

# HOUSING REPAIR TASK AND FINISH GROUP

## Minutes

15 August 2023

### PRESENT:

Committee Members

Cllr Tony Edwards – Chair

HTS (Property and Environment) Ltd

Neil Rowland, Commercial Director

Steve Ward, Operations Director

### Officers:

Wendy Makepeace, Assistant Director

Housing and Property

Jenny Pearce, PA to Director of Housing

1.	<p><b><u>Apologies</u></b></p> <p>Cllr Lanie Shears. Cllr Matthew Saggars</p>
2.	<p><b><u>Minutes of Last Meeting</u></b></p> <p>Minutes of the last meeting were agreed as accurate</p>
3.	<p><b><u>Updated Reports from HTS and Housing</u></b></p> <p>Updated reports were received prior for submission to Scrutiny.</p> <p><b><u>HTS</u></b> Additional information was provided in that the WIP is expected to reduce by the appointment of four roofing subcontractors, two scaffolders and one specialist dealing with guttering.</p> <p>Demonstrations of the new IT system is being presented shortly from four bidders. Once prices have been received, evaluation will take place and a decision reached.</p> <p>New scope of works has been put forward and will be subject to resident consultation in September.</p> <p>The planned works category currently at nine months is being reviewed.</p> <p>Report to show any targets and to include the normal WIP “churn”.</p> <p><b><u>Housing</u></b> The backlog of roofing replacement work has been completed.</p> <p>A further 28 new referrals have been received within this financial year, of which</p>

	<p>five have been completed and the remainder are either, on site, orders raised, awaiting quotation, party wall/building control stages of the process. There is no delay in processing properties once they are received works commence.</p> <p>The new Orchard Asset Management system will be introduced later this year, and this will enable the Council to take a proactive approach to developing programmes of work for the Housing Capital Programme by providing structured data on repair trends across the stock.</p>
4 & 5	<p><b><u>To understand the budget process and constraints and prioritisation of work for the capital programme and responsive repairs.</u></b></p> <p>The HRA Business plan sets the budget allocation based on the stock condition data and aligns with the Council’s Asset Management strategy. Building Safety legislation and regulation sets the priorities for the Housing Capital Programme with the majority of the funding going to support Compliance and Decency works across the stock. Work is delivered to both houses and flat blocks, with works covering, compliance, decency, structure, fire risk associated works, roofing, adaptations, energy efficiency, garages and wider flat block refurbishment works.</p> <p><u>Responsive Repairs</u></p> <p>HTS and HDC are currently working on the Improvement Plan which includes a review of the ASC contractual requirements.</p> <p>Housing has reviewed the scope of works for repairs, which will go out to tenants for consultation in September.</p>
6.	<p><b><u>To understand the process of keeping residents updated</u></b></p> <p>All residents are given a date, wherever possible, and an appointment letter.</p> <p>A statement to be added to the reports to Scrutiny that the timescales for jobs are currently being reviewed.</p>
7	<p><b><u>To understand the process for residents to obtain compensation in the event of lengthy delays.</u></b></p> <p>At present there is a £10 payment for minor delays.</p> <p>For major delays, over several months, there is a 20% reduction in weekly rent.</p> <p>If residents own belongings are damaged, a claim is made through the Council’s insurance policy.</p> <p>There is a compensation policy.</p>

8	<b><u>AOB</u></b> None