



Rural Capital of Food

Agenda

Meeting name	Meeting of the Place Committee
Date	Wednesday, 5 September 2018
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH
Other information	This meeting is open to the public

Members of the Place Committee are invited to attend the above meeting to consider the following items of business.

Edd de Coverly
Chief Executive

Membership

Councillors	M. Sheldon (Chair)	A. Freer-Jones (Vice-Chair)
	T. Beaken	M. Blase
	G. Botterill	R. de Burle
	L. Higgins	E. Hutchison
	M. Glancy	J. Simpson

Quorum: 4 Councillors

Meeting enquiries	Lottie Jones
Direct Dial	
Email	ljones@melton.gov.uk
Agenda despatched	Tuesday, 28 August 2018

No.	Item	Page No.
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES To confirm the minutes of the previous ad hoc meeting held on the 27 th June 2018.	1 - 10
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting.	11 - 12
4.	USE OF RETAINED RIGHT TO BUY RECEIPTS TO BUY PROPERTIES The Director of Growth and Regeneration to submit a report to provide information on the retained Right to Buy receipts the Council currently holds and outline options for their use.	13 - 18
5.	HRA BUDGET MONITORING APRIL - JUNE 2018 The Director of Corporate Services and the Director of Growth and Regeneration to submit a report to provide information on actual expenditure and income incurred on the Housing Revenue Account (HRA), compared to the latest approved budget for the period 1 April 2018 to 30 June 2018.	19 - 24
6.	REVIEW OF FEES AND CHARGES 2019/20 HRA The Director of Corporate Services and the Director of Growth and Regeneration to submit a report to provide information on the various fees and charges that are made by this committee to the Housing Revenue Account (HRA) and to recommend changes to these charges from 1 April 2019, other than Council dwelling rents which will be subject to a separate report to be presented to this committee in January 2019.	25 - 32
7.	REVIEW OF FEES AND CHARGES 2019/20 <i>The Director of Corporate Services to submit a report to provide information on the various fees and charges that are made by the committee and to recommend changes to these charges to operate from 1st April 2019.</i>	<i>To Follow</i>
8.	HRA CAPITAL PROGRAMME MONITORING The Director of Corporate Services to submit a report to update the Committee on the progress of schemes within the HRA Capital Programme to 31 July 2018.	33 - 36

9.	<p>NEW BIN CHARGING POLICY The Director of Growth and Regeneration to submit a report to update members on the current charging policy for providing and delivering wheeled bins and to seek member approval to introduce a Waste Receptacle Charging Policy which would impose charges to customers for replacement, additional and new wheeled bins.</p>	<i>To Follow</i>
10.	<p>SALE OF LAND: WEST AVENUE, ASFORDBY The Director of Growth and Regeneration to submit a report to consider an application by the owners of 19 West Avenue to purchase an area of land in front of their property to gain access to their garage.</p>	<i>To Follow</i>
11.	<p>URGENT BUSINESS To consider any other items that the Chair considers urgent.</p>	

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Rural Capital of Food

Minutes

Meeting name	Ad Hoc Place Committee
Date	Wednesday, 27 June 2018
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH

Present:

Chair Councillor M. Sheldon (Chair)

Councillors

A. Freer-Jones (Vice-Chair)	T. Beaken
M. Blase	G. Botterill
R. de Burle	L. Higgins
M. Glancy	J. Simpson
J. Illingworth	

Observers

Officers

Minute No.	Minute
11	<p>Apologies for Absence Apologies for absence were received from Councillor Hutchinson.</p>
12	<p>Minutes The minutes of the meeting held on 060618 were confirmed and authorised to be signed by the chair.</p>
13	<p>Declarations of interest Councillor de Burle notified the Committee that he chaired the working group responsible for the decision with regards to the housing repair contract on Item 4 of the agenda. The Director for Legal and Democratic Services confirmed that there was no requirement for Councillor de Burle to declare an interest on Item 4 of the agenda. There were no other declarations of interest.</p>
14	<p>Housing Repairs Contract Award The Interim Director of Growth and Regeneration submitted a report to seek approval to award the contract for responsive and void repairs to Council owned properties. Councillor de Burle introduced the report to the Committee and gave an overview of the journey to secure a new housing repairs and voids maintenance contract with an estimated value of £9m for maintaining the 1821 Council owned homes, over the next ten years. Councillor de Burle noted the complex, multifaceted nature of the process that was achieved by the working group consisting of: Council officers, the tenant's organisation TFEC, Members and consultants Fairthorne Farrel Timms (FFT), as well as the tenderers. It was noted that after receiving eleven applicants, three tenders were carried forward:</p> <ul style="list-style-type: none"> • Wates Living Spaces (current holder) • Jeakins Weir • Axis Europe Plc. <p>The successful candidate was determined using an OJEU compliant competitive procedure and the final assessment was split 50:50 between pricing and quality. Members were informed of the stages of the process:</p> <ol style="list-style-type: none"> 1. Senior teams from each supplier were invited to meet the working group for discussion and clarification of the contract requirements. 2. The working group visited each of the tenderers' central offices.

3. A panel consisting of Councillor Pearson, the Chair of TFEC, the Interim Housing and Commercial Asset Manager, the Maintenance Surveyor, the Customer Services Team Leader and the IT Manager met to mark the applicants' final submission statements.

Members were assured that the process had been very thorough and resulted in a clear leader; Axis Europe plc.

It was noted that the winner's bid modelled against the current year's budget of £712,890 produced an outturn figure of £631,500; an 11% reduction. Also, the new contract will reduce the current time for replacing a bathroom or kitchen from 25 days to 15 days which provides further savings.

The new contract commits to providing five additional benefits to the local community:

1. One new full time three year apprenticeship in each year of the contract.
2. Two further job opportunities per annum.
3. 90% of specialist work to be delivered through the local supply chain.
4. 1% of annual contract value to be given to local charities.
5. Additional training to support tenancy sustainment and reduce unemployment.

Councillor de Burle thanked FFT, TFEC, officers and Members for their excellent participation in awarding the new contract and proposed the recommendations within the report.

The Chair thanked everyone who participated in the process for their work.

A Member gave support for the focus on quality and asked what implications there are if quality isn't met.

The Interim Housing and Commercial Asset Manager noted that monthly monitoring of performance will be carried out in line with the Key Performance Indicator (KPI) handbook and that if the standard falls below a certain level of quality then the contract is at risk.

A Member noted that, after talking to the Corporate Director, it would be valuable to share the KPIs so that Members can see what a 'good' performance is.

The Interim Housing and Commercial Asset Manager noted that involvement from Members would be welcomed as well as involvement from TFEC after the award of the contract.

The Interim Director of Growth and Regeneration noted that Members will be able to review KPIs in two formats: committee agenda items and regular information submitted to the Policy Forum. Beyond that, Members could consider making additional arrangements to review performance.

The Chair noted that monthly updates will be helpful when approached by tenants.

A Member enquired what penalties there are for non-compliance and if there are financial implications that protect the Council.

Paul Smith from FFT confirmed that the KPIs are linked to termination. Due to legal reasons, penalties cannot be built into the contract however the contract does include damages.

The Chair sought a seconder.
All Members were in favour.

RESOLVED that

- 1) The Place Committee notes the procurement process followed by the Council under the direction of Welland Procurement Unit and considers the outcome of the processes as set out in the report.
- 2) On the basis of the evaluation results of the tenders received and summarised in Appendix A, the Place Committee awards the contract for responsive and void repairs to the preferred tenderer Axis Europe Plc. Commencing September 1st 2018 and for a duration of five years with the option to extend the contract for up to five further years, subject to performance in line with Key Performance Indicators established in the tender document.

15

Housing Officer Resource Proposal

The Deputy Chief Executive submitted a report to the Place Committee to authorise the required Housing Revenue Account (HRA) funding for two Housing Officer posts within the Housing, Welfare and Safer Communities department. The Housing Officer resource was considered by the People Committee on 20th June 2018. The Place Committee has responsibility for the HRA, and is therefore required to authorise any new HRA expenditure.

The Interim Director of Growth and Regeneration noted that the proposed new officer posts would work proactively and build relationships with tenants and have a thorough understanding of our housing stock. The posts would be intensive and direct and would reduce the chance of tenants getting into problems such as arrears or health and safety risks because of the posts' relationship with tenants. It would also give the Council the resource to take robust action when necessary. The posts do incur expenditure on the HRA, however in the long term the positions will reduce expenditure.

A Member gave support of the proposed posts and building a stronger relationship with tenants by working proactively.

The Chair sought a proposer and seconder.
All Members were in favour.

RESOLVED that the Place Committee to approve the required HRA funding,

	facilitating the recruitment of two housing officers within the People and Communities directorate.
	<p>EXCLUSION OF THE PUBLIC</p> <p>The Chair asked that the Public be excluded during the consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information : Exempt Information) under paragraph(s) 3 & 5.</p>
16	<p>Skate Park Lease</p> <p>The Interim Director of Growth and Regeneration submitted a report to seek approval to execute a lease of the site at Prior Close where the skate park is located.</p> <p>RESOLVED that Members approve the recommendations within the report in addition to the amended recommendations proposed.</p>
17	<p>Urgent Business</p> <p>There was no urgent business.</p>

The meeting closed at: 7.20 pm

Chair

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By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Advice on Members' Interests

COUNCIL MEETINGS - COMMITTEE MINUTES : DECLARATION OF INTERESTS

Interests need not be declared at Full Council in relation to Committee Minutes which do not become the subject of debate at Full Council (i.e. Minutes referred to solely on a page by page basis when working through the Minutes of each Committee.)

An interest must be declared at Full Council as soon as it becomes apparent that a relevant Committee Minute is to be debated – this applies even if an interest has been declared at Committee and is recorded in the Minutes of that Committee.

PERSONAL AND NON-PECUNIARY INTERESTS

If the issue being discussed affects you, your family or a close associate more than other people in the area, you have a personal and non-pecuniary interest. You also have a personal interest if the issue relates to an interest you must register under paragraph 9 of the Members' Code of Conduct.

You must state that you have a personal and non-pecuniary interest and the nature of your interest. You may stay, take part and vote in the meeting.

PERSONAL AND PECUNIARY INTERESTS

If a member of the public, who knows all the relevant facts, would view your personal interest in the issue being discussed to be so great that it is likely to prejudice your judgement of the public interest and it affects your or the other person or bodies' financial position or relates to any approval, consent, licence, permission or registration then **you must state that you have a pecuniary interest, the nature of the interest and you must leave the room***. You must not seek improperly to influence a decision on that matter unless you have previously obtained a dispensation from the Authority's Governance Committee.

DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

If you are present at any meeting of the Council and you have a disclosable pecuniary interest in any matter to be considered or being considered at the meeting, if the interest is not already registered, you must disclose the interest to the meeting. You must not participate in the discussion or the vote and you must leave the room.

You may not attend a meeting or stay in the room as either an Observer Councillor or *Ward Councillor or as a member of the public if you have a pecuniary or disclosable pecuniary interest*.

BIAS

If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias) then you should not take part in the decision-making process; you should leave the room. **You should state that your position in this matter prohibits you from taking part.** You may request permission of the Chair to address the meeting prior to leaving the room. The Chair will need to assess whether you have a useful contribution to make or whether complying with this request would prejudice the proceedings. A personal, pecuniary or disclosable pecuniary interest will take precedence over bias.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you are aware of the issue being discussed.*

*There are some exceptions – please refer to paragraphs 13(2) and 13(3) of the Code of Conduct

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PLACE COMMITTEE

5 SEPTEMBER 2018

REPORT OF DIRECTOR FOR GROWTH & REGENERATION

USE OF RETAINED RIGHT TO BUY RECIEPTS

1.0 PURPOSE OF REPORT

- 1.1 To provide information on the retained Right to Buy receipts the Council currently holds and outline options for their use.

2.0 RECOMMENDATION

- 2.1 *To approve the purchase of new affordable rented housing as per section 3.12 to this report, Option 3*

- 2.2 *To authorise the Director for Growth and Regeneration (in consultation with the Chair of the Place Committee and with the section 151 Officer) to purchase dwellings that are considered to be suitable for use as affordable housing, agree purchase prices and parameters and make any decisions required to effectively acquire the properties*

- 2.3 *To authorise the Director for Legal and Democratic Services to negotiate and complete such documents as she deems necessary or desirable to conclude the transactions negotiated by the Director for Growth and Regeneration*

- 2.4 *To authorise the section 151 Officer to use the Right to Buy receipts where necessary to fund the acquisition of the properties purchased under 2.1*

3.0 KEY ISSUES

Background

- 3.1 New Right to Buy (RTB) rules were introduced by the Government from April 2012. As part of these new rules Councils were allowed to enter into an agreement whereby receipts from additional RTB sales had to be used to fund the 1-4-1 replacement of social housing. Melton Borough Council took advantage of this opportunity and signed an agreement on 27 June 2012.

- 3.2 These retained RTB receipts however must be spent within 3 years and must constitute no more than 30% of the total spent on new affordable rented housing. If not spent the money is returned to the Exchequer plus interest at 4% above the base rate, which is calculated on a day to day basis and compounded quarterly.

- 3.3 In addition to the three year restriction, there are various other restrictions applied to the use of RTB receipts. They cannot be used for expenditure on dwellings which are social housing at the time of the expenditure or which replace demolished dwellings; they cannot be used where the scheme is funded wholly or in part by grant funding and they cannot be used for low cost home ownership schemes.

- 3.4 Retained RTB receipts can be used to deliver social housing through the acquisition of market dwellings and for the acquisition of land and development costs to construct new dwellings. The receipts can also be given to another organisation to deliver social rented housing but not to an organisation in which the Council holds a controlling interest.

Unspent RTB Receipts in Melton

- 3.5 Retained RTB receipts which are required to be spend over this and the next two financial years in Melton total £629k and are detailed in the table below.

Financial Year	Unspent RTB 1-4-1 Retained Receipts by Financial Year	Estimated Interest Repayable (if Funds Returned)
2018/19	£90	£12
2019/20	£317,590	£42,500
2020/21	£311,141	£24,000
Total	£628,821	£66,512

- 3.6 Retained RTB receipts can only fund up to 30% of development costs. The table below illustrates a funding match requirement of £1.47m to March 2021.

Financial Year	Unspent RTB 1-4-1 Retained Receipts by Financial Year	Required 70% Match Funding	Total Fund
2018/19	£90	£210	£300
2019/20	£317,590	£741,043	£1,058,633
2020/21	£311,141	£725,996	£1,037,137
Total	£628,821	£1,467,249	£2,096,070

- 3.6 The HRA capital programme (2017-2022) supports the priorities and objectives of the Housing Asset Management Plan (HAMP) (2017-2022). It includes a number of allocations for strategic projects such as the Fairmead regeneration project and the Gretton Court extra care scheme as well as a £2.51m affordable housing capital budget to provide an estimated 30 new affordable homes in accordance with the HAMP.
- 3.7 Other than the recent purchase of a flat in Melton Mowbray there are no other projects currently committed to deliver housing using the affordable housing capital budget, although we expect this position to change as the new structure is now in place. The Council is currently assessing options to deliver new homes through the Council as well as the proposed new housing development company and a report will be brought back to this committee in April as relevant, in regard to these receipts.
- 3.8 It would be expected that the affordable housing capital budget would also secure funding from RTB receipts, developer contributions, land assets and external grant funding as appropriate to be able to deliver the 30 new affordable homes set out in the HAMP.
- 3.9 The affordable housing capital budget is sufficient to match fund the RTB receipts, as highlighted in the table above to 2020/21.

- 3.10 It should be noted that RTB sales in the current financial year will also need to be spent before the end of the HAMP period. First quarter 2018/19 RTB receipt incomes are lower than in previous two years and suggest a need to plan for around an additional £500k HRA affordable housing capital match funding to support RTB spending to the end of the HAMP period to March 2022. There would be sufficient funds within the affordable housing capital budget to allow for this.
- 3.11 Over the medium to long term we expect RTB receipts to form part of the mix of funding available to maximise investment in new Council Housing, for example, the development of new build Council homes on some of our land assets. However there is low probability that such a new housing development scheme can be completed before some of the highlighted RTB receipts require spending. We therefore need to consider options for RTB receipts in the interim.

Options for the Use of Right to Buy Receipts in Melton over the Short Term

- 3.12 There are three main options for the use of RTB receipts in Melton over the short term;

OPTION 1: Do nothing and return the RTB Receipts to the Exchequer.

This is not a recommended option, as the Council would incur an interest charge of 4% plus base rate on all funds that they would be required to return. This would result in a cost to the Council of over £66,500 over the next three years. In addition it would lead to the loss of RTB receipts that could have helped to increase the supply of social housing in Melton and provide additional rental income to the HRA.

OPTION 2: Gift the RTB receipts to a housing association or other Registered Provider of social housing to acquire or build new housing to ensure that the RTB receipts are retained in Melton.

It is the Council who has lost its asset from the RTB sale and (to ensure long term sustainability) the HRA needs to replace this loss. Gifting RTB receipts to a third party will make this harder to achieve. It is recommended that this option may be of interest in exceptional circumstances where either there is a strategic social housing development that the Council supports (which is not able to secure funding from other sources) or where the Council does not have sufficient funds to match the RTB receipt spending. Neither of these scenarios is applicable at present.

OPTION 3: Include in the capital programme the supply of new affordable rented housing, whether through purchases or new build schemes, to the full value of the required 1-4-1 retained RTB receipt expenditure, so that the RTB receipts are retained in Melton and to the benefit of the HRA.

As highlighted above, there is capacity to do so with the affordable housing capital budget which has been established to increase the supply of Council housing by 30 units over the next 5 years. Given the timescales typically involved in building new affordable housing, purchases of market housing will be required to ensure that all RTB receipts are spent within the deadlines identified above. This option is in line with the HAMP, which recognises that purchasing market dwellings is likely to be good value for money in some instances; this may include repurchasing some former Council properties. Priority for purchasing any market housing would be given to housing that will best meet local needs for affordable rented housing. However there will be a need to balance this against the housing which is available to purchase within the spending requirement deadlines and securing best value.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 Using RTB receipts to increase the provision of social rented housing in Melton will help to meet the well established local need for more rented affordable housing. It will assist in delivering our Corporate Plan priority to increase the availability of good quality homes which meet local needs.
- 4.2 Any new properties would need to be let in accordance with the Council's adopted Tenancy Policy. The Tenancy Policy states that the Council will usually seek an 80% affordable rent on new homes that they build or acquire and let these homes on a five year fixed term tenancy (where appropriate and subject to caveats to ensure property remains affordable to those with lower incomes).
- 4.3 Any acquisitions would need to have regard to the Council's Land Acquisition and Disposal Policy which provides a clear framework and guidance, in conjunction with the Capital Programme and Asset Management Plan for land disposals and acquisitions undertaken by the Council.

Government Consultation on the Use of RTB Receipts

- 4.4 On the 14th August 2018, the Government published a Social Housing green paper for consultation, this included proposals to alter how RTB receipts can be used. A consultation specifically regarding the use of receipts from RTB sales was also launched alongside the green paper. Proposals include;
- Allowing existing RTB receipts to be used over a longer 5 year period of time, however future receipts would still to be required to be spent within 3 years.
 - Retaining up to 30% cap for affordable rented housing, but allowing up to 50% of costs to be met from RTB receipts to provide housing for social rent (but only in areas that can demonstrate need for social and not affordable rent).
 - Allow combinations with affordable housing grant funding, but only up to relevant cap.
 - Restricting acquisitions, the preferred option would be to introduce a price cap per dwelling based on average build costs at Homes England and Greater London Authority operating area level, proposed at £132,000 for the Midlands area.
 - Allowing shared ownership affordable housing replacements in some circumstances.
 - Allow local authorities to gift land from the General Fund to their Housing Revenue Account.
 - Cautiously seeking views to allow the transfer of RTB receipts to a housing company or to an Arm's-Length Management Organisation.
 - Proposing a temporary suspension of interest payments for returned RTB receipts to allow those without development plans to return receipts without penalty.
- 4.5 A further report will be provided to this committee if there are any policy changes as a result of this consultation that affect the use of RTB receipts locally as recommended in this report.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATION

- 5.1 There will be additional financial costs required to get any property purchases ready for a tenant, this may include revenue funded repairs or upgrades to get it to decent homes standard and suitable for letting. It would be expected that the need for any significant works would be reflected in the negotiated sale price of a property. Stamp duty costs may also apply to the purchase of property or land.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 RTB receipts must be applied in accordance with relevant legislation and guidance and particularly the Local Authorities (Capital Finance and Accounting)(England) Regulations 2003 (as amended) and the terms of any agreement reached under the Local Government Act 2003 modifying the applicability of the regulations.

7.0 COMMUNITY SAFETY

7.1 There are no direct community safety issues arising from this report.

8.0 EQUALITIES

8.1 There are no direct equalities issues arising from this report.

9.0 RISKS

9.1 The HRA is a high risk service account that the Council has a duty under the Local Government and Housing Act 1989 to ensure avoids being in a deficit situation. This requires that effective budget monitoring procedures are set in place to monitor HRA expenditure and income against the budget and careful consideration is given to determining the level of the working balance.

L I K E L I H O O D	A	Very High				
	B	High				
	C	Significant				
	D	Low		1, 4		
	E	Very Low		2		
	F	Almost Impossible		3		
			Negligible 1	Marginal 2	Critical 3	Catastrophic 4

IMPACT

Risk No.	Risk Description
1	Purchase of property is not able to complete within RTB receipt spending deadline
2	Insufficient suitable properties are available to purchase on the open market
3	Housing Prices increase significantly
4	Government introduces new rules on the use of retained RTB receipts that significantly limit the Council's ability to spend them

10.0 **CLIMATE CHANGE**

10.1 There are no direct climate change issues arising from this report.

11.0 **CONSULTATION**

11.1 No consultation has been undertaken in the preparation of this report.

12.0 **WARDS AFFECTED**

12.1 To varying degrees, most if not all wards are affected by the RTB sales and the provision of new social housing.

Contact Officer: Nicola Butcher
Date: 28 August 2018
Background Papers: [Melton Borough Council HAMP 2017-2022](#)
[Reinvigorating Right to Buy and One for One Replacement Information for Local Authorities](#)
[Government 2018 Consultation on Use of Receipts from RTB Sales](#)
Reference: X: C'tees, Council & Sub-C'tees/Place/05-09-18

PLACE COMMITTEE

5 SEPTEMBER 2018

REPORT OF DIRECTOR FOR CORPORATE SERVICES & DIRECTOR FOR GROWTH & REGENERATION

HOUSING REVENUE ACCOUNT – BUDGET MONITORING 1 APRIL 2018 – 30 JUNE 2018

1.0 PURPOSE OF REPORT

1.1 To provide information on actual expenditure and income incurred on the Housing Revenue Account (HRA), compared to the latest approved budget for the period 1 April 2018 to 30 June 2018.

2.0 RECOMMENDATION

2.1 *It is recommended that the financial position on the HRA to 30 June 2018 and the yearend forecast be noted.*

3.0 KEY ISSUES

3.1 The Housing Revenue Account is a high risk service account which is monitored monthly by the Director for Growth & Regeneration, the Budget Holders and the Senior Accountant. The service and financial performance are then reported to the Management Team. Copies of the more detailed budget holders returns can be made available to Members for further information and will be available at the meeting.

Overall Position at 30 June 2018

3.2 A summary of income and expenditure for the Housing Revenue Account is attached at Appendix A, and is split into controllable and uncontrollable costs.

3.3 A summary of the total income and expenditure for the Housing Revenue Account compared to the approved budget at June 2018 is as follows:

	Approved Budget @ Jun 18 £	April to June Budget £	Apr to Jun Net Expenditure & Income Including Commitments £	Variance Underspend(-) £	Year End Forecast £	Year End Variance Underspend(-) £
HRA - Total Expenditure	8,276,900	794,802	705,174	-89,628	8,321,900	45,000
HRA - Total Income	7,788,510	1,907,897	1,899,957	7,940	7,848,510	-60,000

- 3.4 If the forecast underspend to date as shown above was to continue to the year end it would have the following effect on the working balance:

	£
Working Balance @ 31 Mar 2018	-1,666,525
Budgeted deficit 2017/18	488,390
Potential underspend (as above)	-15,000
Potential Working Balance Surplus at 31 March 2019	-1,193,135

- 3.5 The minimum working balance, as recommended by the Medium Term Financial Strategy, remains at £750,000 for 2018/19. A deficit of £488,390 has been budgeted for in 2018/19 to reduce the working balance to ensure that large balances are not carried in the revenue account and surpluses are transferred into the Regeneration and Development Reserve for use as required by members in the future.
- 3.6 The following paragraphs outline the reasons for the current potential year end underspend and the action currently being taken by officers to ensure that value for money, efficiency and effectiveness are at the forefront of the service provision.

Budget Variance Exception Reporting +/- £10k

As part of the budget monitoring process, variances are being promptly and proactively managed, facilitating more detailed reporting. Details of the more significant year end controllable forecast variations +/-£10k (as shown in Appendix A) are also set out below:

Expenditure

Repairs & Maintenance £53,000 overspend:

- £25,000 underspend is employee costs taking into account the vacant posts in the department which is partly off-set by the use of agency staff,
- £18,000 underspend is the anticipated reduced amount spent on PPP & PPV under the new repairs contract assuming the current maximum allowable variance is maintained at 7.5%, however, this has not yet been finalised,
- £100,000 overspend on professional fees due to the extension of the interim Strategic Asset Manager, additional fees in relation to the new repairs contract, the need for a new interface for the new repairs contract and the year end stock valuation.

Income

Excess Income £60,000:

- £56,000 of this is the potential extrapolation of the excess rental income at the end of the first quarter, and assumes that the current low void rate continues.
- £4,000 is due to higher leaseholder service charges partly following an increased insurance premium and the re-charging of some planned maintenance works.

Forecast Position

- The above figures, as shown at Appendix A, as at the end of June 2018, indicate a year to date underspend of £81,688 which is due to budget profiling, late invoicing and expenditure taking place later in the year. However the current forecast position for the year end is a potential underspend of £15,000. For information these figures at the end of July are an underspend of £232,423 and an underspend of £8,000 respectively.

POLICY AND CORPORATE IMPLICATIONS

4.1 Policy and corporate implications were addressed in setting the current year's budget. There are no further policy and corporate implications arising from this report.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATION

5.1 All financial and resource implications have been addressed within section 3.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 Legal implications/powers were addressed in setting the current year's budget. There are no further legal implications arising from this report.

7.0 COMMUNITY SAFETY

7.1 Community safety issues were addressed in setting the current year's budget. There are no further community safety issues arising from this report.

8.0 EQUALITIES

8.1 Equalities issues were addressed in setting the current year's budget. There are no further equalities issues arising from this report.

9.0 RISKS

9.1 The HRA is a high risk service account that the Council has a duty under the Local Government and Housing Act 1989 to ensure avoids being in a deficit situation. This requires that effective budget monitoring procedures are set in place to monitor HRA expenditure and income against the budget and careful consideration is given to determining the level of the working balance.

10.0 CLIMATE CHANGE

10.1 The Repairs and Maintenance budget could be adversely affected if the winter weather is severe.

11.0 CONSULTATION

11.1 The Service Accountant and Budget Holders discussed the financial performance of the Housing Revenue Account at the budget-monitoring meetings held on 4 & 9 July 2018.

12.0 WARDS AFFECTED

12.1 To varying degrees, most if not all wards are affected by the Council's Housing Revenue Account.

Contact Officer:
Date:
Appendices:
Background Papers:
Reference:

Carol King
11 August 2018
Appendix A – Summary of Expenditure & Income
Oracle Financial Reports & Budget Holder Comments on Performance
X: C'tees, Council & Sub-C'tees/Place/05-09-18/DG-Housing Revenue Account – Budget Monitoring 1 April 2018 – 30 June 2018

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PLACE COMMITTEE

APPENDIX A

HOUSING REVENUE ACCOUNT

SUMMARY OF EXPENDITURE & INCOME

APRIL TO JUNE 2018

	Original Budget as per Budget Book	Approved Budget @ Jun 18	April - June Budget	Apr - Jun Net Expend. / Income (-)	Commitments	Total Year to date Net (Income) / Expenditure	Variance Underspend(-) Apr-Jun	Year End Forecast	Year End Variance Underspend(-)	
	£	£	£	£	£	£	£	£	£	
Expenditure										
1 General Management	324,760	324,760	89,732	89,059	0	89,059	-673	319,760	-5,000	
2 Special Services	673,610	677,190	151,966	146,115	5,674	151,789	-177	674,190	-3,000	
3 Repairs & Maintenance	2,000,240	2,000,240	422,354	242,949	90,627	333,576	-88,778	2,053,240	53,000	
4 Bad & Doubtful Debts	100,000	100,000	0	0	0	0	0	100,000	0	
5 Total Controllable Expenditure	3,098,610	3,102,190	664,052	478,123	96,301	574,424	-89,628	3,147,190	45,000	
6 Controllable Income (-)	-7,644,820	-7,648,400	-1,907,897	-1,899,957	0	-1,899,957	7,940	-7,708,400	-60,000	
7 Net Controllable Cost of Services	-4,546,210	-4,546,210	-1,243,845	-1,421,834	96,301	-1,325,533	-81,688	-4,561,210	-15,000	
8 Uncontrollable Expenditure	1,121,000	1,121,000	0	0	0	0	0	1,121,000		
9 Depreciation	1,412,960	1,412,960	0	0	0	0	0	1,412,960	0	
10 Uncontrollable Income	-55,110	-55,110	0	0	0	0	0	-55,110		
11 Net Cost of Services	-2,067,360	-2,067,360	-1,243,845	-1,421,834	96,301	-1,325,533	-81,688	-2,082,360	-15,000	
10 Loan Charges - Interest	1,169,960	1,169,960	130,750	130,750	0	130,750	0	1,169,960	0	
11 Investment Income	-85,000	-85,000	0	0	0	0	0	-85,000	0	
12 Net Operating Expenditure	-982,400	-982,400	-1,113,095	-1,291,084	96,301	-1,194,783	-81,688	-997,400	-15,000	
13 Contribution to Capital	0	0	0	0	0	0	0	0	0	
14 Contribution to Reserves	1,470,790	1,470,790	0	0	0	0	0	1,470,790	0	
15 Surplus (-) / Deficit	£488,390	£488,390	-£1,113,095	-£1,291,084	£96,301	-£1,194,783	-£81,688	£473,390	-£15,000	

The Repairs and Maintenance, and to a lesser extent the Special Services budgets, include an element of committed budget which is held on the Northgate System. This, as well as the spending against it, has been included above.

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PLACE COMMITTEE

5 SEPTEMBER 2018

REPORT OF DIRECTOR FOR CORPORATE SERVICES AND DIRECTOR FOR GROWTH & REGENERATION

HOUSING REVENUE ACCOUNT (HRA) - REVIEW OF FEES AND CHARGES 2019/20

1.0 PURPOSE OF REPORT

- 1.1 To provide information on the various fees and charges that are made by this committee for the HRA.
- 1.2 To recommend changes to these charges to operate from 1 April 2019, other than Council dwelling rents which will be subject to a separate report to be presented to this committee in January 2019.

2.0 RECOMMENDATIONS

- 2.1 **That the committee determines the level of charges for 2019/20 for each of the services set out in the attached table as per Appendix A;**

3.0 KEY ISSUES

- 3.1 This report deals with fees and charges for the HRA. The proposed charges for services within the HRA for the financial year 2019/20 are set out below and in Appendix A.

3.2 Accommodation Charges

Charges are made to tenants of sheltered schemes for the provision of ancillary services. These are in addition to the rent that is charged for the dwelling. The recommended charges for 2019/20 are set to recover the full costs of providing the ancillary services. Such payments are eligible in full in determining a tenant's entitlement to housing benefit.

Scheme	No. of Units	Existing Weekly Charge	Prop. Weekly Charge	Increase / Reduction (-)	Increase/ Reduction (-) Annual Income
		£	£	£	£
<u>HRA- Accommodation Costs only</u>					
<u>Flats</u>					
Wilton Court, Melton Mowbray	21	15.96	15.63	-0.33	-360
Granby Flats, Melton Mowbray	30	13.90	14.79	0.89	1,388
Bradgate Flats, Asfordby	21	13.65	14.52	0.87-	950
St John's Court, Melton Mowbray	38	3.99	5.61	1.62	3,201
<u>Bungalows/Flats</u>					
Burnaby Place, Asfordby	37	0.36	0.34	-0.02	-38
Bradgate Lane, Asfordby	10	6.14	6.29	0.15	78
Granby Drive, Bottesford	16	5.64	5.01	-0.63	-524
Granby Drive, Bottesford (8,12,24,28)	4	5.52	4.88	-0.64	-133
					4,562

The changes reflect actual expenditure, inflation and allowances for specific items of expenditure on fixtures, fittings and equipment at the schemes.

3.3 Sheltered Schemes – Heating Charges

The cost of supplying space heating and hot water at Wilton Court and Bradgate Flats has been reviewed. Heating charges are not eligible to be taken into account for housing benefit purposes.

	Number of Units	Existing Weekly Charge £	Proposed Weekly Charge £	Increase/Reduction (-) £	Increase in Annual Income £
<u>Wilton Court</u>					
Bedsit Flats	10	2.84	2.80	-0.04	-21
1 Bed Flats	11	4.41	4.36	-0.05	-29
<u>Bradgate Flats</u>					
1 Bed Flats	20	7.90	7.65	-0.25	-260
Warden's Flat	1	14.66	14.21	-0.45	-23
					<hr/> -333 <hr/>

The changes reflect adjustments based on actual consumption costs in the relevant schemes in the 2017/18 out-turn figures and reflect the volatility in energy prices.

3.4 Guest Room Charge

Existing Charge Per Room Per night	Proposed Charge Per Room Per Night	Increase £	Increase in Annual Income
£15.39 + VAT	£15.77 + VAT	0.38 + VAT	£41

The increase is required to cover the cost of staff time and laundry costs, this service was benchmarked against similar schemes locally in 2016/17, with the resultant £15 charge being the lowest noted, now increased, again, by inflation.

3.5 Charge for Use of Rooms in Sheltered Schemes and Community Centres

Existing Hourly Charge	Proposed Hourly Charge	Increase £	Increase in Annual Income
£15.23	£15.61	0.38	£17

The increase based on inflation and is required to support the HRA Business Plan.

3.6 Gretton Court

The amounts shown are additional to the rent charge for the use of the dwelling.

	Number of Units	Existing Weekly Charge £	Proposed Weekly Charge £	Increase/Reduction (-) £	Increase In Annual Income £
<u>Heating Charges</u>					
1 Bed Flats	33	3.00	3.37	0.37	635
1 Bed Disabled Persons Flats	5	3.41	3.84	0.43	112
Bedsit Flats	4	2.36	2.65	0.29	60
3 Bed Warden's House	2	7.24	8.14	0.90	94
<u>Electricity Charges</u>					
Midday Meal Charge (per person)	42	54.81	48.16	-6.65	-14,524
<u>Intensive Housing Management Service</u>					
Accommodation Charges	42	31.09	32.85	1.76	3,844
					<u>-10,347</u>

The changes reflect adjustments based on actual consumption costs in the relevant schemes in the 2017/18 out-turn figures and reflect the volatility in energy prices. Fuller costing of the meals charges have been undertaken resulting in the lower charge.

3.7 Water and Sewerage Charges – Bradgate Flats

Number of Units	Existing Weekly Charge	Proposed Weekly Charge	Increase/Reduction (-)	Increase in Annual Income
21	£2.13	£2.14	£0.01	£11

The increased charge reflects the actual expenditure.

3.8 TV Aerial Charge

Number of Units	Existing Weekly Charge	Proposed Weekly Charge	Increase	Increase in Annual Income
619	£0.82	£0.84	£0.02	£644

This increase is in line with the provider contract June 2005-April 2020.

3.9 Midday Meal Charges

Number of Meals	Existing Weekly Charge	Proposed Weekly Charge	Increase	Increase in Annual Income
5,016	£3.81 + VAT	£3.25 + VAT	-£0.56 + VAT	-£2,809

The charge reflects the actual expenditure.

3.10 Communal Area Cleaning

Number of Units	Existing Weekly Charge	Proposed Weekly Charge	Increase	Increase in Annual Income
301	£1.96	£2.14	£0.18	£2,817

The changes reflect adjustments based on actual consumption costs in the relevant schemes in the 2017/18 out-turn figures, while a procurement process remains to be required to select a new contractor.

3.11 Intensive Housing Management Service

The amounts shown are additional to the rent charge for the use of the dwelling.

	Number of Units	Existing Weekly Charge £	Proposed Weekly Charge £	Increase/ Reduction (-) £	Increase in Annual Income £
Sheltered Housing Schemes	73	11.77	12.24	0.47	1,784
Bradgate Lane Bungalows	10	7.53	7.83	0.30	156
Other designated properties	498	5.36	5.57	0.21	5,438
					7,378

The charge reflects the actual costs budgeted to be incurred in the year.

3.12 Garage Rents

	Existing Rent per Week £	Proposed Rent per Week £	Increase £
Council Tenants	6.88	7.05	0.17
Non Council Tenants	7.78+VAT	7.97+VAT	0.19+VAT

The increases based on inflation and is required to support the HRA Business Plan.

4.0 POLICY & CORPORATE IMPLICATIONS

4.1 There are no further policy and corporate implications arising from this report.

5.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

5.1 The increased charges would provide additional resources of £3,535 in total to the HRA (including £1,564 for Garage income); however, other than the increased garage income these resources will be offset by increased expenditure.

This will be fed into the estimates being set for 2019/20 which will be presented to members with the rent setting recommendations in January 2019.

5.2 Further details relating to usage and increases in charges are shown at Appendix A.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 Local Authorities have certain limited freedoms to charge for discretionary services under the Local Government Act 2003. Where appropriate any other relevant legislation is noted within the Appendix A to this report.

7.0 **COMMUNITY SAFETY**

7.1 There are no direct links to community safety arising from this report.

8.0 **EQUALITIES**

8.1 The concession policy agreed by the Council has implications on equalities and is expected to be more likely to benefit rather than to adversely affect any minority group, as it is aimed at ensuring fair access to all residents linked to their ability to pay. An equalities impact assessment has been completed for the charging policy previously agreed by the Corporate Committee.

9.0 **RISKS**

9.1 A possible risk to the Council is that budgeted revenue income may not be achieved if services are not taken up due to any charges increase. Income budgets are regularly monitored and where a downturn in demand is identified appropriate action is taken.

10.0 **CLIMATE CHANGE**

10.1 There are no climate change issues directly arising from this report.

11.0 **CONSULTATION**

11.1 Budget Holders carried out the review with the assistance of the Service Accountant and the Director for Growth & Regeneration as required with reference to current budget monitoring protocols.

12.0 **WARDS AFFECTED**

12.1 All wards are affected

Contact Officer: Carol King
Date: 5 August 2018
Appendices: Appendix A – Review of Fees & Charges 2019/20
Background Papers: Review of Fees & Charges 2019/20
Reference: X: C'tees, Council & Sub-Citees/Place/2018-19/5-9-18/DG-HRA Review of Fees & Charges 2019/20

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Service	Housing Revenue Account	Main Code	430	Budget Holder	Albert Wilson
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What are the financial objectives of the charging policy. Please select.

Commercial Charges Free Subsidised
 Full Cost Recovery Statutory

Which corporate/service objectives impact on the charging policy?

- To provide an appropriate supply of affordable housing by direct provision.
- To ensure the provision of healthy and safe accommodation for all members of the local community.

What is the legal basis for making a charge?

DCLG HRA Manual 5.2 Charges for services & facilities re: ss 10, 11 & sch 4 Housing Act 1985 as amended by Local Govt & Housing Act 1989

Who are the users of the service?

Sheltered Housing tenants, garage tenants, tenants of town centre flats

Service Provided	Existing Fee/Charge	Effective Date of Last Increase	Annual Income 2018/19	Annual Usage	Concessions	Recommended Fee/Charge 2019/20	Additional Income 2019/20
Accommodation							
Wilton Court, Melton Mowbray	15.96)		17,428	21	Subject to HB	15.63	(360)
Granby House, Melton Mowbray	13.9)		21,684	30	Subject to HB	14.79	1,388
Bradgate Flats, Asfordby	13.65)		14,906	21	Subject to HB	14.52	950
St Johns Court, Melton Mowbray	3.99)	April 2018	7,884	38	Subject to HB	5.61	3,201
Burnaby Place, Asfordby	.36)		693	37	Subject to HB	0.34	(38)
Bradgate Lane, Asfordby	6.14)		3,193	10	Subject to HB	6.29	78
Granby Drive, Bottesford	5.64)		4,692	16	Subject to HB	5.01	(524)
Granby Drive, Bottesford (8,12,24,28)	5.52)		1,148	4	Subject to HB	4.88	(133)
Heating							
Wilton Court - Bedsits	2.84)		1,477	10	None	2.80	(21)
Wilton Court - 1 bed flats	4.41)		2,523	11	None	4.36	(29)
Bradgate Flats - 1 Bed Flats	7.9)	April 2018	8,216	20	None	7.65	(260)
Wardens Flat	14.66)		762	1	None	14.21	(23)
Guest Room Charges (per room per night)	15.39 + VAT)		1,647	107	None	15.77	41
Gretton Court							
Heating - 1 Bed Flat	3)		5,148	33	None	3.37	635
Heating - 1 Bed Disabled Flat	3.41)		887	5	None	3.84	112
Heating - Bedsits	2.36)		491	4	None	2.65	60
Heating - 3 Bed Warden House	7.24)		753	2	None	8.14	94
Electricity	7.43)		16,227	42	None	6.70	(1,594)
Midday Meal Charge (per week)	54.81)	April 2018	119,705	42	None	48.16	(14,524)
Accommodation Charges	31.09)		67,901	42	Subject to HB	32.85	3,844
Intensive Housing Management Services	11.77)		25,706	42	Subject to HB	12.24	1,026
Water & Sewerage - Bradgate Flats	2.13)		2,326	21	None	2.14	11
Community Centre Charge	15.23)		701	46	None	15.61	17
TV Aerial	.82)		26,394	619	Subject to HB	0.84	644
Garages Charges							
Council Tenants	6.88)		22,181	62	None	7.05	548
Disabled Council Tenants	6.88)	April 2018	3,935	11	None	7.05	97
Non Council Tenants	7.78 + VAT)		34,292	87	None	7.97+VAT	860
Disabled Non Council Tenants	7.78 + VAT)		1,971	5	None	7.97+VAT	49
Communal Area Cleaning	1.96)	April 2018	30,678	301	Subject to HB	2.14	2,817
Mid-day Meal Charges (Lunch clubs) (per meal)	3.81 + VAT)	April 2018	18,760	5016	None	3.25+VAT	(2,809)

Intensive Housing Management Services							
Sheltered Schemes (Wilton, Granby Hs, Bradgate Flts)	11.77)	44,679	73	Subject to HB	12.24	1,784
Bradgate Lane Bungalows	7.53) April 2018	3,916	10	Subject to HB	7.83	156
All Other designated properties	5.36)	138,803	498	Subject to HB	5.57	5,438
							3,535

How will the proposal contribute to the achievement of corporate/service objectives? (Particularly any subsidy provided).

- (1) To protect and re-assure elderly and vulnerable people in accordance with the Melton Crime and Disorder Partnership Community Safety Strategy.
- (2) Community Centres enable the Council to facilitate tenant participation.
- (3) To help ensure a sustainable level of service provision.

What impact will the proposal have on the use of the service ?

None

What is the reasoning for the recommended fee/charge structure? (Include reference to any consultation, benchmarking etc.)

- (1) To recover costs and allow for inflation.
- (2) Guest Room and Community Room charges are increased in line with the Melton HRA Business Plan.
- (3) TV Aerial Charge increase is in line with the Blick UK contract June 2005-April 2020

Completed by:

Stewart Tiltman/Albert Wilson

Date:

26-Jul-18

PLACE COMMITTEE

5 SEPTEMBER 2018

REPORT OF DIRECTOR FOR CORPORATE SERVICES

HRA CAPITAL PROGRAMME MONITORING

1.0 PURPOSE OF THE REPORT

1.1 To update the Committee on the progress of schemes within the HRA Capital Programme to 31 July 2018.

2.0 RECOMMENDATIONS

2.1 The position on the HRA capital programme by each capital scheme, as attached at Appendix A, be noted along with the year end forecast position.

3.0 KEY ISSUES

3.1 Expenditure to date is reported in Appendix A of £804k against an annual budget of £7,354k. The 2 main areas of variance between budget and forecast are Beckmill Court Refurbishment & Regeneration and Non Traditional Dwelling Site Development

3.2 The final total projected costs for Beckmill Court Refurbishment and Regeneration scheme are anticipated to be overspent against budget by £116k. The additional work undertaken is in relation to regulation and legislation compliance.

3.3 Secondly, work to be carried out under the Non Traditional Dwelling Site budget will be linked to the Asset Strategy and any underspend will be used to meet any overspend, as an example, Beckmill Court.

3.4 A comprehensive review of capital budgets is underway following the recruitment of key post holders within the Growth and Regeneration Directorate. This will feed into the delivery of the individual aspects and it is anticipated that by the end of September 2018 a clearer position will be provided and a more accurate forecast in line with the Councils priorities identified in the corporate plan.

4.0 POLICY AND CORPORATE IMPLICATIONS

4.1 Policy and corporate implications were addressed in setting the current year's budget. There are no further policy and corporate implications arising from this report.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 The financial implications for each scheme are as set out in Appendix A

5.2 The overall position for all HRA capital schemes falling within this Committee is as set out below.

Allocated Funding 2018/19 Budget	Authorised Funding 2018/19 (Business Case Approved)	Actual Expenditure to 31 July 2018	Year End Forecast	Year End Variance (-) Underspend
£000	£000	£000	£000	£000
7,354	7,354	804	7,354	0

5.3 As stated in 3.4 the financial projection on all schemes is being reviewed and Committee will be provided with an updated forecast at the meeting on 31 October 2018. However as is shown above it is anticipated that any overspends will be met within the overall annual budget through underspends elsewhere.

6.0 LEGAL IMPLICATIONS

6.1 Legal implications/powers were addressed in setting the current year's programme. There are no further legal implications arising from this report.

7.0 COMMUNITY SAFETY

7.1 Individual schemes could have links to community safety issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

8.0 EQUALITIES

8.1 Individual schemes could have links to equalities issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

9.0 RISKS

9.1 These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

10.0 CLIMATE CHANGE

10.1 Individual schemes could have links to climate change issues. These should be covered in any associated reports and forms linked to those schemes as they progress through the decision making process.

11.0 CONSULTATION

11.1 Consultation takes place between project managers and the Financial Accountant to determine the information included in Appendix A. Reports are also prepared on a quarterly basis for Senior Management Team.

12.0 WARDS AFFECTED

12.1 To varying degrees all wards are affected by capital schemes within this Committee

Contact Officer: Jaz Bassan
Date: 16 August 2018
Appendices: Appendix A – HRA Capital Programme Progress Report – July 2018
Background Papers: Oracle Financial Reports
Budget Holder Comments on Performance
Reference: X:\Cttee, Council & Sub Cttees\PLACE\2018.19\050918\DG-Capital Prog. Monitoring- Apr 18 to July 18.
Background Papers: Oracle Financial Reports
Budget Holder Comments on Performance

CAPITAL PROGRAMME 2018/19 PROGRESS REPORT - July 2018

Appendix A

	Grant Funded	Business Case Approved	Budget for Year	Actual April 18 to July 18	Forecast	Variance (-) = Underspend	Project Manager	Comments
	Y/N	Y/N	£000	£000	£000	£000		
HRA								
Aids & Adaptations	N	Y	150	15	150	0	GB	High demand for aids and adaptations work, with a number of works in the pipeline. Budget expected to be fully spent with the option being explored to request additional grant funding to carry out further works. Outcome to be determined and reviewed at budget setting.
Replacement Kitchens Bathrooms	N	Y	137	0	137	0	LS	Last year of existing contract with works currently ad-hoc. Budget to be fully spent by the end of the financial year. Option to look at extending the existing contract for one year.
Central Heating	N	Y	260	8	260	0	DW	Contract in place with Renuvo with two years remaining. Works are currently ad-hoc. Current profile below budget but majority of works are expected in the winter months.
Replacement Exterior Doors & Windows	N	Y	132	6	132	0	LS	Works are currently ad-hoc. Procurement for a contract is required with some significant works identified at the other schemes. Fire Risk Assessments will determine the programme of works and the budget may need to be increased at budget setting as a result.
Rewire Council Properties	N	Y	401	0	401	0	LS	New contract at a draft stage with a programme of works scheduled. Although the contract is still in draft format, the contract is live and running successfully. MBC directive to reduce contract spend to pay for preliminaries, the impact of which is to be reviewed later in the year.
Re-Roofing Works	N	Y	200	83	200	0	DW	Currently in the final year of the contract with a schedule of works in place and underway. Additional works, outside of the contract, completed at Chapel Street.
Housing Repair Systems	N	Y	50	22	50	0	PP	Purchase and installation of a new system to enable communication of repairs between the Council's Northgate system and the contractors (AXIS) IT system.
Housing Health & Safety Related Schemes	N	Y	50	1	50	0	MG	A stock condition survey is to be undertaken in quarter two with a better view of need in quarter 3. At this early stage it is expected that there will be an underspend but this is to be monitored once better information is available.
Capitalisation of Housing Inspector Costs	N	Y	89	0	89	0	PP	Dependant upon employee time. Forecast spend in line with budget.
Beckmill Court Refurbishment & Regeneration	N	Y	1,244	555	1360	116	PP	Additional regulatory and compliance works have been identified and added to the original specification, including some fire risk assessed works, to keep in line with new legislation. In addition extra works around fire doors and externals are required. Overall these additional requirements will cause an overspend on the project of £116k.
Conversion of Electric Storage Heaters	N	Y	100	0	130	30	LS	A contract has been awarded with 18/19 being year one of a four year programme. A schedule of works have been identified with expected start date in Q3. Requirement to increase budget to ensure contracted amounts can be met.
Non Traditional Dwelling Site Development	N	Y	450	0	304	-146	PP	Works will be linked to the asset strategy including the housing company discussions. Potential for an underspend which can be moved to cover the overspends predicted above. To be reviewed later in the year at budget setting.
Granby House Refurbishment	N	Y	31	1	31	0	LS	Works are complete and signed off with retention works outstanding. An additional lift is required which includes some significant works but the cost of these are not yet known and are therefore not yet reflected in the forecast position. To be updated at the next round of monitoring.
Fairmead Regeneration	N	Y	2400	0	2400	0	PP	Works will be linked to the asset strategy including the housing company discussions. To be reviewed later in the year at budget setting.
Affordable Housing Gretton Extra Care	N	Y	100	0	100	0	PP	Works will be linked to the asset strategy including the housing company discussions. To be reviewed later in the year at budget setting.
Affordable Housing	N	Y	1410	85	1410	0	PP	One flat at Meynell Close purchased in quarter 1. Use of RTB receipts expected to purchase other properties later in the year.
Void Catch Up Repairs	N	Y	150	29	150	0	SD	Currently dealing with a large backlog of works. On track for spend in line with budget with a lot of works around dilapidated kitchens and bathrooms.
TOTAL - HRA			7,354	804	7,354	-		

Key to Initials:

MG = Malcolm Green

LS = Laurence Short

DW = Duncan Watson

GB = Graham Bradley

JE = John East

SD = Sean Denton

PP = Pranali Parakh

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