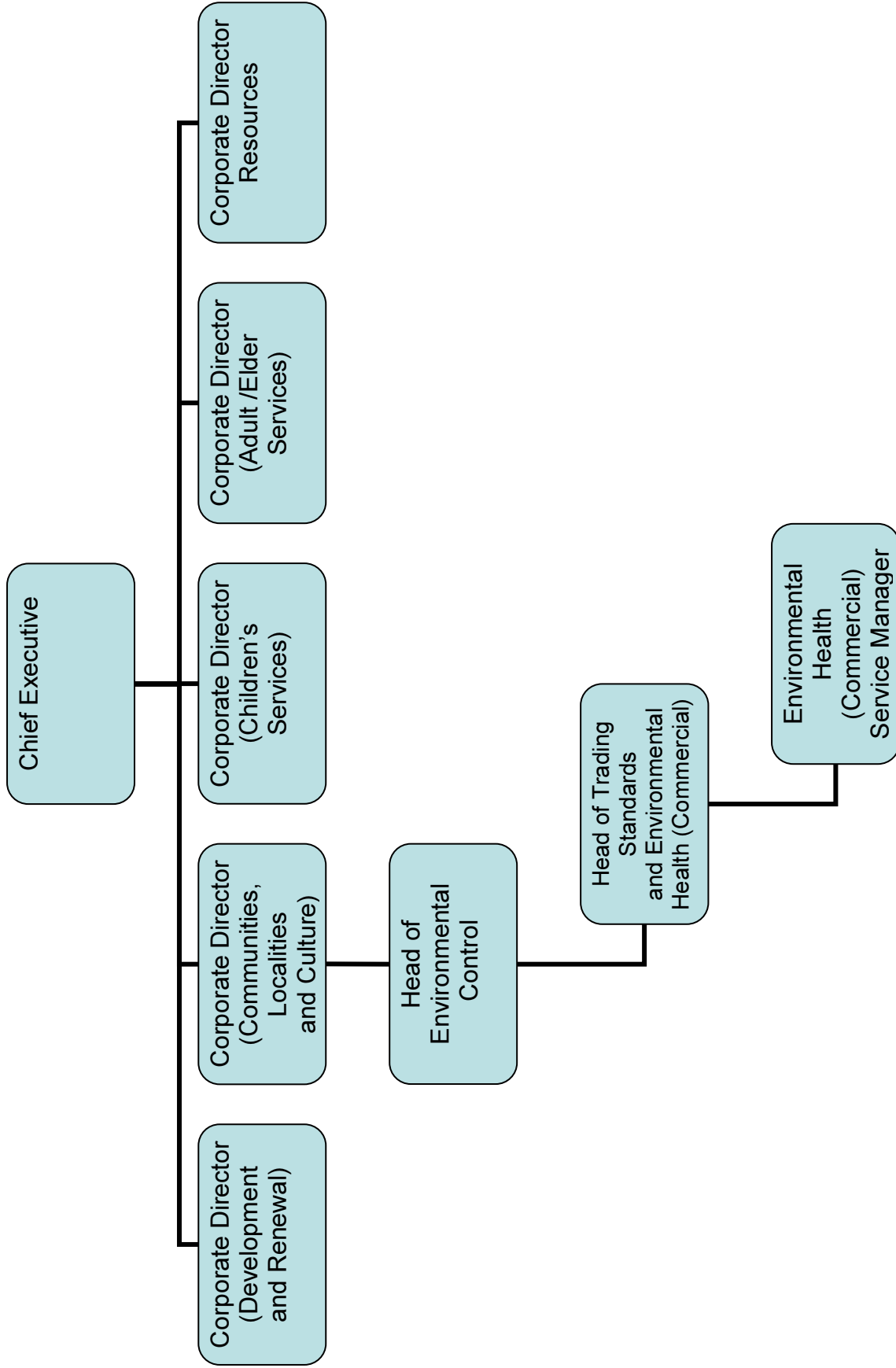
Annex B: Environmental Health Commercial Structure



Annex C: TOWER HAMLETS DECISION MAKING STRUCTURE



Annex D - LB Tower Hamlets – Top Level Structure



Annex E

Environmental Health Commercial Team Plan 2008/2009

Including:

**Food Safety
Health and Safety
Infectious Disease
Environmental Health Licensing**

Regulators' Compliance Code: Statutory Code of Practice for Regulators

This Team Plan has been compiled by using the current information available on the level of risk presented by business in the Borough at the commencement of the calendar year 2008. The aim of the Team Plan is to provide a risk based proportionate and targeted approach to regulatory inspection and enforcement in relation to the Environmental Health Commercial function.

The risk based focus of the Plan is derived from the relevant risk rating for the premises and the information provided by the FIT 3 programmes from the Health and Safety Executive.

Risk assessment has informed the setting up of the Plan in its broadest sense and specific risk assessments are undertaken, where possible at the premises to inform future interventions.

Business consultation will take place as part of the Corporate Programme and feedback will be sought formally from businesses and informally from Inspectors.

This Plan will allow us to use our resources more effectively whilst assessing high risk activities but delivering benefits to low risk and compliant businesses.

We have developed business training and seminars as part of our programme of work activity and have an enforcement policy that responds proportionately to regulatory breaches.

The interventions proposed in this Plan will be reviewed regularly to ensure unnecessary are not placed on businesses.

Information and advice will be provided to businesses in the form of letters, proformas during the visit and central agency produced guidance. Such written advice will stipulate legal requirements and recommendations and good practice where noted.

We will attempt at joint inspections where risk assessment schemes indicate that this will be necessary and assist in reducing burdens to the regulated entity.

We will make clear the reasons for any formal action, these reasons will be informed in writing and details of appeal procedures will also be given.

<p>Functional Areas (Scope of the Service)</p> <ul style="list-style-type: none"> • Accountability to Food Standards Agency (FSA): To meet specified levels and standards of service as laid down by the FSA and submit and publish information on performance as required. • Accountability to Health and Safety Commission (HSC): To meet specified levels and standards of service as laid down by the HSC and submit information on performance as required. • Food Hygiene Enforcement: Pro-active and reactive inspections and revisits of food businesses to protect public health & to assess & seek compliance with food safety legislation & to provide advice on good hygiene practice. • Health and Safety Enforcement: To embrace and localise the HELA Strategic Plan and identify local priorities. Undertake agreed project/priority inspections as agreed with the Local Partnership Manager. • Food Standards Enforcement: Pro-active and reactive inspections and revisits of food businesses to assess & seek compliance with food standards legislation in relation to food safety & to provide advice on good practice. • Programmed Inspection: Pro-active inspections of businesses for Food Hygiene/Standards and Health and Safety are carried out in accordance with a risk-based Inspection Programme based upon national criteria and guidance. • Imported Food Control: Pro-active and reactive visits to premises to check for compliance with Imported Food Controls. Identification of illegally imported products, sampling, seizure and detention. • Training: Provision of training & help & advice to businesses on safety issues, and compliance with safety law. Promote low cost training to Small to Medium Enterprise's, young workers and vulnerable groups. • Food Sampling: The sampling, analysis and examination of foodstuffs to assess compliance with chemical, compositional, labelling or microbiological criteria in accordance with legislative standards or food safety requirements. Samples are taken as part of local, regional, national, or EU programmes and the service has a programme of sampling from local manufacturing businesses. • Environmental Sampling: To undertake a program of relevant safety, health and environmental sampling, where the determined risk warrants such action i.e. legionella. • Consumer Advice, Education and Health Promotion: The provision of safety advice to consumers or individuals or groups, including those proposing to provide foodstuffs at events etc. Displays and information are provided on safety issues. Talks are given to interested groups. Promotion of safety related initiatives and reward schemes. • Business Advice: Upon request, persons setting up new businesses and proprietors of existing businesses are provided with advice, guidance & information on meeting safety legislation. Support SME's to receive training and advice on health, safety and welfare issues via targeted projects to assist their development and regeneration. Develop links and utilise opportunities with the Local Area Partnerships through the Primary Care Trust and Community Pan Action Groups. • Home Authority Advice: Acting as Home Authority or Originating Authority for many food manufacturers, processors and distributors in the borough, advising on food hygiene and food standards issues. The service also provides information to and liaises with other enforcement authorities and the local businesses.
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<ul style="list-style-type: none"> • Smoke Free Public Places: To devise compliance strategies for the legislation. Work with the PCT and develop strategies for smoking cessation.
<ul style="list-style-type: none"> • Approval Functions: Inspecting businesses subject to approval (e.g. fish, meat products, dairy products), and providing detailed schedules of works and upon satisfactory completion issuing a unique establishment "Approval" Number (or Health Mark).
<ul style="list-style-type: none"> • Health Certificates and Condemnation Certificates: At the request of local businesses, foodstuffs are inspected and certificates issued for foods proposed to be exported outside the EU, or for condemnation and disposal of unfit, unsound or unwholesome food.
<ul style="list-style-type: none"> • Food Alerts/Food Safety Incidents: In response to notifications from the Food Standards Agency, investigations are carried out into food alerts where foodstuffs are considered to be a danger to health have or may be distributed in the borough. Investigations (sometimes major) are also carried out into other incidents relating to food safety.
<ul style="list-style-type: none"> • Service Requests: Investigations are carried out into complaints by consumers, members of the public, businesses, other authorities and agencies regarding food safety and health and safety in premises within the borough.
<ul style="list-style-type: none"> • Billingsgate Fish Market: Supervision of food hygiene and food standards within the market. Sampling and inspection of fish for fitness. Enforcement of food hygiene and food standards. Liaison with Market Authority and enforcement of issues under the control of the Market Authority.
<ul style="list-style-type: none"> • Maintenance of Information on Businesses: An accurate record of all known businesses located in the borough is kept and a register of food businesses maintained. New businesses are identified and added to the database and businesses that cease trading are removed.
<ul style="list-style-type: none"> • Social Services and Education Service Advice: Inspections are carried out of local authority controlled food premises (e.g. schools, day care centres, and residential homes) and advice and information provided to both client and contractor as appropriate.
<ul style="list-style-type: none"> • Liaison Arrangements: The service maintains links and liaises with other authorities as part of the London Food Co-ordinating Group (Northeast Sector Liaison Group). The service also liaises and consults with LACORS, Food Standards Agency HSC/E and the All London Boroughs Health and Safety Liaison Group.
<ul style="list-style-type: none"> • Major Investigations: The service may have to carry out major investigations into illegal food activities and fatal/major accidents that may occur throughout the year.
<ul style="list-style-type: none"> • Customer Care: To ensure staff accountability, fairness, openness, helpfulness and consistency in relation to the Team's enforcement processes, through regular case reviews.
<ul style="list-style-type: none"> • Intermediary: Promote the role of the Team, as an intermediary between Small to Medium Enterprise's, the Primary Care Trust and Corporate Business. Development to revolve around the health agenda.
<ul style="list-style-type: none"> • Community Safety: Develop project areas and advise employers, employees and the public on aspects of safety in the workplace and risks arising out of work activities. Seek compliance with legislation and good practice.

<ul style="list-style-type: none"> • Licensing Process, inspect and regulate Massage and Special Treatment Licensed premises and Animal Welfare Licence-holders to maintain the Council's agreed standards.
<ul style="list-style-type: none"> • Food Poisoning Outbreak Investigation: Investigations at premises, which may be linked to outbreaks or cases of food poisoning.
<ul style="list-style-type: none"> • Infectious Disease Control: Receive notifications of Infectious Disease (bacterial and viral) monitor cases, contacts and outbreaks to control the spread of disease.
<ul style="list-style-type: none"> • Liaison with Infectious Disease Control Organisations: Liaise with the Health Protection Agency representative (CCDC) regarding the notification of infectious disease. Invoke the local outbreak plans as necessary. Act as the proper officer under the Public Health (Control of Disease) Act 1984.
<ul style="list-style-type: none"> • Education and Advice: Educate and advise organisations and individuals on infectious diseases, to raise awareness of control and to assist in the prevention of spread of ill health in the Borough.
<ul style="list-style-type: none"> • Temporary Event Notifications: Be a focus of technical expertise; assist with the determination of Occasional Public Entertainment Licences, improving the provision for arts and sport within the Borough.
<ul style="list-style-type: none"> • Act as a responsible authority: To be a consultee on new and varied applications for licences under the Licensing Act 2003.
<ul style="list-style-type: none"> • Consultations: Advice and or observations are given in response to various consultations about premises (e.g. planning applications, night cafe licences, premises licences, justice's licences, market service referrals and building control applications).

Functional Aims and Objectives	Action & Target	Responsibility
<p>Food Hygiene</p> <ul style="list-style-type: none"> To carry out a programme of risk based food hygiene inspections and to take appropriate follow-up/enforcement action in accordance with departmental policies and procedures, Code of Practice, Food Standards Agency and LACORS guidance. 	<ul style="list-style-type: none"> Annual inspection programme to be produced during 1st week April 2008. Programme of inspections to be produced quarterly. Up to 579 inspections (Categories A-B and unrated) to be carried. Includes 6 inspections carried over from 2007/8 and 161 un-rated premises at beginning of year. C –D rated premises that are broadly compliant have an official control which is not a full inspection. This equates to 679 premises C-D rated premises that are not broadly compliant will have a full inspection. This equates to 270 premises Alternative Enforcement Strategies will be carried out for 109 E rated premises. Officers to complete 15 programmed inspections pro-rata per month, subject to other allocated responsibilities. Inspection capacity from current staff 1092 Promote SFBB during inspections Premises to be risk rated when investigating a Service Request 	<p>DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS</p>
<ul style="list-style-type: none"> To carry out revisits to premises identified as requiring remedial action upon inspection and to take appropriate follow-up/enforcement action in accordance with departmental policies and procedures, Codes of Practice, Food Standards Agency and LACORS guidance. 	<ul style="list-style-type: none"> 100% of all Category A premises. All Category B premises with a high score for significant risk or where score is 20+ for Confidence in Management or the premises is not broadly compliant. All other premises revisited according to inspecting officer's judgement. Re inspected premises will be risk rated again as per the guidance in the FSA code of practice. 	<p>DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS</p>
<p>Food Standards</p>		
<ul style="list-style-type: none"> To carry out a programme of risk based food standards inspections and to take appropriate follow-up/enforcement action in accordance with 	<ul style="list-style-type: none"> Annual inspection programme to be produced during 1st week April 2008. Programme of inspections to be produced quarterly. 	<p>DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS</p>

<p>departmental policies and procedures, Codes of Practice, Food Standards Agency and LACORS guidance.</p>	<ul style="list-style-type: none"> • Up to 687 inspections (Categories A – B and Un-rated) to be carried out by team. Includes approximately 395 inspections carried over from 2007/8 and 260 un-rated premises at beginning of year. • Officers to complete programmed inspections as allocated each period. Where food hygiene and food standards are both due during the financial year, inspections will be carried out at the same time. • Apart from A category, it is unlikely that Food Standards inspections will be carried out on their own. Food Hygiene will be the lead risk indicator. 	<p>DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS</p>
<ul style="list-style-type: none"> • To carry out revisits to premises identified as requiring remedial action upon inspection and to take appropriate follow-up/enforcement action in accordance with departmental policies and procedures, Codes of Practice, Food Standards Agency and LACORS guidance. 	<ul style="list-style-type: none"> • All Category A premises where score is 30 for Confidence in Management. • All other premises revisited according to inspecting officer's judgement. • Revisited premises will not be risk rated again as per the guidance in the FSA code of practice. 	
<p>Alternative Enforcement Strategies</p>		
<ul style="list-style-type: none"> • To carry out suitable alternative enforcement strategies for low risk premises for both food hygiene and food standards. 	<ul style="list-style-type: none"> • Alternative enforcement strategies to be applied on a project basis to all premises rated Category E for hygiene and Category C for standards due for 2008/9. • Approximately 5% of AES premises to require an inspection. 6 inspections for Food Hygiene and 22 for Food Standards. • Unreturned questionnaires to be followed up by Food Safety Officer's 	<p>DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS</p>
<p>Illegal Food Investigations</p>		

<ul style="list-style-type: none"> To undertake investigations into premises and businesses engaged in production, distribution, importation and selling of illegal foods including meat and fish. 	<ul style="list-style-type: none"> To carry out routine checks for illegal food when undertaking routine inspections. Investigate cases of illegal foods and illegal importation of foods and take appropriate follow up actions. To build in a project specifically looking for illegal imported foods. Based on products of animal origin. This project will seek to link in with a North East London programme of work. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Health and Safety		
<ul style="list-style-type: none"> To carry out a programme of health and safety inspections in food premises, wherever possible at the same time as carrying out food safety inspections and to take appropriate follow-up/enforcement action in accordance with departmental policies and procedures, Codes of Practice and HSE/HELA guidance. 	<ul style="list-style-type: none"> Joint inspections to be carried out with regards to Warehouse Safety in June – August. Staff to attend awareness seminars and undertake projects on health and safety issues in relation to: <ul style="list-style-type: none"> Ladders Gas Safety Plant and Equipment in Food premises Young Workers Migrant Workers 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Imported Food Control		
<ul style="list-style-type: none"> To undertake planned inspection, sampling and investigation of imported foods and to remove illegally imported food from the food chain and to educate business. 	<ul style="list-style-type: none"> Identify during all routine inspections whether business is an importer. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Special Projects		
<ul style="list-style-type: none"> To devise and implement relevant projects on issues identified on a planned basis or as issues arise throughout the year. 	<ul style="list-style-type: none"> To carry out projects in the following areas. Projects to have defined aims and objectives with a project proposal in each case. <ul style="list-style-type: none"> SFBB to target the A rated premises with 121 coaching C rated Catering/Retail premises that are broadly compliant to be visited on a verification basis. To verify status in regard to temperature control, hand washing, pest control and cross contamination. 561 premises The private Markets will be reviewed with regards to facilities provided to traders. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS

Approval Processes		SEW Lead
<ul style="list-style-type: none"> • Billingsgate 	<ul style="list-style-type: none"> • Provide attendance at Billingsgate Market to ensure statutory functions are fulfilled and public health protected. • Advise and support Corporation of London and individual merchants in the market on works required achieving approval. • Approve or conditionally approve all businesses within the market. • Approval or enforcement within 6 months of issuing schedules. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
<ul style="list-style-type: none"> • Approval Processes – Ensure identification and approval or enforcement of any relevant Establishments. 	<ul style="list-style-type: none"> • Approval or enforcement within 6 months of issuing schedules. • Examine the necessity of approval for fish importers and wholesalers and progress if appropriate. 	DT, SEW, FB, ID, AK, EV, RW, BM,
<ul style="list-style-type: none"> • Approval Processes - Ensure inspection of all approved premises in line with the Code of Practice requirements. 	<ul style="list-style-type: none"> • Devise inspection programme for approved establishments in line with their risk rating. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
<ul style="list-style-type: none"> • Approval Processes – Continue pro-active role in the Northeast Sector Liaison Group Vertical Products Sub-Group. 	<ul style="list-style-type: none"> • Attend meetings. Complete allocated tasks within timescales set. Circulate meeting minutes to team. 	SEW
Food Sampling		
<ul style="list-style-type: none"> • Publish and follow sampling programme for 2008/2009. 	<ul style="list-style-type: none"> • Publish April 2008. Sampling ongoing. • Finalise and produce draft plan by March 2009. • Participate in Northeast Sector Liaison Group Sampling Sub-Group meetings and any co-ordinated sampling programmes. • Carry out sampling activities in accordance with plan. 	FB FB FB FB
		DT, SEW, FB, ID, AK, EV, BMI, HC, RZ,

		JOS
<ul style="list-style-type: none"> Monitor spending for sampling budget to ensure planned spending is completed. 	<ul style="list-style-type: none"> Monitor spend and results & report to EHCSM. 	FB, DT
Food Safety Training/Business Support		
<ul style="list-style-type: none"> To provide training courses and seminars for business throughout the year. 	<p>Provide information to businesses on availability of training courses, including free and low cost training from relevant providers.</p> <ul style="list-style-type: none"> Produce business newsletter 3 per year. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
<ul style="list-style-type: none"> To provide information and advice to businesses. 	<ul style="list-style-type: none"> Produce business newsletter 3 per year. 	FB
Food Item Complaint Investigations		
<ul style="list-style-type: none"> Investigate all complaints in accordance with documented procedures. 	<ul style="list-style-type: none"> Direct allocation to PEHO - incoming workload checked daily. Priority complaints collected on day of complaint. Other complaints within 5 working days Random cases reviewed by PEHO at 121's. 	SEW, FB
<ul style="list-style-type: none"> Case reviews. Customer Care. 	<ul style="list-style-type: none"> Letter to complainant after 3 months updating on progress. Letter to complainant informing outcome on completion of case. 	SEW, FB, DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Premises Complaints		
<ul style="list-style-type: none"> Investigate all complaints in accordance with documented procedures. Priority based action. 	<ul style="list-style-type: none"> Direct allocation to officer - incoming workload checked daily. Higher risk issues – contact complainant within 2 working days - action in accordance with policies and procedures. Lower risk issues – contact complainant within 5 working days – action based upon premise history and in accordance with policies and procedures. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Other Requests for Service		

<ul style="list-style-type: none"> Respond to all requests in accordance with documented procedures. 	<ul style="list-style-type: none"> Direct allocation to officer - incoming workload checked daily. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
<ul style="list-style-type: none"> Priority based action (including Freedom of Information Act requests). 	<ul style="list-style-type: none"> Requests for service, 1st response within 5 working days – action in accordance with policies, procedures and statutory requirements. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Business Advice		
<ul style="list-style-type: none"> Respond to requests for business advice. 	Respond to requests for advice on food safety and health and safety, 1 st response within 5 working days – provide advice within 2 weeks.	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Food Hazard Warnings/Food Safety Incidents		
<ul style="list-style-type: none"> Respond to all Food Alerts/Food Safety Incidents in accordance with documented procedures. 	<ul style="list-style-type: none"> Brought to attention of PEHO immediately. Immediate response to Warning/Incident depending upon nature, category and relevance. Action taken fully documented electronically. 	SEW, FB Admin
Health Certificates		
<ul style="list-style-type: none"> Respond to all Health Certificate Requests in accordance with documented procedures. 	<ul style="list-style-type: none"> Direct allocation to PEHO -incoming workload checked daily. Certificate or other response produced within 5 days. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Condemnation/Voluntary Surrender of Food		
<ul style="list-style-type: none"> Respond to all requests for Condemnation Certificates/Voluntary Surrender of food in accordance with documented procedures. 	<ul style="list-style-type: none"> Direct allocation to PEHO - incoming workload checked daily. Certificates issued/surrender accepted where appropriate, within 1 working day for perishable/deteriorating goods and within 5 working days for ambient stable goods. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Consultations		

<ul style="list-style-type: none"> Respond to consultations for Planning, Building Control & Markets Service referrals in accordance with documented procedures. Assess notifications of applications for variations of Premises Licences under the new Licensing Act and respond accordingly. 	<ul style="list-style-type: none"> Direct allocation to PEHO - incoming workload checked daily. Target response time 7 days or as specified by consultee. Visit premises and object where necessary. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Food Premises Registration		
<ul style="list-style-type: none"> Full inspection and Inspection Rating of new premises. Ensure all relevant premises are required to register. 	<ul style="list-style-type: none"> Newly registered premises to be inspected and rated within 28 days of receipt of Registration Form. Report to be run to identify these premises New premises invited to register as soon as identified. Premises requiring amended registration invited to do so as soon as identified. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Home Authority		
<ul style="list-style-type: none"> Respond to all requests from or about Home/Originating Authority businesses in accordance with documented procedures. 	<ul style="list-style-type: none"> Direct allocation to PEHO - incoming workload checked daily. 1st response within 5 working days. Hygiene, labelling or compositional etc. advice, response within 2 weeks. Enquiries by other authorities/agencies, response within 2 weeks. 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Other Operational Issues		
Smoke Free Public Places		
	<ul style="list-style-type: none"> Promote Smoke Free Public Places Implement legislation Include promotional guidance in all correspondence 	DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS
Education/Food Safety Promotion		
<ul style="list-style-type: none"> Participate in National Food Safety Week. 	<ul style="list-style-type: none"> Finalise programme by May 2008. Deliver initiative June 2008. Interactive display. Commence development of programme for 2009 in Jan/Feb 2009. 	BMI
<ul style="list-style-type: none"> Miscellaneous Food Safety Promotion Activities. 	<ul style="list-style-type: none"> Examine opportunities to participate in appropriate 	BMI

	<p>schemes, deliver talks, publish information and provide displays for suitable groups or at events or locations throughout the year.</p> <ul style="list-style-type: none"> • Deliver education in accordance with above as appropriate. • Delivery of an Allergens awareness seminar to caterers. 	
Inter-Departmental Liaison		
<ul style="list-style-type: none"> • Lead officers to liaise with other services. 	<ul style="list-style-type: none"> • Education meetings, Social Services at least 1 per year • Provide advice on appropriate policies and procedures to Education and Social Services with regard to their responsibilities under food safety legislation. 	FB, SEW, ID
Information and Library		
<ul style="list-style-type: none"> • Food Safety Leaflets/Posters/other information. 	<ul style="list-style-type: none"> • Check stock of leaflets/posters/food safety information every month and make appropriate orders. • Inform team of new materials within 2 weeks of arrival. 	RZ,JOS
<ul style="list-style-type: none"> • Library procedures. 	<ul style="list-style-type: none"> • Reference books and other materials to be properly catalogued upon arrival. 	RZ,JOS
<ul style="list-style-type: none"> • Reference Encyclopaedias. • EHCNet. 	<ul style="list-style-type: none"> • Update all Encyclopaedias within 2 weeks of arrival. • Monitor effectiveness of system for dissemination of information. • Monitor system for monitoring of relevant Websites (Food Standards Agency & LACORS) at appropriate intervals. 	RZ,JOS DT, ADMIN
Equipment Control		
<ul style="list-style-type: none"> • Inventory for equipment. • Ensure equipment control procedures are working. 	<ul style="list-style-type: none"> • Update inventory within 1 week of new arrivals. • Monitor use and control of equipment & audit system every 3 months. 	DT RZ,JOS
<ul style="list-style-type: none"> • Ensure all equipment is calibrated and maintained in working order. 	<ul style="list-style-type: none"> • Arrange maintenance and calibration so that all equipment conforms to relevant specification and Codes of Practice. 	RZ,JOS
<ul style="list-style-type: none"> • Ensure adequate stocks of consumables (bags, 	<ul style="list-style-type: none"> • Check stock every month and make appropriate orders. 	RZ,JS

seals etc).				RZ,JOS
<ul style="list-style-type: none"> Ensure adequate control procedures for Refrigerators and Freezers. 	<ul style="list-style-type: none"> Temperature monitoring of relevant refrigerator and freezer to be maintained. Refrigerators and freezers to be kept clean, regularly defrosted and otherwise maintained in working order. 			
Accountability to Food Standards Agency (FSA)				
<ul style="list-style-type: none"> FSA "Service Planning", "Service Standard" and "Monitoring" Requirements. 	<ul style="list-style-type: none"> Publish FSA Service Plan for 2008/2009 and submit to Members (Cabinet). June 2008. Produce Service Plan for 2009/2010 in accordance with Food Standards Agency requirements. Commence March/April 2009. Audit input of all statistical data to ensure production of accurate returns. Produce and submit all Food Standards Agency Monitoring Return information within timetable set by FSA. 		DT CP DT DT, AH DT, CP	
Staff Competencies/Training				
<ul style="list-style-type: none"> All Environmental Health Officers eligible for submission to the CIEH Assessment of Professional Competence (APC) to undertake the assessment. Staff competencies and training needs to be monitored. Identify appropriate training needs of staff and seek to provide appropriate training to meet Code of Practice, departmental and CPD requirements. 	<ul style="list-style-type: none"> Relevant EHO's who are Corporate Members currently without APD are encouraged to submit for assessment during the year. Implement system for regular monitoring of competency during the year by assessment of on site and off site work of field staff and in accordance with PDR scheme. Staff to attend appropriate update-training, courses, and seminars as available subject to budgetary constraints. 		SEW, FB SEW, FB DT, SEW, FB, ID, AK, EV, BMI, HC, RZ, JOS	
Maintenance of Food Premises Database				
<ul style="list-style-type: none"> Monitor and verify database information regularly. 	<ul style="list-style-type: none"> New premises identified and added to database by cross-referencing other sources of information and by observation/street surveys. Monitor and verify inputting of Premises, Inspection, Service Request, Sampling and Prosecution information onto FLARE 		Admin, AH DT, SEW, FB	

	database.	
Departmental Operations		
<ul style="list-style-type: none"> Continually review methods of working and operational activities to seek to identify further efficiencies in provision of services. 	<ul style="list-style-type: none"> Assess identified improvements to service and implement as appropriate 	DT, SEW, FB

Health and Safety Enforcement		
<ul style="list-style-type: none"> Reactively investigate selected accidents that fall within the scope of the section's policies. Proactive work to be undertaken in line with the Customer Promise. 	<ul style="list-style-type: none"> Investigations to be undertaken in line with the Sections Enforcement Policy on a risk priority approach. However the following action will be taken: <ul style="list-style-type: none"> Investigate all slips, trips and falls where a broken bone results as reported under a RIDDOR notification. Investigate all fatal accidents and major reportable accidents. All asbestos removal to be supervised, recorded and feedback given to the HSE. Ensure required works to defective lift notifications are executed within a legal framework. Investigate all Service Requests 	CAS, SEW RDW, WS, SM, FE, AMA, KMO, DFH, DT
<ul style="list-style-type: none"> Involvement with non-licensed events 	<ul style="list-style-type: none"> To ensure compliance with health and safety standards at large venues within the Borough i.e. Truman's Brewery and Tobacco Dock. Work with Enforcement Officers within the Team to achieve compliance. To identify relevant Food retailing operations and provide guidance in liaison with Food Safety Officers. 	SEW, DFH, KMO
<ul style="list-style-type: none"> Provide clear, concise and referenced technical information to the applicant and Trading Standards if making health and safety representations on an application. 	<ul style="list-style-type: none"> With regards to TENs information to be provided to applicant prior to the event. Review applications as they are presented. Attend all relevant meetings with the applicant 	SEW,DFH, KMO
<ul style="list-style-type: none"> Undertake enforcement action in line with the Departments Policy 	<ul style="list-style-type: none"> Formal action to be instigated and prosecutions/simple cautions to be considered in line with current Codes of Practice and HSC Policy Statement, in agreement with the Legal Team and 	CAS, SEW, RDW, WS, SM, FE,

<ul style="list-style-type: none"> Undertake a risk-based programme of proactive inspections. Inspections to be undertaken using SMART targets. Each project to have deliverable aims and objectives. Project shall consider the appropriateness of business seminars during the project planning stage. 	<p style="text-align: center;">EHCISM.</p> <ul style="list-style-type: none"> Risk priority inspections to be undertaken with regards to HELA advice and agreement with the HSE Partnership Manager. Total of 783 primary inspections, including a total of 100 MST, Pet Shop Licences to be undertaken by the Team as per resources on 1/4/08. Individual monthly targets CAS 0 SEW – 8, RDW - 10, FE-14, WS – 14, SM - 7, DFH – 13, KMO - 7 AMA -10 . Including MST, laundrettes, Pet Shop and event inspections. 8.2% of commercial premises will be inspected by the Unit. Undertake relevant re-inspections in line with the Inspection Protocol – where necessary 	<p>CS, SEW, WS, SM, FE, AMA, KMO, DFH,</p>
<ul style="list-style-type: none"> To be one of the leading Boroughs in the HSE Stress in the Financial Sector programme. To facilitate the HSE Stress Management Standards within the Financial Sector. 	<ul style="list-style-type: none"> To act as a lever to persuade 10 organisations to join the HSC/E Stress Project. To participate in seminars and training in the stress management standards. Anticipated 20 contacts to be made. 	<p>DFH, KMO</p>
<ul style="list-style-type: none"> To target Entertainment Venues where Control of Noise at Work Regulations 2005 may be an issue. 	<ul style="list-style-type: none"> Health and Safety inspections to be undertaken to gauge the level of compliance and specifically the Noise at Work Regulations 2005. To raise awareness and take action where employees are at risk. 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p>
<ul style="list-style-type: none"> To be involved with the Ladders Exchange campaign run by the HSE in September and October 2008 	<ul style="list-style-type: none"> Carry out relevant visits to duty holders with regards to working from ladders. Establishing compliance to the Working at Height Regulations Carry out evaluation inspections from premises inspected in the project from 2007/08 	<p>DFH, KMO</p>
<ul style="list-style-type: none"> To carry out work with the LFEPA during the run up to Christmas to give guidance to retailers on maintaining fire routes and overstocking. 	<ul style="list-style-type: none"> Unannounced visits, some with officers from the LFEPA 	<p>DFH, KMO</p>
<ul style="list-style-type: none"> To raise awareness on Workplace Transport – especially in Builders Merchants and other relevant premises. Working in partnership with the North East Sector, HSE on the London wide Projects of 	<ul style="list-style-type: none"> Devise a project to review and establish control measures for duty holders on issues relating to Builders Merchants and other relevant premises. Asbestos Campaign in last quarter – maintenance workers To concentrate on issues in relation to Moving Goods Safely. 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, Possible project on violence depending</p>

<p>moving goods safely. Target Company Castle Timber.</p>	<p>This will concentrate on Castle Timber Ltd. To be the lead on this project for North East London</p>	<p>on the HSE toolkit</p>
<ul style="list-style-type: none"> To carry out awareness raising on safety issues with the Food Officers. 	<ul style="list-style-type: none"> Awareness seminars to be undertaken on the following subjects. Gas Safety in Food premises Delivery Hatches Machine Safety 	<p>DT, CAS, SEW, RDW</p>
<ul style="list-style-type: none"> To carry out inspections in relation to Warehouse and Wholesale Safety. To raise awareness during these visits on the FIT 3 areas. 	<ul style="list-style-type: none"> To target Warehouses and Wholesale premises to consider Fork Lift Trucks, Racking use, Falls from Height. The work to be co-ordinated with Food Safety Officers. 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, Food Safety Officers</p>
<ul style="list-style-type: none"> To investigate the level of compliance within tyre fitting establishments. 	<ul style="list-style-type: none"> To inspect tyre fitting establishments and carry out compliance strategies in relation to the set protocol. 	<p>RDW, WS</p>
<ul style="list-style-type: none"> To work in partnership with the Trading Standards Service on the storage of Fireworks 	<ul style="list-style-type: none"> To undertake joint visits and a programme on independent visits in relation to the storage of fireworks. Engagement of local Fire Safety Officers. 	<p>DFH, KMO</p>
<ul style="list-style-type: none"> Legionella Control 	<ul style="list-style-type: none"> To audit and inspect high risk Cooling Towers To audit domestic water supply in Offices To audit and inspect spa's 	<p>CAS, SEW, RDW, WS, SM, FE, AMA,</p>
<ul style="list-style-type: none"> Animal welfare and Zoonotic infections. 	<ul style="list-style-type: none"> Inspect City Farms in relation to animal welfare and zoonotic infections. Liaise with RSPCA and Police where necessary. 	<p>SM</p>
<ul style="list-style-type: none"> Migrant Workers 	<ul style="list-style-type: none"> To investigate the benefits of becoming involved in the TUC Migrant Workers programme. To make referrals where possible. 	<p>DT</p>
<ul style="list-style-type: none"> Young Workers 	<ul style="list-style-type: none"> To gather relevant data on young workers and make referrals to the Education Service. 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p>
<ul style="list-style-type: none"> Smoke Free Public Places 	<ul style="list-style-type: none"> To assist in enforcement issues when the need arises 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p>
<ul style="list-style-type: none"> Undertake environmental sampling: 	<ul style="list-style-type: none"> To develop sampling protocols and to undertake sampling and 	<p>CAS, SEW, RDW,</p>

<ul style="list-style-type: none"> Spa water Wax pots Dyes used in semi permanent make, tattoos and henna 	<p>publish the results. Work with other enforcers where required.</p>	<p>WS, SM, FE, AMA,</p>
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Health and Safety Education/Advice

<ul style="list-style-type: none"> Carry out Safety Health and Awareness Days (SHADS) to dutyholders at the conclusion of the project areas. Ensure literature on relevant issues and languages are forwarded to SME's. European Health and Safety Week October 2008 	<ul style="list-style-type: none"> Develop routine business seminars An information pack to be sent to all SME after auditing. Target: All audited premises Take part and publicise the European Health and Safety in October – MSD's and risk assessment 	<p>CAS, SEW, RDW</p> <p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p>
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Customer Care

<ul style="list-style-type: none"> Ensure that all customers are dealt with fairly and in accordance to the Sections Policies. To be open when taking Enforcement Action. To seek publicity at all opportunities 	<ul style="list-style-type: none"> Use the standard phrases, time scales and protocols laid down in the Sections Policies. Response: Audit reports in 10 days, complainants contacted in 5 days, less if high risk. Notices: Prohibition, same day, Improvement 3 days Provide the duty holder with alternatives to complying with the legislation. Give all relevant information on the appeals procedures. Translations notifications where necessary. To produce press releases on topic inspections and all prosecutions. 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p> <p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p> <p>CAS, DHI, RDW, WS, SM, FE, AMA, DFH, KMO</p>
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Intermediary

<ul style="list-style-type: none"> To exploit all opportunities to promote the sections work with regards to Health and Safety 	<ul style="list-style-type: none"> To work with Corporate business and provide information in a targeted and consistent manner 	<p>CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO</p>
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<u>Licensing</u>			
<ul style="list-style-type: none"> Determine licence applications within set time-scales. 	<ul style="list-style-type: none"> Licences > 1 month expired face prosecution. Licenses shall be advised of process on application. Standard licence procedure to be followed Target: All Licences 		CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO
<ul style="list-style-type: none"> Consistency with other Local Authorities 	<ul style="list-style-type: none"> Attendance and participation at the MST Working Party, to attend quarterly 		SEW, FE, KMO
<ul style="list-style-type: none"> All Licences issued will be visited for non compliance's 	All licensed premises shall be audited once a year, unless complaints are received. This will equate to 100 visits. Target: All premises.		CAS, SEW, RDW, WS, SM, FE, AMA, DFH, KMO
Infectious Disease			
<ul style="list-style-type: none"> Review and be the point of contact for the control of infectious disease. 	<ul style="list-style-type: none"> To maintain liaison with Emergency Services, Health Protection Agency and PCT 		DT
<ul style="list-style-type: none"> Monitor cases and contacts of infectious disease 	<ul style="list-style-type: none"> Investigate notifications in relation to National and Local Guidelines. Take stool samples to the Local receiving centre. Response: high-risk cases in one day, low risk cases in 5 days. Investigation of Outbreaks Returns to be sent off on a weekly basis as required. 		AMA, DT CAS, SEW, RDW, WS, SM, FE, AMA, Food Officers
<ul style="list-style-type: none"> Production of statistics for external organisations to enable National monitoring of Infectious Disease 	<ul style="list-style-type: none"> To complete the statutory returns as required. Ensure that the database is maintained. Response: to send returns by due date 		DT
Liaison with Infectious Disease Control Organisations			
<ul style="list-style-type: none"> Liaise with the Health Authority (CCDC) on notifications of Infectious Disease and other relevant matters To work with the PCT to raise awareness of infectious disease and to implement joint control polices 	<ul style="list-style-type: none"> To meet with the CCDC to discuss notifications. Liase with the Infectious Control Nurse, Carers, as appropriate. Identify trends in relation to certain organisms and undertake full investigations, report quarterly to the HPA forum. Work with the PCT on joint initiatives. 		DT DT DT
Education and Advice			
<ul style="list-style-type: none"> To assist and organise public health projects 	<ul style="list-style-type: none"> To work with other agencies to develop the awareness of Infectious Disease Control in the Borough. 		DT
<ul style="list-style-type: none"> To take part in the enhanced typhoid 	<ul style="list-style-type: none"> To assist with the review and provide relevant hard data as 		DT, AMA

surveillance scheme.	requested.	
<ul style="list-style-type: none"> Promote infection control policies 	<ul style="list-style-type: none"> To advise corporate organisations on the need and implementation of infection control policies 	DT

Environmental Health Commercial

SWOT

<p>Strengths</p> <ul style="list-style-type: none"> New staff joining Procedures in place Good Team morale, diverse skills Integration of Food and Health and Safety Team management Training of one student Environmental Health Officers Project work – highlighting real risks and addressing them (Fit 3) Developing partnerships Structure allows career progression Structured system for receiving customer feedback Structured sampling programmes with other Local Authorities 	<p>Weaknesses</p> <ul style="list-style-type: none"> Formal adoption Enforcement Policy needed. Expanding workload as the Borough develops Reliance on contractors, loss on local intelligence Potential difficulties in dealing with major reactive issues Three vacant posts Training needs for staff Website requires constant updating
<p>Opportunities</p> <ul style="list-style-type: none"> Flexible Warranting Health and Wellbeing Agenda Review of FSA policies with regards to Local Authorities Substantial part of the Borough under regeneration Development of Flare – linking documents and MST Licensing Scores on the Doors Olympics Joint Work Development of the process to ensure consistency across the whole service New Animal welfare legislation Stronger HPA, more focussed on Local Authorities as partners HSE to focus on Local Authorities as partners Review of section 18 guidance Joint PCT Team on Smoke Free Public Places Provision of Science and Technology funding from HSE 	<p>Threats</p> <ul style="list-style-type: none"> More legal responsibility, more regeneration, ability to be flexible with resources Ability of a 'situation' to affect programmed work Market shortage of Environmental Health Practitioners

Action Points from Swot		Define Action and Target	Responsibility
Issues that needs to be addressed			
• Implementation of Smoke Free Team and Strategy (H)		• Work with external partners to secure funding	DT, CP,
• Statutory Code of Practice for Regulators		• Assess impact	DT,CP
• Formal adoption of joint Enforcement Policy (H)		• Identify the route of adoption Obtain formal adoption of policy	DT, CP
• Be aware of current reviews of the legislation that the Service enforces.(M)		• Have representation at the Liaison Groups and Working Parties. Four meetings of each per year. • Assess impact of new legislation and the effects on the Service.	DT
• Review of Officer performance ensuring service standards are met (L)		• Undertake verification audits of staff – embedded for FS roll out to HS • Regular review programmes of staff performance	PEHO
• Develop IT infrastructure (M).		• To investigate the further capabilities of Flare with regards to linking documents.	DT, SR, AH
• Threats to the work plan (M)		• Deal with unforeseen emergencies and determine effect on work plan accordingly.	DT
• Scores on the Doors (M)		• Seek political and Senior management buy in	DT, CP
• Engage Health and Safety EHO's and the interest in Food work (M)		• Potential training implications for EHO's	DT. PEHO
• Engage with Health Strategies – PCT/HPA (H)		• Involvement with PCT, LAPs, LAA and CPAG's as the opportunity arises.	DT, PEHO
• Progress joint working with HSE, FSA and NE Sector (H)		• Involvement with FSA, HSE, LA's	
• Reduce reliance on contractors (L)		• Promote the R&R package when delivered	DT, CP
• Review and update website (L)		• Units to review	DT, PEHO
• Evaluate customer feedback consultations (H)		• Respond to and act on customer feedback	DT
• Consider the implications of further role for HS Unit (M)		• Explore the possibility of agreeing to flexible warranting for a more cohesive service to the public.	DT, CP, PEHO
• Development of Joint Olympics Teams (H)		• Working with and outside TH	DT CP

<ul style="list-style-type: none"> • Develop FSA reporting mechanisms (H) 	<ul style="list-style-type: none"> • To assess impact and set up 	DT, CP
<ul style="list-style-type: none"> • Engage with the HSE and develop the FIT 3 agenda (H) 	<ul style="list-style-type: none"> • Work with other Authorities and the HSE 	DT
<ul style="list-style-type: none"> • Develop Team to blur edges (H) 	<ul style="list-style-type: none"> • PEHO and joint planning 	DT, PEHO

LONDON BOROUGH OF TOWER HAMLETS

FOOD SAMPLING POLICY 2008/09

It is a requirement of the Code of Practice, which outlines procedures for sampling made under the Food Safety Act 1990 and Food Hygiene (England) Regs 2006 that local authorities publish a sampling policy and outline programmes for each financial year.

In common with all London boroughs, Tower Hamlets is part of the London Food Co-ordinating Group (LFCG). This has been set up by ALEHM (Association of London Environmental Health Officers), previously the London Chief Environmental Health Officers' Association in association with LACORS to co-ordinate the food enforcement function of London Boroughs.

Membership of the Group includes Environmental Health Officers, Public Analysts and a representative of the Health Protection Agency. One of the key functions of the Group is the co-ordination of food sampling in London – this is achieved by dividing the 33 London Boroughs into 4 regional sectors, with each sector arranging sampling programmes in its own area only after proper liaison with the other 3 sectors. Tower Hamlets is in the NE sector.

FOOD SAMPLING OBJECTIVES AND PRIORITIES

The main objective of food sampling should be the protection of the consumer through the enforcement of food legislation and the encouragement of fair trading. In attempting to achieve this objective it is important that the Council considers the most effective use of limited resources. Therefore, the Council has identified its food sampling programmes in the following priority order:

- (i) Investigation of food poisoning outbreaks and food contamination incidents
- (ii) Complaints where sampling is necessary
- (iii) Imported food responsibilities
- (iv) Home authority responsibilities
- (v) EU co-ordinated sampling programme
- (vi) HPA/LACORS sampling programme
- (vii) Co-ordinated programmed sampling – with other London Boroughs
- (viii) Local projects in individual boroughs

TYPES OF SAMPLES

There is a need for a common approach to sampling in the Borough, and this is set out as follows:

Random informal samples

- (i) These should be avoided for both chemical and microbiological samples.
- (ii) There is, however, a place for informal samples but principally within a programmed sampling project concentrating on a particular food issue.
- (iii) There will also be occasions when informal samples will be justified when testing a new product or process on the market.

Microbiological samples

- (i) Formal samples being taken in accordance with the Regulations should be the normal procedure.
- (ii) There are no advantages in taking informal microbiological samples – the procedures laid down in the Regulations are in any case good sampling practice and the additional information gathering required is minimal. However, only samples taken with the intention of legal proceedings in the event of adverse results should be submitted to the HPA as Formal samples. In these cases the relevant HPA Formal Sample form should be used.

Chemical samples

- (i) In view of the resource and time implications of taking formal chemical samples it is accepted that a significant amount of chemical sampling will be informal – this is especially the case when project or programmed sampling is being carried out as a monitoring or fact finding exercise.
- (ii) Formal samples should, however, be taken when:
 - Problems and contraventions of legislation are suspected
 - Results are not thought repeatable, e.g. pesticide residues or aflatoxins in food
 - In response to food complaints
 - Repeat sampling following a previous unsatisfactory informal sample

Sampling in manufacturing premises

- (i) The level and type of samples taken at individual manufacturing premises will depend on a number of factors including:
- The nature of the raw materials, intermediate and finished products
 - The existence or absence of Hazard Analysis Critical Control Points (HACCP) type procedures
 - The existence of in-house quality control systems
 - The level of in-house sampling and the quality of procedures and documentation
- (ii) It is important, however, to ensure that food sampling forms an integral part of routine inspections within the risk assessment system laid down in the relevant Code of Practice and LACORS guidance. Ad hoc samples taken without regard to the above and without set objectives and protocols should be avoided.

SAMPLING PROCEDURE

It is wasteful of resources to carry out sampling without first considering and agreeing the objectives – this is especially the case for any sampling project or programme carried out in conjunction with other London Boroughs.

A sampling and analytical protocol should be prepared in conjunction with the selected laboratory in order to ensure an agreed procedure and to encourage a uniform approach. Clearly the subsequent status of the sampling will depend upon the objectives and protocol agreed.

The results and conclusions from the sampling exercise should be collated and circulated through sector groups. It is recognised that on occasions individual local authorities, sectors or the LFCG will want to consider wider publication.

LEVEL OF SAMPLING

Local authority sampling levels are closely monitored by the Food Standards Agency through returns. This data will be aggregated and returned to Brussels in accordance with the Official Control of Foodstuffs Directive.

CO-ORDINATION

In order to achieve maximum effectiveness and the best use of scarce resources, the Council should ensure that food sampling, other than for reactive duties such as complaints, food poisoning and port health and home authority duties, is carried out in conjunction with the LFCG.

Proposed sampling projects should be cleared initially through the relevant sectors. Sector co-ordinators will be in a position to ensure that other sectors are not proposing to carry out similar surveys – this will avoid duplication.

Reports of surveys should be passed through sectors and ultimately through the LFCG in order to ensure a wide distribution and a sharing of information.

In cases where projects have implications for areas outside London, the completed reports will be submitted to the relevant Food Panel of LACORS.

SUMMARY

The aim of this Policy is to ensure that the Council protects the consumer, and in so doing follows good practice and uses scarce resources in the most effective way.

The Policy is intended only as a guide. It is flexible enough to allow initiative, but points the way forward to a more locally based approach to food sampling.

Nothing in the Food Sampling Policy is intended to preclude initiative on the part of individual enforcement officers – there will be occasion, in circumstances of constant market change, when ad hoc sampling will be necessary.

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Agenda Item 7.1

COMMITTEE Cabinet	DATE 2 nd July 2008	CLASSIFICATION UNRESTRICTED	REPORT NO.	AGENDA ITEM NO.
REPORT OF Corporate Director, Adults Health and Wellbeing (Originating Officers) Barbara Disney, Commissioning Manager – Older People		TITLE Recommissioning LinkAge Plus Wards affected: All		

1. SUMMARY

- 1.1 The Link Age Plus programme, funded for two years on a pilot basis by the Department of Work and Pensions and Neighbourhood Renewal Fund, has been very successful in enabling older people in the community to access a wide range of preventive and support services. The Council and the PCT have jointly agreed to mainstream ongoing funding for the programme. The programme now needs to be recommissioned within the agreed level of funding. This report makes proposals on how this recommissioning should be taken forward.

2. RECOMMENDATIONS

- 2.1 Cabinet are recommended to agree that:
- 2.1.1 A limited tender process be conducted for the coordination of the LinkAge Plus organisation
 - 2.1.2 The Corporate Director of Adults Health and Wellbeing be authorised to agree the contract with the successful organisation.
 - 2.1.3 Authorisation be given pursuant to Procurement Procedures paragraph 2.1.1 (b) for an exception to the general provisions of paragraphs 2.5.1 (requirement for 6 tenders) and 2.5.2 (requirement for public notice) of the Procedures in respect of the procurement process for this contract.

LOCAL GOVERNMENT ACT 1972 (AS AMENDED) SECTION 100D
LIST OF 'BACKGROUND PAPERS' USED IN THE PREPERATION OF THIS REPORT

Brief description of background papers	Name and telephone number of holder	Address where open to inspection
3 rd Interim Evaluation Report	Barbara Disney 020 7364 2035	Anchorage House – 7 th floor

3. BACKGROUND

- 3.1 LinkAge Plus is a national pilot funded by the Department of Work and Pensions (DWP) with the support of the Department of Communities and Local Government (CLG). The two year DWP pilot ends on 30th June 2008. Neighbourhood Renewal Fund (NRF) has also been made available to this initiative. This funding stream will come to an end on 31st August 2008.
- 3.2 There are eight national pilots, Tower Hamlets being the only London pilot site, which are monitored by DWP on a monthly basis. The Tower Hamlets pilot initiative involves five different voluntary sector organisations each hosting an Older People's Network Centre in a different locality in the borough. The five host organisations were selected following extensive consultation with the voluntary sector in 2006. The host voluntary sector organisation co-ordinates a network involving voluntary and community sector groups in the locality, as well as public sector and statutory providers. Host organisations are active in linking with other community and voluntary sector organisations in the locality. Over 30 partner organisations across the borough are members of the networks and the outreach workers employed by the host organisations regularly refer to them as well as to activities in the network centres. The five host organisations are: Age Concern Tower Hamlets; Neighbours in Poplar; Peabody Trust / Sundial Centre; St Hildas East Community Centre; and Toynbee Hall.
- 3.3 Future funding has been agreed by members as Service Improvement Growth to the sum of £243,000 for 2008-09 and £334,000 for the subsequent two years to 31st March 2011.
- 3.4 Tower Hamlets Primary Care Trust has agreed to match fund LinkAge Plus.
- 3.5 The pilot projects have been very successful in offering single accessible gateways to services. Warwick Business School, the national evaluator for the pilots, has particularly identified Tower Hamlets as successful in connecting people and organisations better with a wider range of services being provided in more locations.
- 3.6 Under the pilot programme, each host organisation has employed a co-ordinator. Discussions with the five host organisations have led to agreement to a new, more efficient governance and management model, under which the Council and the PCT will contract with one of the five organisations, selected through a limited tendering process, to co-ordinate the programme, and to employ one co-ordinator and one deputy co-ordinator for the programme as a whole, instead of the current five co-ordinators. They will work across the borough to ensure equity and appropriateness of service delivery. The co-ordinating organisation will then enter into consortia arrangements with the other four organisations to maintain the networks. It is important to stress that the host organisations, who have between them secured the outstanding success of the programme over the pilot period, will continue to host the individual network centres and the outreach services that they have developed. A Partnership Board, comprised of representatives of the five organisations, the Council, Tower Hamlets PCT and the Tower Hamlets Partnership will provide overall governance of the programme, thus maintaining the partnership arrangements.
- 3.7 Cabinet are therefore recommended that a limited tender process be conducted,

limited to the five host organisations, to procure the co-ordination of the LinkAge Plus programme.

4. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 4.1 This report proposes that a limited tender process is conducted to appoint one organisation to coordinate the future structure of LinkAge Plus. This will create efficiency savings.
- 4.2 Currently LinkAge Plus, a national pilot project, is funded in Tower Hamlets by the Department of Works and Pensions (DWP) and the Neighbourhood Renewal Fund (NRF). To date the annual funding has totalled £965,000. These funding streams however end in the first half of this financial year (2008/09).
- 4.3 In light of this funding ending and to ensure the continuation of LinkAge Plus, the Council has approved future funding as part of the 2008/09 – 2010/11 budget setting process. The Tower Hamlets PCT has agreed to match the funding approved by the Council. The funding for LinkAge Plus for 2008/09 to 2010/11 is as follows:

	2008/09	2009/10	2010/11
	£	£	£
DWP	167,700	-	-
NRF	236,521	-	-
LBTH	243,000	324,000	324,000
THPCT	243,000	324,000	324,000
Total:	890,221	648,000	648,000

The proposal made in this report will be met from this funding

5 CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL SERVICES)

- 5.1 The proposed contract is for a Part B service and so the full EU public procurement regulations do not apply. There remains the requirement for an award notice to be published in the Official Journal of the European Union.

Dependant upon the size of the contract which is let, the procurement process outlined above may not adhere strictly to the Council's Procurement Procedures in respect of giving public notice inviting expressions of interest and of inviting at least six tenderers. Under the Procedures, Cabinet may authorise an exception from the standard provisions in this regard.

The Council has power to enter into this contract pursuant to Section 2 Local Government Act 2000 as the proposal is likely to achieve the promotion of the economic, environmental and social wellbeing of the area.

6. EQUAL OPPORTUNITIES IMPLICATIONS

- 6.1 The voluntary and community sector provides responsive services that help to meet the needs of specific groups that find it difficult to access statutory sector provision. Organisations providing specific services for socially excluded groups have been considered in the development of these arrangements.

7. ANTI-POVERTY IMPLICATIONS

- 7.1 As a funding body, the Council supports local voluntary organisations and service providers which are working to alleviate poverty among local people, building upon their capacity to develop local communities and increase their participation in decision-making in Tower Hamlets.

8. RISK MANAGEMENT

- 8.1 The governance arrangements outlined above will ensure equity amongst the organisations.
- 8.2 Robust monitoring arrangements which will include service user feedback will alert Commissioners to any potential difficulties and risk.

9. EFFICIENCY STATEMENT

- 9.1 The budget and spend has been analysed, and mainstreaming costs have been reduced by the proposal for consortia arrangements. One co-ordinator and one deputy co-ordinator working from one organisation but having the borough-wide overview, instead of five co-ordinators each placed within their own Network Centre, will offer efficiency savings whilst maintaining the equity and working together ethos that LinkAge Plus services have developed over the duration of the Pilot. The consortia arrangements and governance arrangements will ensure ongoing efficiencies and focus funding on local identified needs.

10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 10.1 The Council as a funder of voluntary sector proposals that meet SAGE priorities assists in the implementation of the strategic aims of SAGE along with its community and voluntary sector partners.

Agenda Item 8.1

Committee: Cabinet	Date: 2 nd July 2008	Classification: Unrestricted	Report No:	Agenda Item:
Report of: Paul Evans- Interim Corporate Director, Development and Renewal Originating officer(s) Simone Williams, Major Projects Development Planner		Title: London Thames Gateway Development Corporation, Draft Bromley-by-Bow Land Use Design Brief Wards Affected: Bromley-by-Bow		

1. SUMMARY

- 1.1 The London Thames Gateway Development Corporation (LTGDC), in partnership with the Council, has prepared a draft Land Use and Design Brief for land at Hancock Road, Imperial Street and Three Mills Lane. The land is identified as a site within the draft Bromley-by-Bow Masterplan boundary, (see site plan, Appendix 1). The draft Brief will provide clear guidance for new development within the defined boundary for the determination of planning applications and, where necessary, support the case for public sector site assembly and development implementation. This work area has been prioritised due to increasing pressure from landowners, to develop individual sites in isolation. Furthermore, unlike the remainder of the draft Masterplan area, none of the land is currently under public ownership.
- 1.2 It is therefore proposed for the Council to work with the LTGDC to approve this draft Brief as 'Interim Planning Guidance'. It is also proposed that the final Cabinet approval of the Draft Bromley-by-Bow Masterplan is to be held back until this draft Brief, and other key areas of work outlined in this Report, are completed. This report updates members on the additional work that is being undertaken to progress the development principles identified in the draft Bromley-by-Bow Masterplan.

2. RECOMMENDATIONS

Cabinet is recommended to:

- 2.1 Approve the Draft Bromley-by-Bow Land Use and Design Brief (Appendix 2) for a 12 week period of statutory consultation to be carried out jointly between the Council and LTGDC prior to its approval by the Council as 'Interim Planning Guidance'.

- 2.2 Authorise the Corporate Director Development and Renewal, after consultation with the Lead Member Housing and Development, to make any appropriate and necessary minor amendments to the Bromley-by-Bow Land Use and Design Brief prior to statutory consultation from August 2008.

3. BACKGROUND

Draft Bromley-by-Bow Land Use and Design Brief

- 3.1 The draft Brief builds on the Mayor of London Lower Lea Valley Opportunity Area Planning Framework and draft Bromley-by-bow Masterplan to provide a framework for the comprehensive physical and economic transformation of the Hancock Road, Three Mills Lane and Imperial Street area of Bromley-by-Bow.
- 3.2 In accordance with the draft Bromley-by-Bow Masterplan, the draft Brief provides more detailed development principles for the creation of a new neighbourhood centre. The draft Brief identifies land use and urban design principles that new development will be expected to incorporate in order to achieve the following objectives:
- A comprehensive development that makes efficient use of land to create a well connected mixed used quarter of Bromley-by-Bow;
 - A mix of private and affordable housing, including a significant amount of family housing, that benefit from close proximity to Bromley-by-Bow station, the Lea Navigation Canal and historic Three Mills setting;
 - A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;
 - Modern and flexible industrial and business space providing new job opportunities that benefit from access to the strategic road network and public transport;
 - New pedestrian links and public transport accessibility enhancements that improve connections with surrounding communities, key destinations and future development sites;
 - Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets;
 - An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit;
 - A development that achieves a combination of sustainable land use change, design excellence and commercial viability.
- 3.3 LBTH Council officers have taken a central role in this work from the outset, attending workshop sessions with LTGDC's consultants and providing detailed comments on the draft Brief to ensure that it is consistent with the objectives of the Council's Interim Planning Guidance and draft Bromley-by-Bow Masterplan.

- 3.4 It is noted that the proposed hotel use is not identified within the Leaside Area Action Plan as a preferred use for this location. This use will be given more detailed consideration in terms of need and its role within the new neighbourhood centre. Officers are also aware of the importance of ensuring improved connections between the new neighbourhood centre and the existing communities to the west of the A12 and also the Council's Bow Lock site to the south. The Council will continue to work closely with LTGDC and TfL to address these issues ahead of the final approval of the draft Brief. This builds on the extensive public consultation which was undertaken in respect of the draft Bromley-by-Bow Masterplan.
- 3.5 LTGDC has ensured that landowners and public sector stakeholders have been engaged in the preparation of the draft Brief. The results of landowner engagement have already become apparent, with evidence that landowners are looking to work together in order to deliver the objectives defined in the draft Brief.
- 3.6 This work area is one of many projects underway within the context of the draft Bromley-by-Bow Masterplan, prepared by the Council in 2006.

Bromley-by-Bow Draft Masterplan and Implementation

- 3.7 The draft Bromley-by-Bow Masterplan, produced by the Council was developed closely with its public sector partners and was prepared to ensure a coordinated approach to development and delivery of improvements for Bromley-by-Bow. It aims to transform Bromley-by-Bow into a "*distinctive, accessible and cohesive London neighbourhood with a strong community emphasis, a choice of local services and a high quality environment*" (draft Bromley-by-Bow Masterplan, 2006). This builds on the strategic land use objectives outlined in the Council's Leaside Area Action Plan (approved as Interim Planning Guidance) and the Mayor of London's Lower Lea Valley Opportunity Area Planning Framework
- 3.8 Following the statutory period of consultation on the draft Bromley-by-Bow Masterplan, which ended in March 2007, the Cabinet of the Council took the decision in July 2007 to delay its final approval to allow more detailed and complementary work to be undertaken in partnership with LTGDC and other public sector agencies. This further work was considered necessary to progress the development principles established by the Masterplan and improve its weight as a planning policy document, to guide development proposals and determine planning applications.
- 3.9 Officers subsequently established the Bromley-by-Bow Implementation Group, comprising representatives from key public sector agencies, to coordinate and deliver the additional work for the Masterplan. The following list identifies the main areas of work that relate to the Masterplan objectives:

- Trad Site Application Inquiry (site adjacent to Tesco store)
 - Draft Bromley-by-Bow Land Use and Design Brief
 - Bromley-by-Bow Retail Planning Assessment
 - Bromley-by-Bow Station Improvement and Integration Study
 - St Andrews Hospital Site
 - Bow Lock Site
 - A12 Network Management Plan
- 3.10 The Council originally intended to consolidate the additional work outlined above within the Masterplan and present an updated draft to Cabinet by July 2008, prior to further public consultation. However, as consultation is programmed to take place on the draft Land Use and Design Brief over the summer this would coincide with consultation on the updated Masterplan. LTGDC's legal advice is that parallel consultation would not only be confusing to the local community and landowners, but could undermine the integrity of both documents. Furthermore, whilst LTGDC is the determining Planning Authority for the part of Bromley-by-Bow to the east of the A12, LBTH is still the planning policy making body. The consolidation of the additional work of the Implementation Group and final approval of the draft Masterplan will be held back until the approval of the draft Brief
- 3.11 As such, LTGDC is seeking the Council's endorsement of the document as 'Interim Planning Guidance', to add weight to the document ahead of a potential Compulsory Purchase Order Inquiry and in the determination of planning applications. LTGDC has prioritised this work due to increasing pressure from landowners to develop individual sites in isolation. Unlike the remainder of the Masterplan area, none of the land is currently under public ownership.
- 3.12 It is considered that this is the most effective strategy for managing development pressure in the area, ensuring the timely delivery of the new neighbourhood centre and maximising the considerable resources that LTGDC has identified for investment in Bromley-by-Bow. To this end, Officers have taken a key role in the preparation of the draft Brief and are proposing a joint period of public consultation, subject to this approval by Cabinet.

Consultation of Bromley-by-Bow Land Use Design Brief

Informal Consultation

- 3.11 On 3rd March 2008 the LTGDC Board approved the draft Land Use and Design Brief for informal consultation with landowners, developers and public sector agencies to maintain the momentum created by the Trad Inquiry result and facilitate negotiations between landowners and developers' as well as the preparation of development proposals for the site. The deadline for submitting representations was 9th May 2008. This provided an opportunity for internal departments within the Council to comment on the draft Brief.

- 3.12 Appendix 3 provides a summary of the substantive comments received. The comments from the informal consultation are primarily from developers and primarily relate to viability and concerns that the draft Brief is overly prescriptive. However, it is considered that none of the comments justify a fundamental change to the form and content of the draft Brief at this stage, ahead of formal consultation.

Statutory Consultation

- 3.13 Subject to approval by Cabinet, a 12 week period of public consultation (6 weeks informal and the statutory 6 weeks formal) will be carried out jointly by LBTH and LTGDC, to commence in August 2008. This will include detailed consultation with statutory consultees, the local community and key local stakeholders.
- 3.14 Prior to the statutory consultation, Members will have the opportunity to comment on the draft Brief. Members will also be consulted on the outcome of the consultation and subsequent amendments to the draft Brief will be ahead of its final approval as 'Interim Planning Guidance'.
- 3.15 The draft Brief will also be subject to a summary Sustainability Appraisal and Scoping Equality Impact Assessment (EqIA). A full EqIA was not prepared for this draft Brief as a full EqIA was carried out for the draft Bromley-by-Bow Masterplan. This suite of documents will also inform any subsequent amendments to the draft Brief after statutory consultation. We hope to report back to Cabinet regarding the findings of the consultation in January 2009 for the final approval.

4. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 4.1 Following Cabinet approval to delay the final approval of the Bromley-by-Bow Masterplan, in order that additional work could be undertaken in partnership with the London Thames Gateway Development Corporation, Members are asked to approve the commencement of statutory consultation of the draft Bromley-by-Bow Land Use and Design Brief with a view to its approval by the Council as 'Interim Planning Guidance'.
- 4.2 The consultation will be undertaken jointly between the Council and the LTGDC, with the direct costs (e.g. advertising, printing, hiring venues) being funded by the LTGDC. The only expense falling on the Authority will be the cost of officer time

5. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL)

- 5.1 The Bromley-by-Bow Land Use and Design Brief will ultimately be adopted as a Supplementary Planning Document (“SPD”) in accordance with Regulation 19 of the Town and Country Planning (Local Development) (England) Regulations 2004 (“2004 Regs”).
- 5.2 However, the Council is precluded by statute from adopting any SPD’s in advance of adopting Development Plan Documents (“DPD”), and therefore at this stage in the Council’s DPD programme, the Land Use and Design Brief can only be adopted as Interim Planning Guidance.
- 5.3 The Council is required to carry out formal public consultation in accordance with Regulation 17 of the 2004 Regs prior to formal adoption. Following adoption as Interim Planning Guidance, Land Use Design Brief will represent a material consideration to be taken into account in the development control process, as a statement of council policy.

6 EQUAL OPPORTUNITIES IMPLICATIONS

- 6.1 Equality Impact Assessments (EqIA) have been produced for the Draft Bromely-by-Bow Masterplan and the LTGDC draft Brief. The EqIA will form part of the final suite of the LTGDC draft Brief. The EqIA for the LTGDC draft Brief is provided in Appendix 4.

7. ANTI-POVERTY IMPLICATIONS

- 7.1 Tackling poverty and social exclusion are key objectives of Draft Bromely-by-Bow Masterplan and the LTGDC draft Brief and is central to the Borough’s approach to promoting sustainable communities. Antipoverty and social inclusion impacts are fully tested through the Sustainability Appraisal, which will form part of the final suite of draft Brief.

8. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 8.1 A Sustainability Appraisal has been completed for the LTGDC draft Brief, in line with statutory requirements. The appraisal has informed the drafting of the document, to ensure it is robust and will achieve sustainable development objectives. The Sustainability Appraisal for the draft Brief is provided in Appendix 5.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1 The key risk associated with advancing more detailed planning guidance for the Hancock Road / 3 Mills Lane / Imperial Street area ahead of the approval of the overall Bromley-by-Bow Masterplan is that of the effective coordination of the wider Bromley-by-Bow area. In order to mitigate against this risk, Officers have established the Bromley-by-Bow Implementation Group to take forward and coordinate the additional work required for production of the Masterplan.
- 9.2 A further risk includes potential issues such as poor quality of the final document. This is mitigated by the project management of the draft Brief, within the Development Implementation Team. The draft Brief is allocated a project manager who will work closely with LTGDC to ensure the Implementation Programme is managed. In this way, the draft Brief and its Implementation is carefully watched on a daily basis.

Appendices

Appendix 1 – Site Plan

Appendix 2 – LTGDC, Draft Bromley-by-Bow Land Use and Design Brief

Appendix 3 – Consultation Summary

Appendix 4 – Equality Impact Assessment

Appendix 5 – Sustainability Appraisal

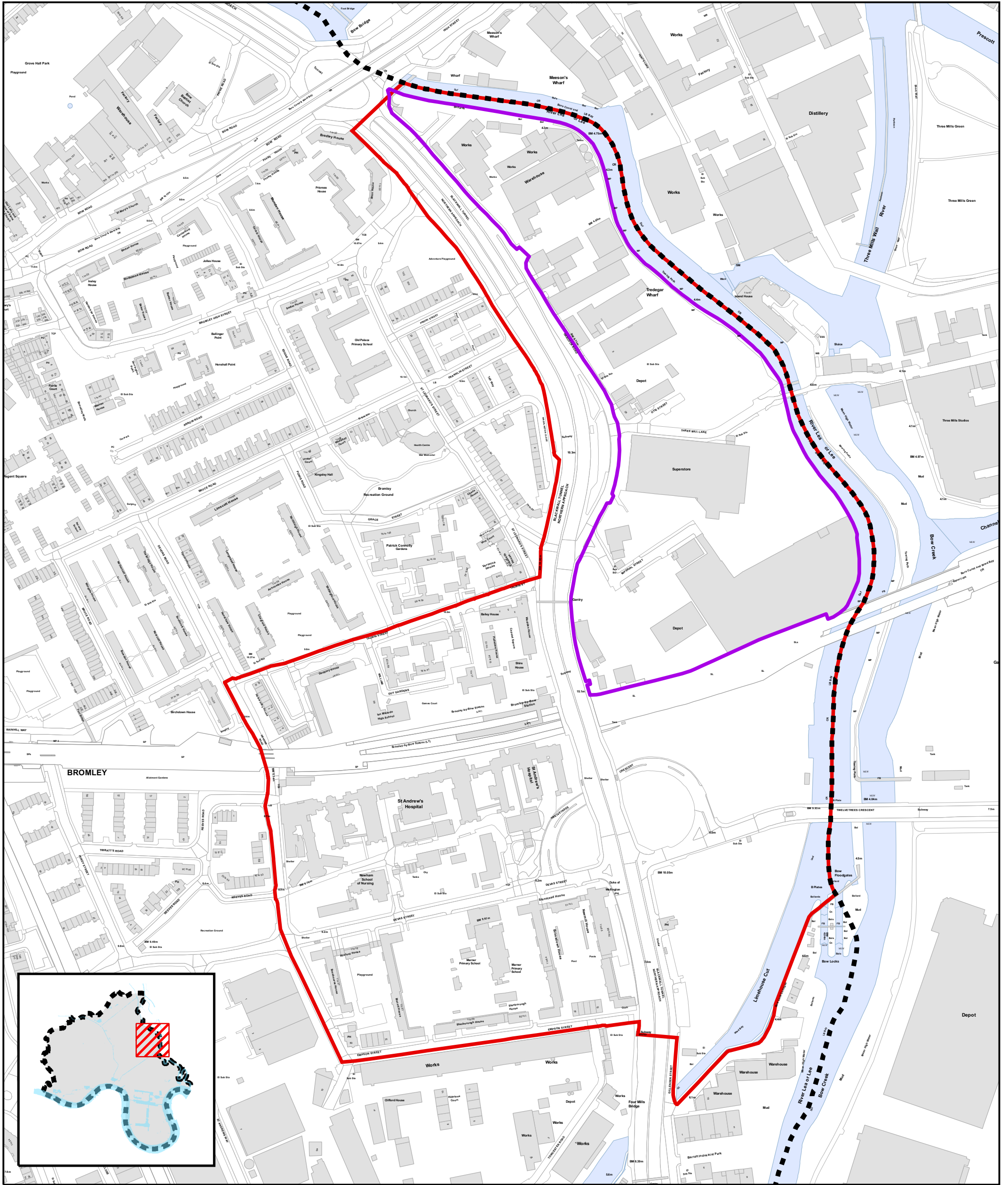
Local Government Act 1972 (as amended) Section 100D
List of “Background Papers” used in the preparation of this report




Brief description of “back ground papers”	Name and telephone number of holder and address where open to inspection.
Draft Bromley-By-Bow Masterplan November, 2006	Simone Williams Development Implementation Ext. 3515

Appendix 1 Site Plan

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Site Plan



-  Bromley-by-Bow Master Plan Boundary
-  Draft Bromley-by-Bow Land Use and Design Brief Boundary
-  Borough Boundary



Produced on 21/05/08 from the Ordnance Survey mapping with the permission of Her Majesty's Stationary Office
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Appendix 2
LTGDC Draft Bromley-by-Bow Land Use
and Design Brief

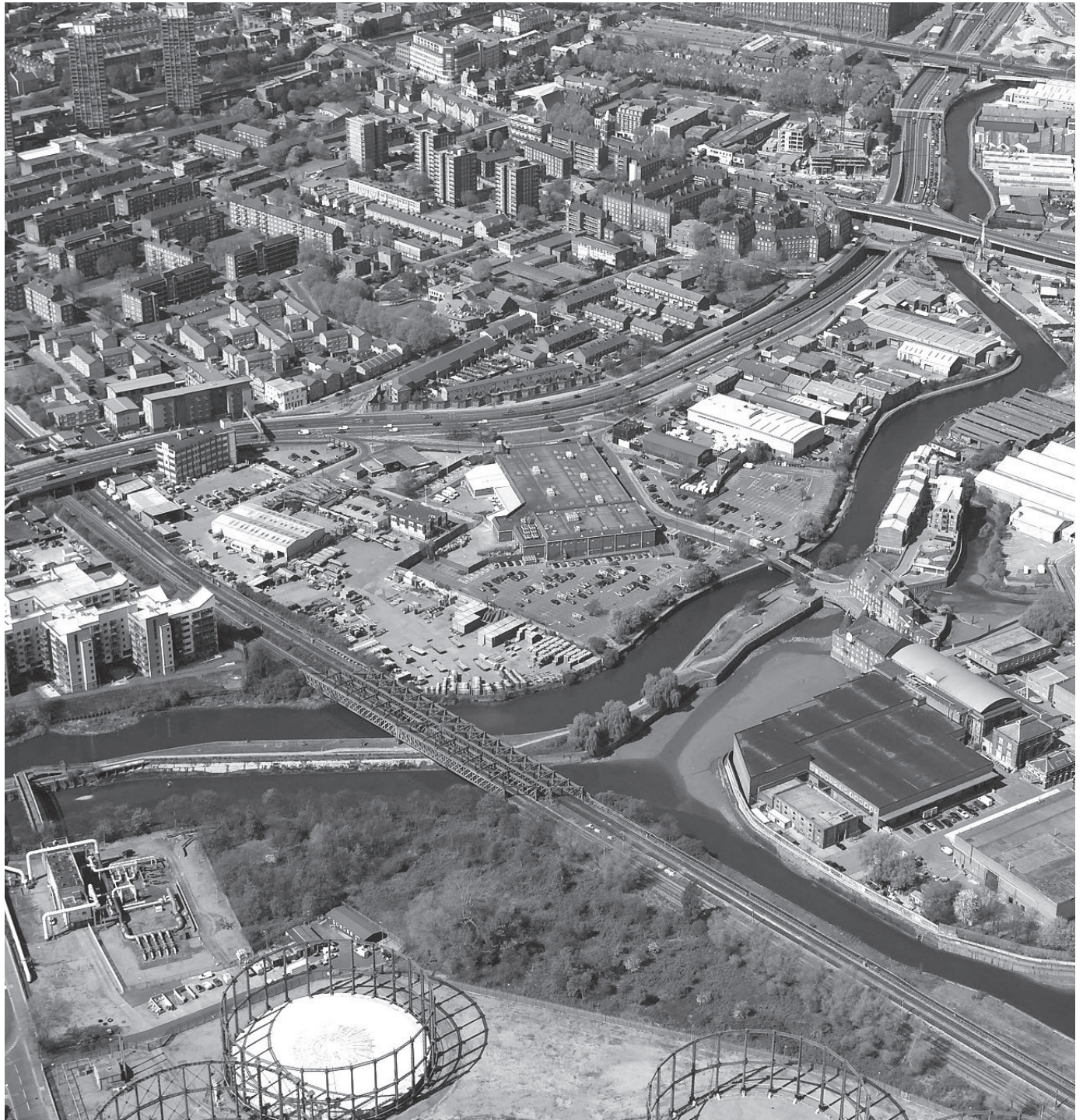
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**Bromley-by-Bow
Land Use and Design Brief
Consultation Draft**

London Thames Gateway
Development Corporation

London Borough of Tower Hamlets

June 2008



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8.0 Next Steps

This document has been produced by the London Thames Gateway Development Corporation in partnership with London Borough of Tower Hamlets and Design for London. The consultant team has been led by Landolt and Brown working with GVA Grimley, Hyder Consulting, Leaside Regeneration and Pell Frischmann.

1.0 Introduction

1.1 Objective

This Land Use and Design Brief builds on the Mayor of London Lower Lea Valley Opportunity Area Planning Framework and London Borough of Tower Hamlets Interim Planning Guidance and Draft Bromley-by-Bow Masterplan to provide a framework for the comprehensive physical and economic transformation of the Hancock Road, Three Mills Lane and Imperial Street area of Bromley by Bow.

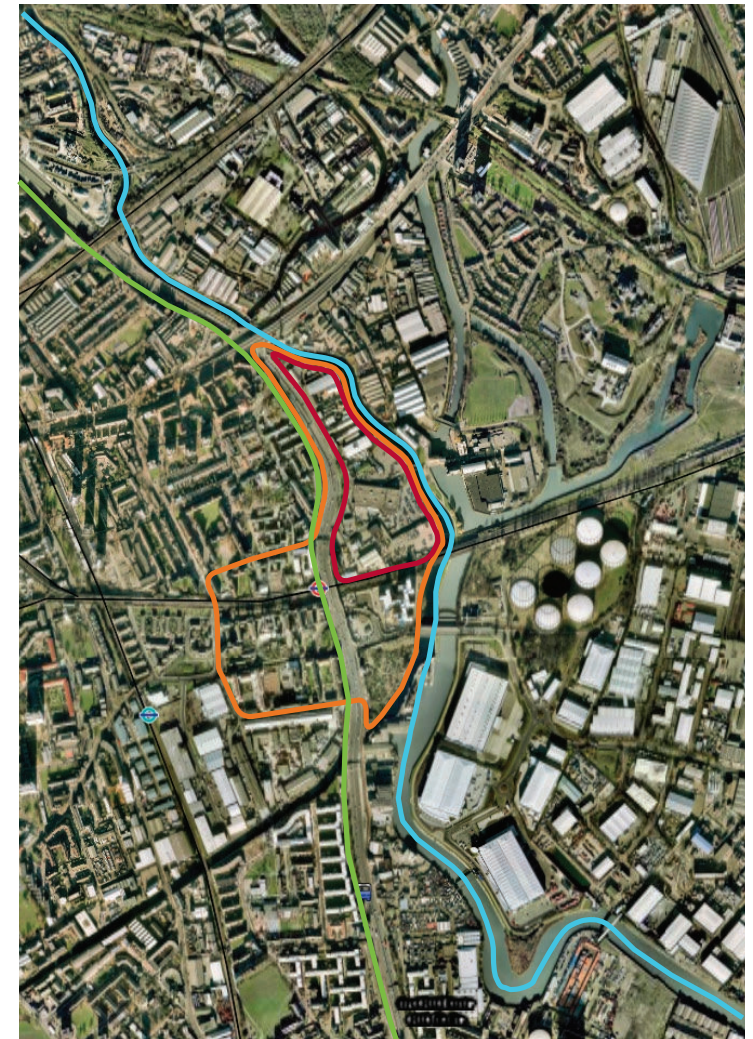
The London Thames Gateway Development Corporation (LTGDC), in partnership with the London Borough of Tower Hamlets, Greater London Authority and Design for London, has produced this document to provide landowners, developers and the wider community with clear guidance for new development in the area.

This Land Use and Design Brief is one of a number of pieces of work being undertaken within Bromley by Bow. Other key pieces of work include the Bromley by Bow Station Capacity and Integration Study, the redevelopment of St Andrew's Hospital and Bow Lock sites and discussions with Transport for London about how to improve connections across, and limit the environmental impact of, the A12.

The Hancock Road, Three Mills Lane and Imperial Street site is identified as having the potential to accommodate development for people to visit, work and live within an integrated, accessible and high quality waterside and historic setting.

This document identifies the land use and urban design principles that new development will be expected to incorporate in order to achieve the following objectives:

- A comprehensive development that makes efficient use of land to create a well connected mixed used quarter of Bromley by Bow;
- A mix of private and affordable housing, including a significant amount of family housing, that profits from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;
- A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;
- Modern and flexible industrial and business space providing new job opportunities that benefit from access to the strategic road network and public transport;
- New pedestrian links and public transport accessibility enhancements that improve connections with surrounding communities, key destinations and future development sites;



The site and its Lower Lea Valley Context







LBTH boundary

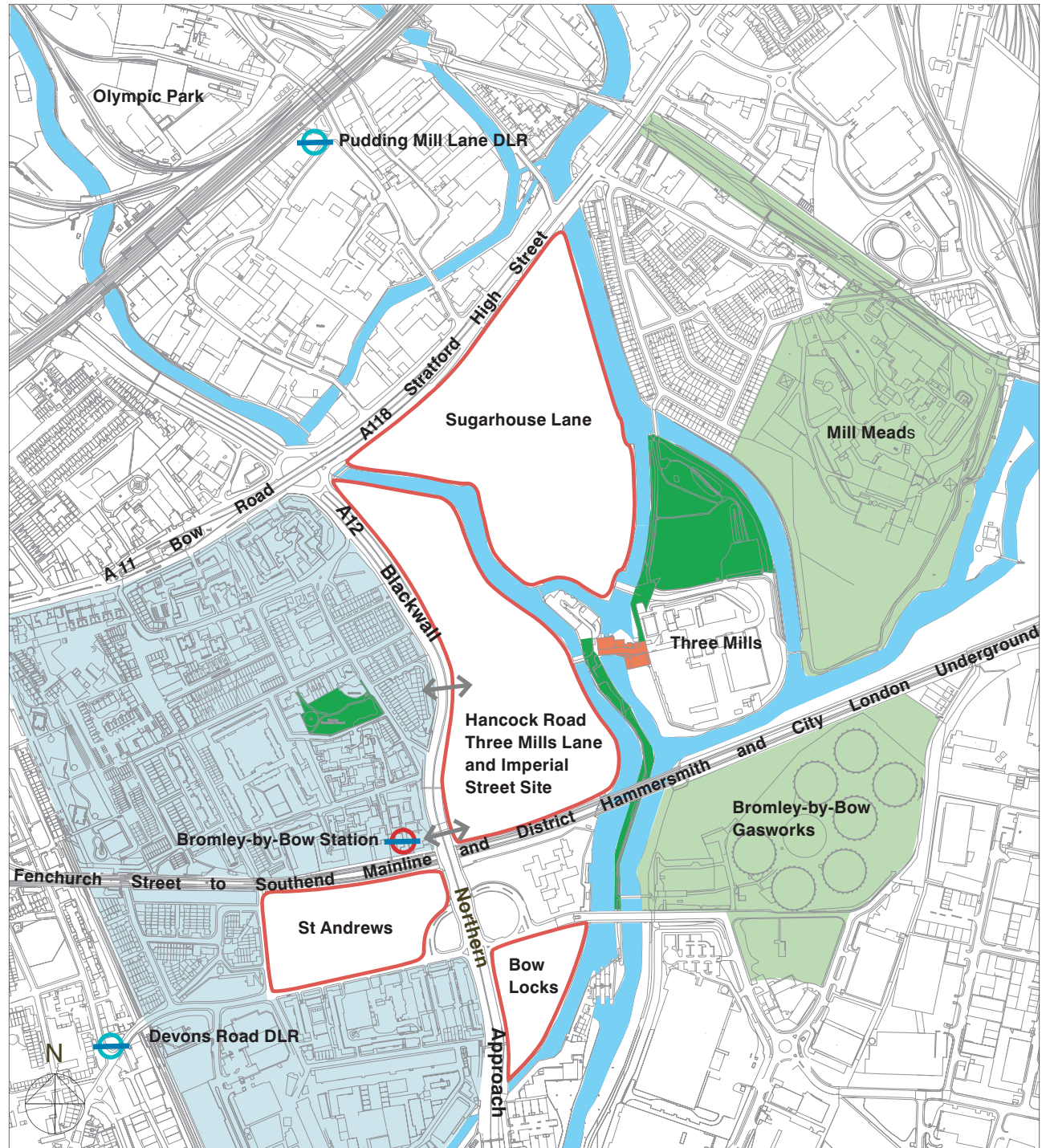
Draft Bromley by Bow masterplan boundary

LTGDC boundary

Draft Bromley by Bow Land Use and Design Brief boundary

- Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets;
- An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit;
- A development that achieves a combination of sustainable land use change, design excellence and commercial viability.

-  Major Development Sites
-  Existing Public Open Space
-  Future Lea River Park
-  Listed Buildings
-  Existing Housing Estates
-  Subway Connections



The site context

1.2 Context

Bromley by Bow is located within the Lower Lea Valley; an area identified for significant physical and economic regeneration that will include the Olympic and Paralympics Games, Stratford City, Canning Town and the Lea River Park. The Mayor of London Lower Lea Valley Opportunity Area Planning Framework sets a context for land use change within the Bromley by Bow sub area and the Hancock Road, Three Mills Lane and Imperial Street site.

The LTGDC 'Vision for the Lower Lea Valley' recognises Bromley by Bow as having the potential for expansion to allow it to function properly as a neighborhood centre and help integrate Three Mills, and its associated network of waterways and open spaces, with existing communities and future development opportunities.

The London Borough of Tower Hamlets' Interim Planning Guidance and Draft Bromley-by-Bow masterplan reflect these objectives and identify the site for mixed-use regeneration to include a new neighborhood centre comprising new retail, a primary school and open space. Emphasis is placed on the need to provide the physical and social infrastructure required to support an increased population and address the severance of the A12 to help the existing communities to the west access the benefits of new development.

Bromley by Bow straddles the A12. Its north south alignment marks the western boundary to the Lower Lea Valley and is both a development opportunity, by providing vehicular access to the strategic road network, and a development constraint, by forming a barrier to east west movement and generating visual, noise and air quality impacts. The A12 corridor is the focus of significant development potential and its long term success, and the attraction of the Lower Lea Valley beyond its boundary as a place to work, live or visit, will be affected by its ability to function as both a place and a strategic route.

The Hancock Road, Three Mills Lane and Imperial Street site offers the greatest potential for land use change and is key to achieving sustainable regeneration and reconnecting Bromley by Bow. The area is served by Bromley by Bow (London Underground) and Devons Road (Docklands Light Railway) stations, which provide good access to the City of London, Canary Wharf and Stratford, and the A12 and A11, which provide access to the strategic road network into and across London.

Bromley by Bow contains a number of important places that include existing housing estates (Coventry Cross West, Devons and Bow Bridge Estates), proposed development sites (St Andrew's Hospital, Bow Lock and Sugar House Lane), existing and proposed community facilities (Tesco, Bromley by Bow Centre and St. Andrew Hospital Primary Care facility), public transport nodes (Bromley by Bow and Devons Road), recreational and heritage assets (River Lea and Bow Back Rivers, Three Mills Listed Buildings and Three Mills Green) and infrastructure alignments (A12, A11 and C2C and London Underground). They combine to generate and direct pedestrian and vehicular movement and social interaction across the area.



Aerial Photograph of the Bromley-by-Bow site

The physical infrastructure that surrounds the site severs these important places and discourages pedestrian movement into, across and out of the site. The strategic road and rail corridors are barriers to east-west and north-south movement which is reliant on two subways under, or pavements alongside, the A12. The critical route to and from Bromley by Bow station and the site relies on a subway beneath, and pavement alongside, the A12.

The existing land ownership patterns and building stock reveal an inefficient use of land characterised by low-grade industrial activity and a Tesco food store. Despite benefiting from close proximity to the public transport network, the waterways and open space that characterise the Lower Lea Valley, the existing type and form of development acts as a barrier between the two and its residential hinterland.

The Hancock Road, Three Mills Lane and Imperial Street site measures approximately 8 hectares and is bounded by the Lea Navigation Canal to the east, the A12 to the west, and the London Underground and National Rail corridor to the south and the A11 to the north. The area offers huge growth potential as an attractive place to live, work and visit given its strategic location and unique heritage and waterside setting. This document provides the tool for managing this growth potential by establishing guiding principles and a comprehensive set of land use, density and design parameters.



The A12 and railway bridge form the perimeter to the west and south of the site, with the Lea Navigation Canal and Three Mills to the east.

2.0 Guiding Principles

Redevelopment of the Hancock Road, Three Mills Lane and Imperial Street site will be required to incorporate the following guiding principles to ensure the sustainable regeneration of the area to the benefit of existing and future communities.

2.1 Comprehensive Development

If new development is to be successful and the range of supporting uses such as a new primary school and open space provided, it will be necessary to redevelop the area as a whole and not on an individual site by sites basis.

A comprehensive approach to redevelopment is required to achieve the site's potential. The creation of a sustainable mixed use community is based on the consolidation of existing land ownership patterns to enable the distribution of new land use, including new buildings and the spaces they create, to be appropriately located and designed across the site. A strategy for site assembly will be required to deliver comprehensive development across the site and prevent the effects of a piecemeal and sporadic approach based on existing site ownership.

A piecemeal approach to development based on the existing land ownership pattern will not be supported as it will undermine efforts to deliver the mix of land uses, including the provision of a combined primary school and healthcare facility and open space, required to create an integrated and sustainable community. Individual development proposals within single ownership boundaries will not create an integrated community or resolve the site's lack of connectivity and permeability. A comprehensive approach to redevelopment will enable the equalisation of costs across the site to facilitate the delivery of the infrastructure improvements, open space and community facilities necessary to support an increasing population.

The site configuration and existing land ownership pattern provides an opportunity to redevelop the site in two phases: a first phase involving land south of Three Mills Lane and a second phase, which will benefit from access improvements to Bromley by Bow station required by the first phase, involving the sites north of Three Mills Lane.

The area has already been the subject of a piecemeal planning application which has been successfully opposed by the London Thames Gateway Development Corporation on grounds that it would prejudice the comprehensive redevelopment of the area, fail to respond to the design opportunities and constraints and create poor quality housing.



The existing, fragmented land ownership pattern

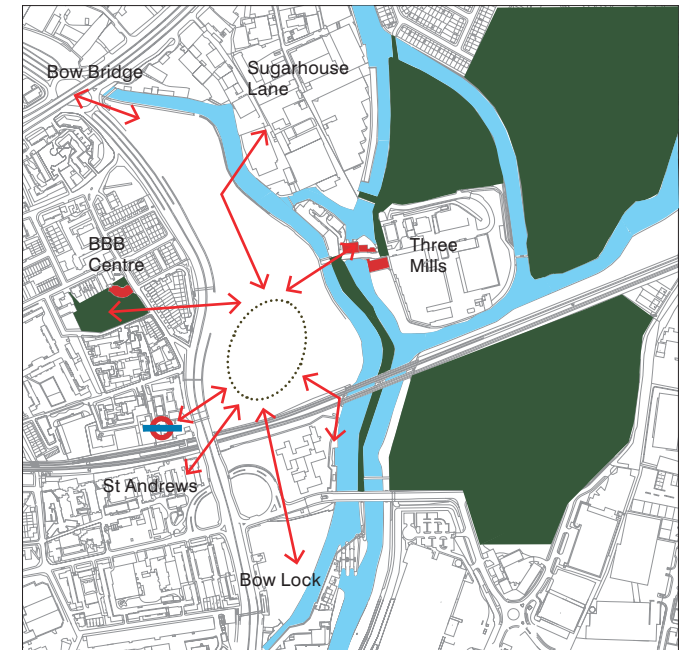
2.2 Integration

An approach to redeveloping the site will be required that integrates new development with its surroundings by connecting existing communities, future development sites, public transport nodes and local amenities.

The site is bounded by roads, railways and waterways, which present both development constraints and opportunities for the successful integration of the site with its surroundings. To achieve the development potential of the area and establish Bromley by Bow as a connected and integrated part of the city, major interventions will be required to overcome the barriers to movement caused by the A12, A11 and railway.

New development will be required to adopt an urban design approach that achieves successful integration and improved pedestrian and public transport access to and between Bromley by Bow station, Three Mills, Bow Lock, the Bromley-by-Bow Centre, the Devons Estate, St Andrews Hospital site and Sugar House Lane.

The creation of a neighbourhood centre, anchored by a supermarket, primary school and open space and supported by new housing, will require careful integration between buildings, routes and spaces within the site. If the neighbourhood centre is to be successful, it must be easily accessed by foot, cycle and public transport from both sides of the A12.



Important linkages and movement corridors

2.3 Intensification

Redevelopment will be required to make better use of the land to increase the number of jobs available to local people, provide a better range of shops and accommodate new homes, open spaces and a primary school.

The existing uses represent an inefficient use of the site; industrial sites stand vacant or occupied on short terms leases by low employment generating uses and the foodstore is served by ground level car parking that occupies a key location adjacent to the Lea Navigation Canal and within the setting of the Three Mills Conservation Area.

An approach to developing the site that intensifies land uses will enable the site's development potential to be realised as guided by the land use, density and design guidelines identified within this brief.

The scale and intensification of land use will be informed by the site's development constraints and opportunities; including proximity and improved access to public transport, the need to preserve and enhance the setting of the Three Mills Listed Buildings and Conservation Area and the need to manage the impacts of the surrounding infrastructure.









New development will be expected to adopt flexible building types that enable different land uses to coexist. Residential accommodation can sit above retail, education, healthcare and in some instances employment space located at street level, though some larger-scale commercial activity will require independent accommodation. The use of open spaces, neighbourhood streets and green roofs should also encourage shared activity and intensified use.

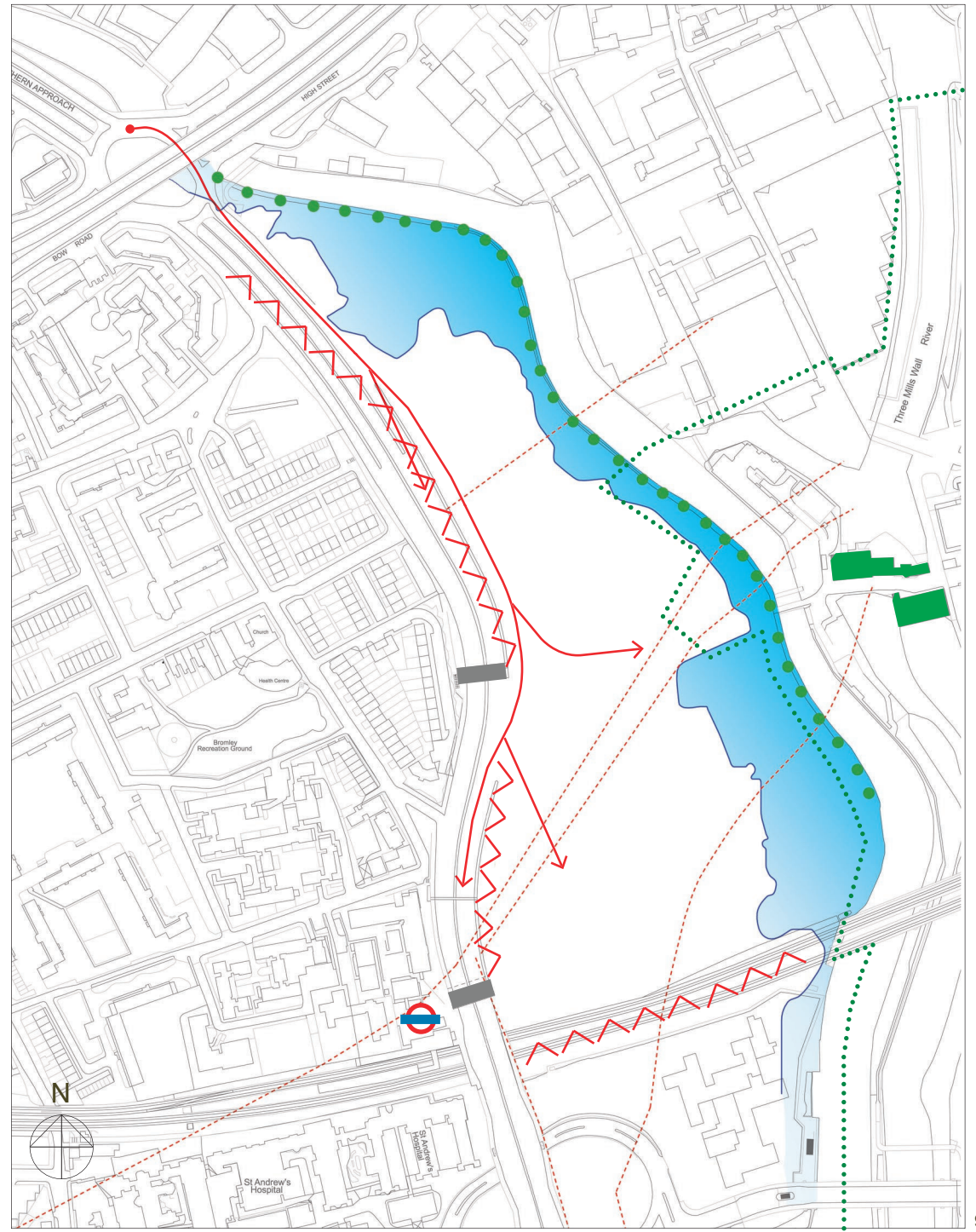


Existing building footprints and under-used land

3.0 Constraints and Opportunities

This plan shows the development constraints and opportunities which impact on the location, density and form of development on the site.

-  **Vehicular Access**
-  **Road and Railway Infrastructure**
-  **Three Mills Conservation Area Boundary**
-  **Flood Risk**
-  **Utilities**
-  **Subway**
-  **Canal Footpath**
-  **Listed buildings**



3.1 Land Ownership

The site adopts a landownership pattern that is predominantly east west in orientation to create parcels of land along Hancock Road between the A11 and Three Mills Lane. A less regular landownership pattern to the site south of Three Mills Lane creates three larger more irregularly shaped sites. If a piecemeal approach to redevelopment is pursued, based on this land ownership pattern, the land use and design objectives identified in this brief will not be delivered. A strategy for land assembly is required to achieve the site's considerable development opportunities and potential.

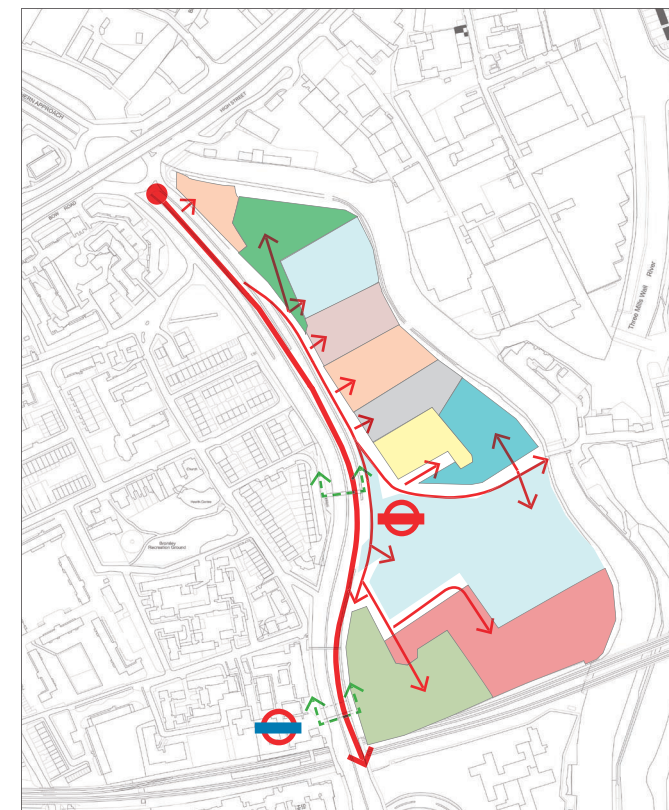
3.2 Accessibility

The site benefits from close proximity to the public transport network and direct access to the strategic road network but is isolated by the barrier effect of this infrastructure. A poor quality environment for pedestrians is created, who are forced to cross the A12 using subways and the railway using the A12. Three Mills Lane provides pedestrian access to the Three Mills complex. Bromley by Bow station is located beyond the A12 at the south west corner of the site. The site is served by the 108 (Stratford - Lewisham) and S2 (Stratford - Clapton) bus routes.

Vehicular access is limited to a southbound slip road from the A11/A12 roundabout into Hancock Road, Three Mills Lane and Imperial Street. Hancock Road and Three Mills Lane provide access to industrial sites and the Tesco car parking and filling station. Imperial Street provides access to the adjoining industrial sites to the south. Three Mills Lane is a private road for vehicles only beyond Three Mills bridge and provides access to the Three Mills Film Studios. Vehicular egress is via a southbound slip road to the A12. The site cannot be accessed from the northbound A12 and a combination of traffic speeds, road geometry and carriageway levels complicate the case for introducing an all movements junction opposite the site.

Pedestrian access between the site and key destinations to the west of the A12 is via subways located at the south west corner of the site and opposite the alignment of Three Mills Lane. The subways force pedestrians into level changes and create an intimidating environment. Bus stops are located adjacent to Tesco on Hancock Road and opposite Bromley by Bow station on the northbound and southbound carriageways of the A12.

The redevelopment of the site to create a vibrant mix of uses including a neighbourhood centre will require major improvements to pedestrian accessibility into and out of the site between surrounding existing communities, nodes of activity and future development sites. New development will be expected to adopt design solutions that contribute to and deliver this objective.



Existing vehicular access and pedestrian subways

3.3 Road and Railway Infrastructure

The site is surrounded by strategic road and railways on its southern and western boundaries. The A12 flanks the site to the west and the A12/A11 roundabout intersection is located beyond the site to the north. The District and Hammersmith & City London Underground and Fenchurch Street – Southend – Shoeburyness railways bound the site to the south.

The site's proximity to surrounding road and railway infrastructure provides significant development opportunities. However, the visual, noise and air quality impacts will require a careful design response to the siting, layout and design of new development.

New development will be required to adopt design solutions that mitigate the environmental impacts of major infrastructure. Non residential uses will be expected to both screen the site and establish a good relationship between new development and the road and railway. Non residential development that will benefit from direct vehicular access to and from the A11/A12 will be expected to locate alongside the A12.

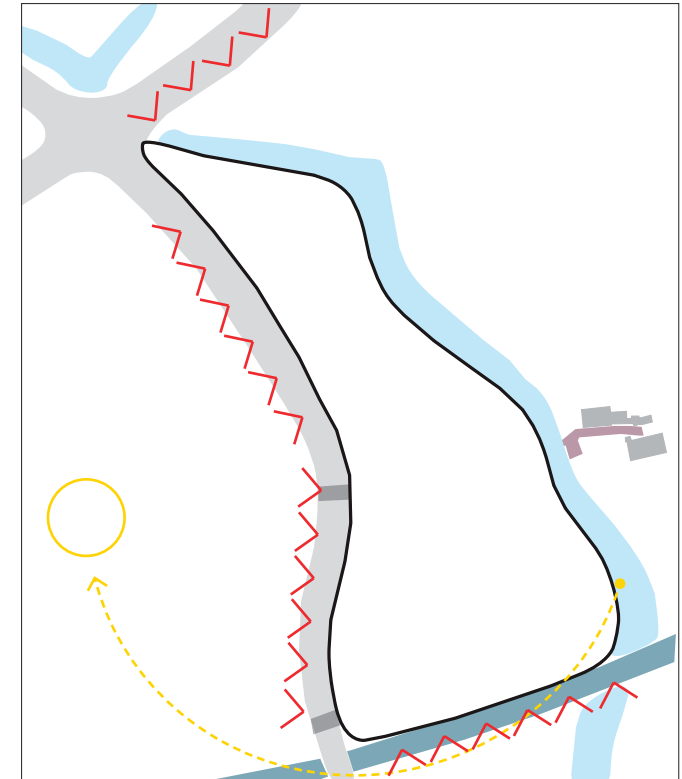
New housing will be expected to achieve design standards that conform to the British Standard BS8233:1999 'Sound insulation and noise reduction for buildings – Code of Practice' and the World Health Organisation 'Guidelines for Community Noise' (2000).

The road and railway alignments operate as barrier to movement and divide Bromley by Bow into four separated areas. To reconnect the site access improvements are required that improve pedestrian, cycle and public transport links to the wider area.

3.4 Orientation

The site is oriented on an approximate north south axis and widens significantly towards its southern end. The siting and layout of new development will be expected to maximise opportunities for passive solar gain to the public realm, open spaces and private and semi-private amenity space. New housing development will be expected to avoid single aspect north and south facing units and maximise the potential of east facing aspects towards the Lea Navigation Canal and Three Mills.

As the site's western edge is dominated by the A12, land uses that benefit from direct road access and are less sensitive to the environmental effects of the road, will be promoted. New housing facing the A12 will be expected to adopt innovative design solutions that mitigate the impact of the A12. Development adjacent to the rail corridor will be required to adopt design solutions that manage the noise impact on the enjoyment of internal and external spaces while maximising the benefits of a south facing aspect.



Orientation and environmental impact of the A12 and railway

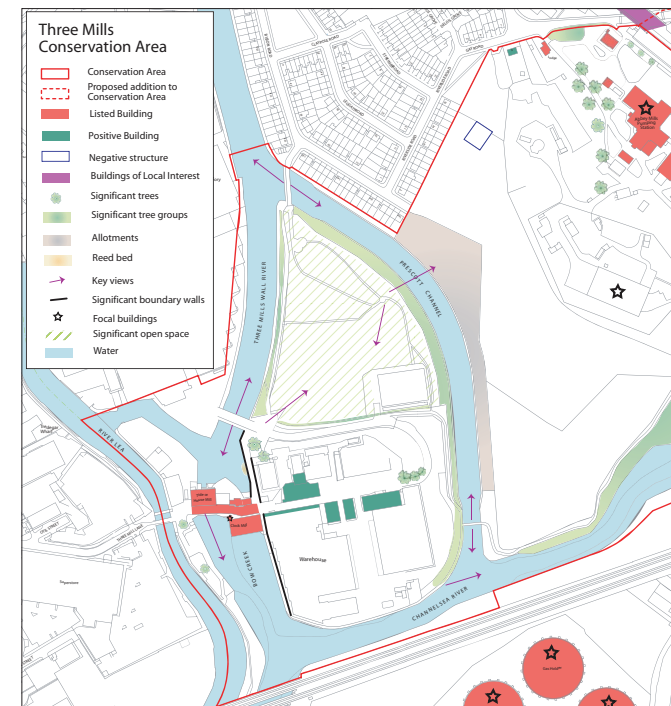
3.5 Conservation and Heritage

The Three Mills Conservation Area includes land primarily within the London Borough of Newham but its boundary extends across the Lea Navigation Canal to include land within the site. The western edge of the Conservation Area includes land forming Three Mills Lane and part of the Tesco car park to the north of Three Mills and the towpaths and canal bank that forms the eastern boundary to the Tesco store and Trad scaffolding site. The Conservation Area, and its associated listed buildings and waterway provides an outstanding setting for new development, particularly housing and open space, but will demand a particular response in terms of the scale, form, massing, architecture and use of materials of new development.

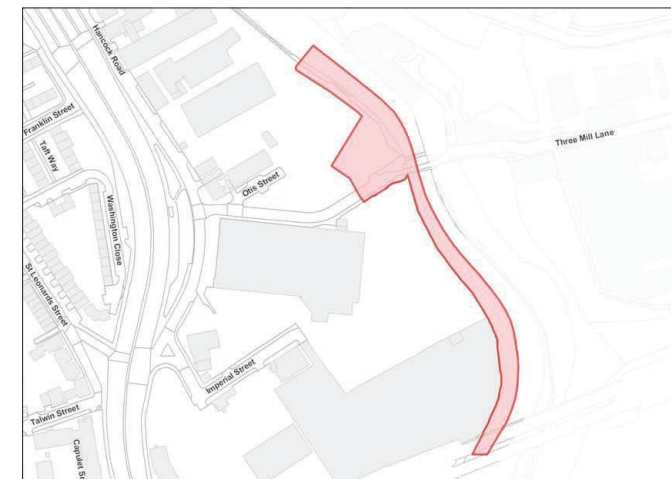
The boundary of the Conservation Area has been defined to ensure that development respects the character of the listed buildings forming part of Three Mills and the waterways that contributes to its unique setting. Of special interest are the grade I listed three storey (plus 2 attic storeys) Tide or Mill House, the grade II* four storey Clock Mill and the waterways and their associated towpaths.

The LBTH Conservation Area Appraisals and Management Guidelines require future development in the proximity to Three Mills to respect the existing scale, proportions and character of the House Mill and Clock Mill and refers to the designation on the west side of the river as necessary to control the impact of any potential development in LBTH.

The guidelines refer to scale, open space and views as important considerations for any proposal within or adjacent to the Conservation Area. Development is required to respect the existing scale, proportions and character of the House Mill and Clock House. The guidelines also identify the contribution to, and importance of, the open spaces that form part of River Lea's network of rivers set within the open lands of Mill Meads with specific reference made to the open and un-enclosed feel of the towpath being an important part of the character of the Conservation Area. Views of the Three Mills and the surrounding network of waterways are considered to be significant contributors to the townscape quality of the area.



Extract from Three Mills Conservation Area (LB Newham)



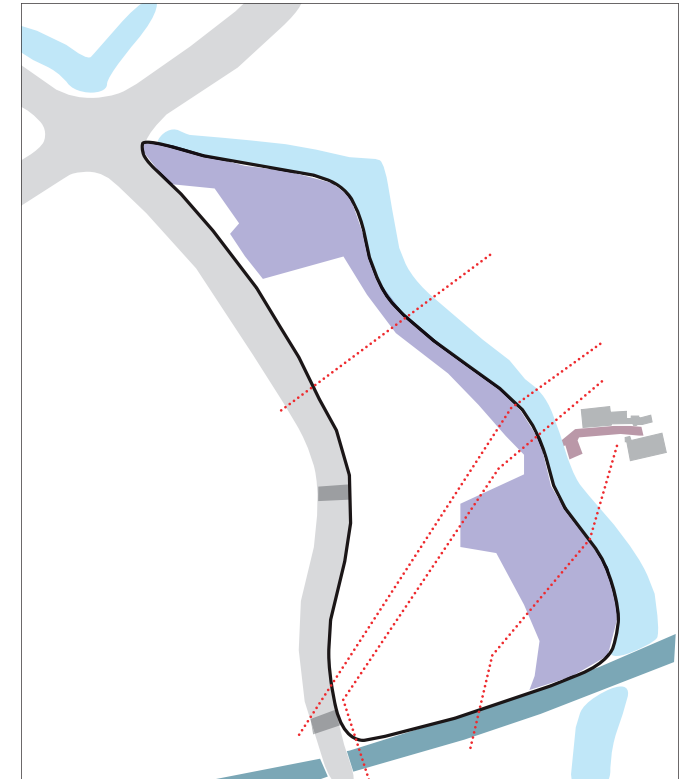
Extract from Three Mills Conservation Area (LB Tower Hamlets)

3.6 Flood Risk

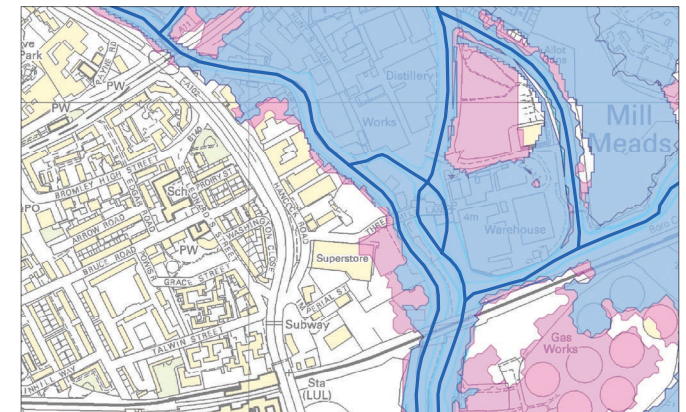
The site is located within a Flood Risk Area as identified in the LBTH Interim Planning Guidance. New development will require the submission of a Flood Risk Assessment. The Environment Agency advises that the site's eastern perimeter is at risk to flooding. To protect all new housing, school buildings and other places of assembly they should be located at 5.3m Above Ordnance Datum (AOD). The existing canal bank varies between +4.2 and +4.4 AOD and is therefore approximately 1m below the flood plain level. Parking areas below this level can be treated as flood mitigation zones. The LLVOAPF locates the site within an area identified as required for storm water attenuation in retention ponds.

3.7 Utilities

The site is crossed by four strategic sewers that adopt an approximate east-west alignment. The three most northerly sewers are of Victorian brick construction and the crowns vary in level from -2.5 to -3.5 AOD. The southernmost sewer is of more recent concrete construction and located at -7m AOD. A vertical exclusion zone of 3m above the sewer crowns and a horizontal exclusion zone of 6m from the outside tunnel walls are required by Thames Water. Where possible, buildings footprints should not extend over these sewers and the location of streets and open spaces should relate to the sewer alignments.










Flood zone (blue) and strategic sewer alignment (red)



Extract from Environment Agency's BbB Flood Zone Map, Nov 2007 13

4.0 Proposed Land Use

-  Residential
-  Commercial/industrial
-  Commercial/industrial with potential for residential above
-  Primary school / healthcare with potential for residential above
-  Retail with potential for residential above
-  Other commercial with potential for residential above
-  Public Open Space



Indicative proposed land use

The Mayor of London Lower Lea Valley Opportunity Area Planning Framework (LLVOAPF) and LBTH Interim Planning Guidance (IPG) and draft Bromley-by-Bow Masterplan provide the context for land use change in the Bromley by Bow sub area. The LLVOAPF is a supplementary planning document to the London Plan and the LBTH IPG represents LBTH's most up to date planning policy. This section builds on the planning framework to identify the proposed land uses and their distribution and density across the site position.

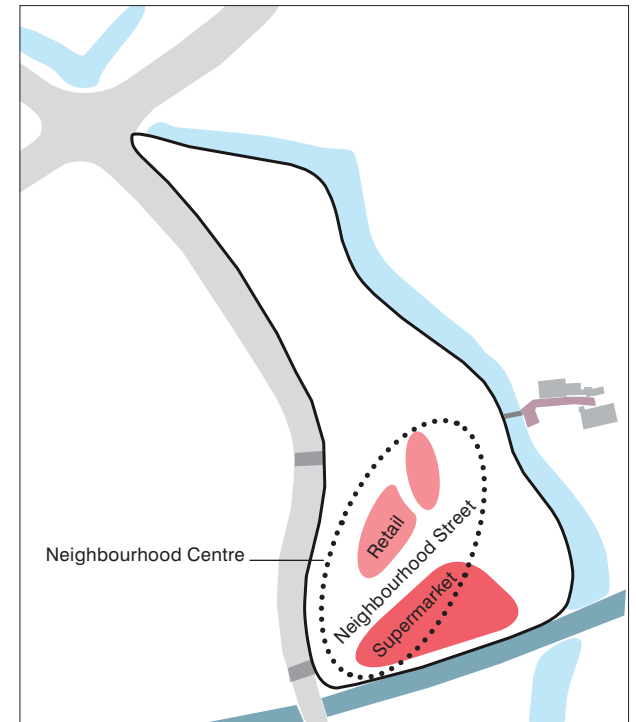
4.1 Retail

The site will be redeveloped to provide a new neighbourhood centre, accessed from the west by improved A12 subways, and anchored by a relocated supermarket and new primary school and public open space. The neighbourhood centre will provide a mix of uses within a high quality pedestrian environment that provides a destination for existing and future communities. The neighbourhood centre will be located at the southern end of the site to benefit from close proximity to Bromley by Bow station and an improved subway under the A12.

The new neighbourhood centre will be expected to accommodate an appropriate amount and type of retail floorspace to meet the need, demand and capacity of its existing and future catchment area. The new neighbourhood centre will be expected to complement the existing retail hierarchy and should not have a detrimental impact on other existing and future town centres. The new neighbourhood centre will include approximately 6,700msq of retail floor space, as defined in the LLVOAPF, unless retail need, capacity and impact studies demonstrate that a greater amount of floorspace can be accommodated. The new centre will comprise a relocated supermarket of up to 5,000msq complemented by independent local retail units.

New retail floorspace should be located on either side of the neighbourhood street that forms the spine through the site and which provides a physical and visual link between the station and communities west of the A12 with the open space, primary school, Lea Navigation Canal and Three Mills. Retail frontages will be required to provide an active ground floor that successfully animates and defines this space. Development will be required to adopt a scale that creates a pedestrian oriented space in terms of microclimate and sense of enclosure. The space will adopt high quality hard and soft landscaping finishes.

Parking and servicing for new retail should be located below ground level. Access routes to and from the parking and servicing areas must be planned to avoid conflict with key pedestrian, cycle and bus routes. Innovative approaches to vehicular access to the site will be encouraged to address the site's vehicular accessibility constraints.



Retail flanking the neighbourhood street



Neighbourhood retail with housing above, Groningen, Netherlands, S333 Architects

A relocated food store will be required to fit to the key routes established between Bromley by Bow station and Three Mills. The preferred supermarket location is to the south of the neighbourhood street where there is a significant development footprint created between this desire line and the railway. Scheme proposals will be required to demonstrate the following:

- Create access to and from the A11/A12 that removes car and lorry trips from pedestrian spaces and routes;
- Create access to and from the A11/A12 that is compatible with the safe and efficient operation of the strategic road network;
- Locate customer car parking and servicing underground to release land for more effective use;
- Minimise customer car parking to reflect PTAL (Public Transport Accessibility Level);
- Optimise store footprint to create the most efficient use of land within the site and reinforce pedestrian desire lines and movement corridors;
- Adopt building types that create the most efficient use of land;
- Adopt a store design to create active frontages to public realm to successfully animate and define the space;
- Introduce housing above the supermarket to a density, scale and massing that achieves high standards of pedestrian access, amenity space, orientation, outlook, and noise mitigation;
- Locate the petrol filling station with direct access and egress to and from the A11/A12.

4.2 Housing

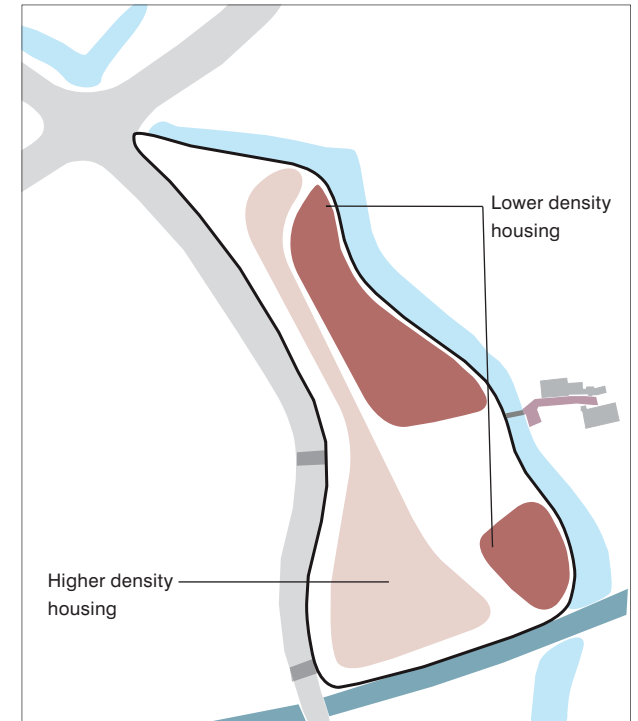
The site's proximity to Bromley by Bow and Devons Road stations, and unique waterside and heritage setting, support its redevelopment to provide a mix of appropriately located and designed housing types and tenures. New housing is proposed within the neighbourhood centre, adjacent to the Lea Navigation Canal and set back from the A12.

New housing will be expected to achieve a minimum of 35% and up to 50% affordable housing. New affordable housing will need to take into account the LBTH IPG requirement of 80% social rented and 20% intermediate housing and the London Plan requirement of 70% social rented and 30% intermediate housing. The amount and type of affordable housing will be subject to individual site costs, the availability of public subsidy and the need to encourage rather than restrain development.

New housing will be expected to deliver a mix of housing sizes to can create a balanced community, including the provision of a significant amount of family housing.

The LBTH IPG recommends the following mix for social, intermediate and private housing:

Housing Type	Social Housing	Private and Intermediate Housing
1 bedroom	20%	
2 bedroom	35%	
3 bedroom	30%	25%
4 bedroom	10%	
5 bedroom +	5%	



Indicative housing types

Housing density will be distributed across the site and informed by a combination of public transport accessibility and site context and setting. The LLVOAPF identifies Bromley by Bow sub area as having the potential capacity to deliver between 1,500 and 2,300 units at densities between 110 and 340 dwellings per hectare (325-875 habitable rooms per hectare) with the majority of housing delivered at the higher density of 275 dwellings per hectare. LBTH IPG supports densities of up to 700 habitable rooms per hectare.

The location, density and design of new housing within the site will be informed by the development constraints and opportunities identified in this brief. Higher densities will be focused around the station and within the neighbourhood centre and lower densities within the setting of Three Mills Conservation Area and fronting the Lea Navigation Canal.

The north east and south east parts of the site are identified as particularly appropriate for lower density family housing. These parts of the site will be set back from the A12, within the setting of the Lea Navigation Canal and Three Mills Conservation Area and within close proximity to new community facilities and open space. As the north east part of the site is distanced from Bromley by Bow station lower density family housing with generous private amenity space and appropriate car parking will be promoted.

As the south east part of the site is within the boundary and setting of the Three Mills Conservation Area and grade I listed Tide or Mill House and the grade II* Clock Mill, a sensitive scale and lower density of development will be expected. In the southern family housing zone, particular attention needs to be paid to the acoustic impact of the railway. Affordable housing will be distributed across the site and within individual development blocks. Non family affordable housing units should be concentrated in higher density development blocks above the relocated supermarket. Family affordable housing units should be directed towards housing blocks fronting the internal north-south spine road.



*High quality waterside family housing, Gouda, Netherlands
KCAP Architects*



*Mixed family size and small-scale affordable homes
Coin Street London, Howarth Tompkins Architects*

Scheme proposals will be required to demonstrate that development achieves the following:

- High quality and distinctive architecture;
- Appropriate scale, form and massing to suit the site context and housing type;
- Successful design solutions that achieve high quality family housing;
- Internal layouts that prevent the creation of single aspect north facing units and maximise the provision of dual aspect units;
- Avoid single aspect units especially overlooking the A12 or the railway;
- Provide generous and usable private and semi private/communal amenity space;
- Use high quality, durable and consistent materials;
- Provide Lifetime Home Standards as identified in the London Plan;
- Achieve Building Research Establishment (BRE) standards for sunlight and daylight;
- Minimise car parking levels to reflect housing type and PTAL (Public Transport Accessibility Level);
- Adopt innovative design solutions to accommodating accessible and secure car and cycle parking;
- Adopt innovative design solutions to accommodating refuse storage and recycling;
- Maximise the use of roof space for amenity and biodiversity;
- Achieve a minimum Code for Sustainable Homes Level 4;
- Adopt design solutions that achieve energy efficiency, passive solar gain and cooling, insulation, rain water harvesting.

4.3 Industry

The site will be redeveloped to provide new job opportunities for existing and future communities. The LLVOAPF requires the redevelopment of land north of Three Mills Lane to incur no net loss of industrial capacity. Industrial capacity is defined as the overall space comprising internal floor areas and all functional external areas (excluding soft landscape). The existing industry capacity of these sites, which includes building associated yards within the B1 (b) and (c), B2 and B8 Use Class, is 22,500m². Intensification of new commercial space should allow the release of existing industrial land across part of the site.

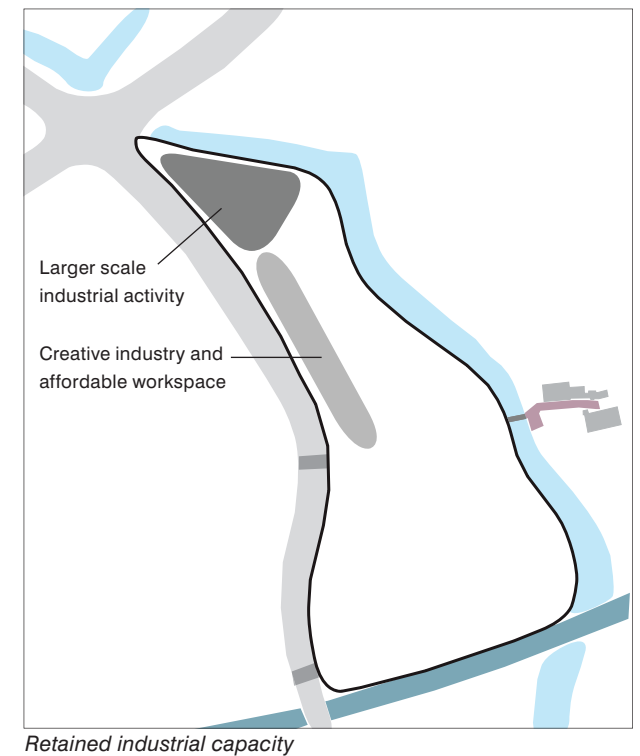
Industrial uses will be located at the northern end of the site and adjacent to the A12 to benefit from access to and from the strategic road network and act as an environmental buffer to the visual, noise and air quality impacts of the A12/A11. To facilitate the introduction of non-industrial land uses within this part of the site, industrial premises will be encouraged to adopt flexible typologies and stacking over two or more floors to release land.

The northern end of the site is identified for larger-scale conventional industrial units on two or more floors and appropriate for relocated printing and new bulk storage. This zone should have independent access for deliveries to minimise its impact on neighbouring residential accommodation.

The western edge of the site is identified for a buffer zone of commercial space that establishes a positive relationship with Hancock Road and the A12 and a secondary frontage to the internal north-south spine road. The western edge of this zone has the potential to include floorspace fronting Hancock Road and the A12 to benefit from good vehicular access and visibility. The eastern edge of this zone has the potential to accommodate a mix of ground floor employment with residential above. This zone could accommodate creative industry and affordable workspace units, with an active streetfront that suits the scale and character of the central spine road.

Scheme proposals will be required to demonstrate that development achieves the following:

- Create flexible building types;
- Maximise the potential for vertical stacking;
- Adopt innovative design solutions that provide safe and efficient servicing;
- Adopt innovative design solution for providing operational and visitor car and cycle parking;
- Adopt design solutions that establish a positive urban relationship to Hancock Road and the A12;
- Adopt design solutions that achieve energy efficiency, passive solar gain and cooling, insulation, rain water harvesting.



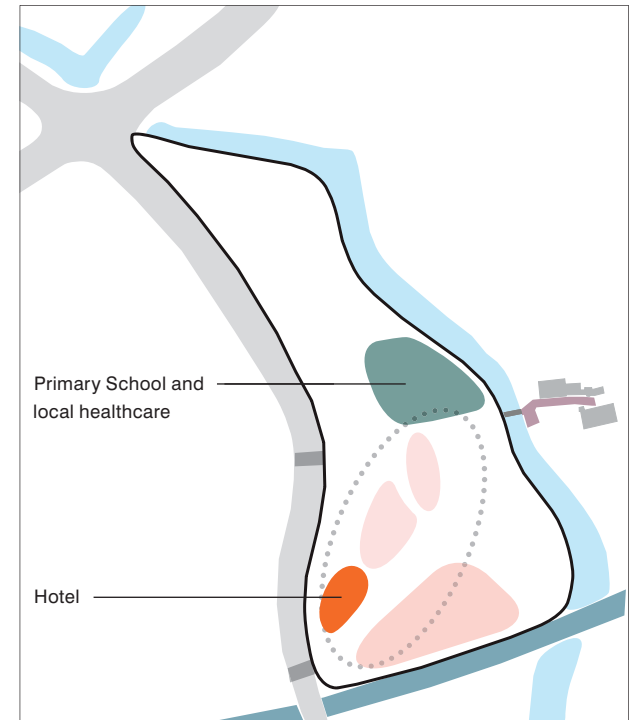
4.4 Other Commercial Uses

Other commercial uses could contribute to creating a successful neighbourhood centre. For example, a hotel could be successfully incorporated into a tall building that acts as a visual marker for Bromley-by-Bow station and the neighbourhood centre, and provides an active frontage and passive surveillance to the subway and station entrance space and neighbourhood street. The preferred location for a tall building is at the western end of the main street, on its northern side, where servicing and customer access could be provided directly from Hancock Road and shadows will not fall over the neighbourhood street.

4.5 Primary School and Healthcare

The site will be redeveloped to provide a primary school with shared healthcare facilities to support the increase in population in the area. The preferred site for the school is north of Three Mills Lane and adjacent to the Lea Navigation Canal to benefit from the waterside and Three Mills Listed Buildings setting and to provide a distinctive northern edge to the open space and the central spine linking Bromley by Bow station. This will create an active edge to the park, provide good access to open space for the schoolchildren and be located close to family housing. The primary school will form a key component of the neighbourhood centre and its design will be based on the following criteria:

- Provide 2 forms of entry;
- Provide 2,400m² of internal accommodation on not more than two floors;
- Provide a minimum of 3,700m² of external and secure play space;
- Provide a Children's Centre for healthcare and educational facilities for parents and pre-school children;
- Provide space for an out-of-hours healthcare facility;
- Provide publicly accessible out-of-hours performance space;
- Introduce housing above the school that demonstrates compatibility with school access, security and use of open space.



Location of school and healthcare to north of open space



Primary school with housing above, St Jude + St Paul's Primary School, Islington, PTE Architects

4.6 Open Space

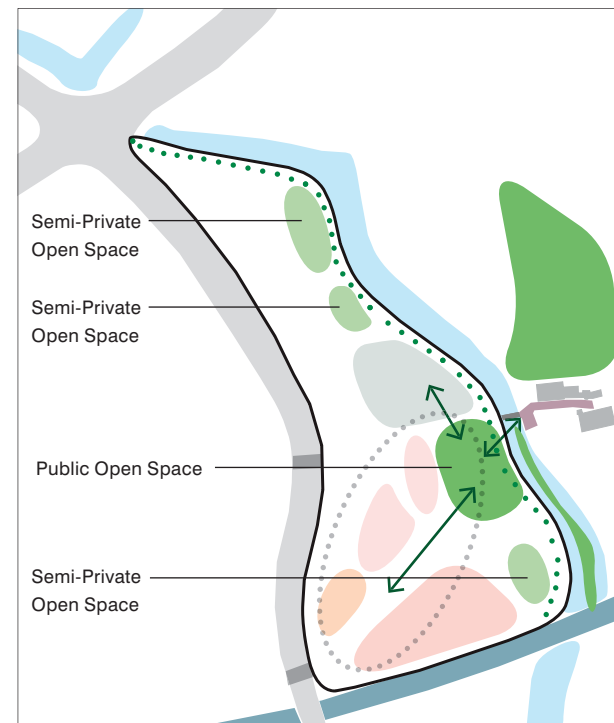
The site will be redeveloped to provide a hierarchy of open space that includes well located, designed and usable private, semi-private and public open space and children's play space.

Development will be required to provide a minimum of 1.2 hectares of consolidated public open space for formal and informal recreation to address a deficiency within existing communities to the west of the A12 and meet the demands of a new population. The new open space should contribute to and complement the existing network of open spaces, including Three Mills Green and the proposed Lea River Park.

The new open space should form part of the neighbourhood centre and its preferred location is at the centre of the site within the setting of the Three Mills Conservation Area and Listed Buildings and forming part of the pedestrian route to and from Bromley by Bow. The new open space should afford excellent pedestrian access to the canal and form the focal point of the two main streets and walking routes between the A12 crossings and the waterways. Buildings around the perimeter of this space should include active and animated frontages to aide passive surveillance and to create a sense of community. The scale of development enclosing the open space should ensure its microclimate is carefully managed.

Different types of children's play space should be provided in accordance with the London Plan draft Providing for Children and Young People's Play and Informal Recreation Supplementary Planning Guidance.

Careful management of new open space will need to be provided to ensure that it is well maintained and of maximum benefit. Development proposals will be expected to indicate how the open space will be managed and maintained.










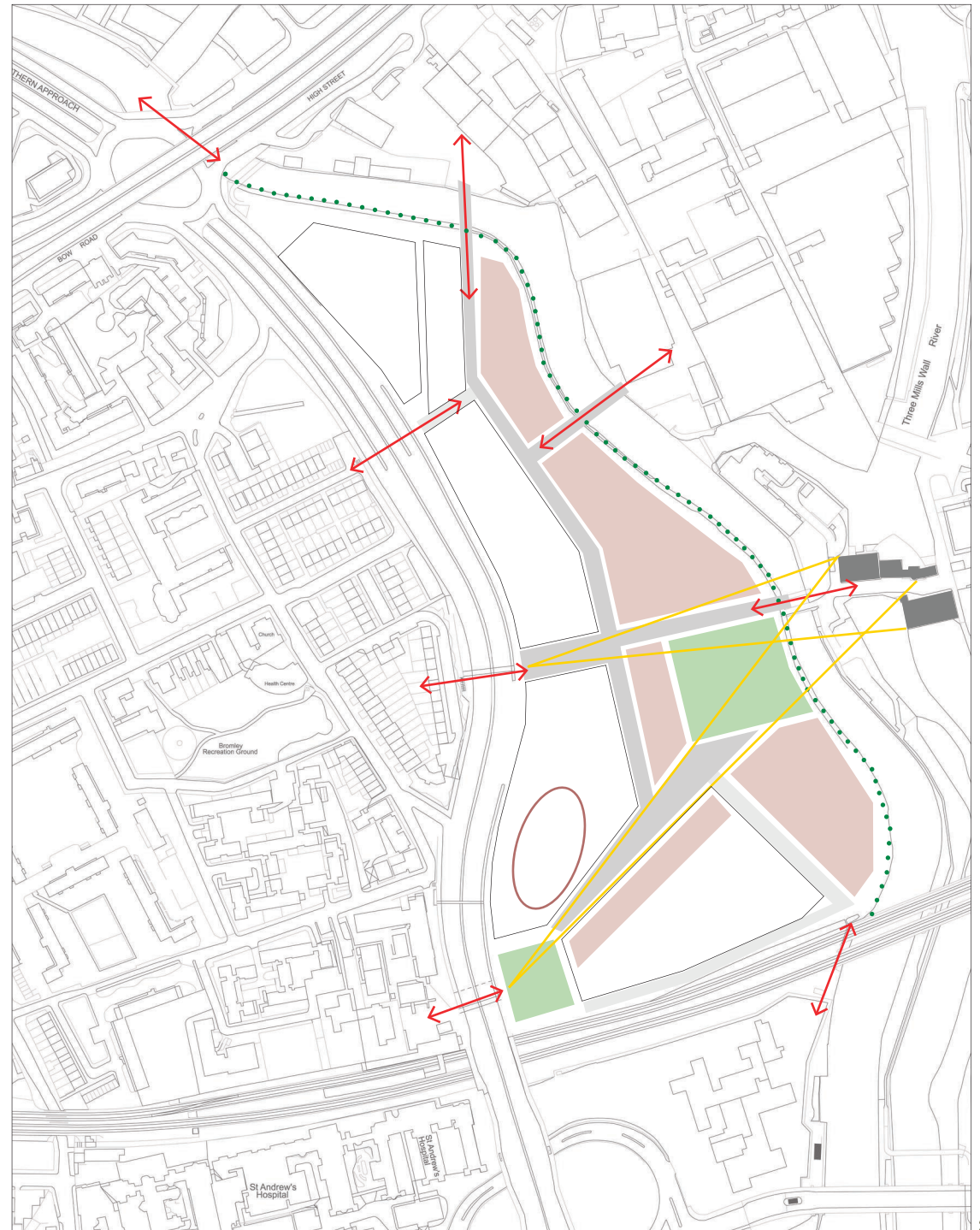
Indicative hierarchy of open space



The open space should enhance the setting of Three Mills

5.0 Urban Design Guidelines

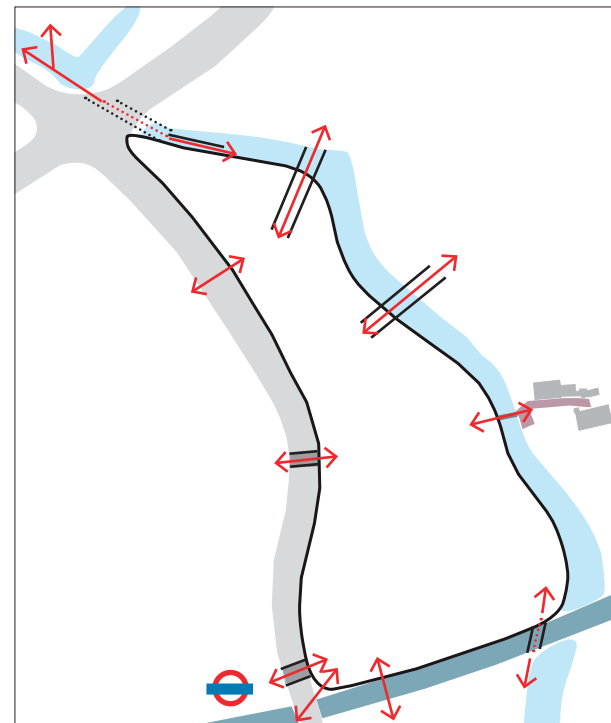
-  **Connections**
-  **Routes and streets**
-  **Views and wayfinding**
-  **Zones of reduced massing**
-  **Primary public space**
-  **Canal activity**
-  **Potential location for tall building**



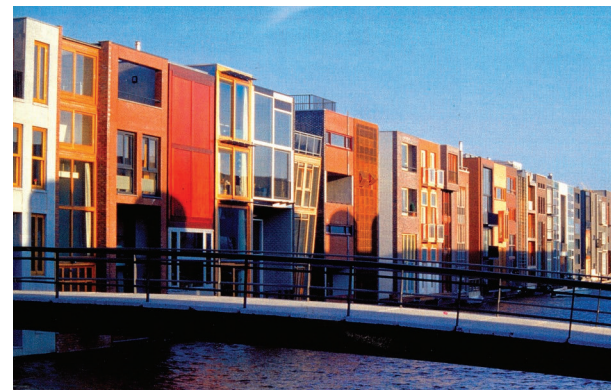
5.1 Connections

While the site benefits from good accessibility to public transport, it is poorly connected to neighbouring communities, surrounding development sites and key destinations by the barrier effect of the A12, railway and Lea Navigation Canal. Major interventions are required to connect the site to its surrounding and new development will be required to deliver, contribute to and/or accommodate the following:

- A new northern pedestrian and cycle link which extends the Lea Navigation Canal towpath via a pontoon beneath the A11/A12 gyratory;
- A new north-eastern pedestrian and cycle bridge over the Lea Navigation Canal which links the site to the Sugarhouse Lane/Hunts Lane site;
- Safeguarding for long-term proposals to implement a grade-level crossing of the A12 to connect the northern part of the site to the existing community to the west;
- A new eastern pedestrian, cycle and bus only link which connects the site to the central part of Sugarhouse Lane/Hunts Lane site;
- Retention of Three Mills Bridge for pedestrian, cycle and local vehicle access;
- A widened and upgraded northern subway for pedestrians and cyclists, including provision for the mobility impaired, to connect the site to the existing community to the west;
- A widened and upgraded southern subway for pedestrians and cycles to connect to the neighbourhood centre to the station and existing community to the west. Further widening to accommodate a bus route should also be considered;
- Safeguarding for long-term proposals to implement a grade level pedestrian crossing of the A12 to connect the site, Bromley by Bow station and the St Andrews Hospital site and beyond;
- A new pedestrian and cycle link which extends the tow path south beneath the railway bridge towards Twelvvetrees Crescent and the Bow Lock site;
- A new pedestrian and cycle link which connects the western end of the neighbourhood street over the railway that facilitates a link beyond Twelve Trees Crescent to the Bow Lock development site.



Existing and future connections

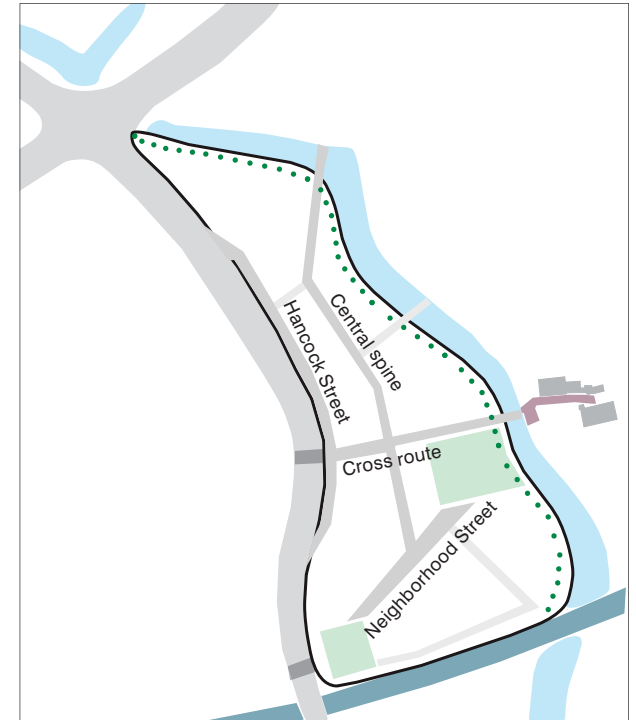


Foot and cycle bridges forming connections to a new waterfront development, Borneo Island, Netherlands, West 8 Architects

5.2 Routes and Streets

The network of routes and streets within the site should achieve a high level of permeability and way finding. They should respond directly to desire lines between key destinations and be informed by new connections created around the edge of the site. The key elements of the new street network should incorporate:

- Retention of Hancock Street as the main private vehicular access route into and out of the site. Removal of the landscaped crescent in the central section would allow the overall width of roadway to be narrowed without a reduction in road capacity;
- A new neighbourhood street which forges a direct connection between Bromley by Bow station, the A12 subway and the neighbourhood centre and Three Mills. This should provide an active and high quality public realm that gives priority to pedestrian, cycle and bus movement. The neighbourhood street should exploit its south facing aspect and accommodate retail frontages that encourage outdoor activity;
- A central spine road running through the northern part of the site that links the neighbourhood street to new bridge links over the Lea Navigation Canal;
- A cross route that links the northern subway to Three Mills Bridge and forms the main point of entry to sub-surface retail parking and servicing;
- A towpath that extends the length of the site's waterfront and provides connections along the canal to the north and south of the site;
- A series of secondary streets which link key destinations within the site to the connections around its perimeter and provide vehicular access for residential blocks. These should be residential in character and encourage a sense of place.



Routes and streets



South facing, animated public realm, More London (February), Foster and Partners

5.3 Views and Wayfinding

A number of key views should be protected and created to reinforce connections within and across the site, assist orientation and wayfinding and create a sense of place and identity. Development sitting and orientation will be expected to achieve the following:

- A direct view between Bromley by Bow station and the A12 subway and Three Mills that reinforces the alignment of the neighbourhood street;
- A direct view between the northern A12 subway and Three Mills;
- Inter-connecting views along the central spine road that provide visual connectivity between the neighbourhood centre, the residential areas towards the northern end of the site, and the north eastern foot bridge;
- Views of historic buildings, open spaces and waterways of Three Mills;
- The sitting and form of buildings within the site that provides a visually engaging environment for those moving through the site.



Key views and wayfinding

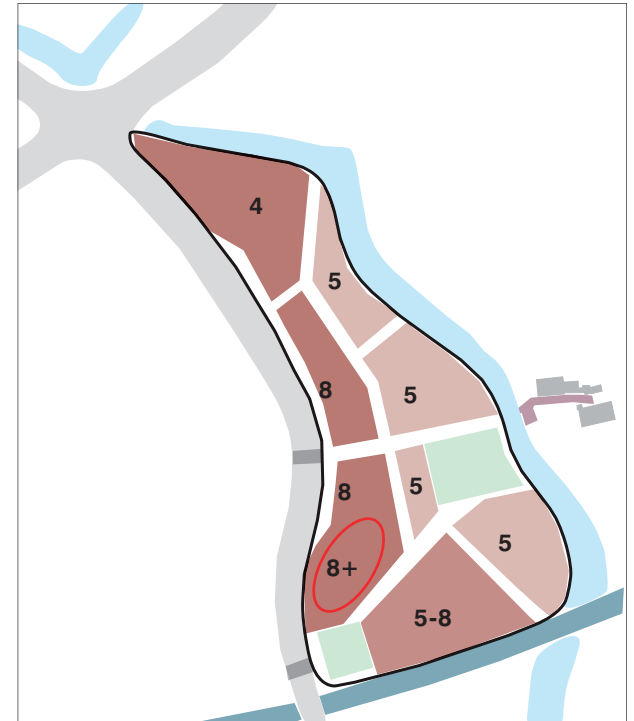


Long views of Three Mills must be protected

5.4 Development Form

The height, scale, bulk and massing of new buildings will be expected to establish a positive relationship with the character and quality of the public realm and open spaces they define, the Lea Navigation Canal, the setting of the Three Mills Conservation Area and the architectural quality of its Listed Buildings. The following massing zones are considered to achieve these objectives:

- Buildings in the northernmost part of the site should be not more than four residential storeys in height;
- Buildings fronting the canal and located east of the central spine road should be a maximum of five residential storeys in height;
- Buildings to the west of the central spine road should be of not more than 8 residential storeys in height;
- Buildings to the south of the neighbourhood street should be between 5 and 8 residential storeys in height with development fronting the neighbourhood street adopting a scale and height that achieves excellent microclimatic conditions;
- There is potential to include a tall building of more than 8 storeys in the south west corner of the site to the north of the neighbourhood street to act as a strong visual marker to Bromley by Bow station and the neighbourhood centre. Tall building proposals will be required to adopt the highest design quality in terms of their scale, form, appearance and microclimatic impact.

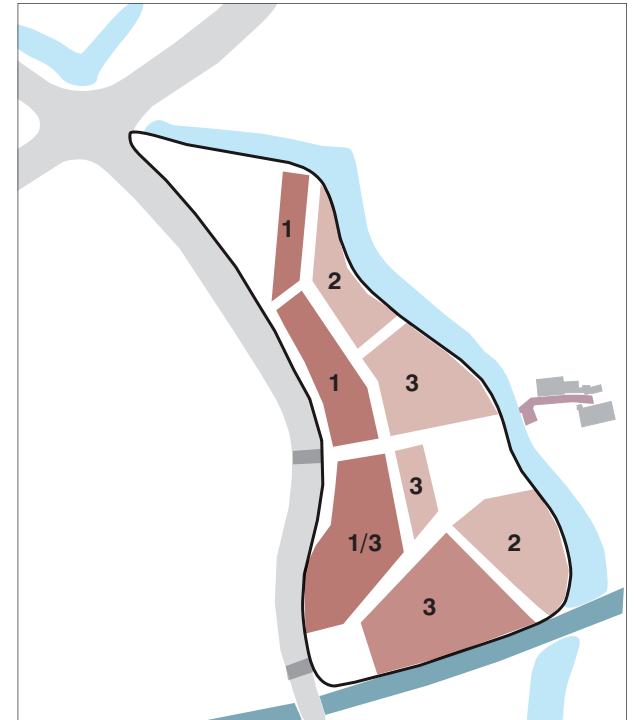


Indicative residential storey heights of buildings

5.5 Housing Typologies

New development will be expected to provide the following housing types to achieve the objectives of the brief:

1. Double-aspect deck access housing, using glazed and partially enclosed horizontal walkways, could provide an appropriate housing typology for units in fronting the A12. In this instance, the glazed decks facing the highway could act as environmental buffer zones to mitigate noise, air quality and passive solar gain impacts and create a positive urban design relationship to the A12. Development that separates the access deck from the facade of the residential building and incorporates bridge connections to each unit, with open wells between, will be encouraged. This will maintain a good level of privacy for rooms facing the access decks and allow the bridges to be treated as amenity space for the residents.
2. Double aspect townhouses and maisonettes will be encouraged along the Lea Navigation Canal frontage, particularly on lower floors. These should provide high quality family housing for both private and affordable housing and should have direct access to either private gardens or be in close proximity to public open space. It may be possible to consider single-aspect (double-banked) residential accommodation on the upper floors of these blocks.
3. Single aspect (double-banked) housing with central circulation is considered acceptable above the school and supermarket towards the southern end of the site. This typology will suit smaller housing units. Single-aspect residential units with windows which only face north will be resisted. Housing in larger perimeter blocks incorporating central courtyards should be orientated to allow good sunlight penetration into the courtyards and in this instance, facing elevations should be at least 18m apart.











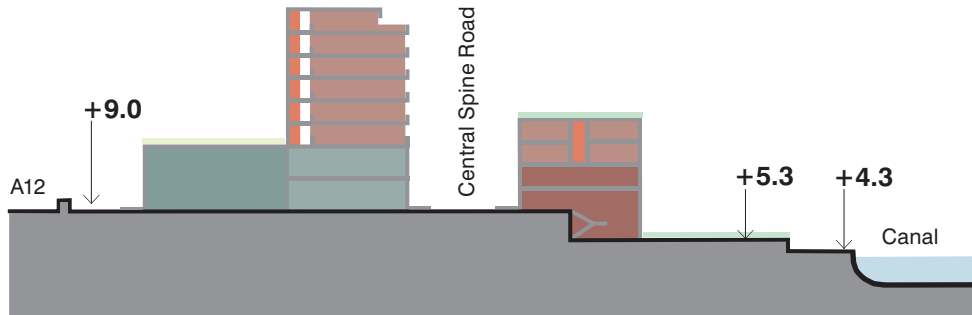
Indicative location of housing types



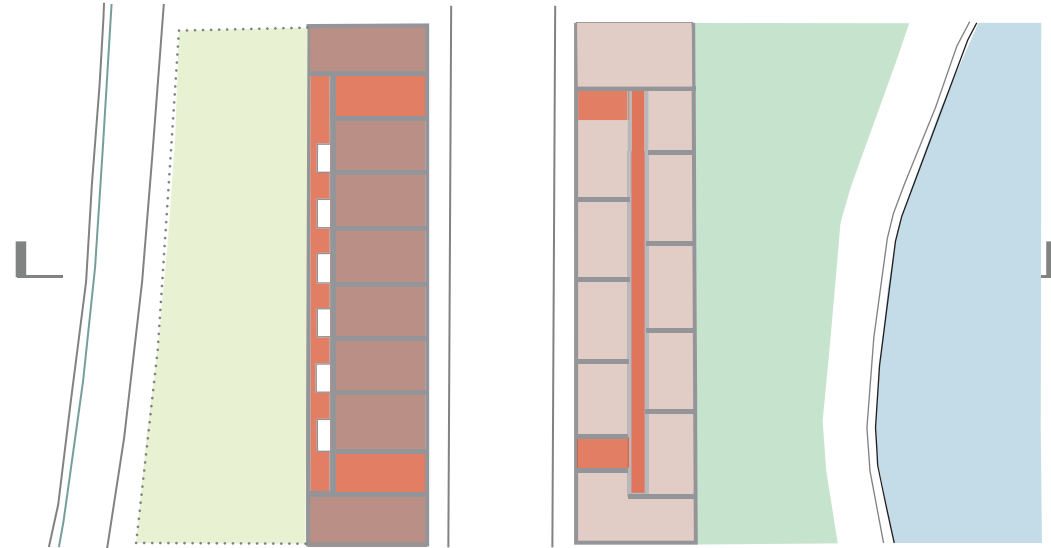
The use of separated access decks could provide an environmental buffer and animated frontage for housing facing the A12. Kop Van Zuid Housing, Rotterdam, KCAP Architects

Indicative Development Form and Housing Types

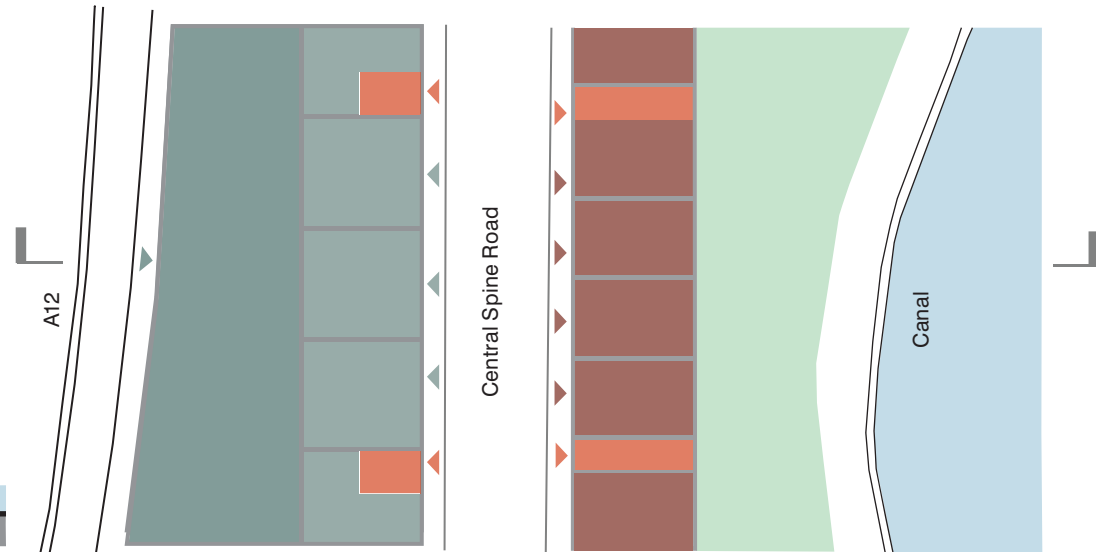
-  Double Aspect Townhouse / Maisonette
-  Double Aspect Deck Access Flats
-  Single Aspect Flats
-  Residential Circulation
-  Creative Industry
-  Industry
-  Semi-Private Open Space
-  Green Roof



Indicative section across central spine road



Indicative typical upper level



Indicative ground floor plan across central spine road

5.6 Public Realm

Development proposals should incorporate the following areas of public realm and public open space:

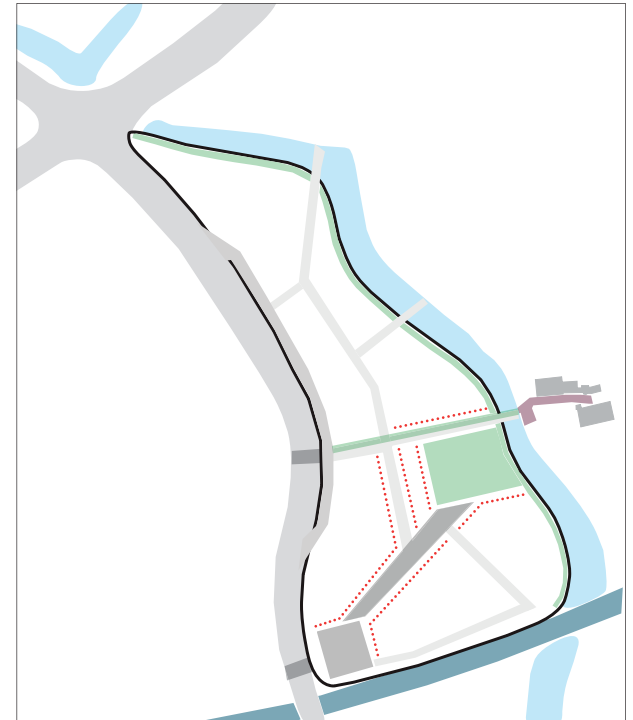
- A major area of open space located opposite Three Mills Listed Buildings to provide a substantial well managed and well maintained public amenity space which enhances the setting of Three Mills and creates a focus of community activity, including the school;
- A hard-landscaped square located immediately to the east of Bromley by Bow station and the A12 subway to provide a sense of arrival and setting for the neighbourhood centre that achieves good sunlight penetration to the space and the subway. This space could also be used to provide level links between crossings at subway and A12 level;
- A segregated pedestrian and cycle link which connects the northern A12 subway to Three Mills Bridge. This part of the site, particularly towards the western boundary, is likely to include considerable vehicular movement and segregation of pedestrians and vehicles to provide good and fully accessible walking and cycling routes across the central section of the site will be incorporated;
- A neighbourhood street linking Bromley by Bow station and A12 subway to the central open space, which should provide generous south-facing terraces which encourage external eating, drinking and leisure activities.

Within each of these areas proposals should ensure that:

- Adjacent development adopts an appropriate scale and design;
- Frontages are active;
- Uses should encourage passive surveillance of the public realm;
- Uses should encourage overlapping of internal and external activity;
- Frontages should avoid service and vehicular entrances or refuse storage;
- External materials should be durable and of high quality;
- Street furniture should be of good quality, coordinated and minimise clutter.

5.7 Canal Activity

Development will be required to retain the existing towpath and make active use of the waterfront. Mooring points, slipways, canal basins and ecology zones should be incorporated which enhance the setting and amenity and biodiversity value of the waterfront.



Key areas of public realm with active frontages shown in red



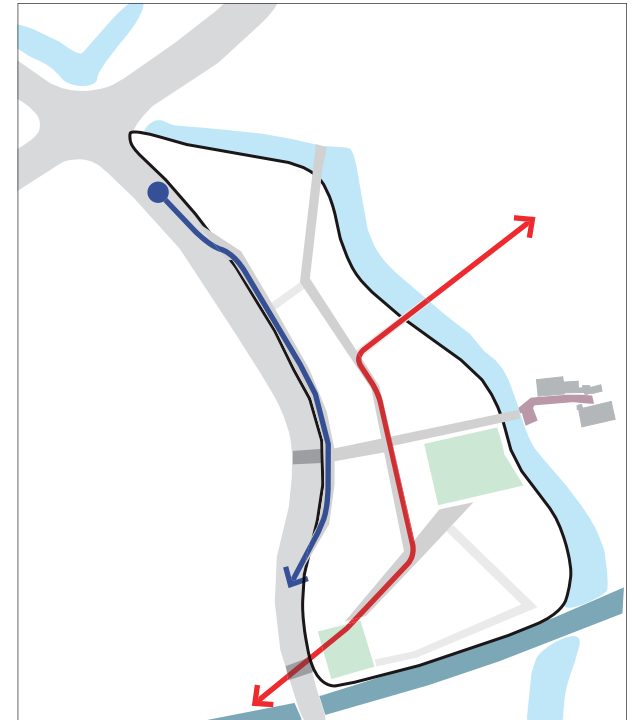
New canal basin, Abbots Wharf, Jestico and Whiles Architects

5.8 Circulation

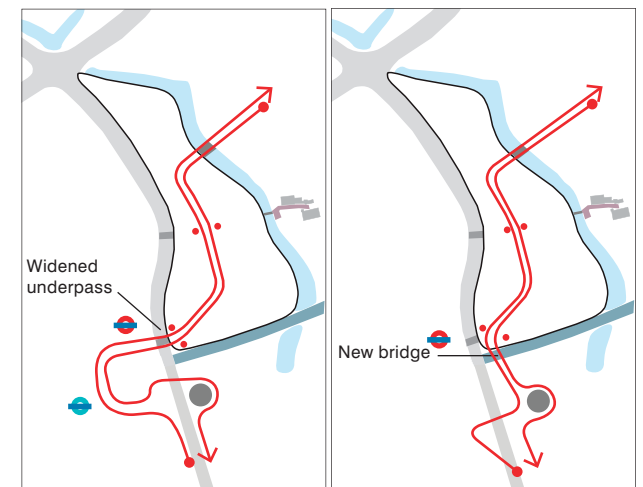
Subject to major interventions to the A12, it is accepted that the existing vehicular access and egress arrangement will remain. Vehicles will enter the site from the northern end of Hancock Road via the southbound carriageway of the A12. Vehicles will exit the site at the southern end of Hancock Road, returning to the southbound carriageway of the A12. This will mean that vehicles serving commercial space, retail and private housing will share the same primary means of entry and exit to the site and considerable care will be required to resolve key points of conflict between the primary pedestrian links along the western perimeter of the site and vehicles moving into, along and out of Hancock Road. The primary circulation for these user groups will be as follows:

- Pedestrians and cyclists will be given priority and use the neighbourhood street, central spine road, central pedestrian cross-route and canal bank to move through the site;
- Residential vehicles will have access to the full network of streets within the site, which should operate on a two-way basis. Residents accessing the southern end of the site will need to loop through the neighbourhood centre in order to return to Hancock Street north of exit slip road. Crossing points between local access roads and the primary pedestrian network should give priority to pedestrians and cyclists. The use of shared surfaces and raised table crossings will be encouraged;
- Retail-related private vehicles and service vehicles will enter the site towards the southern end of Hancock Road and be directed to parking and servicing areas located below ground level. This will require careful coordination with the pedestrian link connecting to the northern A12 subway;
- Commercial vehicles will gain access to accommodation located along the northern and western end of the site directly from Hancock Road;
- A new two-way bus route will run north-south through the site. Southbound buses coming from Stratford High Street will enter the site from Sugarhouse Lane over the new canal bridge, run along the central spine road and through the neighbourhood street. An option is for buses to move beneath the A12 adjacent to the station, along Talwin Street and Devons Road (connecting with St Andrew's Health Centre and Devons Road DLR Station) and south along the A12 to Canning Town, via Twelve Trees Crescent. The northbound service will follow the same route. An alternative southern route which takes buses south on the east side of the A12 via a new rail bridge is also being considered.

LTGDC and LBTH are in discussions with Transport for London to achieve a more comprehensive solution to addressing the severance and environmental impacts of the A12.










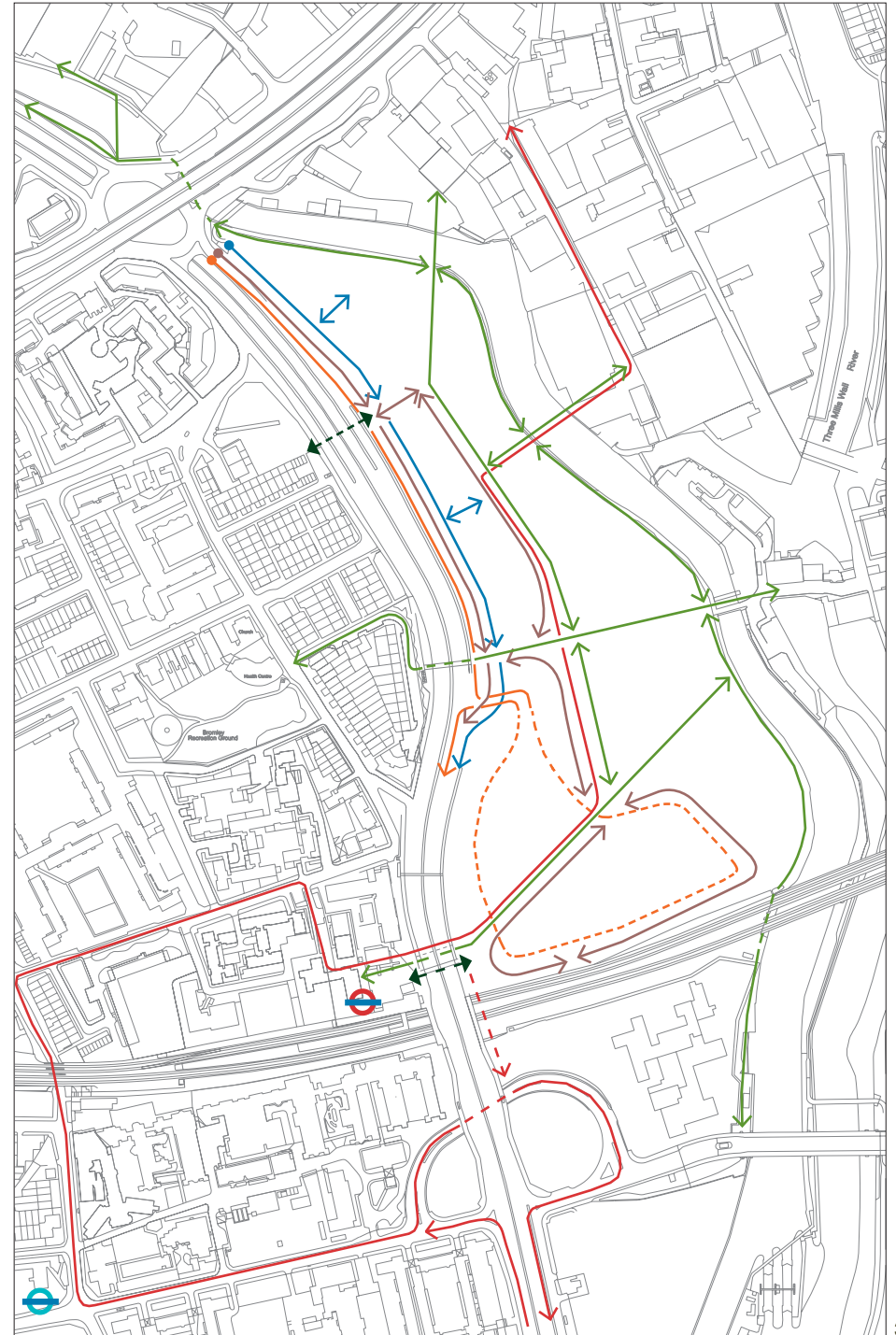
Primary access for private vehicles (blue) and buses (red)



Bus route option 1

Bus route option 2

-  Pedestrians and Cycles
-  Long-term Grade Level Connections
-  Two-way Bus Route
-  Residential Access
-  Retail and Other Commercial Vehicular Access
-  Retail and Hotel Sub-Surface Parking and Servicing
-  Industrial Space Access



Composite circulation diagram

6.0 Energy and Sustainability

In accordance with LBTH IPG and the London Plan, development will be required to adopt the following energy and sustainability principles:

- Adopt sustainable design and construction measures;
- Minimise carbon emissions through decentralised combined cooling, heating and power systems and the use of energy efficient and renewable energy technologies;
- Achieve a 20% reduction in carbon emissions through the use of on-site renewable energy generation;
- Minimise the need for and use of mechanical ventilation, heating and cooling systems;
- Provide buildings to provide for adaptation and flexibility of use during their lifetime;
- Provide buildings designed to mitigate the effects of the urban heat island and the expected increases in hot dry summers and mild wet winters;
- Mitigate any adverse impact on the microclimate of surrounding public realm in terms of wind and overshadowing;
- Optimise the opportunities for efficient water use, reuse and recycling through the use of sustainable urban drainage systems and minimising water use within new homes and commercial buildings;
- Green and brown roofs will be encouraged and rainwater harvesting for both buildings and open spaces should be incorporated;
- Protect and enhance ecology and biodiversity through the creation of new open space, the enhancement of existing waterways and the use of roof top gardens, green roofs and walls;
- Encourage walking, cycling and the use of public transport by locating higher trip generating land uses and development densities within easy access to public transport, promoting car clubs, delivering a high quality public realm and adopting creative design solutions for cycle parking;
- Provide for healthy lifestyle opportunities by maximising opportunities for easy access to well maintain and usable private, semi-private and public amenity space;
- Achieve a minimum Code for Sustainable Homes Level 4 and BREEAM Excellent standards;
- Achieve Lifetime Homes standards and 10% wheelchair accessibility standards;
- Provide facilities for recycling within all housing, industrial, commercial and retail development.

7.0 Developer Contributions

Development will be required to make financial and in kind contributions towards the provision of infrastructure and community facilities required to support the type and density of development proposed in this brief. These contributions will be secured through a section 106 agreement. The level of financial and in kind contributions sought will be in accordance with the guidance set out in the LTGDC's S106 Community Benefit Strategy, and subsequent updates to it.

A standard charge of £22,600 - £28,800 per dwelling would be justified as a contribution towards the significant infrastructure needs of the Lower Lea Valley. It is recognised that in most cases this is not viable and seeking to levy a charge at that level would undermine regeneration.

For residential developments, from now until April 2009, this contribution will be a discounted standard charge of £10,000 per unit in the Lower Lea Valley.

Until April 2009 there will not be a standard charge associated with retail, office, hotel and industrial developments although it is believed that a proper planning justification exists. Financial and in kind contributions will however still be negotiated on a site by site basis, taking into account site circumstances and the impact of the proposed development.

8.0 Next Steps

The draft Land Use and Design Brief will be issued for a period of 12 weeks public consultation. All comments received will be considered and any changes will be made to the document before it is formally approved by the LTGDC and LBTH as Interim Planning Guidance.

The LTGDC and LBTH will continue to work with landowners, developers, public sector agencies and the local community to ensure that the objectives of the Brief are achieved.

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Appendix 3 Consultation Summary

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Consultation Summary

The following table summarises the substantive comments received by landowners' and an explanation as to why they do not require a fundamental amendment to the Draft Land Use and Design Brief at this stage.

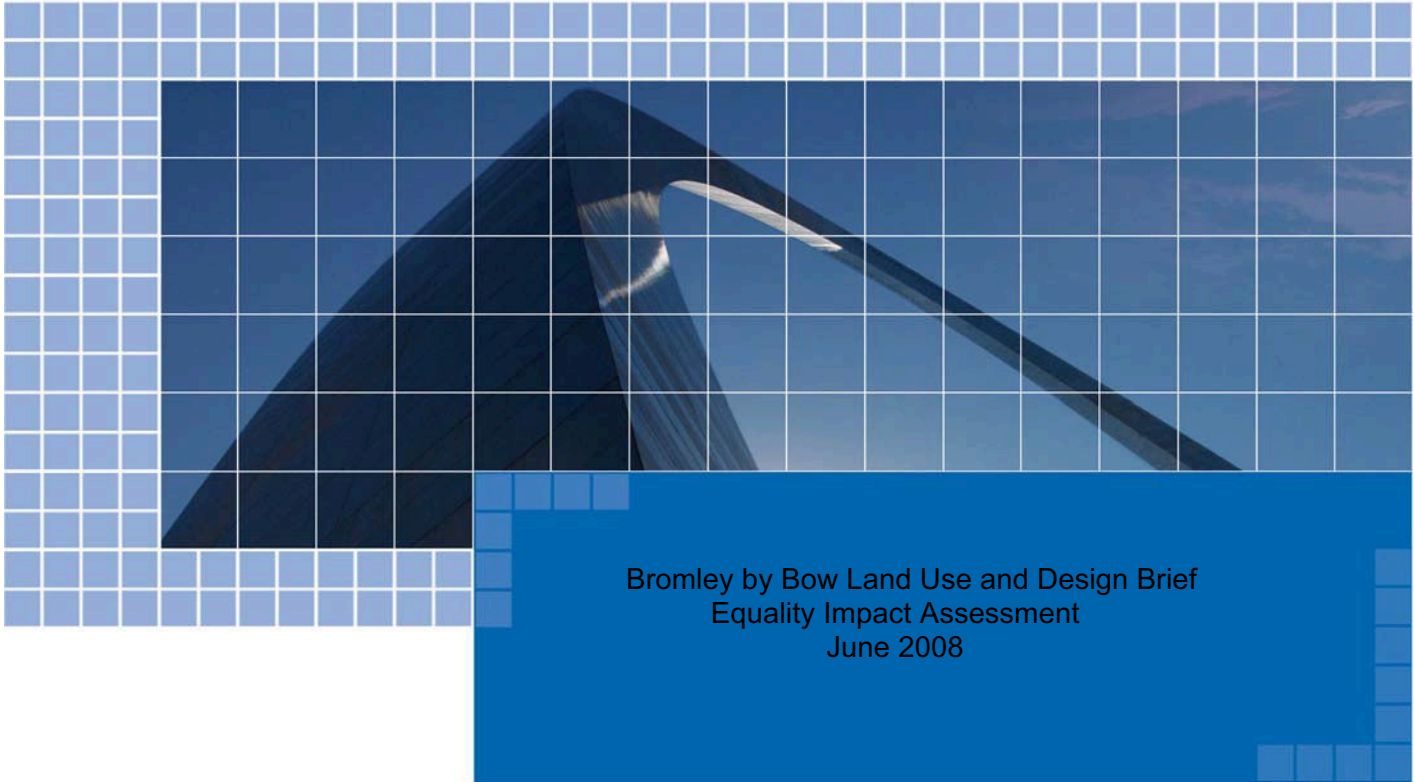
Summary of issues raised	LBTH and LTGDC initial response
The requirement for the proposed neighbourhood centre to comprise 6,700m ² of retail floorspace is not based on a technical assessment of the need for and capacity of the area to accommodating an increase in retail floorspace	The Bromley by Bow Retail Planning Assessment will provide the evidence base on which to decide the type of centre to be created at Bromley by Bow based on an assessment of the need and capacity for new retail floorspace.
The requirement for achieving a target of 50% affordable housing does adequately reflect the need to take into adequate site costs, the availability of public subsidy and development viability	The Land Use and Design Brief is drafted to take into account this requirement.
The requirement to retain the industrial capacity of sites along Hancock Road is not informed by research into the type of, and demand for, new industrial uses.	Discussions will take place with the GLA to clarify the definition of industrial capacity and its application in the design evolution and determination of development proposals.
The proposed building heights are too prescriptive and constrain the housing capacity of the site.	The proposed building heights reflect what is considered to be the preferred development scale and massing on parts of the site which are subject to different development constraints and opportunities.
The major interventions referred to as necessary to overcome the severance caused by the A12 are not deliverable.	While the Draft Land Use and Design Brief does not prescribe major interventions to the A12 corridor beyond significant improvements to the existing subways, discussions are taking place with developers and Transport for London about the feasibility and delivery of works to the A12 that would overcome its barrier effect.

<p>The assumptions about the quantum and type of development is not informed by an appraisal of development viability</p>	<p>The LTGDC has commissioned GVA Grimley to test the viability of a development scheme prepared in broad conformity with the Draft Land Use and Design Brief. This result of this work will be used to inform any amendments to the Brief prior to its adoption.</p>
<p>The Land Use and Design Brief should not require a phase 1 on land at Imperial Street to be delivered in advance of a phase 2 on land at Hancock Road.</p>	<p>It is considered that the redevelopment of the southern part of the site, to deliver the land uses required to create the neighbourhood centre and the subway improvements to improve accessibility to and from the station and across the A12 should form a first phase. Development requiring these community facilities and infrastructure improvements should follow as a second phase.</p>
<p>The proposed housing density and housing mix and tenure is too prescriptive and will constrain the viability of development proposals.</p>	<p>The proposed housing density and housing mix and tenure is identified in the London Plan, London Plan Housing SPG, LLV OAPF and LBTH IPG.</p>
<p>The amount of open space proposed should be reduced in size to take into account the proximity of existing open space (Three Mills Green)</p>	<p>The amount of open space is required to provide a deficiency in open space, particularly west of the A12.</p>

Appendix 4

Equality Impact Assessment

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Bromley by Bow Land Use and Design Brief
Equality Impact Assessment
June 2008

‘You will not get far if you perceive the duty to be over burdensome or take a mechanistic approach....there will be progress if the duty is seen as a way of fundamentally changing the core values and culture of the organisation.....we need and outcome-oriented approach’ – CRE Chair 2001

Equality Impact Assessment (EIA): Stage 1: Initial Screening Form for New/Revised Policies or Functions

A: Summary Details

Directorate: Development and Renewal

Section: Development Schemes

Person responsible for the assessment:

Contact details:

Name of Policy to be assessed: Bromley-by-Bow Land Use and Design

Is this a new or revised policy:

The Land Use and Design Brief builds on the Mayor of London Lower Lea Valley Opportunity Area Planning Framework (LAAP), LBTH Interim Planning Guidance and Draft Bromley by Bow Masterplan to provide framework for the regeneration.

The Masterplan was prepared by the Council to be a Supplementary Planning Document to the LAAP. The document is accompanied by a Draft Sustainability Appraisal. In July 2007, following a period of formal consultation, the Council agreed to postpone final approval of the Masterplan to allow more detailed and complementary work to be undertaken in partnership with LTGDC and other public sector agencies. This work has resulted in the preparation of the Brief for the Hancock Road, Three Mills Lane and Imperial Street site.

The brief is in accordance with the draft Bromley by Bow Masterplan and provides clear guidance for new development of the site, inform the determination of planning applications and, where necessary, support the case for public sector site assembly and development implementation.

The Brief will be endorsed by the Council as Interim Planning Guidance following a period of formal consultation. This will enable stakeholders to submit representations on the content of the Brief and give the document greater weight as planning policy.

Date policy scheduled for Overview and Scrutiny/Cabinet/LAB:

B: Preparation

It is important to consider all available information that could help determine whether the policy could have any potential adverse impact. Please attach examples of available monitoring information, research and consultation reports.

1. Do you have monitoring data available on the number of people (from different target groups) who are using or are potentially impacted upon by your policy? *Please specify what monitoring information you have available (your monitoring information should be compared to the current available census data to see whether a proportionate number of people are taking up your service).*

An EqlA was completed at the time of the preparation of the Draft Bromley-by-Bow Master Plan. Monitoring information captured as part of the consultation process was reported in the 2006-7 Annual Monitoring Report. The data in relation other B by B Master Plan is included in appendix 1.

2. If monitoring has NOT been undertaken, will it be done in the future or do you have access to relevant monitoring data for this area? If not, specify the arrangement you intend to make; if not please give a reason for your decision.

As the Development Brief flows from the B by bow Master Plan, for which an EqlA has been completed it was not relevant carry out an additional full impact assessment. However, the action plan from the first EqlA does make specific recommendations about where supplementary data can be captured and analysed.

The detailed planning applications which flow from the development brief will have statutory requirement for consultation and the submission of a social impact assessment in line with the council's Interim Planning Guidance.

3. Please list any consultations that you may have had and/or local/national consultations, research or practical guidance that will assist you in completing this EIA.

The Development Brief has been commissioned by the London Thames Gateway Urban Development Corporation, and the Council. The consultation process will be in line with the Council's requirements as set out in the Statement of Community Involvement. This will include; satutory consultees , landowners and the public.

C: Your Policy or Function

1. What is the main purpose of the policy or function?

The aim of this policy is to provide a visionary, inclusive and functional design brief for the Bromley-by-Bow area. This Land Use and Design Brief has been commissioned by the London Thames Gateway Urban Development Corporation partnership with the Council and builds on the London Lower Lea Valley Opportunity Area Framework and the Council's Interim Planning Guidance. This strategic framework will enable a comprehensive physical and economic transformation of the Hancock, Three Mills Lane and Imperial area of Bromley by bow area.

The stated aims and objectives of the development brief are:

- High quality and distinctive architecture;
- Appropriate scale, form and massing to suit the site context and housing type;
- Successful design, solutions that distinguish between family and non family housing
- Internal layouts that prevent the creation of single aspect north facing units and maximise the provision of dual aspect units;
- avoid single aspect units overlooking the A12 or the railway;
- Provide Lifetime Homes as identified in the London Plan;
- Adopt innovative design solutions accommodating accessible and secure car and cycle parking;
- Achieve Code for Sustainable Homes Level 4, etc.

2 Are there any other objectives of the policy or function, if so what are they?

The London Thames Gateway Development Corporation LTGDC has commissioned this document to provide landowners, developers and the wider community with clear guidance for promoting regeneration within the area. It identifies the key land use and urban design principles that new development will be expected to incorporate

3 Do any written procedures exist to enable delivery of this policy or function?

The Draft Masterplan for the Bromley by bow area, including both the Sustainability Appraisal and the EqlA, was completed in November 2006. The draft documents now form part the suite of Interim Planning Guidance which is endorsed by the Council. This Land Use and Development Brief flows from the Draft Masterplan.

The Interim Planning Guidance provides the planning framework for the Borough as whole and an EqlA has also been undertaken as part of this process. The Masterplan is used promote key regeneration areas. It provides additional level of detail in the determination of planning applications.

- 4 Are there elements of common practice in the service area or function that are not clearly defined within the written procedures?

No.

- 5 Who are the main stakeholders of the policy?

The Land Use and Design Brief has been commissioned by the London Thames Gateway Urban Development Corporation in partnership with the Council

The Statement of Community Involvement also sets out who the key stakeholders will be in the planning process as well as the process for community engagement. The London Thames Gateway UDC and the Council will have a statutory obligation to consult with the community once planning applications are submitted.

- 6 Is the policy associated with any other Council policy (s)?

As stated above The Development Brief has an associated with existing planning policy as set out in the Mayors OAPF Interim Planning Guidance (LDF), 1998 UDP and Draft Bromley by Bow Masterplan

- 7 Are there any areas of the service that are governed by discretionary powers? If so, is there clear guidance as to how to exercise these?

- 8 Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, what responsibility, and which bodies?

The responsibility for the implementation the Development Brief rests with both the council and the London Thames Gateway Urban Development Corporation which has planning powers in this part of the Borough). This document will be a material consideration in the determination of planning applications and provide a framework for public and private investment in the area.

D: The Impact

Assess the potential impact that the policy could have on each of the target groups. The potential impact could be negative, positive or neutral. If you have assessed negative potential impact for any of the target groups you will need to also assess whether that negative potential impact is high, medium or low – see glossary in the attached guidance notes for definitions.

1.
 - a) Identify the potential impact of the policy on men and women:

Gender	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
Women	√			High levels of unemployment and economic inactivity amongst women in this locality. the development brief sets out the land use pattern which could accommodate growth increase in the employment opportunities for local residents. There is potential negotiate for residents to have access to the local employment opportunities generated at the construction stage and once developments are occupied. This should include in the planning agreement.
Men	√			As above.

b) Identify the potential impact of the policy on different race groups:

Race	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
<p>Asian (including Bangladeshi, Pakistani, Indian, Chinese, Vietnamese, Other Asian Background – please specify _____)</p>	<p>√</p>			<p>Unemployment levels generally in this location are high but amongst BME communities evidence suggests that unemployment are higher than those for White communities.</p> <p>Again there will be the need to ensure that all residents are able to benefit from the job opportunities which result development, utilising our job brokerage service Skillsmatch to ensure that all residents are job ready and have access to the relevant training etc.</p> <p>Evidence from, the 2001 Census shows that BME residents are more likely to be in need of affordable housing and that amongst their households there are issue of overcrowding.</p> <p>It is essential that the outcomes of both of these issues are monitored.</p>

<p>Black (including Caribbean, Somali, Other African, Other black background – please specify _____)</p>	<p>✓</p>			<p>Unemployment levels generally in this location are high but amongst BME communities evidence suggests that unemployment are higher than those for White communities.</p> <p>Again there will be the need to ensure that all residents are able to benefit from the job opportunities which result developments, utilising our job brokerage service Skillsmatch to ensure that all residents are job ready and have access to the relevant training etc.</p> <p>Evidence from, the 2001 Census shows that BME residents are more likely to be in need of affordable housing and that amongst their households there are issue of overcrowding.</p> <p>It is essential that the outcomes of both of these issues are monitored.</p>
<p>White (including English, Scottish, Welsh, Irish, Other white background – please specify _____)</p>	<p>✓</p>			<p>It is likely to be beneficial given the range of physical and social infrastructure improvements that are proposed.</p>

<p>Mixed Dual heritage (White and Black Caribbean, White and Black African, White and Asian, Other mixed background - please specify _____)</p>	<p>✓</p>			<p>Unemployment levels generally in this location are high but amongst BME communities evidence suggests that unemployment are higher than those for White communities.</p> <p>Again there will be the need to ensure that all residents are able to benefit from the job opportunities which result development, utilising our job brokerage service Skillsmatch to ensure that all residents are job ready and have access to the relevant training etc</p>
<p>Other (please specify)</p>				

c) Identify the potential impact of the policy on disabled people:

Disability	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason

			<p>The development brief is seeking to improve the quality of the built environment in this locality both in terms of the physical environment – linking communities, providing community facilities and other amenities in term so open space etc. It also identifies needs in terms of the housing stock.</p> <p>There are high levels of unemployment amongst disabled residents. It is important to negotiate and facilitate employment opportunities using our job brokerage service Skillsmatch.</p> <p>At the planning application stage there is a need to ensure that the built environment and the housing outcomes reflect the needs of disability people as set out in the Interim Planning Guidance.</p> <p>The GLA has already placed a requirement on local authorities to report on their outcomes in relation to the provision of wheelchair and mobility housing. This information will be reported in the London Borough of Tower Hamlets Annual Monitory Review</p>
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✓

d) Identify the potential impact of the policy on different age groups:

Age Group (specify, for example younger, older etc)	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
	√			<p>There are unemployment levels above the national and regional levels in this area particularly amongst the 16-24 year olds.</p> <p>Again there will be the need to ensure that all residents are able to benefit from the job opportunities which result developments, utilising our job brokerage service Skillsmatch to ensure that all residents are job ready and have access to the relevant training etc.</p> <p>The initiatives that are targeted at disabled people are likely to have benefits for people at different life stages and the elderly in particular may benefit from the access and accessibility initiatives.</p>

e) Identify the potential impact of the policy on lesbian, gay men, bisexual or heterosexual people:

Sexual Orientation	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
Lesbian				<p>We have not evidence as to whether the outcomes will have a positive, negative or neutral impact. However, it is likely that the access, accessibility and community safety initiatives will have a positive impact for these communities.</p> <p>Further consultation is required.</p>
Gay Men				<p>We have not evidence as to whether the outcomes will have a positive, negative or neutral impact. However, it is likely that the access, accessibility and community safety initiatives will have a positive impact for these communities.</p> <p>Further consultation is required.</p>
Bisexual				<p>We have not evidence as to whether the outcomes will have a positive, negative or neutral impact. However, it is likely that the access, accessibility and community safety initiatives will</p> <p>Further consultation is required.</p>

					have a positive impact for these communities.
Heterosexual	✓				Further consultation is required It is likely to be beneficial given the range of physical and social infrastructure improvements that are proposed.

f) Identify the potential impact the policy on different religious/faith groups?

Religious/Faith groups (specify)	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
Buddhist	✓			There is inadequate data to reach specific conclusions, however, where the followers of a religion/faith are predominantly from the same racial group it would be reasonable to apply the reasoning for race to that religion
Christian	✓			As above
Hindu	✓			As above
Jewish	✓			As above
Muslim	✓			As above
Sikh	✓			As above
Other (please specify)	✓			

g) As a result of completing Question 1 a-f above what is the potential impact of your policy?

High Medium Low

If you have assessed the potential impact as HIGH you must complete a full potential impact assessment.

Although the impact has been assessed as being high it is not relevant to complete a full impact assessment at this stage. Impact assessment has already been undertaken for the Masterplan area. Interim Planning Guidance requires that more detailed assessments in the form of a social impact assessment are submitted for planning applications for major developments. It is also important to note that in all cases the likely impact is assessed as positive as the aims and objectives of the development brief are in place to address local needs

2. Could you minimise or remove any negative potential impact that is of medium or low significance? Explain How.

Race:

Gender:

Disability:

Age:

Sexual Orientation:

Religious/Faith groups:

3. If there is no evidence that the policy promotes equal opportunity– could it be adapted so it does? How?

Please ensure that all actions identified are included in the attached action plan and in your service plan.

Please sign and date this form, keep one copy and send one to Equalities Team..

Signed
Lead Officer
Date

Signed
Service Head
Date

Signed
Strategy and Programmes
Date

Action Plan

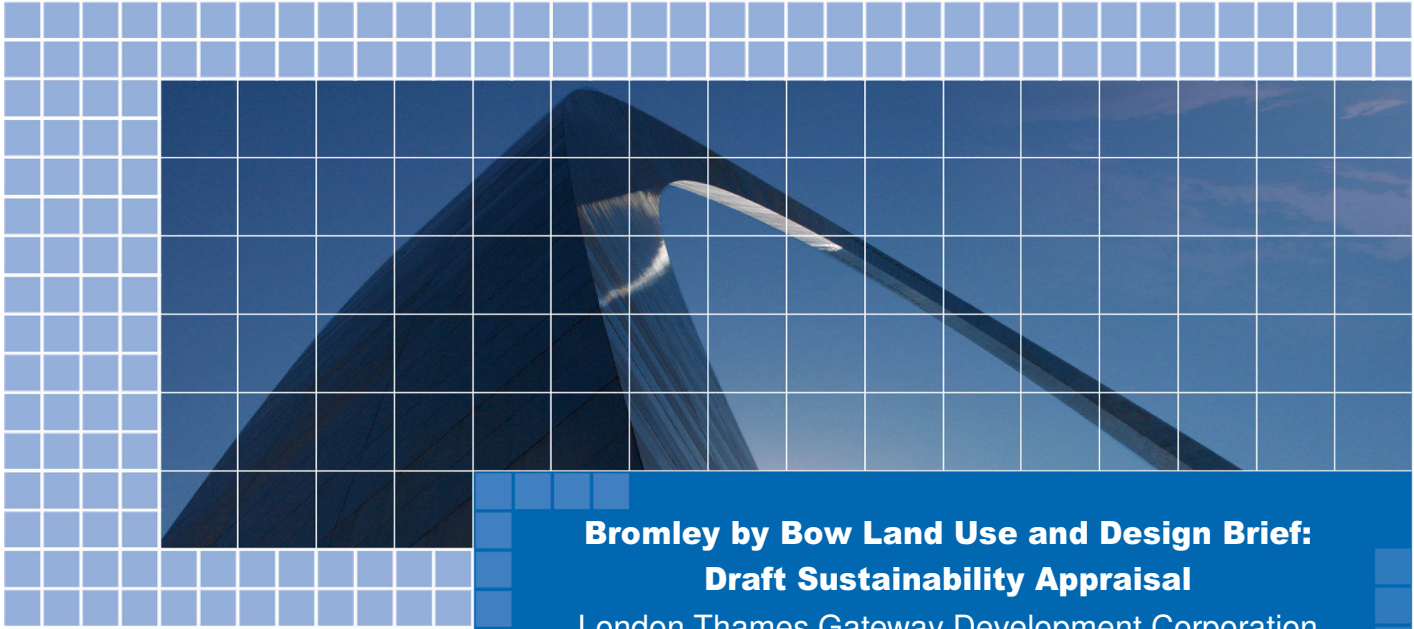
Recommendation	Key activity	Progress milestones	Officer Responsible	Progress
<p>Ensure that employment opportunities that result from the developments in the Bromley by bow area are negotiated for all local residents.</p>	<p>Include Equality and Diversity targets in the negotiated Planning Obligations for all Major Developments in Bromley By Bow</p>	<ul style="list-style-type: none"> • Local targets proposed • Local targets/initiatives agreed with developer/end user • Details of monitoring requirements agreed with developer and/or end user (where known) • Agreed targets and details of monitoring included in s106 agreement 	<p>Development Control Officer/ Planning Obligations Team/Skillsmatch</p>	
<p>Monitoring the outcomes of job opportunities for all residents.</p>	<p>Request agreed monitoring information from developer/ end user to ascertain compliance/non compliance with agreements</p>	<ul style="list-style-type: none"> • Quarterly monitoring • Analyse data • Re-programme based on achievement/non-achievement of targets 	<p>Skillsmatch</p>	
<p>Ensure that all residents are effectively consulted on future developments in the Bromley by Bow area as required by the Statement of Community Involvement., e.g. women, BME, age, disabled, LGBT and faith.</p>	<p>Undertake consultations with local residents to ensure that, where appropriate their views are taken in to account. Ensure</p>	<ul style="list-style-type: none"> • Develop programme of consultations • Analyse attendance/results to ensure that they reflect local demographics • Adapt programme if results indicate that that is necessary 	<p>Development Schemes</p>	

<p>Monitoring the provision of Wheelchair, Mobility and Lifetime Homes.</p>	<p>Ensure that the targets agreed with developer as part of s106 Agreement are met</p>	<ul style="list-style-type: none"> • Produce and publicise local targets • Review plans and revisions of plans to ensure that agreed level remains on plan • Refer vacancies to Lettings 	<p>Planning Obligations Team/Legal</p> <p>Development/ Building Control</p>	

Appendix 5

Sustainability Appraisal

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**Bromley by Bow Land Use and Design Brief:
Draft Sustainability Appraisal**

London Thames Gateway Development Corporation
and London Borough of Tower Hamlets
June 2008

QM

Issue/revision	Issue 1	Revision 1	Revision 2	Revision 3
Remarks				
Date	June 2008			
Prepared by	Sean Nicholson Vicky Piggott Katie Elmer			
Signature				
Checked by	Vicky Piggott			
Signature				
Authorised by	Sean Nicholson			
Signature				
Project number	12262232			
File reference	SA Report			

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- Appendix E: London Sustainable Development Checklist
- Appendix F: Glossary



1 Introduction

1.1 CONTEXT

1.1.1 The London Thames Gateway Development Corporation (“LTGDC”) and London Borough of Tower Hamlets (“the Council”) has commissioned the preparation of the Draft Bromley by Bow Land Use and Design Brief (“the Brief”) for land at Hancock Road, Three Mills Lane and Imperial Street. The Land Use and Design Brief builds on the Mayor of London Lower Lea Valley Opportunity Area Planning Framework (LLVOAPF), the Council’s Interim Planning Guidance (IPG) and Draft Bromley by Bow Masterplan (“the Masterplan”) to provide a framework for the regeneration.

1.1.2 The Brief is informed by a hierarchy of adopted (LLVOAPF and IPG) and emerging (The Council’s Local Development Framework and the Masterplan) planning policy.

1.1.3 The Masterplan was prepared by the Council to be a Supplementary Planning Document to the adopted IPG and emerging Local Development Framework. The Masterplan is accompanied by a Draft Sustainability Appraisal.

1.1.4 Following formal consultation in July 2007, the Council agreed to postpone final approval of the Masterplan to allow more detailed and complementary work to be undertaken in partnership with LTGDC and other public sector agencies. This work has resulted in the preparation of the Brief for the Hancock Road, Three Mills Lane and Imperial Street site.

1.1.5 The Brief is in accordance with the draft Bromley by Bow Masterplan and provides clear guidance for new development of the site, inform the determination of planning applications and, where necessary, support the case for public sector site assembly and development implementation.

1.1.6 The Brief will be endorsed by the Council as Interim Planning Guidance following a period of formal consultation. This will enable stakeholders to submit representations on the content of the Brief and give the document greater weight as planning policy.

1.1.7 As part of this process, a Sustainability Appraisal (SA) of the Brief has been undertaken. This SA report sets out the process, findings and results of the SA of the Brief and has been informed by the SA undertaken for the Masterplan. The Brief is also supported by an Equality Impact Assessment (EqIA). The EqIA was informed by the EqIA for the Masterplan.

1.2 THE OBJECTIVES OF THE DRAFT LAND USE AND DESIGN BRIEF

1.2.1 The Brief builds on the Masterplan to provide detailed guidance on the type and form of development proposed for the site. The Brief includes a set of objectives based on the development principles of comprehensive development, integration and intensification.

1.2.2 The Brief includes a set of land use and urban design guidelines that new development will be expected to achieve in order to deliver the following objectives:

- A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow;
- A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;
- A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;

- 
-
- Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;
 - New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites;
 - Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets;
 - An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit;
 - A development that achieves a combination of sustainable land use change, design excellence and commercial viability.

1.3 STRUCTURE OF THE SUSTAINABILITY APPRAISAL REPORT

1.3.1 The Report is structured as follows:

- Chapter 2 provides an explanation of Sustainable Development, Sustainability Appraisal and the Sustainability Appraisal process;
- Chapter 3 describes the appraisal methodology and identifies the context, objectives and baseline for the appraisal and how it meets the requirements of the Strategic Environmental Assessment (SEA) Directive/Regulations;
- Chapter 4 presents the result of the Sustainability Appraisal and includes recommendations for improving the Brief;
- Chapter 5 identifies the next steps for monitoring and consultation;

1.4 HOW TO COMMENT ON THIS REPORT

1.4.1 This draft SA is being consulted on in association with the Brief between (tbc) and (tbc).

1.4.2 All comments received during this period will be taken into consideration in the preparation of the Brief before being endorsed by the Council as Interim Planning Guidance.

1.4.3 Please send comments to:

Simone Williams
London Borough of Tower Hamlets
Directorate of Development and Renewal
Major Projects - Development Implementation
Mulberry Place
PO Box 55739
5 Clove Crescent
London
E14 1BY



2 Background

2.1 INTRODUCTION

2.1.1 This section defines Sustainable Development and Sustainability Appraisal and explains the impacts and requirements of both on the preparation of planning policy documents.

2.2 WHAT IS SUSTAINABLE DEVELOPMENT?

2.2.1 Sustainable Development is about ensuring a better quality of life for existing and future generations. It is about considering the long-term social economic and environmental issues and impacts in a an integrated and balanced way.

2.2.2 The most widely used and recognised definition of Sustainable Development is provided by the Bruntland Report: 'Our Common Vision' (World Commission on Environment and Development) (1987):

“Development that meets the needs of the present without compromising the ability of future generations to meet their own needs”

2.2.3 The UK Government has identified five guiding principles to achieving sustainable development in the 'UK Government Sustainable Development Strategy (HM Government March 2005):

- **Living within environmental limits:** Respecting the limit's of the planet's environment, resources and biodiversity – to improve our environment and ensure that the natural resources needed for life are unimpaired and remain so for future generations.
- **Ensuring a strong, healthy and just society:** Meeting the diverse needs of all existing and future communities, promoting personal well being, social cohesion and inclusion and creating equal opportunity for all.
- **Building a strong, stable and sustainable economy:** Providing prosperity and opportunities for all, and in which environmental and social costs fall on those who impose them and efficient resource is incentivised.
- **Promoting good governance:** Actively promoting effective, participative systems of governance in all levels of society – engaging people's creativity, energy and diversity.
- **Using sound science responsibly:** Ensuring policy is developed and implemented on the basis of strong scientific evidence, whilst taking into scientific uncertainty (through the precautionary principle) as well as public attitudes and values.

2.2.4 The UK Government has adopted the following definition for sustainable communities:

“Places where people want to live and work, now and in the future. They meet the diverse needs of existing and future residents, are sensitive to their environment, and contribute to a high quality of life. They are safe and inclusive, well planned, built and run, and offer equality of opportunity and good services for all.”

2.3 WHAT IS SUSTAINABILITY APPRAISAL?

2.3.1 The requirement for a Strategic Environmental Assessment (SEA) is set out in European Directive 2001/42/EC. The Directive is transposed in UK law through the “Environmental Assessment of Plans and Programmes Regulations 2004”.

2.3.2 The objective of the SEA Directive is:

“To provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans with a view to promoting sustainable development.”

2.3.3 Sustainability Appraisal has been defined as:

“a systematic and iterative process undertaken during the preparation of a plan, which identifies and reports on the extent to which implementation of the plan would achieve environmental, social and economic objectives by which sustainable development can be defined, in order that the performance of the plan can be improved”¹.

2.3.4 The Planning and Compulsory Purchase Act 2004 requires Local Authorities to exercise their function with a view to contributing to the achievement of sustainable development. Under the Act the preparation of a Sustainability Appraisal is mandatory and part of the process of adopting a planning policy document. The SA process has been designed to meet the requirements of the SEA Directive.

2.3.5 The aim of the Sustainability Appraisal of the Brief is to set out how sustainable development will be achieved through better integration of economic, social and environmental considerations into the preparation and adoption of the Brief.

2.3.6 Throughout the remainder of this report where reference is made to Sustainability Appraisal, SA or the SA Report, it denotes Sustainability Appraisal under the Act incorporating the requirements of the SEA Directive.

2.3.7 The SEA Directive emphasis the need to:

- Collect and present baseline environmental information;
- Predict the significant environmental effects of the plan and address them during its preparation;
- Identify reasonable alternatives and their effects;
- Consult the public and authorities with environmental responsibilities as part of the assessment process;
- Monitor the actual environmental effect of the plan during its implementation.

2.3.8 The SEA Directive identifies a range of factors that need to be considered. The Directive makes it clear that the following list of factors is not exhaustive:

¹ Good Practice Guidance on Sustainability Appraisal of Regional Planning Guidance, DETR, 2000



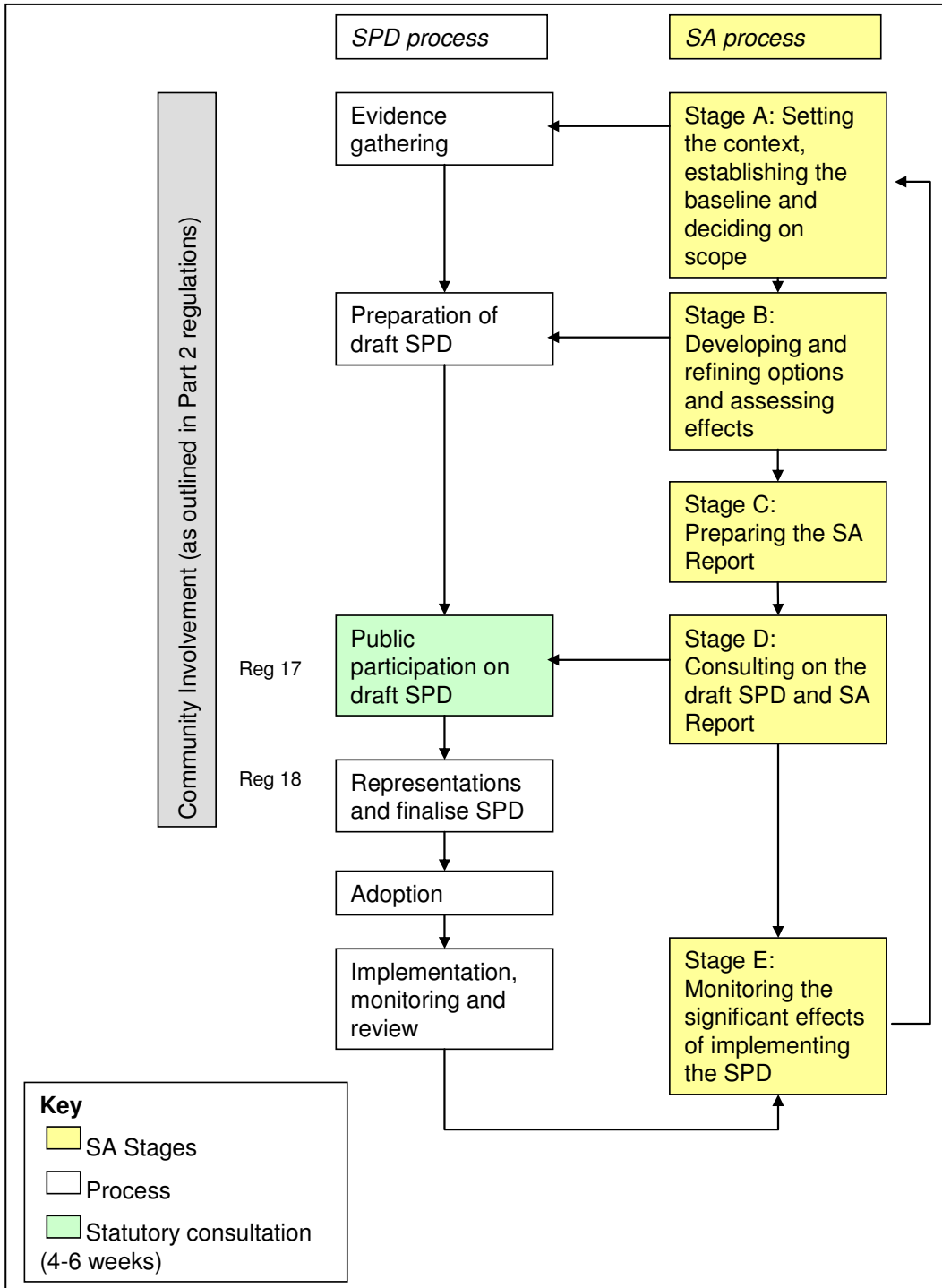
- Biodiversity;
- Population;
- Human health;
- Fauna;
- Flora;
- Soil;
- Water;
- Climatic factors;
- Material assets;
- Cultural heritage;
- Landscape.

2.3.9 The Directive and associated guidance do not define the range of issues that need to be considered under each topic but it is significant that the Directive includes reference to ‘population,’ ‘human health’ and ‘material assets.’ These topics suggest that the Directive takes a wide definition of the term ‘environment’ to include impacts on people and the built environment, as well as the natural environment.

2.4 THE SA PROCESS

2.4.1 The Government publication “Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents” (November 2005) provides guidance on incorporating Sustainability Appraisal within the process of preparing planning policy documents. Figure 2.1 illustrates the relationship between the process of preparing a Supplementary Planning Document and undertaking Sustainability Appraisal.

Figure 2.1 The SA and SPD processes





3 Appraisal Methodology

3.1 OVERVIEW

3.1.1 This chapter explains the methodology for undertaking the Sustainability Appraisal and identifies the context, objectives and baseline for the appraisal and how it meets the requirements of the Strategic Environmental Assessment (SEA) Directive/Regulations.

3.1.2 In accordance with guidance on how to meet the requirements of the Directive and Regulations, this Sustainability Appraisal considers the performance of the Brief against a set of independent Sustainability Appraisal objectives. The objectives used are those developed by LBTH to appraise the Masterplan. These objectives were adopted to provide consistency between Sustainability Appraisals of two planning policy documents that relate to same area of land.

3.1.3 The Sustainability Appraisal has considered the Brief as a whole and not by breaking it into individual parts and assessing them separately. This approach is considered appropriate given the size and nature of the document.

3.1.4 The SEA Directive requires the assessment of 'reasonable alternatives'. This Sustainability Appraisal considers the impacts of a 'Business as Usual' (BAU) scenario. This scenario considers the sustainability impacts of not promoting redevelopment based on the Brief but on a reliance on existing planning policy.

3.2 SUSTAINABILITY APPRAISAL TASKS

The Government publication "Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents" (November 2005) provides detailed guidance on how to undertake Sustainability Appraisal and ensure compliance with the SEA Directive. The methodology is divided into the following stages, within which individual tasks are required to be completed:

- Stage A: Setting the context and objectives, establishing the baseline and deciding on the scope
- Stage B: Developing and refining options
- Stage C: Appraising the effects of the preferred option
- Stage D: Consulting on the Master Plan and the SA Report
- Stage E: Monitoring Implementation of the Master Plan

3.2.1 Figure 3.1 outlines the individual tasks to be completed as part of the methodology.

3.2.2 It is important to note that this Sustainability Appraisal is informed by the following tasks undertaken as part of the SA undertaken for the Masterplan:

- A Scoping Report for the Masterplan, which was prepared in 2006, which included identification of the SA objectives;
- An SA for Draft Bromley by Bow Master Plan dated November 2006



STAGE A SETTING THE CONTEXT AND OBJECTIVES, ESTABLISHING THE BASELINE AND DECIDING ON THE SCOPE
TASK A1: <i>Identifying other plans, programmes, and sustainability objectives.</i>
TASK A2: <i>Collecting baseline information.</i>
TASK A3: <i>Identifying key sustainability issues.</i>
TASK A4: <i>Developing the SA framework.</i>
TASK A5: <i>Consulting on the scope of the SA.</i>



STAGE B DEVELOPING AND REFINING OPTIONS AND THE SUSTAINABILITY APPRAISAL
TASK B1: <i>Developing the plan objectives against the SA framework.</i>
TASK B2: <i>Appraising issues and options.</i>
TASK B3: <i>Predicting the effects of the draft SPD, including options.</i>
TASK B4: <i>Assessing the effects of the draft plan.</i>
TASK B5: <i>Mitigating the adverse effects and maximising beneficial effects.</i>
TASK B6: <i>Developing proposals for monitoring.</i>



STAGE C REPORTING
TASK C1: <i>Preparing the SA Report.</i>



STAGE D CONSULTING ON THE PLAN AND THE SA REPORT
TASK D1: <i>Consulting on the SA report alongside the draft plan.</i>
TASK D2: <i>Appraising significant changes.</i>
TASK D3: <i>Decision making and providing information.</i>



STAGE E MONITORING IMPLEMENTATION OF THE PLAN
TASK E1: <i>Monitoring the significant effects of the plan.</i>
TASK E2: <i>Responding to adverse effects.</i>

**Figure 3.1:
The SA
Process**

3.3 COMPLIANCE WITH THE REQUIREMENTS OF THE SEA DIRECTIVE

3.3.1 The methodology used for this appraisal meets the requirements of the SEA Directive. The table below explains how each chapter of the SA report meets the requirements of the SA Directive and in which Stage of the recommended SA process this is undertaken. This section reports on individual tasks but also covers specific sub-tasks in order to thoroughly meet with the reporting requirements of the Directive.

Requirements of the SEA Directive	Chapter of the SA Report	Stage in the SA Process
Preparation of an environmental report in which the likely significant effects on the environment of implementing the plan or programme, and reasonable alternatives taking into account the objectives and geographical scope of the plan or programme, are identified, described and evaluated. The information to be given is (criteria a to j below):		
a) An outline of the contents, main objectives of the plan or programme and relationship with other relevant plans and programmes	Chapter 1 of this report provides an outline of the Brief. Links to other plans and programmes are considered in Chapter 2 of this report	Stage A
b) The relevant aspects of the current state of the environment and the likely evolution without implementation of the plan or programme	The Scoping Report prepared for the wider Master Plan and they are summarised in Chapter 2 of this report.	Stage A
c) The environmental characteristics of areas likely to be significantly affected	Chapter 2 of this report	Stage A
d) Any existing environmental problems which are relevant to the plan or programme including, in particular, those relating to any areas of a particular environmental importance, such as areas designated pursuant to Directive 79/409/EEC and 92/43/EEC	Chapter 2 of this report	Stage A
e) The environmental protection objectives established at international, community or national level which are relevant to the plan or programme and the way those objectives and any environmental considerations have been taken into account during its preparation	Chapter 2 of this report	Stage A
f) The likely significant effects on the environment, including: short, medium and long term; permanent and temporary; positive and negative; secondary, cumulative and synergistic effects on issues such as: biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets,	Chapter 3 of this report and Appendix A of this report.	Stage B

cultural heritage including architectural and archaeological heritage, landscape and the interrelationship between the above factors		
g) The measures envisaged to prevent, reduce and, as fully as possible, offset any significant adverse effects on the environment of implementing the plan or programme	Chapter 3 of this report.	Stage B
h) An outline of the reasons for selecting the alternatives dealt with and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack of know-how) encountered in compiling the required information	Chapter 2 of this report	Stage C
i) A description of measures envisaged concerning monitoring (in accordance with regulation 17)	Chapter 4 of this report.	Stage B
j) A non-technical summary of the information provided under the above headings	A None Technical Summary has been provided	Stage C
Consultation with:		
Authorities with environmental responsibility when deciding on the scope and level of detail of the information to be included in the environment report	The relevant authorities were consulted on the Scoping Report prepared for the LDF and were consulted on the Scoping Report for the Master Plan area. They will be consulted on the Draft Land Use and Design Brief and SA.	Stage D
Authorities with environmental responsibility and the public to be given an early and effective opportunity within appropriate time frames to express their opinion on the draft plan and accompanying environmental report before its adoption	The Draft Land Use and Design Brief and SA will be consulted on.	Stage A (Scoping Report) Stage D (Draft SA Report)
Other EU Member States, where the implementation of the plan or programme is likely to have significant effects on the environment of that country	Not relevant in this instance	Stage D
Taking the environmental report and the results of the consultations into account in decision making	To be addressed in future stages	Stage D
Provision of information on the decision: When the plan or programme is adopted the public and any countries consulted must be informed and the following made available:	To be addressed in future stages	Stage D

<ul style="list-style-type: none"> • The plan or programme as adopted • A statement summarising how environmental considerations have been integrated into the plan or programme in accordance with the requirements of the legislation • The measures decided concerning monitoring 		
Monitoring of the environmental effects of the plan or programmes implementation must be undertaken	Chapter 4 of this report considers monitoring.	Stage E

3.4 TASK A1: LINKS TO OTHER POLICIES, PLANS AND PROGRAMMES

3.4.1 The SEA Regulations 2004 require an analysis of the Brief’s “relationship with other relevant plans and programmes” and of “the environmental protection objectives...which are relevant to the plan or programme and the way those objectives and any environmental considerations have been taken into account during its preparation”.

3.4.2 The Brief is required to be in general conformity with other policies, plans and programmes (PPPs) produced by National Government, the Mayor of London, the Council, Statutory Agencies, for example, Natural England, Environment Agency and English Heritage and by other bodies with plan-making responsibilities, for example, neighbouring local authorities. Legislation, for example the Water Framework Directive, is a further driver that sets the framework for the Brief, either directly or indirectly.

3.4.3 PPPs act as constraints (i.e. set formal limitations, policy contexts, requirements) or sources of useful background information to gathering evidence. A review of relevant PPPs is essential to establishing the baseline conditions of the site. It also helps to establish the economic, social and environmental context and role of the Brief. This stage allows opportunities and synergies to be identified, as well as potential conflicts between aims, objectives or detailed policies within the Brief. The review also highlights sustainability drivers and key issues which apply for this particular part of the Borough.

Approach to Task A1

3.4.4 A full review of relevant PPPs was undertaken in 2006 and presented in the SA Report for the Masterplan.. Documents published since then, and which account has been taken of, are shown in italics.

3.4.5 The PPPs that have been reviewed are presented in Appendix A. The first set of documents identified set out general sustainable development principles. The remainder are grouped under the four key strands of sustainable development:

- social progress which recognises the needs of everyone;
- effective protection of the environment;
- the prudent use of natural resources; and,
- the maintenance of high and stable levels of economic growth and employment.

3.4.6 Any conflicts, constraints and challenges which may arise through the interpretation of the PPPs have been identified with a recommendation made on how the Brief may be amended to take them into account.

3.4.7 The following section provides a summary of the key issues identified through a review of the PPPs.

General Sustainable Development

3.4.8 Sustainable Development has been placed at the centre of the new planning system. Legislation and guidance for planning and many other elements of sustainable development has been emerging for many years. It is essential that this is reflected in all planning policy documents, including the Brief. The challenge is to ensure that it is easily understandable and that it is clear that economic, environmental and social considerations have been taken into account.

3.4.9 From the review of general sustainable development policies, plans, strategies and guidance documents, it is obvious that there is a significant amount of documentation that places general sustainable development principles as a central issue. The documents that should be given priority are the most recently published and the ones that are a material consideration in producing the Brief.

Effective protection of the environment

3.4.10 There is a general consensus that the built and natural environment is an important resource that should be safeguarded, and that public open space should be expanded and improved. Decisions need to be made at a local level as to which areas of Bromley-by-Bow should be used for development, which areas should be identified for new open space, particularly green space and how existing areas should be enhanced and protected.

3.4.11 With a presumption in favour of new development to be accommodated within existing urban areas, it will be important that the value of the existing natural environment of the urban areas is protected. A balance is required between the need for new development and the importance attached to natural areas that are valued by residents and visitors.

3.4.12 A major challenge for the Brief will be the delivery and integration of new infrastructure.

Social progress which recognises the needs of everyone

3.4.13 There is a general consensus that new housing development should occur through the redevelopment of brownfield land. The challenge is to ensure that new development does not result in any adverse impact on the environment. It is also essential that the provision of new housing is linked with the provision of community facilities and services. Failure to do this would be likely to result in increased levels of social exclusion and demand for existing facilities.

3.4.14 There is a general consensus that improving people's health and well-being be achieved through new developments.

Prudent use of natural resources

3.4.15 There is a general consensus that sustainable methods for construction, waste management, energy efficiency, renewable energy generation and water management need to be an integral part of new development.



Maintaining a vibrant, flourishing and diverse economy

3.4.16 There are no obvious constraints or conflicts between the economic and employment related plans or policies. However, there is no clear direction on what types of employment uses would be considered preferable/acceptable within the Bromley-by-Bow area.

3.4.17 Similar to the need for new housing, the review of PPPs suggests that the need for new employment facilities will have to be integrated with the need to protect the environment of Bromley-by-Bow, achieve social progress for everyone and make prudent use of natural resources.

3.5 TASK A2: THE EXISTING BASELINE CONDITIONS

3.5.1 This SA report adopts the relevant baseline conditions set out in the SA for the Masterplan and updates it where appropriate. These baseline conditions are considered relevant as characteristics beyond the Brief boundary would provide a basis for identifying current issues in the Bromley by Bow area.

3.5.2 A summary of the economic, environmental and social characteristics of the area is provided below. Any statistics are sourced from 2001 Census unless otherwise stated.

Economic characteristics

3.5.3 The site currently accommodates low grade industrial uses and a large foodstore. The site is currently occupied by a range of industrial uses, including a scaffolding yard, gas storage and printing. The residential community located west of the site experiences high unemployment when compared to Tower Hamlets and London as a whole. The 2001 census revealed that of the adult population there were 2645 (33%) economically inactive and 442 unemployed (6%) compared to 4% in Tower Hamlets and 3% in London.

3.5.4 The workforce within the site is also relatively low skilled. The percentage of people in elementary occupations, for example, is double that for London as a whole. It is therefore likely that average incomes generated within the site will be significantly lower than the Tower Hamlets or London average.

3.5.5 In terms of deprivation, the residential community to the west of the site is in the bottom 3% of deprived areas in the country.

3.5.6 The 2001 census revealed that within the Masterplan area there were 2872 dwellings with almost 50% in Council Tax Band B and 30% in Band C. This suggests that there is a concentration of low cost dwellings within the residential hinterland. The majority of people live in purpose-built flats or maisonettes. There are very few semi-detached and detached properties within the area, resulting in a lack of properties suitable for large or extended families.

3.5.7 68% of households within the Masterplan area rent their property from a social landlord, compared to 52% in Tower Hamlets and only 26% in London as a whole. Only a small percentage of homes are in shared-ownership, which means that people do not have the opportunity of taking shared-ownership as a first step out of the rented sector and into home ownership.

Environmental Characteristics

3.5.8 The site measures approximately 8 hectares and is bounded by the Lea Navigation Canal to the east, the A12 Blackwall Tunnel North Approach to the west, the London Underground and National Rail corridor to the south and the A11 Bow flyover to the north. This infrastructure severs the site from the residential community to the west and key transport and community facilities.

The site lacks open green space but is within close proximity of Three Mills Green located within the London Borough of Newham.

3.5.9 The Three Mills Conservation Area includes land primarily within the London Borough of Newham but its boundary extends across the Lea Navigation Canal to include land within the site.

3.5.10 With respect to archaeology, land between the River Lea and the A12 is identified as an area of archaeological importance or potential.

3.5.11 The site is lacking in both quantity and quality of open space and offers limited biodiversity value.

3.5.12 The level of tree cover is also low both within existing open spaces and street trees. According to Tower Hamlets Biodiversity Action Plan there are no important species within the site, but the canals and waterways within the study area act as important corridors for animals and birds.

3.5.13 The site does not contain any nature reserves, Site of Special Scientific Interest or other nature designations.

3.5.14 There is limited quantitative data available for the monitoring of recreational water quality. The Council, however, are in the process of identifying relevant baseline data sources and monitoring methods.

3.5.15 The A12 has an impact on air quality within the site. Further, the number of construction sites in the hinterland area of the study area is likely to remain an important source of pollution in the next 5-10 years.

3.5.16 Following the completion of the first review and assessment of air quality in January 2000 by the Council, the whole of the Borough was declared an Air Quality Management Area under part V of the Environment Act 1995. This declaration was published in December 2003.

3.5.17 The site is located within a Flood Risk Area. The site's eastern edge is at risk to flooding.

3.5.18 The site is traversed by four sub-surface strategic sewers.


Social Characteristics

3.5.19 With respect to transport and travel, 61% of the population does not have access to a car, which is a considerably higher than the London Average of 37%. Despite the lack of car ownership the distances travelled to work by the surrounding residential population are similar to those travelled by Londoners as a whole. The mode of transport, however, varies with more people relying on public transport than the London average.

3.5.20 There are four primary schools located within the Masterplan area and one secondary school, the Ian Mikardo Special Needs Secondary School.

3.5.21 44% of the adult population does not have any qualifications. This is higher than the Tower Hamlets and London averages. This is reflected in the fact that 18% of the population is in elementary employment. This is a serious issue with regard to raising aspirations of young people.

3.5.22 While there are no community facilities within the Brief site, Bromley-by-Bow area is relatively well served by community facilities. There are three GP practices within the Masterplan area and several places of worship, including Coventry Cross Mosque and Islamic Centre and Bow Central Mosque and Islamic Centre. Bow Church is the only place for Christian worship. The Bromley-by-Bow centre is a high quality community resource, offering a range of services, including a doctor's surgery, childcare and training. Other community centres include The Marner



Centre and Tudor Lodge. The Masterplan area is, however, poorly served by libraries and only has one mobile library service.

3.5.23 With regards to levels of health within the area, 64% of residents describe their overall health as good, which is lower than the London average of 71%. Tower Hamlets also has a higher number of people with a limiting long-term illness (18%).

3.5.24 According to the Tower Hamlets Partnership Ward Data Report of January 2006, the Borough of Tower Hamlets is making progress in terms of reducing overall crime levels, including domestic crime, burglary, robbery and vehicle crime. There is a disproportionate fear of crime, however, revealed by Police surveys. This fear stems from poor environmental features within Bromley-by-Bow, such as poor lighting, underpass crossings and a lack of pedestrian traffic.

3.6 LIKELY EVOLUTION OF THE BASELINE WITHOUT THE PLAN (PART OF TASK A2)

3.6.1 A requirement of the SA process is to identify the existing social, economic and environmental conditions and consider their potential for change without adoption and implementation of the Draft Land Use and Design Brief (see Section 2.2).

3.6.2 Appendix D considers this requirement by considering a Business as Usual (BaU) or no plan scenario. The uncertainty and delay to achieving the objectives contained within the Brief under BaU scenario is a key sustainability issue.

3.7 TASK A3: IDENTIFYING SUSTAINABILITY ISSUES

3.7.1 The key sustainability issues that relates to the Brief are identified below. They are consistent with the issues identified in the SA for the Masterplan and reflect the current planning policy context:

- Securing a mixed use development that contributes to a sustainable pattern of development;
- Securing comprehensive redevelopment of the site and ensure that development in one part does not restrict or develop what can be achieved on residual parts of the site;
- The need to ensure that existing residents benefit from new employment opportunities;
- The need to raise educational attainment and aspiration;
- The need to improve access to existing and new open space;
- The need to address existing concerns around crime and fear of crime;
- The need to recognise existing constraints relating to air quality and noise, particularly along the A11/A12 and rail corridor;
- The need to improve connectivity with the surrounding area and encourage the use of buses, walking and cycling;
- The need to optimise the waterside setting of the area, whilst ensuring that development does not contribute to increased flood risk;
- The need to achieve community integration;
- The need to address the poor physical environment currently experienced in the area;
- The need to secure sustainable design and construction methods;
- The need to reduce, and adapt to, climate change;

- Need to ensure that the capacity of infrastructure is sufficient to support new development;
- The need to improve connectivity across the A12;
- The need to preserve and enhance the character and appearance of cultural heritage assets within the area.

3.8 AREAS LIKELY TO BE SIGNIFICANTLY AFFECTED (PART OF TASK A3)

3.8.1 The SEA Directive requires consideration of the “environmental characteristics of the areas likely to be significantly affected” (Annex I (c)).

3.8.2 Guidance on SEA from the EU (Implementation of Directive 2001/42 on the Assessment of the Effects of Certain Plans and Programmes on the Environment, Director General DG Environment, undated) states (paragraph 5.23) states:

“In (c) the focus is on the areas that are of special interest for the assessment, namely the areas likely to be significantly affected by the plan or programme. A description of the environmental characteristics of these areas is to be given in the report”.

3.8.3 The guidance on SA of Regional Spatial Strategies and Local Development Documents (November 2005) states, at paragraph 3.2.8:

*“Sufficient information about the current and likely future state of the area covered by the Development Plan Document (DPD) needs to be collected to allow effects to be adequately predicted. Information collection needs to focus on the social, environmental and economic characteristics of the area that relate to the issues to be tackled in the DPD. The SA Report can then focus on those where **significant effects are likely.**”*

3.8.4 The Scoping Stage for the SA prepared for the Masterplan identifies areas likely to be significantly affected. It should be noted that in identifying these areas it is not concluded that effects will occur. The whole purpose of the SA is to highlight potential effects and recommend amendments to the Brief to achieve mitigation. The areas that could be significantly affected are:

- The character and appearance of Three Mills Conservation Area and Listed Buildings and their settings;
- The parts of the site susceptible to noise and air quality impacts from the A12 and railway;
- The loss of existing job opportunities within the site and ability of the existing residential community to access new jobs and community facilities;
- The risk to flooding of vulnerable land uses;
- Potential impacts on air quality and noise could occur during the construction process;
- The increase in waste generated by the construction process; and
- The water quality of the River Lea.

3.9 TASK A4: DEVELOPING THE SA FRAMEWORK

3.9.1 The objectives used to assess the Brief are identified below. They are consistent with those used in the SA for the Masterplan. They were used because they have been previously consulted on and provide continuity between this SA and that undertaken for the Masterplan. They reflect the key economic, social and environmental issues identified in the area through a review of the relevant policies, plans and programmes.

3.9.2 The SA objectives are:

1. To improve health, promote healthy lifestyles and reduce health inequalities
2. To provide all residents with the opportunity to live in quality homes, including affordable homes
3. To provide social and community facilities and open spaces to meet the needs of Borough residents
4. To create sustainable communities through the regeneration and efficient use of land and buildings with links to appropriate infrastructure
5. To promote good quality in urban design, and the conservation and appreciation of the historic environment
6. To create safe and secure environments and reduce crime
7. To give all residents the opportunity of an occupation providing self-worth and a good livelihood, particularly in deprived areas
8. To reduce poverty, facilitate economic growth, and ensure equality of opportunity for all residents
9. To reduce the need to travel, reduce private vehicular transport and encourage the use of public transport, cycling and walking
10. To improve air quality
11. To reduce the impact of noise
12. To combat fuel poverty, reduce energy consumption, and promote renewable forms to reduce greenhouse gas emissions
13. To minimise waste requiring disposal and to increase recycling and recovery
14. To improve water quality and reduce water use
15. To conserve, enhance and where appropriate create biodiversity, including species, habitats, green spaces and watercourses
16. To minimise flood risk within the Borough and elsewhere, and promote the use of sustainable urban drainage systems
17. To ensure that the plan does not negatively affect existing residents of Tower Hamlets, and particularly disempowered groups



3.10 TECHNICAL DIFFICULTIES AND LIMITATIONS ASSOCIATED WITH THE ASSESSMENT

3.10.1 The SEA Regulations require that the report includes the identification of any difficulties (such as lack of information) encountered.

3.10.2 The main difficulty relates to the level of detail at which to undertaken the SA. It should be noted that the Brief is required to be subject to a SA and not Environmental Impact Assessment. The SA was informed by a site visit but not by any detailed field work.



4 Assessing the Sustainability Effects

4.1 INTRODUCTION

4.1.1 This Chapter of the report sets out the results of the SA for the Brief and considers the effects of the BAU scenario. A matrix documenting the results of the SA has been completed and is attached at Appendix C. Consideration is given below to the main effects identified, their nature (permanent and temporary) and the timescale over which they might occur. Separate consideration is given to synergistic and cumulative effects because these can best be considered at the end of the process.

4.2 TASK B1: TESTING THE BRIEF'S OBJECTIVES AGAINST THE SA FRAMEWORK

4.2.1 The objectives from the draft Brief have been assessed against the SA framework. The purpose of this exercise is to identify any potential incompatibilities or gaps in the Brief's objectives.

4.2.2 The results are set out in Appendix B. The Brief's objectives are considered appropriate and consistent with the SA framework. Where uncertainties are identified they reflect the fact that compatibility will depend on how the Brief's objectives are reflected in the rest of the Brief, which is considered in later tasks associated with the SA. For example the Brief has an objective of providing '*modern and flexible industrial and business space that benefits from access to the strategic road network and public transport.*' How this objective is achieved will affect performance against a number of SA objectives, including '*to promote good quality in urban design, and the conservation and appreciation of the historic environment.*'

4.3 TASK B2: ASSESSING OPTIONS FOR THE BRIEF

4.3.1 Development options were considered during the preparation of the Masterplan (see page 25 of previous report)

4.3.2 As noted in the method section, consideration has been given to the BAU scenario, in which the Brief is not prepared.

4.3.3 The significant risk of the BAU scenario is that the area would be under greater pressure to be developed in a piecemeal manner. This would result in the site being developed inefficiently undermine the delivery of the physical and community infrastructure required to realise the development potential of the site.

4.3.4 The BAU scenario is considered against the SA objectives in Appendix D.

4.4 TASK B2 AND B3: APPRAISAL OF THE BRIEF

4.4.1 A detailed assessment of the Brief has been undertaken and the results are presented at Appendix C. The matrix at Appendix C presents the results of the assessment against each SA objective using the following key:

Potential for a significant positive effect	++
Potential for a minor positive effect	+
Potential for a minor negative effect	-
Potential for significant negative effect	--
No significant effect or no relationship	No relationship
Uncertainty – outcome dependent on what is done, how and where	?

4.4.2 The matrix also indicates whether the effects are temporary or permanent in nature and gives an indication of their geographical scale. Section 3.4 of this report highlights opportunities to mitigate such effects.

4.4.3 In general, it is considered that the Brief will contribute to achieving the principles of sustainable development. It performs well against the SA objectives and no instances were identified where the documents would conflict with the SA objectives. Opportunities to improve the Brief have been identified.

4.5 TASK B3 AND B4 CUMULATIVE AND SYNERGISTIC EFFECTS

4.5.1 The Brief is designed to provide clear guidance to landowners and developers on the preferred type and arrangement of land use and form of development within the site. The Brief is intended to facilitate land assembly and implementation and secure the delivery of the physical and community infrastructure required to achieve the development potential of the site and the surrounding area. There is therefore potential for synergistic positive effects (a total effect greater than the sum of the individual effects).

4.5.2 The Brief seeks to secure improved public transport facilities to and from the site which should help reduce the potential for cumulative negative effects associated with increased traffic.

4.6 TASK B5: OPPORTUNITIES FOR ENHANCEMENT AND MITIGATION

4.6.1 The opportunities for mitigating the impact of the Brief and enhancing the quality of development proposed in the Brief are set out as recommendations in the matrix at Appendix C. They are presented in bold lettering. The recommendations are summarised in Table 4.1 and 4.2 below. Table 4.1 presents recommendations relating to specific objectives and Table 4.2 presents more general recommendations. The recommendations mainly relate to future applications and detailed development considerations but could be highlighted in the Brief.

Table 4.1 Summary of Recommendations from the SA

SA Objective to which recommendation relates	Recommendation
1. To improve health, promote healthy lifestyles and reduce health inequalities	A detailed breakdown of the types of open space required on site should be provided to ensure that all requirements are provided if, as anticipated, the area is developed in a phased manner. Clarify any issues associated with proximity to the Bromley by Bow Gas Works and the anticipated timing for this to convert to open space as suggested in Section 1.2 of the Brief.
2. To provide all residents with the opportunity to live in quality homes, including affordable homes	The Brief includes proposals for a significant number of dwellings. A significant proportion of which will be affordable homes. It will be important to ensure that the affordable housing is provided throughout the development – so as to encourage social inclusion. The Brief could specify the requirement for affordable housing to be integrated across the site.
4. To create sustainable communities through the regeneration and efficient use of land and buildings with links to appropriate infrastructure	The Brief could specify the need for the school to be a dual –use facility, i.e. available for activities in the evening and weekends (further education, training etc.) for the local community.
5. To promote good quality in urban design, and the conservation and appreciation of the historic environment	The Brief could identify the need for proposals to include provision of public art, or for contributions towards the provision of this. Is there any scope for enhanced visitor facilities associated with the Three Mills Area and Lea River Park?
6. To create safe and secure environments and reduce crime	Require developers to demonstrate consideration of this issue in supporting material submitted with the planning application. Are there any issues in relation to water and safety?
7. To give all residents the opportunity of an occupation providing self-worth and a good livelihood, particularly in	The Brief bases employment provision on the current ‘industrial capacity’ of the site but the site includes areas of open storage which we presume have been used to calculate the employment requirement. The Brief should provide evidence of the relationship



deprived areas	<p>between employment provision and the proportion of the resident population that will be of working age. Is the aim for the two to be in balance or will the site be a net importer or exporter of employment? Consideration should be given to the provision of starter and small units and shared facilities.</p> <p>The Brief could explicitly state whether or not live work units would be considered as part of proposals.</p>
8. To reduce poverty, facilitate economic growth, and ensure equality of opportunity for all residents	<p>The Brief could also highlight the opportunity for starter units, for example with shared facilities.</p> <p>The Brief could consider the use of voluntary agreements and other measures to promote training and recruitment of local people.</p>
10. To improve air quality	<p>The Brief could reference the Mayor and London Council’s “London Best Practice Guide” on the control of dust and emissions during demolition and construction.</p>
11. To reduce the impact of noise	<p>Construction activity will give rise to noise. The Brief could reference the Mayor’s Considerate Constructors scheme.</p>
12. To combat fuel poverty, reduce energy consumption, and promote renewable forms to reduce greenhouse gas emissions	<p>An overall Energy Concept Strategy is recommended for the area – this would provide the opportunity to identify opportunities to optimise local energy generation (both within the area and adjoining areas). If left to individual applications, the opportunity could be lost. Applications could be accompanied by an Energy and Renewables Assessment and the Brief could highlight the need for these.</p> <p>Developers could be required to include a statement on ‘climate change proofing’ in supporting material submitted with planning applications; including consideration of the effects of proposals on micro-climate.</p>
13. To minimise waste requiring disposal and to increase recycling and recovery	<p>The construction phase will generate waste associated with demolition of existing buildings. The Brief could specify the need for materials to be used on site where possible, for example could material be used to achieve the necessary increase in height across parts of the site at risk from flooding?</p> <p>The Brief could also require the production of a Construction and Environmental Management Plan, incorporating a Soil Management Plan with the aim of using material on-site.</p> <p>The Brief could encourage the use of prefabricated and standardised modulation components to minimise waste.</p>



	<p>The Mayor has identified specific targets for recycling and the Brief could reference these in Section 6.</p> <p>Proposals for remediation should be required to take account of the carbon footprint of remediation options.</p>
<p>14 To improve water quality and reduce water use</p>	<p>The Mayor has identified specific targets in relation to water consumption and these could also be referred to.</p>
<p>15. To conserve, enhance and where appropriate create biodiversity, including species, habitats, green spaces and watercourses</p>	<p>The overall aim should be to achieve a net gain in the ecological value of the area. The Brief should require an ecological budgeting approach. The overall aim should be to achieve a net gain in the ecological value of the area. This would detail those habitats identified on site as part of a phase 1 Habitat Survey, a balance sheet would indicate the value given to each habitat (Local to European), current biodiversity assets, those to be retained/created and those to be lost a final column would show the net change qualitatively. This will help demonstrate the potential ecological benefits that the project could deliver.</p> <p>Ecological budgeting for sites should cross-reference BAP Targets and demonstrate the scope for working towards these targets. The Mayor has set targets for the provision of green roofs and these should be referred to in the Brief. The term ‘brown roof’ is also used to describe roofs that are designed to have enhanced ecological value (over and above that associated with a green roof). The Brief could adopt the term ‘brown roofs’ for clarity.</p> <p>The Brief should also identify the need for a long-term Management Plan, developer contributions may be required to fund this and long-term management.</p> <p>The Brief could identify the opportunity to green the edge of the A12 adjacent to the site and seek developer contributions towards this.</p>
<p>16. To minimise flood risk within the Borough and elsewhere, and promote the use of sustainable urban drainage systems</p>	<p>The LLVOAPF locates the site within an area identified as required for storm water attenuation in retention ponds. It is not however clear from the Brief if retention ponds will be required on site and, if so, where.</p> <p>The Brief identifies the need for Sustainable Urban Drainage Systems (SUDS) but could also highlight the potential need for</p>

	<p>developer contributions to secure the long-term management of these. It could also advocate the use of a mix of hard and soft SUDS.</p> <p>Presumably the aim of attenuation measures will be to ensure that the site does not increase the risk of flooding elsewhere, with the site being neutral in terms of the amount and rate of run-off. The Brief could specify this.</p>
17. To ensure that the plan does not negatively affect existing residents of Tower Hamlets, and particularly disempowered groups	<p>The construction phase provides the potential for negative effects on existing residents, including new residents associated the first phase of development. The Brief could reference the Mayor's Considerate Constructors scheme.</p> <p>As noted in other SA objective above, the Brief could highlight measures to ensure that local people benefit from new employment opportunities, through training and placement initiatives.</p>

Table 4.2: General Recommendations

General - Layout of the Brief	<p>The Brief could provide greater differentiation between background text, proposals and requirements for development, e.g. by highlighting text. As the Land Use and Design Brief stands it is not easy to pick out requirements.</p> <p>The Brief could also list the information that will need to be provided by applicants at the time applications are made.</p>
Delivering Infrastructure	<p>It is not clear from the Brief how infrastructure, e.g. new crossings will be provided – will they be put in place before development takes place, during construction or after development takes place? Will infrastructure be wholly developer funded? Will adjoining developments have a role in providing infrastructure where it would benefit them?</p> <p>How will infrastructure provision be related to phasing of the development?</p> <p>For example Section 5.1 of the Brief identifies a number of connections and could also specify the likely funding mechanism(s) and timing for each.</p>
Sustainable Design and Construction	<p>The Brief includes reference to Code for Sustainable Homes 4 and BREEAM Excellent. The Brief should include some justification for the requirement for Level 4 of the Code for Sustainable Homes, given that the current target nationally is to achieve Level 3. Nationally Code Level 4 will be the target from 2013. Subject to the phasing and timing of the development it may therefore be</p>



	<p>appropriate to require dwellings likely to be completed before 2013 to be Code Level 3 with those completed after required to achieve the higher rating.</p> <p>The Mayor has developed a number of other targets and requirements relating to Sustainable Design and Construction (see Section 4.4 of this Report and Appendix C) which could also be referenced in Section 6 of the Brief, so that developers are made aware of them. The targets are consistent with and build on the Council's Core Strategy and Development Control Plan, Interim Planning Guidance (see relevant policies at Appendix A).</p>
Monitoring	The Brief needs to include proposals for monitoring outcomes and effects – or cross reference the LDF Annual Monitoring Report.
Phasing	The Brief would benefit from a Plan showing proposed phases.

4.7 CONCLUSIONS

4.7.1 The Brief highlight a range of measures that will contribute to sustainable development objectives. This SA has identified the opportunity for further enhancement as specific development proposals are progressed and development proposals implemented.



5 Next Steps

5.1 INTRODUCTION

5.1.1 This Chapter considers future arrangements for monitoring the Brief and then sets out linkages to other plans and programmes.

5.2 MONITORING (TASK B6)

5.2.1 The SEA Directive requires monitoring to identify unforeseen adverse effects and to enable appropriate remedial action to be taken (Article 10.1 refers).

5.2.2 Guidance on monitoring from ODPM states²:

“Local planning authorities should adopt an integrated approach to monitoring local development frameworks that takes full account of the monitoring needs of Sustainability Appraisal and the SEA Directive.”

5.2.3 Local Planning Authorities are required to prepare an Annual Monitoring Report. It is recommended that the indicators are capable of monitoring implementation of this SPD.

5.2.4 The indicators will need to include consideration of the following topics in order to meet the requirements of the SEA Directive:

- Biodiversity;
- Population;
- Human health;
- Fauna;
- Flora;
- Soil;
- Water;
- Climatic factors;
- Material assets;
- Cultural heritage;
- Landscape.

5.2.5 It is recommended that monitoring of these issues is nested within the monitoring requirements for the LDF.

5.3 LINKS TO PLANS AND PROGRAMMES AT THE PROJECT LEVEL

5.3.1 The Guidance produced by ODPM recommends consideration of links to other plans and programmes at the project level (Figure 40 of the guidance refers) - Table 5.1 below sets out the technical work that may be required as specific development proposals in the Brief site progress. It also identifies other technical work that could be undertaken. Both provide an opportunity to ensure that sustainable development considerations are integrated into the development process.

² Local Development Framework Monitoring: A Good Practice Guide, ODPM, March 2005



Table 5.1: Potential technical work

Topic	Plan or Programme	Status
Environmental Effects	Environmental Impact Assessment	Mandatory for projects covered by the Regulations
Contaminated land	CLR 7-10 Contaminated Land Exposure Assessment (CLEA), (DEFRA and EA, 2002) CLR11: <i>The Model Procedures for the Management of Contaminated Land</i>	Mandatory
European Sites	Habitats Directive	Mandatory for any project that has potential to impact on a Natura 2000 site.
Built Heritage	Listed Building Consent	Mandatory for any works affecting a Listed Building
Transport	Transport Assessment	Mandatory for developments of a specified size.
	Travel Plan	Voluntary
Flood Risk	Flood Risk Assessment according to Appendix 7, PPG25	Mandatory for affected sites
	Drainage Strategy (adopting SUDS principles)	Voluntary
Infrastructure	Fifth edition Sewers for Adoption (2002)	Mandatory
	Part H of the Building Regulations	Mandatory
Energy	Part L2 of the Building Regulations	Mandatory
	Energy Efficiency Best Practice Programme	Voluntary
	Integrating renewable energy into new development, toolkit for planners, developers and consultants (London Renewable, Sep 04)	Voluntary
	Carbon Neutral Co.	Voluntary
Waste	Waste Management Licence	Mandatory if deposit, keep, treat or dispose of controlled waste
	Duty of Care for Waste (2003)	Mandatory



Topic	Plan or Programme	Status
	Hazardous Waste Registration (if produced) with the Environment Agency	Mandatory if produced
	Waste minimisation, an environmental good practice guide for industry (EA, 1997)	Voluntary
	Waste Audit	Voluntary
	National Industrial Symbiosis Programme	Voluntary
	Waste and Resources Action Plan	Voluntary
Ecology/ Biodiversity	Code of practice for the management, destruction and disposal of Japanese Knotweed (EA, 2001)	Mandatory
	Duty of Care for Waste	Mandatory
Lighting	Guidance Notes for the Reduction of Obtrusive Light (Institution of Lighting Engineers, 2005)	Voluntary
Health	Health Impact Assessment	Voluntary, could be incorporated in EIAs but important that the site as a whole is considered
Water	Pollution Prevention Guidelines (EA)	Voluntary
Materials	ENVEST II or The Green Guide to Specification (2002)	Voluntary
	Control of Asbestos at Work Regulation 1998, HSE	Voluntary
	Approved Code of Asbestos (1993)	
	Procurement Plan	Voluntary
Urban Design	Urban Design Statement (incorporating Secured by Design)	Mandatory
Sustainable Design	BREEAM/ Code for Sustainable Homes	Voluntary
	London Sustainable Development Checklist	Voluntary
Construction	Building Regulations Part L2 (2002)	Mandatory
	Building Users Guide	Voluntary
	Considerate Construction Scheme	Voluntary
	Pollution Prevention Guidelines (EA)	Voluntary
	CIBSE Commissioning Codes	Voluntary
	British Standard BS5837 (1991)	Voluntary
	Construction and Environmental Management	Voluntary



Topic	Plan or Programme	Status
Planning Application	Plan Planning Conditions S.106 Agreement	At the discretion of the Local Planning Authority

5.4 MAYORAL TARGETS

5.4.1 The Mayor of London’s essential standards, preferred standards and targets are set out in Appendix E. It is recommended that the Brief acknowledges these. The standards and targets are taken from the London Sustainable Development Checklist and would be particularly relevant if a strategic planning application is submitted. Additional background on the checklist is provided below.

5.4.2 The Council’s Core Strategy and Development Control Development Plan Document, Interim Planning Guidance contains policies aimed at securing developments that incorporate sustainable design and construction techniques (see Appendix A). The Mayor’s targets are consistent with and build on these policies by providing targets and standards for proposals to work towards.

The London Sustainable Development Checklist is designed to be used by those involved in planning or building sizeable developments from single schemes to urban villages and regeneration projects. It helps both at the strategic level and at the more detailed site/estate level, focusing on the sustainability aspects relating to buildings and infrastructure. The national Sustainability Checklist for Developments provided the starting point for the first Regional checklist (Sustainability Checklist for Developments in the South East, SEEDA/BRE, 2003/4), and this was adapted to fit the London context.

The Mayor of London requires every strategic planning application that is referable to him to be accompanied by a sustainability statement, as outlined in the London Plan (Policy 4B.6). This checklist has been designed to outline the issues and standards that should be considered in such a statement and to provide a useful way of compiling the relevant information. The requirement for a sustainability statement is currently being amended as part of the Further Alterations to the London Plan (FALP). A strengthened requirement for a 'sustainable design and construction statement' is proposed in Policy 4A.2i of the FALP and again this checklist should help developers to meet this requirement once it is adopted. The FALP are due for adoption in early 2008.

The checklist looks at a range of sustainability issues by expressing the standards that are outlined in the London Plan's Supplementary Planning Guidance (SPG) on Sustainable Design and Construction by a series of questions and further reference is made to policies in the London Plan. Every LDF in London must be in general conformity with the London Plan so we would expect that all boroughs would consistently use the key issues and questions in this checklist. At the regional level it is required as part of the planning process for referable planning applications.

For each issue there are Essential Standards (mandatory minimum practice) and the Mayor's Preferred Standards (which indicate good practice) as appropriate. The checklist incorporates these standards in a question-based format that helps to describe them. Most questions have a minimum, good, and best practice option for an answer, and these reflect the intended outcomes of the standards. It is expected that the checklist will help describe and aid implementation of these standards in tandem with the SPG on Sustainable Design and Construction and other GLA initiatives.

Reference:

Available online at: <http://www.londonchecklist.co.uk/checklist>

5.5 NEXT STEPS

5.5.1 This draft SA is being consulted on in association with the Brief between (tbc) and (tbc).

5.5.2 All comments received during this period will be taken into consideration in the preparation of the Brief before being endorsed by the Council as Interim Planning Guidance.


5.5.3 Please send comments to:

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Directorate of Development and Renewal

Major Projects - Development Implementation



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PO Box 55739
5 Clove Crescent
London
E14 1BY

5.5.4 The recommendations in this report will be considered alongside other responses received during consultation. Responses to this SA will also be considered in finalising the SA report.

5.5.5 If necessary a further SA will be undertaken of the revised draft Brief.



Appendix A Plans and Programmes

General sustainable development

- The Johannesburg Declaration on Sustainable Development
- European Spatial Development Perspective
- A Better Quality of Life – A Strategy for Sustainable Development for the UK
- Sustainability Appraisals of Regional Spatial Strategies and Local Development Frameworks (Nov 2005)
- Planning and Compulsory Purchase Act (2004)
- Town and Country Planning Act (1990)
- Planning Policy Statement 1 – Creating Sustainable Communities
- Planning Policy Statement 12 – Local Development Frameworks
- Sustainable Communities in London
- The London Plan
- The East London Sub-Regional Development Framework
- The Lower Lea Valley Opportunity Area Planning Framework
- Tower Hamlets Local Development Framework
- Leaside Area Action Plan
- Tower Hamlets – A Community Strategy
- Local Area Partnership 6 Action Plan
- London Borough of Tower Hamlets Strategic Plan
- Securing the Future: the UK Government Sustainable Development Strategy 2005
- Sustainable Development Framework for London
- Social progress which recognises the needs of everyone
- Planning Policy Guidance Note 3 – Housing
- Tower Hamlets Housing Strategy Statement
- Crime and Drugs Reduction Strategy 2005-2006

Effective protection of the environment

- Kyoto Protocol (1997)
- European Union Sixth Environmental Action Plan
- European Directive 2001/42/EC (SEA Directive)
- European Directive 92/43/EEC (amended by 97/62/EC)
- European Directive 79/409/EEC
- Wildlife and Countryside Act (1981)


- *UK Biodiversity Action Plan – UK BAP (1994)*
- *Countryside and Rights of Way Act (2000)*
- *UK Air Quality Strategy (2000)*
- *The Environmental Assessment of Plans and Programmes Regulations (2004)*
- *Planning Policy Statement 23 – Planning and Pollution Control*
- *Planning Policy Guidance Note 24 – Planning and Noise*
- *Planning Policy Guidance Note 25 – Development and Flood Risk*
- *Draft Planning Policy Statement 9 – Biodiversity and Geological Conservation*
- *The Water Framework Directive and the production of River Basin Management Plans*
- *The London Assembly’s The Blue Ribbon Network*
- *Biodiversity Action Plan for Tower Hamlets*
- *Planning Policy Guidance Note 15 – Planning and the Historic Environment*
- *Planning Policy Guidance Note 16 – Archaeology and Planning*
- *The Future of Transport – White Paper (2004)*
- *Planning Policy Guidance Note 13 – Transport*
- *Mayor’s Transport Strategy*
- *Mayor’s Biodiversity Strategy*
- *The Mayor’s Air Quality Strategy*
- *Mayor’s Draft Water Strategy (2007)*
- *The Mayor’s Ambient Noise Strategy*
- *Tower Hamlets Local Transport Plan*

Social progress which recognises the needs of everyone

- *Planning Policy Statement 3 (PPS3)*
- *Planning Policy Statement 17 (PPS17): Planning for open space, sport and recreation*
- *Tower Hamlets Housing Strategy Statement*
- *Crime and Drugs Reduction Strategy 2005-6*
- *Choosing Health: Making Healthier Choices Easier – Health White Paper (2004)*
- *Tower Hamlets Cultural Strategy*
- *Tower Hamlets Community Plan*
- *Tower Hamlets Neighbourhood Renewal Strategy*
- *Tower Hamlets Young Persons Community Plan*
- *An Open Spaces Strategy for the London Borough of Tower Hamlets 2006-2016*
- *Tower Hamlets Improving Health and Well Being Strategy (2006)*

Prudent use of natural resources

- *EU Directive to promote Electricity from Renewable Energy (2001/77/EEC)*
- *EU Directive for the Promotion of Biofuels for Transport (2003/30/EC)*

- 
-
- *Planning Policy Statement 10: Planning for Sustainable Waste Management*
 - Planning Policy Statement 22 – Renewable Energy
 - The Mayor’s Waste Strategy
 - BREEAM/Eco-homes
 - EU Landfill Directive
 - UK Waste Strategy (DEFRA, 2000)
 - The Mayor’s Energy Strategy
 - *The Mayor’s Climate Change Action Plan (2007)*
 - *UK Climate Change The UK Programme (2006)*
 - *Meeting the Energy Challenge – A White Paper on Energy (2007)*
 - *UK Waste Strategy (2007)*

Maintaining a vibrant, flourishing and diverse economy

- Planning Policy Guidance Note 4 – Industrial, Commercial Development and Small Firms
- *Consultation Paper Planning Policy Statement 4 (PPS4): Planning for Sustainable Economic Development*
- Planning Policy Statement 6 – Planning for Town Centres
- Planning Policy Guidance Note 21 – Tourism
- Tower Hamlets Regeneration Strategy
- Regional Economic Strategy for London ‘Sustaining Success’

CP3. Sustainable Environment


1. *The Council will proactively work to protect and enhance the quality of the environment, ensure the prudent use of natural resources, and contribute to tackling climate change. Measures will include, but not be limited to, ensuring all development, over its lifetime:*
 - a) *protects and assists in improving air, land and water quality, including by minimising air, noise, land and water pollution;*
 - b) *prevents harm to biodiversity;*
 - c) *is appropriately located and designed to ensure the prevention of harm to areas of nature conservation value;*
 - d) *incorporates sustainable design practices;*
 - e) *minimises demand for, and ensures the sustainable use of water, energy, minerals and other natural resources, including minimising the use of non-renewable resources;*
 - f) *minimises greenhouse gas emissions;*
 - g) *reduces the risk of flooding;*
 - h) *incorporates effective waste management and recycling initiatives; and*
 - i) *prevents people and the environment from being at risk from hazardous substances.*
2. *In carrying out its planning functions, including the assessment of planning applications, the Council will:*
 - a) *take into account all the potential impacts of development, including the indirect, cumulative and long-term impacts; and*
 - b) *adopt the precautionary principle where there are threats of serious or irreversible environmental damage.*

DEV5. Sustainable Design

1. *The Council will expect all major development to use best practice sustainable design measures including, but not limited to, the following:*
 - a) *maximising the use of natural systems, including the incorporation of Passive Solar Design measures;*
 - b) *minimising energy use;*
 - c) *designing out negative impacts on microclimate;*
 - d) *protecting and, where possible, enhancing site biodiversity; and*
 - e) *preventing the possibility of contamination to land, water or air.*
2. *The Council will expect applications for development other than major development to demonstrate a consideration of the incorporation of sustainable design measures. Applicants should identify and implement opportunities to incorporate beneficial geological features such as, rocks, islands, banks, localised basins, lakes, sand and silt coverings, ridges, mud sediments and biodiversity in the design of new developments.*
4. *Where a Design and Access Statement is required to accompany a planning application, the Design and Access Statement is to demonstrate compliance with DEV5. The depth of analysis of a Design and Access Statement may vary according to the nature and scale of the proposal.*

DEV6. Energy Efficiency and Renewable Energy

1. *All planning applications will be required to include an assessment demonstrating how the development minimises energy demand and carbon dioxide emissions.*
2. *Major development will be required to incorporate renewable energy production, to provide at least 10% of the predicted energy requirements on site. Incorporation of renewable energy production equipment will be encouraged in all developments.*



3. *Development of facilities that generate energy or produce renewable energy locally will be encouraged, subject to the satisfactory resolution of environmental impacts and impact on local amenity.*

DEV8. Sustainable Drainage

The Council will expect all development proposals to incorporate Sustainable Urban Drainage Systems (SUDS), where development is likely to have an impact on watercourses and where there will be need to control and reduce run-off. The location of SUDS should be as close to its origin as possible.

DEV9. Sustainable Construction Materials

All major developments are required to demonstrate sustainable construction practices through provision of a site-wide Materials Use and Purchasing Strategy, covering all construction management activities.

In assessing planning applications the Council will consider:

- a) the adequacy and ease of access to the development for waste collection;*
- b) the need for provision of storage areas for waste as an internal room or an area within the development screened from the street in perpetuity;*
- c) the adequacy of storage space for waste given the frequency of waste collections, regardless of whether the collection service is to be provided by the Council or by a private waste collection company;*
- d) the need to accommodate separate containers for residual refuse and recyclables;*
- e) the potential for the provision, where appropriate, of temporary construction and demolition waste facilities; and*
- f) in the case of residential development, the degree to which the proposals implement the guidance set out in Planning Standard 2: Residential Waste Refuse and Recycling Provision.*

Appendix B Testing the Brief's Objectives Against the SA Framework (Task B1)

The Brief's objective is compatible with the SA objective	✓
There is no relationship between the Brief's objective and the SA objectives	0
The relationship is uncertain and will depend on how the Brief's objective is implemented	?

Brief objectives	A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow	A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;	A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;	Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;	New pedestrian links and public transport enhancements that improve integration with surrounding communities, nodes of activity and future development sites	Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets	An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit	A development that achieves a combination of sustainable land use change, design excellence and commercial viability
SA objectives								
To improve health, promote healthy lifestyles and reduce health inequalities	✓	✓	✓	0	✓	✓	0	0
To provide all residents with the opportunity to live in	✓	✓	0	0	0	0	✓	✓



Brief objectives	A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow	A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;	A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;	Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;	New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites	Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets	An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit	A development that achieves a combination of sustainable land use change, design excellence and commercial viability
SA objectives								
quality homes, including affordable homes	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>
To provide social and community facilities and open spaces to meet the needs of Borough residents	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>
To create sustainable communities through the regeneration and efficient use of land and buildings with links to appropriate infrastructure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0	<input checked="" type="checkbox"/>
To promote good	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



Brief objectives	A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow	A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;	A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;	Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;	New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites	Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets	An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit	A development that achieves a combination of sustainable land use change, design excellence and commercial viability
SA objectives								
quality in urban design, and the conservation and appreciation of the historic environment	✓	✓	✓	0	✓	✓	0	✓
To create safe and secure environments and reduce crime	✓	✓	✓	✓	✓	✓	0	✓
To give all residents the opportunity of an occupation providing self-worth and a good livelihood, particularly in deprived areas	✓	✓	✓	✓	✓	✓	0	✓
To reduce poverty, facilitate economic growth, and ensure	✓	✓	✓	✓	✓	✓	0	✓



Brief objectives	A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow	A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;	A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;	Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;	New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites	Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets	An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit	A development that achieves a combination of sustainable land use change, design excellence and commercial viability
SA objectives								
equality of opportunity for all residents								
To reduce the need to travel, reduce private vehicular transport and encourage the use of public transport, cycling and walking	✓	✓	✓	✓	✓	✓	0	✓
To improve air quality	?	✓	0	✓	✓	✓	0	0
To reduce the impact of noise	?	0	0	?	✓	✓	0	0
To combat fuel poverty, reduce energy consumption, and promote	✓	✓	✓	?	✓	✓	✓	✓



Brief objectives / SA objectives	A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow	A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;	A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;	Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;	New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites	Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets	An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit	A development that achieves a combination of sustainable land use change, design excellence and commercial viability
renewable forms to reduce greenhouse gas emissions	✓	✓	?	✓	0	0	✓	✓
To minimise waste requiring disposal and to increase recycling and recovery	✓	✓	?	✓	0	0	✓	✓
To improve water quality and reduce water use	✓	0	0	?	0	0	✓	✓
To conserve, enhance and where appropriate create biodiversity, including species, habitats, green spaces and	✓	✓	✓	?	✓	✓	✓	✓



<p>Brief objectives</p>	<p>A comprehensive development that makes efficient use of land to create an integrated mixed used quarter of Bromley by Bow</p>	<p>A mix of housing types and tenures, including a substantial provision of family housing, that profit from close proximity to Bromley by Bow station, the Lea Navigation Canal and historic Three Mills setting;</p>	<p>A neighbourhood centre, anchored by a supermarket, that includes new shopping facilities, a primary school, a healthcare facility and open space;</p>	<p>Modern and flexible industrial and business space that benefits from access to the strategic road network and public transport;</p>	<p>New pedestrian links and public transport accessibility enhancements that improve integration with surrounding communities, nodes of activity and future development sites</p>	<p>Accessibility improvements that link existing neighbouring communities with access to new homes, jobs and community facilities and the amenities of the Lower Lea Valley's open spaces, waterways and heritage assets</p>	<p>An innovative and exemplary approach to urban design and architecture that responds to the area's constraints and opportunities and creates a place in which people want to live, work and visit</p>	<p>A development that achieves a combination of sustainable land use change, design excellence and commercial viability</p>
<p>SA objectives</p> <p>watercourses</p> <p>To minimise flood risk within the Borough and elsewhere, and promote the use of sustainable urban drainage systems</p> <p>To ensure that the plan does not negatively affect existing residents of Tower Hamlets, and particularly disempowered groups</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>



Appendix C The SA for the Bromley by Bow Land Use and Design Brief

Key to Matrix

Potential for a significant positive effect	++
Potential for a minor positive effect	+
Potential for a minor negative effect	-
Potential for significant negative effect	--
No significant effect or no relationship	No relationship
Uncertainty – outcome dependent on what is done, how and where	?

SA Objective	Summary of Performance	Comments and Recommendations
1. To improve health, promote healthy lifestyles and reduce health inequalities	++ Permanent/ Local significance	<p>The provision of open space, improved pedestrian and cycling links and an improved public realm should also help encourage healthier lifestyles.</p> <p>A detailed breakdown of the types of open space required on site should be provided to ensure that all requirements are provided if, as anticipated, the area is developed in a phased manner.</p> <p>Clarify any issues associated with proximity to the Bromley by Bow Gas Works</p>



SA Objective	Summary of Performance	Comments and Recommendations
		<p>and the anticipated timing for this to convert to open space as suggested in Section 1.2 of the Brief.</p>
<p>2. To provide all residents with the opportunity to live in quality homes, including affordable homes</p>	<p>++ Permanent/ Local significance</p>	<p>The Brief includes proposals for a significant number of dwellings. A significant proportion of which will be affordable homes and will be provided on a site by site basis. It will be important to ensure that the affordable housing is provided throughout the development – so as to encourage social inclusion. The Brief could specify the requirement for affordable housing to be distributed across the site and within mixed tenure buildings.</p>
<p>3. To provide social and community facilities and open spaces to meet the needs of Borough residents</p>	<p>++ Permanent/ Local significance</p>	<p>This is an outward facing scheme ,i.e. the facilities that will be provided are intended to help meet the needs of its residents and those in the wider area. The Brief includes proposals for creation of a new Neighbourhood Centre that will serve the development and the wider area. It also includes proposals for new open space and a primary school. The Brief also links to proposals for the creation of the Lea River Park.</p>
<p>4. To create sustainable communities through the regeneration and efficient use of land and buildings with links to appropriate infrastructure</p>	<p>++ Permanent/ Local significance</p>	<p>The Brief seeks to create a genuinely mixed use scheme that seeks to optimise the efficient use of land, taking account of existing features. The Brief identifies necessary infrastructure, including proposals for improved connections into and from the site for public transport and pedestrians. These links should also help improve accessibility to and from adjoining areas that are also affected by severance issues associated with the A12. The Brief could be clearer in terms of the phasing of such infrastructure improvements and how they will be funded.</p> <p>The Brief could specify the need for the school to be a dual –use facility, i.e. available for activities in the evening and weekends (further education, training etc.) for the local community.</p>

SA Objective	Summary of Performance	Comments and Recommendations
5. To promote good quality in urban design, and the conservation and appreciation of the historic environment	++ Permanent/ Local significance	<p>The Brief certainly seeks to promote good quality urban design. It provides guidance on the mix and form of development across the site. It respects the historical context of the site.</p> <p>Consideration could be given to the desirability of providing enhanced visitor facilities associated with the Lea River Park and the Three Mills area.</p>
6. To create safe and secure environments and reduce crime	+ Permanent/ Local significance	<p>Improved pedestrian and cycling facilities to cross the A12 will help improve safety. The provision of a mixed use scheme will also contribute to this objective by encouraging activity across the day. The proposed mix of uses and revised street layout will also help encourage natural surveillance of areas. The public open spaces are also well integrated into the development, encouraging natural surveillance of these. The provision of underground parking could also deter car theft by restricting the number of access points into car parking areas. It will be important for deck access housing to have controlled access at ground-level but that is a detailed design matter that need not be reflected in the Brief.</p> <p>Require developers to demonstrate consideration of this issue in supporting material submitted with the planning application.</p>
7. To give all residents the opportunity of an occupation providing self-worth and a good livelihood, particularly in deprived areas	+/? Permanent/ Local significance	<p>Are there any issues in relation to water and safety associated with introducing residential development next to the River that the Brief should consider?</p> <p>The Brief includes provision for employment uses as part of the mix of uses. The provision is based on the principle of there being no net loss of industrial capacity (as required by the LLVOAPF). Industrial capacity is defined as the overall space comprising internal floor areas and all functional external areas. The existing industrial capacity of the site is estimated at 22,500m² by the Brief. The scale of this provision is partly attributable to large amounts of open storage in the area.</p> <p>The current amount of employment (in terms of actual jobs) is not known and it will be important to ensure that people who currently work in the area have a chance to obtain new jobs where there existing employer is displaced. It will also be important that people living in the surrounding area and the new development also have a</p>



SA Objective	Summary of Performance	Comments and Recommendations
		<p>chance to work locally.</p> <p>Consideration should be given to the provision of starter and small units and shared facilities.</p>
<p>8. To reduce poverty, facilitate economic growth, and ensure equality of opportunity for all residents</p>	<p>+/?</p> <p>Permanent/ Local significance</p>	<p>See comments above in relation to opportunities to ensure that local people benefit from future employment opportunities. Health, education, and retail facilities will provide employment opportunities.</p> <p>The Brief considers the role of employment associated with industry on site. It identifies areas for larger scale industrial activity along with creative industries (reflecting the cluster of activity at Three Mills Studios and Sugarhouse Lane.</p> <p>The Brief could also highlight the opportunity for starter units with shared facilities.</p>
<p>9. To reduce the need to travel, reduce private vehicular transport and encourage the use of public transport, cycling and walking</p>	<p>++</p> <p>Permanent/ Local significance</p>	<p>The site is in a sustainable location, with good access to the underground station and the potential for a dedicated bus service. Improvements to crossing facilities for the A12 will also help encourage walking and cycling.</p>
<p>10. To improve air quality</p>	<p>- Temporary + Permanent/ Local significance</p>	<p>Traffic and machinery associated with the construction phase are likely to have a temporary negative effect on air quality. The brief could reference the Mayor and London Council’s “London Best Practice Guide” on the control of dust and emissions during demolition and construction along with the Mayor’s other standards relating to sustainable design and construction.</p> <p>Transport is a major contributor to poor air quality. The Brief seeks to relate future car parking provision to the availability of public transport and also provide a new public transport route through the site. The Brief also includes proposals for improved pedestrian and cycle links. These measures should help reduce traffic generation associated with the site. Through traffic on the A12/A11 is the main source of emissions and there is little that this scheme can do to address that. A</p>



SA Objective	Summary of Performance	Comments and Recommendations
11. To reduce the impact of noise	<p style="background-color: #008000; color: white; padding: 5px; text-align: center;">- /? Temporary</p> <p style="background-color: #FFA500; color: white; padding: 5px; text-align: center;">+ Permanent/ Local significance</p>	<p>detailed assessment of air quality issues on site and any further opportunities for mitigation will be required as part of all Environmental Statements that will be submitted with future planning applications. The Brief identifies the opportunity for decked access housing to have glazed decks.</p> <p>Construction activity will give rise to noise. The Brief could reference the Mayor's Considerate Constructors scheme.</p> <p>Section 3.3 of the Brief states that new housing will be expected to achieve design standards that conform to the British Standard BS8233:1999 'Sound insulation and noise reduction for buildings – Code of Practice' and the World Health Organisation 'Guidelines for Community Noise' (2000). The Brief also identifies the opportunity to locate commercial and employment related activities to act as a buffer to the A12. The need for new housing to be protected against noise from the railway line is also identified.</p>
12. To combat fuel poverty, reduce energy consumption, and promote renewable forms to reduce greenhouse gas emissions	<p style="background-color: #008000; color: white; padding: 5px; text-align: center;">+ Permanent/ Local significance</p>	<p>The Brief promotes energy efficiency and renewable forms of energy. The Brief seeks to achieve a 20% reduction in carbon emissions through the use of on-site renewable energy generation.</p> <p>The Brief should require applications to be accompanied by an Energy Concept Strategy for the site as whole. This should consider the potential for energy generation on site and the opportunity to serve the wider area and export excess energy to the grid.</p> <p>Applications could be accompanied by an Energy and Renewables Assessment and the Brief could highlight the need for these.</p> <p>Developers could be required to include a statement on 'climate change proofing' in supporting material submitted with planning applications.</p>



SA Objective	Summary of Performance	Comments and Recommendations
13. To minimise waste requiring disposal and to increase recycling and recovery	<p data-bbox="255 1279 619 1675">-Temporary</p> <p data-bbox="619 1279 1289 1675">+ Permanent/ Local significance</p>	<p data-bbox="255 107 395 1279">The construction phase will generate waste associated with demolition of existing buildings. The Brief could specify the need for materials to be recycled and used on site where possible.</p> <p data-bbox="395 107 580 1279">In the current UK model framework for the assessment and remediation of contaminated land it is best practice to undergo an options appraisal, which compares the available remediation technologies against a set of criteria such as cost, duration, efficacy and technical feasibility.</p> <p data-bbox="580 107 762 1279">The carbon footprint associated with site-specific remediation operations could also be considered as part of the options appraisal. A reasoned comparison of the carbon impact of various available remediation technologies can be made, which can then be used in support of other considerations such as time and budget.</p> <p data-bbox="762 107 874 1279">Proposals for remediation could be required to take account of their carbon footprint.</p> <p data-bbox="874 107 1018 1279">The Brief could also require the production of a Construction and Environmental Management Plan, incorporating a Soil Management Plan with the aim of using material on-site.</p> <p data-bbox="1018 107 1129 1279">The Brief could encourage the use of prefabricated and standardised modulation components to minimise waste.</p> <p data-bbox="1129 107 1273 1279">Section 6 identifies the need to provide facilities for recycling within all housing, industrial, commercial and retail development. The Mayor has identified specific targets for recycling and the Brief could reference these in Section 6.</p>
14. To improve water quality and reduce water use	<p data-bbox="1297 1279 1436 1675">+ Permanent/ Local significance</p>	<p data-bbox="1297 107 1409 1279">Section 6 of the Brief identifies the need for measures to reduce the use of water and measures to recycle it. The Mayor has identified specific targets in relation to water consumption and these could also be referred to.</p>



SA Objective	Summary of Performance	Comments and Recommendations
<p>15. To conserve, enhance and where appropriate create biodiversity, including species, habitats, green spaces and watercourses</p>	<p>+ Permanent/ Local significance</p>	<p>The Brief identifies opportunities to create new habitats the creation of new open space, the enhancement of existing waterways and the use of roof top gardens, green roofs and walls. The Mayor has set targets for the provision of green roofs and these should be referred to in the Brief. The term ‘brown roof’ is also used to describe roofs that are designed to have enhanced ecological value (over and above that associated with a green roof).</p> <p>The overall aim should be to achieve a net gain in the ecological value of the area. The Brief could require an ecological budgeting approach. This would detail those habitats identified on site as part of a phase 1 Habitat Survey, a balance sheet would indicate the value given to each habitat (Local to European), current biodiversity assets, those to be retained/created and those to be lost a final column would show the net change qualitatively. This will help demonstrate the potential ecological benefits that the project could deliver.</p> <p>The Brief should also identify the need for development proposals to include a long-term Management Plan for new and existing open space.</p> <p>Ecological budgeting for sites should cross-reference Biodiversity Action Plan Targets and demonstrate the scope for working towards these targets, for example through the provision of habitats that work towards achieving relevant targets.</p> <p>The Brief could identify the opportunity to green the edge of the A12 adjacent to the site and seek developer contributions towards this</p> <p>The LLVOAPF locates the site within an area identified as required for storm water attenuation in retention ponds. It is not however clear from the Brief if retention ponds will be required on site and, if so, where.</p> <p>The Brief identifies the need for Sustainable Urban Drainage Systems (SUDS) but could also highlight the potential need for developer contributions to secure the long-term management of these. It could also advocate the use of a mix of hard and soft SUDS. The Brief also identified the need for Flood Risk Assessment</p> <p>Presumably the aim of attenuation measures will be to ensure that the site does not</p>
<p>16. To minimise flood risk within the Borough and elsewhere, and promote the use of sustainable urban drainage systems</p>	<p>+ Permanent/ Local significance</p>	<p>The Brief could identify the opportunity to green the edge of the A12 adjacent to the site and seek developer contributions towards this</p> <p>The LLVOAPF locates the site within an area identified as required for storm water attenuation in retention ponds. It is not however clear from the Brief if retention ponds will be required on site and, if so, where.</p> <p>The Brief identifies the need for Sustainable Urban Drainage Systems (SUDS) but could also highlight the potential need for developer contributions to secure the long-term management of these. It could also advocate the use of a mix of hard and soft SUDS. The Brief also identified the need for Flood Risk Assessment</p> <p>Presumably the aim of attenuation measures will be to ensure that the site does not</p>



SA Objective	Summary of Performance	Comments and Recommendations
<p>17. To ensure that the plan does not negatively affect existing residents of Tower Hamlets, and particularly disempowered groups</p>	<p>-/? Temporary</p> <p>+/? Permanent</p>	<p>increase the risk of flooding elsewhere, with the site being neutral in terms of the amount and rate of run-off. The Brief could specify this.</p> <p>The construction phase provides the potential for negative effects on existing residents, including new residents associated the first phase of development. The Brief could reference the Mayor’s Considerate Constructors scheme.</p> <p>As noted in other SA objective above, the Brief could highlight measures to ensure that local people benefit from new employment opportunities, through training and placement initiatives. The Brief has also been subjected to an Equality Impact Assessment.</p>



Appendix D SA of the Business as Usual Scenario

Key to Matrix

Potential for a significant positive effect	++
Potential for a minor positive effect	+
Potential for a minor negative effect	-
Potential for significant negative effect	--
No significant effect or no relationship	No relationship
Uncertainty – outcome dependent on what is done, how and where	?

SA Objective	Summary of Performance	Comments and Recommendations
1. To improve health, promote healthy lifestyles and reduce health inequalities	?	Uncertain that new health facilities would be accommodated in any scheme in the absence of the Brief.
2. To provide all residents with the opportunity to live in quality homes, including affordable homes	?	Uncertain if the BaU scenario would result in more or fewer dwellings. Developing the area in a fragmented manner could mean that its capacity is not optimised.
3. To provide social and community facilities and open spaces to meet the needs of Borough residents	?	Uncertainty as to whether or not the BaU scenario would secure a new neighbourhood centre, open spaces and other community facilities.
4. To create sustainable communities through the	?	The BaU scenario could mean that the area is not developed efficiently and that appropriate infrastructure is not provided.



SA Objective	Summary of Performance	Comments and Recommendations
regeneration and efficient use of land and buildings with links to appropriate infrastructure		
5. To promote good quality in urban design, and the conservation and appreciation of the historic environment	?	The planning system would provide some protection for the setting of the Three Mills Area but it is uncertain if good quality urban design would flow from the BaU scenario. This area is located in London Borough of Newham.
6. To create safe and secure environments and reduce crime	?	Uncertainty as to whether the BaU scenario would deliver improved pedestrian and cycling facilities
7. To give all residents the opportunity of an occupation providing self-worth and a good livelihood, particularly in deprived areas	?	Uncertainty as to whether the BaU scenario would deliver employment opportunities. This would depend on the nature of the development that came forward.
8. To reduce poverty, facilitate economic growth, and ensure equality of opportunity for all residents	?	Uncertainty as to what would be provided on site and therefore who would potentially benefit.
9. To reduce the need to travel, reduce private vehicular transport and encourage the use of public transport, cycling and walking	<p style="text-align: center;">++/?</p> <p style="text-align: center;">Permanent/ Local significance</p>	The site is in a sustainable location, with good access to the underground and the potential for a dedicated bus service. Uncertainty as to whether improved crossing facilities for the A12 would be provided.
10. To improve air quality	?	Traffic and machinery associated with the construction phase are likely to have a temporary negative effect on air quality. Conditions attached to applications could reference the Mayor and London Council's "London Best Practice Guide" on the control of dust and emissions during demolition and construction along with the Mayor's other standards relating to sustainable design and construction.



SA Objective	Summary of Performance	Comments and Recommendations
		<p>The most suitable access and haul routes for the site traffic should be identified as part of the planning application process. The most effective mitigation will be achieved by ensuring that construction traffic does not pass along sensitive roads (residential roads, congested roads, via unsuitable junctions, etc) and that vehicles are kept clean (through the use of wheel washers, etc) and sheeted when on public highways. Timing of large-scale vehicle movements to avoid peak hours on the local road network will also be beneficial.</p> <p>Transport is a major contributor to poor air quality. The BaU scenario provides uncertainty as to future parking provision and public transport and the quality of pedestrian and cycling links. A detailed assessment of air quality issues on site and any further opportunities for mitigation will be required as part of the Environmental Statement that will be submitted with future planning applications.</p> <p>The Mayor has a standard relating to new gas boilers – uncertain how the BaU scenario could require adoption of these.</p> <p>Construction activity will give rise to noise.</p> <p>Uncertainty as to how the BaU scenario would perform against noise.</p> <p>Uncertain as to how the BaU scenario would perform.</p>
11. To reduce the impact of noise	- /? Temporary	
12. To combat fuel poverty, reduce energy consumption, and promote renewable	?	Uncertainty as to how the BaU scenario would perform here. An ad hoc approach to development could reduce the potential for adopting renewable energy on site.



SA Objective	Summary of Performance	Comments and Recommendations
forms to reduce greenhouse gas emissions		
13. To minimise waste requiring disposal and to increase recycling and recovery	?	<p>The construction phase will generate waste associated with demolition of existing buildings. Uncertain as to how the BaU Scenario would perform against this objective.</p> <p>Uncertainty as to how the BaU Scenario would perform once the development was operational.</p>
14. To improve water quality and reduce water use	?	Uncertainty as to how the BaU Scenario would perform once the development was operational.
15. To conserve, enhance and where appropriate create biodiversity, including species, habitats, green spaces and watercourses	?	Uncertainty as to how the BaU Scenario would perform once the development was operational.
16. To minimise flood risk within the Borough and elsewhere, and promote the	?	Uncertain as to how the BaU scenario would perform. Ad-hoc development of the area could mean that opportunities for strategic mitigation are missed.



SA Objective	Summary of Performance	Comments and Recommendations
use of sustainable urban drainage systems 17. To ensure that the plan does not negatively affect existing residents of Tower Hamlets, and particularly disempowered groups	?	The construction phase provides the potential for negative effects on existing residents, including new residents associated the first phase of development. Conditions could reference the Mayor's Considerate Constructors scheme. Uncertainty as to how the BaU scenario would affect local people.



Appendix E London Sustainable Development Checklist

SA Topic	Standards and Targets from the London Sustainable Development Checklist
Biodiversity	<p>Essential Standard: No net loss of biodiversity and access to nature on the development site.</p> <p>Mayor's Preferred Standard: Net gain of biodiversity and access to nature on the development site.</p> <p>Targets: Best (Net gain with provision for ongoing management and maintenance, and the inclusion of a management plan); Good (Net gain with provision to reduce the identified areas of deficiency in Map 3D.4 of the Further Alterations to the London Plan); Minimum (No net loss of biodiversity and access to nature).</p>
Biodiversity	<p>Essential Standard: Reduction in areas of deficiency in access to nature.</p> <p>Targets: Best (Good practice, plus new wildlife corridors are create); Good (Minimum practice, plus links to habitats are created); Minimum (Accessible natural green space is created).</p>
Biodiversity	<p>Essential Standard: Comply with protected species legislation.</p> <p>Targets: Minimum (Compliance with protected species legislation).</p>
Biodiversity and energy	<p>Mayor's Preferred Standard: Existing roof space is reused where practicable to create new outdoor spaces and enhance biodiversity alongside the integration of renewable energy.</p> <p>Targets: Best (70% of the roof area designed for outdoor space/green roofs and renewable energy provision); Good (60% of the roof area designed for outdoor space/green roofs and renewable energy provision); Minimum: (A proportion of the roof area is designed for outdoor space/green roofs and/or renewable energy provision).</p>
Water	<p>Essential Standard: Residential developments to achieve average water use in new dwellings of less than 40m³ per bed space per year (approximately 110 litres/head/day).</p> <p>Mayor's Preferred Standard: Residential developments to achieve average water use in new dwellings of less than 25m³ per bed space per year (approximately 70 litres/head/day).</p> <p>Targets: Best (Yet to be established); Good (Minimum practice, plus dual water supply using greywater recycling and/or rainwater harvesting for re-use on site (average water use equals 70 litres/head/day); Minimum</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
	(Potable water demand minimised through the use of water saving devices (average water use equals 110 litres/head/day)
Water	<p>Essential Standard: 100% metering of all newly built property</p> <p>Targets: Minimum (Yes)s</p> <p>Mayor's Preferred Standard: Use of greywater for all non potable uses.</p> <p>Targets: Best (To be established); Good (25-50%); Minimum (See Council's standard for minimum required).</p>
Water	<p>Essential Standard: Use Sustainable Drainage Systems (SDS) measures, wherever practical.</p> <p>Targets: Best (Site is demonstrated to be able to contain rainfall from at least 1 in 500 year events); Good (Site is demonstrated to be able to contain rainfall from 1 in 250 year rain events); Minimum (Site is demonstrated to be able to contain rainfall from 1 in 100 year rain events).</p>
Water	<p>Essential Standard: Achieve 50% attenuation of the undeveloped site's surface water run off at peak times.</p> <p>Mayor's Preferred Standard: Achieve 100% attenuation of the undeveloped site's surface water run off at peak times</p> <p>Targets: Best (Yet to be established); Good (Achieves 100% attenuation of the undeveloped sites' surface water run off at peak time); Minimum (Achieve 50% attenuation of the undeveloped sites' surface water run off at peak time). s</p>
Natural Resources	<p>Essential Standard: Specify use of reused or recycled construction materials.</p> <p>Targets: Best (>10%); Good (10%); Minimum (see Council's standard for minimum required).</p>
Natural resources	<p>Essential Standard: 50% timber and timber products from Forest Stewardship Council (FSC) source and balance from a known temperate source.</p> <p>Mayor's Preferred Standard: 90% structural timber from FSC source and the balance of timber products from a known temperate source.</p> <p>Targets: Best (> 90% from FSC (or a CPET accepted sustainable certification scheme) and balance from temperate sources); Good (> 75% from FSC (or a CPET accepted sustainable certification scheme) and balance from</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
	temperate sources); Minimum (> 50% from FSC (or a CPET accepted sustainable certification scheme) and balance from temperate sources).
Natural resources	<p>Essential Standard: Minimise use of new aggregates.</p> <p>Targets: Best (Yet to be established); Good Minimum practice, plus recycled and reused materials will be used; Minimum (A strategy to minimise new aggregates has been prepared).</p>
Natural resources	<p>Mayor's Preferred Standard: 50% of construction materials by mass to be sourced from a factory/plant, quarry, wharf, railhead or recycling centre within 35 miles of site wherever feasible.</p> <p>Targets: Best (Not yet established); Good (Strategy in place to source 50% of construction materials locally (where feasible); Minimum (Council's standard for minimum required).</p>
Natural resources	<p>Mayor's Preferred Standard: 10% total value of materials used to be derived from recycled and reused content in products and materials selected.</p> <p>Targets: Best (>10%); Good (10%); Minimum (Council's standard for minimum required).</p> <p>Procurement strategy in place during construction and operational phases of development.</p>
	<p>Essential Standard: Carbon emissions from the total energy needs (heat, cooling and power) of the development should be reduced by at least 10% by the on-site generation of renewable energy.</p> <p>Mayor's Preferred Standard</p> <p>Major developments should be zero carbon emission developments (ZEDs).</p> <p>Essential Standard for Air Pollution</p> <p>Low emission developments that are designed to minimise the air quality impact of plant, vehicles and other sources over the lifetime of the development.</p> <p>Targets (these cover all sizes of development): Best (Zero carbon emission development); Good (> 20% (as required by Policy 4A.7 of the Further Alterations to the London Plan); Minimum (> 10%).</p>
Climate change	<p>Essential Standard: Insulation materials containing substances known to contribute to stratospheric ozone depletion or with the potential to contribute to global warming must not be used.</p>



SA Topic	Standards and Targets from the London Sustainable Development Checklist
	<p>Mayor's Preferred Standard: No construction nor specification of material with high embodied impact to be used (as defined by the summary ratings in the Green Guide to specification) unless a compelling whole life energy or technical case for its use exists.</p> <p>Mayor's Preferred Standard: No peat or natural weathered limestone used in buildings or landscaping.</p> <p>Targets: Best (80% green guide A rated (or equivalent); Good (60-80% Green Guide A rated (or equivalent); Minimum (No insulation materials containing substances known to contribute to ozone depletion or global warming are used).</p>
Energy & climate change	<p>Mayor's Preferred Standard: Major developments should make a contribution to London's hydrogen economy through the adoption of hydrogen and/or fuel cell technologies and infrastructure.</p> <p>Targets (Covers all sizes of development) Best (Hydrogen and/or fuel cell technologies and infrastructure is adopted); Good (Design infrastructure so that it can be easily adapted to renewable hydrogen in the future); Minimum (Council's standard for minimum required).</p> <p>Link to LBAP targets (including any private gardens associated with new house building) as well as the extensive green corridor network.</p>
Air quality	<p>Essential Standard: All new gas boilers should produce low levels of NOX</p> <p>Targets: Best (Commercial premises =< 40mg/kwh with 0% excess oxygen; Dwellings =< 70mg/kwh with 0% excess oxygen); Good (Commercial premises =< 70mg/kwh with 0% excess oxygen; Dwellings =< 100mg/kwh with 0% excess oxygen); Minimum (Commercial premises =< 100mg/kwh with 0% excess oxygen; Dwellings =< 150mg/kwh with 0% excess oxygen).</p>
Air quality	<p>Essential Standard: Take measures to reduce and mitigate exposure to air pollution.</p> <p>Targets: Best (Yet to be established); Good (A study has been carried out and recommendations to reduce and mitigate exposure will be acted on (outlined below); Minimum (A study has been carried out and no direct exposure was identified).</p>
Air quality	<p>Essential Standard: All developers should consider and comply with the Mayor and London Council's "London Best Practice Guide" on the control of dust and emissions during demolition and construction.</p>



SA Topic	Standards and Targets from the London Sustainable Development Checklist
	<p>Mayor's Preferred Standard: All contractors should be required by tender requirements to sign up to the Mayor and London Council's "London Best Practice Guide" on the control of dust and emissions during demolition and construction.</p> <p>Targets: Best (Not yet established); Good (The contractor has signed up to compliance with the BPG through tender requirements); Minimum (The BPG has been considered and complied with).</p>
<p>Air quality & safety and security</p>	<p>Essential Standard: All developers should sign up to the relevant Considerate Constructors Scheme or in the City of London to the Considerate Constructors scheme.</p> <p>Mayor's Preferred Standard: All contractors should be required by tender requirements to sign up to the relevant Considerate Constructors scheme or in the City of London to the Considerate Contractor scheme.</p> <p>Targets: Best (Not yet established); Good (The contractor has signed up to a Considerate Constructors Scheme through tender requirements); Minimum: (A Considerate Constructors Scheme has been/will be initiated).</p>
<p>Energy</p>	<p>Essential Standard: Carry out an energy demand assessment.</p> <p>Essential Standard: Maximise energy efficiency.</p> <p>Targets: Best (Yet to be established); Good (Minimum practice, plus steps A to F completed); Minimum (An Energy Statement has been prepared, including an Energy Demand Assessment).</p>
<p>Energy</p>	<p>Essential Standard: Major commercial and residential developments to demonstrate that consideration has been given to the following ranking method for heating and where necessary cooling systems: Passive design, Solar water heating; then Combined heat and power for heating and cooling (i.e. trigeneration) , preferably fuelled by renewables; then Community heating and cooling; then Heat pumps; and then Gas condensing boilers</p> <p>Mayor's Preferred Standard: All developments to demonstrate that consideration has been given to the following ranking method for heating and where necessary for cooling systems and should incorporate the highest feasible of the following options: solar water heating; then combined heat and power/trigeneration, preferably fuelled by renewables; then community heating.</p> <p>New developments should always be connected to existing community heating networks preferably fuelled by renewables where feasible</p> <p>Targets: Best (Yet to be established); Good (Consideration has been given to the order of preference outlined in</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
	Policy 4A.5i of the Further Alterations to the London Plan and the most sustainable option chosen (outline below); Minimum (Consideration has been given to the ranking method outlined in the Essential Standard and the most sustainable option chosen (outline below))
6 Energy	Essential Standard: Wherever on site outdoor lighting is proposed as part of a development it should be energy efficient, minimising light lost to sky.
	Mayor's Preferred Standard: Wherever outdoor lighting or other electrically powered street furniture is proposed on site, it should be solar powered and minimise light lost to the sky.
	Targets: Best (Yet to be established); Good (Minimum practice, plus renewable energy generation); Minimum (100% low powered street lighting with limited upward light transmission).
Energy	Mayor's Preferred Standard: Lighting, heating and cooling controls should enable services to operate efficiently under different loadings and allow for localised control.
	Targets: Best (Not yet established); Good (Minimum practice, plus single point of access to infrastructure (and allowance made for future expansion of services), and allowance for localised control); Minimum (Services will operate efficiently under different loadings).
	Does the brief take account of key SPDs such as application of the Council's Design Quality SPD?
Waste	Essential Standard: Reduce waste during construction and demolition phases and sort waste stream on site where practical.
	Targets: Best (Waste management/ minimisation scheme implemented throughout development with full waste segregation and the use of a waste contractor with dedicated recycling, reclamation and composting facilities); Good (Waste management/ minimisation scheme implemented throughout development with some waste stream segregation); Minimum (Council's standard for minimum required).
Waste	Essential Standard: Minimise, reuse and recycle demolition waste on site where practical.
	Targets: Best (Yet to be established); Good (A to C fully used); Minimum (A to C where practical).
Waste	Essential Standard: Provide facilities to recycle or compost at least 25% of household waste by means of separated dedicated storage space. By 2010 this should rise to 35%.



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
	<p>Mayor's Preferred Standard: Provide facilities to recycle or compost at least 35% of household waste. By 2015 this should rise to 60%.</p> <p>Targets: Best (not yet established); Good (> 35% of household waste will be dealt with by on site recycling and/or communal composting facilities (from which residents and occupiers can purchase compost for their own use); Minimum (> 25% of household waste will be dealt with by on site recycling and/or communal composting facilities (from which residents and occupiers can purchase compost for their own use))</p>
Waste	<p>Essential Standard: Recycling facilities should be as easy to access as waste facilities</p> <p>Targets: Best (Not yet established); Good (On site, easily accessible recycling facilities); Minimum (Council's standard for minimum required).</p>
Waste	<p>Mayor's Preferred Standard: Use prefabricated and standardised modulation components to minimise waste. If this is not feasible use low waste fabrication techniques</p> <p>Targets: Best (Not yet established); Good (Prefabricated and standardised modulation components will be specified in the design of the development); Minimum (Council's standard for minimum required).</p>
Waste	<p>Mayor's Preferred Standard: Incorporation of or access to new waste recovery facilities (anaerobic digestion, pyrolysis/gasification) especially to provide a renewable source of energy (e.g. methane or hydrogen).</p> <p>Targets: Best (Not yet established); Good (The design will incorporate or provide access to waste recovery facilities); Minimum (Relevant Council standard for minimum required).</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
Built and historic environment	<p>Essential Standard: No net loss of publicly accessible open space.</p> <p>Mayor's Preferred Standard: Net gain of publicly accessible open space.</p> <p>Targets: Best (Net gain in the amount of public open space of an improved quality, with provision for ongoing management and maintenance and the inclusion of a management plan); Good (Net gain in provision of public open space to meet the London Plan public open space hierarchy (Table 3D.1), and redress any identified deficiencies in provision or quality); Minimum (No net loss of public open space).</p>
Built and historic environment	<p>Essential Standard: Create appropriate new open, green, publicly accessible spaces where these can redress identified areas of deficiency of public open space.</p> <p>Targets: Best (Good practice, plus exceeds the good practice guide's requirements); Good (Minimum practice, plus meets the ODPM's (DCLG) good practice guide "Developing accessible play space: a good practice guide"); Minimum (New public open space is created in an area of deficiency).</p>
Housing	<p>Essential Standard:</p> <p>Mitigate any negative impact on the microclimate of existing surrounding public realm and buildings to meet the Lawson criteria for wind comfort and safety.</p> <p>Targets: Best (Acceptable - no nuisance); Good (Tolerable level of nuisance); Minimum (Unacceptable - mitigation measures incorporated).</p>
Housing	<p>Essential Standard: Reduce the risk of statutory nuisance to neighbouring properties as much as possible through site management.</p> <p>Targets: Best (Not yet established); Good (Key nuisances are identified and a plan is drawn up to mitigate these); Minimum (Council's standard for minimum required).</p>
Housing	<p>Essential Standard: Inert and low emission finishes, construction materials, carpets and furnishings should be used wherever practical.</p> <p>Mayor's Preferred Standard: Design for indoor comfort of users.</p> <p>Targets: Best (Yet to be established); Good (More than 10% dwellings designed, constructed and finished to be low allergen and environmentally friendly with information packs detailing the measures taken and maintenance /</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
	<p>redecorating advice);</p> <p>Minimum: (More than 5% dwellings designed, constructed and finished to be low allergen and environmentally friendly with information packs detailing the measures taken and maintenance / redecoration advice).</p>
Housing	<p>Essential Standard: All residential development should meet Lifetime Home standards and 10% should meet wheelchair accessibility standards (London Plan Policy 3A.4)</p> <p>Mayor's Preferred Standard: All residential development should be designed to meet wheelchair accessibility standards or be easily adaptable to meet wheelchair standards.</p> <p>Targets: Best (100% homes to Lifetime Homes standard and 100% homes meet wheelchair accessibility standards); Good (As minimum, but more than 10% of homes meet wheelchair accessibility standards); Minimum (100% to Lifetime Homes standard, 10% meet wheelchair accessibility standards (Policy 3A.4 of the London Plan)</p>
Housing	<p>Essential Standard: Developments should incorporate principles of "Secured by Design.</p> <p>Targets: Best (Yet to be established); Good (Specialist advisor provided input to design process and has provided commentary on submitted design); Minimum (Principles from named standard used to develop design for development).</p>
Transport	<p>Appendix D of PPG13- Transport Maximum Parking Standards sets out a national maximum parking standard of 1 space per 2 staff + 1 space per 15 students for Higher and Further Education uses.</p>
Transport	<p>Essential Standard: Design in facilities for bicycles and electric vehicles.</p> <p>Targets: Best (Not yet established); Good (Minimum practice, plus bicycle facilities are in accordance with Transport for London cycle standards); Minimum (Facilities for bicycles and electric vehicles are provided).</p>
Transport	<p>Essential Standard: All plant and machinery should be accessible for easy maintenance.</p> <p>Targets: Best (Not yet established); Good (Single point access to infrastructure externally and space and additional ducting provided to allow for future expansion of services); Minimum (Council's standard for minimum required).s</p>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
Regeneration and land use	<p>Essential Standard: 100% of development on previously developed land, unless very special circumstances can be demonstrated.</p> <p>Targets: Minimum (100%).</p> <p>Essential Standard</p> <p>Development density should be maximised based on local context (Policy 4B.7), design principles (Policy 4B.1), open space provision (Policy 3D.10), and public transport capacity. Residential development will be assessed on the Matrix of Sustainable Residential Density in the London Plan (Table 4B.1 - schemes should not be developed at densities of below 30 dwellings per hectare and should be Lower density development, predominantly residential, of two to three storeys, as in some parts of inner London and much of outer London)³.</p> <p>Targets: Minimum (Density is within the appropriate range of the SRQ Matrix).</p>
Regeneration and land use	<p>Essential Standard: Existing building are reused where practicable, where the density of development and residential amenity are optimised and where the building conforms or has the potential to meet the standards for energy, materials, biodiversity and water conservation set out in this checklist.</p> <p>Targets: Best (100%); Good (>50%); Minimum (Council's standard for minimum required).</p> <p>Essential Standard: Demonstrate that adverse impacts of noise have been minimised, using measures at source or between source and receptor (including choice and location of plant or method, layout, screening and sound absorption) in preference to sound insulation at the receptor, wherever practicable.</p> <p>Mayor's Preferred Standard: For residential development, achieve BS 82331999 (Table 5) "good" standards for external to internal noise transmission.</p> <p>Targets: Best (Full noise assessment carried out by acoustic engineer. Uses site and/or building layouts and/or other measures to achieve the Mayor's Preferred Standard on external to internal noise transmission with partially open windows); Good (Full noise assessment carried out by acoustic engineer. Uses site and/or building layouts and/or other measures, to achieve the Mayor's Preferred Standard on external to internal noise transmission with partially open windows wherever practicable and uses); Minimum (See relevant local planning authority standard for minimum required).</p>
Safety and security	

³ <http://www.london.gov.uk/mayor/strategies/sds/docs/spg-housing.rtf>



Standards and Targets from the London Sustainable Development Checklist	
SA Topic	
Safety and security	<p>Mayor's Preferred Standard: For residential development, improve on Building Regulations (2003) Part E for internal sound transmission standards by 5dB.</p> <p>Targets: Best (Excellent. For residential development, meets or exceeds Mayor's Preferred Standard); Good (Very Good. For residential development, exceeds requirements of Building Regulations (2003) Part E for internal sound transmission);</p> <p>Minimum: (No minimum (other than compliance with Building Regulations (2003) Part E for internal sound transmission for residential development)</p>



Appendix F Glossary

Annual Monitoring Report (AMR). Provides an annual evidence base upon which the implementation of the policies in Local Development Documents can be assessed.

Baseline. A description of the present and future state of an area, in the absence of any plan, taking into account changes resulting from natural events and from other human activities.

Environmental Appraisal. A form of environmental assessment used in the UK (primarily for development plans) since the early 1990s, supported by 'Environmental Appraisal of Development Plans: A Good Practice Guide' (DoE, 1993); more recently superseded by sustainability appraisal. Some aspects of environmental appraisal foreshadow the requirements of the SEA Directive.

Environmental Assessment. Generically, a method or procedure for predicting the effects on the environment of a proposal, either for an individual project or a higher-level "strategy" (a policy, plan or programme), with the aim of taking account of these effects in decision-making. The term "Environmental Impact Assessment" (EIA) is used, as in European Directive 337/85/EEC, for assessments of projects. In the SEA Directive, an environmental assessment means "the preparation of an environmental report, the carrying out of consultations, the taking into account of the environmental report and the results of the consultations in decision-making and the provision of information on the decision", in accordance with the Directive's requirements.

Environmental Report Document required by the SEA Directive as part of an environmental assessment, which identifies, describes and appraises the likely significant effects on the environment of implementing a plan or programme. see SA Report.

Consultation Body. An authority which because of its environmental responsibilities is likely to be concerned by the effects of implementing plans and programmes and must be consulted under the SEA Directive. The Consultation Bodies in England are the Countryside Agency, English Heritage, English Nature and the Environment Agency.

Local Development Framework (LDF). Sets out, in the form of a 'portfolio', the Local Development Documents which collectively deliver the spatial planning strategy for the area in question. The LDF also includes the Statement of Community Involvement, the Local Development Scheme and the Annual Monitoring Report.

Objective. A statement of what is intended, specifying the desired direction of change in trends.

Responsible Authority. In the SEA Regulations, means an organisation which prepares a plan or programme subject to the SEA Directive and is responsible for the SEA.



Scoping. The process of deciding the scope and level of detail of an SA, including the sustainability effects and options which need to be considered, the assessment methods to be used, and the structure and contents of the SA Report.

SEA Directive. European Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment. SEA Regulations The Environmental Assessment of Plans and Programmes Regulations, 2004.

Strategic Environmental Assessment (SEA). Generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. In the UK, SEA is increasingly used to refer to an environmental assessment in compliance with the 'SEA Directive'.

Supplementary Planning Document (SPD). A type of Local Development Document. Supplementary Planning Documents are intended to elaborate on DPD policies and proposals but do not have their statutory status.

Sustainability Appraisal (SA). Generic term used to describe a form of assessment which considers the economic, social and environmental effects of an initiative. SA, as applied to Local Development Documents, incorporates the requirements of the SEA Directive.

Agenda Item 12.1

Committee	Date	Classification	Report No.	Agenda Item No.
Cabinet	2 nd July 2008	Unrestricted		
Report of Paul Evans – Corporate Director Development & Renewal Originating Officer Chris Holme Service Head (Resources) – Development and Renewal / Paul Leeson Finance Manager - Development & Renewal		Title Housing Revenue Account Provisional Outturn Report 2007/08 Wards Affected.....All.....		

1. Summary

- 1.1 This report sets out the 2007/08 provisional outturn for the Housing Revenue Account, together with the explanations for the main variances between the provisional outturn and the latest approved budget.

2. Recommendation

Cabinet is recommended to: -

- 2.1 Note the 2007/8 provisional outturn for the Housing Revenue Account.

Local Government Act, 2000 (SECTION 97)

List of "Background Papers" used in the Preparation of this report

Brief description of "background paper"

Name and telephone number of holder
 And address where open to inspection

2007/08 Provisional Housing Revenue Account
 Outturn Report and Table of Variances

Paul Leeson 020 7364 4995

3. Background information

- 3.1 The Housing Revenue Account (HRA) is a statutory record of income and expenditure relating to the provision of a local authority's housing stock. Its primary purpose is to ensure that expenditure on tenancies and maintaining dwellings is balanced by rents and service charges levied to tenants and leaseholders. The HRA is a statutory account ringfenced from the General Fund.
- 3.2 The ringfence is controlled by Section 4 of the Local Government and Housing Act 1989 which specifies which items of income and expenditure should be accounted for in the HRA.
- 3.3 Set out in Appendix 1 is the provisional Housing Revenue Account Outturn Statement for 2007/08. Figures are provisional because the statements are subject to audit. The first column shows the latest budget which was approved by Cabinet when the first quarter's budget monitoring was considered on the 5th September 2007. The next column shows the third quarter's projections, while the third column shows the provisional outturn. The final column shows the variance between provisional outturn and the latest budget.
- 3.4 Set out in Appendix 2 is a detailed explanation of all significant variances between the latest budget and the provisional outturn.

4. Concurrent Report of the Assistant Chief Executive (Legal)

- 4.1 The Council is required to keep the financial position of the HRA under review and report on the matter. Accordingly, this report complies with the statutory requirements as it gives the provisional outturn position as at 31st March 2008.

5. Comments of the Chief Financial Officer

- 5.1 The figures in Appendix 1 are provisional and could change as a result of audit by our external auditors. However, the provisional outturn for 2007/08 shows an underspend of in excess of £4m and the HRA balances will stand at £21.5m as at 31st March 2008. However, Members will note that the agreed budget for 2008/09 included some utilisation of these balances. The primary purpose of these HRA balances is to provide financial cover for unforeseen risks in future years.
- 5.2 The 2008/09 financial year is likely to see the creation of the Council's ALMO, 'Tower Hamlets Homes', and some further stock transfers. The award of the contract for a strategic partner on the Ocean Estate will also take place over the next few months, whilst other Housing regeneration projects affecting the HRA will also be progressed.
- 5.3 The planned level of reserves is a matter of further consideration when the HRA budget for 2009/10 and the medium term financial plan is considered later in the year.

6. Equal Opportunity Implications

- 6.1 There are no specific equalities implications arising from this report

7. Anti Poverty Implications

7.1 There are no specific anti poverty implications arising from this report.

8. Risk Management Implications

8.1 There is a risk that the issuing of any special determinations by the Department of Communities and Local Government (DCLG) could affect levels of HRA subsidy entitlement. Any impact will be addressed as part of the on-going budget monitoring process.

9. Sustainable Action for a Greener Environment

9.1 There are no specific implications arising from this report.

10 Background Papers

10.1 Corporate Revenue Budget Monitoring 2007/2008
Third Report - Housing Revenue Account (CAB 144/078)

11 Appendices

11.1 Appendix 1 Housing Revenue Account – Provisional Outturn Report 2007/08
Appendix 2 Explanation for Major Variances

REPORT TO CABINET - 2nd July 2008
REPORT NO

APPENDIX 1

HOUSING REVENUE ACCOUNT
PROVISIONAL OUTTURN REPORT 2007/08

HEADING	Note Ref	2007/08 Latest Budget £'000	2007/08 3rd Quarter Projections £'000	2007/08 Provisional Outturn £'000	Variance £'000
Income					
Dwelling rents	1	(59,556)	(60,258)	(60,198)	(642)
Non-dwelling rents	2	(3,378)	(3,216)	(3,443)	(65)
Heating and other tenant charges	3	(2,711)	(2,591)	(2,580)	131
Leaseholder charges for services and facilities		(10,488)	(8,986)	(10,497)	(9)
HRA Subsidy Receivable (including MRA)					-
General	4	(13,191)	(15,192)	(14,951)	(1,760)
MRA	5	(12,744)	(12,936)	(12,935)	(191)
Contributions towards expenditure	6			(115)	(115)
Total Income		(102,068)	(103,179)	(104,719)	(2,536)
Expenditure					
Repairs & Maintenance	7	21,848	24,237	22,506	658
General and Special Services	8	43,349	41,011	38,590	(4,759)
Rents, rates, taxes and other charges	9	1,748	1,923	1,270	(478)
Rent rebate subsidy limitation deduction transfer to GF	10	1,052	934	1,401	349
Increased/(Decrease) provision for bad or doubtful debts	11	940	1,440	4,151	3,211
Capital Financing Charges					-
Interest (Item 8)	12	20,547	21,523	20,811	264
Depreciation - HRA dwellings	13	12,744	12,936	12,935	191
Depreciation - Other Interest	14	1,088	1,088	918	(170)
Debt Management Costs	15	233	224	199	(34)
Total Expenditure		103,549	105,316	102,781	(768)
Net costs of services		1,481	2,137	(1,938)	(3,419)
Supporting People Grant		(910)	(910)	(909)	1
Amortised Premiums and Discounts	16	851	668	668	(183)
HRA investment income	17	(1,116)	(807)	(1,338)	(222)
Net operating expenditure		306	1,088	(3,517)	(3,823)
Appropriations					
Revenue Contributions to Capital Expenditure	18	782	-	-	(782)
Transfer to/from Reserves	19	(1,088)	(1,088)	(918)	170
(Surplus)/deficit for year		-	-	(4,435)	(4,435)
Balances					
Balances at beginning of year		(17,116)	(17,116)	(17,116)	-
Balances at end of year		(17,116)	(17,116)	(21,551)	(4,435)

REPORT TO CABINET – 2nd July 2008**Report No****HOUSING REVENUE ACCOUNT
PROVISIONAL OUTTURN REPORT 2007/08
Explanation of Major Variances****APPENDIX 2**

1	Dwelling Rent Income Increased rental income due to the unanticipated delay in the transfer of housing stock to Registered Social Landlords
2	Non Dwelling Rent Income Increased income due to the unanticipated delay in the transfer of shops and garages to Registered Social Landlords
3	Heating and Other Tenant Service Charges Reduction in income recovered following the renegotiation of energy contracts during the year.
4	Housing Subsidy Receivable – General During 2006-07, a reserve was established in anticipation of the receipt of a special subsidy determination from the DCLG in respect of stock transfers. Following the receipt of the determination and the subsequent audit of the 2006-07 HRA Subsidy claim, the additional subsidy entitlement was applied to the accounts in 2007-08. The effect of higher average stock numbers for 2007-08 also impacted on the subsidy entitlement for the year.
5	Housing Subsidy Receivable – Major Repairs Allowance The Major Repairs Allowance is higher than anticipated because average stock figures were higher than originally estimated.
6	Contributions Towards Expenditure This is the General Fund contribution for the use of Housing assets such as parks and amenity areas. This must be shown separately within the accounts.
7	Repairs & Maintenance The expenditure on Repairs and Maintenance is lower than estimated mainly due to a reduction in the amount of void repairs charged to capital (See Note 18).
8	General Management & Special Services Savings arising from the renegotiation of energy contracts coupled with economies resulting from restructured services.
9	Rents Rates Taxes and Other Charges Lower than anticipated expenditure on rent and rates.
10	Rent Rebate Subsidy Limitation transfer to General Fund Increased contribution arising from higher than anticipated average rents.
11	Increase Provision for Bad & Doubtful Debts Latest projections anticipated changes in income from service charges due to the expected write off of some old debts. These have been reflected in the provision for bad debts.
12	Capital Financing Charges – Item 8 Interest Payable Small increase due to the phasing of the repayment of debt and higher interest rates.
13	Capital Financing Charges – Depreciation of Dwellings The cost of depreciation on dwellings equates to the Major Repairs Allowance (See Note 5).
14	Capital Financing Charges – Other Assets Reduced recharge arising from the revaluation of assets following the transfer of shops and other assets to RSL's.
15	Capital Financing Charges – Debt Management Costs Slight reduction as a result of the repayment of overhanging debt by the Department of Communities & Local Government.

**HOUSING REVENUE ACCOUNT
PROVISIONAL OUTTURN REPORT 2007/08
Explanation of Major Variances (Continued)**

APPENDIX 2

16	Amortised Premiums & Discounts Additional discounts arising from the repayment of overhanging debt.
17	Investment Income – Item 8 Interest Receivable Mortgage interest received from Leaseholders has reduced as a result of the repayment of debt. This has been offset by increased interest rates and higher than anticipated level of balances.
18	Revenue Contributions to Capital Expenditure Following the reduction in the amount of void repairs charged to capital, there was no longer a need to make a revenue contribution to finance the capital programme.
19	Transfers from Reserves All depreciation costs over and above the Major Repairs Allowance must be financed by a contribution from the Major Repairs Reserve (See Note 14).

Agenda Item 12.2

COMMITTEE: Cabinet	DATE: 2 July 2008	CLASSIFICATION: Unrestricted	REPORT	AGENDA NO.
REPORT OF: Director of Resources		TITLE: Exercise of Corporate Directors' Discretions		
ORIGINATING OFFICER(S): Jim Ricketts Capital and Investments Manager		Ward(s) affected: ALL		

1. SUMMARY

- 1.1. This report sets out the exercise of Corporate Directors' discretions under Financial Regulation B8 which stipulates that such actions be the subject of a noting report to Cabinet if they involve expenditure between £0.100 million and £0.250 million.

2. RECOMMENDATIONS

- 2.1 Cabinet is recommended to note the exercise of Corporate Directors' discretions as set out in Appendix 1.

**LOCAL GOVERNMENT ACT, 1972 (AS AMENDED) SECTION 100D
LIST OF BACKGROUND PAPERS USED IN THE PREPARATION OF THIS REPORT**

Brief description of "background papers"	Name and telephone number of holder and address where open to inspection
Directorate Submissions	Jim Ricketts Ext. 4733 Mulberry Place, 4 th Floor.

3. BACKGROUND

- 3.1 Council adopted the current set of Financial Regulations on 19 May 2004.
- 3.2 Regulation B8 sets out the Cabinet Reporting Thresholds for specific financial transactions.

4. FINANCIAL REGULATION B8

- 4.1 Financial Regulation B8 sets out the reporting thresholds for the following financial transactions: -
 - Virements
 - Capital Estimates
 - Waiving Competition Requirements for Contracts and Orders (Subject to EEC Threshold)
 - Capital Overspends
 - Settlement Of Uninsured Claims
- 4.2 The Regulation stipulates that if the transaction involves a sum in excess of £0.250 million then Cabinet must make the decision.
- 4.3 If it involves a sum of £0.250 million or less Corporate Directors can authorise the transaction under the scheme of delegation.
- 4.4 If however the transaction involves a sum between £0.100 million and £0.250 million it can be authorised by the Corporate Director under the scheme of delegation but must also be the subject of a noting report to the next available Cabinet.
- 4.5 Appendix 1 sets out the exercises of Corporate Directors' discretions, under the stipulations in 4.4 above, that have taken place since the previous Cabinet.

5. COMMENTS OF THE CHIEF FINANCIAL OFFICER

- 5.1. The comments of the Director of Resources have been incorporated into the individual "Record of Corporate Directors' Actions" maintained by Directorates, which underpin the entries in Appendix 1.

6. RISK MANAGEMENT IMPLICATIONS

- 6.1 The risks associated with each of the Corporate Directors' discretions as set out in Appendix 1 would have been identified and evaluated as an integral part of the process, which lead to the decision.

7. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL)

- 7.1 The report sets out the individual exercises of Directors' Discretions as required by Financial Regulations.
- 7.2 The legal implications of each of the individual decisions would have been provided as part of the decision making process. These will be recorded on the "Record of Corporate Directors' Actions" maintained by Directorates.

8. ANTI-POVERTY IMPLICATIONS

8.1 There are no specific anti poverty implications.

9. EQUAL OPPORTUNITIES IMPLICATIONS

9.1 There are no equalities implications.

10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

10.1 There are no Sustainable Action for A Greener Environment implications.

11. APPENDICES

11.1 Appendix 1: Exercise of Corporate Directors' Discretions under Financial Regulation B8

Appendix 1: Exercise of Corporate Directors' Discretions under Financial Regulation B8

Corporate Director	Amount	Description of Exercise of Discretion	Justification for Action	Contact
Corporate Director (Children's Services)	£200,000	Waiving competition requirements for contracts and orders - To issue a Service Level Agreement to St Hilda's Community Centre to provide family support staff and crèche services for Little Oaks Children Centre until March 2011.	No alternative spaces or Ofsted registered providers within the immediate area of the main site of the Children's Centre.	Kate Bingham Head of Children's Services Finance Ext 4960