

Report of Belle Isle TMO

Report to Director of Environment and Housing

Date: 1st August 2014

Subject: Belle Isle TMO Proposals for deconversion and removal of major adaptation.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Middleton Park	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

Recommendations

To seek approval;

- To proceed with deconversion of a former 2 bed warden's flat and neighbouring bed sit property into two one bedroom flats – with properties to be taken out of charge for period of works.
- To proceed with the partial conversion and refurbishment of an unused sheltered communal area into a new, smaller communal area and one bed property.
- To proceed with a major adaptation removal - 32 West Grange Road, Belle Isle, LS10 3AW with the property to be taken out of charge for period of works.

1 Purpose of this report

To seek approval to;

- To proceed with deconversion of a former 2 bed wardens flat and neighbouring bed sit property into two one bedroom flats – 28 and 20 Belle Isle Circus with properties to be taken out of charge for period of works.
- To proceed with the partial conversion and refurbishment of an unused sheltered communal area into a new, smaller communal area and one bed property.
- To proceed with a major adaptation removal - 32 West Grange Road, Belle Isle, LS10 3AW with the property to be taken out of charge for period of works.

2 Background Information / Main issues

2.1 Belle Isle TMO (BITMO) is a locally based organisation responsible for managing Leeds City Council's housing and estate management services in the Belle Isle neighbourhood of Leeds.

Since 2004 BITMO has successfully managed 1,987 properties on behalf of Leeds City Council in South Leeds. Since 2010 Belle Isle TMO has also managed the Belle Isle Capital Programme directly (Previously this was managed through Aire Valley Homes).

Under a management agreement with Leeds City Council BITMO undertakes the following activities and duties;

Collection of rent on behalf of Leeds City Council. BITMO - also manages the process of managing rent arrears for current and former tenants
Managing the letting of all Council properties on Belle Isle.
Tenancy management and enforcement in Belle Isle.
Management of day to day repairs and maintenance in Belle Isle properties.
Management of capital investment in Belle Isle properties.
Community development and tenant involvement in Belle Isle.
Management of sheltered housing
Monitoring of Grounds maintenance work in Belle Isle

2.2 Conversion of former 2 bed warden's flat to two one bed flats

Existing Situation

Belle Isle TMO (BITMO) provided a two bedroom flat for the sheltered scheme warden to the first floor of 26-32 Belle Isle Circus.

A single bed sit accommodation is also available to the first floor but has not been used for a considerable period of time and is not a listed asset.

The tenant (warden) has recently relocated to another property and this flat is currently void.

Estimated Cost for conversion of former two bedroom flat to two one bedroom flats is **£18,000**

Proposal:

To proceed with deconversion of a former 2 bed wardens flat and neighbouring bed sit property into two one bedroom flats – 28 and 20 Belle Isle Circus with properties to be taken out of charge for period of works.

2.3 35-41 Belle Isle Circus – reduction of unused communal area and provision of smaller communal area and one bedroom flat

Existing Provision

Belle Isle TMO (BITMO) provides and maintains several independent communal facilities for elderly sheltered scheme residents on three out of the four quarters of Belle Isle Circus. These are located to the whole ground floor of the following blocks:

- 26-32 Belle Isle Circus
- 35-41 Belle Isle Circus
- 58-64 Belle Isle Circus

Winter Aid also provides a facility serving the wider elderly community in Belle Isle located on fourth quarter of Belle Isle Circus. In addition the local church runs a family centre serving hot meals adjacent to Belle Isle Circus open to the whole community.

Existing Situation

The sheltered community facilities currently provided by BITMO on Belle Isle Circus are largely used for the communal laundry at each location. In addition the lounge and kitchen facilities are used regularly at blocks 26-32 & 58-64 Belle Isle Circus, but have not been used for a number of years at 35-41 Belle Isle Circus. These areas have therefore been temporarily utilised for site office accommodation for contractors and office furniture storage in the last 2 to 3 years.

Upper sheltered accommodation has also been identified as particularly difficult property to let and consequently a new age restricted lettings policy recently introduced and the number of sheltered residents reduced.

Estimated Cost for reduction of unused communal area and provision of smaller communal area and one bedroom flat is **£59,000**

Proposal:

Approval is sought to submit a planning application to alter the ground floor communal facilities at block 35-41 Belle Isle Circus to reinstate a ground floor one bedroom flat to provide additional accessible sheltered accommodation whilst retaining a smaller communal facility. This facility will retain the communal laundry and disabled WC and provide a smaller lounge with a small kitchen area.

2.4 **32 West Grange Road**

32 West Grange Road is a traditional built 3 bedroom semi-detached property. The dwelling had a through floor lift installed in December 2003 for the previous occupants in addition to a wet floor shower facility to the first floor. No disabled access exists to either ground floor external entrance to the property and it has been deemed not suitable for those short listed searching for a major adapted property. The through floor lift was found to be an obsolete model that required to be either replaced or removed. The wet floor shower was also of a condition that either required replacement or removal. LCC Lift Section sub-contract out heavy through floor lift removal to a specialist sub-contractor who require a six week lead in time to remove such lifts and reinstate the bedroom floor and lounge ceiling.

Estimated Cost for removal of major adaptations and reinstatement of bathroom and floor is **£4,300**

Proposal:

Approval is sought to take the property out of charge whilst removal of the major adaptation installations is undertaken and reinstate the property to a conventional 3 bedroom semi-detached house.

3 **Corporate Considerations**

3.1 Consultation and Engagement

The Belle Isle TMO Board confirmed its support for these projects on 31st July 2014.

3.2 Equality and Diversity / Cohesion and Integration

3.2.1 Consideration has been made of the Disabled Discrimination Act (DDA) 1995 and the Disability Discrimination (NI) Order 2006 (DDO)

3.3 Council policies and City Priorities

3.3.2 This proposal links into the Strategic Option Appraisal of Older Persons Council Housing to identify sustainable housing for tenants over 55. This proposal will create additional housing for people over 55 (x 1 additional property) and for those requiring sheltered housing (x1 property)

3.3.3 In April 2013 the Council identified a number of Housing Priorities, one of which is to achieve a 30 day turn round for voids and removal of the major adaptation will assist this target.

3.3.1 Resources and value for money

3.3.1 The removal of the major adaptation will be funded through the Council's responsive repairs budget and will enable a wider number of prospective tenants to bid for the property when it is allocated.

3.3.2 The deconversion of the two existing properties and the changes to the communal area will be funded through the Capital works project and will see a net increase in the number of properties available for allocation.

3.4 Legal Implications, Access to Information and Call In

3.4.1 This report is not eligible for Call in and there are no known legal implications.

3.5 Risk Management

3.5.1 These properties do not appear on the BITMO risk register.

4 Conclusions

4.1 Recommendations

- To proceed with deconversion of a former 2 bed wardens flat and neighbouring bed sit property into two one bedroom flats –with properties to be taken out of charge for period of works.
- To proceed with the partial conversion and refurbishment of an unused sheltered communal area into a new, smaller communal area and one bed property.
- To proceed with a major adaptation removal - 32 West Grange Road, Belle Isle, LS10 3AW with the property to be taken out of charge for period of works.

5 Background documents¹

5.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.