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Date: *24 March 2014*

NOTIFICATION OF PORTFOLIO HOLDER DECISIONS

On 24 March 2014, 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 MONDAY, 31 MARCH 2014.**

Details of the documents the Portfolio Holder considered are attached.

DECISION: To approve the housing planned maintenance and improvement programme 2014/15.

REASONS: See report

ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED: See report

CONFLICTS OF INTEREST DECLARED: None

For Further Information Please Contact:

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HOUSING PLANNED MAINTENANCE AND IMPROVEMENT PROGRAMME 2014/2015

1. INTRODUCTION

- 1.1 The Council on 24th February 2014 approved the Housing Revenue Account estimates for 2014/15. This included a total sum of £5.143 million for the planned maintenance and improvement programme, £200,000 for environmental improvements, £1.447 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 2014/15 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 As in previous years, expenditure on the Planned Maintenance Programme will be controlled through the year in response to tenders received by adjusting workloads, specifications and work programmes. Priority budgets will be identified and carried out to ensure that the maximum expenditure within the overall budget is achieved.
- 2.3 The Head of Housing and Customer Services 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 £5.143 million for planned maintenance projects, £200,000 for environmental improvements, and £1.447 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 except for an increase in the bathroom budget and an allowance for external rendering to improve the thermal insulation of our properties. 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 2014/2015 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 122 where the tenant has previously refused the works). This contract has been re-tendered and is a continuation of the three year kitchen refurbishment contract which was agreed in a Portfolio Holders Decision of 2 October 2012.
- An allowance of £1,250,000 has been made for renewing bathrooms and this will allow for the replacement of approximately 350 of the 900 bathrooms over 40 years old (excluding 70 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 50 where the tenant has previously refused the works).
- An allowance of £480,000 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 12% 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 300 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 will be items identified from fire risk assessments, legionella risk assessments and larger works identified from Reactive Maintenance repairs.

4.5 The allowance of £200,000 for environmental improvements is 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 2014/2015 is £6.79 million, comprising £5.143 million for planned maintenance and improvements, £1.447 million for cyclical maintenance, and £200,000 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. TENANTS' COMMENTS

- 10.1 The report was well-written and the information was clearly laid out and easy to understand. It also showed value for money.

11. PORTFOLIO HOLDER COMMENTS

- 11.1 Once again, I am delighted to be able to support a full programme of repairs and improvements to our Council Housing Stock. This will ensure we maintain our homes in good order and continue to meet the Decent Homes Standard. I am also very pleased that we are investing in insulation works to improve the energy efficiency of our homes which will help improve living conditions and reduce heating costs for our tenants.

12. RECOMMENDATIONS

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

For Further Information Contact

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Background Papers

- * 10 Year Planned Maintenance & Improvement Programme
- * HRA Business Plan
- * Report to Cabinet 5th February 2014 and full Council on 24th February 2014 on HRA Budget and Capital Expenditure Programme 2014/15

I agree the recommendation

J L. CLEARY

Councillor Jill Cleary
Housing and Communities Portfolio Holder

Date: 24.3.2014

Date Notice of Decision Given: 24 March 2014

Last Date for Call-in: 31 March 2014

2014/2015 PLANNED MAINTENANCE BUDGET SUMMARY**1 PLANNED MAINTENANCE AND IMPROVEMENTS BUDGET**

	£	£
Kitchen Modernisations	1,030,000	
Bathroom Modernisations	1,250,000	
Heating – boiler replacements	550,000	
Rendering/improvements	480,000	
Electrical Works	170,000	
Insulation Works	100,000	
Roofing	900,000	
Structural Repairs/re-pointing	85,000	
External doors and windows	50,000	
Asbestos Removal and Low Maintenance Eaves	150,000	
Paving improvements	50,000	
Minor works to older persons accommodation	270,000	
Miscellaneous works, including fire audit work, fencing etc	58,000	
TOTAL PLANNED MAINTENANCE & IMPROVEMENT BUDGET		5,143,000

2 CYCLICAL MAINTENANCE

Appliance servicing (including gas, solid fuel, oil, smoke detectors, and CO Servicing)	812,000	
Fire alarm servicing/upgrading	50,000	
Lift servicing/upgrading	52,000	
Portable appliance testing	3,900	
Legionella checks	10,000	
External redecoration, include internal communal areas of flats	400,000	
Internal decorations to sheltered schemes	40,000	
Elderly persons internal redecoration	25,000	
Servicing automatic doors	3,000	
Window Cleaning	16,000	
Miscellaneous	35,100	
TOTAL CYCLICAL MAINTENANCE		1,447,000

3 ENVIRONMENTAL IMPROVEMENTS

Provision of Hardstandings	200,000	
TOTAL ENVIRONMENTAL IMPROVEMENTS		200,000
TOTAL EXPENDITURE		6,790,000