

HOUSING AND TECHNICAL RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 4 October 2017

Chair:

Councillor Josh Wilson

Councillors Present:

Robert Brown, Archie Buchanan (Depute), Jackie Burns, Janine Calikes, Graeme Campbell, Andy Carmichael, Maureen Chalmers, Gerry Convery, Poppy Corbett, Maureen Devlin, Mary Donnelly, Joe Fagan, Allan Falconer, Alistair Fulton, Geri Gray, Eric Holford, Mark Horsham (*substitute for Councillor Horne*), Colin McGavigan, Richard Nelson, Carol Nugent, Mo Razzaq, David Shearer, Collette Stevenson, Margaret B Walker (*substitute for Councillor Logan*)

Councillors' Apologies:

Graeme Horne, Eileen Logan, John Ross (ex officio)

Attending:**Finance and Corporate Resources**

J Burke, Administration Assistant; H Goodwin, Finance Manager (Resources); C Lyon, Administration Officer; E McPake, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy)

Housing and Technical Resources

D Lowe, Executive Director; A Finnan, Head of Area Services; F McCafferty, Head of Property Services

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Housing and Technical Resources Committee held on 9 August 2017 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

3 Capital Budget Monitoring 2017/2018 - Housing and Technical Resources (excl HRA)

A joint report dated 30 August 2017 by the Executive Directors (Housing and Technical Resources) and (Finance and Corporate Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April to 18 August 2017.

The Committee decided: that Housing and Technical Resources' capital programme (excl HRA) of £4.611 million and expenditure to date of £0.362 million be noted.

[Reference: Minutes of 9 August 2017 (Paragraph 2)]

4 Capital Budget Monitoring 2017/2018 - Housing and Technical Resources (HRA)

A joint report dated 30 August 2017 by the Executive Directors (Housing and Technical Resources) and (Finance and Corporate Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (HRA) for the period 1 April to 18 August 2017.

The Committee decided: that Housing and Technical Resources' capital programme (HRA) of £40.581 million and expenditure to date of £10.381 million be noted.

[Reference: Minutes of 9 August 2017(Paragraph 3)]

5 Revenue Budget Monitoring 2017/2018 - Housing and Technical Resources (excl HRA)

A joint report dated 30 August 2017 by the Executive Directors (Housing and Technical Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 18 August 2017 against budgeted expenditure for Housing and Technical Resources' revenue budget (excl HRA), together with a forecast for the year to 31 March 2018.

The Committee decided:

- (1) that the breakeven position on Housing and Technical Resources' revenue budget (excluding HRA), as detailed in Appendix A to the report, be noted;
- (2) that the forecast to 31 March 2018 of a breakeven position be noted; and
- (3) that the proposed budget virements be approved.

[Reference: Minutes of 9 August 2017 (Paragraph 4)]

6 Revenue Budget Monitoring 2017/2018 - Housing and Technical Resources (HRA)

A joint report dated 30 August 2017 by the Executive Directors (Housing and Technical Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 18 August 2017 against budgeted expenditure for Housing and Technical Resources' revenue budget (HRA), together with a forecast for the year to 31 March 2018.

The Committee decided:

- (1) that the breakeven position on Housing and Technical Resources' revenue budget (HRA), as detailed in Appendix A to the report, be noted;
- (2) that the forecast to 31 March 2018 of a breakeven position be noted; and
- (3) that the proposed budget virements be approved.

[Reference: Minutes of 9 August 2017 (Paragraph 5)]

7 Housing and Technical Resources' Resource Plan - Quarter 4 Progress Report 2016/2017

A report dated 11 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on Housing and Technical Resources' Resource Plan 2016/2017. Details were provided on progress made at the end of quarter 4, covering the period 1 April 2016 to 31 March 2017, in implementing the priority projects identified in the Resource Plan.

The Committee decided: that the report be noted.

[Reference: Minutes of 18 January 2017 (Paragraph 7)]

8 Housing and Technical Resources - Workforce Monitoring - July and August 2017

A joint report dated 11 September 2017 by the Executive Directors (Housing and Technical Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Housing and Technical Resources for the period July and August 2017:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers

The Committee decided: that the report be noted.

[Reference: Minutes of 9 August 2017 (Paragraph 6)]

9 Housing and Technical Resources' 2017 to 2020 Workforce Plan - Right People, Right Place, Right Time

A report dated 19 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on the Housing and Technical Resources' Workforce Plan for the period 2017 to 2020 and the associated strategic actions for the Resource.

The Council's Workforce Planning Strategy had been approved by the Executive Committee at its meeting on 13 April 2016. Each Resource had been engaged in workforce planning activity, with Executive Directors taking responsibility for progressing the associated outcomes identified in their Resources' Workforce Plan.

The Council's Workforce Plan had been agreed by the Executive Committee at its meeting on 8 March 2017 and it was also agreed that Resource specific workforce plans would be reported to Resource Committees.

Workforce data had been analysed for each Service within the Resource to identify challenges and opportunities. The data analysis for each service area was detailed in the Housing and Technical Resources' Workforce Plan for 2017 to 2020, which was attached as Appendix 1 to the report. The following key issues had been identified:-

- ◆ continued and increased support for customers/service users affected by Welfare Reform, including specialist advice
- ◆ increase in engagement with vulnerable service users with complex needs, including homelessness and mental health
- ◆ increased partnership working and integration with health and social care

- ◆ working in partnership with Social Work Resources to develop and deliver a new model of care for older people
- ◆ continued support of the Primary Schools' Modernisation Programme, which was scheduled to complete in 2019
- ◆ education growth and capacity issues across the primary and secondary school estate
- ◆ increase in Early Years and free childcare provision which would, in turn, impact on property needs
- ◆ continued development and delivery of the new build housing programme
- ◆ delivery of agreed capital programmes for both Housing and General Services

An action plan had been developed to ensure that workforce planning activity was co-ordinated and progressed by appropriate officers on an ongoing basis and this was included in the Workforce Plan.

The Committee decided:

- (1) that the Housing and Technical Resources' Workforce Plan 2017 to 2020 be approved; and
- (2) that the action plan contained within the Workforce Plan be noted.

[Reference: Minutes of the Executive Committee of 8 March 2017 (Paragraph 9) and 13 April 2016 (Paragraph 8)]

10 South Lanarkshire Council's Strategic Housing Investment Plan 2018 to 2023

A report dated 12 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on the new Strategic Housing Investment Plan (SHIP) 2018 to 2023.

The SHIP was a key part of the Local Housing Strategy (LHS) process which linked the strategic priorities and outcomes in the LHS to a strategic plan for the delivery of new affordable housing which, in turn, guided the allocation of available Scottish Government investment funding to meet those priorities and outcomes.

The Council's new LHS entitled 'Affordable Homes; Sustainable Places', covering the 5 year period from 2017 to 2022, had been approved by the Executive Committee on 30 August 2017. The strategic outcomes identified in the LHS to guide investment priorities within the SHIP were detailed in the report and an overview of priorities for affordable housing was provided in Appendix 1 to the report.

The Scottish Government had published revised guidance in July 2017 which recognised the SHIP as the key document for identifying strategic housing projects to assist the development of the Scottish Government's target of 50,000 new affordable homes during the life of the current Parliament.

The Council's target was to deliver 1,000 additional homes by 2021. 170 had been completed and work was underway to develop the programme within a further 9 sites to deliver 208 new homes scheduled to start on site in 2017/2018. Further sites, with an estimated capacity of up to 622 new homes, had been identified for potential inclusion in future plans.

Further housing would be secured using the open market purchase initiative which had secured a total of 33 houses to date, with a further 25 programmed for acquisition during 2017/2018. The SHIP proposed to purchase an additional 125 properties over the period 2018 to 2023.

In total, the SHIP included projects with a total potential capacity for delivering up to 2,670 homes in South Lanarkshire over its lifespan, including 2,545 new build and 125 open market purchase properties. The actual output would be subject to a detailed development assessment of the viability of each identified site as well as the level of grant funding which was available over the period to 2023.

In June 2017, the Minister for Local Government and Housing announced additional budget to councils across Scotland to increase the supply of affordable housing over the 3 years to March 2021. The revised Resource Planning Assumptions (RPA) amounted to £78.758 million for South Lanarkshire, representing a 76% increase in RPA levels used for planning the previous SHIP. In view of that increase, the SHIP required to be updated and submitted to the Scottish Government by 31 October 2017 and, thereafter, reviewed and updated annually to facilitate forward planning.

The SHIP 2018 to 2023, which was attached as Appendix 2 to the report, would be submitted to the Scottish Government to be collated into a national programme for Ministerial approval and, thereafter, Strategic Local Programme Agreements would be signed off with each local authority.

The Committee decided: that the Council's Strategic Housing Investment Plan 2018 to 2023 be approved and submitted to the Scottish Government by the due date of 31 October 2017.

[Reference: Minutes of 12 October 2016 (Paragraph 8) and Minutes of the Executive Committee of 30 August 2017 (Paragraph 10)]

11 Sub-Station Lease at Glebe Place, Cambuslang

A report dated 5 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on:-

- ◆ a request for the Council to grant a 99 year lease of 25 square metres of ground at Glebe Street, Cambuslang to SP Distribution Plc to construct a new electricity sub-station at a rent of £100 per annum, subject to the terms and conditions detailed in the report
- ◆ a proposal to authorise the laying of cables and to grant a servitude right of access to allow the inspection and maintenance of the cables servicing the sub-station

The new sub-station required to be constructed on the area of ground at Glebe Street, Cambuslang, as shown on the attached plan to the report, which was currently owned by the Council and held in the Community and Enterprise Resources' Planning Account.

It was an essential requirement of SP Distribution Plc that the lease for the sub-station be executed prior to energising the sub-station for supply of power to the surrounding area.

The Committee decided:

- (1) that SP Distribution Plc be granted a 99 year lease of 25 square metres of ground at Glebe Street, Cambuslang for the construction of an electricity sub-station and the laying of cables and the grant of a servitude right of access at a rent of £100 per annum, subject to the principal terms and conditions detailed in Section 4 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and to enter into the necessary legal agreements on terms which were in the best interests of the Council.

12 Annual Report on the Scottish Social Housing Charter (ARC) 2016/2017

A report dated 13 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on the Scottish Social Housing Charter 2016/2017.

The Charter contained 32 contextual indicators, 25 of which related to both councils and Registered Social Landlords (RSLs), with the remaining 7 applying to only RSLs. In line with the requirements set out by the Scottish Housing Regulator (SHR), Housing and Technical Resources had submitted its 2016/2017 performance information on 26 May 2017.

Nationally, the SHR had published a report at the end of August 2017 which covered 18 of the indicators, detailing the position across all 193 social landlords in Scotland. Appendix 1 to the report set out the 18 indicators and, where appropriate, provided a comparison with both the Scottish average and other Scottish local authority landlords.

As part of the Charter requirements, the Council was required to publish a more detailed annual report on its performance by the end of October 2017. Tenants on the Tenants' Participation Co-ordination Group (TPCG) had been involved in the development of the Council's report on performance, which would be included in the 'Housing News' and published on the Council's website.

Charter indicators would be monitored and reported to this Committee through 6 monthly updates on the 2017/2018 Resource Plan.

The Committee decided:

- (1) that the Council's performance and associated contextual information in relation to the Scottish Social Housing Charter and the comparisons with other landlords, as detailed in Appendix 1 to the report, be noted; and
- (2) that the future use of the Charter for ongoing scrutiny by the Scottish Housing Regulator (SHR), tenants and other service users be noted.

[Reference: Minutes of 12 October 2017 (Paragraph 16)]

13 Update on Welfare Reform Legislative Changes

A report dated 11 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on the impact and progress achieved in relation to a number of key legislative changes in terms of Welfare Reform.

An update was provided on the following activities:-

- ◆ under occupancy provisions
- ◆ benefit cap
- ◆ Universal Credit

The Committee decided: that the implementation of the legislative changes relating to Welfare Reform and progress made by the Council in response to those legislative changes be noted.

[Reference: Minutes of 9 August 2017 (Paragraph 11)]

14 Notification of Contracts Awarded - 7 December 2016 to 31 August 2017

A report dated 1 September 2017 by the Executive Director (Housing and Technical Resources) was submitted on:-

- ◆ contracts awarded by Housing and Technical Resources, valued in excess of £50,000, in the period 7 December 2016 to 31 August 2017
- ◆ contracts awarded by Procurement Services
- ◆ contracts awarded by Building Services

Details of the contracts and projects were provided in the appendices to the report.

The Committee decided: that the report be noted.

[Reference: Minutes of 18 January 2017 (Paragraph 14)]

15 Urgent Business

There were no items of urgent business.