



AGENDA FOR THE HOUSING SCRUTINY COMMITTEE

Members of the Housing Scrutiny Committee are summoned to a meeting on, **2 October 2014 at 7.30 pm.**

John Lynch
Head of Democratic Services

Enquiries to : Peter Moore
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Despatched : 24 September 2014

Membership 2014/15

Councillor Michael O'Sullivan (Chair)
Councillor Jenny Kay (Vice-Chair)
Councillor Raphael Andrews
Councillor Kat Fletcher
Councillor Aysegul Erdogan
Councillor Flora Williamson
Councillor Alex Diner
Councillor Una O'Halloran

Substitute Members

Councillor Mouna Hamitouche MBE
Councillor Jilani Chowdhury
Councillor Alice Perry
Councillor Gary Heather

Quorum: is 4 Councillors



A. Formal Matters **Page**

1. Apologies for Absence
2. Declaration of Substitute Members
3. Declarations of Interests

If you have a **Disclosable Pecuniary Interest*** in an item of business:

- if it is not yet on the council's register, you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent;
- you may **choose** to declare a Disclosable Pecuniary Interest that is already in the register in the interests of openness and transparency.

In both the above cases, you **must** leave the room without participating in discussion of the item.

If you have a **personal** interest in an item of business **and** you intend to speak or vote on the item you **must** declare both the existence and details of it at the start of the meeting or when it becomes apparent but you **may** participate in the discussion and vote on the item.

***(a)Employment, etc** - Any employment, office, trade, profession or vocation carried on for profit or gain.

(b) Sponsorship - Any payment or other financial benefit in respect of your expenses in carrying out duties as a member, or of your election; including from a trade union.

(c) Contracts - Any current contract for goods, services or works, between you or your partner (or a body in which one of you has a beneficial interest) and the council.

(d) Land - Any beneficial interest in land which is within the council's area.

(e) Licences- Any licence to occupy land in the council's area for a month or longer.

(f) Corporate tenancies - Any tenancy between the council and a body in which you or your partner have a beneficial interest.

(g) Securities - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

This applies to **all** members present at the meeting.

4. Minutes of Previous meeting 1 - 6
5. Chairs Report
6. Order of Business

B. Scrutiny Items **Page**

7. Estate Car Parking- Report on Consultation 7 - 16

- | | | |
|-----|--|---------|
| 8. | Estate Services Management - Scrutiny Review | 17 - 18 |
| 9. | House Guardians - Presentation | |
| 10. | Registered Providers - Presentation | |
| 11. | Work Programme 204/15 | 19 - 20 |

C. Urgent Non Exempt Matters

Any non- exempt items which the Chair agrees should be considered urgently by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

D. Exclusion of Public and Press

To consider whether, in view of the nature of the remaining items on the agenda, any of them are likely to involve the disclosure of exempt or confidential information within the terms of the Access to Information Procedure rules in the Constitution and if so, whether to exclude the Public and Press during discussion thereof

E. Urgent Exempt Items (if any)

Any exempt items which the Chair agrees should be considered urgently by reason of special circumstances. The reasons for urgency will be agreed by the Chair and recorded in the minutes.

The next meeting of the Housing Scrutiny Committee will be on 2 December 2014

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London Borough of Islington

Housing Scrutiny Committee - 8 September 2014

Minutes of the meeting of the Housing Scrutiny Committee held at on 8 September 2014 at 7.30 pm.

Present: **Councillors:** O'Sullivan (Chair), Kay (Vice-Chair), Andrews, Fletcher, Williamson, Diner and O'Halloran

Councillor Michael O'Sullivan in the Chair

- 10 **APOLOGIES FOR ABSENCE (Item 1)**
Councillor Erdogan and Councillor Andrews for lateness
- 11 **DECLARATION OF SUBSTITUTE MEMBERS (Item 2)**
None
- 12 **DECLARATIONS OF INTERESTS (Item 3)**
None
- 13 **MINUTES OF PREVIOUS MEETING (Item 4)**
RESOLVED:
(a) That the minutes of the meeting of the Committee held on 14 July 2014 be confirmed and the Chair be authorised to sign them
(b) That the information requested in minute 9(b) in relation to the current street charges in the borough be circulated to Councillor Fletcher
- 14 **CHAIRS REPORT (Item 5)**
The Chair stated that the report back on the progress of the Tenant Management Scrutiny review recommendations would now be considered at the meeting of the Committee on 02 December 2014
- 15 **ORDER OF BUSINESS (Item 6)**
The Chair stated that the order of business would be as per the agenda
- 16 **REGISTERED PROVIDERS - PRESENTATION (Item 7)**
Denise Lewis, Housing and Adult Social Services, was present and made a presentation to the Committee, a copy of which is interleaved.

During consideration of the report the following main points were made –

- Members expressed the view that it was intended for the Committee to look at some Registered Providers and conduct a mini scrutiny with some concise recommendations to the Executive
- Members expressed concern, that although the practice was not widespread, some Housing Associations were selling off expensive properties to fund developments outside the borough to which the Council would not be given nomination rights. In some cases these properties had been given by the Council to Housing Associations in the past. The Committee felt that this was unacceptable and should

be an addition to the review for this practice to be investigated to ascertain the reasons for this

- In response to a question it was stated that only 10% of RSL'S housed homeless families
- In response to a question it was stated that where necessary work was undertaken with the Corporation of London but this was on specific cross border developments and not usual practice
- The Council had little control over whether Housing Associations disposed of their stock
- Reference was also made to the review needing to include how RSL's managed tenant engagement, particularly where they had engaged in major stock transfers
- Whilst the Council encouraged RSL's to develop there was often an issue with capacity and some Housing Associations chose to prioritise existing tenants over new building schemes
- Members expressed the view that they should be provided with a list of RSL's operating in the borough, the number of units that they manage and details of their assets and sources of income if this is available
- Members stated that it would be useful to look at any scrutiny reviews carried out by other Local Authorities into RSL's

RESOLVED:

(a) That the Director of Housing and Adult Social Services include the suggestions referred to above and arrange for witness evidence to be provided from a large, medium and small RSL in the borough, including a specialist provider to future meetings of the Committee

DHASS

(b) That the Director of Housing and Adult Social Services provide Members with details of RSL's operating in the borough together with the other information requested above

DHASS

(c) That reports from other Local Authorities that have carried out scrutiny reviews into RSL's be circulated to Members for information

HDS

The Chair thanked officers for their presentation

17 **SCRUTINY REVIEW - ESTATE SERVICES MANAGEMENT - PRESENTATION/SID (Item 8)**

David Salenius, Principal Housing Manager – Estate Services, Housing and Adult Social Services, was present for discussion of this item and laid round a document for Members of the Committee, a copy of which is interleaved.

Members considered the circulated Scrutiny Initiation Document.

During consideration of the report the following main points were made –

- A Member expressed the view that the SID should include how services were provided to tenants with additional needs, such as the disabled, long term sick etc.and propose improvements in this area
- The Committee also needed to look at the provision of street cleaning services and estate cleaning services to ensure a joined up approach is being taken and witness evidence from Environment and Regeneration be added to the list of witnesses in the SID

Housing Scrutiny Committee - 8 September 2014

- Reference was made to the Special Projects staff and it was stated that recruitment to outstanding vacancies is currently taking place
- A Member referred to the Health and Safety hazards caused by tenants having plants, buggies etc. on landings and walkways on estates and that despite her reporting this no action had been taken. David Salenius stated that if details were provided following the meeting he would investigate this. However it was noted that some estates were provided with balcony boxes for tenants
- In response to a question it was stated that funding for estate improvement schemes was allocated usually by Tenants and Residents Associations however proposals from Ward Councillors were considered and surveys of tenants carried out in addition to proposals put forward by the Estate Services Management team
- A Member referred to problems with illegal parking on estates and it was stated that parking enforcement was dealt with by a contractor, however if there were problems Members could contact him and he would ensure that the contractor targeted any problem estates
- Members expressed the view that there was a need to look at the role of caretakers to undertake additional functions on estates and that this should be added to the SID. In addition there should be details provided of any work that is currently contracted/sub contracted out
- Reference was made to the fact that £666,000 had been spent in 2013/14 on scaffolding for non responsive repairs and that the Council should consider setting up its own house scaffolding team as this may prove cost effective. David Salenius responded that whilst this was not his responsibility he sure that any cost effective measures were being investigated by the new 'in house' service

RESOLVED:

- (a) That the Scrutiny Initiation Document be approved subject to the following additions –
- How services are provided to tenants with additional needs
 - The provision of street cleaning/estates cleaning services and improvements for a more 'joined up' approach and the addition of a representative from Environment and Regeneration be added to the list of witnesses
 - The role of caretakers and whether there were additional duties that could take on on estates
- DHASS
- (b) That if Members had any further proposals for addition to the SID these should be provided to the Chair and Head of Democratic Services for consideration
- (c) That any problems relating to landings and hallways and illegal parking on estates, as referred to above, be reported to the Principal Housing Manager, Estate Services, for investigation

DHASS

The Chair thanked officers for their presentation

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HOUSING ALLOCATIONS - PRESENTATION (Item 9)

Karen Lucas, Head of Housing Needs, Housing and Adult Social Services, was present for discussion of this matter and made a presentation to the Committee thereon, a copy of which is interleaved.

During consideration of the report the following main points were made –

Housing Scrutiny Committee - 8 September 2014

- It was noted that there was an uneven spread of voids in the borough with 16 voids in Barnsbury, 36 in Highbury East with 118 in Bunhill and 130 in Mildmay
- RSL's could not refuse Council nominations for housing, except where there were too higher needs for general housing
- Some applicants were not accepting RSL properties as they were not able to afford the rent
- In response to a question about the accommodation being provided for children leaving care it was stated that there were none in temporary accommodation and Housing, in partnership with Children's Services, had set up a small hostel for use by Children's Services and she could confirm that there were no care leavers in bed and breakfast accommodation
- In response to a question it was stated that the average number of points required for rehousing were 152 points for a bedsit, 193 for a 1BR, 222 points for a 2BR, 211 for a 3 BR and 260 for a 4BR but there were variations between wards as to the number of points required
- Reference was made to the fact that it would be useful to have information as to the main factors that determine how people are allocated accommodation, including how many next generation residents have been allocated accommodation
- In relation to the measures that the Council adopt to encourage tenants to downsize, it was stated that tenants were incentivised to downsize as to the number of bedrooms they give up, and assistance was given to help them with removal costs and officers assist with the process
- In response to a question about the average turnaround time for a void, it was stated that this information would be circulated to Members following the meeting but once returned to Housing these were usually let within a few weeks
- Reference was made to the Choice Based Lettings website and that this needed to be improved in order to provide more information as to details of the properties in order that people can make a more informed choice as to whether to bid for them. This was even more important in the instances where prospective tenants suffered from a disability or other impairments
- In response to a question as to the rent guarantee for tenants who downsize and how long this lasted for it was stated that this information would be provided to Members following the meeting

RESOLVED:

- (a) That Members be provided with information as to the main factors that determine how people are allocated housing including how many next generation residents have been allocated accommodation

DHASS

- (b) That details of the average turnaround time for voids be circulated to Members of the Committee for information

DHASS

- (c) That Members be circulated with details of the rent guarantee for tenants who downsize

DHASS

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FLATS OVER EMPTY SHOPS - PRESENTATION (Item 10)

Ian Tagg, Procurement and Development Manager, Housing and Adult Social Services and Ellis Turner, Principal Environmental Health Officer were present and made a presentation to the Committee.

Housing Scrutiny Committee - 8 September 2014

During consideration of the presentation the following main points were made –

- Whilst the Council were committed to bringing empty properties back into use there had been a reduction in 2012/14
- Street surveys were undertaken to identify and verify empty properties
- Assistance was given to owners to bring properties back into use and as a last resort the Council could take enforcement action
- As at April 2014 447 properties had been empty over 6 months and a street survey was being undertaken to verify this and flats over shops would be identified as part of the survey
- An additional licensing survey was taking place in Caledonian and Holloway Roads with a sample survey of private rented units and this area had a large number of flats over empty shops. There were 1907 units in Holloway Road and 1267 in Caledonian Road and the survey was attempting to access 1 in 3 properties. Following the survey the results would be assessed for the need for an additional licensing scheme
- In future formal letter would be sent out to owners to increase the number of empty properties identified
- Reference was made to the fact that the Council were now taking proactive measures to identify empty properties and to ascertain the need for an additional licensing scheme

The Chair thanked officers for their presentation

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WORK PROGRAMME 2014/15 (Item)

Members expressed the view that the work programme contained too many items to enable them to effectively scrutinise all the topics listed.

RESOLVED:

(a) That the Chair be requested to consider revisions to the work programme and these be submitted to the next meeting for consideration

(b) That the Leaseholder Valuation Tribunal item scheduled for the meeting on 2 October be deleted from the agenda and circulated to Members for information

HODS

The meeting ended at 10.00 pm

CHAIR

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Report of: **Corporate Director Housing and Adult Social Services**

| Meeting of: | Date | Agenda item | Ward(s) |
|----------------------------|----------------|-------------|---------|
| Housing Scrutiny Committee | 2 October 2014 | | All |

| | | |
|-----------------------|--|------------|
| Delete as appropriate | | Non-exempt |
|-----------------------|--|------------|

SUBJECT: ESTATE PARKING

1. SYNOPSIS

- 1.1 To update the Housing Scrutiny Panel with feedback from consultation and resulting recommendations for estate parking development.

2. RECOMMENDATIONS

- 2.1 To note the outcomes from consultation in 3.2 to 3.8 of this report and provide feedback in the Scrutiny Committee meeting on 2nd October 2104.
- 2.2 To note that as a result of this review a report will be submitted to the council's Executive in January 2015 seeking their approval of the final changes to the Estate Parking policy.

3. BACKGROUND

3.1 Summary of the recommendations arising from consultation with residents:

3.2 Estate parking availability

Introduce an interactive map that displays the availability of vacant parking spaces.

3.3 Waiting Lists

Replace waiting lists with a system that sends an automatic alert message to a customer who has expressed an interest in having a space in a fully booked estate. The message can be sent by the customers preferred method of contact, such as mobile phone, email or letter. The customer will be chosen dependant on the Estate Parking Allocation policy.

- 3.4 Estate parking prices
Retain vehicle emission based parking charges. Increase parking space charges for non – residents by 40%, cage and garage charges for non – residents by 30% and all parking charges for residents by 5%, from April 2015. Current charges are shown on the attached costs calculator at Appendix A. Proposed new charges are shown on the attached costs calculator at Appendix B.
- 3.5 Application process
Simplify and improve the online application process, as set out in 4.4, and arrangements for receiving parking permits.
- 3.6 Visitor bays
Introduce visitor parking pre-paid voucher system for estates with visitor parking bays.
- 3.7 Permits
Continue with the paper based permit system; all new customers and those renewing would be able to print their own permit for display in the windscreen. Those who are unable to print permits themselves will be able to request that permits are printed for them and issued in person at a Contact Centre or posted to their home.
- 3.8 Numbered bays
Retain current allocation system based on exclusive use of numbered parking spaces.
- 3.9 **Summary of the consultation process:**
- 3.10 A consultation paper was provided in May 2014, outlining various options for estate parking control and development.
- 3.11 Between 17th May and 29th July the paper was considered by 6 Tenant Residents Panels: Whittington; Elthorne; Upper Street South, West and North and Old Street.
- 3.12 The paper was also considered by two Discussion Groups, organised by the Resident Engagement team. Nine resident volunteers participated in a Discussion Group at Upper Street Area Housing Office on 2nd July. Three resident volunteers participated in a Discussion Group at Old Street Area Housing Office on 3rd July.
- 3.13 The Housing Disability Panel discussed the paper on 10th September.
- 3.14 The paper was discussed by Housing Executive on 3rd July 2014 and by the Housing Scrutiny Committee on 14th July 2014.
- 3.15 **Consultation feedback:**
- 3.16 Feedback from the above meetings has been incorporated into this paper, to produce recommendations aimed at maximising use of estate parking facilities.
- 3.17 Mapping estate parking availability
The large majority of panel and discussion group members supported the introduction of

interactive maps, provided that residents are still able to contact or visit the AHO for availability information, including availability of specific bays / garages. There were some concerns that displaying availability of specific vacant spaces could lead to an increase in illegal parking, especially by commuters to the area.

Outcomes

- Develop interactive maps of estate car parks, displaying availability, with search features to assist the public in identifying suitable parking spaces.
- Effective parking enforcement is required to help prevent unauthorised parking.

3.18 **Waiting Lists**

Approximately 90% of panel and discussion group members supported replacing the current waiting list system with a system that automatically sends an alert message when a suitable space becomes available, provided that residents continue to receive priority.

Outcomes

- Introduce alert message system, using the allocation policy to select the highest priority applicant, with residents continuing to receive the highest priority.

3.19 **Estate parking prices**

General support for retaining a simplified version of emission based charges, and significantly increasing non – resident charges to make them more competitive with private car parks. Also support for increasing non - resident charges for storage use of garages. There were suggestions that non –residents who pay Islington council tax should not pay as much as those who live outside the borough.

Outcomes

- Increase the price for non-residents in stages over 3 years, for parking and storage.
- Consider introducing a two tiered non – resident charge from 1st April 2016, distinguishing between those who live in the borough and those who do not.

3.20 **Application process**

Majority support for minimum one month rental period.

Outcomes

- Implement a minimum rental period of one month, requiring an upfront payment taken at the point of making the application, to secure the space while documents are checked.
- Residents will still be able to receive support from an Area Housing Office.

3.21 **Visitor bays**

Panels and discussion groups generally supported introducing charges through pre-paid vouchers, in order to minimise misuse of visitor parking bays. There were suggestions that estate visitor bays could be more widely available. Some residents were unaware of the availability of visitor vouchers for on - street parking.

Outcomes:

- Introduce pre-paid visitor vouchers for estates that have visitor parking bays
- Consider adding visitor bays on more estates, where bays remain vacant.
- Improve publicity concerning availability and costs of on - street visitor vouchers.

3.22 **Permits**

Majority for retaining paper permits, so that any unauthorised parking is obvious to residents and can be reported for enforcement.

Outcomes:

- Retain paper permits; encourage users to print the permits themselves.
- Area Housing Offices to continue printing paper permits as required, on demand by users not able to print themselves.

3.23 **Numbered bays**

Both discussion groups and 5 out of 6 panels voted to continue with the current system of individually numbered parking bays for all estates.

Outcomes: Retain individually numbered bays.

4. **IMPLICATIONS**

4.1 **Financial implications:**

All income from estate parking rents is deposited in to the Housing Revenues Account (HRA) and is used to fund estate services and maintenance. Private car parks operated by NCP in south Islington cost £25 per day/ £125.00 per week. A non –resident renting an estate parking space in Islington currently pays £3.30- £9.66 per week. It is thought that parking rents for non-residents could be increased in stages by 300% or more, without reducing demand.

There are currently 1127 vacant parking spaces, available to rent. Displaying availability through an interactive map will help market these spaces to maximise the amount of income generated by parking space lettings.

5. **CONCLUSION AND REASONS FOR RECOMMENDATIONS**

- 5.1
- Estate permit holders prefer exclusive use of a specific parking space.
 - An Estate parking map will enable the council to effectively market vacant parking spaces and help people see availability.
 - Simplifying the application process will make it easier and faster to reserve a space.
 - Islington housing residents will benefit from increased use of available estate parking spaces as more funds are generated for the HRA.
 - Improved administrative efficiency and greater convenience for customers as they will be able to look and apply for estate parking 24/7 rather than just during office hours.
 - Pre-paid visitor vouchers reduce misuse of visitor spaces, increasing their availability.
- 5.2 These recommendations will be implemented by June 2015. A further report will then be provided to update Tenant Residents Panels, Scrutiny Committee and Housing Executive on the effectiveness of the new systems.
- 5.3 Residents will be contacted so that they can assist in co-designing the new customer

journey in terms of the application process and map view.

5.4 In terms of communications four key groups of people will be kept informed and notified of the changes coming:

- All those who remain on current waiting lists.
- All existing estate parking permit holders in Islington (around 5,000 permit holders).
- All council tenants.
- Islington residents across the borough.

Final report clearance:

Signed by:



23 September 2014

Corporate Director of Housing and Adult
Social Services

Date

Report Author: David Hutchison, Estate Parking Manager

Tel: 020 7527 8666

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APPENDIX A

WEEKLY ESTATE PARKING CHARGES FROM 7th APRIL 2014

| TYPE OF PARKING FACILITY | VEHICLE CARBON EMISSION BANDS & CHARGES | | | | |
|---|--|---|---|--|----------|
| CARBON EMISSION RATINGS / ENGINE SIZES | A | B | C | D | E |
| Carbon CO2 Rating G/km (Grams per kilometer) | 0-120 | 121-150 | 151-185 | 186+ | |
| Engine Size CC (Cylinder Capacity) | 0-1100 | 1101-1399 | 1400-1850 | 1851+ | |
| PARKING CHARGES FOR LBI RESIDENTS | | | | | |
| Garage Charges | £8.87 | £17.72 | £17.72 | £19.48 | |
| Car Cages | £4.15 | £8.28 | £8.28 | £9.11 | |
| Parking Spaces | £2.27 | £4.53 | £4.53 | £4.98 | |
| Garage used for non-vehicle storage | | | | | £19.48 |
| PARKING CHARGES FOR NON-LBI RESIDENTS | | | | | |
| Garages (LBI resident charge plus 50%) | £13.30 | £26.58 | £26.58 | £29.23 | |
| Car Cages (LBI resident charge plus 50%) | £6.23 | £12.42 | £12.42 | £13.67 | |
| Parking Spaces | £3.40 (LBI resident charge plus 50%) | £7.24 (LBI resident charge plus 60%) | £7.92 (LBI resident charge plus 75%) | £9.96 (LBI resident charge plus 100%) | |
| Garage used for non-vehicle storage (LBI resident charge plus 50%) | | | | | £29.23 |
| NOTES | | | | | |
| A 50% or 100% discount is offered on all vehicle parking charges to holders of an Islington Council disability parking blue badge | | | | | |
| VAT will be added to the charges above where applicable | | | | | |

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APPENDIX B

PROPOSED NEW WEEKLY ESTATE PARKING CHARGES FROM 6th APRIL 2015

| TYPE OF PARKING FACILITY | VEHICLE CARBON EMISSION BANDS & CHARGES | | | | |
|--|---|-----------|-----------|--------|--------|
| CARBON EMISSION RATINGS / ENGINE SIZES | A | B | C | D | E |
| Carbon CO2 Rating G/km (Grams per kilometer) | 0-120 | 121-150 | 151-185 | 186+ | |
| Engine Size CC (Cylinder Capacity) | 0-1100 | 1101-1399 | 1400-1850 | 1851+ | |
| PARKING CHARGES FOR LBI RESIDENTS | | | | | |
| Garage Charges | £9.31 | £18.60 | £18.60 | £20.45 | |
| Car Cages | £4.36 | £8.69 | £8.69 | £9.57 | |
| Parking Spaces | £2.38 | £4.76 | £4.76 | £5.23 | |
| Garage used for non-vehicle storage | | | | | £20.45 |
| PARKING CHARGES FOR NON-LBI RESIDENTS | | | | | |
| Garages | £17.29 | £34.55 | £34.55 | £37.99 | |
| Car Cages | £8.12 | £16.15 | £16.15 | £17.77 | |
| Parking Spaces | £4.76 | £10.14 | £10.14 | £13.94 | |
| Garage used for non-vehicle storage | | | | | £37.99 |
| NOTES | | | | | |
| A 50% or 100% discount is offered on all vehicle parking charges to holders of an Islington Council disability parking blue badge | | | | | |
| VAT will be added to the charges above where applicable | | | | | |

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Housing Scrutiny Committee Meeting 2nd October 2014

Scrutiny Review Estates Services Project Outline

Following the previous Scrutiny Committee meeting held on 8th September this briefing shows how the review can proceed subject to the committees approval.

Estate services, management in Islington Council includes caretaking, area housing office estate management teams, communal repairs, grounds maintenance, mechanised services, special projects and estate parking.

It is intended to cover the larger sections of the service first through the scheduled meetings for December January and March.

2nd October 2014

Estate Parking

As there is a paper on proposals for this service on the agenda, the estates Parking Manager will attend to provide a briefing on the service and answer any questions.

2nd December 2014

Caretaking and AHO Estates Services Management

At this meeting a briefing paper on these two parts of the service will be provided with witnesses attending to answer any further questions about these parts of the service.

Abena Asante, Environmental Co-ordinator will attend regarding the caretaking service and an Estates Services Manager from one of the Area Housing Offices will also attend.

A visit to one of the Area Housing Office caretaker meetings will be arranged for a date close to this meeting.

26th January 2015

Communal Repairs and Special Projects

As well as the briefing regarding these two parts of the service, witnesses responsible for these two services will attend. The estates maintenance team which is part of the operations division in Housing and Adult Social Services completes most communal repairs other than electrics, drainage and roofing.

A visit to one or more of the Special Project Teams improvement works will be arranged.

5th March 2015

Grounds Maintenance and Mechanised Services

Witnesses from each of these sections in Environment and Regeneration will be invited to present a briefing paper on their service and answer any questions.

13th April 2015

Draft recommendations

8th June 2015

Final Report

David Salenius Principal Housing Manager Estates Services 23.9.14

**WORK PROGRAMME
HOUSING SCRUTINY COMMITTEE
2014/15**

02 October 2014

1. Scrutiny Review – Estate Services Management – Witness evidence
2. House Guardians Presentation
3. Registered Providers scrutiny – Witness evidence
4. Estate car parking – report on consultation

02 December 2014

1. Executive Member Housing and Development – Presentation to include updates on –
 - Illegal subletting
 - Empty Properties/Council lettings
 - Voids turnaround
2. Scrutiny Review – Estate Services Management – Witness evidence
3. Registered Providers – Presentation
4. Scrutiny Review TMO's – Report back on recommendations

26 January 2015

1. Scrutiny Review – Services coming back in house – Initial Presentation
2. Scrutiny Review – Estate Services Management – Witness evidence
3. Scrutiny Review – Scaffolding/Work Platforms – Presentation and SID
4. Registered Providers – Draft recommendations

05 March 2015

1. Scrutiny Topic Private Rented Sector – 12 month report on recommendations
2. Registered Providers - Final report
3. Scrutiny Review – Estate Services Management – Witness evidence
4. Scrutiny Review – Services coming back in house – Approval of SID
5. Scrutiny Review – Scaffolding/Work Platforms – Witness evidence

13 April 2015

1. Scrutiny Review – Estate Services Management – Draft recommendations
2. Scrutiny Review – Scaffolding/Work Platforms – Draft recommendations
3. Scrutiny Review – Services coming back in house – Witness evidence

08 June 2015

1. Scrutiny Review – Estate Services Management – Final report
2. Scrutiny Review – Scaffolding/Work Platforms – Final report
3. Scrutiny Review – Services coming back in house – Witness evidence

Ongoing

Scrutiny Review – Bringing services back in house