

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

## Annexe 'A'

<b>Work Programme Area</b>	<b>Date of Committee meetings</b>	<b>Anticipated completion date</b>	<b>Submitted to Council target date</b>	<b>Contact Officer (Contact details)</b>
Performance Report 2 <sup>nd</sup> Quarter (to 30 <sup>th</sup> September)	27 <sup>th</sup> November 2008			Martin Guest (228705)
Housing related support for Gypsy Travellers, BME, supported lodgings, etc.	27 <sup>th</sup> November 2008	In place 1 <sup>st</sup> June 2009	Delegated but may also need F+M report.	Bob Ledger (595775)
Performance Report 3 <sup>rd</sup> Quarter (to 31 <sup>st</sup> December)	5 <sup>th</sup> February 2009			Martin Guest (228705)
Repair and Improvement investment plan for 2009/10	5 <sup>th</sup> February 2009	31 <sup>st</sup> March 2010	Delegated	Lee Carter (595957)
Outcome of STATUS tenant survey	5 <sup>th</sup> February 2009		.	Richard Knott (595940)
Amendment to Introductory Tenancy procedures	5 <sup>th</sup> February 2009	Implement immediately	Delegated	Karen Talbot (595797)
New Leisure Facilities – Etwell <ul style="list-style-type: none"> <li>- Revenue Budgets</li> <li>- Staffing arrangements</li> <li>- Procurement of other services at the new centre</li> </ul>	5 <sup>th</sup> February 2009	12 <sup>th</sup> January 2009	5 <sup>th</sup> February 2009	Chris Mason (595794)
Stage 2 Bid Eureka Park	5 <sup>th</sup> February 2009	12 <sup>th</sup> January 2009	5 <sup>th</sup> February 2009	Zoe Sewter (595753)
Detailed Garage site action and investment plan	12 <sup>th</sup> March 2009	Implement in full by 31 <sup>st</sup> March 2011	Delegated	Lee Carter (595957)

Annexe 'A'

<b>Work Programme Area</b>	<b>Date of Committee meetings</b>	<b>Anticipated completion date</b>	<b>Submitted to Council target date</b>	<b>Contact Officer (Contact details)</b>
Former Tenant Arrears - write off proposal	12 <sup>th</sup> March 2009	1 <sup>st</sup> April 2009	Delegated but will also need F+M report.	Richard Knott (595940)
Draft 5 year Housing Strategy	12 <sup>th</sup> March 2009	1 <sup>st</sup> June 2009	Delegated	Beverly Wagstaffe (07976 081933)
Completion of Audit Commission Action Plan for Strategic Housing	12 <sup>th</sup> March 2009		Delegated	Mark Alflat (595712)
Arrangements to determine repayment of recoverable element of Disabled Facilities Grants	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	21 <sup>st</sup> May 2009	Denise Blyde (595942)
ASB In Open Space	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	Delegated	Stuart Batchelor (595820)
PPG17 Revised Report	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	Delegated	Chris Mason (595794)
Parks Staffing	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	Delegated but will also need F+M report	Chris Mason (595794)
ASB Procedure	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	February 2009	Chris Smith (595924)
Result of Private Sector Stock Condition Survey	23 <sup>rd</sup> April 2009	30 <sup>th</sup> March 2009	21 <sup>st</sup> May 2009	Denise Blyde (595942)