

Supplementary Committee Agenda



Communities Select Committee Tuesday, 16th January, 2018

Place: Committee Room 1, Civic Offices, High Street, Epping

Time: 7.00 pm

Committee Secretary: A Hendry, Democratic Services
Tel: (01992) 564243 Email:
democraticservices@eppingforestdc.gov.uk

11. FIRE SAFETY IN COUNCIL OWNED ACCOMMODATION AND PARK HOMES (Pages 3 - 32)

(Director of Communities) to consider the attached report.

This page is intentionally left blank

Report to Communities Select Committee

Date of meeting: 11 December 2017

Portfolio: Housing – Cllr S. Stavrou

Subject: Fire Safety in Council-Owned Accommodation and Park Homes



Officer contact for further information:

Paul Pledger – Assistant Director (Housing Property & Development) (01992 564248)

Committee Secretary: Adrian Hendry ext.4246

Recommendations Required:

- (1) That the current position be noted in relation to fire safety in:**
 - (a) Council-owned flat blocks;**
 - (b) Park home sites licensed by the Council; and**
 - (c) Commercial properties for which the Council owns the freehold;**
- (2) That consideration be given to whether or not feasibility studies should be commissioned by the Council into the possible installation of sprinklers in each of the Council Sheltered Housing sites and at Norway House, North Weald and Hemnall House, Epping;**
- (3) That the Council adopts a “Stay Safe” Policy to replace its existing “Stay Put” Policy in general needs flat blocks and continues to operate an “Evacuation” Policy at its sheltered housing sites and Norway House and Hemnall House, subject to any further review required as a result of the Government-commissioned public enquiries into the Grenfell Tower tragedy;**
- (4) That the Select Committee provides its views on whether or not, if necessary and legally possible, legal action should be taken against leaseholders to force them into replacing their front entrance door to preserve the safety of the block should they refuse to take up the Council’s long-standing offer of meeting 75% of the cost of the works; and**
- (5) That a detailed Fire Safety Policy for Council-owned residential accommodation be drafted and brought back to the Communities Select Committee for further consideration, prior to submission to the Housing Portfolio Holder for adoption.**

Report:

1. Following the tragic fire at Grenfell Tower in the London Borough of Kensington and Chelsea, as expected, the Council has received a number of enquiries from members, and some residents, about the Council’s approach to fire safety. In response, an item was placed in the Council Bulletin to explain the Council’s approach to fire safety and associated issues.

2. The contents of that Bulletin are set out below, along with an updated position and a number of follow-up matters for further consideration.

High-rise blocks

3. High Rise is defined by the Government as being 18m or taller and more than 5-storeys in height.
4. The highest blocks of flats The Council has are five-storey – which are the blocks of flats at Limes Avenue and Copperfield on the Limes Farm Estate, Chigwell and at Hornbeam House in Buckhurst Hill. The blocks at Limes Farm comprise flats on the ground floor (owned and managed by London and Quadrant Housing Trust) with two levels of EFDC-owned 2-storey maisonettes above.
5. However, none of these are enclosed blocks – all of the residents' front doors are accessed from open deck-access walkways. The blocks at Limes Farm also have enclosed lifts and stairways up to the 1st and 3rd floors, and open stairways from the ground floor up to the 1st floor. The maisonettes on the 3rd floor have access to at least two communal stairways.
6. The Council also has a number blocks of flats that are four stories high - in most cases accessed by internal communal stairways. In the event of a fire, they are of a sufficient height that can be accessed by the Fire Service to rescue people if required.

Fire Safety Risk Assessments

7. In accordance with the Regulatory Reform (Fire Safety) Order 2005 and the Housing Act 2004, the Council undertakes Fire Safety Risk Assessments of all the communal areas in its blocks of flats.
8. The Council's Fire Safety Risk Assessments are categorised into Low, Medium or High Risk buildings. The high risk buildings are:
 - Sheltered housing schemes;
 - Norway House Homeless Persons Hostel, North Weald; and
 - Hemnall House, Epping

The blocks that fall into medium risk are those that are four storeys or blocks with shops below. All other blocks are categorised as low risk.

9. Fire Safety Risk Assessments of the high and medium risk buildings are more complex. Therefore, the Council has a contract with a specialist fire safety company, Due Diligence Solutions (DDS), to undertake the Fire Safety Risk Assessments on its behalf.
10. Coincidentally, and somewhat reassuringly, DDS have only recently completed the Fire Safety Risk Assessments for all of the Council's high and medium risk buildings, and their subsequent reports therefore give a very up to date assessment.
11. Fire Safety Risk Assessments for low risk buildings are undertaken by the Council's Housing Assets Team on a rolling programme – and all low risk blocks have had a Fire Safety Risk Assessment within the last 2 years. However, subsequent to the recent fire at Grenfell Tower, DDS have been asked to undertake a random sample of the low risk Fire Risk Assessments completed by Officers to provide reassurance about their quality and accuracy. It is reassuring to note that these have found to be fit for purpose, with no concerns raised.

12. The Fire Safety Risk Assessments cover a number of aspects. They consider both the physical environment of communal areas (e.g. gas pipes, fire extinguishers, condition of fire doors) and any hazards (e.g. obstructions, unauthorised carpets and other floor coverings).
13. Reports are produced for each inspection and any required actions are identified and recorded. Actions fall into two main areas:
 - Property-related – these are actioned by the Housing Assets Team or the Housing Repairs Service; and
 - Tenant-related – these are actioned by the Area Housing Offices.
14. It is fair to say that actioning and pursuing tenant-related issues is often problematical - since they invariably involve asking tenants to remove things like flower pots, children's equipment, buggies, carpets, rugs etc from communal areas. The Council also enforces the removal of items stored in communal loft spaces and meter cupboards in blocks. Housing management officers therefore work very hard to pursue these issues, often in the face of strong opposition from tenants, who rarely appreciate or understand why these issues are pursued, which they often consider to be petty and unnecessary.
15. However, it was somewhat heartening to receive a telephone call from one resident the week after the Grenfell Tower fire, who took the trouble to say that she did not previously appreciate why the Council was so insistent on her and the other residents in her block removing some items from their communal area but, following the Grenfell fire, she now fully appreciated the importance.

Communication from Essex County Fire and Rescue Service

16. A few days after the Grenfell Tower fire, all local authorities in Essex received an email from the Technical Fire Safety Team at the Essex County Fire and Rescue Service advising that, following the fire, the Essex Fire Authority had decided to undertake an inspection programme of all residential high rise premises across the county.
17. Subsequently, during the summer months, the Essex County Fire and Rescue Service undertook detailed site inspections of each of the blocks that are 5-storeys tall, which included an audit of the FRAs undertaken by DDS. A letter of assurance has now been received from the Essex County Fire and Rescue Service confirming the findings of the FRA's for each of the blocks are satisfactory.

Audit of fire extinguishers in blocks of flats

18. One of the outcomes from Fire Safety Risk Assessments a few years ago was a need to undertake a comprehensive review of the number and location of fire extinguishers in communal areas to the high risk blocks, including Sheltered Housing Schemes and at Norway House. Therefore, as a result, a full audit of fire extinguishers in communal areas was undertaken in 2016, which resulted in a number of additional fire extinguishers being provided and a number of fire-extinguishers being re-located. This was in addition to the ongoing programme of planned individual fire extinguisher checks. It should be noted that fire extinguishers are not required in any of our general needs flat blocks

Pre-planned Internal Audit Study on Fire Safety Risk Assessments

19. Co-incidentally, a planned Internal Audit Study of Fire Safety Risk Assessments is included as part of the Council's Audit Plan for 2017/18. The outcome of that audit resulted in a "Moderate" Assurance opinion, with a small number of recommendations added to the Internal Audit's "Audit Recommendation Tracker", which is overseen by the

Audit and Governance Committee. The table of findings can be found at Appendix 1.

Smoke and heat detectors

20. The Council has just completed a programme of installing hard-wired linked smoke and heat detectors in all of its Council properties, primarily funded from money made available through the former Housing Improvements and Service Enhancements Fund.
21. "Hard-wired" means that they are connected to the property's electrical wiring, which means that they are not reliant on the tenants changing batteries – although they do have a battery back-up as well.
22. "Linked" means that, in two-storied buildings (e.g. houses), if one smoke detector is activated from smoke or heat, the other detector sounds as well.
23. The smoke and heat detectors are checked annually by the Council. Those properties with gas appliances that receive annual gas servicing and safety checks (which is the majority), are checked by the Council's gas servicing contractor, Gracelands CMS Ltd. The remaining 106 properties are checked annually by the Council's Housing Repairs Service. It should be noted, though, that gaining access to tenants' properties can be difficult – especially those that are not being gas-serviced. A number of letters are sent; if no response is received after the 3rd letter, the case is passed to the Area Housing Office to secure access, ultimately taking legal action if necessary.
24. However, it should be noted that the Council is only able to install, maintain and check smoke detectors in the Council's own properties. The provision and maintenance of detectors in leasehold properties in blocks of flats is the responsibility of the leaseholders themselves.

Installation of fire-resistant front doors to flats in blocks

25. The Council has also recently completed a programme of installing 30-minute fire resistant front doors to Council flats in blocks. This means that the doors should be resistant to fire for at least 30 minutes.
26. However, again, the Council can only install these front doors to the Council's own properties; it is the responsibility of leaseholders to install doors to their own properties. However, in order to encourage and assist leaseholders to install such doors – and to improve the overall fire safety in blocks of flats - members agreed an initiative a number of years ago to offer leaseholders a discount of 75% from the cost of installing these doors, at the same time as they are being installed in the Council's properties in their block.
27. Although many leaseholders have taken up this offer, unfortunately, despite the generous discount offer, a number have chosen not to. The Select Committee is therefore invited to give its views, following the on-going Fire Risk Assessments and considered necessary, on whether or not the Council should enforce through the Courts the need for leaseholders to change their front doors so they provide a compliant level of fire safety to other residents in the blocks.

Sprinklers and fire alarms

28. The Council is not required to provide, and has not ever provided, sprinkler systems in any of its properties. However, this is further discussed later in this report.
29. Fire alarms are installed in all of the Council's sheltered housing schemes, Norway House Homeless Persons Hostel, North Weald and Hemnall House, Epping – which are

regularly tested and serviced. Fire alarms at sheltered housing schemes and Norway House are also linked to the Council's Careline Service, which is now hosted by Tunstall Telecom.

30. Enquires are still ongoing into the cause of the fire at Grenfell Tower, and it could be some time before any firm recommendations are drawn from the tragedy. However, much media attention is still focusing on the use of sprinklers generally in flat blocks, with many local authorities now commissioning systems in their blocks, although it is emphasised that these are mainly high-rise blocks, with limited means of escape for residents.
31. It is not possible to obtain estimates for such installations without a detailed survey being undertaken. However, whilst it is not a statutory or Government requirement, it is the recommendation of Officers that a further feasibility study be carried out into the possibility of installing sprinklers into the Council's sheltered accommodation and at Norway House, North Weald and Hemnall House, Epping where the risks to the residents is greatest due to the nature of the buildings and the vulnerability of the residents, and that a report be brought back to the Communities Select Committee on its findings, including the estimated costs, with recommendations on the proposed way forward.

Fire drills and Evacuation Policy

32. Fire drills are held every six months at all of the Council's sheltered housing schemes, and more regularly (every three months) at Norway House.
33. Following the Grenfell Tower fire, there has been much media coverage about the "Stay Put Policy" that appears to have been adopted for that building.
34. The approach the Council has always taken to its sheltered housing schemes and Norway House and Hemnall House, based on the previous advice of the Essex Fire and Rescue Service, has been to adopt an "Evacuate Policy" and not a "Stay Put Policy", although more recent general advice by the Fire and Rescue Service appears to suggest that landlords should consider the merits of adopting a "Stay Put", although they emphasise that this is a decision for the landlords, dependent on the circumstances of individual buildings and the outcome of their Fire Risk Assessments. Since all of these buildings have communal fire alarms installed, it is suggested that the Council's Evacuation Policy is maintained.
35. However, neither an Evacuation Policy nor a Stay Put Policy has been adopted to date in the Council's general needs (i.e. not specialist) blocks of flats. One alternative to both of these approaches, which is now being adopted by a number of social landlords and is the recommendation of Officers, is to adopt a "Stay Safe" Policy - where it is incumbent on the occupants to decide for themselves whether or not to evacuate their building, dependent on the circumstances of the fire, the location of the fire and the resident in the building and their own assessment of whether or not that can safely escape from the building. Officers are of the view that this is a more flexible and better approach, as it is impossible to predict the circumstances should a fire break out, and in any event, it would be the Fire Officer in charge of any incident to manage the situation in the event of a fire.
36. Should a "Stay Safe" Policy be adopted, then it would be necessary to issue all occupants with a detailed guide on what they should do to stay safe. These would be specific to the circumstances of the blocks' constructions, for example a block with open balconies will have different risks to those with enclosed staircases, and blocks with fire alarms will have a different warning system to those without.

37. The “Stay Safe” Policy is the standard advice offered in Wales, and is being adopted more and more by other Local Authorities across the UK since the Grenfell tragedy. However, the importance of members making the right decision on the approaches adopted for different buildings owned by this Council is emphasised, especially following the Grenfell Tower tragedy, since if a serious fire does occur in any of the Council’s buildings, the circumstances of the fire, the approach adopted by the Council and the actual actions of residents will inevitably, and quite rightly, be under intense scrutiny.

External cladding

38. Much of the media attention about the Grenfell Tower focused on the external cladding used.
39. The Council has very few blocks of flats across the District with external cladding, notably at:
- Limes Avenue and Copperfield, Limes Farm Estate, Chigwell;
 - Springfields, Waltham Abbey; and
 - Harveyfields, Waltham Abbey.
40. None of these flats have the same cladding as is understood to have been used at Grenfell Tower, which is understood to be Aluminium Composite Material (ACM).
41. Following an assessment of the type of cladding used on all the Council’s blocks of flats in the District in the light of the Grenfell Tower fire, it can be reported that there are no instances where a rainscreen type of cladding system has been used (which is essentially where a cavity is formed that could be a conduit for the flames and smoke to pass, as was the case at Grenfell Tower). However, the insulation material used at both Springfields and Harveyfields, Waltham Abbey are of a flammable Polyisocyanurate (PIR) or Expanded polystyrene (EPS) type material, but these are sealed and so reduces the risk of spread of flame. The cladding used at Limes Farm is a Phenolic foam material, which does not readily burn and has a fire test certificate to prove its safety.

Members’ visit to Norway House

42. Members of the Communities Select Committee and the Cabinet undertook a visit and tour of Norway House Homeless Persons Hostel shortly after the Grenfell Tower fire. In light of this, members asked a number of questions about fire safety at Norway House and saw for themselves the physical environment and safeguards taken. In 2014, passive fire installation works were carried out at Norway House, including the replacement of intumescent strips in doors. Private hydrant testing is undertaken annually at both Norway House and Hemnall House.
43. Members in attendance were very satisfied and re-assured with what they saw and heard with regard to fire safety at Norway House.

Portfolio Holder visits to blocks of flats

44. Following the Grenfell Tower fire, the Housing Portfolio Holder visited some of the larger Council blocks of flats, and extended the invitation to the local ward members to join her.
45. To date, the Portfolio Holder has visited the Limes Farm Estate, Chigwell, and Springfields, Waltham Abbey. All Members that attended were satisfied with the fire safety measures that were incorporated in the blocks.

The Council’s Commercial Properties

46. In terms of fire safety within the Council's commercial property portfolio, all leases state that the Tenant has a legal obligation to keep in good and substantial repair, the interior of the premises, any fixtures and fittings and the shop front (on retail premises). Their leases also state that they are not to store or bring upon the premises any articles of a specially combustible inflammable or dangerous nature and to keep clean and tidy free from all obstructions at all times, any common staircases and balconies.
47. The tenant also covenants to do and execute all such works and that by virtue of any Act or Acts of Parliament now or hereafter to be passed or any byelaws rules and regulations that are required to be done or executed upon or in the Demised Premises or any part thereof (i.e. they must adhere to any relevant statutory requirements but please note this only relates to the Demised Premises - not the structure of the building as this is the Council's liability).
48. In respect of the structure of the building and checking that the tenant is adhering to the above covenants, the relevant Asset Manager carries out inspections of the properties to ensure that no danger is being created by the actions of the tenant or by the disrepair of the main structure. Furthermore if any tenant reports any dangerous defect, the Facilities team or Housing Repairs team are instructed as quickly as possible to attend site to rectify the defect and to make safe the area.

What else has changed since Grenfell Tower

49. The Government has continued to gather statistical and technical data from all social landlords (i.e. both housing associations and local authorities), in particular on the use of ACM cladding systems on blocks higher than 15m or over 5-storeys tall. The Council's return only covered a single block of private flats that is currently under construction in The Broadway at The Landmark, Loughton, currently under construction by Higgins Homes. Details of its construction have been obtained and passed to the Government Office coordinating the data analysis. The building is built on Council land and as such the Council is the freeholder, which means the Council has some responsibility for its safety (see below).

Fire Safety Policy

50. Officers are never complacent about fire safety. Much of what the Council has put in place above in relation to its own residential accommodation is all good practice. However, there is a need to capture all of this in a comprehensive Fire Safety Policy. In order to prepare such a Policy, it will be necessary to incorporate some of the recommendations contained in this report, namely the options to explore the use of sprinklers and the adoption of both the Evacuation Policy and Stay Safe Policy as appropriate.
51. Any future Policy will also need to be kept up to date with any additional measures the Council feels are necessary in the light of the reports and guidance that will flow from the Public Inquiry for the Grenfell Tower fire.

Private Park home sites licensed by the Council

52. Following the fire at Grenfell, requests have been received from both site owners and park home owners for clarification as to what is an acceptable standard for external cladding to park homes and what this means in practice. Even though the fire at Grenfell was to a high rise building, the issue of cladding and fire safety is still relevant in terms of the quality of material that should be allowed and the separation distance between homes that needs to be maintained.

53. Park home owners fit external cladding to their homes to improve the thermal efficiency of their home, to weatherproof and/ or to improve the external appearance of the home generally.
54. Cladding comes in a variety of forms depending on the purpose for which it is fitted and this includes timber weatherboarding, PVC, metal and also a range of composite materials.
55. Cladding that is composed of fire resisting material is effective in slowing down the spread of fire over the surface of a home and the EFDC standard site licence conditions for residential sites in EFDC (which are based on the Governments Model Standards 2008 for Caravan Sites in England) reflects this by allowing a reduced spacing between homes where Class 1 fire rated cladding is fitted to its facing walls. The equivalent European standard that may be used is EN B-s1,d0 and the company supplying the cladding should be able to demonstrate that their product meets Class1 or EN B-s1,d0 by providing an appropriate product test certificate from a UKAS accredited organisation or equivalent.
56. The Council's license conditions require that:
 - Every park home must where practicable be spaced at a distance of not less than 6 metres (the separation distance) from any other park home which is occupied as a separate residence.
 - However, where a park home has retrospectively been fitted with cladding from Class 1 fire rated materials to its facing walls, then the separation distance between it and an adjacent park home may be reduced to a minimum of 5.25 metres.
 - Any park home that contravened the above conditions prior to the issuing of the new site license and conditions will be allowed to remain. Such situations should be recorded in the Fire Risk Assessment for the site and any compensatory measures put in place to protect persons in adjacent homes. The relevant date for each site is stated on the site license for that park home site.

The Council's commercial portfolio

57. In terms of fire safety within the Council's commercial property portfolio, all of the Council's commercial leases state that the Tenant has a legal obligation to keep in good and substantial repair, the interior of the premises , any fixtures and fittings and the shop front (on retail premises). Their leases also state that they are not to store or bring upon the premises any articles of a specially combustible inflammable or dangerous nature and to keep clean and tidy free from all obstructions at all times, any common staircases and balconies.
58. The tenant also covenants to do and execute all such works and that by virtue of any Act or Acts of Parliament now or hereafter to be passed or any byelaws rules and regulations that are required to be done or executed upon or in the Demised Premises or any part thereof. (i.e. they must adhere to any relevant statutory requirements but please note this only relates to the Demised Premises - not the structure of the building as this is the Council's liability).
59. In respect of the structure of the building and checking that the tenant is adhering to the above covenants, the relevant Asset Manager carries out inspections of the properties to ensure that no danger is being created by the actions of the tenant or by the disrepair of

the main structure. Furthermore if any tenant reports any dangerous defect, the Facilities team or Housing Repairs team are instructed as quickly as possible to attend site to rectify the defect and to make safe the area.

This page is intentionally left blank

Ref	Findings	Risk	Priority	Recommendation	Manager's response	Implementation date
1	Housing Management (North) monitor Fire Risk Assessments (FRA) using a spreadsheet and managers review the progress of action undertaken, however Housing Management (South) has no monitoring or management oversight of FRA recommendations	Injury or death of tenants due to fire safety hazards not being promptly removed.	Medium Risk	Housing Management (South) to create a spreadsheet to record and monitor all Fire Risk Assessments (FRA) recommendations that require action to be undertaken by themselves. Management oversight of the spreadsheet undertaken to ensure Officers are completing the required action in a prompt manner.	Completed Responsibility: Assistant Director (Housing Operations)	Completed
2	Fire Safety Advice on the Council's approach to fire safety for the Council's Housing stock has been developed, however there is no specific formal fire safety policy document in place for the Council's housing stock.	Reputational damage and financial cost	Medium Risk	To formalise the recently produced Fire Safety Advice on the Council's approach to fire safety in a policy document.	A Fire Safety Policy is to be developed following consultation with the Communities Select Committee. We anticipate this Policy will be in place by January 2018 Responsibility: Assistant Director (Housing Property and Development) Housing Assets Manager	31/01/18
GP1	Documentation relating to action taken on Fire Risk Assessment recommendations and estate inspection visits is not always recorded.	Opportunity - To ensure that all documentation on fire safety action is recorded on Info@Work or on the Z: drive	Good practice	Housing Management should ensure there all documentation on actions taken on fire safety is recorded on Info@Work or on the Z: drive.	n/a	n/a

This page is intentionally left blank

Equality Impact Assessment

Section 1: Identifying details
Your function, service area and team:
If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:
Title of policy or decision: Fire Safety in Council-Owned Accommodation and Park Homes
Officer completing the EqlA: Paul Pledger Tel: X4248 Email: mmasterson@eppingforestdc.gov.uk
Date of completing the assessment: 30 November 2017

Section 2: Policy to be analysed	
2.1	<p>Is this a new policy (or decision) or a change to an existing policy, practice or project?</p> <p>A review of an existing Policy and practice, which incorporates changes</p>
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <p>To review the Council's approach to fire safety in Council owned flat blocks and privately owned Park Homes.</p> <p>What outcome(s) are you hoping to achieve (i.e. decommissioning or commissioning a service)?</p> <p>To agree the approach the Council intends to take in respect of fire safety in Council owned flat blocks and privately owned Park Homes.</p>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"> • service users • employees • the wider community or groups of people, particularly where there are areas of known inequalities? <p>All</p> <p>Will the policy or decision influence how organisations operate?</p> <p>Yes</p>
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>No</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>The outcome of this report will lead to a new Fire Safety Policy being produced.</p>

Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, e.g. service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.0 Reference Material

<u>Age</u>	<u>Disability</u>	<u>Gender</u>	<u>Gender reassignment</u>	<u>Marriage / civil partnership</u>	<u>Pregnancy / maternity</u>	<u>Race</u>	<u>Religion/belief</u>	<u>Sexual orientation</u>	<u>other</u>
Issues									
									<ul style="list-style-type: none"> Annual review of fire risk assessments Undertake regular fire alarm checks
									<ul style="list-style-type: none"> Evacuation procedure (review of stay put policy) <ul style="list-style-type: none"> Vulnerable/disabled people Sheltered blocks Norway House/Hemnall House Flats
									<ul style="list-style-type: none"> Fitting of hard-wired smoke detectors
Age									
Appendix ref. 001	<p>Local Government Fire Safety Information 2012 (page 21, 25-26, 47, 59, 76, 109, 119-20, 132, 134-135)</p> <ul style="list-style-type: none"> Increased fire risks for older, vulnerable, disabled or socially deprived residents Need to adapt general need properties to take into account the requirements of older, vulnerable or disabled residents Need to consider implications for accessibility and safety of disabled people Consideration of safety issues surrounding the storage/accessibility of mobility scooters/aids in common areas which may present a risk in the event of a fire. Provision of alternative fire exits and/or procedures for residents with impaired mobility issues Consideration of difficulties older or disabled residents may have with self closing doors Consideration of difficulties older or disabled residents may have with stairs. The provision of temporary safe refuge areas where practical may be an option. Scheme managers' role in assisting vulnerable residents in the event of evacuation will need to be considered. Regular review will be needed to take account of the changing welfare needs of some residents. Appropriate details should be kept of any residents requiring particular assistance in the event of a fire, especially relating to mobility issues. This should record anyone using oxygen cylinders or medical gases Residents, especially those who are vulnerable, elderly or have disabilities should be 								

	<p>made aware of the availability of community fire safety initiatives by the fire and rescue service.</p> <ul style="list-style-type: none">Particular consideration should be made of the specific fire safety procedures associated with blocks of flats with:<ul style="list-style-type: none">more than three storeysa single stairways or means of escapelonger distances to travel along escape routesmore challenging escape routes e.g. across roofs <p>The difficulties that disabled, very young or older residents, or those with limited mobility may have in the event of evacuation from such buildings will need to be taken into account.</p> <ul style="list-style-type: none">Example procedures for carrying out fire risk assessments (Appendix 2, page 146)																																								
Appendix ref. 002	<p>2011 ONS EFDC Area Age Structure</p> <table><tr><th>Age</th><th>%</th><th>Age</th><th>%</th><th>Age</th><th>%</th><th>Age</th><th>%</th></tr><tr><td>0-4</td><td>5.9% (7366)</td><td>15</td><td>1.2% (1519)</td><td>25-29</td><td>5.3% (6624)</td><td>65-74</td><td>9.2% (11464)</td></tr><tr><td>5-7</td><td>3.4% (4193)</td><td>16-17</td><td>2.5% (3094)</td><td>30-44</td><td>20.5 (25542)</td><td>75-84</td><td>6.2% (7743)</td></tr><tr><td>8-9</td><td>2.1% (2638)</td><td>18-19</td><td>2.2% (2771)</td><td>45-59</td><td>21% (26169)</td><td>85-89</td><td>1.7% (2178)</td></tr><tr><td>10-14</td><td>5.8% (7235)</td><td>20-24</td><td>5.3% (6663)</td><td>60-64</td><td>6.7% (8295)</td><td>90+</td><td>0.9% (1165)</td></tr></table>	Age	%	Age	%	Age	%	Age	%	0-4	5.9% (7366)	15	1.2% (1519)	25-29	5.3% (6624)	65-74	9.2% (11464)	5-7	3.4% (4193)	16-17	2.5% (3094)	30-44	20.5 (25542)	75-84	6.2% (7743)	8-9	2.1% (2638)	18-19	2.2% (2771)	45-59	21% (26169)	85-89	1.7% (2178)	10-14	5.8% (7235)	20-24	5.3% (6663)	60-64	6.7% (8295)	90+	0.9% (1165)
Age	%	Age	%	Age	%	Age	%																																		
0-4	5.9% (7366)	15	1.2% (1519)	25-29	5.3% (6624)	65-74	9.2% (11464)																																		
5-7	3.4% (4193)	16-17	2.5% (3094)	30-44	20.5 (25542)	75-84	6.2% (7743)																																		
8-9	2.1% (2638)	18-19	2.2% (2771)	45-59	21% (26169)	85-89	1.7% (2178)																																		
10-14	5.8% (7235)	20-24	5.3% (6663)	60-64	6.7% (8295)	90+	0.9% (1165)																																		
Impact of an ageing population study Epping Forest District	<ul style="list-style-type: none">Community Safety (page 8)<ul style="list-style-type: none">Fire prevention initiativesHome security visits to help identify vulnerable or at risk people.																																								
ONS Census Data 2011	<p>Homeless (Statutory) 2017 Total as of 31 March 2017 (all age ranges) 116 - Temporary accommodation 31 - B&B 45 – Hostel 40 – Other</p>																																								
EFDC KPI COM004 - How many households were housed in temporary accommodation	<p>The number of households in temporary accommodation provided under homelessness legislation has increased: -</p> <p>2016-17 (all age ranges)</p> <table><tr><td>Q1 – 103</td><td>Q2 – 111</td><td>Q3 – 101</td><td>Q4 - 116</td></tr></table>	Q1 – 103	Q2 – 111	Q3 – 101	Q4 - 116																																				
Q1 – 103	Q2 – 111	Q3 – 101	Q4 - 116																																						

Appendix ref. 009	<p>Age and disability of tenants by Council accommodation type:</p> <p>Summary</p> <table><tr><th>Accommodation</th><th>No disability - Aged < 60</th><th>No disability - Aged >=60</th><th>With a disability - Aged < 60</th><th>With a disability - Aged >=60</th></tr><tr><td>Sheltered</td><td>10</td><td>326</td><td>0</td><td>128</td></tr><tr><td>Supported</td><td>209</td><td>515</td><td>47</td><td>251</td></tr><tr><td>General</td><td>4136</td><td>1346</td><td>255</td><td>421</td></tr><tr><td>Total</td><td>4355</td><td>2187</td><td>302</td><td>800</td></tr><tr><td colspan="3"></td><td>Grand Total</td><td>7644</td></tr></table> <p>Summary</p> <table><tr><th>Accommodation</th><th>No disability - Aged < 60</th><th>No disability - Aged >=60</th><th>With a disability - Aged < 60</th><th>With a disability - Aged >=60</th></tr><tr><td>Sheltered</td><td>0.1%</td><td>4.3%</td><td>0.0%</td><td>1.7%</td></tr><tr><td>Supported</td><td>2.7%</td><td>6.7%</td><td>0.6%</td><td>3.3%</td></tr><tr><td>General</td><td>54.1%</td><td>17.6%</td><td>3.3%</td><td>5.5%</td></tr><tr><td>Total</td><td>57.0%</td><td>28.6%</td><td>4.0%</td><td>10.5%</td></tr><tr><td colspan="3"></td><td>Grand Total</td><td>100.0%</td></tr></table> <p>NOTE: Data extracted from EFDC Housing System in September 2017. Its accuracy is dependent on the information provided by the tenant, and relies on the tenant updating the council's records with any changes in circumstances.</p>	Accommodation	No disability - Aged < 60	No disability - Aged >=60	With a disability - Aged < 60	With a disability - Aged >=60	Sheltered	10	326	0	128	Supported	209	515	47	251	General	4136	1346	255	421	Total	4355	2187	302	800				Grand Total	7644	Accommodation	No disability - Aged < 60	No disability - Aged >=60	With a disability - Aged < 60	With a disability - Aged >=60	Sheltered	0.1%	4.3%	0.0%	1.7%	Supported	2.7%	6.7%	0.6%	3.3%	General	54.1%	17.6%	3.3%	5.5%	Total	57.0%	28.6%	4.0%	10.5%				Grand Total	100.0%
Accommodation	No disability - Aged < 60	No disability - Aged >=60	With a disability - Aged < 60	With a disability - Aged >=60																																																									
Sheltered	10	326	0	128																																																									
Supported	209	515	47	251																																																									
General	4136	1346	255	421																																																									
Total	4355	2187	302	800																																																									
			Grand Total	7644																																																									
Accommodation	No disability - Aged < 60	No disability - Aged >=60	With a disability - Aged < 60	With a disability - Aged >=60																																																									
Sheltered	0.1%	4.3%	0.0%	1.7%																																																									
Supported	2.7%	6.7%	0.6%	3.3%																																																									
General	54.1%	17.6%	3.3%	5.5%																																																									
Total	57.0%	28.6%	4.0%	10.5%																																																									
			Grand Total	100.0%																																																									
ONS Subnational population projections for England 2012 – based on 2011 Census	<ul style="list-style-type: none">• 22.3% of the EFD population is aged 65 years and over and life expectancy is increasing;• 5% population growth rate for the Epping Forest District.• Between 2015 and 2025 it is anticipated that the number of over 65's in Epping Forest will increase from 25,400 to 30,000 and over 50's – 64's, from around 24,200 to 27,400.																																																												
EFDC – HRA Business Plan 2016	<p>Within the Housing Service the ratio of staff is: -</p> <ul style="list-style-type: none">• Around 60% are women• Over 70% are over 45 years of age• 10% are under 35 years of age																																																												
Appendix ref. 011	<p>Strategic-Housing-Market-Assessment-for-West-Essex-and-East-Herts-2015 (page 101 & 108)</p> <ul style="list-style-type: none">• ECC demand analysis assessment - identified a shortfall in independent living units.• EFDC needs to provide approximately 11,300 (market housing & affordable) new homes over the Local Plan period (up to 2033) (specific split of houses vs. flats, numbers of bedrooms etc).• Older people are living longer, healthier lives and specialist housing offered today may not be appropriate for the future years.• Accessible housing in the district is needed with a view of adaptable lifetime homes.• Government's reform of Health and Adult Social Care is underpinned by sustaining people at home for as long as possible. Dwellings to meet cat. 2 requirements (dependent on viability).																																																												
Appendix ref. 003	<p>Epping Forest District Council Tenant Census 2014</p> <p>Over half of all tenants (57%) responded</p> <p>At the time of the Tenant census the respondents were older than the wider EFD population, with a median age of tenants being 63 compared to 48 for the overall population of EFDC.</p> <ul style="list-style-type: none">• Age profile of those tenants that replied: -																																																												

	<table><thead><tr><th>Age Group</th><th>National Census 2011 (All residents) %</th><th>Tenant Census 2014 %</th></tr></thead><tbody><tr><td>16 – 24</td><td>12.3%</td><td>1.3%</td></tr><tr><td>25 – 34</td><td>13.9%</td><td>7.5%</td></tr><tr><td>35 – 44</td><td>17.7%</td><td>11.8%</td></tr><tr><td>45 – 54</td><td>18.2%</td><td>16.5%</td></tr><tr><td>55 – 59</td><td>7.5%</td><td>7.9%</td></tr><tr><td>60 – 64</td><td>8.25%</td><td>7.9%</td></tr><tr><td>65 – 74</td><td>11.3%</td><td>20.3%</td></tr><tr><td>75 – 84</td><td>7.6%</td><td>17.1%</td></tr><tr><td>85 +</td><td>3.3%</td><td>9.8%</td></tr></tbody></table> <p>National Census 2011 (All residents) % Base 101,709 Tenant Census 2014 % Base 4,355</p>	Age Group	National Census 2011 (All residents) %	Tenant Census 2014 %	16 – 24	12.3%	1.3%	25 – 34	13.9%	7.5%	35 – 44	17.7%	11.8%	45 – 54	18.2%	16.5%	55 – 59	7.5%	7.9%	60 – 64	8.25%	7.9%	65 – 74	11.3%	20.3%	75 – 84	7.6%	17.1%	85 +	3.3%	9.8%
Age Group	National Census 2011 (All residents) %	Tenant Census 2014 %																													
16 – 24	12.3%	1.3%																													
25 – 34	13.9%	7.5%																													
35 – 44	17.7%	11.8%																													
45 – 54	18.2%	16.5%																													
55 – 59	7.5%	7.9%																													
60 – 64	8.25%	7.9%																													
65 – 74	11.3%	20.3%																													
75 – 84	7.6%	17.1%																													
85 +	3.3%	9.8%																													
Careline Annual Report 2015-16	<p>Epping Forest Careline currently has approximately 2,500 clients. Years of experience managing a community alarm service and enabling independent living. Customers to feel more secure in their home, as help is at the press of a button. The service is beneficial to those that feel vulnerable in some way: they are unwell, may have previously fallen, been injured, experienced an intruder in their property or garden or have an on-going illness or been recently discharged from hospital.</p> <ul style="list-style-type: none">347 new installations across the district in 2016. Yearly call total - 61,162, averaging 168 daily;																														
Careline	<ul style="list-style-type: none">Customers have an alarm unit installed enabling easy contact to the EFDC Careline Centre 24 hours a day, every day of the year from anywhere in your home.The unit is linked through their telephone line and has a pendant that can be worn around your neck or wrist, which enables the customer to raise the alarm of a possible fire and the Careline Centre, will implement the necessary emergency fire safety procedures.Telecare smoke detectors and carbon monoxide detectors are available also, which activate the alarm system automatically and send a call to our Careline Centre.Information is available in written format and in Braille, large print or audiotape. It is in easy to read format and verbal explanation of any of the written information is available.																														
Sheltered Housing Guide	<ul style="list-style-type: none">EFDC provides sheltered housing for older residents that are capable of living on their own but feel more secure with the support of a visiting Scheme Manager;Self-contained flats, bungalows and studios. Housing with communal lounge -social activities;Currently located in Loughton, Waltham Abbey, Buckhurst Hill and Epping.Once the new Careline provider is agreed a Sheltered Housing Review will be undertaken to identify all future options for the current properties and provide recommendations.																														
C.A.R.E Home Improvement Agency Handyperson Scheme EFDC	<ul style="list-style-type: none">Through the Caring and Repairing in Epping Forest (C.A.R.E) Home Improvement Agency, the Council seeks to assist older people and disabled home owners to improve, repair or adapt their houses. They may also assist with home improvements to: -<ul style="list-style-type: none">prevent hospital admission;support prompt discharge from hospital.C.A.R.E. provides a handy person service to retired home-owners / private tenants over the age of 60 years. Vetted contractors carry out small, low cost repairs / home security work, fall prevention measures. Chargeable service (lower for those on means tested benefits).																														
private-sector-housing-strategy-2012-2015 housing-assistance-policy-15-17	<p>EFDC meets the Decent Home Standard for all their housing stock.</p> <ul style="list-style-type: none">The Decent Home Standard originally applied to housing stock owned by Local Authorities and Registered Social Landlords, in 2007 the Government applied the standard to vulnerable households in the private sector by Target 7 of the Public Services Agreement (PSA7). Vulnerable groups were those that suffered health problems as a result of living in poor housing conditions which they do not have the resources to remedy themselves e.g. those over 60, people with a long term illness or a disability or families with children. In addition they will be in receipt of income or disability related benefits.EFDC Housing Assistance Policy 2012-2017 provides guidance on how EFDC will offer financial assistance (Housing Assistance) (subject to funds) for work or repair, renewal or adaptation in the private sector housing.																														

http://www.london-fire.gov.uk/Documents/HFSV-referral-matrix.pdf	London Fire Brigade matrix of risk factors and mitigating actions in relation to residents who may be in higher risk categories in event of fires.
Careline Fire Procedures	•
Sheltered Housing Fire Procedure	•
Norway House Fire procedure	•
Disability	
Appendix ref. 001	<ul style="list-style-type: none"> Local Government Fire Safety Information 2012 (page 21, 25-26, 47, 59, 76, 109, 119-20, 132, 134-135) – please see section on Age above for information
Appendix ref. 005	<p>Building Regulations Part B - Fire Safety (2013) – see 0.19 on page 8 and 1.9 on page 13</p> <ul style="list-style-type: none"> Fire safety aspects of building regulations should include all people, including those with disabilities. Additional adaptations may be necessary in some cases.
Appendix ref. 006	<p>Building Regulations Part M 2015_with_2016_amendments_V3 (disabled access)</p> <ul style="list-style-type: none"> Provisions for access and use of building should make reasonable allowances for needs of older or disabled users, which may change over time (see page 10) Adaptations to stairs or changes in levels may be required to meet needs of older or disabled people (page 36)
BGP1 Housing Background Paper	Accessibility of new properties (see 1.52 and 1.55, page 16) - changes in building regulations to allow access for wheelchairs and to improve accessibility for residents with disabilities.
Appendix ref. 003	<p>Epping Forest District Council Tenant Census 2014</p> <ul style="list-style-type: none"> 30.2%% stated they had a disability 34% of households contained at least one person who had a disability North Weald Bassett Ward contained the highest proportion of tenants with a disability (39%), followed by Waltham Abbey North East (38%). <i>These Wards had a higher than average number of older residents.</i> Grange Hill Ward - youngest population, smallest proportion of tenants with a disability (1.4%) Under a third of tenants stated they had a disability (30.2%), higher than the overall population of EFDC (15.7%). Of those tenants with hearing difficulties, 14 use British Sign Language, 45 use lip reading.
Careline	<ul style="list-style-type: none"> Customers have an alarm unit installed enabling easy contact to the EFDC Careline Centre 24 hours a day, every day of the year from anywhere in your home. The unit is linked through their telephone line and has a pendant that can be worn around your neck or wrist, which enables the customer to raise the alarm of a possible fire and the Careline Centre will implement the necessary emergency fire safety procedures. Telecare smoke detectors and carbon monoxide detectors are available also, which activate the alarm system automatically and send a call to our Careline Centre. Information is available in written format and in Braille, large print or audiotape. It is in easy to read format and verbal explanation of any of the written information is available.
C.A.R.E Home Improvement Agency, disabled-facilities-grant, decent-homes-repayable-assistance, &	<p>Financial assistance and grants to home owners, private tenants and landlords: -</p> <ul style="list-style-type: none"> Disabled Facilities Grant up to £30,000; adapting to the homes of disabled owner-occupiers / private tenants are governed by the 'Housing Grants Construction and Regeneration Act 1996' Decent Homes Repayable Assistance up to £10,000; financial assistance (loan) to bring private sector dwellings up to the 'Decent Homes Standard', introduced by the Government

small-works-repayable-assistance	<p>to assess the condition of homes. Assistance may be available where there is a significant hazard within the property, or disrepair, which breaches the standard.</p> <ul style="list-style-type: none"> • Small Works Repayable Assistance up to £3,000; financial assistance may be available where there is a hazard as defined under the Housing Health and Safety Rating System (HHSRS) or a defect which is likely to damage the fabric of a property unless it is repaired. • Empty Homes Repayable Assistance up to £10,000. • Energy efficiency works; Limited funding available for EFDC homeowners / private tenants who are disabled / over 60 and on a means tested benefit to assist with energy efficiency measures.
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/475183/Sight-Hearing-and-Mobility-Issues.pdf	Government safety notice for people with disabilities provides advice in respect of fire safety, precautions and prevention measures.
http://www.london-fire.gov.uk/Documents/HFSV-referral-matrix.pdf	London Fire Brigade matrix of risk factors and mitigating actions in relation to residents who may be in higher risk categories in event of fires.

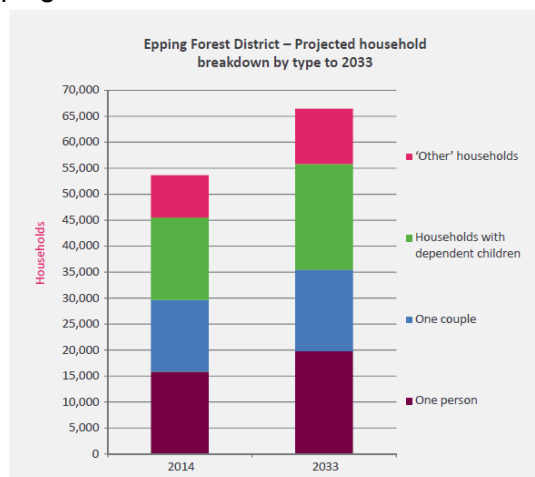
Gender: n/a

Marriage / Civil Partnerships: n/a

Pregnancy / maternity & Dependents/Carers

Appendix ref. 004

Epping Forest District Council Local Plan 2016



'It is expected that the total number of households (a household being a single person who lives alone, or a group of people who live together) in 2011 was roughly 52,000. This is expected to rise to approximately 66,460 by 2033. The household projections suggest that by 2033, there will be proportionately more households consisting of one person, or a family with dependent children, and proportionately less households consisting of one couple.'

Appendix ref. 010

Number of occupants in different council property types:

Sum of no of properties		no of occupants									
Property Type	Tenancy	1	2	3	4	5	6	7	8	9	Grand Total
Bungalow	General	190	89	25	9	3					316
	Supported	261	175	23	6						465
Bungalow Total		451	264	48	15	3					781

Flat	General	847	382	177	74	11	3				1494
	Sheltered	368	61	1							430
	Supported	317	95	9	1	1					423
Flat Total		1532	538	187	75	12	3				2347

House	General	406	678	577	520	318	101	29	14	3	2646
House Total		406	678	577	520	318	101	29	14	3	2646

Maisonette	General	31	184	189	72	17	5	1	1		500
Maisonette Total		31	184	189	72	17	5	1	1		500

Grand Total		2420	1664	1001	682	350	109	30	15	3	6274
--------------------	--	-------------	-------------	-------------	------------	------------	------------	-----------	-----------	----------	-------------

NOTE: Data extracted from EFDC Housing System in September 2017. Its accuracy is dependent on the information provided by the tenant, and relies on the tenant updating the council's records with any changes in circumstances.

Race

Appendix ref. 002	85.2	White; English/Welsh/Scottish/Northern Irish/British	0.7	Asian/Asian British; Pakistani
			0.6	Mixed/Multiple Ethnic Groups; White and Asian
	4	White; Other White	0.6	Mixed/Multiple Ethnic Groups; Other Mixed
	2.4	Asian/Asian British; Indian	0.5	Asian/Asian British; Chinese
	1.1	White; Irish	0.5	Other Ethnic Group; Any Other Ethnic Group
	1	Black/African/Caribbean/Black British; African	0.2	Mixed/Multiple Ethnic Groups; White and Black African
	0.9	Asian/Asian British; Other Asian	0.2	Asian/Asian British; Bangladeshi
	0.8	Black/African/Caribbean/Black British; Caribbean	0.2	Black/African/Caribbean/Black British; Other Black
	0.7	Mixed/Multiple Ethnic Groups; White and Black Caribbean	0.1	White; Gypsy or Irish Traveller
			0.1	Other Ethnic Group; Arab

[EFDC Gypsy and Traveller Accommodation Assessment - Sept 2016](#)


[public-register-of-licensed-gypsy-sites-may-2017](#)

[standard-licence-conditions-for-grt-sites-sept-2014](#)

[Interim Briefing Note](#)

Site status	Meets new definition	Does not meet new definition	Unknown
Gypsies and Travellers			
Public sites	0	3	0
Private sites	13	15	56
Temporary sites	1	0	14
Unauthorised sites	3	0	3
Sub Total	17	18	73
Travelling Show people			
Private Yards	1	1	8
Sub-total	1	1	8
Total	18	19	81

Local Plan Need 2011-2033	Pitches
No of Pitches required 2011-2033	38 pitches and 1 yard
Completions	16
Commitments	4

	<table><tr><td>Remaining requirement to be identified</td><td>18 pitches and 1 yard</td></tr></table> <p>The above was undertaken to provide a robust revised assessment of current and future need for Gypsy, Traveller and Travelling Showpeople accommodation for the period of 2016-2033.</p>	Remaining requirement to be identified	18 pitches and 1 yard																																								
Remaining requirement to be identified	18 pitches and 1 yard																																										
EFDC – HRA Business Plan 2016	<ul style="list-style-type: none">Over 90% of the EFDC Housing service staff are white.Pg 11 Para 19 - EFDC Council Housing Services compares the protected characteristics of those people who we have housed with those people on the Housing Register. This exercise showed that generally the ‘protected characteristics’ of housing applicants and those that have been given council accommodation are similar. No amendments to the Housing Allocations Scheme have been necessary to avoid discrimination.																																										
Glasshouse-Industry-Report 2003	Report highlighted that seasonal / casual workers posts have been difficult to recruit to. As a result the horticultural industry has turned increasingly to employment agencies to source workers from abroad. Accommodation is a problem for employers of numbers of seasonal workers and local planning authorities. Most seasonal workers live in mobile homes or caravans on site.																																										
	<p>Nursery Worker Accommodation – 2015 Survey</p> <ul style="list-style-type: none">EFDC 2015 survey identified 59 of 73 commercial growing sites identified had employees living in accommodation on site, on a permanent basis –incl. families and young children.Accommodation varied, worst conditions were mostly holiday style caravans due to risks of fire and explosion, electrocution, excess cold, insanitary drainage and poor drinking water.Overcrowding was a concern especially for young families.Nursery Worker Accommodation Task Group formed to address issues identified.																																										
<div><p>EFDC 2011+Census+Data</p></div>	<table><tr><th></th><th>All categories: Ethnic group</th><th>White: Gypsy or Irish Traveller</th></tr><tr><td>All categories</td><td>51,991</td><td>71</td></tr><tr><td>All tenure %</td><td>100%</td><td>0.1%</td></tr><tr><td>Owned or shared ownership: Total</td><td>37,771</td><td>33</td></tr><tr><td>Owned outright</td><td>18,070</td><td>25</td></tr><tr><td>Mortgage/loan/shared ownership</td><td>19,701</td><td>8</td></tr><tr><td>Social rented total</td><td>7,803</td><td>29</td></tr><tr><td>Social rented total %</td><td>100%</td><td>0.4%</td></tr><tr><td>Social rented from council (Local Authority)</td><td>6208</td><td>26</td></tr><tr><td>Social rented: Rented from council (LA) %</td><td>100%</td><td>0.4%</td></tr><tr><td>Social rent: Other social rented</td><td>1,595</td><td>3</td></tr><tr><td>Private rented or living rent free: Total</td><td>6,417</td><td>9</td></tr><tr><td>Private rented: Private landlord or letting agency</td><td>5,307</td><td>4</td></tr><tr><td>Private rented: Other private rented or living rent free</td><td>1,110</td><td>5</td></tr></table>		All categories: Ethnic group	White: Gypsy or Irish Traveller	All categories	51,991	71	All tenure %	100%	0.1%	Owned or shared ownership: Total	37,771	33	Owned outright	18,070	25	Mortgage/loan/shared ownership	19,701	8	Social rented total	7,803	29	Social rented total %	100%	0.4%	Social rented from council (Local Authority)	6208	26	Social rented: Rented from council (LA) %	100%	0.4%	Social rent: Other social rented	1,595	3	Private rented or living rent free: Total	6,417	9	Private rented: Private landlord or letting agency	5,307	4	Private rented: Other private rented or living rent free	1,110	5
	All categories: Ethnic group	White: Gypsy or Irish Traveller																																									
All categories	51,991	71																																									
All tenure %	100%	0.1%																																									
Owned or shared ownership: Total	37,771	33																																									
Owned outright	18,070	25																																									
Mortgage/loan/shared ownership	19,701	8																																									
Social rented total	7,803	29																																									
Social rented total %	100%	0.4%																																									
Social rented from council (Local Authority)	6208	26																																									
Social rented: Rented from council (LA) %	100%	0.4%																																									
Social rent: Other social rented	1,595	3																																									
Private rented or living rent free: Total	6,417	9																																									
Private rented: Private landlord or letting agency	5,307	4																																									
Private rented: Other private rented or living rent free	1,110	5																																									
Sanctuary scheme	<ul style="list-style-type: none">Sanctuary Schemes helps families to stay in their homes if they have become victims of domestic violence or hate crime.EFDC Sanctuary Scheme is for people that live in the Epping Forest District. Set up by the Council’s Housing Services, and group members of the Crime and Disorder Partnership.A safe room is created in the home, security measures are provided, internal fire doors, additional locks into the premises and firefighting equipment.The Scheme is available to homeowners, occupiers, council tenants, housing association tenants and people living in private rented accommodation.																																										
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/475182/Fire-Safety-for-Gypsies-and-Travellers.pdf	Government safety notice for gypsy and traveller communities - provides advice in respect of fire safety, precautions and prevention measures.																																										
Religion / belief: n/a																																											
Gender reassignment: n/a																																											

Page 23

Sexual orientation: n/a																																																																																					
Other																																																																																					
Appendix ref. 001	<ul style="list-style-type: none">Local Government Fire Safety Information 2012 - see page 154-160 regarding stay put policy and fitting of smoke detection equipment.																																																																																				
Appendix ref. 005	<ul style="list-style-type: none">Building Regulations Part B - Fire Safety (2013)																																																																																				
Appendix ref. 006	<ul style="list-style-type: none">Building Regulations Part M 2015_with_2016_amendments_V3 (disabled access)																																																																																				
Appendix ref. 012	EFDC Fire Safety Advice (July 2017) <ul style="list-style-type: none">The Council is not required to provide, and has not provided, sprinkler systems in any of its properties.Fire alarms are installed in all of the Council's sheltered housing schemes, the Norway House Homeless Persons Hostel, North Weald and Hemnall House, Epping – which are regularly tested and serviced. Fire alarms at sheltered housing schemes and Norway House are also linked to the Council's Careline Service.																																																																																				
www.turn2us.org.uk/What-is-fuel-poverty	In June 2013 Department-of-Energy-and-Climate-Change-(DECC) published a 'framework for Energy and Climate Change'. Definition states that a household is said to be in fuel poverty if: - <ul style="list-style-type: none">they have required fuel costs that are above the average (the national median level); andwere they to spend that amount they would be left with a residual income below the official poverty line																																																																																				
The Health Impacts of Cold Homes and Fuel Poverty leaflet (2011)	<ul style="list-style-type: none">Investing in the energy efficiency of housing can help stimulate the labour market and economy, as well as creating opportunities for skilling up the construction workforce.Estimated half of homes in sparsely populated English communities have an energy efficiency rating of below SAP30, (considered a significant health hazard). In 2006, 21% in rural areas were in fuel poverty compared with 11% in suburban and 10% in urban areas.Rural homes are likely to be detached, larger in size than urban homes, more difficult and more expensive to heat, or to make more energy efficient.Access to mains gas is rare (about 5 or 10 miles from an urban area). Rural homes pay more for their fuel leading to a high percentage in fuel poverty. Heating by electric, oil or solid fuel, tends to be more expensive and less efficient.Many rural homes are older buildings. Likely to have solid walls (almost all homes built before 1919 are solid walled), which are generally less well-insulated than cavity walls (as can be found in nearly all homes built after 1945). Over 60% of homes in urban areas and rural towns are cavity walled and on mains gas, 32% in villages and 21% in hamlets.These factors mean that it is on average more difficult and more expensive to improve the energy efficiency of a rural home and need to be considered when developing policies and interventions aimed at reducing fuel poverty.																																																																																				
Enjoy good health wellbeing - Essex County Council (2010)	<table><tr><th colspan="6">Fuel Poverty in Local Authorities</th></tr><tr><th>LA Code</th><th>LA Name</th><th>English region</th><th>All Households</th><th>Fuel Poor Households</th><th>Percent Fuel Poor</th></tr><tr><td>22UB</td><td>Basildon</td><td>East of England</td><td>72,359</td><td>4,997</td><td>6.9%</td></tr><tr><td>22UC</td><td>Braintree</td><td>East of England</td><td>60,447</td><td>5,520</td><td>9.1%</td></tr><tr><td>22UD</td><td>Brentwood</td><td>East of England</td><td>30,708</td><td>3,144</td><td>10.2%</td></tr><tr><td>22UE</td><td>Castle Point</td><td>East of England</td><td>36,789</td><td>3,493</td><td>9.5%</td></tr><tr><td>22UF</td><td>Chelmsford</td><td>East of England</td><td>70,896</td><td>6,347</td><td>9.0%</td></tr><tr><td>22UG</td><td>Colchester</td><td>East of England</td><td>73,275</td><td>7,666</td><td>10.5%</td></tr><tr><td>22UH</td><td>Epping Forest</td><td>East of England</td><td>53,235</td><td>5,257</td><td>9.9%</td></tr><tr><td>22UJ</td><td>Harlow</td><td>East of England</td><td>35,191</td><td>2,196</td><td>6.2%</td></tr><tr><td>22UK</td><td>Maldon</td><td>East of England</td><td>25,740</td><td>2,393</td><td>9.3%</td></tr><tr><td>22UL</td><td>Rochford</td><td>East of England</td><td>33,675</td><td>3,195</td><td>9.5%</td></tr><tr><td>22UN</td><td>Tendring</td><td>East of England</td><td>65,180</td><td>7,777</td><td>11.9%</td></tr><tr><td>22UQ</td><td>Uttlesford</td><td>East of England</td><td>31,139</td><td>3,441</td><td>11.1%</td></tr></table> <p>The data in the above table with the EFDC Home Energy Conservation report 2017 table (below) it shows the number of households in the district has increased 224 but the number of households in fuel poverty has reduced from 5,247 to approx. 4,185 (2.1%)</p>	Fuel Poverty in Local Authorities						LA Code	LA Name	English region	All Households	Fuel Poor Households	Percent Fuel Poor	22UB	Basildon	East of England	72,359	4,997	6.9%	22UC	Braintree	East of England	60,447	5,520	9.1%	22UD	Brentwood	East of England	30,708	3,144	10.2%	22UE	Castle Point	East of England	36,789	3,493	9.5%	22UF	Chelmsford	East of England	70,896	6,347	9.0%	22UG	Colchester	East of England	73,275	7,666	10.5%	22UH	Epping Forest	East of England	53,235	5,257	9.9%	22UJ	Harlow	East of England	35,191	2,196	6.2%	22UK	Maldon	East of England	25,740	2,393	9.3%	22UL	Rochford	East of England	33,675	3,195	9.5%	22UN	Tendring	East of England	65,180	7,777	11.9%	22UQ	Uttlesford	East of England	31,139	3,441	11.1%
Fuel Poverty in Local Authorities																																																																																					
LA Code	LA Name	English region	All Households	Fuel Poor Households	Percent Fuel Poor																																																																																
22UB	Basildon	East of England	72,359	4,997	6.9%																																																																																
22UC	Braintree	East of England	60,447	5,520	9.1%																																																																																
22UD	Brentwood	East of England	30,708	3,144	10.2%																																																																																
22UE	Castle Point	East of England	36,789	3,493	9.5%																																																																																
22UF	Chelmsford	East of England	70,896	6,347	9.0%																																																																																
22UG	Colchester	East of England	73,275	7,666	10.5%																																																																																
22UH	Epping Forest	East of England	53,235	5,257	9.9%																																																																																
22UJ	Harlow	East of England	35,191	2,196	6.2%																																																																																
22UK	Maldon	East of England	25,740	2,393	9.3%																																																																																
22UL	Rochford	East of England	33,675	3,195	9.5%																																																																																
22UN	Tendring	East of England	65,180	7,777	11.9%																																																																																
22UQ	Uttlesford	East of England	31,139	3,441	11.1%																																																																																

	2017 EFDC Report	Epping Forest	53,459	4,185	7.8%
	2010 Essex County Council Report	Epping Forest	53,235	5,257	9.9%
EFDC Home Energy Conservation Act 1995 - progress report 2017	Number of fuel poor households and residents in Essex				
	County / LA	Est no. of households	Est no. of fuel poor	%	
	Essex	597510	44726	7.5	
	Basildon	74711	4725	6.3	
	Braintree	62687	5237	8.4	
	Brentwood	31462	2196	7.0	
	Castle Point	37438	2382	6.4	
	Chelmsford	71553	4906	6.9	
	Colchester	73643	5766	7.8	
	Epping Forest	53459	4185	7.8	
	Harlow	35561	2531	7.1	
	Maldon	26517	2422	9.1	
	Rochford	34475	2128	6.2	
	Tendring	63823	5128	8.0	
	Uttlesford	32181	3120	9.7	
	<ul style="list-style-type: none">Epping Forest District residents are experiencing more fuel poverty than across Essex.The Private Sector House Condition Survey of 2011 included ward level data for fuel poverty by this is no longer current. The Council is: -<ul style="list-style-type: none">Currently adding data to the GIS to accurately identify where fuel poverty exists; andCommissioned a housing stock analysis project that will identify broader areas where fuel poverty is likely to exist and recommend solutions. <p>EFDC plans to develop a strategic approach to the alleviation of fuel poverty by the end of 2017, once the above data is collated and additional information is provided by the Government. Currently the Council provides help to residents in fuel poverty, or those on low incomes before they become fuel poor, by: -</p> <ul style="list-style-type: none">Providing small grants (under £500) to residents in the private sector on low incomes for low-cost energy efficiency interventions;Small Works / Decent Homes Repayable Assistance to eligible residents in the private sector whose homes that fail the Decent Homes Standard;All the EFDC officers in the Private Sector Housing teams are trained to provide advice on heating, insulation and energy efficiency;Bringing the condition of as many as possible of our Council-owned residential properties up to a standard in excess of the Decent Homes Standard in order to avoid high energy use;Providing budgeting support and advice through specialty trained officers to help those who are concerned about paying for their fuel, or other budgeting and money matters. <ul style="list-style-type: none">The EFDC area covers an area of approximately 130 square miles.2011 census population for district – 124,660 people living in close to 54,400 dwellings.Approx 54,400 homes, around 6,500 are managed and maintained by the CouncilPrivate Sector Housing (owner-occupied and privately rented properties) are approx. 82% and 3% respectively (Total 85% of the Districts Housing stock);2011 Private House Condition Survey indicated that the SAP rating of owner-occupied properties was 54 and privately rented was 51.70% of the Council owned stock of social housing (6,500 properties – 12% of total housing stock) had surveys carried out on them and it found that the average SAP rating was 71. When properties become available an Energy Performance Certificate (EPC) is produced.EFDC plans to improve SAP ratings: -				
Private Sector House Condition Survey 2011	<ul style="list-style-type: none">EFDC District has an ageing population with a higher rate of heads of household aged 65 and over than that found nationally (30.0% compared with 25.1%). This will potentially place increasing demands on the authority for adaptations and works to allow frail and vulnerable occupiers to live in their own homes, with the current potential cost for Disabled Facilities Grant being estimated at £3.6 million.				

Table 8.3 Thermal Comfort failure by social characteristics

Group	Thermal Comfort Failure
Income under 10k	14.7%
On Benefit	17.1%
Under 25	31.9%
65 and Over	9.6%
65 and over on benefit	12.3%
Resident with disability	13.2%
Percentage for Whole District	12.4%

Source: 2011 House Condition Survey

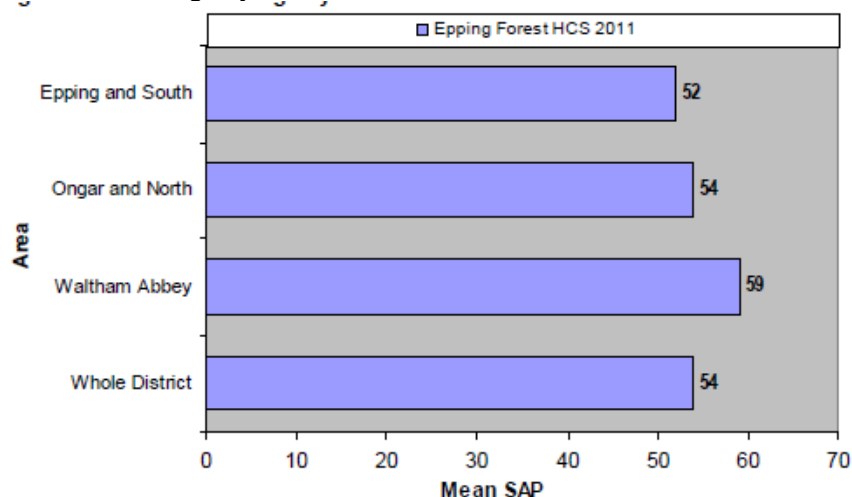
12.4% or 5,560 properties in the District failed the Thermal Comfort Criterion of the Decent Homes Standard compared with 10.9% nationally.

Key findings from the House Condition Survey


Characteristic	Owner occupied	Privately rented	All private sector stock	England
Dwellings	36,920	7,750	44,670	
Per cent of stock ¹	70%	15%	85%	83.0%
Non-Decent	7,840	3,850	11,690	
As a % of each tenure	21.2%	49.7%	26.2%	31.5%
Vulnerable in Decent Homes ²	4,280	1,320	5,600	
% vulnerable households in Decent Homes	75.2%	49.1%	66.8%	77.3%
Category 1 Hazard	4,130	1,880	6,010	
As a % of each tenure	11.2%	24.3%	13.5%	22.0%
In Fuel Poverty	5,700	310	6,010	
As a % of each tenure	15.9%	4.4%	14.0%	17.9%
Mean SAP ³	54	51	54	51
Residents aged 60+	11,960	890	12,850	
As a % of each tenure ⁴	33.5%	12.6%	30.0%	25.1%
Households in receipt of benefit	5,690	2,690	8,380	
As a % of each tenure ⁴	16.0%	38.0%	20.0%	20.0%

1. Percentages given as a proportion of total housing stock, the remaining 15% is all social housing, which was not surveyed as part of this study
2. Refers to households in receipt of an income or disability benefit, as defined under former Public Service Agreement 7 objectives
3. SAP is the government's Standard Assessment Procedure for rating energy efficiency on a scale of 1 (poor) to 100 (excellent)
4. As a percentage of occupied dwellings, not all dwellings

Mean SAP ratings by sub area



Source: 2011 House Condition Survey

	<p>Source: 2011 House Condition Survey</p>
<p>Housing Service Strategy on Energy Efficiency - 2015</p>	<p>Provision of energy efficiency advice and measures in residential properties across the district;</p> <p>a) Improving SAP ratings: Currently the number of properties in the lowest SAP Bands is:</p> <ul style="list-style-type: none"> Band G = 0 properties Band F = 6 properties Band E = 393 properties <p>Over the next two years, the Council aims to undertake energy efficiency measures on low SAP properties such that there:</p> <ul style="list-style-type: none"> Are no Council properties with inefficient gas boilers in SAP bands E, F and G; Is an annual reduction in properties in SAP band D; and, Is an increase in the number of properties in SAP bands C and B. <p>Between 2014 and 2017 percentage of properties in bands D, E, F and G have been reduced by:</p> <ul style="list-style-type: none"> Band G 100% Band F 92% Band E 31% Band D 16% <p>and properties in bands C and B have increased as follows:</p> <ul style="list-style-type: none"> Band C 73% Band B 58% <p>b) Installing energy efficient boilers</p> <ul style="list-style-type: none"> Currently the total number of properties in our own housing stock with inefficient boilers is: SEDBUK Band G = 85 properties SEDBUK Band F = 56 properties SEDBUK Band E = 298 properties
<p>EFDC – HRA Business Plan 2016</p>	<p>The above includes the Repairs and Maintenance Business Plan 2016 - Sets the Council's standards, Policies, strategies and targets for all Responsive Repairs, Voids and Planned Maintenance programmes.</p>
<p>http://www.legislation.gov.uk/uksi/2005/1541/contents/made</p>	<ul style="list-style-type: none"> Regulatory Reform (Fire Safety) Order 2005
<p>http://www.legislation.gov.uk/ukpga/2004/34/part/1</p>	<ul style="list-style-type: none"> Housing Act 2004 – Section 10,
<p> 6. HRA+Business+Pla</p>	<p>The housing register is assessed and housing need is reflected in the new build plans.</p>
<p>EFDC – HRA Business</p>	<p>The above includes the Repairs and Maintenance Business Plan 2016 - Sets the Council's standards, Policies, strategies and targets for all Responsive Repairs, Voids and Planned</p>

Plan 2016	Maintenance programmes.
	•

3.1	<p>What does the information tell you about those groups identified?</p> <p>Whatever the information tells us, everyone needs to be protected in the event of a fire. The evidence identifies the risk characteristics of each building type and has led to a more focused approach to some building types.</p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>No</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary:</p> <p>The Fire Safety Policy will be put to the Sheltered Forum and to the Tenants and Leaseholders Federation for consultation.</p>

Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	Careline	
Disability	Adverse: <ul style="list-style-type: none"> Tenants with a sight or hearing impairment would need additional safety measures put in place i.e. visual lights or hearing aid loop to raise their awareness that the fire alarm has sounded. 	
Pregnancy/maternity		
Gender		
Gender reassignment		
Marriage/civil partnership		
Race		
Religion/belief		
Sexual orientation		

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No <input checked="" type="checkbox"/>	
		Yes <input type="checkbox"/>	If 'YES', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.

Section 7: Sign off













**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service:	Date:
Signature of person completing the EqlA: Paul Pledger	

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

Appendix: EIA – Council's Approach to Fire Safety (Sep 2017)

Reference	Document or Website Link	Title	Notes
001	 Fire Safety - LGA purpose-built (May 2012)	Fire Safety – Local Government Association purpose-built (May 2012)	see pages 21, 25-26, 146-149, 152-155, 156-160, 161-164
002	 ONS Data for Epping.xlsx	Office for National Statistics data (2011)	Age, religion and ethnicity data
003	 1236 Epping Forest Tenant Census 2014	Epping Forest District Council Tenant Census 2014	Age, disability, gender, sexual orientation, religion and ethnicity data
004	 Epping-Forest-Draft-Local-Plan-SINGLE-AV	Epping Forest District Council Local Plan 2016	Page 8
005	 Building Regulations - Fire Safety (2013).pc	Building Regulations Part B - Fire Safety (2013)	Paragraph 0.19 (page 8), 1.9 (page 13)
006	 Building Regulations Part M 2015_with_2016_amendments_V3 (disabled access)	Building Regulations Part M 2015_with_2016_amendments_V3 (disabled access)	see page 10, 36
007	 EFDC Tenant Census Report 2014	EFDC Tenant Census Report 2014	
008	 HRA Business Plan 2016-17	HRA Business Plan 2016-17	
009	 EFDC OHMS - Current tenant numbers	EFDC OHMS - Current tenant numbers by age and property type - summary (Aug 2017)	
010	 EFDC OHMS Occupant count - Summary	EFDC OHMS Occupant count - Summary (Sep 2017)	
011	 Strategic-Housing-Market-Assessment-for-West-Essex-and-East-Herts-2015	Strategic-Housing-Market-Assessment-for-West-Essex-and-East-Herts-2015	
012	 EFDC Fire Safety Advice Jul 2017.pdf	EFDC Fire Safety Advice (July 2017)	

This page is intentionally left blank