

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 December 2008	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 February 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)
Mobile Technology usage	27 th November 2008		Delegated but will also need F+M report.	Richard Knott (595940)

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Discretionary payments as they relate to Disabled Facilities Grants	27 th November 2008	3 rd November 2008		Denise Blyde (595942)
Private Sector Leasing Scheme	16 th October 2008		Delegated but will also need F+M report.	Denise Blyde (595942) Bob Ledger (595775)
Older Peoples Survey	27 th November 2008	29 th September 2008	23 rd October 2008	Malcolm Roseburgh (595774)
ASB In Open Space	5 th February 2009	29 th September 2008	23 rd October 2008	Stuart Batchelor (595820)
Performance Report 2 nd Quarter (to 30 th September)	27 th November 2008			Martin Guest (228705)
Additional Housing related support for Gypsy Travellers	27 th November 2008	In place 1 st April 2009	Delegated but may also need F+M report.	Bob Ledger (595775)
Additional Housing related support for Black and Minority Ethnic groupings	27 th November 2008	In place 1 st April 2009	Delegated but may also need F+M report.	Bob Ledger (595775)
Supported lodging project	27 th November 2008	In place 1 st April 2009	Delegated	Karen Talbot (595797)
Detailed Garage site action and investment plan	27 th November 2008	Implement in full by 31 st March 2011	Delegated	Lee Carter (595957)
PPG17 Revised Report	27 th November 2008	3 rd November 2008	3 rd November 2008	Chris Mason (595794)

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Refreshed Housing Business Plan	8 th January 2009		Delegated	Bob Ledger (595775)
Performance Report 3 rd Quarter (to 31 st December)	5 th February 2009			Martin Guest (228705)
Former Tenant Arrears - write off proposal	5 th February 2009	1 st April 2009	Delegated but will also need F+M report.	Richard Knott (595940)
Repair and Improvement investment plan for 2009/10	5 th February 2009	31 st March 2010	Delegated	Lee Carter (595957)
Draft 5 year Housing Strategy	5 th February 2009	1 st April 2009	Delegated	Beverly Wagstaffe (07976 081933)
Outcome of STATUS tenant survey	5 th February 2009		.	Richard Knott (595940)
New Leisure Facilities – Etwell - Revenue Budgets - Staffing arrangements - Procurement of other services at the new centre	5 th February 2009	12 th January 2009	5 th February 2009	Chris Mason (595794)
Stage 2 Bid Eureka Park	5 th February 2009	12 th January 2009	5 th February 2009	Zoe Sewter (595753)
Parks Staffing	5 th February 2009	1 st January 2009	February 2009	Chris Mason (595794)

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ASB Procedure	5 th February 2009	1 st January 2009	February 2009	Claire Stewart (595798)/ Chris Smith (595924)
Completion of Audit Commission Action Plan for Strategic Housing	12 th March 2009		Delegated	Mark Alflat (595712)

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