

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)