



Public Document Pack STROUD DISTRICT COUNCIL

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11 March 2024

HOUSING COMMITTEE

A meeting of the Housing Committee will be held on **TUESDAY, 19 MARCH 2024** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm**

Kathy O'Leary
Chief Executive

Please Note: The meeting is being held in the Council Chamber at Stroud District Council and will be streamed live on the Council's [YouTube Channel](#). A recording of the meeting will be published onto the [Council's website](#). The whole of the meeting will be recorded except where there are confidential or exempt items, which may need to be considered in the absence of press and public.

If you wish to attend this meeting, please contact democratic.services@stroud.gov.uk.
This is to ensure adequate seating is available in the Council Chamber.

AGENDA

1. **APOLOGIES**
To receive apologies for absence.
2. **DECLARATION OF INTERESTS**
To receive declarations of interest.
3. **MINUTES (Pages 3 - 12)**
To approve the minutes of the meeting held on 06 February 2024.
4. **PUBLIC QUESTIONS**
The Chair of the Committee will answer questions from members of the public submitted in accordance with the Council's procedures.

DEADLINE FOR RECEIPT OF QUESTIONS Noon on Wednesday, 13 March 2024

Questions must be submitted to the Chief Executive, Democratic Services,
Ebley Mill, Ebley Wharf, Stroud and can be sent by email to
democratic.services@stroud.gov.uk

5. **MEMBERS' QUESTIONS**
See Agenda Item 4 for deadlines for submission.

6. **BUDGET MONITORING REPORT 2023/24 QUARTER 3 (Pages 13 - 22)**
To present the 2023/24 forecast outturn position against the General Fund and Housing Revenue Account (HRA) revenue budgets and Capital Programme that the Committee is responsible for, in order to give an expectation of possible variances against budget.
7. **VISITOR ROOM POLICY - INDEPENDENT LIVING (Pages 23 - 42)**
To inform Committee of the updates within the policy.
8. **GLOUCESTERSHIRE AND SOUTH GLOUCESTERSHIRE WARM AND WELL SCHEME (Pages 43 - 46)**
To update Members on the Gloucestershire and South Gloucestershire Warm and Well Scheme and to recommend renewal of the partnership and the tender for a new delivery partner from the 1st of April 2025 for a period of up to 5 years.
9. **SWEDISH TIMBER HOUSES - REDEVELOPMENT SITES (Pages 47 - 78)**
To consider the proposal to redevelop 3 sites which include Swedish Timber Houses and to add these to the New Homes and Regeneration Programme and to request that Council is asked to allocate the additional budget required.
10. **MEMBER / OFFICER REPORTS**
 - (a) Tenant Representatives (Verbal Report)
 - (b) Performance Monitoring (Pages 79 - 96)
 - (c) New Homes Programme (Pages 97 - 98)
 - (d) Small Sites, Garages and Disposals Update (Pages 99 - 100)
 - (e) HRA Financial position Report March 2024 (Pages 101 - 106)
11. **WORK PROGRAMME (Pages 107 - 108)**
To consider the work programme.

Members of Housing Committee

Councillor Mattie Ross (Chair)

Councillor Natalie Bennett
Councillor Stephen Davies
Councillor Katrina Davis
Councillor Colin Fryer
Councillor Lindsey Green

Councillor Lucas Schoemaker (Vice-Chair)

Councillor Christopher Jockel
Councillor Gary Luff
Councillor Jenny Miles
Councillor Loraine Patrick
Councillor Rich Wilsher

Tenant Representatives

Becky Adams

Mike Richter



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HOUSING COMMITTEE

Tuesday, 6 February 2024

7.00 - 9.00 pm

Council Chamber

Minutes

Membership

Councillor Mattie Ross (Chair)

- * Councillor Natalie Bennett
- * Councillor Stephen Davies
- Councillor Katrina Davis
- Councillor Colin Fryer
- Councillor Lindsey Green
- *Absent

*** Councillor Lucas Schoemaker (Vice-Chair)**

- * Councillor Christopher Jockel
- Councillor Gary Luff
- Councillor Jenny Miles
- Councillor Loraine Patrick
- Councillor Rich Wilsher

Tenant Representatives

Mike Richter

Officers in Attendance

Strategic Director of Communities
 Head of Housing Solutions
 Head of Property Services
 Accountancy Manager

Customer Insight Officer
 Compliance and Assurance Manager
 Housing Manager
 Democratic Services & Elections Support
 Officer

HC.051 Apologies

Apologies for absence were received from Councillors Bennett, Davies, Jockel and Schoemaker.

HC.052 Declaration of Interests

There were none.

HC.053 Minutes

RESOLVED That the Minutes of the meeting held on 05 December 2023 were approved as a correct record.

HC.054 Public Questions

Housing Committee
 Tuesday, 6 February 2024

Public questions were submitted. They were answered by the Chair, Councillor Ross. There were no supplementary questions. Refer to the [recording](#) of the meeting and [Agenda Item 4](#).

HC.055 Members' Questions

There were none.

Following a proposal by the Chair it was agreed that due to the interest from members of the public in attendance that item 10 Swedish Timber Houses would be taken after agenda item 5 Members Questions.

HC.056 Swedish Timber Houses - Review

The Head of Property Services introduced the report and explained that Officers had carried out further work following consideration of the report at Housing Committee in December and begun consultation with key stakeholders. The feedback from the consultation was set out in Appendix B. The Head of Property Services added that Uley Parish Council had provided further feedback since the documents were published advising that the Parish Council reserved their position until any forthcoming planning applications had been examined and debated by the parish council and public.

An update with further feedback was also submitted by Wotton Under Edge Town Council. They advised that refurbishment of the Mount Pleasant site would not guarantee a satisfactory Energy Performance Certificate (EPC) rating and would therefore be uneconomic. Wotton Under Edge Council also added that they did not support the sale of the site and that redevelopment would be the best option subject to satisfactory consideration of the plans.

The Head of Property Services explained that there would be three options to be considered for the houses:

- Sell
- Refurbish
- Redevelop for new affordable homes

The Head of Property Services stated that the operational decision to refurbish the Swedish Timber Homes at The Camp and North Nibley had already been made and work would begin on submitting planning applications. Stinchcombe, Uley and Wotton Under Edge were larger sites and therefore there was an opportunity to increase the number of affordable units to help towards the increasing demand for affordable homes and support objective CW2.1 of the Council Plan.

The Head of Property Services added that the Council had considerable experience in supporting tenants and private residents who had been affected by this type of proposal through previous regeneration schemes and support had been offered to those affected by the Swedish Timber Home review.

Councillor Green asked what rate the rent would be set at if redevelopment was the chosen option. The Accountancy Manager responded to confirm it would be affordable rent on EPC A rated properties which would be 80% of market value. Tenants that had been decanted and had chosen to move back into the property would be protected and charged social rents for the length of their tenancy.

Councillor Patrick asked what the process would be if the current occupiers didn't want to sell the property back. The Head of Property Services confirmed that the Council would try to buy back through negotiation and that the private owners had already been approached. The Council did have compulsory purchase powers however they would be used as a last resort.

Councillor Miles asked whether the Council had access to housing needs surveys from the Parish and Town Councils to support the need for extra housing. The Head of Property Services confirmed Stinchcombe referenced a survey in their response and that she believed Uley had recently begun their survey. She advised that she would confirm whether Wotton Under Edge would be carrying out this survey or had already completed a housing needs survey.

In response to a question from Councillor Luff, the Head of Housing Solutions confirmed that there were just over 4,000 people on the housing waiting list in the District.

Councillor Green asked a further question regarding the Swedish Timber Houses and whether they were listed as non-designated heritage assets. The New Homes & Regeneration Manager advised that she believed some of the units were listed as non-designated heritage assets however some weren't. In response to Councillor Green's follow up question the New Homes & Regeneration Manager added that the Wotton Under Edge home was listed as a non-designated heritage asset. Councillor Green expressed concerns that the Council may be taking away the Swedish Timber Houses which had become a landmark of special historic interest as outlined in the report. The Head of Property Services stated that it was recognised and that it was taken into consideration in the planning balance and set against the delivery of affordable homes.

Councillor Luff asked whether planning permission would be sought before demolishing the properties to which the Head of Property Services confirmed it would be.

Councillor Luff Proposed and Councillor Fryer Seconded.

Councillor Fryer added that it was important to note how many people were waiting for housing.

Councillor Miles offered support for the recommendations and confirmed that she was aware that planning and highways would need to be investigated however the redevelopment would provide much needed social housing.

Councillor Wilsher suggested that the report allowed the council to build affordable housing and allowed the council to improve actions on climate change.

Councillor Patrick confirmed that she was happy to support new social housing provided that the Council listen to the people who lived in the areas.

Councillor Luff summarised to confirm that it was excellent that the Council would be increasing affordable housing and that he was satisfied that the planning process would highlight any issues.

Councillor Ross added that the Council were at the beginning of the process and that the consultation was vital.

After being put to a vote, the Motion was carried with 5 votes in favour and 3 against.

RESOLVED To approve the preferred option of redeveloping the Swedish Timber Sites at Stinchcombe, Uley and Wotton-Under-Edge, subject to a further report to Committee setting out details on the proposed schemes, the financial implications and feedback from further consultation.

HC.057 **Local Authority Housing Fund - further bid opportunity**

The Head of Housing Solutions introduced the report and explained that the government had launched a new Local Authority Housing Fund to support local authorities in providing accommodation for families that had arrived in the UK via the Afghan and Ukrainian resettlement scheme. The aim of the scheme was to relieve the pressures on local authorities and increase the number of affordable homes available. The scheme also supported the UK's humanitarian duties to people fleeing war.

The Head of Housing Solutions added the Council was successful in bids for £1.8m at the start of 2023 and over £0.5m in June 2023. The Government had contacted the Council to bid for unspent funds elsewhere. Due to the short turn around provided a bid had been submitted for the unspent funds.

The Head of Housing Solutions confirmed that the bid had a property purchase deadline of March 2024. She added that the Council were in a fortunate position as the process of buying a property was already underway. The purchase was a buy back of a right to buy property which they had been planning to purchase with unspent right to buy funds. The Head of Housing Solutions stated that following the advice from finance they wished to swap the funds over to allow the Council to take up funding from the government to buy the property and hold the right to buy funds to buy a further property later.

In response to a question from Councillor Miles, the Accountancy Manager confirmed that if the properties weren't Standard Assessment Procedure (SAP) rated C then they would become part of the retrofit program. In response to a follow up question from Councillor Miles, the Accountancy Manager stated the Council would be looking to charge affordable rents for the properties.

Councillor Wilsher Proposed and Councillor Fryer Seconded.

Councillor Fryer added that the report would help refugees and when the property was no longer required it could go back into the housing stock.

Councillor Luff commented that he would support the report as the Stroud District welcomed refugees and highlighted that the houses may go back into the general needs stock in the future.

Councillor Wilsher, Miles and Ross echoed comments from other councillors and thanked the officers involved.

After being put to a vote, the Motion was carried unanimously.

RESOLVED To note the Local Authority Housing Fund bid submission to DLUHC for the purchase of accommodation to be held within the HRA and accept the grant funding should the bid be successful.

HC.058 **District Heating and Independent Living Charges 2024/25**

The Accountancy Manager introduced the report and explained that it was an update to the budget setting paper that was brought to Housing Committee in December 2023. The update focused on the five independent living schemes that had district heating charges. The Accountancy Manager confirmed that there was a commitment to monitor the district heating usage and charges due to the cost of delivering the service increasing significantly. It was established that the gas and heating in communal areas was higher than anticipated and so therefore felt it was appropriate to ensure that the charges truly reflected the useage. The Accountancy Manager confirmed that the main driver for this was that communal area charges were eligible for Universal Credit and Housing Benefit, however district heating were not eligible for those benefits due to being in individual properties.

The Accountancy Manager stated that there was no overall increase in charges for tenants with district heating charges and schemes, however there was an increase for the tenants in Dryleaze House who used the communal areas. These tenants didn't have the district heating schemes in their homes. The Accountancy Manager also confirmed that the increase had been capped in line with all independent living service charge increases that were approved in December 2023. The Accountancy Manager finally added that the increases had already been approved by Strategy and Resources Committee however it was subject to being approved by Housing Committee.

Councillor Miles asked whether the increased charges took into consideration the lower gas prices. The Accountancy Manager confirmed that tenants' charges would be capped at domestic rates and were set on a estimate of what the fees would be next year.

Councillor Miles Proposed and Councillor Luff Seconded.

Councillor Luff suggested that the changes allowed the usage in communal areas to be more transparent, and it provided more support for those on benefits.

Councillor Ross thanked the officers involved.

After being put to a vote, the Motion was carried unanimously.

RECOMMENDED **That the HRA charges from 1 April 2024 for District Heating and**
to COUNCIL **Independent Living Service Charges for the relevant Independent Living**
 schemes are amended as set out in this report.

HC.059 **Domestic Abuse Policy**

The Housing Manager introduced the report and explained that the policy set out the Councils response to addressing domestic abuse and that the policy was in line with Gloucestershire's Domestic Abuse Strategy. She added that the policy also ensured that domestic abuse victims were treated as a high priority and that there was a victim centred approach working in partnership with Gloucestershire Domestic Abuse Support Service (GDASS), the police and Adult Social Care.

The Housing Manager added that all reports of domestic abuse were treated as a high priority and that officers would sign post victims to appropriate support agencies. She added that the Council currently provided two properties as safety accommodation and were working with Green Square to increase the provision for a further two properties across the Stroud District.

The Housing Manager confirmed that officers had attended training around domestic abuse and stated that there were some upcoming training on how to support perpetrators to change their behaviour. The Housing Manager added that legal action would be taken where necessary however it was recognized that there were times where perpetrators also needed support to try and change their behaviour.

Councillor Green asked whether the policy applied to those not living in a council property and for people who were not council tenants. The Housing Manager confirmed that the policy was a housing services policy however if a person that wasn't a council tenant approached the Council, then they would be offered support and be signed posted to the relevant agencies. She added that for tenants there would be a different process as the Council could move them or support them to stay if they wished therefore this policy was written for Council tenants and leaseholders.

Councillor Green asked whether there was a separate policy for non-council tenants. The Strategic Director of Communities responded to confirm that the Council was committed to the Gloucestershire Domestic Abuse Strategy which was an overarching policy.

Councillor Green expressed concerns that some people may not want to come forward and when they did, they would be passed on to other agencies. Councillor Green asked whether the language in the report could be modified to explain that people would be supported regardless of whether they were a council tenant or not. The Housing Manager responded to confirm that the officers were trained in how to sign post victims and regardless of whether they were a tenant or not they would be supported.

Councillor Miles asked whether there was a word that could be said when a tenant was in danger. The Housing Manager responded that Property Care staff were efficient in reporting back any issues and forwarding back information where there was a safeguarding concern. Councillor Miles added that the tenant may not be able to raise an issue if they were in danger as the perpetrator may be in the room.

The Strategic Director of Communities added that Community Services & Licensing Committee in March would be considering a revised Safeguarding policy for the Council which included domestic abuse and staff training. In response to Councillor Green question the Strategic Director of Communities confirmed that the training would include subcontractors.

Councillor Patrick asked how they could promote a secret word or action for those in danger without a perpetrator also discovering it. The Housing Manager responded that the main message would be to make sure tenants knew that they could come to the Council, and they would be supported and treated as a high priority.

Councillor Wilsher asked whether there were areas across the housing service provision that the Council could work with other registered providers. The Housing Manager added that the Council worked with various providers on different contracts and were always open and interested in working with other providers. The Council had previously worked with organisations to support people being discharged from hospital.

Councillor Ross advised that the Strategic Head of Housing had created an officer group working with the Head of Housing Solutions regarding temporary accommodation. The Housing Manager added that there was a service level agreement with Housing Advice and three properties were kept available for temporary accommodation.

The report stated that domestic abuse was a breach of the Councils tenancy agreement and Councillor Green asked if the Council would only pursue that when there was a conviction or would there be another method. The Housing Manager confirmed that a tenant could only be evicted if there was a conviction.

Councillor Miles asked for clarification on whether the person in danger would have to stay with the perpetrator until they were convicted. The Housing Manager added that the victim would not stay with the perpetrator and that the different options would be discussed with the victim.

Tenant Representative, Mr Ritcher, asked for clarification on whether the victim and perpetrator would be evicted or just the perpetrator. The Housing Manager confirmed that the courts normally award the tenancy to the victim however if the victim wanted to move as they felt unsafe then they would also be supported in that decision.

Councillor Patrick Proposed and Councillor Wilsher Seconded.

Councillor Green thanked the officers involved in writing the policy.

Councillor Luff stated that it was important that the Council were positive about domestic abuse when police and other services are so stretched.

Councillor Patrick suggested that it was an excellent policy and added that the Council needed to be aware when perpetrators were released from prison.

After being put to a vote, the Motion was carried unanimously.

RESOLVED To:

- a) adopt the Domestic Abuse Policy;**
- b) agree to the policy**

HC.060 Legionella Policy

The Compliance and Assurance Manager introduced the report and explained that they had a duty to manage the risk of Legionella bacteria in the water systems particularly in the independent living schemes. He added that following the introduction of new reporting requirements from the Social Housing Regulator, a new Legionella policy and management plan had been written to ensure compliance was met with the updated reporting requirements and standards. Consultation had been carried out with the tenant representatives and following their comments some changes were made to the way Legionella would be communicated.

The Compliance and Assurance Manager highlighted some of the changes to the published document in Appendix B section 5.4 relating to document retention periods:

- Policy and Procedures were revised to three years.
- Risk assessments were revised to a further four years.
- Risk management schemes were revised to four years.
- Monitoring, inspection, and test results remained at five years.

The Chair invited Mr Allen to join the meeting as one of the tenants involved in the consultation.

Councillor Green asked whether heat pumps had been referenced in the Legionella policy as they worked differently. The Compliance and Assurance Manager responded to confirm that heat pumps differed to combination boilers however heat pumps would be investigated individually in the risk assessment rather than in the policy.

Councillor Green asked whether they had the expertise necessary for heat pumps to carry out the various works outlined in the policy. The Compliance and Assurance Manager responded to confirm that Property Care had capacity and the Council also had support from contractors to carry out those duties.

In response to a question from Councillor Miles the Compliance and Assurance Manager confirmed that within the risk assessment each risk would be categorised differently for a tank system or a combination boiler. Councillor Miles asked a follow up question regarding vulnerable residents and whether arrangements would be made if the tenant would be away from the property for a longer period. The Compliance and Assurance Manager added that it would be unusual for a property to have a cold water tank however the risk assessment would highlight them as a higher risk.

Councillor Luff asked whether the heat pump would raise the temperature once a week for a short period of time which was a standard procedure for a heat pump and asked whether the housing heat pumps would differ. The Compliance and Assurance Manager confirmed that there was no difference.

A friendly amendment was agreed to add a review date of 2 years to the resolution.

Councillor Fryer Proposed and Councillor Luff Seconded.

Councillor Luff recommended the policy.

After being put to a vote, the Motion was carried unanimously.

RESOLVED To:

- 1. Adopt the Legionella Policy and Legionella Management Plan;**
- 2. Agree to the amendments and updates; and**
- 3. Agree a review date of 2 years.**

HC.061 Preparations for changes to the regulation of social housing

The Customer Insight Officer gave a brief presentation on the preparations for changes to the regulation of social housing.

Councillor Wilsher asked whether it was common practice for the Housing Committee to oversee the submission prior to going to the regulator. The Customer Insight Officer confirmed that the tenant satisfaction measures were a new submission to the regulator and officers had been working on collating the data prior to submitting in June 2024. She added that the performance monitors would have more oversight of the tenant satisfaction measures and there would also be an assurance document to explain the data. The Strategic Director of Communities confirmed that there would be thorough detail provided to and oversight by Housing Committee.

Councillor Luff asked whether the changes applied to non-social landlords. The Customer Insight Officer confirmed that it was just for social housing.

Councillor Patrick asked whether more staff were required to comply with the regulations. The Strategic Director of Communities responded to confirm that the resources the Council already had needed to be well managed and they needed to ensure that there were appropriate strategies in place. The Strategic Director of Communities also referred to the staffing review report included in item 12b.

Councillor Miles expressed concerns on the Ofsted style inspections and asked if support would be in place for staff to prevent them from stress relating to the inspections. Councillor Miles asked if one area needed improvement whether it would affect the overall review in the inspections. The Customer Insight Officer confirmed the detail of inspections hadn't yet been released however there would be six weeks' notice of the inspections. The Customer Insight Officer added that the inspections wouldn't be with the officers and would be for the directors and councillors.

Councillor Wilsher asked whether members could be updated regularly on the self-assessment and asked whether the changes to the regulations of social housing would be added to the corporate risk register. The Customer Insight Officer confirmed that the self-assessment would be shared with members and a review had been undertaken by an external consultant to give the council assurance. The Customer Insight Officer added that the changes to the regulations of social housing hadn't yet been added to the corporate risk register however it was coming.

Councillor Ross agreed that the self-assessment should be regularly shared and that the changes to the regulations of social housing should be included in members induction.

Tenant Representative, Mr Ritcher, asked how the IT systems were progressing. The Strategic Director of Communities confirmed that the implementation was well underway.

Councillor Fryer Proposed and Councillor Wilsher Seconded.

Councillor Green and Wilsher thanked all staff involved in the preparation of the expected changes.

Councillor Ross thanked the Customer Insight Officer and added that the social regulator was there to ensure the council kept their tenants safe.

After being put to a vote, the Motion was carried unanimously.

RESOLVED To note the report on preparations for changes to the regulation of social housing.

HC.062 **Tenant Representatives**

There was no update.

HC.063 **Housing Service Review**

A report was circulated prior to the Committee meeting.

Councillor Luff asked whether apprenticeships were considered for the Housing Assistants. The Strategic Director of Communities confirmed he would respond to Councillor Luff outside of the Committee.

HC.064 **Work Programme**

There were no questions or comments on the Work Programme.

The meeting closed at 9.00 pm

Chair

STROUD DISTRICT COUNCIL

HOUSING COMMITTEE

TUESDAY, 19 MARCH 2024

Report Title	BUDGET MONITORING REPORT 2023/24 QUARTER 3			
Purpose of Report	To present the 2023/24 forecast outturn position against the General Fund and Housing Revenue Account (HRA) revenue budgets and Capital Programme that the Committee is responsible for, in order to give an expectation of possible variances against budget.			
Decision(s)	The Committee RESOLVES to note the outturn forecast for the General Fund and HRA revenue budgets and the Capital Programmes for this Committee.			
Consultation and Feedback	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated into the report to explain differences between budgets and actual income and expenditure.			
Report Author	Jon Coldridge, Principal Accountant Tel: 01453 754030 Email: jon.coldridge@stroud.gov.uk			
Options	None			
Background Papers	None			
Appendices	None			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	No	No	No

1. INTRODUCTION

- 1.1 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. Summary

- 2.1 The General Fund revenue position shows an expected overspend of £54k below budget, as shown in Table 1. The General Fund capital forecast shows an underspend of (£453k).
- 2.2 The HRA is currently expected to have a revenue underspend of (£942k) and a net capital programme underspend of (£3,285k).

3. General Fund Revenue Budget Position

- 3.1 Council approved the original General Fund revenue budget for 2023/24 in February 2023. The latest budget for Housing Committee, following carry forwards from 2022/23, is £1,354k.

- 3.2 The budget monitoring position for the service at Quarter 3 shows an overspend of £54k, as summarised in Table 1.

Table 1: General Fund Revenue Budgets

		2023/24 Original Budget (£'000)	2023/24 Revised Budget (£'000)	2023/24 Forecast Outturn (£'000)	2023/24 Reserve Transfers (£'000)	2023/24 Outturn Variance (£'000)
Housing Committee	Para Refs					
Housing Advice	3.3	514	520	420	136	36
Housing Strategy	3.4	174	367	183	167	(17)
Private Sector Housing	3.5	191	467	489	12	35
Housing General Fund Total		879	1,354	1,093	315	54

3.3 **Housing Advice and Homelessness – £36k pressure**

Spend on Temporary Accommodation and Bed and Breakfast is eligible for Housing Benefit. The generally higher costs of temporary accommodation mean that the full cost cannot be recovered. Across the service the shortfall within the Temporary Accommodation income has been compensated by greater grant income than budgeted within Homelessness and Homelessness Prevention.

There has been additional grant funding received from the Department for Levelling up, Housing and Communities (DLUHC) within housing advice in respect of homelessness and Ukraine homelessness prevention. It is proposed that approximately £136k (dependent on the outturn position) is transferred to earmarked reserves to fund an additional post within the Housing Advice. There is also a £24K variance in salaries and contracted staff covering existing vacancies.

3.4 **Housing Strategy – (£17k) saving**

Elements of works within Housing Strategy are grant funded by the Department for Levelling up, Housing and Communities (DLUHC) including using previously received grants. Where DLUHC grants are awarded at short notice they are utilised in the first instance and the budgeted funds are used elsewhere. Any unspent grant funds will look to be carried forward in order to fund housing-related services in the next financial year. This is regarded as good practice in allowing flexibility in the face of unanticipated increases in demand for services, or improvement to commissioned services, such as rough sleeper outreach or target hardening works to properties for households experiencing domestic abuse.

Additional grant funding received from the DLUHC within housing strategy in respect of New burdens domestic abuse and Asylum Dispersal as well as prior years brought forwards budgets, are forecast to be utilised with the forthcoming year. £167k has been transferred to earmarked reserves to fund future usage requirements, which will be dependent on the overall outturn position at year end. There is proposed grant funding being transferred from earmarked reserves of £43k 2024/25 and £32k in 2025/26 relating to a resettlement post.

3.5 Private Sector Housing - £35K overspend

The £35k overspend relates to emergency works in default where private contractors have installed scaffolding because of the partial collapse of a private residence. The council will be seeking to place a charge on the property to recoup the costs to date as well as any future costs arising.

4. General Fund Capital Programme

4.1 The Housing General Fund Capital Programme was approved by Council in February 2023. This has subsequently been revised to £3,190k after slippage from 2022/23.

4.2 Spend is currently forecast at £2,736k.

4.3 Sustainable Warmth - LADS 3 (£80k) underspend

This is funding provided by the department for energy, supply, and net zero (DESNEZ) following a successful bid to the Green Homes Local Authority Delivery Scheme (LADS) 3 scheme. SDC are the lead partner in this Countywide bid to provide insulation to park homes.

Green Homes (LADS) 3 energy efficiency and heating improvements to homes on the gas network has an underspend of (£80k), having carried forward (£785k) from 2022/23 due to an extension to the project. The project is due to complete by March 2024 with anticipated unspent funding of £0.4m returned to DESNEZ.

4.4 Sustainable Warmth - Home Upgrade Grant (£358k) underspend

Home Upgrade Grant energy efficiency and heating improvements to homes not on the gas network is showing an underspend of (£392k,) having carried forward (£2,216k) from 2022/23 due to an extension to the project. The project is due to complete by March 2024 with anticipated unspent funding of £0.2m returned to DESNEZ.

An additional £34k is anticipated being spent in respect of HUG 2 insulation & renewable heating to off gas properties.

4.5 The following table gives a breakdown of the programme.

Table 2 – Housing Committee Capital Programme

	Para Refs	2023/24 Original Budget (£'000)	2023/24 Revised Budget (£'000)	2023/24 Forecast Outturn (£'000)	2023/24 Outturn Variance (£'000)
Housing Capital Schemes					
Disabled Facilities Grant Scheme		330	720	720	0
Green Homes LADS 3	4.3	0	440	360	(80)
Health through Warmth Grants		0	100	100	0
Home Upgrade Grant - Sustainable Warmth	4.4	0	1,710	1,351	(358)
Private Sector Housing Loans		15	30	15	(15)
Temporary Accommodation		0	190	190	0
Housing General Fund Capital Schemes TOTAL		345	3,190	2,736	(453)

5. Housing Revenue Account Budget Position

- 5.1 The original net Housing Revenue Account (HRA) budget for 2023/24 is a transfer to reserves of £1,814k, as approved by Council in February 2023.
- 5.2 The Forecast Outturn position also includes an increase in respect of the pay award (which is determined nationally). This has been agreed with an additional £1,925, or 3.88% whichever is higher, applied to all grades and backdated to 01 April 2023.
- 5.3 The monitoring position for the service at Quarter 3 shows a projected net underspend of (£942k) (-3.3%) of gross spend against the current budget, following a proposed net transfer to earmarked reserves of (£372k), as shown in Table 3 (below).

Table 3 – HRA Revenue Summary

Housing Committee	Para Refs	2023/24 Original Budget (£'000)	2023/24 Revised Budget (£'000)	2023/24 Forecast Outturn (£'000)	2023/24 Reserve Transfers (£'000)	2023/24 Outturn Variance (£'000)
Dwelling rents and service charges		(25,777)	(25,777)	(25,654)	0	122
Other charges and income		(654)	(654)	(675)	0	(22)
Provision for bad debt		200	200	200	0	0
Total Income	5.4	(26,230)	(26,230)	(26,129)	0	101
Supervision and management	5.5	4,925	4,946	4,461	(51)	(536)
Repairs and maintenance	5.6	5,452	5,709	5,866	(24)	134
Independent Living service	5.7	1,244	1,253	987	0	(266)
Other expenditure	5.8	789	789	850	0	61
Independent Living Modernisation	5.9	440	377	323	0	(54)
Total Expenditure		12,850	13,073	12,487	(75)	(662)
Support Service Charges from the GF		2,650	2,650	2,608	0	(42)
Interest payable/receivable		3,179	3,179	2,779	0	(400)
Provision for repaying debt		1,026	1,026	1,026	0	0
Revenue funding of capital programme (Depn & RCCO)	5.6	9,553	8,497	8,604	0	107
Total Other Costs and Income		16,408	15,352	15,017	0	(335)
Total Net Expenditure		3,027	2,195	1,374	(75)	(896)
Transfers to/(from) HRA earmarked reserves		(1,213)	(326)	(372)	0	(46)
Transfers to/(from) HRA general reserves		(1,814)	(1,869)	(1,869)	0	0
Total Housing Revenue Account		0	0	(867)	(75)	(942)

Note: table may contain rounding differences

5.4 Income – £101k loss of income

The hard work of the Property Care team and its contractors assisted through additional targeted resources has meant we are continuing to reduce the historical backlog of empty council house properties undergoing works to make them ready to be let. The current

figure for such properties is 77. Material and labour supply chains still remain uncertain, and we will continue monitor how this may impact on workstreams.

There is a small variance against HRA income budgets of £101k (0.4% of income budget). This includes an expected reduction against budget for district heating charges, as the charges to tenants have been reduced (as approved by Housing Committee in June 2023). This reduction is offset by the reduced utilities charges reported in Independent Living.

An allowance for nonpayment of rents is included in the Provision for Bad Debt line. The amount is not yet known, and it is hoped that this can be reduced during the year through proactive support for tenants including sustainable payment arrangements to maintain tenancies.

Income levels will continue to be monitored.

5.5 **Supervision and Management – (£536k) underspend**

During 2021/22 and early 2022/23 a number of posts became vacant. Several of these roles were actively being recruited for through the due process, however, there have been difficulties recruiting to these roles for a combination of reasons, including a lack of skilled professionals in the industry.

A service review took place during 2023/24 to review the tenancy management team to ensure that we strengthen our resources, resilience, and our offer to our tenants. Subsequently a number of the vacant posts leading to the variances below have been advertised recently and this process is ongoing.

The bulk of the variance relate to role changes and vacancies within the Tenant Management team (£152K), Income management and systems team (£214k), Contract services (£93k), Senior housing management officers (£89k), Support officers (£63k) and the Development team (£59k). There is vacancy saving of £140k assumed within the budget (i.e. a level of vacancies are expected each year due to turnover), which reduces the overall variance.

5.6 **Repairs and Maintenance – £134k overspend**

There were a number of posts that became vacant in 2022/24 within Property Care. Where trade posts have remained vacant, additional costs are being recorded for sub-contractors to maintain work patterns. These sub-contractors' costs are a combination of current working sub-contractor requirements and also cover for vacant trade posts.

Across property care there is additional spend of £180k and council tax voids are also reporting a £201k variance.

Investment revenue has a £286k variance due to an overspend in the cyclical painting contract. This contract ended at the end of June 2023 with extra costs incurred as a result of additional properties being identified throughout the year, and the project taking a street-based approach. If the contract had not been due to end, this work would have been reprofiled into the following years programme.

There is slippage within Radon works of (£150k) due to procurement timescales being exceeded and the need to prioritise properties with high levels accompanied with lower levels of remediation than was forecast. The works are scheduled to be completed next year and therefore a request for budget slippage may be made.

Fire risk assessment remedials are also forecasting slippage of (£197K). This is the result of delays to the work programme as the procurement of the assessments took longer than expected and consequently a request for budget slippage may be made.

An underspend of (£107k) is forecast within the minor voids main contract where projected spend on those voids has been reallocated to major voids spend and this is shown in the Revenue funding of capital programme line Table 3, 5.6.

5.7 Independent Living Service – (£266k) underspend

(£169k) of the underspend is the projected reduction in the cost of gas and (£119K) projected reduction in electricity within the independent living properties as a consequence of the change in national utility costs.

5.8 Other Expenditure – £61k overspend

Within Skip and contaminated rubbish there is a £99k overspend forecast where UBICO have been called in to collect contaminated waste coupled with the rising costs of collection.

(£61k) underspend is also reported due to the reduced projected costs of electric supply within the communal areas of flat blocks, as a consequence of the change in national utility costs.

5.9 Independent Living Modernisation – (£54k) underspend

The underspend relates to Council Tax rebates in respect of buildings at Glebelands (£36k) and Cambridge House (£19k) both of which have now been demolished.

5.10 Transfers to/from Earmarked reserves

The earmarked reserve transfers included in the budget are shown in the table below.

The transfer from the Independent Living Modernisation is in line with the approved budget.

Further changes to this position are likely, including for the Transformation and Retrofit reserves. This will be reported in later budget monitoring reports.

Table 4 – HRA Earmarked Reserves – budgeted transfers

Earmarked Reserves	Opening Balance	Transfers in	Transfers out	Closing Balance
	(£'000)	(£'000)	(£'000)	(£'000)
Independent Living Modernisation	3,193	1,000	(987)	3,206
HRA Underspend 2022/23	330	0	(330)	0
HRA General Contingency	100	0	0	100
HRA Carry Forwards	332	0	(332)	0
Provision for repayment of debt	2,897	1,026	0	3,923
Transformation	416	0	(53)	363
Retrofit	168	0	0	168
	7,436	2,026	(1,702)	7,760

6. HRA Capital Programme

6.1 The HRA capital programme has been revised to £21,620k for 2023/24. This includes revised capital budgets due to reprofiling of capital programmes over financial years as included in the Budget Setting report.

6.2 The following table gives a breakdown of the current capital programme.

Table 5 – HRA Capital

Capital Summary	Para Refs	2023/24 Original Budget (£'000)	2023/24 Revised Budget (£'000)	2023/24 Forecast Outturn (£'000)	2022/23 Outturn Variance (£'000)
Central Heating	6.4	2,136	1,000	537	(463)
Disabled Adaptations		155	155	155	0
Kitchens and Bathrooms	6.5	487	1,150	851	(299)
Major Works	6.6	879	879	992	113
Compliance	6.7	196	196	146	(50)
Doors and Windows	6.8	1,169	1,064	857	(207)
Electrical Works	6.9	668	668	330	(338)
Environmental Works	6.10	1,830	1,898	525	(1,373)
Door Entry	6.11	44	111	218	107
External Works		3,651	3,651	3,651	0
Fire Risk Works	6.12	122	612	150	(462)
Decarbonisation Projects		0	2,399	2,399	0
Total Major Works	6.3	11,337	13,783	10,811	(2,972)
Depot		0	0	0	0
Total Other Capital Works		0	0	0	0
New Homes Contingency		50	50	43	(8)
Glebelands		3,580	166	166	(0)
Cambridge House		3,201	181	169	(12)
Orchard Road, Ebley		0	0	6	6
Queens Drive, Cashes Green		14	11	12	1
Gloucester St and Bradley St, WuE		1,875	52	57	5
May Lane, Dursley		0	33	33	0
Completed Schemes		0	0	7	7
Total New Build and Development	6.13	8,720	493	493	(0)
Independent Living Modernisation		652	624	624	0
Total Independent Living Modernisation	6.14	652	624	624	0
Acquisitions		4,000	6,720	5,910	(810)
Opportunity Land Acquisition Pot		3,000	0	497	497
Total Acquisitions	6.15	7,000	6,720	6,407	(313)
Total Capital Expenditure		27,709	21,620	18,335	(3,285)

6.3 Major Works – (£2,972k) underspend

Major works programmes were reprofiled as part of the budget setting for 2024/25.

6.4 Central Heating – (£463k) slippage

An exercise is currently in place to procure a new contractor to deliver the central heating work stream. The budget forecast variance of (£463k) has therefore been reported to reflect a revised anticipated start date in the 4th quarter 2023/24. The service will continue to carry out critical failure requirements and replacements in the interim on a service-based approach.

6.5 Kitchens and Bathrooms – (£299k) slippage

Due to a late start in the Kitchens and Bathrooms programme there is a (£299k) underspend. As a result, the full programme of works for bathrooms (£232K) will not be delivered in year and will look to be moved into next year whilst the smaller kitchens (£67k) target will be met.

6.6 Major Works – 113K overspend

An overspend of £113k is forecast within the major voids contract where projected spend on minor voids main contract has been reallocated to these voids.

6.7 Compliance – (£50k) underspend

Asbestos removal continues across all work streams as and when required. The current projection is forecasting the budget will be (£50k) underspent, however this could change depending on the planned work programmes.

6.8 Doors and Windows – (£207k) slippage

The £40k overspend in the doors programme is due to a number of referrals from repairs, coupled with recent increase in material costs.

Windows report an underspend of (£247k) relating to the Wave 2 decarbonisation project where the full budget being spent, is dependent on the outcome of the retrofit surveys.

6.9 Electrical Works – (£338k) slippage

Within electrical works the process has been slow in carrying out rewires and consumer unit replacements. This is due to a survey being required followed by installation of an isolation switch, which is delivered by a 3rd party. There is no control over this in terms of dates, and this has delayed the programme.

The contractor has also struggled with resource, and they have been asked to prioritise electrical installation condition reports (EICR's) due to the resource shortages within property care.

6.10 Environmental Works – (£1,373k) slippage

The (£1,373k) relates to the decarbonisation Wave 2 retrofit works. This work is pending the retrofit assessments and designs being completed before work can begin on the properties. Any budget not spent in this financial year will be carried forward to 2024/25 in line with the two year agreement with DESNEZ.

6.11 Door Entry - £107K overspend

The current programme is nearing completion however there have been additional works finalised that were due to be conducted within future programmes. Ageing condition and disrepair to the properties has meant that these works have had to be brought forward in order to secure the relevant blocks.

6.12 Fire Risk Works – (£462k) slippage

The fire risk assessment (FRA's) works are due to be transferred to a planned programme.

Following two procurements there has been a delay in completing the fire compartmentalisation works due to time constraints and surveys taking longer than expected. The quantity of FRA remedial works delivered within the financial year reduced and any outstanding at the year-end will be carried forward to 2024/25

6.13 New Build and Regeneration – on target

The new build programme runs across several financial years which can result in under/overspends if the programme changes against original estimates. Construction is the next key milestone to be achieved at Gloucester Street/Bradley Street, Cambridge House and Glebelands and is due to take place within the financial year. These sites will deliver a total of 44 affordable properties (39 affordable rent and 5 shared ownership). Upon completion of the projects the final project costs and outturn position will be reported in the relevant budget monitoring report when the assessment of closure costs is complete.

6.14 Independent Living Housing Modernisation – no variance reported

The Independent living modernisation programme is on target for 2023/24.

6.15 Acquisitions – (£313k) underspend

The property acquisitions budget relates to the Local Authority Housing Fund (LAHF) (£6.25m), a fund which is part funded from Government grant to purchase properties for household resettling from Ukraine and Afghanistan. All 20 properties are expected to complete by the end of the year, including the one property for which an additional LAHF bid was submitted, as endorsed by Housing Committee in February 2024.

There is an expected £810k underspend against budget on the purchase of LAHF properties. The final figure will depend on works undertaken on the properties to bring them in line with the lettable standard.

There is also a £470k budget for the purchase of three Section 106 properties (developer obligations on new housing schemes) in Wotton-under-Edge.

There is forecast spend of £497k in the Opportunity Land Acquisition Pot, subject to completion of the purchase. This will provide a future development site for new housing within the HRA.

7. IMPLICATIONS

7.1 Financial Implications

This report is of a financial nature, reporting on previous financial activities and expected forecasts. Potential financial pressures are detailed in the report.

Lucy Clothier, Accountancy Manager

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7.2 Legal Implications

There are no specific legal implications arising from the recommendation of this report.

Tel: 01684 272012 Email: legalservices@onelegal.org.uk

7.3 Equality Implications

There are not any specific changes to service delivery proposed within this decision.

7.4 Environmental Implications

There are no significant implications within this category.

STROUD DISTRICT COUNCIL

HOUSING COMMITTEE

19 MARCH 2024

Report Title	VISITOR ROOM POLICY UPDATE (INDEPENDENT LIVING)			
Purpose of Report	To inform Committee of the updates within the policy.			
Decision(s)	<p>The Committee RESOLVES to:</p> <p>a) Approve the updated Visitor Room Policy;</p> <p>b) Adopts the menu-based charging system for booking the rooms; and</p> <p>c) Delegates authority to the Strategic Head of Housing, in consultation with the Chair and Vice Chair of Housing Committee to make future updates and amendments to the policy.</p>			
Consultation and Feedback	Consultation has taken place with Tenant Voice Representatives, SDC Officers and Accountancy Manager			
Report Author	Lynne Mansell Service Delivery Manager (Independent Living) Tel: 01453 754173 Email: lynne.mansell@stroud.gov.uk			
Options	With no increase in rental of the rooms, the cost of upkeep will outweigh current costs.			
Appendices	Appendix A - Updated Visitor Room Policy (Independent Living) Appendix B - Equality Analysis Form			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	Yes	No

1. INTRODUCTION / BACKGROUND

- 1.1 For many years, all Independent Living schemes (formerly Sheltered Housing) had guest rooms as part of the communal facilities for friends and families of tenants living at the scheme. The rooms were free of charge until the Visitor Room Policy was adopted by Housing Committee on 8 June 2021.
- 1.2 The Visitor Room Policy has given clarity for use to both user and officer with regard to occupancy, minimum age, booking procedure, provisions available through to laundering and cleaning the rooms.

2. MAIN POINTS

- 2.1 The Visitor Room policy provides set expectations for both staff and visitors to adhere to. The policy has been reviewed and updated with the following changes:
- The available rooms have been increased from 11 schemes to 12 schemes with this facility, with the re-introduction of The Beeches following modernisation – as listed in the Policy.
 - Booking and payment must be made through the Customer Services team who will enter onto a shared calendar for staff use.

- Keys will be delivered by a member of staff on the day of booking before close of business. If bookings are at weekends the keys will be delivered earlier.
- Costs for bookings are based on facilities available rather than a blanket cost i.e. en-suite v remote w.c.
- Costs have risen from £20 per night and £10 thereafter to:
 - £25 for 1st night and £20 for each consecutive night for en-suite
 - £20 for 1st night and £15 for each consecutive night for non en-suite.

2.2 Although the usage of the Visitor room is relatively low, the policy states increased charges for use which will generate adequate income back into the service allowing for a fund for wear and tear, replacement of furniture, linen etc., ensuring the room is kept to a good, quality standard.

2.3 The existing rooms which have not been used as Visitor rooms have been offered for multi-use such as break-out rooms, quiet space, 1-2-1's and training.

3. CONCLUSION

3.1 It is essential the existing policy is updated to reflect the current climate. It also establishes the accepted use of all facilities providing a consistent, open and transparent approach of use for all visitors. There are clear conditions which mitigates confusion.

3.2 The Visit room has the potential to become a valuable resource. With the slight rise in costs per night, income will be regenerated back into the scheme.

4. IMPLICATIONS

4.1 Financial Implications

The use of visitor rooms has already seen an increase in income against budget for 2023/24 to £1.7k at Q3. With the requested uplift in costs, it is anticipated that the income will increase further going forward, allowing more funds to be reinvested in maintaining the quality of visitor rooms via wear and tear & replacements.

This increase in revenue and expenditure will be reflected in the next round of budget setting.

Jon Coldridge, Principal Accountant

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4.2 Legal Implications

In terms of a policy document the report does not give rise to any material legal concerns. It is assumed that the booking system will contain terms and conditions which reflect the Conditions of Use set out in paragraph 4. The report addresses the requirements of the Equalities Act 2010

Alan Carr Lawyer, One Legal

Tel: 01684 272095 Email: legalservices@onelegal.org.uk

4.3 Equality Implications

An EIA has been carried out by Officers in relation to the decision made in this report and due regard will be given to any implications identified in it.

4.4 Environmental Implications

There are no significant implications within this category.

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Visitor Room Policy

March 2024

Independent Living - Tenant
Services

Next document review by: *March 2026*

Reviewed by: *Lynne Mansell; Service Delivery Manager (Independent Living)*

Approved by: *tbc*

Housing Committee
19 March 2024

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Appendix A

1.0 **Introduction**

1.1 Independent Living schemes provide Visitors Room facilities in 13 schemes across the district (Appendix A), historically these have been used intermittently and often not for the purpose they were intended for.

1.2 It is essential, therefore, to have a policy in place to establish the accepted uses of this facility and enable the effective management of this facility.

2.0 **Aims and Objectives**

2.1 The main aims and objectives of the visitor room policy are as follows:

- To specify the persons permitted to book the visitors rooms and the circumstances under which they may be used.
- To clarify the order of priority for visitor room bookings.
- To outline the conditions to which visitors using this facility must adhere.
- To ensure fairness and equal opportunity to those seeking to use this facility.

3.0 **Permitted categories for use of visitor rooms.**

3.1 The following are permitted categories of use of the visitor room facility in an Independent Living scheme:

- Relatives and friends of a tenant in an Independent Living scheme which is geographically closest.
- Short term decant solution - emergency/crisis of a tenant in the wider community i.e., evacuation due to fire/flood.

3.2 Stroud District Council (SDC) may use the visitor room for a short term let during remodeling works, the visitor room would then be temporarily unavailable for any other purpose.

3.3 SDC reserves the right to refuse any booking where it has reasonable cause for concern about the booking, for example previous history of misuse or damage to the visitor room.

4.0 **Conditions of use of visitor room**

4.1 Only persons listed at Section 3 will be permitted to book an SDC visitor room (unless an alternative is agreed by Independent Living Manager in exceptional circumstances for example temporary accommodation is required by tenancy Management in case of flood/fire). Bookings will be cancelled or refused where this is not the case.

4.2 Occupancy of the visitor room must not exceed the number of bed spaces, with the exception a travel cot for babies/toddlers.

4.3 Persons under the age of 18 must be accompanied by an adult when staying in a visitor room (subject to 4.2).

- 4.4 Visitors will be required to familiarise themselves with the fire procedures in the scheme, which will be made available to them on arrival and prominently displayed in the room.
- 4.5 Smoking, vaping/e-cigarettes and use of any non-prescribed drugs will not be permitted in the visitor room.
- 4.6 Pets will not be permitted in the visitor room, except in the case of assistance dogs for disabled persons. However, if a guest is visiting a tenant of the scheme, their pet would be permitted to stay in that tenant's property, subject to SDC Pet Policy.
- 4.7 Visitors will be notified that they will be held responsible for any damage caused during their stay, and that they will be required to pay for any damage or breakages. Should such circumstances arise, and the visitor refuses to do so, appropriate action may be taken to recover costs arising from such damage or negligence. SDC would also reserve the right to refuse any future bookings from the visitor.
- 4.8 Visitor rooms should not be over occupied except for babies'/toddlers' travel cots.
- 4.9 There is no designated Car Parking for visitors using visitor rooms.

5.0 **Booking Arrangements**

- 5.1 A minimum of 24 hours' notice is normally required for booking a visitor room, to ensure the room can be made ready for use.
- 5.2 Advance bookings can be made up to one month in advance.
- 5.3 The maximum length of stay would normally be seven nights. Any requests for longer bookings would be considered locally, at the discretion of the Independent Living Manager/Team Leader, considering of any other demand.
- 5.4 Booking and payment of facilities will be made via SDC Customer Services Team on 01453 766321.
- 5.5 Keys will be delivered by staff during office hours on the day of the booking on weekdays only, at which point visitor room regulations will be explained to the visitor. If the booking is for a Saturday or Sunday, keys will be given on the last working day.
- 5.6 Visitor rooms must be vacated by 11.00am at the end of the agreed stay. SDC reserves the right to charge for an extra night should the visitor fail to vacate the room by this time.

6.0 **Charging Facilities**

- 6.1 Charges for the Visitor room are calculated daily and are as follows:

Site	Bed space	En-suite	Other	Cost Night 1	Subsequent nights
Archway Gardens	2 singles	Yes	w.c. shower	£25.00	£20.00
Ashwell House	2 singles	No	w.c. only	£25.00	£20.00
Burdett House	1 double	Yes	w.c. shower	£25.00	£20.00
Concord	2 singles	Yes	w.c. shower	£25.00	£20.00
Dryleaze House	1 single	No	w.c. only	£25.00	£20.00
	1 double	No	w.c. only	£25.00	£20.00
	1 single	No	w.c. only	£25.00	£20.00
Grange View	1 Single	Yes	w.c. shower	£25.00	£20.00
	1double	Yes	w.c. shower	£25.00	£20.00
Hamfallow Court	2 singles	No	w.c. only	£20.00	£15.00
Hazelwood	1 single	No	w.c. only	£25.00	£20.00
	1 single	No	w.c. only	£25.00	£20.00
St Nicholas	1 double	No	w.c. shower	£25.00	£20.00
The Beeches	2 singles	Yes	w.c. shower	£25.00	£20.00
The Corriett	2 singles	Yes	w.c. shower	£25.00	£20.00
Walter Preston	1 single	Yes	w.c. shower	£25.00	£20.00
	1 double	Yes	w.c. shower	£25.00	£20.00

7.0 Visitor Facilities

- 7.1 Visitor rooms will be fully cleaned for every new booking. Rooms will not be cleaned during the visitor’s stay.
- 7.2 Visitor rooms will be equipped with fresh bed linen and towels at the start of any stay.
- 7.3 Some visitor rooms have en-suite facilities; visitors will be advised at the time of booking if this is not the case.
- 7.4 All visitor room will have a kettle/hot water facility, however there will be no fresh provisions available such as tea/coffee/milk.
- 7.5 Visitor rooms do not have cooking facilities and visitors are responsible for making their own catering arrangements.

7.6 Other communal facilities can be available to visitors; it must be noted that they will not have sole use of these facilities and priority will be given to tenants for example the communal kitchen and lounge area.

8.0 **Charging for use of visitor room**

8.1 All bookings will be charged on a per night, single or double occupancy basis. This charging structure recognises the fact that there is no real difference in the cost of managing the visitor room for one or two people.

8.2 A lesser charge will apply where visitors do not have sole use of bathroom facilities.

8.3 Charges will be reviewed on an annual basis.

9.0 **Application of the policy**

9.1 The delivery of the policy objectives will be achieved via an accompanying procedure which sets out the process to be followed by staff when taking visitor room bookings.

9.2 An information note on visitor rooms will also be produced, clarifying the conditions of use.

10.0 **Equal Opportunities**

10.1 SDC aims to promote equality and diversity and operate equal opportunities policies which inform all aspects of its business. It will ensure that it adheres to the Equality Act 2010 by continuing to being committed to equal and fair treatment for all and opposed to any form of unlawful discrimination.

As such, in considering bookings for visitor rooms, no one will be treated differently or less favourably than others because of any of the protected characteristics as defined in the Equality Act 2010:

SDC will make reasonable adjustments for those with disabilities where necessary and possible to do so.

10.2 Upon request, SDC will make information on visitor rooms available in alternative formats, such as large print, Braille, pictorial representations, and community languages if required.

11.0 **Policy Review**

11.1 This policy will be reviewed on an annual basis and more frequently should circumstances require. The review will assess the effectiveness' of the policy and accompanying procedure (Appendix B) and identify any changes which may be required.

Appendix A

- 11.2 As part of this policy review, consultation will take place with both staff and tenants to ensure account is taken of operational issues and opinions of service users.

Appendices**Appendix A****Visitors Room facilities in 13 schemes across the district**

Site	Bed space	En-suite	Other
Archway Gardens	2 singles	Yes	w.c. shower
Ashwell House	2 singles	No	w.c. only
Burdett House	1 double	Yes	w.c. shower
Concord	2 singles	Yes	w.c. shower
Dryleaze House	1 single	No	w.c. only
	1 double	No	w.c. only
	1 single	No	w.c. only
Grange View	1 Single	Yes	w.c. shower
	1double	Yes	w.c. shower
Hamfallow Court	2 singles	No	w.c. only
Hazelwood	1 single	No	w.c. only
	1 single	No	w.c. only
St Nicholas	1 double	No	w.c. shower
The Beeches	2 singles	Yes	w.c. shower
The Corriett	2 singles	Yes	w.c. shower
Walter Preston	1 single	Yes	w.c. shower
	1 double	Yes	w.c. shower

Appendix B

Procedure for Visitor Room Bookings.

The Booking System will operate through Customer Services via a shared calendar. To book the Guest Rooms tenants will need to:

- Call Customer Service with Name, Site name, and their visitor's name/relationship
- Payment will be made over the telephone.
- Booking entered onto the shared calendar.

The contact details will be displayed on the Independent Living Scheme Information Point located by the main entrance on every scheme.

Enabling Officer will ensure all Visitor Rooms have fresh linen and are ready to be made up. Used linen will be removed and laundered.

Site Officer will make up beds, ensure cleanliness of room and hand keys to tenant on the date of arrival of guest. If the booking is for a weekend, the keys will be given out on the closest working day. If tenant is not available, keys will be put through the tenant's door.

Once the room has been vacated, the keys must be left in the post box outside the visitor room. Site Officer will launder bed linen in preparation for next booking. A thorough clean will also take place.

EQUALITY ANALYSIS FORM

By completing this form you will provide evidence of how your service is helping to meet Stroud District Council’s General Equality duty:

The Equality Act 2010 states that:

*A public authority must, in the exercise of its functions, have **due regard** to the need to –*

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The protected characteristics are listed in Question 9

Stroud District Equality data can be found at: <https://inform.gloucestershire.gov.uk/equality-and-diversity/>

1. Persons responsible for this assessment:

Name(s): Lynne Mansell	Telephone: 01453 754173
Service Delivery Manager (Independent Living)	E-Mail: lynne.mansell@stroud.gov.uk
Service: Tenant Services	Date of Assessment: 06/02/2024

2. Name of the policy, service, strategy, procedure or function:

Visitor Room Policy

Is this new or an existing one? **Existing**

3. Briefly describe its aims and objectives

- The main aims and objectives of the visitor room policy is to specify the persons permitted to book and use the visitor’s rooms and the circumstances under which they may be used. The policy clarifies the order of priority for booking and outline conditions to which the visitors must adhere to during their stay.
- The policy will ensure fairness and equal opportunity to those seeking to use the facility.

4. Are there external considerations? (Legislation / government directive, etc)

Regulatory Reform (fire safety) Order 2005

5. Who is intended to benefit from it and in what way?

Tenants' families and friends will benefit from using the room, enabling them spend time with tenants without incurring excessive travel and expense of hotels. B & B's etc.,

6. What outcomes are expected?

Improved tenant satisfaction of service delivery from Independent Living service, tackling social isolation/loneliness of tenant by providing a fairly priced, good clean accommodation for friends and family

7. What evidence has been used for this assessment? (e.g. Research, previous consultations, Inform (MAIDEN); Google assessments carried out by other Authorities)

8. Has any consultation been carried out?

Yes

Tenant Voice Representatives
SDC Officers
Accountancy Manager

If NO please outline any planned activities

9. Could a particular group be affected differently in either a negative or positive way?

(Negative – it could disadvantage and therefore potentially not meet the General Equality duty;

Positive – it could benefit and help meet the General Equality duty;

Neutral – neither positive nor negative impact / Not sure)

Protected Group	Type of impact, reason and any evidence (from Q7 & 8)
Age	Yes – Positive – enables family and friends to visit elderly relatives with reduced capacity
Disability	Yes – Positive – enables family and friends to visit lesser mobile tenants
Gender Re-assignment	No defined affect

Pregnancy & Maternity	No defined effect
Race	No defined affect
Religion – Belief	No defined affect
Sex	No defined affect
Sexual Orientation	No defined affect
Marriage & Civil Partnerships (part (a) of duty only)	No defined affect
Rural considerations: le Access to services; transport; education; employment; broadband;	Most Independent Living schemes are in rural locations – enabling friends and family to hire visitor room reduces excessive travel to and from the schemes. Where visitors must travel to the nearest scheme – this is less than 3 miles.

10. If you have identified a negative impact in question 9, what actions have you undertaken or do you plan to undertake to lessen or negate this impact?


Please transfer any actions to your Service Action plan on Excelsis.

Action(s):	Lead officer	Resource	Timescale

Declaration

I/We are satisfied that an Impact Assessment has been carried out on this policy, service, strategy, procedure or function * (delete those which do not apply) and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed by: Lynne Mansell	Date: 06/02/2024
Role: Service Delivery Manager (Independent Living)	
Countersigned by Head of Service: 	Date: 14/02/2024
Andy Kefford; Strategic head of Housing	

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STROUD DISTRICT COUNCIL

HOUSING COMMITTEE

TUESDAY, 19 MARCH 2024

Report Title	GLOUCESTERSHIRE AND SOUTH GLOUCESTERSHIRE WARM AND WELL SCHEME
Purpose of Report	To update Members on the Gloucestershire and South Gloucestershire Warm and Well Scheme and to recommend renewal of the partnership and the tender for a new delivery partner from the 1 st of April 2025 for a period of up to 5 years.
Decision(s)	<p>The Committee RESOLVES to:</p> <ul style="list-style-type: none"> a. Continue to provide advice and support to those in fuel poverty in the district by renewing the Council’s membership of the Warm & Well Partnership up to 31st March 2030; and b. To provide Core funding to support the partnership of £25,000 per annum from the Better Care Fund Disabled Facilities Grant wider social care budget; and c. To approve the tendering of the Warm & Well delivery contract so as to appoint a delivery partner for a maximum period of 5 years from 1st April 2025; and d. Approve as the lead authority the submission and acceptance of a bid to the DESNZ HUG3 (Home Upgrade Grant) fund (or any other funds made available by DESNZ during the period of this partnership) for energy efficiency improvements to the homes of those in fuel poverty across Gloucestershire & South Gloucestershire under the Warm & Well Scheme; and e. To authorise the Chief Executive to undertake all action as necessary to ensure the appropriate delivery of such funds, including in consultation with the Director of One Legal, the entering into any legal arrangements or other documentation. f. If bids are successful, recommend to council the addition of such funds to Stroud District Council’s capital programme.
Consultation and Feedback	Consultation has taken place with all Gloucestershire District Councils, South Gloucestershire Council and Gloucestershire Integrated Care Board

Report Author	Maria Hickman, Housing Renewal Manager Tel: 01453 766321 Email: maria.hickman@stroud.gov.uk			
Options	Not to renew membership of the Warm & Well Partnership which would mean; either, <ul style="list-style-type: none"> • No longer providing support and advice to those in fuel poverty, at a time when household income is diminishing, fuel prices are rising and we are facing a climate challenge, or • Establishing an alternative system of support for those in fuel poverty, this is likely to be resource intensive and it is unlikely that a single district is going to be able to achieve as much as the partnership has been able to achieve especially when bidding for external funding 			
Background Papers	None.			
Appendices	None.			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	No	Yes

1. Introduction / Background

- 1.1** Gloucestershire and South Gloucestershire have benefitted in having a successful locally managed and controlled, non-profit delivery partnership for energy advice and support for home energy improvements known as Warm and Well since 2001.
- 1.2** SDC are the lead partner in the partnership between the six Gloucestershire district councils and South Gloucestershire Council which has been delivered since 2001 by local sustainable energy agency, Severn Wye, a registered charity. Whilst not formal partners the scheme works closely with Gloucestershire Integrated Care Board and Gloucestershire County Council.
- 1.3** The Warm and Well Scheme promotes the health benefits of energy efficiency in the home and delivers a programme of energy efficiency improvements which offers the benefits of personalised support from a dedicated local team, with the flexibility to offer tailored support for vulnerable households.
- 1.4** The Warm & Well Scheme annual reports can be viewed here www.stroud.gov.uk/environment/energy-efficiency/affordable-warmth-strategy
- 1.5** Stroud District Council contributes £20,000 per annum towards the core costs of the scheme which enables advice and support to be offered to households. It is proposed to increase this to £25,000 per year from 1.4.24. This funding currently comes from the Disabled Facilities Grant allocation received from the Better Care Fund.
- 1.6** During the last four years the Warm & Well partnership has offered advice and support to 16,200 households (2,286 in Stroud District) and enabled the installation of 3,919 energy efficiency measures (437 in Stroud District).
- 1.7** The partnership has brought in a total £9.6million in funding for those measures from Energy Company Obligations (ECO), Public Health and Better Care Fund, Warm Homes Fund and Central Government Green Homes fund (LADS and HUG).

2. Main Points

- 2.1 For every £1 invested by the local authorities in the core Warm & Well Scheme in the last 4 years Stroud residents benefited from support and funding worth an average of £6.58 per year.
- 2.2 The current partnership agreement between the councils will end on 31st March 2025.
- 2.3 If the councils are to continue to work together to support those in fuel poverty through the successful Warm & Well Scheme, then a new formal partnership agreement will need to be entered into. It is the existence of a successful partnership that has enabled the access to external funding which in the last 4 years has meant that £9.5 million was spent on installing measures, £1.1million of which was in the stroud district.
- 2.4 Central Government have already announced that a new round of Home Upgrade Grant funding (HUG3) will open up later this financial year for projects to start in April 2025.
- 2.5 The current delivery contract undertaken by Severn Wye Energy Agency will also end on the 31st of March 2025. In order to be able to effectively deliver the programme in future years a procurement exercise must be undertaken to ensure value for money from the delivery partner.
- 2.6 The current partnership contribution has not been increased since 2017 when the contract was first offered to the market. With rising costs and demands an increase to up to £25,000 per annum is now warranted.

3. Conclusion

- 3.1 That at a time of rising fuel prices and increasing pressure on household income, in order to continue to effectively support those in the district living in fuel poverty, the appropriate action for the Council to take is to renew its membership and lead role of the Warm & Well Partnership for up to a further five years.
- 3.2 That a contribution of £25,000 per annum to support the core activities of the scheme be provided from the Better Care Fund Disabled Facilities Grant wider social care budget
- 3.3 That as the lead partner, the Council leads the procurement of a delivery partner for a period of 5 years commencing on 1st April 2025 and enters into a delivery contract with the successful tenderer.

4. Implications

4.1 Financial Implications

This report sets out the request to continue the partnership between the six Gloucestershire district councils and South Gloucestershire Council, promoting the health benefits of energy efficiency within homes through the warm and well scheme.

The anticipated SDC contribution increase to £25,00 per annum supporting the core activities of the scheme, is requested to be provided from the Better Care Fund Disabled Facilities Grant wider social care budget.

Jon Coldridge, Principal Accountant

Tel: 01453 754030 Email: jon.coldridge@stroud.gov.uk

4.2 Legal Implications

The Council will need to comply with its Contract and Procurement Procedure Rules and procurement legislation when undertaking the procurement of the new provider. One Legal can assist with the preparation and completion of contract with the provider, renewing the partnership agreement with the other councils and advising on the funding agreement should bids for external funding be successful.

One Legal

Email: legalservices@onelegal.org.uk

4.3 Equality Implications

There are not any specific changes to service delivery proposed within this decision. However, it should be noted that the provision of advice and assistance to those in fuel poverty has benefits which will work towards a more equitable standard of living.

4.4 Environmental Implications

The Warm & Well Scheme has actively encouraged the installation of renewable technologies through the provision of bespoke energy advice and surveys and the development of the installer network. The use of such technologies is particularly important not only in the reduction of carbon but in rural areas they are often the most cost-effective means of achieving affordable warmth.

In the last four years of the current Warm & Well delivery cycle an average of 837 tonnes of Co₂ has been saved per annum, 61.5 of which in the Stroud District.

STROUD DISTRICT COUNCIL

HOUSING COMMITTEE

TUESDAY, 19 MARCH 2024

Report Title	Swedish Timber Houses - Redevelopment Sites
Purpose of Report	To consider the proposal to redevelop 3 sites which include Swedish Timber Houses and to add these to the New Homes and Regeneration Programme and to request that Council is asked to allocate the additional budget required.
Decision(s)	<p>The Committee RESOLVES to add the sites at The Avenue, Stinchcombe; The Knoll, Uley; and Mount Pleasant, Wotton-under-Edge to the New Homes and Regeneration programme and progress redevelopment for the provision of new council homes, subject to planning permission</p> <p>and</p> <p>The Committee RECOMMENDS TO COUNCIL to approve the request for additional budget of £14.7m to be funded from capital receipts, Homes England funding and borrowing as set out within the report to enable the council to continue with the next phase of the New Homes and Regeneration Programme.</p>
Consultation and Feedback	<p>Further information has been provided in terms of the recommendation in this report and feasibility layouts shared with all the impacted tenants and private owners, Ward Councillors and the Town and Parish Councils and meetings have been held with those who have requested this.</p> <p>An information sharing meeting has been held with the Head of Uley C of E Primary School which is adjacent to the site at The Knoll. The feedback from this is shown in paragraph 2.14.</p> <p>Feedback from initial stakeholder meetings was set out in Appendix B to the report to Committee in February. Further feedback is set out in the body of this report.</p> <p>Consultation has taken place with the Senior Leadership Team and Alliance Leadership Team.</p>
Report Author	Alison Fisk, Head of Property Services Tel: 01453 754430 Email: alison.fisk@stroud.gov.uk
Options	<ol style="list-style-type: none"> 1) Three layout options have been considered at the Knoll, and one of the alternative layouts could be brought back to Committee for approval; numbers of affordable homes and the financial implications will be different for each one. 2) The Committee could decide not to approve one or more of the sites. A subsequent decision would need to be made to refurbish or to sell the Swedish Timber houses on any of the sites that were not approved for redevelopment.

Background Papers	Moving Tenants; Decanting Policy			
Appendices	Appendix A: Draft Layout, The Avenue, Stinchcombe Appendix B: Draft Layout, The Knoll, Uley Appendix C: Draft Layout, Mount Pleasant, Wotton-Under-Edge Appendix D : Financial, Social and Corporate Viability Matrices Appendix E (i): Summary of Additional feedback Appendix E (ii): C20 Society letter of objection Appendix F: Estimated Key Project Milestones Appendix G: Equalities Impact Analysis			
Implications (further details at end of report)	Financial	Legal	Equality	Environmental
	Yes	Yes	Yes	Yes

1. Introduction / Background

- 1.1. At this Committee’s meeting in February 2024, members approved the preferred option to redevelop the sites at The Avenue, Stinchcombe; The Knoll, Uley; and Mount Pleasant, Wotton-under-Edge, subject to a further report to Committee setting out details on the proposed schemes, the financial implications and feedback from further stakeholder consultation.
- 1.2. This work has been undertaken with additional pre-apps sought from Development Management on the proposed layouts, informal advice from Gloucestershire County Council Highways and a tree survey at The Knoll, Uley to confirm the health of trees on site and root protection areas which need to be taken into consideration. This additional work has been undertaken now because of the concerns regarding highway safety that has been fed back from Ward Councillors, Parish Councils, and residents.
- 1.3. All three sites are located within their settlement boundaries, where the principle of development can be supported subject to satisfactorily addressing all other material planning considerations. The loss of the Swedish Timber houses (and harm in heritage terms) would need to be balanced against any public benefit (e.g. the delivery of affordable homes) in accordance with policy ES10 of the Local Plan and the National Planning Policy Framework (NPPF).
- 1.4. The inputs and assumptions used to model the financial appraisals in terms of costs and values have also been reviewed, revised and challenged by officers including further discussion with the Accountancy Manager and S151 Officer.
- 1.5. Further meetings have been held across the three sites, if requested, by private owners and tenants or where properties needed to be re-inspected.
- 1.6. Confirmation of the recommendation in this report and draft layouts have been sent to all the key stakeholders; namely Ward Councillors, Parish and Town Councils, tenants and private owners who are directly impacted and Uley CofE Primary School. Meetings have been held with Stinchcombe, Uley Parish Councils and Wotton-Under-Edge Town Council and the Head Teacher and a Governor of Uley Primary School.
- 1.7. All residents who are affected by the recommendations in this report will be offered meetings after this committee meeting, regardless of the outcome.

2. The Proposed Redevelopments

- 2.1 Initial layouts and drawings have been prepared in order to assess the redevelopment potential and seek pre-app advice from Development Management and informal advice from Gloucestershire County Council Highways.

2.2 **The Avenue, Stinchcombe**

- 2.3 The site comprises 2 pairs of semi-detached Swedish Timber houses, comprising 3 no. 2 bedroom properties and 1 no. 4-bedroom property, set in large gardens on the edge of the village. The site is within the settlement development boundary, in the Area of Outstanding Natural Beauty and adjacent to the Stinchcombe Conservation Area. There is no vehicular access or private parking to the existing properties.
- 2.4 There is one privately owned house on the site, one tenanted property and 2 long-term major voids that require extensive work. The residents do not wish to move. The Parish Council has also objected to the redevelopment (as appended to the February report), unless it is with a similar scheme i.e. replacement in terms of design, materials and number of homes.
- 2.5 A scheme which only redeveloped one pair of the houses was also tested to avoid having to acquire the private property and move a tenant household. This did not receive support from Development Management officers. Subject to securing planning permission, the site has the potential for redevelopment at a higher density. The layout in Appendix A shows a scheme of 18 new council homes, however, following pre-app advice, the council has reduced the density assessed the site assuming a maximum of 16 new affordable homes can be delivered.

2.6 **The Knoll, Uley**

- 2.7 This site comprises 2 pairs of 3 no. bedroom semi-detached Swedish Timber houses on the lower half of the site (numbers 5 to 8) and 2 pairs of semi-detached traditionally built houses, comprising 3 no. 3 bedroom and 1 no. 4 bedroom on the upper part of the site (numbers 1 to 4), including 8 existing houses in total. The traditional houses are set in large gardens, with their back gardens adjacent to the school. Only one of the traditional houses has vehicular access and one of the Swedish Timber houses has vehicular access/parking to the side. There is also a resident's only parking area with 10 (useable) spaces adjacent to the site, this is quite narrow and some of the spaces are difficult to access.
- 2.8 The site is within the settlement development boundary, surrounded by Uley Conservation Area to the North, South and East.
- 2.9 An application by the Twentieth Century Society in 2018 to Historic England for a Listing assessment for all four Swedish Timber houses was unsuccessful. This was in response to the council's planning application for External Wall Insulation, which the Society had objected to.
- 2.10 The council took the opportunity to buy back 7 The Knoll in 2021 as it had not progressed with the proposal to install External Wall Insulation and the opportunity to redevelop the site was apparent. However, it wasn't considered appropriate to progress any proposals during the pandemic. Only one of the non-traditional Swedish Timber houses is now tenanted and these tenants have been clear that they do not wish to move. Of the traditional houses, two are tenanted and two privately owned. The residents here have a mixed view on redevelopment, some not wishing to move/sell their property, whilst others are prepared to consider this.
- 2.11 Three options have been considered for this site; this was to assess the impact of only redeveloping the 4 Swedish Timber properties and leaving the 4 traditional houses as they are, against delivering a larger redevelopment of all 8, and a compromise between the two which leaves out one of the pairs of semi-detached properties, which could reduce the impact on residents. It was clear that all 3 options would impact on the traditional homes, requiring land from the front gardens to allow for a new vehicular access and parking on the site.
- 2.12 A draft layout of the larger site is shown at Appendix B. This site could deliver a maximum of 18 units (houses and flats).

- 2.13 The Knoll also lies next to a primary school which is tightly constrained with a narrow footpath into the school grounds and no parking. An initial meeting has been held with the Head and a school Governor to share the proposals and see if there are any opportunities to improve access to the school in any of the redevelopment options.
- 2.14 The school has highlighted several concerns, in particular with regard to building so close to the school, overlooking and safeguarding of children, disturbance to pupils during construction; a possible detrimental impact on pupil numbers and highway safety concerns which also been expressed by other stakeholders.
- 2.15 Redevelopment of the larger site is recommended as the financial appraisals between the 3 options are not significantly different and this option would deliver the most affordable new homes. This will also allow more flexibility in considering the impact on the school and opportunities to adjust to the layout which could be beneficial to it.
- 2.16 **Mount Pleasant, Wotton-under-Edge**
- 2.17 This site comprises two pairs of 2-bedroom semi-detached Swedish Timber houses. Of these properties, 2 are major long-term voids, one is tenanted and one privately owned. The tenants and private owners have mixed views, on the redevelopment of this site.
- 2.18 The site is within the settlement development boundary, it is relatively small but has the potential to deliver 8 affordable homes and a feasibility layout is shown at Appendix C. The Town Council is supportive of redevelopment of these houses in principle, subject to planning.

3. Site Appraisals

- 3.1 The Financial, Social and Corporate Viability Matrix which was approved by Committee in December 2022 for assessing sites is attached at Appendix D. This sets out a summary of the key outputs and metrics of each site.
- 3.2 Together, the three schemes are expected to be able to deliver an increase from 16 homes (12 non-traditional and 4 traditional build) to a potential 42 new homes, with off road parking, all at an EPC A. This is an increase from the 11 council owned houses (excludes 7 The Knoll which has been brought back and included at cost in the financial appraisal) to 42. This will result in lower running costs for tenants and lower maintenance costs to the HRA. In addition, the new homes would be designed and built to Part M4(2) Building Regulations meaning they would be adaptable and accessible for tenants. The homes would have an expected life span of 100+ years.

4. Funding

- 4.1 Members will be aware of the impact on the New Homes & Regeneration Programme of rising building costs and in December 2022 agreed to fund an additional £5.42m for the current programme. A contractor is currently being re-procured for Tranche 2 of the programme and bids will be submitted by Mid-April this year. An update on the programme is included on the agenda for this meeting.
- 4.2 The viability of other sites and projects in the pipeline that are currently being progressed are also impacted by these rising costs and changes to the property market. The impact is compounded by the lack of certainty regarding funding from Homes England which is unable to provide subsidy estimates until a bid for funding has been made. Homes England advise submitting bids following a tender return due to the volatility of the market.
- 4.3 Whilst the financial appraisals for these sites are showing the need for high levels of subsidy and a longer borrowing period, the need to continue to provide affordable homes has also increased, making the council's New Homes Programme arguably more important than ever.

- 4.4 However, it is important to highlight that if Committee approves the redevelopment of these sites, it is unlikely that it will be able to fund or provide sufficient project management resources to significantly progress other sites in the medium term, even if construction costs decrease and/or funding sources are significantly better than currently forecast.
- 4.5 The New Homes team will be at capacity dealing with the Tranche 2 sites which are expected to start on site later this year and, if approved, progressing these Swedish Timber sites. Approving the redevelopment of these sites means that they are being given priority over other sites being worked up. Officers will continue to progress those other sites as far as possible within current budgets and officer resource and will continue to report on the pipeline sites to future Committee meetings.
- 4.6 Homes England is currently in discussion with central Government about a future Affordable Homes Programme beyond 2021-26. It is proposed that funding of these schemes would comprise a mixture of Homes England (or other) subsidy, the use of Right to Buy and other HRA capital receipts as well as additional borrowing.

5. Consultation Update

- 5.1 The feedback from key stakeholders has not changed significantly since the Committee meeting in February, as set out in the appendices to that report, this has been referred to again in section 2 above. New information has also been included with the feedback from Uley CofE Primary School.
- 5.2 The Chair of Committee has received some correspondence objecting to the proposal at the Knoll and a letter of objection from the Twentieth Century Society. The correspondence is summarised at Appendices E(i) and E(ii) and discussed in this section.
- 5.3 The Twentieth Century Society is not a statutory consultee in the planning process. Historic England have said that the buildings are not of evident significance and hence haven't been taken forward to a full assessment for Listing. Nevertheless, the heritage value of these houses is acknowledged and it is appreciated that some have considerable value to their local communities, this has been raised at Uley and Stinchcombe.
- 5.4 This will be a material consideration in the planning process and the reasons for proposing their redevelopment has been set out in this report and the February report to Committee.
- 5.5 It is worth noting that the houses were not gifted to the Country as is being stated as an argument for retaining them. They were bought as part of an emergency programme of temporary housing by the Government for agricultural workers after the war and they have outlived their original life span (60 years) and purpose. It is also worth noting that this could only have been achieved through regular maintenance and investment by the Council and its predecessors. The Council should not be fettered by their original purpose when considering if they are still suitable for current and future tenants.
- 5.6 Also among the objections for The Knoll in particular are highway safety issues, which will be addressed during the planning process as explained in the response to public questions during February's Committee. Comments on the site's unsuitability largely linked to the highway concerns and the rural setting (these are similar to Stinchcombe where concerns have also been raised regarding contributions to infrastructure and the scheme density) will also be addressed through the pre planning and planning stages, as will ecology and biodiversity on the site including the requirement for biodiversity net gain. The layout plan allows for a tree protection zone around the large trees on the site and they have recently been surveyed to confirm this is sufficient. There is no intention to remove these.
- 5.7 The comments regarding lack of maintenance is to some extent a result of the site being identified as a potential redevelopment site. Where this is confirmed as a definite option, planned works are paused and only urgent repairs carried out. The comparison of refurbishment against redevelopment has been assessed as part of the options appraisal

and was set out in February's Committee report. They are also discussed again in the financial implications to this report.

- 5.8 Energy efficiency comments. The Council has achieved EPC 'A' ratings on its most recently completed sites within the New Homes Programme and the revised specification provides for future homes to achieve this. The refurbishment of the non-traditional homes on these sites is not expected to deliver more than an EPC 'C'.
- 5.9 Moving residents: Finally, it is laudable that there is concern expressed for the tenants and private owners who will need to be moved as part of any redevelopment. This concern has been made for all 3 locations. These residents will be offered accommodation according to the Council's decanting policy which provides for tenants and qualifying homeowners to choose whether they move temporarily or permanently once registered on GlosHomeseekers.
- 5.10 Direct matching may be offered to facilitate timely moves and the process allows for tenants to remain in the local area and have a high priority for properties in other areas. There is provision for exceptions to the policy regarding bedroom needs assessments which is made by the Council's Housing Advice Manager. The policy gives every resident the option to choose the geographical area in which they wish to move within the District. However, there is of course no guarantee as to which properties will become available within the timescale for redevelopment. Hence considerable support is offered through the process by the Council, and residents are encouraged to register on GlosHomeseekers as soon as possible.
- 5.11 Residents will be made 3 reasonable offers of suitable accommodation with the option of a 4th at the discretion of the Head of Housing Services. The terms 'reasonable' and 'suitable' take into account the resident's preference and residents have the right to refuse offers.
- 5.12 All tenants being moved from a development site will also have the right to return to the new site if a suitable property is available (at social rent) and officers consider these needs with regard to the housing mix proposed. Private owners are also given the option of a property on the new development.
- 5.13 Disturbance payments are paid for both temporary and permanent moves and potentially a home loss statutory payment to compensate tenants who have to permanently move out of their home. This includes tenants who move back onto the new site.
- 5.14 The council will seek to acquire any private houses by negotiation at a reasonable cost. Should there be a need to consider the use of Compulsory Purchase Orders, a further report would be brought to Committee and Full Council to be considered and seek approval to this.
- 5.15 Officers and members are due to attend an extraordinary meeting of Uley Parish Council after this report has been published and will update the Committee on any further feedback at its meeting.

6. Conclusion

- 6.1 Further work has been undertaken on assessing the proposals for these sites and whilst acknowledging the objections received from Stinchcombe and Uley Parish Council's and residents and the impact this decision will have on tenants and private owners, it is recommended that the sites are progressed for redevelopment.
- 6.2 The need to address the improvement of the Swedish Timber houses, which would still require a higher ongoing maintenance programme, and to deliver more energy efficient, high quality council homes is pressing and the demand for affordable homes in the district continues to rise.
- 6.3 The delivery of new council owned, energy efficient, affordable housing remains a priority in the Council Plan and redevelopment of these sites will support action CW2.1b 'design,

build and deliver new affordable housing across the district via our own New Homes Programme which will deliver EPC A rated properties.

- 6.4 In addition, the Strategy for New Council Homes contains seven strategic objectives; the building blocks of the programme. The recommendations in this report will support delivery of all 7 strategic objectives but primarily; 1) be agile in assessing land opportunities and maximise existing land holdings to exploit the limited supply of land available across the district, 3) design good quality, sustainable, dynamic, energy efficient homes that address the Council's 2030 commitment, 4) build new council homes that strengthen communities and growth in the local economy.
- 6.5 Investment in the construction of new affordable homes brings with it a number of economic and social benefits, such as employment, lower crime (as a result of higher employment) improved access to healthcare and education and reduced homelessness.
- 6.6 It is, therefore, recommended that, whilst acknowledging the impact on the delivery of other sites and the challenging funding position, these Swedish Timber sites should be redeveloped as the priority and next phase of the programme, subject to planning permission and funding.
- 6.7 This will address the major long-term voids which have been held pending this review and provide certainty on the future of these properties, in addition to delivering much needed energy efficient affordable housing. The refurbishment of the Swedish Timber houses on these sites is not considered appropriate or value for money due to the significantly high refurbishment costs and their still limited quality and life span; particularly when the maintenance programmes in the HRA are under increasing pressure and difficult choices will need to be made in future years.
- 6.8 This option does, of course, involve moving tenants at all three sites and acquiring private properties, and the impact of this on these residents is fully acknowledged. The council has extensive experience of successfully supporting tenants and private owners in these circumstances. If the recommendation is approved and, subject to Council approving the budget requirement to redevelop these sites, the next step will be to meet with all the tenants and private owners and understand their particular circumstances and views in more depth, with the ability to be clear about the decisions that have been made, the process, next steps and the support that can be offered to them. In the meantime, officers are available to discuss these in principle and any concerns, questions they may have.

7. Implications

7.1 Financial Implications

From a strictly financial perspective the best option would be to sell the sites. However, this would not meet the Council's aim of providing affordable housing or improving energy efficiency of homes in the district.

The refurbishment option would improve energy efficiency in the homes to an adequate level. The cost of the works is substantial (in the region of £100k per property), and the external wall insulation would need to be replaced after 30 years. The lifespan of the refurbished property is expected to be a maximum of 60 years, at which point the housing would very likely need to be replaced. This option is marginally financially viable, with the cost of the works approximately being repaid over the 60-year life. Where no other option is available this would be considered in order to keep the affordable housing available for tenants.

The redevelopment option is the most expensive but would provide much higher quality housing in terms of energy efficiency and allows higher numbers of housing to be available

for current and future tenants. The new housing can also be expected to last significantly longer than refurbished housing. The total cost associated with the three schemes is £14.7m. It is expected that borrowing (of £9.4m) will need to be taken out over a period of 60 years, which although is higher than has been included for previous new build schemes, matches the period of repayment needed for the refurbishment option. The housing would be expected to last well beyond these 60 years and provide future rental income to the HRA.

After receipts from shared ownership sales (currently estimated at £1.1m, but would depend on the percentages sold), remaining subsidy required of £4.2m would need to be sourced from Right to Buy receipts, shared ownership capital receipts, other HRA capital receipts including the sale of garage sites, and Homes England Funding. The mix of funding would be confirmed when further details are known about levels of Right to Buy (RTB) funds available (capital receipts from future RTB sales) and Homes England funding levels. Using RTB receipts on these schemes would allow us to maximise the use of future RTB receipts and keep a programme of schemes that will help prevent repayment of unused receipts to Government. As with all affordable housing schemes there is a risk that tenants would exercise their Right to Buy, but this cannot be avoided. There would be a property cost floor in place for the first 15 years, where a tenant would not be eligible for discount that would take the price below the cost of building the property, which gives some protection.

Since subsidy would be incorporated to reduce borrowing to a level that is repayable from the rents paid (i.e. the rent receivable less any ongoing maintenance costs, would be enough to fund the interest and repayment of the borrowing) there would be no overall impact on the HRA revenue position. There would, however, be a draw on the HRA capital receipts to fund the additional subsidy needed. These capital receipts from the sale of housing (through RTB), garages and unused HRA land are set aside for the new build and development programme and so this would be an appropriate use of the reserves. However, this would reduce funding available for future, as yet unidentified, schemes.

Lucy Clothier, Accountancy Manager
Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk

7.2 Legal Implications

If the Council needs to purchase some of the existing houses for redevelopment, then subject to the agreement of the property owner, such purchase will be under the powers contained in section 17 of the Housing Act 1985, which allows the Council to purchase houses or other land for housing purposes.

Any future sale or lease (excluding to owner/occupiers) of the property will have to comply with the restrictions contained in that Act. It will not be possible to dispose of the property (including by a lease for a term of 21 years or more) without first obtaining the consent of the Secretary of State. This may prevent the Council from being able, for example to grant a long lease of the premises to a management company and other options would need to be considered for the management of the sites.

Specialist tax advice may need to be obtained in respect of SDLT liability if any of the properties need to be purchased. Such figures will vary according to the price paid for the property. SDLT payable may also be subject to change if there is a budget prior to the completion of a purchase.

In the event that the Council decides to proceed with redevelopment of the sites where this option is proposed and the current owner occupiers are not agreeable, then compulsory Housing Committee Agenda Item 10 06 February 2024 purchase may be considered. In order for the Council to be able to use compulsory purchase powers, it must:

- be able to make a compelling case and consider what enabling powers may be used;
- know that planning permission would be granted (although it does not need to be in place);
- demonstrate that it has attempted to negotiate acquisition and made a formal offer; and
- If using housing powers (s17 Housing Act 1985), demonstrate a benefit in terms of housing provision.

Any redevelopment of the sites will need planning permission, with any applications assessed against planning policies (national and local) including in respect of tenure mix. The Council will also need to ensure that it adheres to its Decant Policy (April 2022).

If the Council needs to appoint external contractors to carry out the redevelopment, the appointments will need to be undertaken in compliance with the Council's Contract and Procurement Procedures Rules set out in the constitution.

One Legal

Email: legalservices@onelegal.org.uk

7.3 Equality Implications

An EIA has been carried out by Officers in relation to the decision made in this report and due regard will be given to any implications identified in it.

7.4 Environmental Implications

The following sets out details of significant implications identified by officers:

The council's previous specification was for a minimum SAP rating of 86 (EPC B), however it achieved a much higher SAP rating on the first 36 new homes delivered in the first tranche of the programme, achieving an EPC A rating. It is intended that this will be replicated across the remainder of the programme and the latest specification for the council's new homes aims to achieve a minimum SAP rating of 92 resulting in an EPC A rating.

This is a significant step towards meeting the targets set in SDC's Carbon Neutral 2030 Strategy and officers will continue to work with contractors to develop ways of meeting our 2030 stretch goals. The specification of our new homes is above Building Regulations standard and complies with Local Plan policy. Some of the features which have been included within the specification to support the environmental aspects are: the inclusion of air source heat pumps; recyclable kitchens; and ecological enhancements, including bird/bat boxes, bug hotels and hedgehog holes in all fencing.

These sites include the demolition of existing homes traditional and non-traditional. There is embedded carbon in these properties but the council does not have an assessment tool for calculating this. Where properties have been demolished on other sites, significant reuse and recycling of materials has been undertaken by the contractor with approximately 91% of demolition materials reused or recycled from the first tranche of the programme.

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Please note this is a DRAFT layout which shows 18 units, if redevelopment is approved the plans will be developed with a maximum of 16 units on the site.

Layout Subject To The Following;

- Topographic Information
- Services Scan & Searches
- Title Assessment
- Arboricultural Survey/ Assessment
- Ecological Survey/ Assessment
- Engineering/ Drainage Assessment/ Input
- Statutory Consultations (Planning/ Highways/ Fire Authority/ Building Control Refuse Collection)

Please note this list is not exhaustive

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FEASIBILITY

Development Schedule

Gross Site area - 0.369ha

1b2p - 6no.
 2b4p - 8no.
 3b5p - 4no.

Total - 18no.

Rev	Date	Revisions	Initials	Checked

1-4 The Avenue, Stinchcombe

Illustrative layout - Option1

The Malthouse
 60 East St, Helen Street
 Abingdon, Oxfordshire, OX14 5EB
 Tel (01235) 522139
 Fax (01235) 521662
 e-mail: enquiries@westwaddy-adp.co.uk

westwaddy ADP

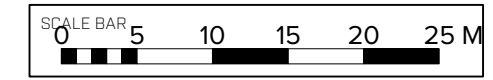
Agenda Item 9
 Appendix A

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KEY / NOTES

Site Boundary (0.48ha)

6no. 2b4p House
 Plots 3, 4, 5, 6, 13, 16,

6no. 1b2p Maisonettes
 Plots 1, 2, 11, 12, 17, 18.

6no. 3b5p House
 Plot 7, 8, 9, 10, 14, 15,

Total 18 dwellings

REV	DATE	DESCRIPTION	BY	CHK

STATUS **FEASIBILITY**



WEST WADDY ARCHADIA

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CLIENT	
PROJECT	LAND OFF SOUTH ST, THE KNOLL, ULEY
TITLE	PROPOSED SITE LAYOUT

Appendix B
 Agenda Item 9

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Please note this is a DRAFT layout subject to the following;

- Topographic Information
- Services Scan & Searches
- Title Assessment
- Ecological Survey/ Assessment
- Engineering/ Drainage Assessment/ Input
- Statutory Consultations (Planning/ Highways/ Fire Authority/ Building Control Refuse Collection)

Please note this list is not exhaustive

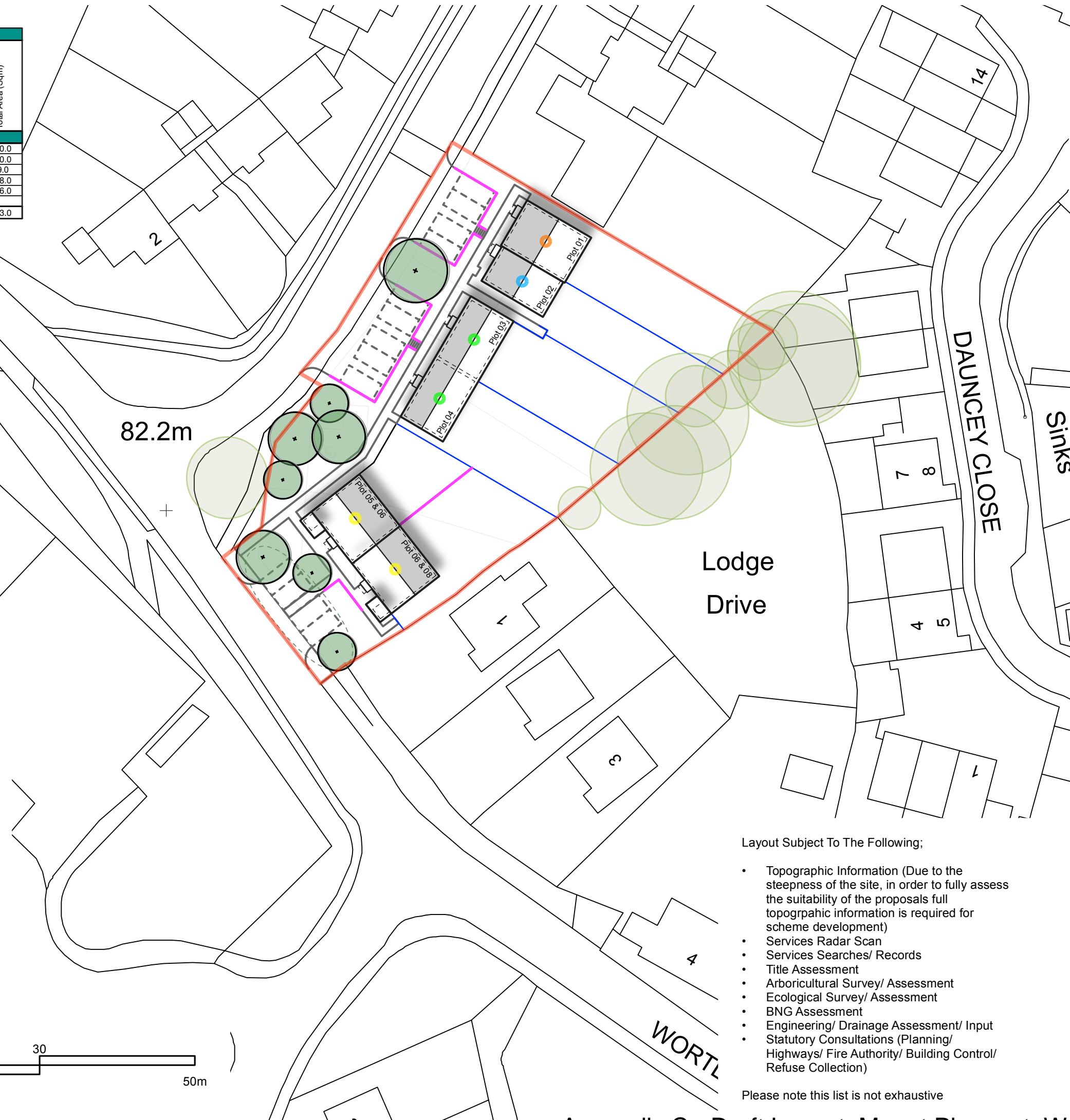
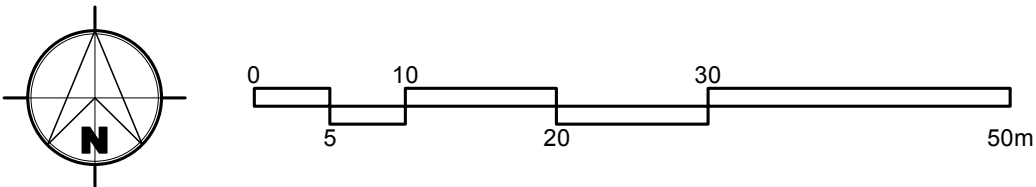
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Accommodation Schedule							
	Area (Sqft)	Area (Sqrm)	House Type	Storey	Total no.	Total Area (Sqft)	Total Area (Sqrm)
●	538.2	50.0	1B2P Flat	1	2	1076.4	100.0
●	645.8	60.0	1B2P Flat	1	2	1291.7	120.0
●	850.4	79.0	2B4P House	2	1	850.4	79.0
●	1011.8	94.0	3B5P House	2	2	2023.6	188.0
●	1141.0	106.0	4B6P House	2	1	1141.0	106.0
Total					8	6383.1	593.0

NOTES
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- Key**
- Scheme Boundary (confirmation required)
 - Existing Trees/ Hedgerows to be Retained (Indicative Locations)
 - Existing Trees/ Hedgerows to be Removed (Indicative Locations)
 - Indicative Proposed Tree Planting
 - Proposed Close board Timber Fencing 1800mm
 - Proposed Wall 2100mm
 - Indicative Proposed Retaining Wall/ Feature



DRAWING TITLE
 Feasibility
 Indicative Site Layout
 OPTION 1

PROJECT
 Mount Pleasant,
 Wotton-under-Edge

CLIENT
 Stroud District Council

SCALE 1:500@A3

DRAWING NO. 7153-F-101
REV A

Layout Subject To The Following;

- Topographic Information (Due to the steepness of the site, in order to fully assess the suitability of the proposals full topographic information is required for scheme development)
- Services Radar Scan
- Services Searches/ Records
- Title Assessment
- Arboricultural Survey/ Assessment
- Ecological Survey/ Assessment
- BNG Assessment
- Engineering/ Drainage Assessment/ Input
- Statutory Consultations (Planning/ Highways/ Fire Authority/ Building Control/ Refuse Collection)

Please note this list is not exhaustive



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Appendix D Viability Matrices

Financial, Social and Corporate Viability Matrices - Swedish Timber Sites

SCHEME SUMMARY		SCHEME SUMMARY		SCHEME SUMMARY	
The Knoll		The Avenue		Mount Pleasant	
Site Location	Uley	Site Location	Stinchcombe	Site Location	Wotton-Under-Edge
Current Scheme Overview	Four existing non-traditional Swedish Timber homes owned by SDC, one is tenanted and three are void. Four traditional homes two of which are owned by SDC, both of which are tenanted and two are privately owned.	Current Scheme Overview	Four existing non traditional Swedish Timber homes, three of which are owned by SDC, one is tenanted and two are long term voids. One property is privately owned.	Current Scheme Overview	Four Swedish Timber homes, three of which are owned by SDC, two are long term voids and one is tenanted. One property is privately owned.
Summary of Proposed Units & Tenures	<p><u>Full Affordable Rent (80% Market Rent)</u></p> <p>6 x 1 bedroom 2 person flats 4 x 2 bedroom 4 person houses 4 x 3 bedroom 5 person houses</p> <p><u>Shared Ownership</u> 2 x 2 bedroom 4 person houses 2 x 3 bedroom 5 person houses</p> <p>Replacement homes = 8 Additional homes = 10 TOTAL NEW HOMES = 18 (of which additional Council owned homes = 13)</p>	Summary of Proposed Units & Tenures	<p><u>Full Affordable Rent (80% Market Rent)</u></p> <p>6 x 1 bedroom 2 person flats 3 x 2 bedroom 4 person houses 3 x 3 bedroom 5 person houses</p> <p><u>Shared Ownership</u> 3 x 2 bedroom 4 person houses 1 x 3 bedroom 5 person house</p> <p>Replacement homes = 4 Additional homes = 12 TOTAL NEW HOMES = 16 (of which additional Council owned homes = 13)</p>	Summary of Proposed Units & Tenures	<p><u>Full Affordable Rent (80% Market Rent)</u></p> <p>4 x 1 bedroom 2 person flats 1 x 2 bedroom 2 person house 2 x 3 bedroom 5 person houses 1 x 4 bedroom 6 person house</p> <p>Replacement homes = 4 Additional homes = 4 TOTAL NEW HOMES = 8 (of which additional Council owned homes = 5)</p>
Standards	EPC A Rated Nationally Described Space Standards Part M4(2)	Standards	EPC A Rated Nationally Described Space Standards Part M4(2)	Standards	EPC A Rated Nationally Described Space Standards Part M4(2)

Appendix D Viability Matrices

Financial, Social and Corporate Viability Matrices - Swedish Timber Sites

SCHEME SUMMARY		The Knoll	SCHEME SUMMARY		The Avenue	SCHEME SUMMARY		Mount Pleasant
FINANCIAL SUMMARY			FINANCIAL SUMMARY			FINANCIAL SUMMARY		
Total Scheme Cost		£6,628,211	Total Scheme Cost		£5,195,608	Total Scheme Cost		£2,834,416
Build Cost per m2		£3,100	Build Cost per m2		£3,100	Build Cost per m2		£3,250
Total Scheme Cost/Market Sales Value		136.38%	Total Scheme Cost/Market Sales Value		110.54%	Total Scheme Cost/Market Sales Value		130.62%
Total Subsidy Required to Repay Borrowing Over 60 Years		£2,320,626	Total Subsidy Required to Repay Borrowing Over 60 Years		£1,026,618	Total Subsidy Required to Repay Borrowing Over 60 Years		£878,790
Subsidy Per Unit		£122,589	Subsidy Per Unit		£51,964	Subsidy Per Unit		£109,849
SOCIAL VALUE			SOCIAL VALUE			SOCIAL VALUE		
<p>1. Social - contributing to a vibrant and healthy community by increasing new affordable homes and reducing the running costs to tenants. Opportunity to provide improvements which could be beneficial for the school.</p> <p>2. Economic - delivery of new housing will support the local economy and encourage economic growth. This will result in additional social outcomes such as benefits to employment, healthcare, reduced homelessness, education and lower crime .</p> <p>3. Environmental - protecting, promoting and enhancing the environment by going above industry standards and achieving high energy ratings as well as complying with Biodiversity Net Gain requirements.</p>			<p>1. Social - contributing to a vibrant and healthy community by increasing new affordable homes and reducing the running costs to tenants.</p> <p>2. Economic - delivery of new housing will support the local economy and encourage economic growth. This will result in additional social outcomes such as benefits to employment, healthcare, reduced homelessness, education and lower crime .</p> <p>3. Environmental - protecting, promoting and enhancing the environment by going above industry standards and achieving high energy ratings as well as complying with Biodiversity Net Gain requirements.</p>			<p>1. Social - contributing to a vibrant and healthy community by increasing new affordable homes and reducing the running costs to tenants.</p> <p>2. Economic - delivery of new housing will support the local economy and encourage economic growth. This will result in additional social outcomes such as benefits to employment, healthcare, reduced homelessness, education and lower crime .</p> <p>3. Environmental - protecting, promoting and enhancing the environment by going above industry standards and achieving high energy ratings as well as complying with Biodiversity Net Gain requirements.</p>		
LINKS TO COUNCIL PRIORITIES			LINKS TO COUNCIL PRIORITIES			LINKS TO COUNCIL PRIORITIES		
<p>1. Council Plan CW2.1b</p> <p>2. Strategy for New Council Homes</p> <p>3. Housing Strategy</p> <p>4. Carbon 2030 Strategy</p>			<p>1. Council Plan CW2.1b</p> <p>2. Strategy for New Council Homes</p> <p>3. Housing Strategy</p> <p>4. Carbon 2030 Strategy</p>			<p>1. Council Plan CW2.1b</p> <p>2. Strategy for New Council Homes</p> <p>3. Housing Strategy</p> <p>4. Carbon 2030 Strategy</p>		

Appendix E (i) Summary of additional feedback received

Source	Theme	Comments received
Local residents Uley. 4 emails and 1 letter: objections 1 objection from tenant impacted These residents have objected or complained/commented about the redevelopment at the Knoll.	Highway Safety:	<ul style="list-style-type: none"> • School, café and Prema Arts Centre leads to congestion on South Street • Limited on-street parking. • Danger to school children walking/cycling • Blind bend • Lack of pavement
	Unsuitable location	<ul style="list-style-type: none"> • Linked to highway safety concerns , setting of the site, impact of development • Other places abandoned, empty and unused in the village
	Residents and tenants forced to move	<ul style="list-style-type: none"> • Emotional distress to residents • Residents won't be re housed in the village
	Lack of maintenance of Swedish houses has led to the need to demolish	<ul style="list-style-type: none"> • Deliberately neglected • In good repair • Regular repairs stopped • Some 'abused' by tenants • Reasons for redevelopment 'unfounded'
	Energy Efficiency/Environmental concerns	<ul style="list-style-type: none"> • Swedish Timber are solid in construction and warm • EPC 'C', with some internal insulation • Can the Council achieve an EPC 'A' rating? • Potential loss of trees/ wildlife habitat • Potential drainage problems
	Heritage value of the Swedish Timber Houses	<ul style="list-style-type: none"> • Gifted by Sweden • Historical interest • Could be repaired • Valued by the community
	Support	<ul style="list-style-type: none"> • Need for affordable housing recognised/supported but not in this location

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Email: Cllr.Mattie.Ross@stroud.gov.uk

26 February 2023

Dear Cllr Mattie Ross,

RE: Swedish Houses, Stroud

The Twentieth Century Society has been alerted to Stroud District Council's intentions to redevelop three sites accommodating Swedish houses: The Avenue in Stinchcombe, the Knoll in Uley and Mount Pleasant in Wotton-Under-Edge. We write to make clear our interest in these sites and to urge you not to push forward with redevelopment but to instead seriously consider retention and retrofit.

We understand that the council's Housing Committee will meet on 19 March to discuss the proposed redevelopment and ask that you please share the Society's letter with committee members.

Background & Significance

The three sites accommodate pre-fabricated timber houses which were imported from Sweden and erected in the immediate post-war period. In 1943, the architect Cyril Sjostrom (who later became better known by his mother's name Mardall of the practice Yorke Rosenberg Mardall or YRM) worked with MI6 to bring Swedish prefabs to Britain, but these were intercepted by the Nazis. The English architects Arthur Kenyon and Robert Matthew then came up with a house design that was manufactured in Sweden for the British Government. The intention was for 10,000 prefabs but eventually a deal was agreed for 5,000 pairs of houses – this was because currency restrictions saw softwood in short supply until the early 1950s. There were four 'types', intended for specific destinations: 1,000 of 'Type A' (also known as 'H-type') were imported - Type A was a semi-detached two-storey house with attached wash house, intended for English rural areas; 1,400 of 'Type B' intended for Scotland, and without a wash house; 600 of a four-unit terrace 'Type C' were intended for Scottish urban areas; and there was also 'Type D' (also known as 'B-type'), a dormer bungalow with the upper storey in the roof, of which 1,500 were intended for England and Wales. So, around 2,500 (to be precise, 2,444) Swedish houses were built in England and Wales. Most were built in 1945-6 and very few were erected after 1948. They provided much-needed houses cheaply and quickly in the post-war decades.

The Twentieth Century Society is a company limited by guarantee, registered in England no 05330664

Registered office: 70 Cowcross Street, London EC1M 6EJ
Registered Charity no 1110244

The first Swedish houses constructed in England were at Abbots Langley in Hertfordshire in 1945. The houses were transported, flat-packed to site and then quickly erected.

In England, many were erected in rural locations in East Anglia and around Doncaster and Gloucestershire. One pair (of the 'Type D'/'B-type' dormer bungalows) located in Doncaster (nos.9 & 11 Ellers Lane in Auckley) has been Grade II listed, recognising the building type's heritage significance at a national level.

Stroud District Council owns c.21 Swedish houses, including the houses on these three sites. The Avenue in Stinchcombe accommodates two pairs of 'Type D'/'B-type' dormer bungalows, the Knoll in Uley is home to two pairs of 'Type A'/'H-type' two-storey houses, and Mount Pleasant in Wotton-Under-Edge also has two pairs of bungalows.

Swedish houses have featured in several publications highlighting their importance within British architectural history, including in Elain Harwood's *Space, Hope and Brutalism: English Architecture, 1945-75* (2015) and *Mid-Century Britain: 1938-63* (2021).

Assessment

Built to meet pressing demands for housing in the post-war years, Swedish timber prefabricated houses are, what Historic England calls, "significant physical records of the social and economic history of this country immediately after World War II" (list entry for 9 & 11 Ellers Lane in Auckley). With just c.2,500 built and about c.1,900 surviving across England and Wales, the Swedish house is "a rare type nationally", according to Historic England (see the Prefab Museum's website for an [up-to-date list of survivors](#)). The council's properties in Stinchcombe, Uley and Wotton-Under-Edge should all be identified as Non-Designated Heritage Assets (NDHAs) in recognition of their heritage value.

Because of the nature of their construction—which means that these buildings require routine maintenance and repair, and come under pressure for upgrades to improve their environmental performance—and increased demand for higher-density housing, Swedish houses are at major risk of harmful alteration or demolition. It is our firm belief, however, that it would be possible to repair and retrofit these homes in a way that would conserve their heritage significance.

Stroud District Council is fortunate to have in its possession a collection of Swedish houses and should see itself as a custodian of these rare and culturally important buildings. We urge the council to reconsider its redevelopment plans and to properly investigate alternatives to demolition.

We hope that these comments are of use to you.

Yours sincerely,



Coco Whittaker

Senior Caseworker

The Twentieth Century Society
70 Cowcross Street
London, EC1M 6EJ
Tel 020 7250 3857
coco@c20society.org.uk

Remit: The Twentieth Century Society was founded in 1979 and is the national amenity society concerned with the protection, appreciation, and study of post-1914 architecture, townscape and design. The Society is acknowledged in national planning guidance as the key organisation concerned with the modern period and is a constituent member of the Joint Committee of the National Amenity Societies. Under the procedures set out in *ODPM Circular 09/2005*, all English local planning authorities must inform the Twentieth Century Society when an application for listed building consent involving partial or total demolition is received, and they must notify us of the decisions taken on these applications.

The Twentieth Century Society, 70 Cowcross Street, London EC1M 6EJ – Tel 020 7250 3857

coco@c20society.org.uk
www.c20society.org.uk

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Appendix F : Estimated Key Project Milestones

		Vacant possession of sites required		
Feasibility & Pre-Planning Stage	Planning		Pre-Contract Stage	Construction
Legal/ Surveys/ Design/ Pre-planning,	Submission and determination of Application		Contractor procurement, funding confirmed mobilisation and discharge of planning conditions	
Public and key stakeholder Consultation	Statutory consultees, public objections/support			
Negotiations with Private owners and tenants re moving, moves undertaken			Engagement with residents continues if returning to site	
12 to 24 mths	3 to 4 months		6 to 8 mths	The Avenue, Stinchcombe: 14 to 18 mths
				The Knoll, Uley : 18 to 20 mths
				Mount Pleasant, WUE : 11 to 13 months

These milestones are subject to approval of the redevelopment of these sites by Housing Committee and Council approval of the budget required on 25 April 2024

It should be noted that the above are estimates only and will depend on vacant possession of each site and the requirements of the planning process. It assumes that private properties are acquired by negotiation

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Equality Analysis Form / EqIA

By completing this form you will provide evidence of how your service is meeting Stroud District Council's General Equality duty:

The Equality Act 2010 states that:

*A public authority must, in the exercise of its functions, have **due regard** to the need to –*

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act 2010;

(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The protected characteristics are listed in Question 9

Stroud District Equality data can be found at:

<https://inform.gloucestershire.gov.uk/equality-and-diversity/>

Please see Appendix 1 for a good example of a completed EIA.

[Guidance available on the HUB](#)

1. Persons responsible for this assessment:

Name(s): Alison Fisk	Telephone: 01453 766321
	E-Mail: alison.fisk@stroud.gov.uk
Service: Property Services	Date of Assessment: 11 th March 2024

2. Name of the policy, service, strategy, procedure or function:

New Homes and Regeneration Programme – Proposed redevelopment of Swedish Timber sites

Is this new or an existing one? This is an existing programme, but these are new sites

3. Briefly describe its aims and objectives

The main aims of this project are:

- To replace ageing Swedish Timber houses with new build, high quality energy efficient homes (EPC A) with a longer life and lower running and maintenance costs, built to Part M4 (2) of the Building Regulations
- To increase the number of affordable homes on each site, which meet a variety of current

Appendix G

and future needs

- To create a range of different size accommodation and tenures that responds to local and/or wider housing need
- To ensure the council's new homes meets the expectations of current and future tenants

4. Are there external considerations? (Legislation / government directive, etc)

The Housing Act 1996 and Localism Act 2011 : in relation to moving tenants and allocating accommodation

Both of the Acts mentioned above will be adhered to, to enable direct matches to be made when moving residents ; how the Council moves tenants and allocates accommodation is set out in its Decanting Policy 2022

5. Who is intended to benefit from it and in what way?

Current and future Stroud District Council tenants will benefit from the improved range of accommodation on offer. The proposed changes will provide greater choice to tenants and additional affordable homes for those on the waiting list.

6. What outcomes are expected?

- The regeneration of these Swedish timber sites will result in an expected increase in council owned houses from 11 (5 properties are, or were, privately owned) to an anticipated 42 and in terms of numbers of homes from 16 to 42.
- The replacement of older stock with new homes will result in the council having more sustainable stock in these locations, which is modern, high quality and offers a choice of accommodation types

7. What evidence has been used for this assessment?: (eg Research, previous consultations, Inform (MAIDEN); Google assessments carried out by other Authorities)

- Initial information gleaned from the residents currently living in houses on these sites and consultation with Parish and Ward Councillors
- Condition surveys and council data on repairs and planned works carried out on the current properties
- The Council's Housing Needs Survey
- Stinchcombe (2019) and Uley (2024) Parish Housing Needs Surveys

8. Has any consultation been carried out? See list of possible consultees

Yes

Ward Councillors

Town and Parish Council's

Initial meetings with tenants and private owners (where requested) and correspondence with all residents affected

Consultation will continue throughout the project

9. Could a particular group be affected differently in either a negative or positive way?
(Negative – it could disadvantage and therefore potentially not meet the General Equality duty;
Positive – it could benefit and help meet the General Equality duty;
Neutral – neither positive nor negative impact / Not sure)

Protected Group	Type of impact, reason and any evidence (from Q7 & 8)
Age	<p>Moving residents : Negative and positive impacts depending on those tenants' and private owner's individual circumstances and whether they wish to move or not.</p> <p>The council will work with tenants with families to ensure that the disruption to children and young people who attend school and college is minimised.</p> <p>Additional support with arranging moves will be provided for tenants or private owners who need this, including elderly tenants.</p> <p>Positive impact: New Homes: as they will be built to Part M4(2) of the Building Regs (Accessible and adaptable dwellings) and have improved energy efficiency (EPC A)</p>
Disability	<p>Moving residents: Negative and positive impacts depending on those tenants' or private owner's individual circumstances and whether they wish to move or not and the condition and layout of their current home.</p> <p>Additional support with arranging moves will be provided for tenants or private owners who need this .</p> <p>Positive Impact: New Homes: positive impact as they will be built to Part M4(2) of the Building Regulations (accessible and adaptable dwellings) and have improved energy efficiency (EPC A) and off-street parking.</p>
Gender Re-assignment	<p>Moving residents: Neutral impact: Additional support with arranging moves will be provided for any tenants or private owners who need this</p>
Pregnancy & Maternity	<p>Negative and positive impacts depending on those tenants' or private owner's individual circumstances and whether they wish to move or not and the condition and layout of their current home</p>

Appendix G

	<p>Additional support with arranging moves will be provided for any tenants or private owners who need this and the council will ensure that this is provided to someone who is pregnant or has young children.</p> <p>The council will work with tenants and private owners with families to ensure that the disruption to children and young people who attend school or nursery is minimised.</p> <p>New Homes: as they will be built to Part M4(2) of the Building Regs (Accessible and adaptable dwellings) and have improved energy efficiency (EPC A) with off-street parking.</p>
Race	Neutral impact: Additional support with arranging moves will be provided for any tenants or private owners who need this
Religion – Belief	Neutral impact
Sex	Neutral impact
Sexual Orientation	Neutral impact
Marriage & Civil Partnerships (part (a) of duty only)	Neutral impact
Rural considerations: i.e Access to services; transport; education; employment; broadband;	<p>Moving residents: The council will work with residents to understand their needs of areas that may and may not be suitable for them to move to. The sites in Stinchcombe and Uley are in rural areas with low levels of affordable housing available, particularly in Stinchcombe.</p> <p>Tenants and private owners will be able to return to the new homes once constructed.</p>

10. If you have identified a negative impact in question 9, what actions have you undertaken or do you plan to undertake to lessen or negate this impact?


Please transfer any actions to your Service Action plan on Excelsis.

Action(s):	Lead officer	Resource	Timescale
Initial (and ongoing) meetings will be undertaken with tenants and private owners to understand their individual circumstances and their needs in terms of additional support, potentially also provided from other agencies if required including independent representation/ advocates.	Alison Fisk	Officer time and possible funding required with provisional sums allowed for in the budget request	Led by the availability of other properties to move residents to, their individual needs. Estimated at between 1 to 2 years based on other similar projects.

Declaration

We are satisfied that an Impact Assessment has been carried out on this project and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment

Completed by: Alison Fisk	Date: 11th March 2024
Role: Head of Property Services	
Countersigned by Head of Service/Director: 	Date: 11th March 2024

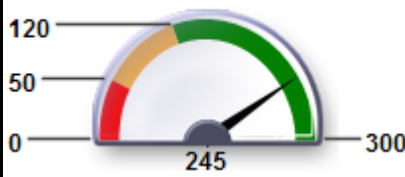
Date for Review: Please forward an electronic copy to policy@stroud.gov.uk

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**Performance Monitoring Report
Housing Committee
Q3 2023/24**

Date of Housing Committee meeting	19 March 2024	
Date of Performance Monitoring meeting	14 February 2024	
In attendance	Members: Cllr Lindsey Green Youth Council Members: Officers: Andy Kefford, Pippa Stroud, Kirsty Hussain, Jen O'Grady, Hannah Barton	
Housing Ideagen dashboards	Main Housing Committee dashboard Housing Committee Performance Indicator dashboard	
Items on Housing agenda relevant to the Council Plan	CW2: Housing Renewal Enforcement Policy CW2: New Homes Programme CW2: Swedish Timber Homes – Redevelopment Sites EC3: Gloucestershire and South Gloucestershire Warm and Well Scheme	
Risks	Strategic Risk Register presented to Audits & Standards Committee	
Council Plan Actions Traffic Light Status	Red (Overdue)	0
	Amber (Overdue Milestone/s)	1
	Green (On Target)	10
	Cancelled	0
	Completed	1
Any issues of concern to be reported to Housing Committee		
Any actions or recommendations for Housing Committee		
Report submitted by	Hannah Barton	
Date of report	7 March 2024	

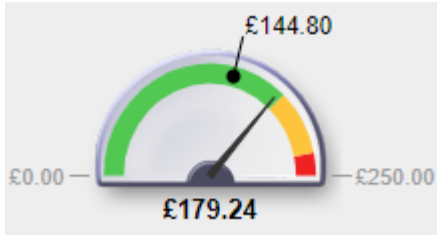
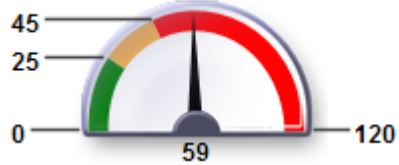
**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

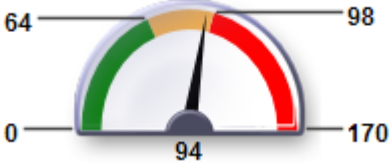
CW2.1a	Deliver new affordable homes across the District, through planning policy and work with partners including community-led housing groups and housing associations		75%
Assigned To	Pippa Stroud		
Latest Note	Q3 2023/24: Delivery of affordable homes via partners may slow over the coming months as market housing build rates slow. There are some market signals that developers are losing confidence but, conversely, this may create opportunities for additional property purchases by housing associations if prices fall.		
Performance Indicator Linked	CW2.1a Number of new affordable homes completed p.a. by partners	<p>2022/23 result</p> 	The average number of Affordable Housing Completions per year between 2013/14 and 2022/23 is 167 .

CW2.1b	Design, build and deliver new affordable homes across the District via our own New Homes Programme which will deliver EPC-A rated properties		37%
Assigned To	Ali Fisk; Kimberley Read		
Sub Action	CW2.1.1 Deliver 8 new affordable homes at Gloucester St/Bradley St, Wotton-under-Edge achieving a minimum ECP-A rating	33%	Demolition of existing structures complete
	CW2.1.2 Deliver 13 new affordable homes at Cambridge House, Dursley achieving a minimum EPC-A rating	33%	Demolition of existing structures complete
	CW2.1.3 Deliver 23 new affordable homes at Glebelands, Cam achieving a minimum EPC-A rating	33%	Demolition of existing structures complete
	CW2.1.4 Secure planning permission and delivery 7 new affordable homes at Queens Drive, Cashes Green achieving a minimum	50%	Completed: Planning application submitted
			Milestone Overdue: Planning application approved


**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

	EPC-A rating		This milestone has been delayed due to ecological surveys being required and these cannot take place until April or after the last frost.
Performance Indicator Linked	CW2.1b Number of new affordable Council homes completed p.a.	2023/24: 0	
	CW2.1b.i Number of affordable starts on site per annum	There are 54 homes left to deliver in the current new homes programme. The programme has encountered a number of delays over the past 12-18 months, firstly due to the cost of construction and labour soaring which resulted in new budgets being requested and approved. Secondly, procurement of a contractor to deliver the next 44 units has been delayed due to an abandoned tender process. Please refer to the December 2023 Officer Report on the New Homes & Regeneration Programme for more information. A new framework has been identified and expressions of interest are currently being sought with a view to securing a contractor in Spring. Queens Drive has been submitted to planning and is currently in the consultation stage - we are seeking planning permission to deliver 7 new homes on this site. Acquisition of the three S106 units at Symn Lane is underway with exchange of contracts due in the near future.	
	CW2.1b.ii Number of new affordable homes completed which are EPC-A rated	2023/24: 0 This figure is baseline data and will increase when the next phase of the New Homes Programme is rolled out.	
	CW2.1b.iii Number of units with planning applications approved per annum	Q3 2023/24: 0	

CW2.2	Invest £30m over the next 5 years to repair, maintain and invest in current council housing stock and bring empty council homes back into use as soon as possible.			40%
Assigned To	Andy Kefford; Tara Skidmore			
Milestones	Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note
	£6m spent in 2022/23	Yes	31-Mar-2023	The actual spend for 2022/23 was £7.8m against a planned programme of £11.1m
	£6m spent in 2023/24	No	31-Mar-2024	Q3 2023/24: On track The focus of Q3 continues to be the wave 1 retrofit programme due to the match funding requirement need for completion by the revised deadline of 31 March 2024. The actual spend for Q3 was 6million against a planned Investment budget of £11.3million for 2023/24.
	£6m spent in 2024/25	No	31-Mar-2025	
	£6m spent in 2025/26	No	31-Mar-2026	
Performance Indicator Linked	CW2.2a Average cost of a responsive repair in upper quartile compared with peers	Q2 2023/24 result 		Benchmarking average cost of a responsive repair – 2022/23: <ul style="list-style-type: none"> • Upper quartile = £144.80 • Median = £185.87 • Lower quartile = £233.61
	CW2.2c Empty property (minor void) ready to let turnaround time in upper quartile compared with peers	Q3 2023/24 result 		The average turnaround time is currently higher due to completing long standing voids. Note: Performance reporting previously reported the time the void was with Property Care. As benchmarking in the sector is

			<p>based on “key to key” i.e. the total time the property is void, this data is based on the key to key metric. The average turnaround time from keys to available to let i.e. the time with Property Care that was previously reported on is 40 days.</p>
	<p>CW2.2d Empty property (major void) ready to let turnaround time in upper quartile compared with peers</p>	<p>Q3 2023/24 result</p> 	<p>The average turnaround time is currently higher due to completing long standing voids.</p> <p>Note: Performance reporting previously reported the time the void was with Property Care. As benchmarking in the sector is based on “key to key” i.e. the total time the property is void, this data is based on the key to key metric. The average turnaround time from keys in to available to let i.e. the time with Property Care that was previously reported on is 74 days.</p>

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

CW2.3	Prioritise the prevention of homelessness and invest in temporary accommodation and specialist support, including working with partners to develop the specialist housing and support		75%
Assigned To	Pippa Stroud		
Latest Note	Q3 2023/24: A temporary accommodation strategy is now in the process of being drafted. The Strategy will evaluate the need for alternative forms of temporary accommodation and set out proposals for delivering additional options		
Performance Indicator Linked	CW2.3c Number of homeless applications that are successfully prevented	Q3 2023/24: 18	
	CW2.3d Number of B&B placements per quarter	<p>Q3 2023/24 result</p>  <p>We are looking to minimise B&B placements; figures below target are a positive achievement.</p>	

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

CW2.4	Implement robust engagement principles to ensure structured and consistent mechanisms for tenants to be involved in decision making affecting their homes and the places they live			0%
Assigned To	Andy Kefford			
Milestones	Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note
	Develop engagement principles	No	31-Dec-2023	The Social Housing (Regulation) Act received royal ascent in July 2023, this legislation changes the landscape of "meaningful resident engagement". The service have been undergoing a review and subsequent restructure. Consultation with staff took place at the end of 2023 and the new structure is due to commence 04 March 2024. The restructure has created a "Principal Resident Engagement Officer" role. This role will lead on our resident engagement actions, including developing and implementing the engagement principals. This vacant role is due to be advertised WC 29.01.24 which is on track with the restructure timeframe. This milestone has been delayed as a result, however, we are engaged with an external consultant to aid and support the development of our engagement offer as we move forward.
	Obtain benchmarking data from comparable peers	No	31-Mar-2024	
	Cross-service Tenant Scrutiny Panel established with half yearly report on work programme delivery	No	31-Mar-2024	
	Consult on engagement principles	No	31-Aug-24	
Implement engagement principles	No	30-Sep-24		

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

Performance Indicator Linked	CW2.4c Percentage of tenants satisfied that the landlord listens to tenants' views and acts upon them	<p>2022/23 result</p> <p>49.25% 57.1% 0% 100% 57.4%</p>	
	CW2.4d Percentage of tenants satisfied that the landlord keeps tenants informed about things that matter to them	<p>2022/23 result</p> <p>60.68% 62% 0% 100% 59.1%</p>	
	CW2.4e Percentage of tenants satisfied that the landlord makes a positive contribution to neighbourhoods	<p>2022/23 result</p> <p>49% 55.65% 0% 100% 59%</p>	
	CW2.4f Complaints responded to within Complaint Handling Code timescales	Q3 2023/24: 94.83%	58 complaints received, 55 of which responded to within time and 3 that were not. 3 of 58 is 5.17% so Q3 result is 94.83% responded to within time. Of the 3 out of time, these were an average of 2 days outside of the timescale.

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

CW2.5	Continue to invest and deliver the programme to modernise our Independent Living homes for older people.		<div style="border: 1px solid black; padding: 2px; display: inline-block; background-color: #4F81BD; color: white; text-align: center; width: 40px; height: 15px; margin-bottom: 5px;">100%</div> Completed and replaced with action CW2.5a																																																				
Assigned To	Ali Fisk; Kimberley Read																																																						
Performance Indicator Linked	CW2.5 Number of Independent Living Schemes modernised	<p>Q3 2023/24: 0</p> <p>Annual Trend Chart ⚙️</p> <table border="1" style="margin-top: 10px; width: 100%; border-collapse: collapse;"> <caption>Annual Trend Chart Data</caption> <thead> <tr> <th>Month</th> <th>2022/23</th> <th>2023/24</th> <th>2024/25</th> </tr> </thead> <tbody> <tr><td>April</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>May</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>June</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>July</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>August</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>September</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>October</td><td>0</td><td>1</td><td>0</td></tr> <tr><td>November</td><td>1</td><td>0</td><td>0</td></tr> <tr><td>December</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>January</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>February</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>March</td><td>1</td><td>0</td><td>0</td></tr> </tbody> </table>		Month	2022/23	2023/24	2024/25	April	0	0	0	May	0	0	0	June	0	0	0	July	0	0	0	August	0	0	0	September	0	0	0	October	0	1	0	November	1	0	0	December	0	0	0	January	0	0	0	February	0	0	0	March	1	0	0
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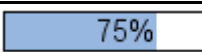
**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

CW2.5a		Provide high quality, fit for purpose Independent Living Provision in line with the 2023-2027 Independent Living Strategy				16%
Assigned To		Chris Horwood; Kimberley Read				
Sub Action		Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note	
CW2.5.1 Progress modernisation improvements to the approved schemes for 2023/24	66%	Start on site for Hamfallow Court	Yes	30-Apr-2023	Hamfallow Court started on site in April 2023	
		Completion on site for Hamfallow Court	Yes	30-Jun-2023	Hamfallow Court completed in June 2023	
		Start on site for Walter Preston Court	Yes	09-Oct-2023	Start on site as per target	
		Completion on site for Walter Preston Court	No	08-Mar-2024		
		Start on site for Archway Gardens	Yes	15-Jan-2024	Start on site as per target	
		Completion on site for Archway Gardens	No	31-Mar-2024		
CW2.5.2 Progress modernisation improvements to the approved schemes for 2024/25	0%	Completion on site for each conversion	No	31-Mar-2025		
		Start on site for each modernisation scheme	No	31-Mar-2025		
CW2.5.3 Progress modernisation improvements to the approved schemes for 2025/26	0%	Completion on site for each conversion	No	31-Mar-2026		
		Start on site for each modernisation scheme	No	31-Mar-2026		
CW2.5.4 Progress conversion of communal areas where	0%	Completion on site for each conversion	No	31-Mar-2026		

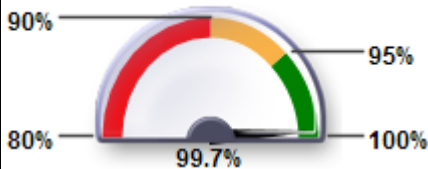
**Council Plan Performance Monitoring Report – Housing
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possible at schemes which are converted to Independent Living	Possible conversion consultation completed	No	31-Mar-2026	
	Start on site for each conversion	No	31-Mar-2026	
Performance Indicator Linked	CW2.5.4a Consultations completed for conversion of communal areas at schemes converted to Independent Living	Q3 2023/24: 1 Consultation carried out with IL Service Delivery Manager at Malvern Gardens		
	CW2.5.4b Starts on site for conversion of communal areas at schemes converted to Independent Living	Q3 2023/24: 0		
	CW2.5.4c Completions on site for conversion of communal areas at schemes converted to Independent Living	Q3 2023/24: 0		
	CW2.5a Modernisation scheme starts on site	Q3 2023/24: 1		
	CW2.5b Modernisation scheme completions on site	Q3 2023/24: 0		

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

CW2.6	Co-ordinate accommodation and support services for migrants arriving in the district and link to other statutory and voluntary services to support the health and wellbeing of migrant households		
Assigned To	Pippa Stroud		
Sub Action	CW2.6.1 Homes for Ukraine: provide planned moves where hosting arrangements are ending via rematches to new hosts, supporting moves into the private sector or moves into properties purchased under the Local Authority Housing Fund programme	75%	
	CW2.6.2 Support the health and wellbeing of asylum seekers placed into the district by linking health services, specialist support agencies to address safeguarding or other problems when they arise	75%	Q3 2023/24: The Asylum Seeker hotel in the district has now closed and the residents relocated to London. There is currently one asylum seeking household resident in 'dispersed' (self-contained) accommodation in the district.
Performance Indicator Linked	CW2.6 Number of properties bought under the Local Authority Housing Scheme	Q3 2023/24: 16 properties out of 19 have been purchased to date. A further bid has been submitted for 1 additional property.	

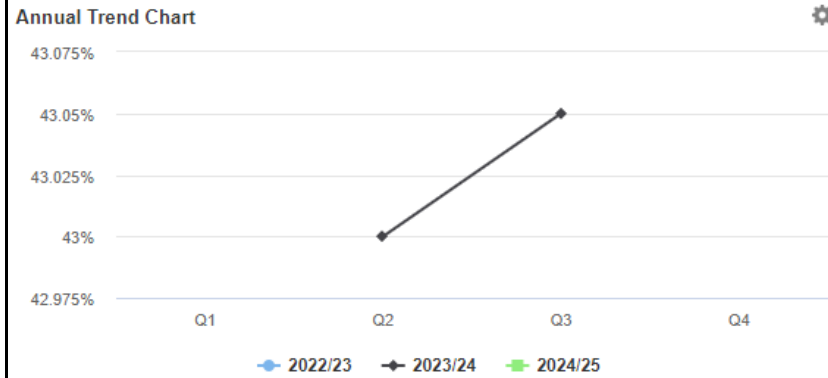
**Council Plan Performance Monitoring Report – Housing
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CW2.7	Ensure our council homes meet legislative and regulatory compliance standards		38%	
Assigned To	Andy Kefford			
Sub Action	CW2.7.1 Review the electrical safety testing time period and commence a programme of works to reduce the time period from 10 years to 5 years. Programme to start by March 2025	30%	Q3 2023/24: This remains on track, proposals will be included at budget setting for a start in 2025. The initial options put forward within the draft business case are currently being reviewed along with any movement on the legislation requirements	
Milestones	Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note
	Project group set up to prepare for Social Housing Regulatory changes	Yes	31-Oct-2023	Project group and housing oversight board established
	Draft Action Plan developed	Yes	17-Nov-2023	Draft action plan developed against the social housing regulators consumer standards.
	Draft Action Plan implemented	No	31-Mar-2024	
	Submit Tenant Satisfaction measures to Social Housing Regulator	No	01-Apr-2024	
	Conduct mock inspection	No	30-Jun-2024	At the time of the regulatory changes being announced we included a milestone to conduct a mock inspection by January. The work undertaken by completing the self assessment and setting the action plan shows that there would be little added value to conduct an inspection at this stage as we know our strengths and weaknesses. Once work has progressed on the action plan, a mock inspection should be considered at a later point.
Performance Indicator Linked	CW2.7a Percentage of homes for which all gas safety checks have been carried out	<p>Q3 2023/24 result</p>  <p>90% 95% 80% 100% 99.7%</p>		100% communal areas, 99.7% residential properties

	CW2.7b Percentage of homes with an in-date 10-year electrical safety certificate	Q3: 98.1%
	CW2.7c Percentage of communal areas with an in-date 5-year electrical safety certificate	<p style="text-align: center;">Q3 2023/24 result</p> <p>A semi-circular gauge chart with a scale from 80% to 100%. The needle points to 93.5%. The scale is divided into three color-coded sections: red (80-90%), yellow (90-95%), and green (95-100%).</p>
	CW2.7d Percentage of homes for which all required legionella risk assessments are in date	Q3: 100%
	CW2.7e Percentage of residential homes and communal areas for which all required asbestos management surveys have been carried out	<p style="text-align: center;">Q3 2023/24 result</p> <p>A semi-circular gauge chart with a scale from 80% to 100%. The needle points to 100%. The scale is divided into three color-coded sections: red (80-90%), yellow (90-95%), and green (95-100%).</p>
	CW2.7f Percentage of homes for which all required fire risk assessments are in date	<p>Q3: 0%</p> <ul style="list-style-type: none"> • The most recent set of FRAs expired on the 31st October 2023, meaning SDC is currently technically non-compliant with its statutory obligation for having in-date FRAs in communal areas. • There have been unexpected difficulties with procuring a suitably qualified provider to carry out this work. We have now procured a provider to carry out FRAs on all communal areas. The provider commenced work on 12th January and the required communal area FRAs will be completed by 31st March 2024. • We continue to inspect our communal areas on a weekly (Independent Living) and quarterly (General Needs) specifically for fire related risks and actions / mitigations are processed in line with the standard repairs and fly tipping policies. We conduct quarterly fire door inspections for which we have trained our housing officers.

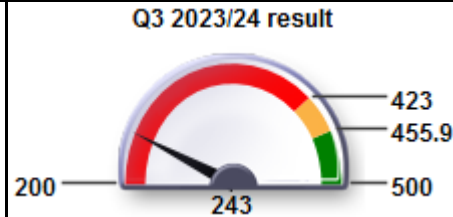
**Council Plan Performance Monitoring Report – Housing
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EC3.1	Invest in Council homes to realise optimum emission reductions and achieve an EPC-C rating or above across all council homes by 2030			33%
Assigned To	Andy Kefford; Tara Skidmore			
Milestones	Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note
	Agree an investment plan to retrofit council homes	Yes	31-Mar-2023	
	Commence Wave 2 Retrofit programme	Yes		Q2 2023/24: The Retrofit Assessments are underway, with works on site set to commence in January 2024.
	Complete Wave 1 Retrofit programme	No	29-Feb-2024	Q3 2023/24: Wave 1 project set to complete 29 February 2024
	Complete Wave 2 Retrofit programme	No	31-Mar-2025	Q3 2023/24: On track for delivery.
	Research funding opportunities for further programmes	No	31-Mar-2026	Q3 2023/24: We are continuing to explore further funding opportunities and attend regular industry specific webinars to get firsthand information and knowledge on any possible upcoming opportunities.
	Review housing stock data to establish prioritised need for future retrofit programmes	No	31-Mar-2026	Q3 2023/24: Our future programmes will look to tackle our worst performing homes and our SAVA Intelligent Energy Software will be able to aid us in prioritising future programmes
Performance Indicator Linked	EC3.1a Percentage of housing stock that has achieved an EPC-C rating or above	Q3 2023/24: 43.05%		



In addition, our current average SAP score is 63.34, and our 2030 target is to achieve an average of EPC SAP C (69 and above).

EC3.1b Number of homes retrofitted each year (average 470/year)



So far this year we have undertaken retrofit works to 243 homes, including 59 cavity wall insulations, 135 loft insulation upgrades, 85 External Wall Insulations, 79 window replacements and 30 heating upgrades. (NB some homes had more than one item carried out.) We envisage these figures to increase further in the next quarter, due to Wave 1 coming to a conclusion in February 2024 along with our standard work programmes.

EC3.1c Tonnes of carbon saved through council home retrofit

Q3 2023/24: 2.4

Figures are for Hamfallow Court only. Performance measures will be assessed as Wave 1 and Wave 2 programmes are completed. Hamfallow; prior to retrofit works the 28 flats were producing 71 tonnes of carbon per annum. Post works, they are now producing negative 2.4 tonnes of carbon. This means the site is reducing the amount of carbon in the environment, due to the pv panels installed offsetting the carbon indirectly imported from the grid.

**Council Plan Performance Monitoring Report – Housing
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	<p>This was calculated by the Retrofit Coordinators for the project in undertaking a post works retrofit assessment. The methodology they used for the carbon calculations was as follows:</p> <p>An EPC was completed on each property using the RdSAP methodology. This was then converted to full SAP and further modifications in their modelling were made to account for ventilation and thermal bridges which are otherwise assumed in the RdSAP model. The carbon figures are produced using SAP Box 272, which is annual carbon emissions, which the SAP modelling accounts for the carbon that would be produced as a result of heating and lighting each property. These post-works figures were then compared and analysed against the same figures that were produced in the pre-works assessments, which showed that this project had an overall carbon saving impact of 73.4 tonnes, in addition to reducing carbon by 2.4 tonnes each year, due to the pv panels offsetting the carbon indirectly imported from the grid.</p>
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EC3.3	Develop partnerships, provide advice and support local action to help private home owners and businesses to meet retrofit challenge	66%	
Assigned To	Amy Beckett; Brendan Cleere; Tom Ridley; Georgia Spooner; Jenny Youngs		
Latest Note	Q3 2023/24: Continued steering of the Low Carbon Communities project contracted out to Severn Wye Energy Agency. A total of 85 households in the district expressed an interest of support through a home assessment and bespoke retrofit plan, including Solar PV, batteries and air source heat pumps. 64 of these households are proceeding with the survey after initial contact and a total of 131 measures have been recommended so far.		
Sub Action	EC3.3.1 Full take up of Low Carbon Communities Project service to provide detailed advice to home owners on retrofit options for their home	0%	
Performance Indicator Linked	EC3.3a Number of enquiries to Warm & Well Advice line	Q2 2023/24: 263	
	EC3.3b Number of measures installed through Warm & Well Scheme	Q2 2023/24: 3	
	EC3.3c Number of households supported through Low Carbon Communities Project	Q2 2023/24: 72	

**Council Plan Performance Monitoring Report – Housing
Quarter 3 2023/24**

EC6.4	Deliver key low carbon exemplar projects			<div style="border: 1px solid black; padding: 2px; display: inline-block;">66%</div>
Assigned To	Andy Kefford; Tara Skidmore			
Milestones	Milestone Description	Completion Y/N	Milestone Due Date	Latest Milestone Note
	Demonstrator project delivered (dependent on success of obtaining grant funding)	Yes	30-Apr-2022	The Demonstrator Project concluded in April 2022 in line with our Memorandum of Understanding with BEIS
	Wave 1 and 2 bids submitted for grants	Yes	30-Nov-2022	The Wave 2 bid was submitted in November 2022 and we were notified of the successful bid in April 2023
	Completion of feasibility studies	No	31-Mar-2025	Q3 2023/24: When funded projects become available, we establish our bid through studying the feasibility of our stock against the scheme funding criteria and eligibility. Those properties that do not meet the criteria will then be programmed in to our standard planned works programmes.



STROUD DISTRICT COUNCIL

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HOUSING COMMITTEE MEMBER / OFFICER REPORT

NAME OF ORGANISATION/BODY	Stroud District Council																		
BRIEF REPORT: NEW HOMES & REGENERATION PROGRAMME UPDATE																			
1 INTRODUCTION																			
1.1	This report provides an update to members on the current position and progress with the New Homes & Regeneration Programme following the last report to Housing Committee on 5 th December 2023.																		
2 CURRENT PROGRAMME																			
2.1	There are 54 homes remaining for delivery in the current approved programme and the details are shown in the Table below.																		
	<table border="1"> <thead> <tr> <th>Site</th> <th>No of Units</th> <th>Total no of Persons</th> </tr> </thead> <tbody> <tr> <td>Glebelands, Cam</td> <td style="text-align: center;">23</td> <td style="text-align: center;">81</td> </tr> <tr> <td>Cambridge House, Dursley</td> <td style="text-align: center;">13</td> <td style="text-align: center;">13</td> </tr> <tr> <td>Gloucester Street/Bradley Street WUE</td> <td style="text-align: center;">8</td> <td style="text-align: center;">35</td> </tr> <tr> <td>Queens Drive, Cashes Green, Stroud</td> <td style="text-align: center;">7</td> <td style="text-align: center;">27</td> </tr> <tr> <td>Symn Lane s106</td> <td style="text-align: center;">3</td> <td style="text-align: center;">12</td> </tr> </tbody> </table>	Site	No of Units	Total no of Persons	Glebelands, Cam	23	81	Cambridge House, Dursley	13	13	Gloucester Street/Bradley Street WUE	8	35	Queens Drive, Cashes Green, Stroud	7	27	Symn Lane s106	3	12
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Symn Lane s106	3	12																	
2.2	The projects at Gloucester Street/Bradley Street, Cambridge House and Glebelands are currently out to tender for a second time following the initial aborted tender. The invitation to tender has been published through the Procure Partnerships Framework and bids are due back in mid-April. Subject to satisfactory bids, financial assessments/due diligence, and approvals, it is anticipated that the contract could be awarded by mid-June. Start on site for all three projects is therefore currently anticipated in late 2024.																		
2.3	The planning application for the proposed development of 7 new homes at Queens Drive, Cashes Green is currently in planning and will be determined following the additional ecological surveys are undertaken in the Spring.																		



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HOUSING COMMITTEE MEMBER / OFFICER REPORT

2.4 SDC are also currently in the process of acquiring 3 Section 106 homes in Wotton-under-Edge. The exchange of contracts has been delayed as a result of outstanding works due by the contractor. Following exchange of contracts completion will take place 5 weeks later. It is currently forecast that these homes will form part of the housing stock by the end of this financial year. This acquisition will provide 2 affordable rented homes and 1 shared ownership property which will be marketed upon exchange of contracts.

	Kimberley Read, New Homes & Regeneration Manager
DATE	8th March 2024

SMALL SITES, GARAGES AND DISPOSALS UPDATE

Summary

This is an update on the 2015 Committee decision to rationalise the council's garages and small sites. The priorities are to identify developable sites, sell surplus garages and land and raise capital receipts to support the council's New Homes and Regeneration Programme. Disposals are by auction give the widest opportunity to buyers. Ward Councillors, the Chair of Housing Committee and senior officers are consulted as part of the process and briefed on individual sites.

Progress

- Total capital receipts from the sale of garages and small sites are over £5,100,000.
- Since 2016 the council has sold more than 320 garages and 20 small sites.
- Planning permission has been secured for housing on small sites in Nailsworth, Ebley, Hardwicke, Upton St Leonards, Kings Stanley, Wotton-under-Edge and Cainscross. The majority of these have now been sold for new houses to be built by individuals and small builders.
- A decision has recently been made to appropriate a garage site in Berkeley town centre from the HRA into the General Fund, to demolish the thirteen garages and extend the public car park, subject to planning permission.
- It has been agreed with Housing Services to re-employ the block of garages behind the council's flats and shops in Cam to improve parking and access for local businesses and residents. Designs are being prepared that include demolishing the garages and creating improved outlooks for tenants, better access and circulation to the shops and operational benefits to site users.
- The webpage set up to advertise sales and give FAQ's about the Garage Project can be found at www.stroud.gov.uk/land-and-property-for-sale

New Homes Programme

Three garage sites have been developed as part of the council's New Homes and Regeneration programme to date, providing the following:

- 4 new homes at Fisher's Road, Berkeley (former garage site)
- 20 new homes at Ringfield Close, Nailsworth (former sheltered housing scheme and garage site comprising 16 garages)
- 7 new homes at Summersfield Road, Minchinhampton (former garage site and MUGA)

A further garage site is included within the current approved programme:

- Queens Drive, Cashes Green: Anticipated to deliver seven units subject to planning. Garages have been demolished in preparation for redevelopment.

Nick Stewart, Principal Estates Surveyor
nick.stewart@stroud.gov.uk

- Twenty-two sites are being considered for temporary housing or general needs units (Pods) across the district.

Sites which will deliver fewer than five homes are not now viable for the council to develop because of the lack of the necessary economies of scale and relatively high construction costs.

Community Land Trusts and Registered Providers

- Sites have previously been offered to other Registered Provider's (RP's) when they cannot be developed by the council but they are also too small for them to progress, even when multiple sites are grouped together, as other RP's will have similar challenges as the council in bringing sites forward.
- In 2018 the council successfully transferred a housing site to the Nailsworth Community Land Trust (CLT) for ten new homes
- This CLT subsequently investigated another of the council's small garage sites in Nailsworth but it was not viable for them to develop.

Outlook

Seventy garages are currently being marketed with more programmed for 2024-25. It is important to keep around 120 garages because they are integral parts of sites such as flats or they may be of use to the council in the future. In order to reduce the repairs liability to the HRA for these it is anticipated that they will be let for management commercially. It is expected that the programme has 2 to 3 more years to run before all the sites have been reviewed and sold or retained as appropriate.

Summary

The disposal programme is mature, having made substantial progress selling surplus property. The promotion of the sites and work to secure planning permission or overage maximises property values and capital receipts to the HRA, ensuring financial probity. The programme removes the management and maintenance burden to the HRA and brings sites and garages into more productive use.

The capital receipts are important to support the delivery of CW.2.1 of the Council Plan: Deliver new affordable homes across the District, through planning policy and work with partners including community-led housing groups, housing associations and via our own New Homes Programme, which will deliver EPC-A rated properties in line with our Strategy for New Council Homes 2020-2024

Nick Stewart, Principal Estates Surveyor
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HOUSING COMMITTEE MEMBER / OFFICER REPORT

NAME OF ORGANISATION/BODY	Stroud District Council
BRIEF REPORT: HRA FINANCIAL POSITION	
<p>1 INTRODUCTION</p> <p>1.1 The Housing Revenue Account (HRA) medium term financial position was presented to Housing Committee on 05 December 2023. The paper presented the revised budgets for 2023/24 and the medium-term financial plan 2023/24 – 2027/28.</p> <p>1.2 The report sets out that due to continuing pressure on costs and previously capped levels of income, the current financial position of the HRA is not sustainable and that significant savings will need to be found to bridge the gap between expenditure and income.</p> <p>1.3 Whilst a balanced budget can be maintained for 2024/25, the longer-term financial position needs to be reviewed. A full-service review has been ongoing to explore measures that will help the financial position of the Housing Revenue Account, whilst ensuring we are compliant with regulation and maintaining a high service offer to our tenants.</p> <p>1.4 This report is to inform members of the measures that are being considered to address budget pressures and improve the HRA position.</p> <p>2 HRA MITIGATION</p> <p>2.1 There is some opportunity to mitigate budget pressure through increasing rents. This is being considered although the extent and timing of how this may impact on the deficit is at the moment unclear. There are a limited number of SDC tenants whose current rent is set at the full social rent value as rental increases are restricted by Government policy. The Government's policy on rent for social housing is due to be reviewed during 2025 and at that point we will understand whether there will be an opportunity to review and increase rents. Until we are aware of the governments rent policy position, which we anticipate being announced during the first half of the year, we will not know the true financial difference beyond 2025.</p> <p>2.2 Whilst there is an expectation that the government's policy position may change and bring a positive difference in the future, we acknowledge that this alone will not completely bridge the financial gap. There are a number of measures to improve the financial position that are underway and have been discussed at Housing Committee previously, such as the recent review of the tenancy management staffing structure, enhancing the housing computer management system and decommissioning of old systems, the sale of garage sites and depooling of service charges.</p>	

- 2.3 More effective charging for services, such as communal area cleaning and grass cutting will contribute to budget mitigation. The current charge for services is included in the rental charge to tenants which means those services are sometimes subsidised as part of the rent. The project to depoolrents from service charges which means the charges will be paid separately to the rent and this will improve the financial position of the HRA by reducing the level of subsidy, but crucially it will also give tenants more choice and control over the services they wish to receive. This was reviewed at Housing Committee on 28 March 2023 and a further report will be presented during 2024/25. The depooling of service charge project is ongoing and a report will be presented to Housing Committee during 2024/25 with the anticipation of charges going live from April 2025 subject to consultation and Committee approval.
- 2.4 In addition, the housing service has been reviewing a number of other options to improve the financial position. This matter is being taken extremely seriously, ensuring the delivery of financial savings whilst maintaining service delivery.
- 2.5 The table below summaries these considerations:

No.	Item under consideration	Proposals under consideration
1.	Rent Review	<p>A limited number of tenants have rent set at the full social rent value.</p> <p><u>Government Rent Policy:</u> The rent policy is due to be reviewed in the first six months of 2024/25 which may change the methodology for setting and increasing rents for existing tenants.</p> <p><u>Setting rents at relet:</u> In December 2023 Housing Committee agreed to increase rents at relet for properties that are A rated for energy efficiency.</p> <p>In accordance with the Rent Policy Statement, rents for properties at relet, regardless of energy efficiency rating, can be set including an upwards tolerance of 5% of formula rent. Therefore, we are considering a proposal to increase rents at relet for either:</p> <ul style="list-style-type: none"> A) Homes assessed as B rated and above for energy efficiency. B) All homes at relet regardless of energy efficiency.
2.	Capital work programme	<p><u>Cyclical painting:</u> The Council carry out cyclical painting to the exterior to our stock on a 5-year cycle with a 2 year break in the contract. To give consideration as to whether we increase the break period from 2 years to 3+ years.</p> <p><u>Decent Home Standard:</u> The decent homes standard is currently under government review, and we are waiting for further announcements about expectations and requirements. The decent home standard will set out our requirements for major work such as kitchens and bathrooms. This may impact on our current programme of works and is being kept under review.</p>

3.	Review of existing contracts	A number of contracted services are due for review in the next 24 months which will give the Council the opportunity to consider alternative methods of delivery and/or to reprocure and ensure value for money.
4.	Review policies and internal procedures	<p>Update and refresh internal procedures as part of the Councils fit for the future programme and to ensure consistency. This is a process that maps how services are delivered and identifies areas that can be streamlined to be more efficient and effective.</p> <p>A full review of the policies is ongoing and new policies will be presented to Housing Committee over 2024/25 such as the Compensation Policy to ensure that payments are made in a fair, transparent and consistent manner, the Repairs & Maintenance policy to clearly set out the responsibilities of the Council and of tenants.</p>
5.	Invest to save	<p>We are exploring and investing in technology to streamline service deliver.</p> <p>Budget approval was given during 2023/24 to purchase drones which will reduce the use of scaffolding. This will decrease cost expenditure of scaffolding, and it will also save time as there is no lead in time for delivery and erecting of scaffold. It reduces health and safety issues, means surveys can be carried out quicker and reduces disruption to tenants.</p> <p>Options to invest in other technology in pressured areas, such as damp and mould will be reviewed and cost analysis carried out.</p>
6.	Garages	<p>The Council own 359 garages. A number of garages are in disrepair and cost the HRA money to make safe. The current strategy is to dispose of inappropriate garage sites and is ongoing.</p> <p>By selling inappropriate garage sites which are those where there is limited development potential or viability to the Council, will reduce the costs associated with repairs to make the units safe.</p> <p>In addition, we are exploring a proposal to use existing garage and small sites for installing modular homes. This will increase rental income.</p>
7.	Temporary accommodation Strategy	<p>A Temporary Accommodation Strategy is being drafted and will be presented to Housing Committee during 2024/25. This is a review of our current approach to delivering emergency accommodation, cost analysis and a proposed change of approach.</p> <p>If approved, this strategy will support savings to the general fund and will increase rentals coming into the HRA, whilst also improving service provision.</p>

8.	Chargeable Services	<p>There are a number of supplementary services that the Council may be able to provide to our tenants for a paid fee.</p> <p>Supplementary services under consideration are connecting a gas cooker for a tenant, cleaning services, window cleaning, gardening.</p>
9.	Borrowing	To review our current rates of repayment against borrowing and length of repayment terms to consider whether changes may reduce costs and the long term impact of any decisions.
10.	Fraud reduction	<p>Review our processes and verification procedures to prevent fraudulent claims and unauthorised occupancy.</p> <p>Carrying out regular checks and data analysis that can help identify practices. Working with partners to identify and reduce fraud.</p>
11.	Grant funding	To continue to apply for all appropriate external grant funding as it becomes available.
12.	Review office space	Consider the use of existing office spaces at Ebley Mill and Littlecombe and to weigh up the cost and other benefits from each location and any options to change.
13.	Flexible tenancies	To review the existing tenancy agreement and consider whether to introduce flexible tenancies for new tenancies. This would require updating the Tenancy Policy and would mean tenants are offered a fixed term tenancy for a period such as 5 years, rather than a permanent tenancy.
14.	Review of internal officer budgets and budget allowances	<p>To review the limits of officer budgets so that higher levels of spend require additional sign off controls to ensure we are achieving value for money.</p> <p>To review internal budgets and ensure that these are set appropriately for need and reduce these were appropriate</p>
16.	Shared services	To explore opportunities for shared services with partners across the entire service.
17.	Incentive Scheme	Consider implementing an incentive scheme that incentivises tenants to leave their property in a good condition when they move. This should result in reduce time and expenditure remedying homes that require clearance and significant repair at void stage
18.	Contractor Support	To review options for support from local contractors. Consider implementing a local contractor framework so that local contractors can deliver minor repair works at a competitive cost
19.	Minor works	To review service delivery and consider whether minor works such as bathrooms and minor voids could be delivered in house rather than by a contractor. This will involve reviewing staffing arrangements and consideration as to whether there is benefit by creating a minor works team to deliver these work streams.

2.6 The list of measures is not exhaustive, and the service review is ongoing. A detailed report will be presented to Housing Committee in Autumn 2024 that includes the updated government rent position and the deficit that needs to be bridged, along with progress on steps that officers are taking to meet the difference.

3 CONCLUSION

3.1 The priority for the Council remains to ensure we strengthen our service offer to tenants, that staff have the tools and resources to do their jobs, that we are compliant with the health and safety requirements and new regulation facing the housing sector, whilst also taking proactive measures that are designed to protect the HRA financial position.

3.2 This report is to inform members that the HRA financial position is an ongoing concern and that all mitigation measures are being assessed, costed and analysed and a second report with this analysis and recommendations will be presented to Housing Committee during 2024/25.

REPORT SUBMITTED BY	Andy Kefford, Strategic Head of Housing
DATE	27 February 2024

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STROUD DISTRICT COUNCIL
HOUSING COMMITTEE
WORK PROGRAMME 2024/25

Date of meeting	Matter to be considered	Notes (e.g. lead Member/Officer)
25 June	Housing Revenue Account Outturn 2023/24	Principal Accountant
	Housing & Tenancy Fraud Policy	Head of Service Counter Fraud and Enforcement Unit
	Social Housing Decarbonisation Fund	Head of Assets & Investment (Council Housing)
	Temporary Accommodation Strategy	Strategic Head of Housing
	Appointments: a) Performance Monitors	
	Member/Officer Reports a) Progress update on Key action plans (Cleaner Estates & Service Standards and tenant engagement) b) Tenant Representatives	Lead Members /Officers
17 September	Budget Monitoring Q1	Principal Accountant
	Member/Officer Reports a) Progress update on Key action plans (Cleaner Estates & Service Standards and tenant engagement) b) Performance Monitoring Q1 c) Tenant Representatives	Lead Members /Officers
10 December (Budget)	Budget Monitoring Q2	Principal Accountant
	Tenant Handbook Update	Housing Manager
	Housing Committee Estimates and – Revised 2022/23 and Original 2023/24, and HRA Medium Term Financial Plan	Principal Accountant
	Member/Officer Reports a) Performance Monitoring Q2 b) Tenant Representatives	
04 February	Member/Officer Reports a) Progress update on Key action plans (Cleaner Estates & Service Standards and tenant engagement) b) Tenant Representatives	
25 March	Social Housing Decarbonisation fund	Head of Housing Services
	Budget Monitoring Q3	Principal Accountant
	Member/Officer Reports	

Agenda Item 11

	a) Progress update on Key action plans (Cleaner Estates & Service Standards and tenant engagement) b) Performance Monitoring Q3 c) Tenant Representatives	
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Items to be considered at a future meeting

- Tenancy Agreement (part of the de-pooling project) (2023)
- May Lane / Prospect Place, Dursley
- Temporary Modular Accommodation Garage and Small Sites (including Orchard Road, Ebley)- New Homes and Regeneration Manager
- Anti-Social Behaviour and Compliance Policy - Head of Community Services
- Depooling of Service Charges
- Review of Damp and Mould – Strategic Head of Housing
- Timeline of sustainable budgets
- Fire Safety Policy - Compliance & Assurance Manager
- Radon Policy - Compliance & Assurance Manager

Future Information Sheets:

- Updated Local Plan Affordable Housing Policies – Head of Housing Solutions
- Review of the Gloucestershire private sector housing survey – Housing Renewal Manager
- Social Housing Regulation Bill - Head of Housing Services