

Housing and Community Services Committee - Work Programme 2008/09

| Work Programme Area | Date of Committee meetings | Anticipated completion date | Submitted to Council target date | Contact Officer (Contact details) |
|---|--------------------------------|---|--|-----------------------------------|
| Temporary restructure of Quantity Surveying function | 2 nd September 2008 | Summer 2009 | Delegated but may also need F+M report. | Lee Carter (595957) |
| Energy Performance Certificates | 2 nd September 2008 | Commencing October 2008 | Delegated | Lee Carter (595957) |
| Audit Commission inspection report | 2 nd September 2008 | Action plan | Delegated | Mark Alflat (595712) |
| Performance Report 1 st Quarter (to 30 th June) | 2 nd September 2008 | | | Martin Guest (228705) |
| Arts Development Project | 2 nd September 2008 | 1 st August 2008 | 2 nd September 2008 | Stuart Batchelor (595820) |
| Sheltered Housing – Extra Care project | 16 th October 2008 | Ongoing programme | 13 th November 2008 | Bob Ledger (595775) |
| Lifeline/Telecare – Project team restructure | 16 th October 2008 | 1 st February 2009 | Delegated but will also need F+M report. | Karen Talbot (595797) |
| Housing needs assessment for South Derbyshire district | 16 th October 2008 | 1 st November 2008 | Delegated | Beverly Wagstaffe (07976 081933) |
| Update of Stock Condition survey | 16 th October 2008 | Report by 1 st November 2009 | Delegated but will also need F+M report. | Lee Carter (595957) |
| Stock Option Appraisal Report | 16 th October 2008 | | Delegated but will also need F+M report. | Bob Ledger (595775) |
| Older Peoples Survey | 27 th November 2008 | 3 rd November 2008 | Delegated | Malcolm Roseburgh (595774) |

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| Performance Report 2 nd Quarter (to 30 th September) | 27 th November 2008 | | | Martin Guest (228705) |
| Housing related support for Gypsy Travellers, BME, supported lodgings, etc. | 27 th November 2008 | In place 1 st June 2009 | Delegated but may also need F+M report. | Bob Ledger (595775) |
| Performance Report 3 rd Quarter (to 31 st December) | 12 th March 2009 (February HCS meeting cancelled) | | | Martin Guest (228705) |
| Repair and Improvement investment plan for 2009/10 | 17 th February 2009 F+M Committee (February HCS meeting cancelled) | 31 st March 2010 | Delegated | Lee Carter (595957) |
| Outcome of STATUS tenant survey | 12 th March 2009 | | . | Richard Knott (595940) |
| New Leisure Facilities – Etwall - Revenue Budgets - Staffing arrangements - Procurement of other services at the new centre | 12 th March 2009 | | Delegated | Chris Mason (595794) |
| Stage 2 Bid Eureka Park | 12 th March 2009 | | Delegated | Zoe Sewter (595753) |
| Former Tenant Arrears - write off proposal | 12 th March 2009 | 1 st April 2009 | Delegated but will also need F+M report. | Richard Knott (595940) |

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| Completion of Audit Commission Action Plan for Strategic Housing | 23 rd April 2009 | | Delegated | Mark Alflat (595712) |
| Detailed Garage site action and investment plan | 23 rd April 2009 | Implement in full by 31 st March 2011 | Delegated | Lee Carter (595957) |
| Draft 5 year Housing Strategy | 23 rd April 2009 | 1 st August 2009 | Delegated | Beverly Wagstaffe (07976 081933) |
| Arrangements to determine repayment of recoverable element of Disabled Facilities Grants | 23 rd April 2009 | 30 th March 2009 | 21 st May 2009 | Denise Blyde (595942) |
| ASB In Open Space | 23 rd April 2009 | 30 th March 2009 | Delegated | Stuart Batchelor (595820) |
| PPG17 Revised Report | 23 rd April 2009 | 30 th March 2009 | Delegated | Chris Mason (595794) |
| Parks Staffing | 23 rd April 2009 | 30 th March 2009 | Delegated but will also need F+M report | Chris Mason (595794) |
| ASB Procedure | 23 rd April 2009 | 30 th March 2009 | February 2009 | Chris Smith (595924) |
| Result of Private Sector Stock Condition Survey | 23 rd April 2009 | 30 th March 2009 | 21 st May 2009 | Denise Blyde (595942) |