

NOTICE OF MEETING

Meeting: HOUSING OVERVIEW AND SCRUTINY PANEL

Date and Time: WEDNESDAY, 20 JANUARY 2021, AT 6.00 PM*

Place: MICROSOFT TEAMS - ONLINE

Enquiries to: Email: karen.wardle@nfdc.gov.uk
Tel: 023 8028 5071

PUBLIC PARTICIPATION:

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Panel's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Friday, 15 January 2021. This will allow the Council to provide public speakers with the necessary joining instructions for the Microsoft Teams Meeting.

Bob Jackson
Chief Executive

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www.newforest.gov.uk

This Agenda is also available on audio tape, in Braille, large print and digital format

AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meeting held on 12 November 2020 as a correct record.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

4. HOUSING REVENUE ACCOUNT BUDGET AND THE HOUSING PUBLIC SECTOR CAPITAL EXPENDITURE PROGRAMME FOR 2021/22 (Pages 5 - 20)

To consider the HRA budget and the housing public sector capital expenditure programme for 2021/22.

5. TELECARE INFRASTRUCTURE REPLACEMENT PROJECT

To receive a presentation on the Telecare Infrastructure Replacement Project.

6. HOMELESSNESS UPDATE

To receive an update on homelessness.

7. HOUSING STRATEGY / HRA PROPERTY DEVELOPMENT AND ACQUISITION UPDATE

To receive an update on the progress of the Housing Strategy and HRA property development and acquisition.

8. PORTFOLIO HOLDERS' UPDATES

An opportunity for the Portfolio Holders to provide an update to the Panel on any issues.

9. WORK PROGRAMME (Pages 21 - 24)

To consider the Panel's future work programme, and make changes where necessary.

10. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

NEW FOREST DISTRICT COUNCIL – VIRTUAL MEETINGS

Background

This meeting is being held virtually with all participants accessing via Microsoft Teams.

A live stream will be available on YouTube to allow the press and public to view meetings in real time and can also be found at the relevant meeting page on the Council's website, with this published agenda.

Principles for all meetings

The Chairman will read out Ground Rules at the start of the meeting for the benefit of all participants. All normal procedures for meetings apply as far as practicable, as the Government Regulations do not amend any of the Council's existing Standing Orders.

The Ground Rules for all virtual meetings will include, but are not limited to, the following:-

- All participants are reminded that virtual public meetings are being broadcast live on YouTube and will be available for repeated viewing. Please be mindful of your camera and microphone setup and the images and sounds that will be broadcast on public record.
- All participants are asked to mute their microphones when not speaking to reduce feedback and background noise. Please only unmute your microphone and speak when invited to do so by the Chairman.
- Councillors in attendance that have not indicated their wish to speak in advance of the meeting can make a request to speak during the meeting by using the “raise hand” feature in Microsoft Teams. Requests will be managed by the Chairman with support from Democratic Services. Please remember to “lower hand” when you have finished speaking.
- The chat facility should not be used unless raising a point of order or providing the wording for a motion.
- All participants are asked to refer to the report number and page number within the agenda and reports pack so that there is a clear understanding of what is being discussed at all times.

Voting

When voting is required on a particular item, each councillor on the committee will be called to vote in turn by name, expressing their vote verbally. The outcome will be announced to the meeting. A recorded vote will not be reflected in the minutes of the meeting unless this is requested in accordance with the Council’s Standing Orders.

By casting their vote, councillors do so in the acknowledgement that they were present for the duration of the item in question.

Technology

If individuals experience technical issues, the meeting will continue providing that it is quorate and it is still practical to do so. The Chairman will adjourn the meeting if technical issues cause the meeting to be inquorate, the live stream technology fails, or continuing is not practical.

Public Participation

Contact details to register to speak in accordance with the Council’s Public Participation Procedures are on the front page of this agenda.

In order to speak at a virtual meeting, you must have the facility to join a Microsoft Teams Meeting. Joining instructions will be sent to registered speakers in advance of the meeting.

The Council will accept a written copy of a statement from registered speakers that do not wish to join a Microsoft Teams Meeting, or are unable to. The statement will be read out at the meeting and should not exceed three minutes. Please use the contact details on the agenda front sheet for further information.

To:

Councillors

Steve Davies (Chairman)
Ann Sevier (Vice-Chairman)
Anne Corbridge
Kate Crisell
Jack Davies

Councillors

Andrew Gossage
Joshua Kidd
Ian Murray
Caroline Rackham
Christine Ward

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HOUSING OVERVIEW AND SCRUTINY PANEL – 20 JANUARY 2021

HOUSING REVENUE ACCOUNT BUDGET AND HOUSING PUBLIC SECTOR CAPITAL EXPENDITURE PROGRAMME 2021/22

1 INTRODUCTION

- 1.1 This report sets out the proposed Housing Revenue Account (HRA) budget, the proposed rent levels and other charges, the maintenance programme and a proposed Housing Public Sector Capital Programme for 2021/22 – 2023/24.
- 1.2 The proposed budgets for 2021/22 will be considered by tenants on the Tenant Involvement Group on 15 January 2021. Their comments will be reported orally at this meeting.
- 1.3 The proposed HRA budget is attached as **Appendix 1**, and the proposed Capital programme at **Appendix 3**. Cabinet will be required to recommend budgets for consideration at Council on 25 February 2021.

2 KEY ISSUES

- 2.1 Members are asked to consider a number of financial issues for 2021/22.
- 2.2 **Housing Rents**
 - 2.2.1 The report identifies a proposed social rent increase of 1.5%, in line with the Government's current recommendation. It is the second increase, following a four year social rent reduction programme. Current indications are that annual increases of CPI +1% may be applied for a further three year period.
 - 2.2.2 Following the rent increase, average weekly rents will be £102.08 for 2021/22. The actual increase will vary by property but will amount to an average increase of £1.51 per week.
- 2.3 **Service Charges – Hostels & Older Persons Accommodation**
 - 2.3.1 The primary aim when reviewing and setting service charges is to ensure that relevant costs are fully recovered from those who benefit from additional services provided. A major review of charges was carried out for 2019/20 and a number of new chargeable units have been acquired during 2019/20 and 2020/21. A further review will be carried out during 2021/22 once two full year's figures are available and the impact of the changes made will be assessed. In light of this, it is proposed to simply increase charges for 2021/22 by an inflationary level of 0.5% but note that service charges for some properties will increase by this inflationary increase and up to a further £2 per week, due to the gradual withdrawal of protections in place from the 2019/20 review.

2.4 Garage Rents

2.4.1 It is proposed that there is no change to garage rents which were increased by 30p per week (2.9%) to £10.70 per week, plus VAT where applicable, in 2020/21.

2.5 Planned Maintenance & Improvement Works

2.5.1 The report proposes total budgetary provision of £7.596 million for planned maintenance and improvement works to houses and estates. Details of the proposed works for 2021/22 and an indication of proposals for the following two years are set out in **Appendix 2**.

3 HRA INCOME 2021/22

3.1 Estimated total income for 2021/22 is £873,000 higher than the original budget for 2020/21. The income variations from the 2020/21 approved budget are set out below:

	£000	Paragraph
Dwelling Rents	(922)	3.2
Non - Dwelling Rents	73	3.3
Service Charges	(70)	3.4
Other Income	46	3.5
Total	(873)	

- 3.2 **Dwelling Rents (£922,000 increase)** – The proposed budget for 2021/22 includes the benefits of £396,000 arising from the proposed 1.5% rent increase and £590,000 from a net gain in stock numbers, but these are offset by a reduction of £64,000 from increased void levels.
- 3.3 **Non - Dwelling Rents £73,000** – This income is derived from garages and rents of other housing land. The overall decrease reflects the impact of reduced lettings due to voids and anticipated development opportunities on garage sites.
- 3.4 **Service Charges (£70,000 increase)** – Anticipated income will increase by £3,000 due to the proposed 0.5% increase and £67,000 due to new properties being subject to service charge and the impact of the 2019/20 review.
- 3.5 **Other Income £46,000** – Anticipated interest earnings have reduced by £63,000 due to a reduction in interest rates and following the utilisation of capital receipts and the Acquisitions and Development Reserve to part fund the capital programme but this is offset by an additional shared amenities contribution of £17,000 towards increased trees grounds maintenance costs included in special services.

4 HRA EXPENDITURE 2021/22

- 4.1 Budgeted operating expenditure for 2021/22 is £576,000 higher than the approved budget for 2020/21 and there is an increase of £647,000 in resources available for contribution to the capital programme, as detailed in paragraph 4.7. The major variations are set out below:

	£000	Paragraph
Cyclical/Reactive Maintenance	71	4.2
General Management	451	4.3
Special Services/Homeless Assistance	79	4.4
Rents, Rates, Taxes and other charges	23	4.5
Capital Financing Costs	(48)	4.6
Operating Expenditure	576	
Contribution to Capital - Supporting Housing Strategy	647	4.7
Total	1,223	

- 4.2 **Cyclical/Reactive Maintenance £71,000** – Increased maintenance budgets are due to pay and prices increases of £62,000 and other staffing costs/allocation changes of £9,000.
- 4.3 **General Management £451,000** - Supervision and Management budgets will increase due to pay and prices increases of £76,000, £37,000 for increased insurance premiums and £2,000 additional staffing allocations but these will be offset by reduced corporate cost allocations of £14,000 (principally due to a lower corporate ICT work programme). In addition, £200,000 has been allocated for Housing ICT system replacement and £150,000 for additional Stock Condition Surveyors but these costs will be funded from the ICT Replacement and Acquisitions and Development Reserves respectively.
- 4.4 **Special Services/Homeless Assistance £79,000** – An increase in budgets is due to pay and prices increases of £25,000, the inclusion of additional utilities budgets for new hostel units £16,000 and grounds maintenance budgets have been increased by £60,000 for additional tree works but these have been offset by a reduction of £22,000 in older persons accommodation utilities costs.
- 4.5 **Rents, Rates, Taxes and Other Charges £23,000** – Additional costs are due to the inclusion of new budgets for additional hostel units £9,000 and to an increase of £14,000 in the amount of Council Tax payments on void properties.
- 4.6 **Capital Financing Costs (£48,000)** – Interest costs have reduced by £101,000 due to lower interest rates and the repayment of the next £4.1 million instalment of the settlement loan in March 2021 but these have been offset by increased costs of £6,000 interest and £52,000 principal allowance repayment amount on internal borrowing for the proposed capital programme set out in Section 6 of this report.

- 4.7 **Contribution to Capital - Supporting Housing Strategy £647,000** – Any operating surplus, after transfers from earmarked reserves (see paragraph 4.3), is invested into the Housing Capital Programme. For 2021/22 this contribution is estimated at £9.120 million, an increase of £647,000 from 2020/21. The increase balances all of the other budget movements detailed earlier in this report to produce a break-even Housing Revenue Account budget.

5 HRA RESERVE BALANCE

- 5.1 The HRA Reserve balance as at 1 April 2020 was £1 million. This is considered to be a prudent level.
- 5.2 The original 2020/21 HRA budget showed a break-even position for the year. While there has been a number of income and expenditure variations during 2020/21, as reported to Cabinet in December 2020, these have largely been compensating and therefore no overall budget variations have been identified to date. Any variations identified at year end will be balanced by a transfer to or from the Acquisitions and Development Reserve, in accordance with current policy.
- 5.3 The proposed HRA budget for 2021/22 currently shows a net operating deficit position of £350,000 but this will be funded from earmarked reserves, resulting in no change to the general HRA reserve balance. The estimated Housing Revenue Account balance at 31 March 2021 and 31 March 2022 will therefore be £1 million.

6 CAPITAL PROGRAMME

- 6.1 The proposed Housing Public Sector capital expenditure programme for 2021/22 totals £20.250 million. The detailed programme and anticipated funding is set out below:

	Original 2020/21 £000	Latest 2020/21 £000	Original 2021/22 £000
Proposed Expenditure			
Planned Maintenance & Improvements	5,600	5,600	6,050
Estate Improvements	200	200	200
Disabled Facilities Adaptations	1,000	500	1,000
Development Strategy	9,000	9,000	13,000
TOTAL	15,800	15,300	20,250
Funded by			
Revenue	8,473	8,473	9,120
Capital Receipts	2,000	2,000	2,000
Acquisitions and Dev. Reserve	827	467	2,630
Government Grant	900	760	1,300
Internal Borrowing	3,600	3,600	5,200
TOTAL	15,800	15,300	20,250

- 6.2 The Planned Maintenance and Improvements budget for 2021/22 has increased by £450,000 to £6.050 million. Details of the proposed programme are set out in Appendix 2.
- 6.3 The proposed capital programme for 2021/22 budgets £13.000 million to be invested in additional homes. This is expected to increase further over the period post 2021/22 through to 2025/26, in line with the Council's new Housing Strategy, as covered in more detail in paragraph 6.4. Appendix 3 shows the proposed capital programme to 2023/24.
- 6.4 The Council's new Housing Strategy targets the delivery of at least 600 new homes covering the period 2018 - 2026. The delivery of the Housing Strategy to 2026 will seek to ensure ring-fenced Housing Revenue Account (HRA) resources are maximised to their full potential. The recent removal of the borrowing cap gives Local Authorities enhanced flexibilities in terms of playing a key part in the delivery of new affordable homes across the Country. Whilst modelling suggests that limited borrowing may be required to achieve the objectives set out within the strategy, it will be necessary to monitor progress over time. The Council should be prepared to consider any opportunities that arise, and the potential should be there to fund the delivery of new homes through borrowing as long as a sound financial viability appraisal confirms it is suitable to do so. The Council has a sound financial platform to build upon and the delivery of the Housing Strategy to 2026 will seek to further enhance the financial performance of the existing HRA. By venturing into new tenures, the financial performance of the HRA will improve, as additional rental income is made available for the essential maintenance and management of the Council's overall Portfolio and to fund more new affordable homes.

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' VIEWS

10.1 To be added to the Cabinet report after the Tenants Involvement Group have considered this paper on 15 January 2021.

11 PORTFOLIO HOLDER COMMENTS

11.1 To be added to the Cabinet report following the meeting of this Panel and discussion by the Tenants Involvement Group.

12 RECOMMENDATIONS

For Housing Overview and Scrutiny Panel

12.1 That the Panel consider the HRA budget and housing public sector capital expenditure programme for 2021/22.

For Cabinet

12.2 That the Cabinet be asked to recommend to the Council that;

- i) the HRA budget as set out in Appendix 1, of this report be agreed;
- ii) from 04 April 2021, an increase in rents of 1.5% from the 2020/21 weekly rent level, in accordance with Government guidelines, be agreed;
- iii) from 04 April 2021, an increase in service charges of 0.5% from the 2020/21 weekly service charge level, be agreed;
- iv) a Housing Capital Programme to 2023/24, as set out in Appendix 3, be agreed.

For Further Information Please Contact:

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Background Papers:

Published documents as referred to within this report.

HOUSING REVENUE ACCOUNT BUDGET

	2020/21 £'000	2021/22 £'000	Variation £'000	Para
INCOME				
Dwelling Rents	-26,354	-27,276	-922	3.2
Non Dwelling Rents	-786	-713	73	3.3
Charges for Services & Facilities	-660	-730	-70	3.4
Contributions towards Expenditure	-64	-64	0	3.5
Interest Receivable	-78	-15	63	3.5
Sales Administration Recharge	-33	-33	0	3.5
Shared Amenities Contribution	-225	-242	-17	3.5
TOTAL INCOME	-28,200	-29,073	-873	
EXPENDITURE				
Repairs & Maintenance				
Cyclical Maintenance	1,337	1,346	9	4.2
Reactive Maintenance	3,356	3,418	62	4.2
Supervision & Management				
General Management	5,095	5,546	451	4.3
Special Services	1,222	1,290	68	4.4
Homeless Assistance	65	76	11	4.4
Rents, Rates, Taxes and Other Charges	54	77	23	4.5
Provision for Bad Debt	150	150	0	
Capital Financing Costs	8,448	8,400	-48	4.6
TOTAL EXPENDITURE	19,727	20,303	576	
HRA OPERATING SURPLUS(-)	-8,473	-8,770	-297	
Contribution to Capital - supporting Housing Strategy	8,473	9,120	647	4.7
HRA Total Annual Surplus(-) / Deficit	0	350	350	
Use of Reserves for Major Projects	0	-350	-350	4.3
HRA TOTAL ANNUAL SURPLUS(-) / DEFICIT	0	0	0	

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3 YEAR HOUSING PLANNED MAINTENANCE AND IMPROVEMENT PROGRAMME 2021 TO 2024

1. INTRODUCTION

- 1.1 This programme has been compiled taking into account the rolling 10 year Housing Planned Maintenance and Improvements programme.
- 1.2 All works identified in this report are based upon stock condition surveys, and feedback from Housing Maintenance Officers. This is followed by an inspection regime prior to work being specified to ensure only expenditure required is actually committed.
- 1.3 The programme for 2021 to 2024 has been devised to continue to meet the requirements of the "Decent Homes Standard".

2. PROGRESS REPORTING OF THE PROGRAMME

- 2.1 Overall budgetary and programme control is exercised by regular review meetings 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 works will be identified and carried out to ensure that the maximum expenditure is achieved within the overall budget.

3. BUDGET PROVISIONS

- 3.1 The budgets for 2021/22 are £7,596,000 for planned maintenance projects (this is made up of £6,050,000 planned works, including £250,000 for hardwired telecare renewal), £200,000 for estate improvements, and £1,346,000 for cyclical maintenance. These budgets will substantially contribute to achieving the Decent Homes Standard.
- 3.2 A provision of £500,000 has been included in the planned maintenance budget for 21/22 for the improvement to heating systems within 50 properties that are not connected to the gas network. Subject to a successful funding bid announcement, this project will be delivered in line with our Greener Housing agenda, and will utilise additional Government funding to subsidise its delivery. However, this will mean adjustments to the programmes, where some replacement schemes will be extended over a longer period, whilst still keeping within Decent Homes Standard guidelines.
- 3.3 Schedule 1 is a summary of the various headings of expenditure comprising the total budget provision and includes estimates for future years.

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 the 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 An explanation of some of the items included within Schedule 1 is given below:

- An allowance of £600,000 has been made for replacing kitchens in 2021/22. This will allow for the renewal of all the kitchens over 20 years old (excluding where the tenant has previously refused the works). This kitchen refurbishment contract has been tendered on a 4-year framework commencing in 2019;
- An allowance of £600,000 has been made for renewing bathrooms in 2021/22 and this will allow for the replacement of all the bathrooms over 30 years old (excluding where the tenant has previously refused the works); This bathroom refurbishment contract has been tendered on a 4-year framework commencing in 2019;
- An allowance of £781,000 has been made for upgrading heating installations in 2021/22 with modern energy efficient boilers and controls, and this will allow for the renewal of all the boilers over 15 years old (excluding where the tenant has previously refused the works);
- An allowance of £500,000 has been made for re-roofing in 2021/22;
- An allowance of £1,100,000 has been made for replacing windows and renewing flat entrance doors with fire resistant doors in line with recommendations from Fire Risk Assessments in 2021/22;
- Included within miscellaneous works are items identified from fire risk assessments, legionella risk assessments and larger works identified from Reactive Maintenance repairs;

4.5 An allowance of £200,000 has been made for improvements within estates such as

forming parking bays and enhancing external communal areas etc.

4.6 Cyclical maintenance

- This programme of works covers the servicing contracts and any other shorter-term reoccurring works. The majority of these works cover our Health and Safety responsibilities;
- Housing Maintenance completes approximately 50% of this programme using in-house direct labour. This includes the gas, oil and solid fuel inspections and breakdown attendance.
- External Contractors provide the fire alarm, lift and automatic doors servicing as well as legionella checks and window cleaning. These are currently managed by the Housing team through Council Corporate Contracts.

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.

2020/21- 2024 MAINTENANCE BUDGETS

Planned Maintenance & Improvements	2021/22	2022/23	2023/24
Kitchen Modernisations	600,000	625,000	662,000
Bathroom Modernisations	600,000	625,000	662,000
Heating – boiler replacements gas	781,000	797,000	813,000
Electrical Works	493,000	503,000	513,000
Roofing	500,000	500,000	500,000
Structural Repairs	300,000	300,000	300,000
External doors and windows	1,100,000	1,100,000	1,100,000
Asbestos Removal and Low Maintenance Eaves	250,000	250,000	250,000
Minor works to communal blocks & older persons accommodation	250,000	250,000	250,000
Improvements to communal areas (Balconies in 20/21)	200,000		
Miscellaneous works, including fire audit work, etc.	319,000	550,000	650,000
Greener housing initiatives	500,000	500,000	500,000
Telecare Upgrade	250,000	120,000	120,000
TOTAL PLANNED MAINTENANCE & IMPROVEMENT BUDGET	£6,050,000	£6,120,000	£6,320,000

CYCLICAL MAINTENANCE	2020/21	2022/23	2023/24
Appliance servicing (including gas, solid fuel, oil, smoke	853,000	870,000	887,000
Detectors & CO Servicing			
Fire alarm servicing/upgrading	60,000	61,000	62,000
Lift servicing/upgrading	54,000	55,000	56,000
Portable appliance testing	4,000	4,100	4,200
Legionella checks	20,000	20,500	21,000
External redecorations include internal communal areas of flats and gutter cleaning	235,000	239,750	245,000
Elderly persons internal redecoration	25,000	25,000	25,000
Servicing automatic doors	5,000	5,100	5,200
Window Cleaning	20,000	20,500	21,000
Servicing air source heat pumps	1000	1050	1100

Schedule 1

Miscellaneous	69000	71,000	72,500
TOTAL CYCLICAL MAINTENANCE	£1,346,000	£1,373,000	£1,400,000

ESTATE IMPROVEMENTS	2021/22	2022/23	2023/24
Provision of estate works and paving	200,000	200,000	200,000
TOTAL ESTATE IMPROVEMENTS	£200,000	£200,000	£200,000

TOTAL FORECAST MAINTENANCE EXPENDITURE	2021/22	2022/23	2023/24
TOTAL EXPENDITURE	£7,596,000	£7,693,000	£7,920,000

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CAPITAL PROJECTS REQUIREMENTS WITH FINANCING

PUBLIC SECTOR HOUSING CAPITAL PROGRAMME

		PROJECT REQUIREMENTS £			2021/22 PROJECT FINANCING £				
		2021/22	2022/23	2023/24	Grants & Conts.	Cap Receipts / DC's	Internal Borrowing	HRA	HRA Reserves
HRA - Major Repairs	HRA	6,050,000	6,120,000	6,320,000				6,050,000	
Estate Improvements	HRA	200,000	200,000	200,000				200,000	
Council Dwellings - Strategy Delivery	HRA	13,000,000	20,000,000	20,000,000	1,300,000	2,000,000	5,200,000	1,870,000	2,630,000
Disabled Facilities Grants	HRA	1,000,000	1,000,000	1,000,000				1,000,000	
		20,250,000	27,320,000	27,520,000	1,300,000	2,000,000	5,200,000	9,120,000	2,630,000
									20,250,000

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HOUSING OVERVIEW & SCRUTINY PANEL WORK PROGRAMME 2020/2021

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
17 March 2021			
Compliance Update	To receive a presentation on the progress made against the new compliance policies now in place	Presentation to Panel	Ritchie Thomson/ Richard Fudge
Changes to the Housing Ombudsman's Complaint Handling Code and compliance	To receive a report on the changes to the Ombudsman's housing complaint handling code and the District Council's compliance	Report to Panel	Grainne O'Rourke
Housing Strategy / HRA Property development and acquisition update	To receive an update on the progress of the Housing Strategy and HRA property development and acquisition	Update to Panel	Tim Davis
Homelessness Update	To receive an update on homelessness	Update to Panel	Richard Knott
16 June 2021			
Housing Strategy / HRA Property development and acquisition update	To receive an update on the progress of the Housing Strategy and HRA property development and acquisition	Update to Panel	Tim Davis
Homelessness Update	To receive an update on homelessness	Update to Panel	Richard Knott
Annual performance and provisional budget outturn	To consider the annual performance of services under the review of this Panel and the provisional budget outturn figures	Report to Panel	Rebecca Drummond
Empty Homes Strategy	To consider the proposed draft Empty Homes Strategy	Report to Panel	Richard Knott

ITEM	OBJECTIVE	METHOD	LEAD OFFICER
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15 September 2021			
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Housing Strategy / HRA Property development and acquisition update	To receive an update on the progress of the Housing Strategy and HRA property development and acquisition	Update to Panel	Tim Davis
Homelessness Update	To receive an update on homelessness	Update to Panel	Richard Knott

Housing - Portfolio Performance Dashboard

Relevant Service Area(s)	Portfolio Holder
Estates Management and Support, Housing Maintenance, Housing Options, Compliance and Asset Management, Housing Strategy and Development	Cllr Jill Cleary

Key Priorities	Key Activities	Key Actions		
Portfolio Priorities 2020 - 24	Key Activity 2020 - 24	Key Actions 2020	Target Date	Status Update
Meeting local housing needs and promoting sustainable growth.	Promote and implement greener housing initiatives when maintaining council stock and in the development of new council dwellings.	Implement a new strategy to tackle empty properties by the end of 2020.	31/12/2020	The Empty Homes Strategy will follow the Private Sector Housing Strategy and a draft will be complete by April 2021.
	Implement a new strategy to tackle empty properties and bring them back in to use.			
Increasing the supply of high quality affordable homes.	Provide 600 new council homes by 2026 across social rent, affordable rent and shared ownership tenures, including within New Forest villages.	Provide 600 new council homes by 2026.	2026	This year to date an additional 36 homes have been completed bringing the total for new homes delivered to 183 against the 600 target by 2026.
Improving the housing circumstances of those most in need.	Minimise the use of emergency Bed & Breakfast accommodation for homeless households.	Deliver at least 40 units of council owned emergency accommodation by 2021/22.	2021/22	29 units due to complete by March 2021 with 5 schemes at different key stages (July 2020).
	Design, deliver and enhance a multi-agency approach and housing pathway to achieve long term accommodation solutions to end rough sleeping in the district.	Design, deliver and enhance a multi-agency approach and Housing pathway through twice yearly multi-agency forums and meetings with operational partners.	31/12/2021	The Forum was in place before the Covid-19 pandemic. As a result it has been put on hold until further notice. Meetings with partners continue and relationships and initiatives have been instigated with key statutory and voluntary partners.
	Reduce homelessness through the provision of multi-agency support to sustain homes and tenancies and through the increase in access to private sector rented homes.	Prevent the homelessness of at least 60% of clients deemed to be threatened with homelessness.	31/03/2020	53% at the end of October.
		Monitor and review the delivery of the Allocation Policy 2019 for annual consideration by the Housing Overview & Scrutiny Panel.	12/11/2020	Statistics provided at November meeting. Regular updates to follow.
Enabling the best use of housing to meet the needs of local people, including support for a strong high quality private rented sector.	Protect the health and safety of tenants in private rented properties.	Improve standards by setting up a Landlord's forum to meet six monthly by 2020.	31/12/2020	Work to set up the Forum was put on hold due to the Covid-19 pandemic. Planning work has recommenced with a view to holding the event in early 21/22.
	Enabling the best use of housing to meet the needs of local people, including support for a strong high quality private rented sector.	Work with the Task & Finish Group to develop and deliver the new Private Sector Housing Strategy by 2020/21.	2020/21	The Strategy is to be put to Full Council for approval on 4th December.

Key Performance Indicators									General Fund Financial Information - £'000				
KPIs	Unit	Freq.	Desired DOT	Target	Last Period	Actual	Actual DOT	Status	Budget Description	Original Budget	Emergency Budget Adjustments	December Financial Monitoring	Revised Budget
Number of additional council homes delivered.	Num	Monthly	↑	600*		183	↑		General Fund Revenue Position	1,847	446	-235	2,058
Increase in prevention Duty cases successfully prevented.	%	Monthly	↑	60%		62%	↑		Variation Percentage		24.15%	-12.72%	11.42%
Net increase in the number of private sector lease properties.	%	Monthly	↑	140		138	↓		Supporting Narrative Homelessness - Forecast Additional Expenditure Pressures (£536k + £140k) Homelessness - Accommodation Support Funding (-£438k) Rephasing of Stillwater Park Maintenance (difficulties in carrying out suitable consultation on the plans) (-£67k)				
Reduction in private sector property inspections resulting in Category 1 hazards.	%	Monthly	↓	Monitor		10	↓		General Fund Housing Capital Programme	1,200	0	-580	620
Increase in rough sleepers entering accommodation pathway.	Num	Monthly	↑	Monitor		31	↑		Variation Percentage		0%	-48.33%	-48.33%
Reduction in the number of Households in external emergency B&B accommodation at year end.	Num	Monthly	↓	30		43	↑		Supporting Narrative Disabled Facilities Grant (-£580k)				

High Risks				Housing Revenue Account Financial Information - £'000			
High Risk Area	Risk L & I	Mitigation actions	New Risk L & I	Budget Description	Original Budget	Revised Budget	
Increase in Homelessness.		Prevention focussed service, Landlord Liaison Role and Forum, Partnerships, Housing Support Team.		Housing Revenue Revenue Position - Income	28,200	28,200	
Loss of annual Government funding including, Homeless, Rough Sleeper Initiative and Discretionary Housing Payments.		Reduction in Bed & Breakfast expenditure and funding to access the private rented sector. Proposed restructure to maintain efficiency. Ongoing lobbying of Government.		Housing Revenue Revenue Position - Expenditure	19,727	19,727	
Loss of Housing Revenue Account (HRA) income through increase in rent arrears and void rent loss.		New Arrears Management software procured to enable monitoring and early intervention and new arrears recovery initiatives introduced. Void Project Team established and external contractors procured to carry out works and minimise turnaround.		Summary Narrative Net income is used to help finance the Capital Programme. No variations have currently been required.			
Compliance with property safety inspections (Gas, Electric, Legionella etc).		Inspection routines planned, monitored and audited. 10 month cycles for annual inspections to build in additional time. Access escalation process.		Housing Revenue Account Capital Programme	15,800	15,300	
Changes in the Housing Market, valuations and legislation affecting housing development programmes.		Maintain close liaison links with affordable housing providers and Homes England. Flexible approach to rent designation of properties and Shared Ownership/rent designation.		Variation Percentage		3.16%	
				Summary Narrative Disabled Facilities Grant (-£500k)			

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