



Rural Capital of Food

Agenda

Meeting name	Ad Hoc Meeting of the Place Committee
Date	Wednesday, 27 June 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, 19 June 2018

No.	Item	Page No.
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES To confirm the minutes of the previous meeting held 060618.	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.	HOUSING REPAIRS CONTRACT AWARD The Interim Director of Growth and Regeneration to submit a report to seek approval to award the contract for responsive and void repairs to Council owned properties.	13 - 20
5.	HOUSING OFFICER RESOURCE PROPOSAL The Deputy Chief Executive to submit a report for Members 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 20 th June 2018. The Place Committee has responsibility for the HRA, and is therefore required to authorise any new HRA expenditure.	21 - 24
	EXCLUSION OF THE PUBLIC RECOMMENDED 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.	
6.	SKATE PARK LEASE The Interim Director of Growth and Regeneration to submit a report to seek approval to execute a lease of the site at Prior Close where the skate park is located.	25 - 28
7.	URGENT BUSINESS To consider any other items that the Chair considers urgent.	



Rural Capital of Food

Minutes

Meeting name	Place Committee
Date	Wednesday, 6 June 2018
Start time	6.30 pm
Venue	Newton Room, Pera Business Park, Nottingham Rd, Melton Mowbray, LE13 0PB

Present:

Chair Councillor M. Sheldon (Chair)

Councillors

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

Observers

Officers

Minute No.	Minute
1	<p>Apologies for Absence Apologies for absence were received from Councillor Glancy and Councillor Botterill.</p>
2	<p>Minutes The minutes of the meeting of the Melton Environmental and Economic Affairs Committee held on 070318 were confirmed and authorised to be signed by the chair. The exempt minutes of the ad hoc meeting of the Melton Environmental and Economic Affairs Committee held on 130218 were confirmed and authorised to be signed by the chair.</p>
3	<p>Declarations of interest There were no declarations of interest.</p>
4	<p>Provisional Year End Performance 2017-18 - HRA The Director of Corporate Services and Interim Director of Growth and Regeneration submitted a report to provide Members with information on the provisional year end position for 2017-18, which is subject to external audit certification and the implications for the working balance on the HRA.</p> <p>The Corporate Services Manager introduced the report shown in Appendix A as a comparison of the provisional year end position for 2017-18 to the original estimate set in January 2017. It was noted that figures are subject to final external audit certification.</p> <p>Members were informed of key figures and details within App. A (page 23-24) within key lines of the HRA such as line 15 under Repairs and Maintenance which was lower than expected. Members were reassured there is no major impact on the housing stock. Also, line 42 was higher than anticipated. It was noted that there have not been any technical accounting changes to this year's accounts.</p> <p>A Member enquired whether the underspend in line 15 is less than budgeted because the work has cost less, or whether the work has not been carried out.</p> <p>The Interim Director of Growth and Regeneration confirmed that this occurrence is due to a change in contract operating model, which had moved from a schedule of rates to a Price per Property, thus is a genuine cost saving through new measures and contract management.</p> <p>A Member asked if these figures reflect the new contract.</p> <p>The Interim Director of Growth and Regeneration responded that the intention is to</p>

award the contract later in June and the subsequent report to Members will advise if we are on budget.

A Member noted the complexity of the budget and asked if Right to Buys are included in this account, as there has been a lot of focus on them recently. It was also noted that the presentation of the budget is also complex and may be more digestible in alternative visual formats.

The Corporate Services Manager noted that Right to Buys do not feature within this budget.

All Members were in favour.

RESOLVED that the variations to the 2017-18 original estimates and the latest approved estimates as set out in the paper and the effect on the working balance are noted.

5

New Performance Reporting Dashboard for Place

The Interim Director of Growth and Regeneration submitted a report to advise Members of the current state of performance against newly defined performance reporting measures for the new Corporate structures, in relation to the Place function under the Council's Corporate Priorities for the financial year 2017/18.

The Interim Director of Growth and Regeneration noted that in addition to changing Committee structure, Melton Borough Council have also altered their structure for monitoring performance. The report showed the first dashboard under the new reporting framework for the fourth quarter of 2017/18.

Members were informed of the successes that the report shows:

88.9% of major planning decisions within 13 weeks

96% compliance figure for food businesses at inspection

100% customer satisfaction with the level and quality of housing repairs works undertaken in their home.

Members were also informed of areas that require improvement. These include:

The percentage of voids that are re-let in 18 working days.

However, the Interim Director of Growth and Regeneration noted that this performance is based on the existing contractor's performance measured against a new definition. The new definition and awarding of the new contract intends to rigorously improve void turnaround performance.

The percentage of non decent homes.

The Interim Director of Growth and Regeneration noted that this area reflects a backlog of electrical works for which contracts have been placed to carry out four years of necessary works within two years.

The percentage of household waste sent for re-use, re-cycling and composting.

It was noted that this performance reflects seasonal variations; on balance increased re-cycling does appear to be a trend.

A Member noted that with regards to re-cycling, people are not aware what can and cannot be re-cycled and that residents need to be made aware of re-cycling procedures and suitable materials.

The Interim Director of Growth and Regeneration noted that this is an opportunity to increase awareness and subsequent performance in this area.

The Chair sought a proposer and a seconder.

All members were in favour.

RESOLVED that

- 1) The contents of the report are noted
- 2) The performance information for 2017/18 in the Performance Dashboard is used to help the Committee and assist Members and Officers with regard to the formation of policy and oversight of the Place function of the Council.

6

Access from Persimmon Development to the Country Park

For the benefit of members of the public present at the meeting, the Chair brought this item forward as the first item for discussion.

The Interim Director of Growth and Regeneration submitted a report to invite the Committee to consider a request from residents of Scholars Grange (part of the Persimmon development off Nottingham Rd.) to form an access from the eastern extremity of their development into the adjoin Country Park.

The Assistant Director of Strategic Planning and Regulatory Services recounted to Members that following an ecological study taken to review the best access into the Country Park as requested by residents, the preferable route was declined following liaison with the landowner. As a result, the residents have proposed an alternative route. This route crosses a tree belt and ditch but is not considered unacceptable in ecological terms.

It was noted that if recommended by Members, it would follow to decide how the access will be built and funded.

The Interim Director of Growth and Regeneration noted that there has been historic concern of the Friends of the Country Park that multiple access points into the park would compromise the integrity of the local asset. The Council had been in contact with the group to discuss their concerns and had met with them that evening. If Members were in support, it was recommended that the Friends of the Country Park contribute to further work with regards to this access. It was also confirmed that this matter would not set a precedent for future proposals.

Consequently, Members were asked to consider a third recommendation:

That the Committee delegate to the Director of Growth and Regeneration,

and in consultation with the Chair of the Place Committee, agreement to amend the details of the proposed route (marked orange on the attached plan) if required, and in consultation with Friends of the Country Park.

A Member noted, in relation to 3.10 of the report, that the Friends of the Country Park has been written to and a subsequent meeting had been arranged. However, it seemed that this meeting had been held too late (the same evening as the Committee meeting) and that they may feel pressured into a decision. It was noted that the Council should be prepared to meet with groups in advance and be more pro-active. Otherwise, this could be difficult for Members and deferment was not favoured.

Residents of Scholars Grange were applauded for their actions and proposals. It was noted that Persimmon Homes marketed their homes with access to the park but this was not then followed through by them. Councillors wanted people to access the local asset without ecological damage. As such, it seemed right for Persimmon to contribute wholly.

The Chair thanked the Member for the points made.

A Member asked if the same considerations were being made in other areas of the park, such as the Taylor Wimpey development.

The Assistant Director of Strategic Planning and Regulatory Services confirmed this and added that the wider study being conducted into future access proposals will help to shape other developments.

The Interim Director of Growth and Regeneration added that deferring the matter until the next Place Committee meeting would have been too late. The Friends of the Country Park were contacted in May and due to logistics the meeting was not held until today (6th June) nonetheless the meeting was very positive and constructive. The strategic plan would be presented to this Committee in September with updates for Members. It was noted that, from this point on, the Friends of the Country Park would be fully involved in the preparation of the brief for the strategic plan and the subsequent consultation that would be carried out.

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

RESOLVED that

- 1) The Committee agrees to the connection as proposed by residents;
- 2) Authority is provided to the Director of Growth and Regeneration to undertake detailed negotiations regarding the funding of the scheme with the developers, Persimmon homes and the residents group.
- 3) That the Committee delegate to the Director of Growth and Regeneration, and in consultation with the Chair of the Place Committee, agreement to amend the details of the proposed route (marked orange on the attached plan) if required, and in consultation with Friends of the Country Park.

7	<p>Setting of Taxi Licence Fees 18/19</p> <p>This agenda item was withdrawn from this Committee meeting and will be presented to the Place Committee at a later date.</p>
8	<p>Making of Neighbourhood Plans</p> <p>The Assistant Director of Planning and Regulatory Services submitted a report to inform Members of the progress been made to date on the following Neighbourhood Plans which have now completed Referendum and invite the Committee to formally 'make' the Plans.</p> <ul style="list-style-type: none"> - Wymondham - Clawson, Hose and Harby - Broughton and Dalby - Waltham on the Wolds and Thorpe Arnold - Frisby <p>The Assistant Director of Planning and Regulatory Services noted that this is the final act of the Neighbourhood Plans; to give seal of approval to the complete Plans.</p> <p>However, it was noted that the ward of Frisby is now an exception to this report as an issue has come to light due to the examiner's changes needing to re-screen under a sustainability appraisal process. It was noted that all other wards are as presented on the report.</p> <p>As a result, the recommendations presented to Members were proposed to be amended from:</p> <ol style="list-style-type: none"> 1) The Neighbourhood Plans listed in 1.1 of the report to be formally 'made' (adopted) in accordance with the Neighbourhood Plan Regulations 2012 (as amended) <p>To:</p> <ol style="list-style-type: none"> 1) the Neighbourhood Plans listed in 1.1 above be formally 'made' (adopted) in accordance with the Neighbourhood Plan Regulations 2012 (as amended) except the Frisby on the Wreake Neighbourhood Plan; 2) That authority is delegated to the Assistant Director of Planning and Reg. Services to 'make' the Frisby on the Wreake Neighbourhood Plan subject to the completion of a screening exercise under the Environmental Assessment Plans and Programmes Regulation 2004 provided that it concludes that a SEA is not required because the NP is unlikely to have significant environmental effects. <p>A Member asked if the issue with Frisby on the Wreake is a result of communication from a resident.</p> <p>The Assistant Director of Planning and Regulatory Services confirmed this and noted that it means following a different process now.</p> <p>The Chair sought a proposer and seconder.</p> <p>All members were in favour.</p>

RESOLVED that

- 1) the Neighbourhood Plans listed in 1.1 above be formally 'made' (adopted) in accordance with the Neighbourhood Plan Regulations 2012 (as amended) except the Frisby on the Wreake Neighbourhood Plan;
- 2) That authority is delegated to the Assistant Director of Planning and Reg. Services to 'make' the Frisby on the Wreake NP subject to the completion of a screening exercise under the Strategic Environmental Assessment Regulations, 2010 provided that it concludes that a SEA is not required because the NP is unlikely to have significant environmental effects.

9

Cattle Market - Brewery

The Interim Director of Growth and Regeneration submitted a report to seek approval from Members to agree the basis for the grant of a sub-lease for that part of the Melton Cattle Market site forming part of the Southern Opportunity Area which will be used by Round Corner Brewery Ltd. to create a brewery and associated tap room.

The Interim Director of Growth and Regeneration informed Members that the new 20 year lease to Gillstream Markets at the northern site of the Cattle Market has been sought and we are now looking at a short term lease for the southern site. It was noted that the completion and opening of the new buildings at the Cattle Market in March mean that attention is now being turned to the remainder of the site with a new venture to set up a brewery at the Cattle Market.

This idea is trying to replicate the attraction of the Tuesday market day across the rest of the week and offer a seven day attraction to visitors.

After developing a master plan last year, the Council is reviewing the masterplan and working in partnership with Gillstream Markets to develop an investment plan and look at ambitions.

It was noted that the brewery proposal received planning permission in May and Gillstream have sought approximately £1.5m to fund the brewery. Granting the lease would mean that the project by completed by the end of the year.

A Member noted their enthusiasm for the proposal and asked what level of directly enhanced income will the Council receive as a result.

The Building Surveyor noted that we are yet to see projections with regards to the brewery.

A Member noted that Gillstream will be reducing their overheads and asked how we benefit from that.

The Building Surveyor replied that it will be necessary to look at the entire site. The Interim Director of Growth and Regeneration noted that there will be a small return. The proposal is opportunist and done in advance of the complete masterplan but the proposal is complimentary to wider strategic proposals.

A Member praised the proposal for becoming more commercial and could see the opportunities as part of a bigger picture but was concerned that the Council shouldn't be giving away an opportunity.

A Member asked if there would be an impact on the Market Tavern.

The Interim Director of Growth and Regeneration noted that the impact was for Gillstream to consider but the two premises wouldn't compete, rather they would compliment each other.

A Member asked if modelling had been done to look at impact on other licence holders in the town. If their turnover went down there would be a negative impact on existing businesses.

The Interim Director of Growth and Regeneration noted that no modelling had been done however it was not thought that it would take away from other pubs.

A Member asked if the brewery would have vastly improved prices that could undercut other licenced premises.

The Interim Director of Growth and Regeneration noted that the micro-brewery proposal would be an artisan attraction and given the product would be unlikely to undercut other licenced premises in the town.

A Member noted that by making the beer on site, the Cattle Market could get half of their business from selling to local businesses in the town and Borough.

A Member asked how it would be looked at if they wanted to serve food. However, the Building Surveyor noted that initial discussions with Gillstream suggested that their intention was not to sell food although this might be reconsidered at a later date. It was noted that the intention was not to impinge on other businesses or artisan outlets.

A Member noted that the Interim Director of Growth and Regeneration had a point on commercialisation that the Council needed to consider. A brewery could generate unpleasant odours in the course of production, this should be considered in the terms of the lease as Councillors didn't want Melton to get a bad reputation. It was suggested that a steer from this Committee could be to add in review periods as part of this interim lease. The interim Director for Growth and Regeneration agreed with this point and confirmed review periods would be included. .

A Member also noted that the attraction of the brewery could bring with it subsequent noise pollution and so it was suggested that this also be built into the terms of the lease.

The report was proposed and seconded.

All Members were in favour.

RESOLVED that the Committee agrees to delegate to the Director of Growth and Regeneration authority to negotiate and conclude terms, in consultation with the Chair of the Place Committee and Leader of the Council for:

- i) The grant of the licence to underlet to allow the subletting, by Gillstream Markets Ltd. of those parts of the buildings contained within their short-term lease of the south side of the market, to be designated as a brewery to Round Corner Brewery Ltd. (RCBL) together with all necessary lease variations, as required to permit this use.
- ii) In the event that the existing five year short-term lease within which there is an option to extend by a further five years to take the term to 2027 proves to be a constraint to the grant of the sub-lease to RCBL, then Committee to approve the extension of this delegation to the Director of Growth and Regeneration to negotiate and agree terms for the grant of a new longer term lease to Gillstream Markets Ltd. for the Opportunity Area. Terms would only be agreed once a satisfactory investment plan and appropriate levels of due diligence and assurance around matters such as tenant covenant, viability and deliverability of the plan have been completed.

10

Urgent Business

There was no urgent business.

The meeting closed at: 7.30 pm

Chair

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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

27 JUNE 2018

REPORT OF THE INTERIM DIRECTOR OF GROWTH AND REGENERATION

PROCUREMENT OF THE MAINTENANCE CONTRACT

1.0 PURPOSE OF REPORT

- 1.1 To seek approval to award the contract for responsive and void repairs to Council owned properties.

2.0 RECOMMENDATIONS

- 2.1 **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 this report.**

On the basis of the evaluation results of the tenders received and summarised in Appendix A, that the Place Committee awards the contract for responsive and void repairs to the preferred tenderer, Axis Europe Plc, commencing on September 1 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.

3.0 BACKGROUND

- 3.1 As of 1 June 2018 the Council owned 1,821 properties. Award of this contract will provide a fully encompassing repairs and maintenance service to the Council's housing stock. The duration of the contract is a maximum of ten years and the estimated contract value is £9 million.

As a stock retained authority the Council has a duty to provide an effective repairs and maintenance service to its customers, with a quality product and value for money being the highest priorities. This contract is important in maintaining excellent levels of customer satisfaction with the HRA service overall.

All repair work to each property, subject to the exclusions identified in the tender documentation, are covered by an all-inclusive price per property (PPP) up to a value of £250 per order, regardless of the number of callouts and a fixed fee for all work to a void property (PPV), with caveats in relation to the maximum cost of works in each case.

The Council is currently under contract for the delivery of responsive and void repairs with G Purchase Construction, a wholly owned subsidiary of Wates Living Space (Wates).

The contract began in July 2012 with a term of five years and an annual contract value of £1.2 million, comprising responsive and void maintenance as well as

planned works. The contract was extended in line with the re-procurement timetable and is due to expire on August 31st 2018.

Payments to Wates were originally based on the National Housing Federation Schedule of Rates (SoR), a traditional method of valuing and paying for work, and one which has been widely used in the industry and is well understood by both clients and contractors.

In order to understand the process, cultural and other changes the move from SoR to PPP/V would result in, and in preparation for the re-procurement of the contract, Wates agreed to trial the arrangement with the Council, which has been running from May 2017 to date.

THE PROCUREMENT

Following competitive tender, Faithorn Farrell Timms (FFT) were appointed as procurement consultants in October 2017 to facilitate the procurement of the new contract.

A Repairs Working Group was established, chaired by Councillor Ronnie de Burle and with membership comprising Councillors and the Tenants Forum Executive Committee (TFEC), to ensure suitable engagement and consultation.

It was established that the best outcome for the Council would be achieved by adopting the OJEU compliant Competitive Procedure with Negotiation route. It was also agreed that the weighting between cost and quality should be 50/50.

The procurement timetable comprised the following stages:

	Action	Result
1	Advertise the opportunity requesting compliance information as well as experience of similar contracts	11 applicants
2	Shortlist from applications received	6 applicants shortlisted
3	Request prices and method statements	3 applicants shortlisted
4	Dialogue with applicants	3 applicants attended
5	Site visits	Councillors and TFEC visited one site per applicant
6	Applicants submitted revised method statements and a best and final cash offer	3 tenders received

Three applicants were shortlisted to go forward to the dialogue stage. They were:

- Axis Europe Plc

- Jeakins Weir Ltd
- Wates Living Space Ltd

The dialogue stage presented the applicants with the opportunity to understand the Councils requirements in much more detail, and it also helped the Council to understand the potential cost of the service specified in the original tender document.

This process provided the Council with the opportunity to revise the specification, clarifying points raised by the applicants and revising other areas to reduce cost where there would be little or no impact on service delivery.

The final submission method statements were marked without reference to the cost submissions by a panel overseen by Clare Ellis, Head of Welland Procurement Unit and comprising:

- Councillor Alan Pearson
- John Skerritt (Chair of TFEC)
- Interim Housing and Commercial Asset Manager
- Maintenance Surveyor
- Customer Services Team Leader
- IT Manager

The IT Manager only marked method statements pertaining to IT.

Following an analysis of both cost and quality in line with the methodology set out in the tender document, the highest scoring applicant was **Axis Europe Plc**.

THE TENDER OUTCOME

The costs and quality submissions set out by the contractors are set out in Appendix A (exempt).

Due to the manner in which the cost submissions were requested, it is not possible to make direct comparisons with the current arrangement. However, when modelled against the 2018/19 budget of £712,890, the predicted outturn figure is £631,500, so the contract is within budget.

The new contract includes a suite of key performance indicators (KPI's) which requires Axis Europe Plc to perform to a very high standard, including 'right first time' fixes and low void turnaround times.

For example a major void (one that requires an elemental bathroom or kitchen replacement) currently has a turnaround time of 25 days, but in the new contract the turnaround time is 15 days. Adherence to the suite of KPI's will result in a significantly improved service for tenants, and it was on this basis and through the competitive dialogue process that Axis Europe Plc submitted their final tender submission..

In addition, Axis Europe Plc has committed to a social value offer including:

- 1 new full time three year apprenticeship pa

- 2 further job opportunities pa
- 90% of specialist work delivered through local supply chain
- 1% of annual contract value given to local charities
- Additional training to support tenancy sustainment and reduce unemployment.

The tender outcome has been ratified by the Repairs Working Group in a meeting held on 21 June 2018.

4.0 POLICY AND CORPORATE IMPLICATIONS

Particularly through the social value offer, the contract assists in fulfilling the following corporate Place priorities:

- Promoting aspiration and growth in a vibrant economy, attracting quality jobs.
- Increasing the availability of good quality homes which meet local needs.
- Working with our partners to improve physical and digital infrastructure.

And People priorities:

- Helping people fulfil their potential and achieve their ambitions.
- Work with our partners to address vulnerability and tackle the root causes of social problems, building safe, happy and healthy communities.
- Focussing on our priority neighbourhoods, support people to overcome disadvantage and live well independently.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 The budget for 2018/19 is £300,000 for void works and £412,890 for responsive repairs, a total of £712,890. The predicted cost of the service under the new contract is £631,500 and is therefore within the available budget.

See Appendix A for financial information.

There are no TUPE or other HR implications for Council employees.

5.2

5.3

6.0 LEGAL IMPLICATIONS/POWERS

6.1 The council is responsible for undertaking the repair, maintenance and improvement of its housing properties and installations therein (Part 2 of the Housing Act 1985).

6.2 The Council has power to enter into such contracts under section 1 of the Local Government (Contracts) Act 1997 on the basis that such services are properly required for the discharge of the Council's functions.

6.3 The Council is obliged to undertake a process that confirms with the Council's Procedure Rules and to ensure value for money. Welland Procurement Unit has been consulted throughout the process.

7.0 COMMUNITY SAFETY

7.1 The delivery of a good quality maintenance service will impact positively on community safety as relating to this report.

8.0 EQUALITIES

8.1 An Equality Impact Assessment has been undertaken.

9.0 RISKS

9.1

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

Risk No	Risk Description
1	Contract cost exceeds budget
2	Contractor not ready on September 1 st
3	Unsuccessful contractors successfully challenge the outcome

10.0 **CLIMATE CHANGE**

10.1 None.

11.0 **CONSULTATION**

11.1 Consultation with Councillors and tenants has been undertaken through membership of the Repairs Working Group.

12.0 **WARDS AFFECTED**

12.1 All wards affected.

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

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PLACE COMMITTEE

27th JUNE 2018

REPORT OF DEPUTY CHIEF EXECUTIVE

HOUSING OFFICER RESOURCE PROPOSAL

1.0 PURPOSE OF REPORT

- 1.1 For 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.

2.0 RECOMMENDATIONS

- 2.1 **For the Place Committee to approve the required HRA funding, facilitating the recruitment of two housing officers within the People and Communities directorate.**

3.0 KEY ISSUES

- 3.1 The People Committee considered the establishment of a permanent Housing Officer resource on 20th June 2018. This resource will have a direct and immediate impact on the Council's ability to react to and deal with issues such as fire safety, anti social behaviour, regulatory compliance, disrepair, community engagement and rent arrears within MBC tenanted properties.
- 3.2 The Housing Officers will work closely with the Housing and Commercial Asset Management team, and the case management capability within the People and Communities Directorate, with the ability to engage the appropriate services to assist residents and to provide a robust and capable resource to ensure tenants are suitably supported according to their needs beyond the first 12 months of their tenure.
- 3.3 The resource will also allow greater oversight of health and safety issues within tenanted properties, including inspections of communal areas, and liaison with tenants to ensure access to properties when required.

4.0 FINANCIAL IMPLICATIONS

- 4.1 Two Full Time Equivalent Band 8 permanent Housing Officers requires a growth in the HRA commitment of £69,680. The posts would be fully costed to the HRA as 100% of the capacity of the roles would be focused upon MBC housing stock and tenants.
- 4.2 The proposed growth against the Housing Revenue Account is set against the backdrop of the proposed updated HRA Business Plan, ensuring sustainable future HRA spend against predicted income levels. The Business Plan review will be undertaken in 2018/19.
- 4.3 It is therefore proposed that the proposed Housing Officer roles will be reviewed once the HRA Business Plan is finalised to ensure long term affordability of the officer resource. This review will identify the long term resource levels required to sustain the housing management facility and the subsequent value and additional capacity created by the roles.

5.0 POLICY AND CORPORATE IMPLICATIONS

- 5.1** The content of the report affects the following corporate priorities:.
- PP2 Work with our partners to address vulnerability and tackle the root causes of social problems, building safe, happy and healthy communities.
- PP3 Focussing on our priority neighbourhoods, support people to overcome disadvantage and live well independently.

6.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

6.1 As stated within Section 4.0

7.0 LEGAL IMPLICATIONS/POWERS

7.1 None identified

8.0 COMMUNITY SAFETY

8.1 The Housing Officer resource will provide additional resource to effectively manage issues such as anti-social behaviour and the health and safety of tenants within MBC properties.

9.0 EQUALITIES

9.1 None identified

10.0 RISKS

10.1 Probability



Very High A				
High B				
Significant C				
Low D		1		
Very Low E				
Almost Impossible F				
	IV Neg- ligible	III Marg- inal	II Critical	I Catast- rophic
	→ Impact			

Risk No.	Description
1	Risk regarding the affordability of the additional posts as a result of the updated HRA Business Plan

11.0 CLIMATE CHANGE

11.1 No direct implications have been identified.

12.0 CONSULTATION

12.1 None identified

13.0 WARDS AFFECTED

13.1 All wards are affected.

Contact Officer: A Wilson – Housing, Welfare and Safer Communities Manager

Date: June 2018

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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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