

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held at **Council Chamber**, Civic Offices, Civic Way, Swadlincote on **Tuesday, 25 April 2023 at 18:00**. You are requested to attend.

Yours faithfully,



Head of Legal and Democratic Services
and Monitoring Officer

To:- **Labour Group**

Councillor Rhind (Chair), Councillor Mulgrew (Vice-Chair) and
Councillors Dunn, Heath, Richards and Shepherd.

Conservative Group

Councillors Corbin, Dawson, Lemmon, Patten, Redfern and Smith

Independent Group

Councillor Roberts

AGENDA

Open to Public and Press

- 1** Apologies and to note any Substitutes appointed for the Meeting.
- 2** To receive the Open Minutes of the following Meetings:

05 January 2023 **4 - 7**

02 February 2023 **8 - 12**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** COUNCIL HOUSE LETTINGS AND VOID PROPERTIES **13 - 20**
- 7** COMMITTEE WORK PROGRAMME **21 - 24**

Exclusion of the Public and Press:

- 8** The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 9** To receive the Exempt Minutes of the following Meetings:
02 February 2023
- 10** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 11** BETTER CARE FUNDING ALLOCATION – FINANCIAL POSITION

HOUSING & COMMUNITY SERVICES COMMITTEE

05 January 2023

OPEN

PRESENT:

Labour Group

Councillor Rhind (Chair) and Councillor M. Mulgrew (Vice-Chair) and Councillors Richards, Shepherd, Southerd (Substitute for Councillor Dunn) and Tilley (Substitute for Councillor Heath).

Conservative Group

Councillors Corbin, Fitzpatrick (Substitute for Councillor Lemmon), Ford, Haines (Substitute for Councillor Redfern), Patten and Smith.

In attendance

Councillors Bambrick and Wheelton.

HCS/55 APOLOGIES

The Committee was informed that apologies had been received from Councillors Dunn and Heath (Labour Group), Councillors Lemmon and Redfern (Conservative Group) and Councillor Roberts (Independent Group).

HCS/56 DECLARATIONS OF INTEREST

The Committee noted that no Declarations of Interest had been received.

HCS/57 QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER COUNCIL PROCEDURE RULE NO 10

The Committee was informed that no questions from Members of the Public had been received.

HCS/58 QUESTIONS BY MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11

The Committee was informed that no questions from Members of the Council had been received.

MATTERS DELEGATED TO COMMITTEE**HCS/59 SERVICE BASE BUDGETS 2023-24**

The Head of Finance presented the report to the Committee highlighting that the budget was based on current service levels and that the report focused on changes on the current base budget compared to 2023-24 and that Heads of Service had been involved in scrutinising the spend details.

The current cost of Utilities, including Water, was under negotiation and other increases were noted for Subscriptions and Fees, Events Equipment Hire and Grounds Maintenance. The Head of Finance also gave an overview of earmarked reserves available to the Committee and highlighted the risks of future funding.

Members questioned if the two events for Festival of Leisure and Liberation Day could be combined to reduce costs, the number of allotments managed by the Council and if travelling fairs could be charged a ground rent. The Strategic Director (Corporate Resources) informed the Committee that further investigation was required in the matter of the events, the number of allotments would be obtained and Members were advised that Legal would look into the possibility of charging travelling fairs.

RESOLVED:

1.1 The proposed income and expenditure revenue budget for this Committee's services for 2023/24 as detailed in Appendix 1 was considered and recommended to the Finance and Management Committee for approval.

1.2 The Committee considered and approved the proposed fees and charges as detailed in Appendix 2 for 2023/24.

1.3 The Committee considered and approved an increase of 2% in Grants to Voluntary Bodies in 2023/24.

HCS/60 HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN AND PROPOSED RENT 2023-24

The Head of Finance presented the report to Members which included the options for setting rents. The rent cap, at the time of the meeting, had been set at 7% by the Government. Given that the rent cap had only recently been confirmed by the Government, it was recommended that further options would to be discussed at Housing and Community Services Committee on 2 February 2023 with full analysis to be presented by the Head of Finance.

RESOLVED:

1.1 The Committee noted the report and recommendations and agreed to reconsider on 2 February 2023.

HCS/61 DECARBONISATION OF THE COUNCIL'S HOUSING STOCK

The Strategic Director (Corporate Resources) presented the report to Members confirming that the bid had been put forward.

RESOLVED:

1.1 The Committee approved the Council bidding for funding of £1.8 million from “Wave 2.1” of the Government’s Social Housing Decarbonisation Grant fund informed by the findings of Nottingham City report on energy efficiency and subsequent bid for Wave 1 funding.

1.2 That in the event the bid is successful the Council agreed to making the required landlord contribution of 50% of the total cost of improvements that would be delivered by this scheme (approximately £876,000 over 3 years

1.3 That in the event of a successful bid the Council approved the acceptance and receipt of any bid funding

1.4 That the financial implications of submitting the bid are referred to the Finance and Management Committee for approval.

HCS/62 COMMITTEE WORK PROGRAMME

The Strategic Director (Corporate Resources) presented to report to the Committee.

RESOLVED:

That the Committee considered and approved the updated work programme.

HCS/63 LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)

The Chairman may therefore move:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the

business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

ANY EXEMPT QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11

The Committee was informed that no exempt questions from Members of the Council had been received.

REVISED STRUCTURE – STRATEGIC HOUSING TEAM

RESOLVED:

That the Committee approved the recommendations in the report.

The meeting terminated at 16:40 hours

COUNCILLOR G RHIND

CHAIR

HOUSING & COMMUNITY SERVICES COMMITTEE

02 February 2023

OPEN

PRESENT:

Labour Group

Councillor Rhind (Chair) and Councillor M. Mulgrew (Vice-Chair) and Councillors Dunn, Richards, Shepherd, (Dunn) and Tilley (Substitute for Councillor Heath).

Conservative Group

Councillors Corbin, Fitzpatrick (Substitute for Councillor Smith), Ford, Lemmon, Patten and Watson (Substitute for Councillor Redfern).

In attendance

Councillor Muller
Councillor Taylor
Councillor Wheelton

HCS/66 **APOLOGIES**

The Committee was informed that apologies had been received from Councillors Heath (Labour Group), Councillors Redfern and Smith (Conservative Group) and Councillor Roberts (Independent Group).

HCS/67 **MINUTES**

The Open Minutes of meetings held on 18 August 2022, 29 September 2022 and 17 November 2022 were received and signed by the Chair of the Committee.

HCS/68 **DECLARATIONS OF INTEREST**

The Committee noted that no Declarations of Interest had been received.
Cllr

HCS/69 **QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from Members of the Public had been received.

HCS/70 **QUESTIONS BY MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

MATTERS DELEGATED TO COMMITTEE

HCS/71 **HRA BUDGET AND RENT SETTING 2023-24 AND FINANCIAL PLAN TO 2033**

The Head of Finance presented the report to the Committee noting there were no variances following the previous Committee meeting. The Head of Finance confirmed the funding and broke down the rent increase variations and the impact of voids.

Councillor Richards addressed the Committee and recommended a rent increase of 3% as proposed in the report.

Councillor Corbin suggested that 0% increase should be considered and Councillor Fitzpatrick raised a query regarding the projections for the Housing Revenue Account.

The Strategic Director (Corporate Resources) informed the Committee that the projections were considered to be the worst case scenario and that due to the level of reserves any deficits would be covered but if there was a 0% rent increase it would remove any contingency to cover the on-going impact of rent loss in the current financial year and noted that the figures within the report were based upon a 3% rent increase.

Councillor Richards announced that a 0% increase could not be supported as it would potentially put the Housing Revenue Account into jeopardy and noted that at 3% South Derbyshire district Council's rent increase would be one of the lowest.

Members discussed a variety of rent increases and the impact of each proposal.

RESOLVED:

- 1.1 The Committee considered the options for Council House Rents for 2023/24 as detailed in Appendix 1 of the report and approved a rent increase of 3% for 2023/24.**
- 1.2 The Committee considered and approved the proposed revenue income and expenditure for 2023/24, for the Housing Revenue Account (HRA).**
- 1.3 The Committee approved that the Housing Revenue Account be kept under review and measures identified to mitigate the**

financial risks detailed in the report and to maintain a sustainable financial position.

1.4 The Committee approved that the final Housing Revenue Account position as per Appendix 2 of the report and a proposed rent increase of 3% for 2023/24 be referred to Finance and Management Committee on 9 February 2023.

HCS/72 **HOME UPGRADE GRANT PHASE 2**

The Head of Environmental Services presented the report to the Committee noting the benefits to applying for the grant funding collaboratively and explained that the Council was expecting to hear in the near future regarding the bid for £2.2million

Councillor Watson sought clarity regarding the number of properties that qualified.

The Head of Environmental Services informed the Committee that 2000 properties had been contacted that may be eligible to claim.

RESOLVED:

1.1 The Committee approved the bid made to Midlands Net Zero Hub (MNZH) for £2,178,000 for Home Upgrades Grant Phase 2 funding to decarbonise and improve energy efficiency in off-gas private sector properties.

HCS/73 **REGULATOR OF SOCIAL HOUSING-TENANT SATISFACTION INDICATORS**

The Head of Housing presented the report to the Committee and outlined the reasons for changes to the survey frequency and the prescribed formatting used and sought approval of the recommendations within the report.

The Head of Housing informed the Committee that both staff and Member training would be undertaken to ensure all understood and had sight of the new regulatory regime.

RESOLVED:

1.1 The Committee approved that all Council tenants be invited to take part in an annual satisfaction survey for the year 2023/24.

1.2 The Committee approved that after the survey, subsequent annual surveys be carried out based on a representative sample of tenants

1.3 The Committee approved that the first three years' surveys be completed by externally procured market research specialists.

HCS/74 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented to report to the Committee.

RESOLVED:

That the Committee considered and approved the updated work programme.

HCS/75 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

The Chairman may therefore move:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

MINUTES

The Exempt Minutes of the Meetings held on 18 August 2022, 29 September 2022, and 17 November 2022 were received.

ANY EXEMPT QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11

The Committee was informed that no exempt questions from Members of the Council had been received.

ROSLISTON FORESTRY CENTRE UPDATE

RESOLVED:

That the Committee approved the recommendations in the report.

ENVIROMENTAL EDUCATION PROJECT CONTRACTS AND FUNDING

RESOLVED:

That the Committee approved the recommendations in the report.

The meeting terminated at 19:05 hours

COUNCILLOR G RHIND

CHAIR

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 6
DATE OF MEETING:	25 APRIL 2023	CATEGORY:
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	PAUL WHITTINGHAM Paul.whittingham@southderbyhsire.gov.uk	DOC:
SUBJECT:	COUNCIL HOUSE LETTINGS AND VOID PROPERTIES	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS01

1.0 Recommendations

- 1.1 That the progress towards the targets and improvement plan agreed in the Report to the Overview and Scrutiny Committee of 4th January 2023 are noted by the committee.
- 1.2 That the revised dates in the Improvement Plan are agreed by the committee and that the performance at the end of Quarter 1 , 2023/24 will be included in the Corporate Performance report.

2.0 Purpose of the Report

- 2.1 To update the Committee on progress against the actions to improve performance that were presented to the Overview and Scrutiny Committee on 4th January 2023.
- 2.2 To identify the next series of actions that are to be implemented to improve performance.

3.0 Executive Summary

- 3.1 The Corporate Performance Indicator for the average time to relet council homes has been well above target throughout this financial year.
- 3.2 A series of actions were proposed to the Housing and Community Services Committee on 19th April 2022 with additional actions proposed to the Overview and Scrutiny Committee on 4th January 2023
- 3.3 Progress has been made in all of these areas. Unfortunately the need to resurvey properties, the completion of major works and staff absence have prevented the Council from hitting its first "milestone" target for the end of the financial year.

However, further actions have already been taken to overcome these obstacles in order to achieve the overall target by the end of the first quarter of 2023/24.

4.0 Detail

4.1 Performance

The Corporate Plan Performance Report presented to the Housing and community Services Committee on 9th of March 2023 reported that the average relet time for Council properties in the third quarter of this year was 189 Calendar days. Prior to this a report had been presented to Overview and Scrutiny Committee on 4th January 2023 outlining an action plan to improve this position by the end of the current financial year and to reduce relet times to thirty days by the end of the first quarter of 2023/24.

A comparison of performance from the end of Quarter 3, to January and February does show progress in reducing relet times for major works, standard works and over all void properties.

	Quarter 3	January 2023	February 2023
Overall	189 days	177.5 days	128.9 days
Major Works	225.25 days	196.75 days	175 days
Standard works	149.33 days	172.00 days	127 days

4.2 Performance in February 2024 showed that overall relet times had reduced to 128.9 days from 189 days although the average time for “standard “ works did increase in January before reducing during February.

4.3 Overview and Scrutiny Committee on 4th January were advised that there were 104 properties vacant and being prepared for letting. Of this figure seventy-nine properties still remain vacant and under repair or being prepared for reletting although sixteen are now ready to be let and in the process of being offered and viewed to new tenants. Twenty-five of these properties have been let to new tenants.

4.4 The Action Plan presented to Committee did highlight the need to resurvey a number of empty properties. Whilst this has a time-consuming exercise it has proved valuable in that it did reveal several major property safety issues. All these issues have had to be resolved before property can be legally and safely let to a new tenant. Of the sixty-three properties from the original report that are not yet let or ready to let thirty-two were found to have these major works.

- 8 properties were found to be damp and required new damp proof course to be fitted by specialist contractors
- 10 properties were found to have unsafe internal glazing which had to be replaced
- 11 properties were found to contain asbestos usually in fractured floor tiles – this has had to be either removed or contained
- 3 properties were found to have major structural issues

4.5 A consequence of the need to resurvey all properties is delayed progress towards the first milestone to reduce the number of properties vacant for eight

weeks by the end of the financial year. The current position with these backlog properties is shown below.

Void status	Number
Ready to Let	16
Under Repair	38
Safety Checks	16
Re survey	4
Meter Checks	3
Clearance	1
Major Works	1
Total	79

The responsibility for completing surveys, ordering asbestos surveys and works and completing the necessary documentation before placing orders lies mainly with two "Project Officers" in the Repairs Team. One of these posts is currently filled by an Agency member of staff after recruitment to the full-time post was unsuccessful. Unfortunately, the other post holder has been absent due to illness and this post has also had to be covered by an agency colleague.

Members of staff from other areas of the Housing Team are being trained to carry our survey and inspection work and the possibility of staff from other areas of the Council carrying out survey works are also being explored.

The current contracts and Schedule of Rates does include the provision for surveys to be completed by contractors. This option will only be deployed with robust controls in the Housing Team.

- 4.6 Since the original report was produced in December a further 49 tenancies have been terminated. 32 of these were ended in February and March. Their current status is shown below.

Void status	Number
Ready to Let	7
Under Repair	4
Safety Checks	17
Survey	18
Meter Checks	0
Clearance	0
Major Works	3
Total	49

Whilst the overall number of vacant properties has increased, this has been affected by the glut of new vacancies during February and March. As the table above shows some of these more recent vacancies are already Ready to Let and Under repair.

The safety checks involved now include more robust electrical, damp/mould, gas and asbestos checks

- 4.7 Of the total forty-seven properties have already been advertised, offered, and accepted by potential tenants. Five properties are currently being advertised with forty-eight ready to be advertised.

4.8 The report to Housing and Community Services committee on 19/4/2022 identified a series of actions aimed at improving the performance of services to relet council homes. A further set of actions were presented to Overview and Scrutiny Committee on 4th January 2023. The remaining outstanding actions are all shown below with revised target dates.

Actions Identified in April 2022	Revised Target	Complete	Owner	Comment
Performance				
Property				
Greater control of repairs that are chargeable to the tenant	June 2023	No	Repairs Manager	Improvement Project
Information Technology				
Enhancing the use of the Lifespan Stock condition systems to update property safety information.	June 2022	Partial	Asset and Compliance Officer	Further work in progress to automate stock condition updates.
Greater use of the Jigsaw system to identify demands and trends	May 2023	Partial	Housing Solutions and Support Manager	
Allocations				
Control of transfers to reduce tenancy terminations	June 2023	Partial	Tenancy Manager Services	New Transfer procedure in development.
Streamlining Sign Up processes	June 2023	No	Tenancy Manager Services	“Secure Sign “ electronic document system in process of being procured
Hard to Let Properties				
Possible Declassification of Sheltered Housing Stock	TBC	No	Internal Audit	Audit review of current classification of sheltered properties
Electrical				
Electrical project officer recruitment <ul style="list-style-type: none"> Agency officer appointed Advertising complete Interviews arranged		Yes Yes No	Asset and Improvement Manager	No applicants for full time post, agency staff in place.
IT	Target	Complete	Owner	Comments
Direct IT Link from	July 2023	No	Head of Housing/IT	Will improve

Orchard contractors	to			Project Support/NOVUS	process for placing orders for all repair work
PROCESS /PROCEDURE					
Clarify “Lettable standard”		July 2023	In Progress	Head of Housing/Novus	To reduce number of variation orders

4.9 Electrical Works

4.10 Whilst recruitment for a full time Project Officer (Electrical) has not been successful, the agency member of staff has been able to improve the position with all electrical certifications including for void properties. The Councils method for managing the handling certificates has also improved. This means that major works such as rewiring are identified earlier in the void process reducing the knock on delays to other works in void properties

4.11 Recruitment/Staffing

4.12 As described above recruitment in the key area of electrical safety has been difficult. Elsewhere in the Repair and Maintenance team further additional resource has been sourced to cover absence and sickness where necessary .In addition to this staff from other areas of the Housing service are being trained to especially assist the repairs team in handling the documentation for empty properties especially safety certificates and the handover of properties to the Housing Solutions Allocations team.

4.13 Property

- 4.14 As reported to the Committee earlier, the clearance of debt from prepay meters has been a major obstacle to be overcome before any work can start in a vacant property. New arrangements are in place with utility providers to make this process quicker allowing for the earlier start of works in empty properties.
- 4.15 Part of the re survey process has also included making improvements to the process for identifying and either removing or safely containing asbestos within properties. This will be compliant with the new performance indicators required by the housing Regulator from April 2023 which were previously reported to the housing and Community Services Committee.

4.16 Information Technology

4.17 As reported earlier the whole voids process is now being managed through the Orchard Void Management module. Further changes are being made to this system to improve performance

4.18 Allocations/Hard to Let Properties

4.19 The actions identified in the plans for the Housing Solutions team to advertise properties more widely have proved to be successful with currently only two properties being considered “hard to let” by the team.

Managing the Plan

4.20 Weekly operational meetings which include NOVUS and SDDC staff are in place. These meetings review progress of each individual property. This is complemented by a weekly Management Overview meeting attended by the Head of Housing and NOVUS contract managers.

4.21 Following the publication of an “expression of interest” document to contractors in the Efficiency East Midlands (EEM) Framework the Council has been able to secure another contractor with the capacity to carry out void works. This contract will commence on 24th March 2023 and work is underway to implement the financial and other systems necessary in order to place and manage works orders with the new contractor. Additional contractor capacity will improve the time taken to complete the repair work stage of the relet process.

5.0 Financial Implications

5.1 The Financial Implications section of the report to housing and Community Services Committee on 19th April 2022 stated that “One of the aims of the improvements identified is to reduce the overall rent loss to the Council of properties being vacant which is reported to Committee on a quarterly basis. Reports to Finance and Management Committee throughout 2021/22, have highlighted the loss of income from void properties compared to that included in the HRA’s Budget. As reported to that Committee on 17 March, the overall reduction in rent due to voids, was expected to total £450k in 2021/22 compared to a budget provision of £215k.

6.0 Corporate Implications

Employment Implications

6.1 There are no direct employment implications contained within this report

Legal Implications

6.2 There are no direct Legal implications contained within this report.

Corporate Plan Implications

6.3 The contents of this report directly contribute to the aims within the Corporate Plan to: Support and safeguarding the most vulnerable. With partners encourage independent living and keep residents healthy and happy in their homes.

Promote health and wellbeing across the District.
Improve the condition of housing stock and public buildings.

Risk Impact

- 6.4 A number of Risks have been identified that could impact on the delivery of this plan.
- A higher number of terminations than expected.
 - Loss of skilled contractor labour
 - Loss of Skilled SDDC supervisory colleagues (electrical /gas Project officers)
 - Harder to let properties becoming vacant. Around 20% of vacant properties are consistently first and second floor sheltered flats with low demand.

7.0 Community Impact

Consultation

- 7.1 The process for reletting Council properties has been discussed with the Tenants Voice Group.

Equality and Diversity Impact

- 7.2 There is direct Equality and Diversity impact contained within this report.

Social Value Impact

7.3

Environmental Sustainability

- 7.4 There are no direct environmental sustainability impacts within this report.

8.0 Conclusions

- 8.1 Relet performance has improved overall and for both major and minor works during January and February 2023.
- 8.2 The need to re survey more properties than expected and the identification of major property safety works has meant that progress towards the target for the end of the financial year has not been as planned.
- 8.3 Additional internal resources to assist with the administration and surveying of empty properties will enhance progress with these stages. The appointment of a new contractor will also assist with the completion of repair works with more properties being under repair at any one time. This will assist the Council in achieving its target by the end of the first quarter of 2023/24.

9.0 Background Papers

Notes:

- * Category – Please see the Committee Terms Of Reference in [Responsibility for Functions - Committees](#). This shows which committee is responsible for each function and whether it has delegated authority to make a decision, or needs to refer it elsewhere with a recommendation.
- ** Open/Exempt - All reports should be considered in the open section of the meeting, unless it is likely that exempt information would be disclosed. Please see the [Access to Information Procedure Rules](#) for more guidance.
- *** Committee Terms Of Reference in [Responsibility for Functions - Committees](#).

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	25 APRIL 2023	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 595 5889/5722 democraticservices@southderbyshire.gov.uk	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

Housing and Community Services Committee – 25 April 2023 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered By Last 5 Committees		
SDDC Supported Voluntary & Community Sector Organisations: Overview Reports 2021-22	29 September 2022	Sally Hemsley Community Partnership Officer (01283 (595894
Fields In Trust Protection of Green Spaces	29 September 2022	Chris Worman Parks and Green Spaces Manager 01283 595774
Catering Concession Opportunities on Parks and Green Spaces	29 September 2022	Chris Worman Parks and Green Spaces Manager 01283 595774
Corporate Plan Performance Report Q2	17 November 2022	Clare Booth Corporate Performance & Policy Officer (01283) 595788
Swadlincote Woodlands Local Nature Reserve Status	17 November 2022	Chris Worman Parks and Green Spaces Manager 01283 595774
Repurposing of Shopmobility Grant to South Derbyshire CVS	17 November 2022	Sally Hemsley Community Partnership Officer (01283 (595894)
Community and Environmental Partnership Grant Scheme	17 November 2022	Sally Hemsley Community Partnership Officer (01283 (595894)

Adoption of Memorial Bench Scheme	17 November 2022	Chris Worman Parks and Green Spaces Manager 01283 595774
Beat the Street	17 November 2022	Sean McBurney (Head of Cultural & Community Services) 07435 935050
Service Base Budgets	05 January 2022	Charlotte Jackson Head of Finance (01283 595901
Housing Revenue Account Budget and Rent Level 2023-24	05 January 2022	Charlotte Jackson Head of Finance (01283 595901
Decarbonisation Wave 2 Grant Funding	05 January 2023	Paul Whittingham Head of Housing (01283) 595984
Housing Regulator -new tenant satisfaction measures	02 February 2023	Paul Whittingham Head of Housing (01283) 595984
HRA Budget and Rent Setting 23/24 and Financial Plan to 2033	02 February 2023	Charlotte Jackson Head of Finance (01283) 595901
Home Upgrades Grant Phase 2 Bid	02 February 2023	Matt Holford Head of Environmental Services (01283) 595856
Beat the Street Update	09 March 2023	Sean McBurney (Head of Cultural & Community Services) 07435 935050
Corporate Plan 2020-24: Performance Report (2022-2023 Quarter 3 – (1 April to 31 December)	09 March 2023	Clare Booth Corporate Performance & Policy Officer (01283) 595788

Provisional Programme of Reports To Be Considered by Committee		
Council House Letting and Void Properties	25 April 2023	Paul Whittingham Head of Housing (01283) 595984
Foundations adaptations services review	TBC	Paul Whittingham Head of Housing (01283) 595984
Tenancy Strategy and Tenancy Policy	TBC	Paul Whittingham Head of Housing (01283) 595984
Health and Housing Strategy 2021-23	TBC	Eileen Jackson Strategic Housing Manager (01213) 595763
Policy on Access to Allotments	TBC	Head of Cultural & Community Services 07917 541274
Development and refurbishment Options Appraisals	TBC	Paul Whittingham Head of Housing (01283) 595984
Careline Services Digital Switch Strategy	TBC	Paul Whittingham Head of Housing (01283) 595984