

**Contact Name:** *Melanie Stephens*

**Tel No:** *023 8028 5588*

**E-mail:** *melanie.stephens@nfdc.gov.uk*

**Date:** *28 February 2013*

#### **NOTIFICATION OF PORTFOLIO HOLDER DECISIONS**

On 28 February 2013, Cllr Mrs J L Cleary, the Housing and Communities Portfolio Holder, made the following decision. Any member of the Council, who is not a Portfolio Holder, who considers that any decision should be reviewed should give notice to the Monitoring Officer (Grainne O'Rourke) (in writing or by e-mail) to be received **ON OR BY 5.15 P.M. ON THURSDAY, 7 MARCH 2013.**

Details of the documents the Portfolio Holder considered are attached.

**DECISION:** To approve the programmes of planned housing maintenance and improvements works.

**REASONS:** See report

**ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:** See report

**CONFLICTS OF INTEREST DECLARED:** None

#### **For Further Information Please Contact:**

Dave Brown

Head of Housing

Tel: 023 8028 5588

**E-mail:** [dave.brown@nfdc.gov.uk](mailto:dave.brown@nfdc.gov.uk)

## **HOUSING PORTFOLIO HOLDER DECISION**

### **HOUSING PLANNED MAINTENANCE AND IMPROVEMENT PROGRAMME 2013/2014**

#### **1. INTRODUCTION**

- 1.1 The Cabinet on 6 February 2013 approved the Housing Revenue Account estimates for 2013/14. This included a total sum of £5.048 million for the planned maintenance and improvement programme, £450,000 for environmental improvements, £1.514 million for cyclical maintenance.
- 1.2 This report seeks approval to the programmes of work under general headings of expenditure.
- 1.3 The programme for 2013/14 has been devised in accordance with the Business Plan, and to continue to meet the requirements of the "Decent Homes Standard".
- 1.4 This year's programme has been compiled taking into account the 10-year Housing Planned Maintenance & Improvements programme.
- 1.5 All work identified in this report is based upon stock condition surveys, and feedback from the Reactive Maintenance service, followed by an inspection regime prior to work being specified to ensure only expenditure required is actually committed.

#### **2. PROGRESS REPORTING OF THE PROGRAMME**

- 2.1 The progress of each scheme during the financial year will be reported to Members in the Information Bulletin, together with tender results and budget information. Overall budgetary and programme control is exercised by regular and detailed monthly information being provided to Senior Managers and the Housing Accountant.
- 2.2 In common with previous years, where tender results lead to savings being achieved, further priority projects will be identified and carried out to ensure that the maximum expenditure within the overall budget is achieved.
- 2.3 The Head of Housing has delegated power to agree the works to be carried out at individual specific addresses within the budget heads allocated by the Council.

#### **3. APPROVED BUDGET PROVISIONS**

- 3.1 The approved budgets are £5.048 million for planned maintenance projects, £450,000 for environmental improvements, and £1.514 million for cyclical maintenance. These budgets will substantially contribute to maintaining the Decent Homes Standard.
- 3.2 # Appendix 1 is a summary of the various headings of expenditure comprising the total budget provision.

#### **4. PROPOSALS**

- 4.1 Within the Planned Maintenance programme, the work proposed is broadly in line with that of previous years. The prime purpose of this expenditure is to maintain the fabric of Council homes, to ensure services such as electrical and heating systems are in a safe condition and importantly, to ensure that all our homes continue to meet the Decent Homes Standard. Current predictions indicate that the Council will continue to achieve this target.
- 4.2 The Decent Homes Standard requires properties to meet several criteria ranging from general fitness to having modern facilities. Guidance issued advises that for a home to be decent it must meet the following four criteria:-
- It contains no serious hazards under this Housing Health and Safety Rating System.
  - It is in a reasonable state of repair.
  - It has reasonably modern facilities and services.
  - It provides a reasonable degree of thermal comfort.
- 4.3 A property will fail the requirement for reasonably modern facilities and services if it lacks three or more of the following aspects:-
- A reasonably modern kitchen (20 years old or less)
  - A kitchen with adequate space and layout
  - A reasonably modern bathroom (30 years old or less)
  - An appropriately located bathroom and WC
  - Adequate insulation against external noise (where external noise is a problem)
  - Adequate size and layout of common areas for blocks of flats.
- 4.4 As mentioned in 4.1 the programme for 2013/2014 includes a level of expenditure on improvements and repairs in common with previous years and an explanation of some of the items included is given below:-
- An allowance of £1,030,000 has been made for replacing kitchen. This will allow for the renewal of all the kitchens over 30 years old (excluding 150 where the tenant has previously refused the works). The procuring of a three-year kitchen refurbishment contract was agreed in a Portfolio Holder's Decision of 2 October 2012.

- An allowance of £750,000 has been made for renewing bathrooms and this will allow for the replacement of approximately 185 of the 930 bathrooms over 40 years old (excluding 68 where the tenant has previously refused the works).
  - An allowance of £550,000 has been made for upgrading heating installations with modern energy efficient boilers and controls, and this will allow for the renewal of 225 of the boilers over 15 years old (excluding 65 where the tenant has previously refused the works) and all of the old inefficient gas fired back boilers (excluding 15 where the tenant has previously refused the works).
  - An allowance of £500,000 has been made to apply external render to properties to prevent water ingress.
  - An allowance of £100,000 for insulation works will allow for the upgrading of loft insulation in some of the 14% of properties which are below the current Building Regulations (this is above the requirements for Decent Homes in terms of thermal comfort).
  - An allowance of £900,000 has been made for re-roofing 120 of the 295 properties with roofs over 60 years old.
  - Works to communal areas of flats and minor works/alterations to older persons accommodation include renewing fire doors, upgrading lighting, damp proofing at Solent Mead and provision of low surface temperature radiators.
  - Included within miscellaneous works are items identified from fire risk assessments, legionella risk assessments and larger works identified from Reactive Maintenance repairs.
- 4.5 The allowance of £450,000 for environmental improvements is split between £250,000 for environmental enhancements at North Milton Estate, and in line with the 10-year plan an amount of £200,000 for the provision of hardstandings within the curtilage of properties which will hopefully contribute to easing car parking problems on estates. The money for hardstandings will be targeted at tenants who have asked for this improvement and have been on a waiting list. Those who have been on the waiting list longest will be tackled first (currently the wait is approximately 2 years).

## **5. TENANT INVOLVEMENT**

- 5.1 With planned maintenance and improvement works it is intended to continue with the current practice of involving tenants and residents in aspects of the work that affects their homes. Consultation will ensure that any inconvenience and disruption is kept to a minimum.
- 5.2 Where choice can be given without compromising the effectiveness or the necessity of the work, this will be given. Choice could mean the tenant electing not to have the work done, or in selecting finishes and colour schemes if and when improvements are carried out. Generally no choice will be given where works, such as re-roofing, involve essential maintenance work.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 Total planned expenditure for 2013/2014 is £7.012 million, comprising £5.048 million for planned maintenance and improvements, £1.514 million for cyclical maintenance, and £450,000 for environmental improvements. This is within the approved budgets.

## **7. ENVIRONMENTAL IMPLICATIONS**

- 7.1 All products used in the repair, maintenance and improvement of Council homes are selected to ensure the minimum impact upon the environment and at the same time balance the need to improve the energy efficiency of tenants' homes in order to meet the requirement for thermal efficiency under the Decent Homes Standard.

## **8. CRIME AND DISORDER IMPLICATIONS**

- 8.1 Many aspects of work identified in this report will improve the security of tenants' homes.

## **9. EQUALITY AND DIVERSITY IMPLICATIONS**

- 9.1 All equality and diversity implications will be considered at every stage of the process of commissioning and carrying out planned maintenance, improvement and cyclical maintenance works. In addition any contractor used for works will have been assessed, as part of the process in becoming an approved NFDC contractor, in respect of their adherence to equality and diversity principles.

## **10. PORTFOLIO HOLDER COMMENTS**

- 10.1 Once again I am delighted that we are able to fund a full programme of repairs and improvements to our Council housing stock. This will ensure that we continue to meet the Decent Homes Standard and maintain our homes in good repair. I am also very pleased that we are able to continue to invest in improving the energy efficiency of our homes which will help reduce heating bills and improve living conditions.

## **11. RECOMMENDATIONS**

- 11.1 # That the proposals for planned maintenance, cyclical maintenance and improvement work listed in Appendix 1 be approved.

**2013/2014 PLANNED MAINTENANCE BUDGET SUMMARY****1 PLANNED MAINTENANCE AND IMPROVEMENTS BUDGET**

	£	£
Kitchen Modernisations	1,030,000	
Bathroom Modernisations	750,000	
Heating – boiler replacements	550,000	
Rendering	500,000	
Electrical Works	170,000	
Insulation Works	100,000	
Roofing	900,000	
Works to communal areas of flats	250,000	
Structural Repairs/re-pointing	110,000	
External doors and windows	50,000	
Asbestos Removal and Low Maintenance Eaves	200,000	
Paving improvements	50,000	
Minor works to older persons accommodation	162,000	
Water Main Renewals	100,000	
Miscellaneous works, including fire audit work, fencing etc	126,000	
<b>TOTAL PLANNED MAINTENANCE &amp; IMPROVEMENT BUDGET</b>		<b>5,048,000</b>

**2 CYCLICAL MAINTENANCE**

Appliance servicing (including gas, solid fuel, oil, smoke detectors, and CO Servicing)	770,000	
Fire alarm servicing/upgrading	82,000	
Lift servicing/upgrading	52,000	
Portable appliance testing	3,700	
Legionella checks	10,000	
External redecoration, include internal communal areas of flats	475,000	
Internal decorations to sheltered schemes	40,000	
Elderly persons internal redecoration	25,000	
Servicing automatic doors	3,000	
Window Cleaning	16,000	
Miscellaneous	37,300	
<b>TOTAL CYCLICAL MAINTENANCE</b>		<b>1,514,000</b>

**3 ENVIRONMENTAL IMPROVEMENTS**

Provision of Hardstandings	200,000	
North Milton enhancements	250,000	
<b>TOTAL CYCLICAL ENVIRONMENTAL IMPROVEMENTS</b>		<b>450,000</b>
<b>TOTAL EXPENDITURE</b>		<b>7,012,000</b>

I agree the recommendation COUNCILLOR JILL CLEARY  
~~Councillor Jill Cleary~~  
Housing and Communities Portfolio Holder

Date: 28/2/2013.

Date Notice of Decision Given: 28 February 2013

Last Date for Call-in: 7 March 2013

**For Further Information Contact**

Dave Brown  
Head of Housing  
Tel: 023 8028 5141  
E-mail: [dave.brown@nfdc.gov.uk](mailto:dave.brown@nfdc.gov.uk)

**Background Papers**

- \* 10 Year Planned Maintenance & Improvement Programme
- \* HRA Business Plan
- \* Report to Cabinet 6 February 2013 on HRA Budget and Capital Expenditure Programme 2013/14