

15 March 2018

HOUSING COMMITTEE

A meeting of the Housing Committee will be held on **TUESDAY 27 MARCH 2018** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg
Chief Executive

Please Note: This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

AGENDA

- 1 **APOLOGIES**
To receive apologies for absence.
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest.
- 3 **MINUTES**
To approve the minutes of the meeting held on 20 February 2018.
- 4 **PUBLIC QUESTION TIME**
The Chair of Committee will answer questions from members of the public submitted in accordance with the Council's procedures.
DEADLINE FOR RECEIPT OF QUESTIONS
Noon on THURSDAY 22 MARCH 2018.
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and sent by post or by Email:
democratic.services@stroud.gov.uk

- 5 WORK PROGRAMME**
To consider the work programme.
- 6 MEMBER REPORTS**
a) Housing Review Panel
b) Performance Monitoring
- 7 CAPITAL PROJECT MONITORING**
a) Tenant Services Capital Programme
b) Support to Social Housing Providers
c) Disabled Facilities Grants
d) Sheltered Housing Modernisation Project Update
e) New Homes and Regeneration Programme
- 8 BUDGET MONITORING REPORT 2017/18 MONTH 10**
To receive a report on the forecast of the outturn position against the revenue budget and capital programme for the General Fund and HRA for 2017/18.
- 9 NON-TRADITIONAL HOMES REPORT AND ACTION PLAN**
To consider a report on the options for the homes.
- 10 THE CHANGING FUTURE OF TENANT INVOLVEMENT**
To receive a report on tenant engagement.
- 11 SHELTERED MODERNISATION PROJECT**
To receive an update on the progress of the project and approve future programmes.
- 12 MEMBERS' QUESTIONS**
See Agenda Item 4 for deadline for submission.

Members of Housing Committee

Councillor Mattie Ross (Chair)
Councillor Chas Townley (Vice-Chair)
Councillor Catherine Braun
Councillor Miranda Clifton
Councillor Colin Fryer
Councillor Julie Job

Councillor Norman Kay
Councillor Darren Loftus
Councillor Phil McAsey
Councillor Jenny Miles
Councillor Tom Skinner
Councillor Debbie Young

Tenant Representatives

Ian Allan
Sadie Tazewell

HOUSING COMMITTEE**20 FEBRUARY 2018**
7.00 pm – 8.07 pm
Council Chamber, Ebley Mill, Stroud
3**Minutes****Membership**

| | | | |
|--------------------------------------|---|--------------------------|---|
| Councillor Mattie Ross (Chair) | P | Councillor Norman Kay | A |
| Councillor Chas Townley (Vice-Chair) | P | Councillor Darren Loftus | P |
| Councillor Catherine Braun | P | Councillor Phil McAsey | A |
| Councillor Miranda Clifton | P | Councillor Jenny Miles | P |
| Councillor Colin Fryer | P | Councillor Tom Skinner | P |
| Councillor Julie Job | P | Councillor Debbie Young | P |

P = Present A = Absent

Tenant Representatives

| | | | |
|-----------|---|----------------|---|
| Ian Allan | P | Sadie Tazewell | P |
|-----------|---|----------------|---|

Officers in Attendance

| | |
|---|----------------------------------|
| Director of Tenant and Corporate Services | Housing Renewal Manager |
| Head of Contract Services | New Homes & Regeneration Manager |
| Head of Housing Services | Democratic Services Officer |
| Sheltered Housing Project Manager | |

HC.033**APOLOGIES**

Apologies for absence were received from Councillors Kay and McAsey.

HC.034**DECLARATIONS OF INTEREST**

There were no declarations of interest.

At this point in the meeting the Chair thanked Ben Smith for his loyal service to the Council. Ben has worked for the Council since 1966 having had several roles and concluding in Property Services as a Contracts Officer.

HC.035**MINUTES – 12 DECEMBER 2017**

The Chair asked for comments on the minutes, and at this point asked the Head of Contract Services to explain the situation regarding the change of contractor for the South Contract. A new contractor had recently been appointed and will undertake the remaining work on the programme until 2020. Members asked questions relating to this.

A sheltered housing report would be put forward to Committee on 27 March 2018.

RESOLVED **That the minutes of the meeting held on 12 December 2017 are confirmed and signed as a correct record.**

HC.036 **PUBLIC QUESTION TIME**

There were none.

HC.037 **WORK PROGRAMME 2017/18**

Performance monitoring – Members were asked to put forward items they felt should be monitored for the new Civic Year 2018/19.

RESOLVED **To note amendments to the work programme.**

HC.038 **MEMBER REPORTS**

a) Housing Review Panel

Councillor Townley updated Committee on the recent meeting of the Panel. Discussion took place on:

- Civil Penalty Notices.
- Housing to rent programme reduction in funding.
- Downsizing initiatives – under occupation of 3 and 4 bed houses.
- Funding for supported housing.

b) Performance Monitoring

Councillor Braun introduced this item. She explained the work of the task and finish group which put recommendations forward to Strategy and Resources Committee. The group found that there needed to be a more consistent approach throughout the Committees. Audit and Standards Committee will have the option to review issues when necessary. Tenant representatives are a very important part of this process and will be invited to performance monitoring meetings.

Performance monitors will produce a report on indicators which need to be discussed by Committee. Performance reports will be available with the meeting papers.

Following discussion, Members were asked to consider priorities which needed to be put on the work programme. The Director of Tenant and Corporate Services would distribute performance indicators for Members to consider.

RESOLVED **To note the reports.**

HC.039 **CAPITAL PROJECT MONITORING**

The Head of Contract Services provided an update on the capital projects and explained that the new contractor will endeavour to catch up with any work that has slipped over the next 18 months. Tenants will be informed of work which is due to take place.

The Sheltered Housing Project Manager and the New Homes and Regeneration Manager updated Committee on the modernisation of the schemes and explained the work which is being undertaken for each of them.

Discussion took place on the work taking place at

- Sherbourne House
- Tanners Piece
- Dryleaze Court
- Cambridge House, and
- Ship Inn

The Housing Renewal Manager answered questions from Members on the item relating to Disabled Facilities Grants. She explained that work on this service is carried out as a county wide initiative and clients are referred from the Occupational Therapist to help them stay in their own home. Information for the public is readily available.

RESOLVED **To note the reports.**

HC.040 **CIVIL PENALTIES POLICY**

The Housing Renewal Manager introduced the report and explained that the Housing and Planning Act 2016 allowed penalty notices to be enforced on private sector landlords in breach of the Act, up to a maximum of £30,000. The policy which Members were asked to approve is a countywide policy, which authorities within Gloucestershire have or are adopting.

Discussion took place on the process of issuing these notices, registering of HMO's and officers identifying these properties.

RESOLVED **To adopt the Gloucestershire Civil Penalties Policy contained in Appendix A to this report.**

HC.041 **MEMBERS' QUESTIONS**

There were none.

The meeting closed 8.07 pm.

Chair

STROUD DISTRICT COUNCIL**AGENDA
ITEM NO****HOUSING COMMITTEE****5****27 MARCH 2018****WORK PROGRAMME**

| Date of meeting | Matters to be considered at the meeting | Notes |
|------------------------|---|---|
| 12.06.18 | Work Programme | Leads: Chair and Director of Tenant and Corporate Services |
| | Member Reports a) Housing Review Panel b) Performance Monitoring | Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors |
| | Capital Project Monitoring a) Tenant Services Capital Programme b) Assistance to Affordable Housing Providers c) Disabled Facilities Grants d) Sheltered Modernisation Project e) New Homes and Regeneration Programme | Leads: Head of Contract Services Policy Implementation Manager Head of Health and Well Being New Homes and Regeneration Manager New Homes and Regeneration Manager |
| | Handyperson Service – income generation opportunities | Lead: Maintenance and Voids Manager |
| 11.09.18 | Work Programme | Leads: Chair and Director of Tenant and Corporate Services |
| | Member Reports a) Housing Review Panel b) Performance Monitoring | Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors |
| | Capital Project Monitoring a) Tenant Services Capital Programme b) Assistance to Affordable Housing Providers c) Disabled Facilities Grants d) Sheltered Modernisation Project e) New Homes and Regeneration Programme | Leads: Head of Contract Services Policy Implementation Manager Head of Health and Well Being New Homes and Regeneration Manager New Homes and Regeneration Manager |
| | Draft Housing Strategy - The Private Sector Renewal Strategy | |

| Date of meeting | Matters to be considered at the meeting | Notes |
|------------------------|--|---|
| 11.12.18 | Work Programme | Leads: Chair and Director of Tenant and Corporate Services |
| | Member Reports a) Housing Review Panel | Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors |
| | a) Capital Project Monitoring b) Tenant Services Capital Programme c) Assistance to Affordable Housing Providers d) Disabled Facilities Grants e) Sheltered Modernisation Project f) New Homes and Regeneration Programme | Leads: Head of Contract Services Policy Implementation Manager Head of Health and Well Being New Homes and Regeneration Manager New Homes and Regeneration Manager |
| 05.02.19 | Work Programme | Leads: Chair and Director of Tenant and Corporate Services |
| | Member Reports a) Housing Review Panel b) Performance Monitoring | Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors |
| | a) Capital Project Monitoring b) Tenant Services Capital Programme c) Assistance to Affordable Housing Providers d) Disabled Facilities Grants e) Sheltered Modernisation Project f) New Homes and Regeneration Programme | Leads: Head of Contract Services Policy Implementation Manager Head of Health and Well Being New Homes and Regeneration Manager New Homes and Regeneration Manager |
| 09.04.12 | Work Programme | Leads: Chair and Director of Tenant and Corporate Services |
| | a) Member Reports b) Housing Review Panel c) Performance Monitoring | Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors |
| | Capital Project Monitoring a) Tenant Services Capital Programme b) Assistance to Affordable Housing Providers c) Disabled Facilities Grants d) Sheltered Modernisation Project e) New Homes and Regeneration Programme | Leads: Head of Contract Services Policy Implementation Manager Head of Health and Well Being New Homes and Regeneration Manager New Homes and Regeneration Manager |

Information sheets sent to Committee Members

| Date sent & ref no | Topic |
|-------------------------------|---|
| H-2017/18-001 | Non-Traditional Stock Action Plan |
| H-2017/18-002 | Sheltered Housing Modernisation Project |
| H-2017/18-003 | New Homes and Regeneration Programme |
| H-2017/18-004 | Small Sites, Garages and Disposals Update |
| H-2017/18-005 | Corporate Asset Management Strategy Action Plan |
| H-2017/18-006 | Rent Collection Including Actions, Support and Outcomes |
| H-2017/18-007 | Universal Credit |
| H-2017/18-008 | Energy Strategy Action Plan |

Topics for future Information sheets

- Draft Housing Strategy
- New Homes Programme Update
- Homelessness Guidance following the new legislation in the spring of 2018

Members Information Evening

- An update on the impact of Universal Credit on the HRA

STROUD DISTRICT COUNCIL

**AGENDA
ITEM NO**

HOUSING COMMITTEE

27 MARCH 2018

7

| | |
|---|---|
| Report Title | CAPITAL PROJECT MONITORING |
| Purpose of Report | To inform the Committee of progress on capital projects within its remit. A - Tenant Services Capital Programme B - Assistance to Affordable Housing Providers C - Disabled Facilities Grants D - Sheltered Modernisation Project E - New Homes and Regeneration Programme |
| Decisions | The Committee notes the report |
| Consultation and Feedback | Budget setting has previously been agreed at Council. Progress has been discussed with the Tenant Reps for Housing Committee. |
| Financial Implications and Risk Assessment | <p>Item A – The capital programme for ongoing major works within the HRA is funded within the HRA Medium Term Financial Plan (MTFP). This will be reviewed annually to ensure that the budget continues to support the delivery plan within overall affordability of the HRA. The budgets included in this report represent £4,758k of a total major works programme of £6,602k. A large underspend is currently forecasted within major works. At the end of the year any variance will be transferred to the Major Repairs Reserve and used to fund capital works in future years.</p> <p>Item B – There are no direct financial implications as this report is for information only. Any additional expenditure outside of the agreed budget must be reported separately.</p> <p>Item C – Further funding from the Better Care Fund would be available if necessary, up to a total of £0.5m. However demand is such that this will not be required and any unused funds will remain in the pooled Gloucestershire fund.</p> <p>Items D & E – There are no direct financial implications as this report is for information only. Any additional expenditure outside of the agreed budget must be reported separately.</p> <p>Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p> <p>Risk assessment by the report author (Item A) The capital programme of planned and cyclical maintenance provides relevant information of content and performance in the delivery of works. These are monitored and managed via Key Performance Indicators (KPI's).</p> |

| | |
|---|---|
| Legal Implications | <p>Item A – The Council as a landlord has a statutory duty to maintain its housing stock including the fabric of the building and heating/hot water systems. Having procured a new contractor satisfactory performance and monitoring of these contracts is therefore important to ensure compliance with this duty.</p> <p>Item B – Where funding is provided by way of a grant it may be appropriate to be secured by a grant agreement (particularly where it is a large sum), this would ensure it is used for the purposes intended by SDC and allows appropriate provisions for clawback/termination if it is not.</p> <p>Where money has been secured through a S106 obligation towards Affordable Housing, if there are any obligations on the Council as to how that money must be spent/time limits/clawback these will be provided within the terms of the deed itself.</p> <p>Item C – The update on this part of the report repeats that provided to the February committee. As such, there are no further legal implications to report.</p> <p>Items D & E – As the report for Item D is being given by verbal update at the Committee no specific legal implications can be given for this. In general the position remains that as these are ongoing projects with a range of legal implications, the cases will be considered on a case by case basis.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk (Ref: rcd13.3)</p> |
| Report Author (s) | <p>Item A - Joe Gordon, Head of Contract Services Tel: 01453 754190 Email: joe.gordon@stroud.gov.uk</p> <p>Item B - Pippa Stroud, Policy Implementation Manager Tel: 01453 754099 Email: pippa.stroud@stroud.gov.uk</p> <p>Item C - Jon Beckett, Head of Health and Wellbeing Tel: 01453 754443 Email: jon.beckett@stroud.gov.uk</p> <p>Items D - Kimberley Read, Sheltered Housing Project Manager Tel: 01453 754175 Email: kimberley.read@stroud.gov.uk</p> <p>Items E - Leonie Lockwood, Business Development Manager Tel: 01453 754153 Email: leonie.lockwood@stroud.gov.uk</p> |
| Options | This report is a standing report for Housing Committee. |
| Performance Management Follow Up | Update reports are to be supplied to this committee within the timeline of the committee work programme |
| Background Papers/ Appendices | None |

1.0. Item A - Tenant Services Capital Programme

1.1. Introduction

1.1.1. The following report provides an ongoing **executive summary** of the Capital Projects within the remit of the Housing Committee. The purpose of this report is to advise Committee on progress and management of the capital projects and allow members to question project managers. Reports have been tabled at June, September, and Decembers 2017's Housing Committee where members asked for further detail within each report and for information sheets to be attached where appropriate

1.1.2. The third quarter has been completed and positions of works against budget spend are detailed in 2.1

1.2. Current position

1.2.1. The third quarter works of the capital programme are as follows broken down by contractor:

| NKS (North of the district) | | | | | |
|---|--------------------------|---------------------|---------------|--------------------------|-----------------|
| Planned works | Delivered to Date | Actual Spend | Budget | Projected Outturn | Variance |
| Kitchens | 20 | 108,571 | 386,250 | 145,877 | (240,373) |
| Bathrooms | 76 | 96,606 | 386,250 | 396,208 | 9,958 |
| External works | 28 | 257,897 | 850,000 | 552,965 | (297,035) |
| Disabled adaptations (Both sides of the district) To note the actual spend includes the over statement on the year end creditor | 43 | 25,127 | 308,000 | 60'000 | (248,000) |

| Mears (South of the district) | | | | | |
|--------------------------------------|--------------------------|---------------------|---------------|--------------------------|-----------------|
| Planned works | Delivered to Date | Actual Spend | Budget | Projected Outturn | Variance |
| Kitchens | 66 | 249,760 | 386,250 | 266,630 | (119,620) |
| Bathrooms | 75 | 232,528 | 386,250 | 260,166 | (126,084) |
| External works | 16 | 126,435 | 850,000 | 330,087 | (519,913) |

| Proframe (Both sides of the district) | | | | | |
|--|--------------------------|---------------------|---------------|--------------------------|-----------------|
| | Delivered to Date | Actual Spend | Budget | Projected Outturn | Variance |
| Doors & windows | 266,503 | 204,929 | 515,000 | 499,116 | (15,884) |

| Glevum (Both sides of the district) | | | | | |
|--|--------------------------|---------------------|---------------|--------------------------|-----------------|
| | Delivered to Date | Actual Spend | Budget | Projected Outturn | Variance |
| Heating & boiler upgrades | 137 | 593,076 | 690,000 | 775,628 | (85,628) |

| Mitie & Bell (Mixed sides of the district) | | | | | |
|---|--------------------------|---------------------|---------------|--------------------------|-----------------|
| | Delivered to Date | Actual Spend | Budget | Projected Outturn | Variance |
| Painting/communal areas | 351 | 133,094 | 515,000 | 300,000 | (215,000) |

1.3. Performance

- 1.3.1. Following Decembers Housing Committee when we notified you of our intension to end our formal contractual relationship with Mears Group PLC, re-procurement of the South Contract went live on 31 January 2018.
- 1.3.2. The process ended on the 16 February 2018, and following evaluation we appointed a new contractor Mi Space (UK) Limited, who are part of the Midas Group. Midas will commence service provision on Monday 12 March 2018.
- 1.3.3. Works relating to the South of the District, which will not be delivered prior to 12 March 2018 has either been passed to the North Contractor (NKS) or moved forward into the 2018-19 programmes, dependant on priority. Affected stakeholders have been notified.

1.4. Summary

- 1.4.1. We are committed to ensuring our resources deliver maximum value for money to the Council, and our partners delivering the services meet the high standards both our customers and us as a client demand. in order to improve our performance for our customers and clients. We continually need to make sure that we are not falling into patterns of complacency and will continually review our processes to ensure we work smarter with our Partners.

2.0. Item B, Support to Social Housing Providers Capital Programme

- 2.1. The Council has a small General Fund capital programme that provides occasional grant assistance to housing associations, and this supplements the much greater resources available to them from Homes England.
- 2.2. We allocate our resources to those schemes that best meet housing need in the Stroud district in terms of type, location and tenure. However, value for money is also a consideration, and those projects that produce the greatest number of

homes for the lowest grant cost are obviously more attractive in terms of investment.

- 2.3. At the time of writing, there was £192,000 in uncommitted funds remaining in the s.106 code, and £230,000 of former Homebuy funds being held. Some of these funds are likely to be committed to support a large-scale ExtraCare scheme for older people while a commitment of £190,000 has now been made to support the purchase of a site in Wotton Under Edge by Two Rivers Housing Association for the development of a shared ownership scheme.

Recent funding allocations and forthcoming commitments are set out below:

| Location | Grant | Number of units | Grant Per Unit | Provider | Date paid | Notes |
|------------------------------|----------|-----------------|----------------|------------|------------|--|
| Littlecombe, Dursley | £240,000 | 22 | £11,000 | SDC | July 2013 | SDC regeneration site |
| Bisley Old Road Stroud | £130,000 | 23 | £5,700 | Stonewater | July 2014 | All rented homes |
| Lynch Road Berkeley | £66,374 | 10 | £6,600 | Fortis | March 2016 | Abnormal costs for sewer re-routing |
| Elm Road Stonehouse | £90,000 | 8 | £11,300 | Two Rivers | Oct 17 | Off the shelf purchase |
| Commitments | | | | | | |
| Stagholt Standish | £30,000 | 4 | £7,500 | Two Rivers | June 18 | Rural site. Planning application now received. |
| Full Moon, Wotton Under Edge | £190,000 | 10 | £19,000 | Two Rivers | TBA | Market housing site purchase opportunity. |

3.0. Item C Disabled Facilities Grants

- 3.1. The Council has a statutory duty to provide Disabled Facilities Grants (DFG) under the Housing Grants, Construction & Regeneration Act 1996. Funding is provided by Central Government for this purpose through the Better Care Fund (BCF) which is jointly administered by the County Council and Clinical Commissioning Group (CCG).
- 3.2. The DFG is a means tested grant to assist disabled occupants to remain living safely in their own homes by the provision of adaptations such as stairlifts and wet floor showers. The maximum limit for a DFG is £30,000. This is a statutory function and the Council has no discretion as to the use of these funds and no control over demand as referrals must come from the County Council Occupational Therapy Service. There is no waiting list and all applications are dealt with expediently.
- 3.3. For 2017/18 a sum of £330,000 has been identified in the BCF for DFG's in the Stroud district and this is considered sufficient to meet demand based on previous expenditure. Any unspent allocation has to be returned to the BCF.

3.4. The table below illustrates the numbers of approvals and expenditure since 2015:

| Year | No. of DFG's Approved | Amount Paid |
|----------|-----------------------|-------------|
| 15/16 | 27 | £269,935 |
| 16/17 | 31 | £279,710 |
| 17/18 Q1 | 4 | £48,454 |
| 17/18 Q2 | 5 | £35,559 |
| 17/18 Q3 | 3 | £53,525 |

4.0. Item D Sheltered Housing Modernisation Project Update

4.1. A full update is being presented to Housing Committee at the meeting to be held on 27 March 2018.

5.0. Item E New homes and regeneration programme

5.1. Introduction / Background

5.1.1. Stroud District Council has an objective to invest in 150 new Council homes by March 2018 and has also approved the regeneration of 3 sites where defective Woolaway properties are to be replaced with new homes providing a total target delivery number of 236 homes.

5.1.2. An additional budget of £700,000 was approved at Strategy and Resources on the 13 June 2017, with 30% of that budget funded from right to buy receipts, to purchase properties on the open market.

5.1.3. A full update on the New Homes and Regeneration Programme was provided to members at the meeting on the 20th February. Since then the planning application for The Ship Inn has been submitted. A summary of the number of new build completions for 2017/18 will be presented to the Housing Committee in June 2018 together with a further update on the programme at that stage.

5.2. Programme

5.2.1 The table below sets out the schemes within the programme.

| Scheme | No. replacement units | No. additional Units | Total No. of Units | Status |
|------------------------------|-----------------------|----------------------|--------------------|-----------|
| New Homes Completed | | | | |
| Hanover, Dursley | 0 | 18 | 18 | Completed |
| Ex Warden conversions | 0 | 11 | 11 | Completed |
| Minchinhampton Woolaways | 35 | 0 | 35 | Completed |
| Top of Town, Stroud -Phase 1 | 14 | 8 | 22 | Completed |
| Littlecombe, Dursley | 0 | 22 | 22 | Completed |
| Leonard Stanley Woolaways | 19 | 32 | 51 | Completed |
| Top of Town – Phase 2 | 8 | 5 | 13 | Completed |
| The Corriett, Cam | 0 | 6 | 6 | Completed |
| Fisher's Road, Berkeley | 0 | 4 | 4 | Completed |

| | | | | |
|-------------------------------------|-----------|------------|------------|--------------|
| Hillside, Coaley | 2 | 2 | 4 | Completed |
| Top of Town – Phase 3 | 10 | 2 | 12 | Completed |
| Chapel Street, Cam | 0 | 14 | 14 | Completed |
| Top of Town – Phase 4 | 3 | 3 | 6 | Completed |
| Property purchases (RTB receipts) | 0 | 3 | 3 | Completed |
| Sub Total | 91 | 127 | 221 | |
| Completions by Year End | | | | |
| Ex Warden conversions | 0 | 4 | 4 | On site |
| Property purchases (RTB receipts) | 0 | 1 | 1 | Sale agreed |
| Sub Total | 0 | 5 | 5 | |
| Balance of Programme | | | | |
| The former Ship Inn site , Bridgend | 0 | 9 | 9 | Design Stage |
| Southbank, Woodchester | 4 | 1 | 5 | Design Stage |
| Site to be identified | 0 | 5 | 5 | Design Stage |
| Sub Total | 4 | 15 | 19 | |
| Grand Total | 95 | 150 | 245 | |

5.3. Balance Of Programme

- 5.3.1. The former Ship Inn site is in the design stage and a planning application is due to be submitted prior to the date of this meeting with work starting in 2018/19.
- 5.3.2. For the scheme to develop 5 homes at Southbank Woodchester, once we have finalised issues with the original contractor, we aim to retender the scheme and this is currently being prepared. A figure has been included within our budget for 2018/19 for the scheme.
- 5.3.3. Various alternative sites are being progressed to feasibility stage to be considered for the balance of the remaining budget, which again has been moved to 2018/19.

STROUD DISTRICT COUNCIL

AGENDA

HOUSING COMMITTEE

ITEM NO

27 MARCH 2018

8

| | |
|---|--|
| Report Title | Budget Monitoring Report 2017/18 Month 10 |
| Purpose of Report | To present to the Committee a forecast of the outturn position against the revenue budget and Capital programme for the General Fund and HRA for 2017/18. |
| Decision(s) | <p>The Committee RESOLVES:</p> <p>a)to note the outturn forecast for the General Fund and HRA Revenue budgets and Capital programmes for this Committee To recommend to Strategy and Resources Committee:</p> <p>b)that, subject to the overall position at outturn, the carry forwards and reserve transfers detailed in this report are approved</p> |
| Consultation and Feedback | Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated in the report to explain differences between budgets and actual income and expenditure. |
| Financial Implications and Risk Assessment | <p>There are significant levels of revenue underspends and capital slippage forecasted in the HRA. This should be considered when reviewing the overall position of the HRA over the medium and long term. Any HRA surplus at year end would return to HRA reserves, strengthening the reserves position over the medium term, subject to any future approvals for use of the reserves.</p> <p>Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p> |
| Legal Implications | <p>To the extent that the outturn forecast is for noting, the report is for information and there are no legal implications. There are also no legal implications associated with the carrying forward of surpluses, however, it does not appear that any alternatives to such a carry forward have been considered. (Ref: r0903/c2703/d1203)</p> <p>Mike Wallbank Solicitor Advocate and Deputy Monitoring Officer Email: mike.wallbank@stroud.gov.uk</p> |

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| Report Author | Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk |
| Options | None |
| Performance Management Follow Up | Budgets will continue to be monitored on a regular basis by budget holders supported by Finance. The outturn position will be reported to Strategy and Resources Committee in May 2018 and Housing Committee in June 2018. |

Background

1. This report provides the first monitoring position statement for the financial year 2017/18. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**

General Fund Revenue Budget position

3. Council approved the General Fund Revenue budget for 2017/18 in February 2017 including budget proposals of the administration. This committee had previously considered the standstill budget at its meeting in December 2016.
4. The latest budget for Housing Committee taking into account the carry forwards is £573k (Original Budget was £562k).
5. The monitoring position for the service at 31 January 2018 shows a projected net **underspend of £36k (-6.3%)** against the latest budget, as summarised in Table 1. This underspend is stated net of transfers to reserves and carry forwards. The overall position on the General Fund will be considered by Strategy and Resources Committee at their meeting in April 2018.
6. The position includes the transfer to earmarked reserves of an estimated £65k. This is new grant funding received in 2017/18 that will be used over the period 2018/19 to 2020/21. Further detail is included in paragraph 9. Any transfers would be subject to the overall position of the General Fund at Outturn.
7. The outturn position is mainly attributable to the major items outlined in Table 2 with an explanation of the significant variances that have arisen.

Table1 – General Fund Revenue budgets Housing Committee 2017/18

| Housing Committee | Para Refs | 2017/18 Original Budget (£'000) | 2017/18 Revised Budget (£'000) | 2017/18 Forecast Outturn (£'000) | 2017/18 Outturn Variance (£'000) |
|-------------------------------------|-----------|---------------------------------|--------------------------------|----------------------------------|----------------------------------|
| Homelessness | 9 | 259 | 259 | 255 | (4) |
| Housing Strategy | 10 | 89 | 110 | 93 | (18) |
| Private Sector Housing | 11 | 214 | 204 | 189 | (14) |
| Housing (General Fund) TOTAL | | 562 | 573 | 553 | (36) |

8. The table below outlines the key variances for this Committee.

Table 2 - Headline Budget variances

| Housing Committee | Para Refs | Overspend / (Underspend) (£'000's) |
|--|-----------|------------------------------------|
| Homelessness | 9 | |
| Salary underspend | | (24) |
| Bed and breakfast expenditure | | 90 |
| Bed and breakfast income | | (66) |
| Additional grant income – request to transfer to EMR | | (65) |

9. Homelessness – (£4k) underspend

(Phil Bishop extn 4063, phillip.bishop@stroud.gov.uk)

Salary savings of £24k have been identified across Housing Advice and Homelessness Prevention. This is largely due to delays in recruiting to vacant posts.

Spend on bed and breakfast continues to be higher than budgeted, however this is partially offset by income from corresponding Housing Benefit claims. With the rollout of full Universal Credit in the district, the income received going forward is likely to reduce which could create an ongoing pressure within the service.

Two additional grants have been received in 2017/18. Grant funding of £22k has been received as new burdens funding for the Homelessness Reduction Act (three year grant). This will be used to fund a part time post to support the additional duties of the Homelessness Reduction Act.

A £63k Flexible Homelessness Support Grant (two year grant) will be used to fund an additional full time post for the length of the grant funding. Part of the grant has been used in year to partially offset the additional cost of Bed & Breakfast (£10k), and £10k towards homelessness prevention.

As these grants were not received until partway through the year and recruitment for the new posts is underway, it is proposed that the remaining grant (£43k Flexible Homelessness Grant and £22k new burdens funding) is transferred to an earmarked reserve and allocated to fund the posts in future years.

10. Housing Strategy – (£18k) underspend

(Pippa Stroud extn 4099, pippa.stroud@stroud.gov.uk)

General running costs are expected to be £3k lower than budgeted for the year, and £15k of a carried forward budget remains.

11. Private Sector Housing – (£14k) underspend

(Maria Hickman extn 4454, maria.hickman@stroud.gov.uk)

A small underspend in staffing costs (£4) have been supplemented by the ending of the Home Improvement Agency contract, giving an overall underspend of £14k.

General Fund Capital Programme

12. The Housing General Fund Capital Programme of £389k was approved by Council in January 2017. This has subsequently been revised to £710k following the approval of the carry forwards/slippage and profiling changes by Strategy and Resources Committee at their meetings in June 2017 and January 2018.

13. Table 3, below, shows the General Fund Capital Outturn forecast for the Housing Committee 2017/18, projecting an underspend of £231k at this stage of the financial year. Based on the current forecast an amount of £120k would be proposed to be carried forward and added to the 2018/19 Capital Programme.

Table 3 – Housing Committee Capital Programme

| Housing Capital Schemes | 2017/18 Revised Budget (£'000) | 2017/18 Spend to date (£'000) | 2017/18 Projected Outturn (£'000) | 2017/18 Outturn Variance (£'000) |
|--|--------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| Affordable Housing – Support to Registered Providers | 120 | 0 | 90 | (30) |
| Disabled Facilities Grants | 330 | 153 | 226 | (104) |
| Private Sector Housing Loan Scheme | 60 | 43 | 43 | (17) |
| Health through Warmth Grants | 200 | 20 | 120 | (80) |
| TOTAL General Fund Capital | 710 | 216 | 479 | (231) |

14. The Councils Capital programme for 2017/18 is reported and updated regularly throughout the year by the responsible officers.

Support to Registered Providers – (£30k) slippage

15. A grant payment of £90k has been made to a Registered Provider, with the remaining budgeted grant of £30k now likely to be made in 2018/19. Therefore it is proposed that the remaining funds be carried forward into 2018/19.

Disabled Facilities Grants – (£104k) underspend

16. Disabled Facilities Grants are funded (via the County Council) through the Better Care Fund. Although the approved budget is £330k, the full allocation for the Stroud District Council area is substantially higher (over £500k) and funding would be provided by Gloucestershire County Council for all spend up to this higher allocation amount. An underspend of £104k is currently forecast due to low demand. Any underspend must return to the County Council, to be returned to the county pool.

Private Sector Housing Loan Scheme – (£17k) underspend

17. An underspend of £17k is currently forecast.

Health Through Warmth Grants – (£80k) underspend (carry forward)

18. The funding for the Health Through Warmth is predominantly used for insulation and heating systems to increase thermal efficiency in homes of people with cold or damp related health issues. Since this is external funding it is proposed that any underspent funds are carried forward into 2018/19.
19. Further detail on the capital programme can be found in the Capital Project Monitoring Report.

Housing Revenue Account Budget position

20. The original net Housing Revenue Account budget for 2017/18 is a transfer from reserves of £3.088m, as approved by Council at their meeting in January 2017. This has now been revised to a transfer from reserves of £3.578m taking into account the additional capital budget as approved by Strategy and Resources in June 2017 and January 2018.
21. The monitoring position for the service at 31 January 2018 shows a projected net underspend of £1.541m (-6.7% of gross spend) against the latest budget, as summarised in Table 5. This is an increase of £0.392m from the £1.149m underspend reported in September 2017.
22. Table 6 shows the HRA Capital spend and projected outturn for 2017/18.
23. It is proposed that any surplus at the end of the year is returned to HRA general reserves. Based on the current forecasted underspend of £1.541m, this would increase HRA general reserves to £3.176m. The revised reserves position over the medium term, subject to any calls on reserves, would be as follows.

Table 4 – Estimated HRA General Reserves

| | 2017/18 £000s | 2018/19 £000s | 2019/20 £000s | 2020/21 £000s | 2021/22 £000s |
|---|------------------|------------------|------------------|------------------|------------------|
| Opening Balance | 5,213 | 3,176 | 3,050 | 3,234 | 3,040 |
| Budgeted Transfer To/(From) General Reserves | (3,578) | (126) | 184 | (194) | 1,742 |
| Forecasted 2017/18 Underspend | 1,541 | | | | |
| Closing Balance | 3,176 | 3,050 | 3,234 | 3,040 | 4,782 |

24. It should be noted that although this increase in reserves over the medium term is good news, the majority of the surplus is made up of one year only underspends. Therefore further savings in future years can't be assumed and the long term position, as reported in the 2018/19 Budget Setting paper at the December Committee meeting, remains largely unchanged.

Table 4 – HRA Revenue Summary

| | Para Refs | 2017/18 Original Budget (£'000) | 2017/18 Latest Budget (£'000) | Forecast Outturn (£'000) | Outturn Variance (£'000) |
|---|--------------|--|--|--------------------------------|--------------------------------|
| Income | | | | | |
| Dwelling Rents and Service Charges | 25 | (22,269) | (22,171) | (22,565) | (394) |
| Other Charges and Income | | (661) | (661) | (664) | (3) |
| Total Income | | (22,930) | (22,832) | (23,229) | (397) |
| Expenditure | | | | | |
| Supervision and Management | 26 | 5,301 | 5,234 | 4,921 | (313) |
| Repairs and Maintenance | 27- 31 | 3,658 | 3,643 | 3,040 | (603) |
| Sheltered Housing Service | 32 | 1,441 | 1,523 | 1,346 | (177) |
| Other Expenditure | | 552 | 552 | 558 | 6 |
| Sheltered Housing Modernisation | 33 | 425 | 406 | 314 | (92) |
| Queens Court | | 0 | 0 | 43 | 43 |
| Revenue Funding of Capital Programme (Depreciation and RCCO) | | 10,562 | 9,880 | 9,880 | 0 |
| Provision for Bad Debts | 34 | 100 | 100 | 50 | (50) |
| Total Expenditure | | 22,039 | 21,338 | 20,152 | (1,186) |
| Other Costs and Income | | | | | |
| Interest Payable/Receivable | 35 | 3,476 | 3,476 | 3,426 | (50) |
| Transfers to/(from) Earmarked Reserves | 36 | 503 | 1,596 | 1,688 | 92 |
| Transfers to/(from) General Reserves | | (3,088) | (3,578) | (3,578) | 0 |
| Total Other Costs and Income | | 891 | 1,494 | 1,536 | 42 |
| Total Housing Revenue Account | | 0 | 0 | (1,541) | (1,541) |

Further detail of this breakdown is as follows:

25. Dwelling Rents and Service Charges – (£394k) additional income

Income is expected to be £394k more than budget. This is largely due to void loss (excluding dwellings intended for redevelopment) being lower than the budgeted void rate of 2%.

26. Supervision and Management – (£313k) underspend

Salary underspends of £104k (due to vacant posts during the year) as well as an unused staffing contingency of £184k make up most of this underspend. Funding set aside for estate works and resident involvement have not been fully utilised due to needing time for the new Neighbourhood Management Officers to learn their roles and changes to tenant involvement, the future of which is being reported to this committee. The cost of insuring the dwellings and other assets in the HRA has risen, being £50k more than budget in 2017/18. This has been offset with the assumption that there will be no calls on the £50k contingency budget. This could change should something happen before the end of the financial year.

27. Repairs and Maintenance – (£603k) underspend

28. Planned Maintenance – (£309k) underspend

There was a delayed start for the new contractor on external decorating that will result in some of the programme slipping into next year. Some other planned areas, such as smoke detector servicing is now being undertaken by the In-house Gas Team, providing additional savings to the planned maintenance budget.

29. Gas In-house Provider – (£91k) underspend

Savings relate in part to reduced salary costs while recruiting to vacant posts, as well as lower than budgeted overheads.

30. Voids – (£152k) underspend

Void spend has been lower than budgeted throughout the year.

31. Responsive Maintenance – (£51k) underspend

Due to the reactive nature of works, it is difficult to predict the works required during the year and a small underspend is expected.

32. Sheltered Housing Service – (£177k) underspend

Salary underspends and lower than budgeted in year costs (such as grounds maintenance) have led to an expected underspend of £177k. This budget will be reviewed as the Sheltered Modernisation Programme continues.

33. Sheltered Housing Modernisation – (£92k) slippage

A reduced number of decants have occurred during the year. The balance of £92k will remain in the Earmarked reserve in order to contribute towards funding the decanting of residents from Cambridge House and Glebelands which will begin in 2018/19.

34. Provision for Bad Debt – (£50k) underspend

It is currently expected that in line with last year, the additional provision needed for unpaid rents and charges will be lower than budget. This could change at the end of the year. It is also likely that this will increase significantly over the medium term due to the impact of Universal Credit.

35. Interest Payable/Receivable – (£50k) underspend

The budget includes an amount of £50k for payment of interest on Right To Buy (RTB) receipts to be repaid to Government. It is currently expected that this won't be necessary.

36. Transfers to/from Earmarked Reserves – £92k reduced transfers from Earmarked Reserves

The current forecast in Sheltered Housing Modernisation means that £92k of the budgeted transfer will not be needed in 2017/18. This amount will therefore remain in the reserve and will be allocated to the project in the future.

HRA Capital Programme

37. The following table shows the full capital programme for 2017/18

Table 6 – HRA Capital Summary

| Capital Summary | 2017/18 Revised Budget (£'000) | Spend to date (£'000) (to end Jan 18) | 2017/18 Projected Outturn (£'000) | 2017/18 Outturn Variance (£'000) | Proposed Slippage (£'000) |
|---------------------------------------|--------------------------------|---------------------------------------|-----------------------------------|----------------------------------|---------------------------|
| Central Heating | 690 | 593 | 776 | 86 | 0 |
| Disabled Adaptations | 308 | 25 | 60 | (248) | 0 |
| Kitchens and Bathrooms | 1,545 | 781 | 1,163 | (382) | 0 |
| Major Voids | 515 | 270 | 450 | (65) | 0 |
| Asbestos/Radon and Compliance | 453 | 91 | 105 | (348) | 0 |
| Doors and Windows | 515 | 267 | 499 | (16) | 0 |
| Electrical Works | 206 | 208 | 260 | 54 | 0 |
| Damp Works/Insulation | 124 | 2 | 2 | (122) | 0 |
| Renewable Heating 1 | 0 | (569) | (569) | (569) | 0 |
| Non-Traditional Properties | 340 | 3 | 179 | (161) | 0 |
| Door Entry | 206 | 5 | 195 | (11) | 0 |
| External Works | 1,700 | 385 | 883 | (817) | 0 |
| Total - Major Works | 6,602 | 2,061 | 4,003 | (2,599) | 0 |
| Woolaways - Minchinhampton | 0 | 2 | 2 | 2 | 0 |
| Woolaways-Leonard Stanley (New Build) | 0 | (87) | 2 | 2 | 0 |
| Woolaways-Top of Town (New Build) | 0 | 5 | 5 | 5 | 0 |
| The Corriett | 0 | (28) | (26) | (26) | 0 |
| Berkeley | 0 | 3 | 3 | 3 | 0 |
| Hillside, Coaley | 0 | (84) | (47) | (47) | 0 |
| Southbank, Woodchester | 8 | 3 | 0 | (8) | 0 |
| Chapel Street, Cam | 535 | 509 | 535 | 0 | 0 |
| Littlecombe | 0 | (28) | 2 | 2 | 0 |
| New Homes Contingency | 17 | 0 | 0 | (17) | 48 |
| Fountain Crescent | 0 | 5 | 0 | 0 | 0 |
| Woolaways-Top of Town Phase 2 | 0 | (26) | 4 | 4 | 0 |
| Woolaways-Top of Town Phase 3 | 203 | 181 | 229 | 26 | 0 |
| Ship Inn | 19 | 10 | 20 | 1 | 0 |
| Woolaways-Top of Town Phase 4 | 485 | 477 | 490 | 5 | 0 |
| Miscellaneous Properties | 700 | 566 | 700 | 0 | 0 |
| Total - New Build | 1,967 | 1,508 | 1,919 | (48) | 48 |
| Sheltered Housing Modernisation | 1,366 | 336 | 568 | (52) | 52 |
| Total Capital Expenditure | 12,482 | 3,905 | 6,490 | (2,699) | 100 |

38. Major Works – (£2,599k) underspend/slippage

This is a combination of reduced spend in areas such as Major Voids, Asbestos and Disabled Adaptations, as well as reprogramming of the kitchens and bathrooms contract and slippage in external works. A change in contractor has affected some non essential works, although critical works have continued using the existing provider.

39. Central Heating - £86k overspend

Spend on heating systems is slightly higher than budgeted due to the inclusion of two large communal boilers in sheltered schemes which have significant costs.

40. Disabled Adaptations – (£248k) underspend

Based on demand, total spend on disabled adaptations is expected to be £140k, however this has been offset by an overaccrual of £80k brought forward from last year.

41. Kitchens and Bathrooms – (£382k) underspend

Validation of works, and tenant refusal of works has meant that fewer kitchens and bathrooms are needed than originally estimated. There is therefore an underspend of £382k against budget. The level of budget needed going forward will be reviewed as further data is received on stock condition.

42. Major Voids – (£65k) underspend

Spend on major voids is in nature responsive and the numbers of major voids have varied greatly throughout the year. An underspend of £65k is currently expected.

43. Compliance – (£348k) underspend

This budget is allocated for a number of compliance issues such as asbestos removal. Asbestos removal is directly linked to major works as the removal happens in conjunction with the works. It is estimated to cost £163k less than budget in this year, as the level of major works is lower. Other parts of this budget include and remedial capital works linked to Fire Risk Assessments, which although no works have been required from this budget (although new fire doors have been fitted within the doors budget line), may be needed in future years as Fire Risk Assessments are routinely reviewed.

An allowance was also made for funding to make good homes where fires have been removed under compliance. For efficiency, some of this work has been undertaken through the Central Heating work stream.

44. Doors and Windows – (£16k) underspend

The replacement of doors and windows is largely on target for the year.

45. Electrical Works – £54k overspend

A number of communal areas have been rewired which has increased the cost of electrical works in year. This has been funded from underspends elsewhere in major works.

46. Insulation – (£122k) underspend

A programme of works is being formulated to ensure available grants utilised, and ensuring the most beneficial use of the available funding. This has unfortunately been delayed due to staffing changes.

47. Renewable Heating – (£569k) underspend

A large sum of £569k is being reported as an underspend in Renewable Heating. This sum is in dispute with the contractor that completed the works in 2014. With no response forthcoming from the contractor to resolve the situation, the accounting entry will not be carried forward into next year. Provision will be made for the sum (which would show in revenue), which will be called on should the claim be settled. This will lead to an underspend being shown on the capital renewable heating line, with the revenue cost of the provision being offset from reducing the RCCO needed to fund the capital programme. The bottom line of the HRA will therefore be unaffected.

48. Non Traditional Properties – (£161k) underspend

Refurbishment of 16 non traditional homes is expected by the end of the year, however this is lower than budgeted due to a change in contractor.

49. Door Entry – (£11k) underspend

The installation of door entry systems in communal blocks is currently expected to be mostly on target. This work is programmed to overlap with other works streams, some of which have been delayed and so there is potential that it may slip into early 2018/19.

50. External Works – (£817k) underspend

Due to issues with the contractor and reduced works possible over winter months it has not been possible to catch up with works following a late start on site. This has led to an expected £817k underspend in 2017/18.

51. Any slippage in contracts at this point in the year will lead to a revised programme over the medium term and so has not been included in the slippage figures. Remaining funding will remain in the Major Repairs Reserve and will be used to fund capital works over the coming years.

52. New Build and Development – (£48k) slippage

2017/18 has seen the completion of the final phases at Top of Town and the completion of the mixed tenure scheme at Chapel Street, Cam. Some final consultant fees a number of our completed schemes have also been due during the year.

The New Build and Development Programme has been reprofiled, as recommended by Housing Committee in December. It is expected that a small carry forward of £48k will be required at the end of the year. This is largely due to allowances made for additional amounts on new build sites which have not yet been agreed. They have therefore been taken out of the forecast for 2017/18.

53. Sheltered Housing Modernisation– (£52k) slippage

The Sheltered Housing Modernisation Project has been reprofiled, as recommended by Housing Committee in December. Delays in the procurement of a contractor for the works at Sherborne House, mean that slippage is likely in the region of £52k.

54. Further detail on the capital programme can be found in the Capital Project Monitoring report.

HOUSING COMMITTEE

27 MARCH 2018

9

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|---|---|
| Report Title | Non Traditional Homes Report and Action Plan |
| Purpose of Report | To provide members with the results of the structural appraisals undertaken to the remaining non traditional housing stock and present members with options for keeping the remaining properties in repair. |
| Decisions | The Committee RESOLVES to: To undertake all works defined in the report within a 10 year period subject to the availability of adequate financial resources. |
| Consultation and Feedback | Curtins Consulting as the appointed Structural Engineers, The Project Surveyor, Senior Asset Data Officer, Operational officers, Chair and Vice Chair of Housing Committee. |
| Financial Implications and Risk Assessment | <p>The capital programme is approved annually by Council as part of budget setting.</p> <p>Should this recommendation be approved, the works on non traditional properties would, subject to the overall funding position of the HRA, be included in the proposed HRA capital budget to Strategy and Resources in December 2018.</p> <p>Lucy Clothier, Principal Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p> <p>Risk assessment by the report author Failure to ensure the Councils compliance requirements are met, or fail to keep the properties in good repair could place the Council in breach of its statutory obligations with the regulator. Poor quality housing may affect a person's health, work, education, and wellbeing.</p> |
| Legal Implications | <p>The committee should note that proposed wording of the resolution will commit the Council to undertaking "all works" within 10 years subject only to "adequate resources" being made available. The report indicates some potential provisos to which that decision might be subject in paragraph 5.4.</p> <p>In the absence of clear and appropriate conditions, the recommended decision is open to successful legal challenge within the 10 year period particularly given the decision significantly exceeds the life of the current Council and the absence of allocated funding.</p> |

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| | <p>If the committee is minded to proceed as per the Decision Box, the committee is recommended to:</p> <ul style="list-style-type: none"> • Consider the implications (if any) for the adopted Strategy; • Clarify its legal duties regarding the refurbishment of the units; • Most importantly, clarify all the provisos of the resolution (e.g. amongst others that is subject there not being changes in the Council’s HRA priorities etc.; that “adequate” resources are only those that are allocated annually as part of the budget process rather than simply available; and that the decision will need to be periodically reviewed (rather than simply the works subject to performance monitoring) and may in any event, change taking account of possible future changes of the Council, its functions, its duties or its management of council housing etc.); • Consider what alternative options exist including amongst others responsive maintenance works only, redevelopment etc. (as indicated in Appendix 1); • Potential outcomes of the works (e.g. impact on RTB sales as touched upon in Appendix 1); • Whether the works will need to be procured (or fall within an existing contract) and as such what, if any, impact there may be on the total costs. (Ref:d13.3c14.3) <p>Karen Trickey, Head of Legal Services & Monitoring Officer Email karen.trickey@stroud.gov.uk</p> |
| Report Author | <p>Joe Gordon, Head of Contract Services Tel: 01453 754190 Email: joe.gordon@stroud.gov.uk</p> |
| Performance Management Follow Up | <p>Performance monitoring will be done by providing regular updates to Housing Committee, as well as management and monitoring group meetings.</p> |
| Background Papers/ Appendices | <p>Appendix 1 – Summary Report prepared by the Special Projects Officer</p> <p>Appendix 2 - Curtins Structural Report</p> |

1.0 Introduction

- 1.1 The Non Traditional Homes Strategy presented to Housing Committee in December 2016 set out the requirement for the Council to adopt a strategic approach for the maintenance and repair of the remaining non traditional homes stock.
- 1.2 This report and appended documents set out the findings of the structural surveys undertaken, as well as the financial resources required to ensure the properties are maintained to ensure their long term viability.
- 1.3 The total number of non traditional properties still owned by the Council is six hundred and eighty seven (687) of which two hundred and twenty nine (229) require some degree of works to be undertaken to bring them up to the required standard. Full details are set out within the Special Projects Surveyor report at Appendix 1.

2.0. Structural Surveys

- 2.1 The structural surveys undertaken indicate that the remaining stock, with the exception of the Swedish Timber Framed properties, have not deteriorated as quickly as would normally have been anticipated.
- 2.2 Some Cleansing of erroneous historic data is required to ensure the Councils database provides an accurate reflection of the portfolio (this work was completed prior to running the financial forecasts).
- 2.3 The main structural elements of the refurbished properties have a life expectancy commensurate with a typical traditional property of a similar age and design, subject to normal maintenance and repair.
- 2.4 Given the findings at 2.3 above we can have some confidence that refurbishment of suitable properties, using appropriate proprietary systems are a viable and cost effective, sustainable option for the Council.

3.0 Thermal Comfort

- 3.1 The average SAP rating for social housing is 62.4 against an all housing average of 54.5. The Council has an aspiration to bring all stock up to the sector average where it is practicable to do so.
- 3.2 The average SAP rating across all retained housing stock is 61 (D), the lowest being 20 (G) and the highest being 91(B). The average SAP across the effected Non Traditional Properties is 57.84 (D), the lowest being 8 (G) and the highest being 74 (C).
- 3.3 In considering the viability of these properties the Council, as a responsible landlord not only has to give consideration to the physical aspects of these properties, but also the social impact on our tenants.

- 3.4 The degree of variance between the highest and lowest levels of thermal performance is considerable, even taking into account the contribution of the most recently constructed housing stock. By increasing thermal levels of the stock, the Council can play a part in ensuring the degree of variation in the fuel bills faced by similar households across its stock does not contribute to those household becoming fuel poor.

4.0 Financial Resource

- 4.1 Detailed cost have been summarised within the Special Projects Surveyor report included at Appendix 1.
- 4.2 The overall cost for delivering the programme (subject to the exclusions indicated within the Curtins report) is £6,735,569 of which £4,743,469 is already committed within the MTFP or indicated within the financial forecast. This is made up of £3,043,469 capital works and £1,700,000 of External Wall Insulation (EWI).
- 4.3 The additional resource required is £1,992,100. However should the programme timescale be escalated an additional £886,556 will be required to fund the programme within the first six years.

5.0 Our Approach

- 5.1 Our approach takes into consideration the requirements of the Energy Strategy and Action Plan, which has a set objective for the Council to develop an Affordable Warmth Strategy.
- 5.2 Setting SAP targets in terms of affordable warmth, and how they might be used to assess future affordability at a time when both thermal efficiency and energy prices are rising is not clear. However to do nothing in terms of improving the stocks thermal conductive capacity is not a viable option.
- 5.3 Over a period of six to ten years, using a combination of structural performance and SAP rating to rank the properties. Starting with the worst first, we will aim to refurbish between twenty three and forty properties per year.
- 5.4 Refurbishment will be subject to confirmation of available resource during the budget setting period, Assessment in accordance with the Obsolescence Procedure Guide, and consideration of any other service or organisational wide requirements.

6.0 Recommendations

- 6.1 Subject to a maximum period of ten (10) years, undertake all works as quickly as possible subject to the availability of adequate financial resources.

HOUSING COMMITTEE

27 MARCH 2018

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|----------------------------------|--|
| Report Title | The Changing Future of Tenant Involvement |
| Purpose of Report | To consider the way we consult, support and seek positive outcomes from tenant engagement. |
| Decision(s) | <p>The Committee RESOLVES to:</p> <ol style="list-style-type: none"> 1. Continue to support existing tenant groups with the commitment that funding will have defined outcomes evidencing the benefit to the community and the council. 2. Implement a programme of digital access consultation through social media to achieve a varying consultative audience. 3. The re-development of Tenant Inspectors to scrutinise the service as part of an agreed work programme with defined outcomes and recommendations to be reported to Housing Committee. 4. Development of Tenant Reps to Neighbourhood Ambassadors. 5. Utilise £10K from the environment fund to be dedicated to training Tenant Inspectors and Neighbourhood Ambassadors to ensure levels of professionalism are enhanced. 6. Review the tenant grants process to ensure the values are fit for purpose and funding is proportionate (see 6.2). |
| Consultation and Feedback | Chair and Vice Chair of Housing Committee Representatives of established tenant groups (19 Feb 2018) Tenant Reps: Ian Allen and Sadie Tazewell |

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|--|--|
| <p>Financial Implications and Risk Assessment</p> | <p>There are no direct financial implications as all funding is within existing budgets.</p> <p>Lucy Clothier – Principal Accountant Tel: 01453 754313 Email: lucy.clothier@stroud.gov.uk</p> <p>Report author to comment on the Risk Assessment Compliance with the regulators requirements must be met and these are fairly broad in their direction. Consultation may take many forms including moving towards more online engagement where appropriate and the raising of professional standards and capabilities of those directly involved in improvements to the housing function.</p> |
| <p>Legal Implications</p> | <p>The key points (on which the legal implications are drafted) of this report appear to be:</p> <ul style="list-style-type: none"> • Improve communication with our tenants, through in part the development and training of tenant representatives; and, • Improve consultation through the use of Social Media. <p>Heads of Service may exercise virement on budgets under their control for amounts up to £20,000. However, the committee will recognise that this reallocation of funding will mean there is £10,000 less in the Environment Fund.</p> <p>If training involves financial assistance for any formal qualifications unless the person is subject to the Learning & Development Policy or another formal agreement, then SDC may not be able to recoup any financial assistance for said qualification (as part of any training programme), should the Neighbourhood Ambassadors leave their role significantly sooner than expected.</p> <p>Where funding is provided by way of a grant it may be appropriate to be secured by a grant agreement, which ensures it is used for the purposes intended by SDC and allows appropriate provisions for clawback/termination if it is not.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk (Ref: r5.3c12.3d13.3)</p> |

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|---|---|
| Report Author | Kevin Topping, Head of Housing Services Tel: 01453 754196 Email: Kevin.topping@stroud.gov.uk |
| Performance Management Follow Up | Updates to be added to the 2018/19 work programme as Housing Committee agrees |
| Background Papers/ Appendices | |

1. Background

- 1.1. Tenant involvement at Stroud District Council has been key to some of the innovative transformations (Tenant scrutiny inspectors, repairs inspectors, development of service standards) we have seen in the delivery of our housing service. A range of forums have operated over a number of years with varying degrees of success.
- 1.2. Tenant involvement has experienced a slow evolution over the last few years as the housing sector has come to recognise that traditional forms of involvement have a tendency to be inaccessible to the majority of tenants, unrepresentative of all but a limited few and expensive to develop and maintain. This realisation and greater flexibility by the regulator to develop local approaches to involvement, have given landlords the ability to embrace the more commercial principle - that tenants are individual consumers of services and interaction and influence should be focused at an individual rather than a collective level.

2.0. Introduction

- 2.1. Henry Ford is attributed with the statement “If I had asked people what they wanted, they would have said faster horses”
- 2.2. It’s an interesting point and particularly pertinent when we consider how we define and refine tenant involvement. Mr Ford’s customers might have asked for faster horses, but they were delighted to be offered something else in the form of a Ford Model T.
- 2.3. To fully understand what tenants want, and how that will impact and shape operational improvements, we need to take a far more bottom-up, holistic and all-encompassing approach.
- 2.4. However, like everything in life, it’s all about balance; and relying too heavily on what non proportionately representative tenant groups tell us – and shaping services around a relatively small number of them – has the potential to lead us down an unintended path.

- 2.5. Critics could legitimately argue that current tenant groups are artificial compared to the lived experiences of the majority of tenants in their day-to-day lives.
- 2.6. In a post-Grenfell world we must have the right kind of relationship – one that comes from a place of trust –The question is: how do we best achieve that?
- 2.7. Our approach must move towards seeking to engage with all of our tenants, and learn from the feedback we collect each year, as well as themes picked up by our complaints service and, of course, through social media.
- 2.8. Though we have a long way to go, we are increasingly trying to involve our tenants in helping us shape practical solutions through tests and pilots.
- 2.9. An example being our repairs inspector programmes seeking to coach new and existing tenants in how to challenge what we do and why we do it. Also the handyman service which additionally completes some basic repairs and maintenance around the home and showing tenants how they can take ownership for themselves– things like bleeding radiators and fixing cupboard hinges.
- 2.10. This stemmed from tenants telling us they were open to taking on more responsibility for simple DIY fixes, but lacked the tools and the confidence to be able to.
- 2.11. We want tenants to tell us how the proposed solution to a problem was working, rather than to simply tell us there was a problem.

3.0. Opportunities and potential

- 3.1. Perhaps our greatest opportunities could include development of tenant reps into neighbourhood ambassadors (Decision 4) without the use of a formal group This would afford the opportunity to use their smaller patches to pick up feedback, opinions and suggestions on a daily or weekly basis while out in their communities which could offer more to both residents and the Council. If agreed it, would be expected that ambassadors will have sound interpersonal skills and effective methods of communication to ensure that respective communities are kept informed and feedback is concise, relevant and timely. This will also hopefully develop more proportional representation with the opportunity to engage at a much more local level.
- 3.2. We would also be looking to encourage ambassadors who have never engaged before, the ability to opt in and out if there were specific issues they may have as a community interest.
- 3.3. Training and development needs to be approached professionally and as such there will be a role description and defined objectives as a requirement

to deliver the tenant inspectors role and candidates must demonstrate the skills required for logical analysis of strategies, policies and procedures and the application into service delivery.

- 3.4. Future tenants should also have the opportunity to engage regarding the type of service they would like when they are afforded the opportunity to become a tenant, this to a degree future proofs the direction that we may take.
- 3.5. Consultations also take place with tenants on kitchen open days as part of the cyclical programme where tenants are invited to an open day (at a local venue to where the works take place) so that they can choose their own door front, work tops, tiles, flooring and paint. The open days have been going for a number of years now and it enables the tenants so see the ranges available to them on a larger scale.

4.0. Regulator compliance

- 4.1. The flexibility of the current regulatory framework allows organisations to move away from traditional involvement practice which has the potential to offer greater levels of influence to a larger number and more diverse range of tenants, increasing the objectivity of tenant led influence.

5.0. Current make up

- 5.1. We have two tenant representatives involved directly with the service and communities and who have a role on Housing Committee. There is an opportunity to further develop this role into a conduit for feedback to Housing Committee of common themes and resolutions being expressed to them in the form of a report either written or verbal.
- 5.2. Seven established tenant groups spread across Cam, Dursley, Nailsworth and Stroud and five rural village voices and street reps covering Bisley, North Nibley, Frithwood, Slimbridge and Stroud.
- 5.3. Feedback has been positive towards the proposed changes including statements such as “things must change” “I’m pleased things are moving on and looking forwards” Really pleased that training is given priority”. “100% support for training for ambassadors” There were different views on the use of social media, some did not like the idea and others embrace it seeing it as an area where greater numbers of younger tenants could be reached. Tenant groups who have been part of the discussion have agreed with the 6 proposals and have asked for the following to be considered:

- Established groups would like to be renamed Community Groups
- Would like hard copies of committee papers in advance to discuss and contribute
- Would like a forward plan of Housing Committee meetings
- ID cards to be updated

- Would like to be involved in estate walkabouts with Neighbourhood Wardens
- Would like their public liability insurance increased to £2 million

Other views expressed included a request that more have your say type events are programmed, more engagement is needed with general needs tenants and development of good neighbour approaches. A really positive quote was that “the council are not just a remote provider, they are great at community building” it would be good to see local businesses getting involved with local events to support and share their expertise.

6.0. Funding

6.1. The recognised tenant groups currently have access to the following funds:

- Environment fund £19,700
- Grants - £150 for each new group to set up (commonly called start up grants)

6.2 Established groups receive an annual grant which is based on a formula of how many people they work with starting from £200 (up to 50 tenants) up to £400 (200+ tenants). This grant is paid out after they have held their AGM and submitted their accounts. All groups have now been paid for 2017/18, however, no further payments will be paid for 2018/19 until after a decision has been made by Housing Committee (see decision 6).

7.0. Social Media

7.1. Tenant Services has a Facebook page (SDC Tenants), that was re-launched in January 2018 and is proving very successful in promoting our services/council messages and community services:

- announcing the publication of Keynotes
- Sheltered Modernisation News
- advertising for tenant repairs inspectors
- ending of Mears contract etc.
- vacancies
- recycling
- reposting education
- volunteering from partners such as GL1, Learn Direct

7.3. Increasing success is being made in tenant involvement - by writing a post then sharing it to community groups such as:

- Dursley Matters - 6,176 members*
- Stonehouse, GL10 community discussion – 2,644 members
- Nailsworth Chat & Information – 4,444 members

- Nailsworth Town – 3,518 followers*
- Wotton Noticeboard – 946 members
- I love Wotton – 2,972 members
- Berkeley Town Council – 223 followers

*(*note – the difference between members and followers is - closed groups must approve members; anyone can follow an open group)*

- 7.4. By sharing to community groups our messages reach a huge number of readers, not all of which will be tenants of course, but many are.
- 7.5. The post to advertise the publication of the last Sheltered Modernisation News reached over 3,000 people within one week
- 7.6. Every share to a community group page drives tenants to follow our own Facebook page. This form of engaging with tenants is becoming increasingly popular. It is informal, quick, people can engage in their own time, take as long as they like, can have conversations, receive often immediate responses, and get through to someone who can act on their feedback.
- 7.7. It's important that apart from promoting ourselves on Facebook we highlight issues that provoke engagement and we shouldn't shy away from controversy. There are always two sides to every story and ours is sometimes not always shared leading to misconceptions of Tenant Services and the Council generally being in the wrong.
- 7.8. A post that was added to our Facebook page, within 24 hours had reached 356 people, and attracted comment and debate on the subject of tenancy inspections – without the time, effort and money a formal tenant meeting would take.

8.0. Summary

- 8.1. We should always be mindful of improving our service and how tenants both current and future can, through mutual trust and professionalism develop and enhance the service we provide from strategic direction, development of policies to delivery of services. The report sets out a number of recommendations on this basis.
- 8.2. Tenant engagement is not about settling for things as they are, or always have been, it's about continually looking to the future and having aspirations that are achievable both from the landlord's perspective but crucially the satisfaction of its tenants.

STROUD DISTRICT COUNCIL
HOUSING COMMITTEE

AGENDA
ITEM NO

27 MARCH 2018

11

| | |
|---|--|
| Report Title | SHELTERED MODERNISATION PROJECT |
| Purpose of Report | To inform the Committee of progress on the Sheltered Modernisation Project and to gain approval to the 2018/19 and 2019/20 programme. |
| Decisions | Housing Committee RESOLVES to approve the programme of improvements for the communal areas for the amber schemes for the next two years as Concord, Nailsworth in 2018/19 and George Pearce House, Minchinhampton in 2019/20. |
| Consultation and Feedback | Budget setting has previously been agreed at Council. Progress has been discussed with the Tenant Reps for Housing Committee and the Chair and Vice Chair of Housing Committee. |
| Financial Implications and Risk Assessment | <p>This report sets out major areas of spend within the agreed budget and funding period and so there are no direct financial implications.</p> <p>Sheltered Housing Modernisation is one of the HRA priorities and as such is a significant programme of works within the HRAs Medium Term Financial Plan. A total budget allocation of £8.3m has been approved (starting from 2016/17), funded by £2.5m capital receipts (of which £2.3m is from the sale of sheltered assets) and £5.8m sheltered housing reserve which is funded by HRA revenue resources (i.e. rental income).</p> <p>As detailed in Section 4, this funding allocation represents the first phase of the programme, up to 2021/22. Funding beyond this first phase is not currently approved.</p> <p>Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p> |

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|---|---|
| Legal Implications | <p>It is understood that the Committee is being asked to note the difference between the forecast and actual spending in relation to the “red” schemes. Subject to the shortfall of £612,456 being addressed by the re-allocation of funds as part of a wider scheme, the funding of which has already been approved together with the delegated authority to allocate such funds, there are no legal implications in this regard.</p> <p>It would appear that the Committee is being asked to determine the order of works to “amber” schemes. There are no legal implications in this regard although it is noted that no alternative options have been considered. (Ref: r0703/c2703/d1203)</p> <p>Mike Wallbank Solicitor Advocate and Deputy Monitoring Officer Tel: 01453 754362 Email: mike.wallbank@stroud.gov.uk</p> |
| Report Author (s) | <p>Kimberley Read, Sheltered Housing Project Manager Tel: 01453 754175 Email: kimberley.read@stroud.gov.uk</p> |
| Performance Management Follow Up | <p>Update reports will be reported to this committee within the Capital Project Monitoring Report.</p> |
| Background Papers/ Appendices | <p>Appendix A – Ark report: Executive Summary</p> |

SHELTERED MODERNISATION PROJECT

1.0. Introduction

- 1.1. The following report provides an update on the sheltered modernisation project and benchmarks progress of the red schemes against the original approvals by Housing Committee in June 2016.
- 1.2. The Sheltered Housing Asset Review was undertaken by Ark Consultancy in 2015 and was presented to Housing Committee in October the same year. The Ark report was used as a starting point for the Council. This created a framework upon which a programme of improvement works is being developed and implemented.
- 1.3. Option appraisals were undertaken on the schemes which were identified as ‘red’ within the report (a summary of the Ark Report can be found in Appendix A of this report). These options were presented to Housing Committee in June 2016 and approval was granted to dispose of the Council’s freehold interest in Drylease Court, Wotton-under-Edge, Ringfield Close, Nailsworth and Cambridge House, Dursley. Approval was also granted to redevelop the sheltered scheme at Glebelands, Cam in partnership with another provider and to consider redeveloping Willow Road, Stonehouse as part of a wider estate regeneration programme.

- 1.4. Burdett House, Stonehouse was initially identified as a 'red/amber' scheme, but subsequently re-categorised as 'amber' due to the limited potential for redevelopment. This was approved by Housing Committee in the June 2015 report.

2.0. Programme – Red Schemes

- 2.1. Since the previous Housing Committee approvals, regular updates have been provided to Housing Committee either as information sheets or more recently as part of the Capital Project Monitoring report. This report provides a more detailed overview of the project status and provides Committee with an up to date position relating to the previous approvals.
- 2.2. Dryleaze Court, Wotton-under-Edge – is now empty and is currently being marketed for sale. The new laundry facility has been provided for residents to use.
- 2.3. Ringfield Close, Nailsworth – is now empty and will be marketed for sale following the construction of the new older person's apartments at Tanners Piece. It will be needed for use as a building compound to help ease congestion, access and parking problems for local residents and the contractor during construction.
- 2.4. Cambridge House, Dursley – tenants are being re-housed to suitable alternative accommodation. The scheme is expected to be empty towards the end of 2019. The timescale will be dependent upon the number of suitable voids becoming available to re-house the existing residents.
- 2.5. Glebelands, Cam – consultation to re-house residents will begin in early 2019.
- 2.6. Willow Road, Stonehouse – options for this scheme are currently being considered.

3.0. Programme for 2018/19 & 2019/20

- 3.1. The Ark Report suggested that a good sheltered housing model moving forward would be to identify a number of 'hubs'. SDC explored this idea and have identified number of schemes which lend themselves as hubs. The schemes identified have a mixture of qualities from; popular and thriving communal lounges, good accessibility to properties, popular accommodation and a close proximity to town centre facilities. The first scheme which has been identified as a hub is Sherborne House, Stonehouse.
- 3.2. The Sheltered Modernisation Project Steering Group, comprising of senior management and colleagues, is recommending the following two schemes for the next two year programme of improvements. The reasons for these recommendations are summarised in the table below.

| | Medium Term Financial Plan | |
|--|--|--|
| | Year 3 | Year 4 |
| Funding Year | 2018/19 | 2019/20 |
| Scheme Name | Concord, Nailsworth | George Pearce House, Minchinhampton |
| Ark Report Category | Amber | Amber |
| Ark Option Recommendation | Continue as older persons accommodation | Continue as older persons accommodation |
| Number & Type of Properties | 26 flats and 4 bungalows | 23 bungalows and 2 flats |
| Associated Properties Linked to Scheme | 8 flats at the Long Ground | 10 bungalows and 2 flats at Trinity Drive and 8 bungalows at Glebe Road |
| Total Number of Properties using Communal Facilities | 38 | 37 |
| Other Key Factors | <p>Scheme very dated; long dark corridors with dark ceilings. Storage cupboards protruding into walkways (fire hazard for egress and also due to storage of possessions on top of the cupboards). Scheme very popular and well used.</p> <p>Ringfield Close and Tanners Piece in Nailsworth have recently been closed.</p> <p>Lends itself to a hub due to size of communal lounge and level access which is split on two levels. Mobility scooter access could be achieved for ground floor properties.</p> | <p>Scheme has had four additional units added from ex-scheme manager conversions.</p> <p>Scheme is very well used by tenants and wider community and could be a possible hub due to level access across site; mobility scooter provision could be achieved to most units (except the 3 first floor flats).</p> |

- 3.2. It is recommended that these two projects should be prioritised for the next two years, based on the information considered above. The improvements will be tied in with the planned team to coordinate ongoing cyclical and maintenance programmes.
- 3.3. A programme for the remainder of the amber and green schemes is currently being considered. There are a number of internal and external factors to consider and the programme will need to remain under review for the next few years.

4.0. **Funding**

- 4.1. The Sheltered Modernisation Programme was initially spread over 10 years, with funding secured for the first 5 years as part of the Medium Term Financial Plan. The first five years allocated a budget to address the majority of red schemes (apart from Willow Road). It also contained a budget for a number of amber and green schemes which were due to be improved. It is important to highlight that there were still a number of these schemes which sat outside of the 'funded period'.
- 4.2. As members are aware, there are pressures on the Housing Revenue Account (HRA), which highlights the importance of the red schemes being partially self financing. Any new build on the red scheme sites is currently part funded through sales of other red schemes.

A summary of the original red scheme costs is detailed below, alongside the actual costs to date.

| | Original Forecast (June 16) | Current Forecast (March 18) | Difference +/- |
|---|------------------------------------|------------------------------------|-----------------------|
| <u>Red Scheme Costs</u> | | | |
| New Build at Tanners Piece | £1,100,000 | £1,674,546 | +£574,546 |
| New Build at Glebelands | £1,500,000 | £1,500,000 | £0 |
| Remodel Burdett House | £450,000 | £450,000 | £0 |
| <u>Asset Sales</u> | | | |
| Two properties at Ringfield Close | (£300,000) | (£262,000) | +£38,000 |
| Dryleaze Court | (£800,000) | (£800,000) | £0 |
| Ringfield Close | (£800,000) | (£800,000) | £0 |
| Cambridge House | (£400,000) | (£400,000) | £0 |
| <u>Funding Required from Sheltered Reserve to cover Red Scheme Costs</u> | £750,000 | £1,362,546 | +£612,546 |

- 4.3. The total scheme costs for the construction of the new build apartments at Tanners Piece have increased, firstly because two additional units have been created (increasing density from 9 – 11), and secondly due to the increase in construction costs and a number of technical site constraints; which have become evident as the scheme has been developed to planning stage. The figure now detailed is based on a tender sum and is an accurate reflection of the costs of the project.
- 4.4. The current allocation for Glebelands is £1.5 million and is based on developing new housing on the site in a joint venture approach similar to that undertaken by SDC at 'The Old Common and The Tynings, Minchinhampton'. In this scenario, SDC would only develop new housing on part of the site, whilst a developer would build out the rest of the development. The budget for Glebelands will be reviewed when detailed feasibility options are developed, but is likely to increase with rising building costs.

- 4.5. The current forecast will place additional strain on the Sheltered Reserve, particularly when combined with the increased build costs for the amber schemes which are set to be improved. The tender returns recently received for Sherborne House, Stonehouse (the first amber pilot scheme) are higher than initially budgeted. This is partly due to increased build costs and also to achieving full mobility access throughout the scheme. It is likely that these costs will be similar for the other amber schemes in the programme, particularly those identified as a possible hub. These costs can still be accommodated within the budget approved as part of the Medium Term Financial Plan; however it is likely that this will need to be achieved by extending the programme and addressing less of the amber schemes in the first five years.
- 4.6. There is potential for additional income to be achieved if the sites sell for a greater value than those estimated, which would assist in reducing the pressure on the Sheltered Reserve. The budget is reviewed regularly with SDC's Principal Accountant and further updates will continue to be provided to Committee. However, if additional budget is required the programme will have to be spread over time and will take longer to deliver, if further resource is available.

5.0. Communication

- 5.1. Consultation and communication is a key priority for this project. Communication has been improved by implementing a regular quarterly newsletter 'Sheltered Modernisation News' which continues to keep residents up to date with progress on the project.
- 5.2. Feedback from residents was encouraged in the latest edition of the newsletter. The feedback has been very positive with a number of useful suggestions offered from residents. Officers are currently reviewing this feedback to see how it can be used to further improve communication throughout the term of the project.
- 5.3. The project team works closely with Ward Councillors to keep them involved in changes in their area and provides regular updates at Housing Committee.

6.0. Summary

- 6.1. **It is recommended that Committee approves the programme of improvements for the communal areas for the amber schemes for the next two years as Concord, Nailsworth in 2018/19 and George Pearce House, Minchinhampton in 2019/20.**