
NOTICE OF MEETING

CABINET MEMBER FOR HOUSING

TUESDAY, 13 MARCH 2018 AT 5.00 PM

EXECUTIVE MEETING ROOM - THE GUILDHALL - FLOOR 3

Telephone enquiries to Joanne Wildsmith, Democratic Services Tel: 9283 4057

Email: joanne.wildsmith@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

CABINET MEMBER FOR HOUSING

Councillor Jennie Brent (Conservative)

Group Spokespersons

Councillor Stephen Morgan MP, Labour

Councillor Tom Wood, Liberal Democrat

Councillor Stuart Potter, UK Independence Party

(NB This Agenda should be retained for future reference with the minutes of this meeting.)

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Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.

A G E N D A

- 1 Apologies for Absence**
- 2 Declaration of Interests**
- 3 Council Housing Maintenance & Improvements and Housing IT Business Software 2018/19 (Pages 5 - 44)**

The revised 2017/18 and 2018/19 Housing Investment Programme budgets together with the proposed programmes for 2019/20 to 2023/24 were approved by the City Council on 13 February 2017.

The Council Housing Repairs & Maintenance Budgets for 2017/18 and 2018/19 were approved at the Housing Executive meeting on 23 January 2018.

The purpose of this report is to inform members of the spending proposed for the next financial year for revenue and capital funded maintenance and improvement programmes together with Housing IT Business Software and to seek approval to incur expenditure in respect of the capital schemes and rolling programmes and to show how the budgets have been allocated on an area office basis.

RECOMMENDED

- (1) That the area programmes and allocation of finance for the funding of the Revenue Budgets for repairs and maintenance of dwellings be noted.**
- (2) That the capital budgets listed in Appendix B and Appendix C commencing in 2018/2019 be approved and the Local Authority Housing Manager be authorised under Financial Rules, Section B14 to proceed with schemes within the sums approved.**
- (3) That the Director of Finance and Section 151 Officer financial appraisal be approved for the capital programme - global provision.**

4 Holiday Hunger Plan (Pages 45 - 56)

The purpose of the report is to note previous success of the project and seek approval to continue addressing the holiday hunger agenda through the Summer Food & Fun Project.

RECOMMENDED that the Cabinet Member for Housing is asked

- i. To note previous project success and recognise holiday hunger as a priority agenda in addressing health inequalities in areas of deprivation.**
- ii. To agree an allocation of £4000 from the youth & play service budget to allow continuation and longevity of the project (volunteers, donations, and other funding will still be sourced where possible)..**
- iii. For approval to execute the future plans as set out in the Holiday Hunger brief report 2017 (see appendix A - section 6)**

5 Safeguarding Policy for Youth and Play Service (Pages 57 - 72)

The report by the Director of Housing seeks approval for the implementation of the updated safeguarding policy for the Youth and Play Service.

RECOMMENDED that the Cabinet Member for Housing:

- (1) approves the attached policy**
- (2) approves the implementation of the policy from the 1st April 2018.**

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Agenda Item 3



Title of meeting: Cabinet Member for Housing

Date of meeting: 13th March 2018

Subject: Council Housing Maintenance And Improvements And Housing It Business Software 2018/2019

Report by: James Hill - Director of Property & Housing

Wards affected: All

Key decision: Yes - Over £250,000

Full Council decision: No

1. Purpose of report

The revised 2017/18 and 2018/19 Housing Investment Programme budgets together with the proposed programmes for 2019/20 to 2023/24 were approved by the City Council on 13 February 2017.

The Council Housing Repairs & Maintenance Budgets for 2017/18 and 2018/19 were approved at the Housing Executive meeting on 23 January 2018.

The purpose of this report is to inform members of the spending proposed for the next financial year for revenue and capital funded maintenance and improvement programmes together with Housing IT Business Software and to seek approval to incur expenditure in respect of the capital schemes and rolling programmes and to show how the budgets have been allocated on an area office basis.

2. Recommendations

- I. That the area programmes and allocation of finance for the funding of the Revenue Budgets for repairs and maintenance of dwellings be noted.
- II. That the capital budgets listed in Appendix B and Appendix C commencing in 2018/2019 be approved and the Local Authority Housing Manager be authorised under Financial Rules, Section B14 to proceed with schemes within the sums approved.
- III. That the Director of Finance and Section 151 Officer financial appraisal be approved for the capital programme - global provision.

3. **Background**

Area office Budget Programmes have been prepared, which outline all programmed capital and revenue, maintenance and Improvement expenditure to the housing stock.

4. **Reasons for recommendations**

Revenue Budgets - Repair and Maintenance of Dwellings Budget

The main summary for all areas showing the headings for the allocation of the £24,500,000 budget is attached to this report as Appendix A along with the analyses of each individual Area Office Budget programme (detailed area office budget breakdown to follow)

Capital Budgets - Various Schemes

A summary of this *£18,566,060 budget is shown in Appendix B. There are several areas within this programme for 2018 / 2019 where the budget shown represents a global provision from which a number of smaller schemes are financed. (*total including professional fees)

5. **Equality impact assessment**

- The report details wide-ranging capital schemes following the budget allocation at Council on 13 February 2018.
- There will be further reports on some of the major schemes, which for preliminary EIA assessments will be carried out.
- The programme includes an allocation for Disabled Facilities Grants.

6. **Legal implications**

There are no legal implications arising directly from the recommendations in this report.

7. **Director of Finance's comments**

Financial Rules Section B14 states that expenditure cannot be incurred unless a full report and financial appraisal has been prepared and approved. The financial appraisal is included on Appendix B.

8. **Background list of documents - Section 100D of the Local Government Act 1972**

The Information used in preparing this report has been made available from within the Repairs and Maintenance team of Housing and Property Services.

.....
Signed by:

James Hill - Director of Property & Housing

Appendices:

Appendix A - Revenue Budget

Appendix B - 2018-2019 HRA Capital Budget ALL areas

Appendix C IT capital schemes

2018-2019 Budget Book

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by the Cabinet member of Housing on 13th March 2018.

.....
Signed by:

Councillor Jennie Brent - Cabinet Member for Housing

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COUNCIL HOUSE MAINTENANCE & IMPROVEMENTS

REVENUE BUDGET TOTAL - 2018 / 2019

APPENDIX A

REPAIRS AND MAINTENANCE		HELD BY	SUMMARY
COST CODE	HEADING		2018/19
	Response Repairs		£
HR322	General (Day to Day) Response (Including: Leaking Water Services Renewal of DPC'S, Water Penetration Repairs)	AM	£12,500,000
HR325	Out of Hours Repairs Service	AM	Inc
HR324	HRA Commercial & Operational buildings response repairs	AM	£500,000
			£13,000,000
HR326	Void Cost	AM	£2,000,000
	TOTAL FOR RESPONSE REPAIRS		£15,000,000
	Planned & Cyclical Work		
HR32H	Fittings Sheltered Accommodation	AO	£30,000
HR32I	Asbestos Surveys	PSM	£25,000
HR32K	Structural Repairs	PSM	Inc
HR342	Planned Revenue	AM	£5,100,000
HR344	Annual Gas Servicing/Repair	PSM	£3,060,000
HR348	Replacement of Refuse Bins	PSM	£5,000
HR349	Central Communication System	PSM	£70,000
HR358	Mechanical Plant & Lifts	PSM	£700,000
	Legionella Testing	PSM	£100,000
HR351	Maintenance of Fire Alarms	PSM	£70,000
HR352	Residents Initiative Bids	RP	£50,000
HR353	Improvements to office access	PSM	£0
HR355	Maintenance of CCTV equipment/	PSM	£290,000
HR356	Replacement of CCTV equipment	PSM	Inc
	TOTAL FOR PLANNED & CYCLICAL		£9,500,000
	TOTAL REPAIRS & MAINTENANCE		£24,500,000

PSM - Procurement & Services Manager

AM - Asset Manager

AO - Area Office

RP - Residents Participation

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COUNCIL HOUSE MAINTENANCE & IMPROVEMENTS

APPENDIX B

CAPITAL PROGRAMME - 2018/2019

ITEM No	COST CODE EBS	HEADING	HELD BY	2018/2019 £
		Planned & Cyclical Work		
26	ZH4076	Digital TV Aerial Upgrade	PSM	100,000
77	ZH4PRM	Capital Planned Works	AM	6,000,000
83	ZH4036	Asbestos Removals	AM	1,400,000
30	ZH4048	Electrical Improvements - Emergency Lighting	PSM	300,000
31	ZH400N	Lifts	PSM	500,000
84	ZH4DFG	Disabled Facilities Grants	AM	2,100,000
32	ZH400L	New Heating Installations	PSM	2,200,000
34	ZH4034	Energy Surveys	PSM	10,000
110	ZH4155	Roof replacements	AM	250,000
111	ZH4161	Fire doors	AM	750,000
44	ZH4153	High rise structural inspections	AM	200,000
38	ZH4121	Fire upgrade works	AM	250,000
41	ZH4162	High rise structural Improvements	AM	500,000
74	ZH4101	Louis Flagg House & Frank Miles House	AM	25,000
84	ZH4107	Major Asset Improvements	AM	1,581,060
	ZH4173	Ashe Road site - window replacement	AM	900,000
		Property & Housing Consultant fees	AM/PSM	1,500,000
		Total Capital		18,566,060

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APPENDIX B

**COUNCIL HOUSING MAINTENANCE AND IMPROVEMENTS - 2018/19
CAPITAL BUDGETS - VARIOUS**

ITEM NO	COSTS CENTRE	DESCRIPTION	TOTAL SCHEME COST IN 2018/2019
		<u>Major Repairs (Dwellings)</u>	£
26	ZH4076	Digital TV Aerial Upgrade	£100,000
77	ZH4PRM	Capital Planned Works	£6,000,000
83	ZH4036	Asbestos Removal	£1,400,000
30	ZH4048	Electrical Improvements - Emergency Lighting	£300,000
31	ZH400N	Lifts	£500,000
86	ZH3208	Disabled Facilities Grants	£2,100,000
32	ZH400L	New Heating Installations	£2,200,000
34	ZH4034	Energy Surveys	£10,000
84	ZH4107	Major Asset Improvements	£1,581,060
41	ZH4162	High Rise Structural Improvements	£500,000
110	ZH4155	Roof Replacement	£250,000
111	ZH4161	Fire Doors	£750,000
		Total Cost	£15,691,060
		Property & Housing Service fee £1,486,000 relating to the above schemes	
		<u>HRA Assets (Non Dwellings)</u>	
34	ZH2006	Review of Business software (Hardware)	£184,184
35	ZH200P	Review of Business software	£100,000
			£15,975,244
A number of the above schemes such as the replacement of heating systems are likely to achieve savings through reduced maintenance costs, although these savings cannot be quantified			

Property & Housing fees in the order of £1,591,060 will be incurred and are included on the schemes detailed above. If approval is given for the individual schemes, approval will also be deemed to have been given to the incurring of fees on those schemes.

Capital expenditure can be financed from capital receipts and any borrowing allowed for the financial year. For the purposes of this financial appraisal it is assumed that these sources of funding will be used for schemes in progress and that new schemes will be financed by Revenue Contributions. The revenue effects on the HRA which will result from implementation of the above schemes are detailed below:

	2018-19
	£
Revenue contributions	£15,975,244
	£15,975,244

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APPENDIX C

IT Capital Schemes – 2018/19 HIP Expenditure Plan

Total provision - £200,000

1. Hardware

£185,184

This allocation is used to enhance and develop the infrastructure required to host systems used by Property and Housing staff. This includes continuous improvements to the security architecture to keep data safe and secure. This year will also see an investigation and trial of tablet computers, giving officers better access to view and update information whilst out of the office.

2. Software

£100,000

This allocation is used to fund both system development work within Property and Housing, and to contribute towards corporate initiatives and projects. The forward work plan this year includes:

- Further improvements to the Housing Stock and Repairs Database, including development of an Asbestos module to incorporate AMIS data, documents and photos. Additionally, an extension to the voids system to include management of Mutual Exchanges between tenants will be developed, along with a void tracker tool to make the status of voids more visible.
- Automated rental account functionality will be further developed, to provide Housing Officers with up to date information to help avoid arrears build ups
- Implementation of a centralised mail solution to reduce overall postage costs
- Installation of Windows 10 on staff devices to keep data safe and secure

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Housing & Property Services

Maintaining & Improving Our Properties

Budget Plan 2018/19

COUNCIL HOUSE MAINTENANCE & IMPROVEMENTS

REVENUE BUDGET TOTAL - 2018 / 2019

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	TOTAL FOR PLANNED & CYCLICAL		£9,500,000
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COUNCIL HOUSE MAINTENANCE & IMPROVEMENTS

CAPITAL PROGRAMME - 2018/2019

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	ZH4173	Ashe Road site - window replacement	AM	900,000
		Property & Housing Consultant fees	AM/PSM	1,500,000
		Total Capital		18,566,060

MAINTENANCE & IMPROVEMENTS

ON ISLAND AREAS

**PROGAMME
2018/2019**

Buckland Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

PICKWICK AND COPPERFIELD HOUSE

Planned Maintenance scheme to be evaluated with works commencing in 2018/19

Type of Work	
Door (Dwelling Entrance) (New)	
Door (Communal) (New)	

Type of Assets	
Block of Flats	2
Flats	176
Leaseholders	0
Total Dwellings included in Site	176

Addresses Included	
PICKWICK HOUSE (1-88)	
COPPERFIELD HOUSE (1-88)	

LESSORS BLOCKS - PH1

Planned Maintenance scheme to be evaluated with works commencing in 2018/19

Type of Work	
External Decoration, Repair or Improvement	

Type of Assets	
Block of Flats	6
Flat	11
Maisonettes	29
Leaseholders	7
Total Dwellings included in Site	40

Addresses Included	
ARNAUD CLOSE (10-16 & 22-24 EVENS)	
ARNAUD CLOSE (26-32 & 42-44 EVENS)	
ARNAUD CLOSE (2-8 & 18-20 EVENS)	
ARNAUD CLOSE (34-40 & 46-48 EVENS)	
WASHINGTON ROAD (101-111 ODDS)	
WASHINGTON ROAD (113-121 & 123-131 ODDS)	

Buckland Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

KILMISTON CLOSE SITE

Planned Maintenance scheme to be evaluated with works commencing in 2018/19

Type of Work	
External Decoration, Repair or Improvement	
Internal Stairwell & Corridor Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	3
Maisonettes	34
Leaseholders	8
Total Dwellings included in Site	34

Addresses Included	
KILMISTON CLOSE (1-5 & 22-26)	
KILMISTON CLOSE (6-11 & 27-32)	
KILMISTON CLOSE (16-21 & 33-38)	

Landport Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

WIMPEY COURTS LIFT TOWERS DECORATION

Planned Maintenance scheme being evaluated with works to be undertaken in 2018/19

Type of Work

Internal Stairwell Decoration, Repairs or Improvement (Stairwells)
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Type of Assets

Block of Flats	16
Flats	56
Maisonettes	225
Leaseholders	30
Total Dwellings included in Site	281

Addresses Included

CROWN COURT (25-40)
CROWN COURT (59-74)
CROWN COURT (86-101)
CROWN COURT (1-24)
CROWN COURT (75-85)
CROWN COURT (41-58)
KING ALBERT COURT (31-44)
KING ALBERT COURT (1-30)
LORDS COURT (19-32)
LORDS COURT (1-18)
LORDS COURT (49-66)
LORDS COURT (67-78)
LORDS COURT (33-48)
WIMPOLE COURT (25-42)
WIMPOLE COURT (1-24)
WIMPOLE COURT (43-58)

Landport Area Housing Office

Planned Maintenance 2018/19



Portsmouth
CITY COUNCIL

REIGATE HOUSE (1-18)

Planned Maintenance scheme to be evaluated with works being undertaken in 2018/19

Type of Work	
External Decorations, Repair or Improvement	
Internal Stairwell Decoration, Repairs or Improvement (Stairwells)	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	1
Flats	18
Leaseholders	3
Total Dwellings included in Site	18

Addresses Included	
REIGATE HOUSE (1-18)	

ARUNDEL, BURITON & FROXFIELD HOUSE

Planned Maintenance scheme to be evaluated in 2018/19 with works to commence in 2019/20

Type of Work	
External Decorations, Repair or Improvement	
Internal Stairwell Decoration, Repairs or Improvement (Stairwells)	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	3
Flats	41
Leaseholders	5
Total Dwellings included in Site	41

Addresses Included	
ARUNDEL STREET (191-219 ODDS)	
BURITON HOUSE (1-15)	
FROXFIELD HOUSE (1-12)	

Landport Area Housing Office

Planned Maintenance 2018/19



Portsmouth
CITY COUNCIL

PETERSFIELD, DENMEAD & HORNDEAN HOUSE

Planned Maintenance scheme to be evaluated in 2018/19 with works to commence in 2019/20

Type of Work	
External Decorations, Repair or Improvement	
Internal Stairwell Decoration, Repairs or Improvement (Stairwells)	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	3
Flats	61
Leaseholders	7
Total Dwellings included in Site	61

Addresses Included	
DENMEAD HOUSE (1-23)	
HORNDEAN HOUSE (1-19)	
PETERFIELD HOUSE (1-19)	

Portsea Area Housing Office

Planned Maintenance 2018/19



Portsmouth
CITY COUNCIL

NO PLANNED MAINTENANCE SCHEMES PROPOSED

Somerstown Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

MAXSTOKE CLOSE & REDNAL HOUSE

Planned Maintenance scheme being evaluated, work planned to commence in 2018/19

Type of Work	
Flat Roofing (New)	
Photovoltaic Panels	

Type of Assets	
Block of Flats	2
Flats	10
Maisonettes	44
Leaseholders	12
Total Dwellings included in Site	54

Addresses Included	
MAXSTOKE CLOSE (1-47 ODDS)	
REDNAL HOUSE (1-30)	

WILMCOTE HOUSE

Planned Maintenance scheme to be evaluated with works commencing in 2018/19

Type of Work	
Internal Stairwell Decoration, Repairs or Improvement (Blocks)	

Type of Assets	
Block of Flats	1
Flats	11
Maisonettes	100
Leaseholders	0
Total Dwellings included in Site	111

Addresses Included	
WILMCOTE HOUSE (1-113)	

WILMCOTE HOUSE

Planned Maintenance scheme being evaluated with works commencing in 2018/19

Type of Work	
Landscaping and Environmental Works	

Type of Assets	
Block of Flats	1
Flats	11
Maisonettes	100
Leaseholders	0
Total Dwellings included in Site	111

Addresses Included	
WILMCOTE HOUSE (1-113)	

Somerstown Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

LADYWOOD HOUSE & HANDSWORTH HOUSE

Planned Maintenance scheme being evaluated, work planned to commence 2018/19

Type of Work	
Door (Dwelling Entrance) (New)	
Door (Communal) (New)	

Type of Assets	
Block of Flats	2
Flats	289
Leaseholders	1
Total Dwellings included in Site	289

Addresses Included	
LADYWOOD HOUSE (1-136)	
HANDSWORTH HOUSE (1-153)	

LOUIS FLAGG HOUSE & FRANK MILES HOUSE

Planned Maintenance scheme to be evaluated in 2018/19 with works to commence in 2019/20

Type of Work	
Flat Roofing (New)	
External Decoration, Repair or Improvement	
Windows (Dwelling) (New)	
Internal Stairwell Decoration, Repairs or Improvement (Blocks)	

Type of Assets	
Block of Flats	2
Flats	8
Maisonettes	48
Leaseholders	16
Total Dwellings included in Site	56

Addresses Included	
LOUIS FLAGG HOUSE (1-24)	
FRANK MILES HOUSE (1-24)	



Portsmouth
CITY COUNCIL

MAINTENANCE & IMPROVEMENTS

OFF ISLAND AREAS

PROGRAMME

2018/2019

Leigh Park Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

ASHE ROAD SITE

Planned Maintenance scheme being evaluated with works to commence in 2018/19

Type of Work	
Flat Roofing (New)	
External Decoration, Repair or Improvement	
Internal Stairwell & Corridor Decoration, Repair or Improvement	
Window (Dwelling) (New)	
Emergency Lighting (Blocks)	
Type of Assets	
Block of Flats	8
Flats	64
Leaseholder	5
Total Dwellings included in Site	64
Addresses Included	
ASHE ROAD (1-15 ODDS)	
BLACKMOOR WALK (9-23 ODDS)	
FROXFIELD ROAD (13-27 ODDS)	
FROXFIELD ROAD (29-43 ODDS)	
PROSPECT LANE (62-76 EVENS)	
SHALDON ROAD (1-15 ODDS)	
TANGLEY WALK (2-16 EVENS)	
WILDMOOR WALK (26-40 EVENS)	

BRAXELL LAWN

Planned Maintenance scheme evaluated, works to be undertaken in 2018/19

Type of Work	
Flat Roofing (New)	
External Decoration, Repair or Improvement	
Internal Stairwell & Corridor Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	
Type of Assets	
Block of Flats	2
Flats	12
Leaseholders	2
Total Dwellings included in Site	12
Addresses Included	
BRAXELL LAWN (1-6)	
BRAXELL LAWN (7-12)	

Leigh Park Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2017/18

SHARPS ROAD SITE

Planned Maintenance scheme evaluated, works to be undertaken in 2018/2019

Type of Work	
External Decorations, Repair or Improvement	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	3
Flats	18
Leaseholders	4
Total Dwellings included in Site	18

Addresses Included	
SHARPS ROAD (25-35 ODDS)	
SHARPS ROAD (38-48 EVENS)	
SHARPS ROAD (54-64 EVENS)	

SOUTHAMPTON HOUSE

Planned Maintenance being evaluated, works to be undertaken in 2018/2019

Type of Work	
External Decorations, Repair or Improvement	
Internal Stairwell & Corridor Decoration, Repair or Improvement	
Fencing (New)	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	1
Flats	40
Leaseholders	3
Total Dwellings included in Site	40

Addresses Included	
SOUTHAMPTON HOUSE (1-40)	



Planned Maintenance 2018/19

ROCHFORD ROAD

Planned Maintenance scheme currently on site, works to complete in 2018/19

Type of Work	
External Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	
Pitched Roofing	

Type of Assets	
Block of Flats	10
Flats	75
Leaseholders	14
Total Dwellings included in Site	75

Addresses Included	
ROCHFORD ROAD (2-24 EVENS)	
ROCHFORD ROAD (26-48 EVENS)	
ROCHFORD ROAD (50-60 EVENS)	
ROCHFORD ROAD (62-72 EVENS)	
ROCHFORD ROAD (74-84 EVENS)	
ROCHFORD ROAD (86-96 EVENS)	
ROCHFORD ROAD (98-108 EVENS)	
ROCHFORD ROAD (110-126 EVENS)	
ROCHFORD ROAD (128-138 EVENS)	
ROCHFORD ROAD (140-150 EVENS)	

AUSTIN COURT

Planned Maintenance scheme evaluated, works to be undertaken in 2018/19

Type of Work	
External Decoration, Repair or Improvement	

Type of Assets	
Block of Flats	2
Flats	42
Leaseholders	2
Total Dwellings included in Site	42

Addresses Included	
AUSTIN COURT (1-32)	
AUSTIN COURT (33-42)	

**Planned Maintenance 2018/19****ALLAWAY AVENUE DRAINAGE**

Planned Maintenance being evaluated with works to be undertaken in 2018/2019

Type of Work	
External Decoration, Repair or Improvement	

Type of Assets	
Block of Flats	2
Maisonette	17
Leaseholders	2
Total Dwellings included in Site	17

Addresses Included	
ALLAWAY AVENUE (153 -169 ODDS)	
ALLAWAY AVENUE (183 - 193 ODDS)	

HAWTHORN CRESCENT PH3

Planned Maintenance scheme to be evaluated with works to commence in 2018/19

Type of Work	
External Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	

Type of Assets	
Block of Flats	10
Flats	68
Maisonettes	86
Leaseholders	44
Total Dwellings included in Site	154

Addresses Included	
HAWTHORN CRESCENT (266-296 EVENS)	
HAWTHORN CRESCENT (298-320 EVENS)	
HAWTHORN CRESCENT (321-367 ODDS)	
HAWTHORN CRESCENT (322-388 EVENS)	
HAWTHORN CRESCENT (369-391 ODDS)	
HAWTHORN CRESCENT (426-444 EVENS)	
HAWTHORN CRESCENT (429-455 ODDS)	
HAWTHORN CRESCENT (446-462 EVENS)	
HAWTHORN CRESCENT (457-473 ODDS)	
HAWTHORN CRESCENT (464-490 EVENS)	

Paulsgrove Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

ALMONDSBURY ROAD SITE

Planned Maintenance scheme to be evaluated in 2018/19 with works to commence in 2019/20

Type of Work	
External Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	
Pitched Roofing	

Type of Assets	
Block of Flats	7
Flats	72
Leaseholders	7
Total Dwellings included in Site	72

Addresses Included	
ALMONDSBURY HOUSE (1-6)	
FOXCOTE HOUSE (1-12)	
KINGSCOTE HOUSE (1-12)	
MILBURY HOUSE (1-6)	
OAKLANDS HOUSE (1-6)	
PARKFIELD HOUSE (1-6)	
THORNBURY HOUSE (1-12)	

Wecock Farm Area Housing Office



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/19

CHAFFINCH GREEN

Planned Maintenance scheme to be evaluated in 2018/19 with works commencing in 2019/20

Type of Work	
External Decoration, Repair or Improvement	
Emergency Lighting (Blocks)	

Type of Assets	
Blocks of Flats	1
Flats	31
Leaseholders	1
Total Dwellings included in Site	31

Addresses Included	
CHAFFINCH GREEN (77-107)	



Portsmouth
CITY COUNCIL

MAINTENANCE & IMPROVEMENTS

**BUILDING SERVICES
& SUPPORT**

PROGRAMME

2018/2019

Building Services & Support

Planned Maintenance 2018/2019



Portsmouth
CITY COUNCIL

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2018/2019

BUCKLAND BLOCKS of FLATS
BERRY HOUSE (1-9)
BARRINGTON HOUSE (1-25) Green & Clean
BILL STILLWELL COURT (1-29) Green & Clean
BUCKINGHAM GREEN (20-24 & 53-57)
BUCKINGHAM GREEN (25-29 & 58-62)
BUCKINGHAM GREEN (4-8 & 37-41)
BUCKLAND COMMUNITY CENTRE
BUCKLAND ADVENTURE PLAYGROUND
CHARLES DICKENS COMMUNITY CENTRE
ESO OFFICE KILMISTON CLOSE
ESTELLA ROAD (BLOCK H 106-133)
ESTELLA ROAD (BLOCK J 162-189)
FLYING BULL CLOSE (GARAGES 1-13) Green & Clean
FURNITURE RECYCLING SHOP (A) 53 KINGSTON ROAD
GLADYS AVENUE (7-7A)
HALE COURT (1-80)
NEWCOMEN ROAD (65-81 ODDS)
NORTHBROOK CLOSE (1-29 ODDS)
ST JOHN'S COURT (1-44)
ST NICHOLAS FLATS (1-6)
STAMSHAW PARK
SULTAN ROAD (176-182 & 196-202 EVENS)
WESTMINSTER PLACE (1-78)
WINGFIELD STREET (1-71 ODDS)

LANDPORT BLOCKS of FLATS
ANGMERING HOUSE (1-22)
ARUNDEL STREET (145-163 ODDS)
ARUNDEL STREET (167-177 ODDS)
ARUNDEL STREET (179-189 ODDS)
BEATTY HOUSE (1-14)
BEDHAMPTON HOUSE (1-8)
BEDHAMPTON HOUSE (1-8)
BOURNE HOUSE (1-12)
BOURNE HOUSE (1-12)
CHALTON HOUSE (1-48)
CHARLES STREET (2-24 EVENS)
CHARLES STREET (26-32 EVENS)
CHATFIELD HOUSE (1-12)
CLANFIELD HOUSE (1-19)

Building Services & Support

Planned Maintenance 2015/2016



Portsmouth
CITY COUNCIL

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2015/2016

LANDPORT BLOCKS of FLATS continued
CORHAMPTON HOUSE (1-12)
CORNWALLIS CRESCENT (1-15 ODDS)
COTTAGE VIEW (18-40 EVENS)
COTTAGE VIEW (2-16 EVENS)
COWDRAY HOUSE (1-10)
DALE PARK HOUSE (1-20)
DARWIN HOUSE (1-45) Ground Floor Office
DURBAN HOMES (9-12)
FIFTH STREET (2-32B EVENS)
FOLEY HOUSE (1-15)
FOSTER ROAD (22-44 EVENS)
FOURTH STREET (1-53 ODDS)
GEORGE STREET (24-34 EVENS)
GREEN AND CLEAN OFFICE BRIDGESIDE CLOSE
GREEN AND CLEAN OFFICE KING ALBERT COURT
HALLOWELL HOUSE (1-15)
HIGHFIELD ROAD (28-44 EVENS)
HIGHFIELD ROAD (46-70 EVENS)
HIGHFIELD ROAD (72-94 EVENS)
HIGHFIELD ROAD (96-118 EVENS)
IDSWORTH HOUSE (1-8) & CRASSWELL STREET (76-78)
JELICOE HOUSE (1-14)
LANDPORT AREA HOUSING OFFICE
MELBOURNE HOUSE (1-22)
NORTHESK HOUSE (1-15)
RAILWAY VIEW (67-89 ODDS)
RAILWAY VIEW (91-101 ODDS)
RUSTINGTON HOUSE (1-14)
SOBERTON HOUSE (1-14)
SOUTHWICK HOUSE (1-8)
ST MARYS ROAD (102A-106C EVENS)
ST MARYS ROAD (130-154 EVENS)
ST MARYS ROAD (75A-79C ODDS)
SYDNEY HOUSE (1-18)
TIMBERLEY HOUSE (1-10)

Building Services & Support

Planned Maintenance 2018/2019



Portsmouth
CITY COUNCIL

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2018/2019

LEIGH PARK BLOCKS of FLATS
ASHE ROAD (2-16 EVENS)
ASHLETT LAWN (1-15 ODDS)
ATHENA AVENUE (42-50)
ATHENA AVENUE (79-87)
AVINGTON GREEN (1-15 ODDS)
BARNCROFT WAY (78-100 EVENS)
BARTONS ROAD (13-27 ODDS)
BARTONS ROAD (69-75 ODDS)
BLACKMOOR WALK (25-39 ODDS)
BLACKMOOR WALK (41-55 ODDS)
BOURNEMOUTH HOUSE (1-30)
BROXHEAD ROAD (2-16 EVENS)
BURGHCLERE ROAD (2-12 EVENS)
BURLEY CLOSE (1-11 ODDS)
CURDRIDGE CLOSE (21-27 ODDS)
CURDRIDGE CLOSE (2-16 EVENS)
DELPHI WAY (44-52)
FORESTSIDE AVENUE (30-44 EVENS)
FOUR MARKS GREEN (5-15 ODDS)
FROXFIELD ROAD (14-28 EVENS)
FROXFIELD ROAD (45-55 ODDS)
FROXFIELD ROAD (57-71 ODDS)
GOSPORT HOUSE (1-12)
HATCH COURT (1-8)
HECKFIELD CLOSE (1-11 ODDS)
HIGH LAWN WAY (165-187 ODDS)
KIMBRIDGE CRESCENT (2-16 EVENS)
KITWOOD GREEN (13-27 ODDS)
LARKWHISTLE WALK (18-32 EVENS)
LEIGH PARK AREA HOUSING OFFICE
LINKENHOLT WAY (74-90 EVENS)
LIPHOOK HOUSE (1-15)
LONGSTOCK ROAD (10-24 EVENS)
MARLANDS LAWN (1-8)
MEWSEY COURT (1-8)
MILLBROOK DRIVE (1-7 ODDS)
MILLBROOK DRIVE (2-16 EVENS)
MILLBROOK DRIVE (42-56 EVENS)
MILLBROOK DRIVE (9-15 ODDS)
NURSLING CRESCENT (17-31 ODDS)
NURSLING CRESCENT (33-47 ODDS)

Building Services & Support

Planned Maintenance 2018/2019



Portsmouth
CITY COUNCIL

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2018/2019

LEIGH PARK BLOCKS of FLATS
NURSLING CRESCENT (6-20 EVENS)
OAKSHOTT DRIVE (1-7 ODDS)
ORACLE DRIVE (13-21)
PENWOOD GREEN (1-11 ODDS)
PERSEUS PLACE (43-51)
PERSEUS PLACE (74-82)
SOUTHFIELD WALK (17-31 ODDS)
ST ALBANS ROAD (64 & 68A)
ST CLARES COURT (1-45)
STOCKBRIDGE CLOSE (2-12 EVENS)
SUMMERLANDS WALK (1-8)
SUNNYSIDE WALK (1-15 ODDS)
SUNWOOD ROAD (34-40 EVENS)
SUNWOOD ROAD (42-48 EVENS)
SUNWOOD ROAD (50-56 EVENS)
SWANMORE ROAD (135-149 ODDS)
TANGLEY WALK (1-11 ODDS)
TWEED COURT (1-45)
TYTHERLEY GREEN (1-11 ODDS)
TYTHERLEY GREEN (2-16 EVENS)
WAKEFORDS WAY (138-152 EVENS)
WAKEFORDS WAY (154-168 EVENS)
WAKEFORDS WAY (186-200 EVENS)
WAKEFORDS WAY (201-211 ODDS)
WAKEFORDS WAY (202-212 EVENS)
WAKEFORDS WAY (46-60 EVENS)
WAKEFORDS WAY (75-89 ODDS)
WHITE OAK WALK (10-20 EVENS)
WHITSBURY ROAD (33-47 ODDS)
WINCHESTER HOUSE (1-47)
WOODCOT CRESCENT (18-32 EVENS)
WOODCOT CRESCENT (2-16 EVENS)
WOODCOT CRESCENT (34-48 EVENS)
WOODHAY WALK (22-36 EVENS)
WOODHAY WALK (25-39 ODDS)
WOODHAY WALK (9-23 ODDS)
WOOLSTON ROAD (22-36 EVENS)
WORLDHAM ROAD (2-12 EVENS)
ZEUS LANE (42-50)

Building Services & Support



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/2019

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2018/2019

PAULSGROVE BLOCKS of FLATS
ALLAWAY AVENUE (7-7A)
ALLAWAY AVENUE (153 & 155)
ALLAWAY AVENUE (26-30A)
ALLAWAY AVENUE (32-36A EVENS)
ALLAWAY AVENUE (64-70A EVENS)
ASHURST ROAD (1-11)
ASHURST ROAD (12-17)
ASHURST ROAD (18-23)
ASHURST ROAD (24-40)
ASHURST ROAD (41-46)
ASHURST ROAD (47-63)
ASHURST ROAD (64-69)
ASHURST ROAD (70-80)
BRESLER HOUSE (1-56)
DOWNTON HOUSE (1-12)
ESCUR CLOSE (1-47 ODDS)
GERARD HOUSE (1-20)
HILLSIDE AND WYMERING CENTRE
LORING HOUSE (1-20)
NORTHERN PARADE (256-262 EVENS)
NORTHERN PARADE (501-511 ODDS)
NORTHERN PARADE (513-523 ODDS)
PAULSGROVE COMMUNITY CENTRE
RESIDENTS PARTICIPATION OFFICE 147 ALLAWAY AVENUE
THE RIDINGS (109-155 ODDS)

PORTSEA BLOCKS of FLATS
BRICKWOOD HOUSE (1-12)
GREEN AND CLEAN OFFICE 37 CUMBERLAND HOUSE
JOHN POUNDS CENTRE
PERKINS HOUSE (1-6)
QUEEN STREET (141-161 ODDS)
THREE TUN CLOSE (2-18 EVENS) & KENT STREET (55-83)
WARD HOUSE (1-28)

WECOCK FARM BLOCKS of FLATS
BUNTING GARDENS (36-53)
CONNORS KEEP (1-45)
PUFFIN WALK (1-12)

Building Services & Support



Portsmouth
CITY COUNCIL

Planned Maintenance 2018/2019

COMMUNAL ELECTRIC EICR REPORTS

Planned Maintenance to undertake communal EICR reports in 2018/2019

SOMERSTOWN BLOCKS of FLATS
ARK ROYAL HOUSE (1-12 & UNITS 1-3) Citizens Advice B.
BROOM CLOSE (1-6)
BROOM CLOSE (19-24)
BROOM CLOSE (7-18)
BROOM SQUARE (13-23 ODDS)
BROOM SQUARE (2-24 EVENS)
BROOM SQUARE (25-35 ODDS)
BROOM SQUARE (37-59 ODDS)
DUNSMORE CLOSE (2-24 EVENS)
DUNSMORE CLOSE (26-44 EVENS)
DUNSMORE CLOSE (46-102 EVENS)
EASTERN ROAD (1-11 ODDS)
EASTERN ROAD (13-29 ODDS)
EASTERN ROAD (16-26 EVENS)
EASTERN ROAD (4-14 EVENS)
EDGBASTON HOUSE (1-136)
ERIC TAPLIN COURT (1-14)
FRANK MILES HOUSE (1-24)
FURZE LANE (34-44 EVENS)
HALESOWEN HOUSE (1-8)
HARROW ROAD (2-16 EVENS)
HOUSING DEPOT (GREEN & CLEAN) 10 Port Royal
HYDE PARK HOUSE (1-20)
KENT ROAD (42-48)
LADYWOOD HOUSE (1-136)
Longbridge House (1-22)
LOUIS FLAGG HOUSE (1-24)
MAXSTOKE CLOSE (1-47 ODDS)
MILVERTON HOUSE (1-22)
OAKLEY HOUSE (1-9)
OLDBURY HOUSE (1-24)
OMEGA HOUSE (1-80)
PLAY AREA DUNSMORE CLOSE
REDNAL HOUSE (1-30)
SOMERS ROAD (19-41 ODDS)
SOMERSTOWN CENTRAL COMMUNITY HUB
STRATFORD HOUSE (1-48)
TIPTON HOUSE (1-136)
WATERLOO STREET (1-15 ODDS)
WATERLOO STREET (17-31 ODDS)

Building Services & Support

Planned Maintenance 2018/2019



Portsmouth
CITY COUNCIL

COMMUNAL DIGITAL TV SYSTEMS

Planned Maintenance to upgrade communal digital TV systems in 2018/2019

BLOCKS of FLATS SOMERSTOWN

HANDSWORTH HOUSE

LADYWOOD HOUSE

BLOCKS of FLATS LEIGH PARK

RINGWOOD HOUSE

EMERGENCY LIGHTING TO COMMUNAL AREAS

Planned Maintenance to upgrade emergency lighting in 2018/2019

BLOCKS of FLATS SOMERSTOWN

EDGBASTON HOUSE

OMEGA HOUSE

TIPTON HOUSE

WYN SUTCLIFFE COURT

BLOCKS of FLATS LANDPORT

BLACKWOOD HOUSE

BRISBANE HOUSE

DARWIN HOUSE

MELBOURNE HOUSE

PERTH HOUSE

SYDNEY HOUSE

Building Services & Support

Planned Maintenance 2018/2019



Portsmouth
CITY COUNCIL

LIFT REFURBISHMENT & IMPROVEMENT

Planned Maintenance to improve passenger lifts in 2018/2019

BLOCKS of FLATS BUCKLAND

BARKIS HOUSE

GRAFTON STREET B

GRAFTON STREET C

JOHN MARSHALL COURT

NICKLEBY HOUSE

BLOCKS of FLATS LANDPORT

CROWN COURT

HIGHFIELD ROAD

KING ALBERT COURT

LORDS COURT

WIMPOLE COURT

BLOCKS of FLATS PAULSGROVE

THE RIDINGS

BLOCKS of FLATS PORTSEA

MILL GATE HOUSE

BLOCKS of FLATS SOMERSTOWN

EDGBASTON HOUSE

HANDSWORTH HOUSE

LADYWOOD HOUSE

TIPTON HOUSE



Title of meeting:	Cabinet Member of Housing
Date of meeting:	13 March 2018
Subject:	'Summer Food & Fun' Project - Holiday Hunger Brief report 2017
Report by:	Director of Property & Housing
Wards affected:	Paulsgrove, Nelson, Charles Dickens, and St. Thomas
Key decision:	No
Full Council decision:	No

1. Purpose of report

To note previous success of the project and seek approval to continue addressing the holiday hunger agenda through the Summer Food & Fun Project.

2. Recommendations

That the Cabinet Member for Housing is asked

- i. To note previous project success and recognise holiday hunger as a priority agenda in addressing health inequalities in areas of deprivation.**
- ii. To agree an allocation of £4000 from the youth & play service budget to allow continuation and longevity of the project (volunteers, donations, and other funding will still be sourced where possible).**
- iii. For approval to execute the future plans as set out in the Holiday Hunger brief report 2017 (see appendix A - section 6)**

3. Background

The Property & Housing Health Development Team scoped the youth and play services to identify health & wellbeing needs and found that the issue around holiday hunger was prevalent; some staff reported children coming to the settings hungry, and with some not having eaten enough, or being given money to buy dinner from the local corner shop or fast food venue. Behavioural issues were also identified as a result of poor diets, consisting of high sugar content foods as well as irregular eating habits.

The project was designed and implemented to build on the current provision within the youth and play services in Portsmouth. This was through the delivery

of breakfast and lunch sessions that provided healthier and varied options in a happy and welcoming environment where all children are valued, in order to;

- reduce social isolation and raise aspiration
- improve family nutrition and wellbeing
- reduce financial and emotional strain

4. Reasons for recommendations

- i. To contribute towards understanding the health & wellbeing needs for young people and families, whilst meeting the corporate priority of empowering residents to be health & independent.
- ii. To meet the Housing service business plan priorities around delivering a high quality, sustainable and enriching programme of opportunities over the school holiday periods; and our corporate priority of providing excellent customer service.
- iii. To improve development of the Youth and Play service to sustain quality provision for the future by being entrepreneurial and efficient (see appendix A - section 5).

5. Equality impact assessment

An EIA has not been completed; however the ethos of the youth and play service is that opportunities are free, open access and available to all. We therefore did not deem it necessary to complete an assessment because; the sites are compliant with the requirements of the Disability Discrimination Act; the service complies with Portsmouth City Council's Equal Opportunities policies; and the role of the Play Worker is to ensure different groups or individuals can take advantage of the opportunities on offer.

6. Legal implications

Such legal comments as are relevant have been highlighted above with respect to issues of Equality. The remaining key issue would be to ensure that the delivering service adequately risk assesses food provision and has in place appropriate insurances and policies to mitigate risk to the consumer/service user.

7. Director of Finance's comments

- i. This report seeks approval to continue activities aimed at tackling the issue of Holiday Hunger that has been identified by the Youth and Play service during holiday clubs.
- ii. Food Portsmouth and a number of other retailers have donated food to feed the children and young people of Portsmouth, however, a further £4,000 has been requested to improve the provision and longevity of the Summer Food & Fun Project.
- iii. This additional £4,000 will be funded out of the current approved budget for Youth and Play services, which is subsidised by Public Health grant.

.....
Signed by:

James Hill
Director of Property & Housing

Appendices:

A - Summer Food & Fun Project - Holiday Hunger report 2017 (sections 5 & 6)

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:
Councillor Jennie Brent
Cabinet member for Property & Housing

'Summer Food & Fun' Project in Portsmouth

Holiday Hunger brief report 2017



**The Property & Housing Health
Development Team**

**Holly Easlick &
Marshada Chowdhury**

October 2017

1: Project background

Throughout the long summer break from school, many families face financial difficulties with extra meals to prepare, children to entertain and no free school meals. The health of people in Portsmouth is generally worse than the England average and deprivation is higher than average with about 22% of all dependent children under the age of 20 years living in poverty, which is above the England average. (JSNA Annual Summary 2016)

Our youth and play services are based within the most deprived areas of Portsmouth (Paulsgrove, Buckland, Somerstown, Portsea, Stamshaw, and Landport) and focus on supporting the resilience of children and young people aged from 6 - 24.

We (The Health Development Team) scoped the youth and play service to identify health & wellbeing needs and found that the issue around holiday hunger was prevalent; staff reported children coming to the settings hungry, and with some not having eaten enough, or being given money to buy dinner from the local shop. Behaviour issues were also identified as a result of poor diet consisting of high sugar content foods as well as irregular eating habits.

Food Portsmouth are an independent organisation working towards reducing food inequality and have historically supported our adventure playgrounds (APGs) during school holidays by providing some lunchtime provision in the form of beans on toast meals for children attending the sites based within deprived areas last year. These meals have often been sourced from the local food banks that may have had an oversupply of beans or bread products. Since we have been in post from February, we were keen to partner with Food Portsmouth and others in order to join forces and increase our offer to both the local APGs and youth clubs across the city.

2: Aims of the Project

The project was designed and implemented to build on the current provision within youth and play services in Portsmouth through the delivery of breakfast and lunch sessions by providing healthier and varied options in a happy and welcoming environment where all children are valued:

- To reduce social isolation and raise aspiration
- To improve family nutrition and wellbeing
- To reduce financial and emotional strain

3: Summer 2017 activity

The pilot project was titled 'Summer Food & Fun' with the aim of addressing food poverty in Portsmouth by providing our local children, young people, and their families with access to free food, in the form of healthy breakfasts and lunches over the 6 week summer holiday period. Further objectives included improving social inclusion, family nutrition and wellbeing, reducing financial burden and emotional distress, and demonstrating healthier food options to families.

"Can I have some beans on toast? Your beans taste better than my mum's"

-Young person attending youth club

After having successfully applied online via the product donation and corporate responsibility pages, Warburton's kindly donated over 1,200 different bread products to our various play and youth sites during the summer. This was made even easier by arranging for the products to be delivered to and collected from our local supermarkets and offering the flexibility of changing the order amount each week according to need.

Food Portsmouth then contributed up to 600 cans of beans and fruit for the lunches, along with linking up some of their regular volunteers with the sites,

"Can we come back from football and have some food as I have not had anything to eat"

-Young person attending youth club

who were a great asset in helping with the food provision and cooking at some of the APGs. This also added an intergenerational aspect to the project as children related well to these older volunteers who wanted to support the young people to access food when needed. In addition to this, the volunteers were able to connect with the children and encourage social skills as well as the development of soft skills, such as how to use a knife and fork, reinforcing table manners etc. Local parents who were known to engage with the sites were also

involved in supporting the meals where possible, which brought another dimension to the sessions by bringing families and communities together.

Tesco also donated some further products in the form of butter, tea, coffee, and more beans; alongside, acting as 'hubs' for us to collect regular weekly Fareshare donations (surplus food destined for waste) and the fresh Warburton's orders, which together enabled us to provide a range of meals and snacks. The crumpets, teacakes, and toast proved most popular with some children explaining that they had never eaten a crumpet before but it was their new favourite thing!



Breakfast sessions typically ran from 10am at least twice a week (or more according to demand) and lunch sessions were from 12pm at least once a week across each APG; the delivery at our youth clubs were in the form of small meals/snacks on an informal needs basis rather than structured sessions due to the staggered opening times and planned activities over the summer holidays. Data monitoring forms were also collected across all of the ten sites,

which revealed that nearly 3200 meals were provided at the APGs and also 1300 at the youth clubs, totalling around **4500 meals** over the summer holiday period! This would not have been possible without the support of Warburtons and Food Portsmouth as their products formed the main source for each breakfast, lunch, and snack provided. We also calculated nearly 20,000 visits to our playgrounds over this period, which just goes to show how popular it was with the local young residents.

Area	APGs	Youth clubs	TOTALS
Portsea	371	499	870
Somerstown	661	171	832
Landport	1401	n/a	1401
Buckland	213	269	482
Stamshaw	304	n/a	304
Paulsgrove	248	397	645
TOTALS	3198	1336	4534



4: Evaluation

As the structured breakfast and lunch project was a new addition to our youth and play service, it was imperative to explore the impact to help us effectively plan and develop delivery again for subsequent holiday periods.

"Our economy is not that healthy and being able to give a small something to eat to those in need in our youth club is so rewarding. Our young people do not feel out of place as it is available to all. Some households cannot afford to provide enough food so it's great to have access to food from companies."

Youth club staff member

After looking at various evaluation frameworks we came across The Healthy Living Lab at Northumbria University; a team of experts and researchers in the field of breakfast club evaluations who have been undertaking (inter)national research around holiday hunger clubs. Professor Greta Defeyter, a developmental psychologist leads the team to conduct innovative research in this area and agreed to work in partnership with us to fund a researcher to visit our adventure playgrounds and evaluate the Summer Food and Fun project. This would also inform their wider research and provide us with a robust evaluation report.

Using an existing evaluation framework, an intensive study was carried out to investigate whether children's dietary profiles and emotional wellbeing improve and whether social isolation is reduced when they attend an adventure playground and have access to either a breakfast or lunch provision compared to

when they are at home for the day. Also, whether families have improved wellbeing, resilience and support and whether they take part in more activities from their child attending the play facilities compared to when their child did not attend.

This was carried out through questionnaires, focus groups and 1:1 interviews to find out the views and experiences of the parents, children and staff. Final data sets have now been collated and analysis will take place over the next few months before receiving and sharing final findings.

The research findings will be available by March 2018.

5: Networks & partnerships

The summer Food & Fun Project was supported by:

Warburtons
Food Portsmouth
Fareshare (Tesco)
Local volunteers
Northumbria University

We look forward to continuing these collaborations in future and to recruit more volunteers for sustainability.

"Free, good food, PS4, pool, table tennis, and good people. What's not to like?"

-Young person attending youth club

Our future aims to increase our networks and partnerships will be through;

- extending our partnerships and potential by working more closely with the local schools and family hubs to target children and young people accessing free school meals (FSM) through the potential development of breakfast/homework clubs (including enrichment activities). This will be with a focus to target this group however the service will be open to all. The perceived benefit to children and their families would be improved learning, attendance and behaviour at school, punctuality, healthy eating, social development, and fun through play, which will complement and enhance the delivery of the project in our youth and play settings.
- utilising surplus food from a wide range of places including local supermarkets, restaurants, wholesalers and food banks, and the University of Portsmouth (also for future evaluation purposes). For example, The View Café in PCC currently donates surplus food to our youth clubs and playgrounds.
- Warburton have agreed to continue with their donations for this year following the success of the pilot programme.
- our current Food Worker we will be looking to work with the sites to ensure all food donations are utilised to reduce food waste, upskilling all staff in healthy cooking and ensuring all sites are compliant with environmental health regulations.
- continuing working in partnership with the Tackling Poverty Coordinator to address priorities within the Tackling Poverty Strategy that align with our service.

[This list is not exhaustive]

6: Future plans

We are looking at ways to further this project in the future by accessing funding pots to deliver a more structured and regular food offer, whereby cooking sessions and breakfast/homework clubs will be offered to children and young people in order to upskill where possible and teach about healthy balanced meals. Donations will also be kindly requested again from our generous partners as this initiative would not have been possible without them or their produce. A future programme will also have built in term-time activity as part of the offer because the remit goes beyond hunger and issues being present only within the holidays. This would then involve linking with local school provision and other relevant external activities that may also highlight the pattern of holiday hunger and further wellbeing needs during term-time periods.

We anticipate this scaling-up to reach more children in these deprived areas and to contribute towards a better future for our younger generation. A wider work focus of ours is to also review the use of the Somerstown Central Community Centre, with a particular focus on the food provision and use of café facilities. The holiday hunger agenda will also be considered through this work, in addition to our upcoming plans in the Paulsgrove community whereby we will be assessing specific health & wellbeing needs before taking relevant action from a community development perspective and asset-based approach.

When the full evaluation data is available by the end of March, we will build on this feedback by continuing to develop a service with a strengthened programme offer that holistically supports families to upskill around cooking and associated budgeting, by further involving local parents & carers in such skill pathways. This will also feed in to the work currently being developed within the service around offering a range of work experience opportunities and potential apprenticeships, and supporting people back in to employment through linkages with the Resident Development Service.

One final element to consider is the importance of sustainability whereby a robust volunteering programme would involve local communities taking the lead in tackling holiday hunger from a grass-roots level. This would then involve the need for some initial engagement work and a co-production model that empowers our local communities to take ownership over such activities.

[Appropriate permissions have been granted to use the photos depicted within this document]



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Title of meeting:	Cabinet Member for Housing
Date of meeting:	13th March 2018
Subject:	Safeguarding Policy for Youth and Play Service
Report by:	James Hill - Director of Property & Housing
Wards affected:	All
Key decision:	No
Full Council decision:	No

1. Purpose of report

To seek approval for the implementation of the updated safeguarding policy for the Youth and Play Service.

2. Recommendations

That the Cabinet Member for Housing

- 1. Approves the attached policy**
- 2. Approves the implementation of the policy from the 1st April 2018.**

3. Background

The Property & Housing Youth and Play Service operate 12 setting for the provision of service to children and young people ranging in age from 0-25 years.

The Youth and Play Service are committed to safeguarding children. This policy reflects the necessity of this responsibility.

The policy brings up to date the working practices and requirements for staff reflecting the service changes which have recently taken place and ensures the service commitment to the safeguarding of our customers.

4. Reasons for recommendations

- i. To formalise the working practices of the youth and play service
- ii. To ensure that all staff and volunteers understand their role in the safeguarding of children and young people
- iii. Provides information for all third parties working with our service

5. Equality impact assessment

An EIA has not been completed; however the ethos of the youth and play service is that opportunities are free, open access and available to all. We therefore did not deem it necessary to complete an assessment because; the sites are compliant with the requirements of the Disability Discrimination Act; the service complies with Portsmouth City Council's Equal Opportunities policies; and the role of the Youth and Play Worker is to ensure different groups or individuals can take advantage of the opportunities on offer.

6. Legal implications

The report accurately considers the statutory implications and requirements of the Children Act 1989 along with the Children Act 2004. In addition the policy has considered the key areas of equality of access to facilities and services along with the necessary safeguarding applicable to volunteers and their recruitment and risk management.

7. Director of Finance's comments

There are no financial implications resulting from the approval of the recommendations proposed within this report.

.....
Signed by:
James Hill - Director of Property & Housing

Appendices:

A - Youth and Play Services Safeguarding Policy

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/
rejected by on

.....

Signed by:

Councillor Jennie Brent - Cabinet Member for Housing

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Safeguarding Policy

April 2018

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1.0 Introduction

Local authorities have overarching responsibility for safeguarding and promoting the welfare of all children and young people in their area. They have a number of statutory functions under the 1989 and 2004 Children Acts which make this clear. This includes specific duties in relation to children in need and children suffering, or likely to suffer, significant harm, regardless of where they are found, under sections 17 and 47 of the Children Act 1989.

Throughout this document where the terms children and young people are used it is intended to refer to both children and vulnerable adults.

Safeguarding and promoting the welfare of children is defined for the purposes of this policy as:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

Safeguarding is a term which is broader than 'child protection' and relates to the action taken to promote the welfare of children and protect them from harm. Safeguarding is everyone's responsibility.

Professionals working with young people are responsible for ensuring that they fulfill their role and responsibilities in a manner consistent with the statutory duties of their employer.

Having safeguards in place within an organization not only protects and promotes the welfare of children but also it enhances the confidence of staff, volunteers, parents/carers and the general public.

Whilst this policy is regarding safeguarding children staff and volunteers also have a duty to safeguard adults. Information on safeguarding adults can be found here:

<http://www.portsmouthsab.uk/>

2.0 Policy Overview

The Play and Youth Service is committed to safeguarding children. The key points of this are as follows:

- The welfare of the child is paramount.
- No child or group of children must be treated any less favorably than others in being able to access services which meet their particular needs.
- All children without exception have the right to protection from abuse regardless of their gender, ethnicity, culture, disability, age, sexuality or religious beliefs.
- All concerns and allegations of abuse will be taken seriously by staff and volunteers and responded to appropriately. This may require a referral to the Local Safeguarding Children's Board or the Local Designated Officer.
- Play and Youth Services has a commitment to safe recruitment, selection and vetting.
- All settings will aim to ensure that all young people meet in a safe environment with people they can trust.

This policy should be read alongside:

- Play Policy
- Play and Youth Services still/moving images policy
- Play and Youth Clubs Personal and Professional Boundaries Policy
- First Aid Policy
- Accident Reporting Policy
- Health and Safety Policy
- Employee's code of conduct
- Induction policy
- Probationary policy
- Internet acceptable use policy
- Information governance
- Data protection policy
- Play and Youth Site Procedures
- Partnership working for play and youth provision

3.0 Portsmouth City Council Youth & Play Service Overview

3.1 Youth Service Statement

Portsmouth City Council Youth clubs operate across the city offering specifically but not exclusively to 13 -19 years, often extending this to 11 years and up to 25 years for SEND. The clubs and projects offer a wide range of activities ensuring that young people have fun whilst informally learning life skills which aid them whilst making informed social decisions, thus supporting their journey through to adulthood.

3.2 Youth Service Purpose

To offer all young people a safe warm environment where youth workers deliver high quality informal education to enable young people to make informed choices that will maximise their development to adulthood.

To support young people in:

- Being Healthy
- Staying Safe
- Enjoy and achieve
- Making a positive contribution
- Economic wellbeing
- To encourage young people to make informed decisions

To work in collaboration with other agencies to layer the offer and widen the opportunities to young people

To work in multi-agency collaboration to strategically look at local based issues and the wider arena.

To manage buildings and facilities for the benefit of all the community.

3.3 Youth Service Scope

The youth service manages 4 youth clubs and 2 projects, offering a 52 week opening. Opening hours vary slightly with local arrangements but are all open 5 nights a week with a Saturday offer. All clubs offer off-site activities. The clubs are open access where by it is voluntary participation, however we do work with young people on a referral from YOT, and offer a NEET sessions throughout the week, all clubs have qualified youth workers to deliver and engage.

3.4 Play Service Statement

The Play service, recognising the value of play and the absence of play opportunities in the general environment, is committed to ensuring that children have access to rich, stimulating environments full of challenge, thereby offering them the opportunity to explore through their freely chosen play, both themselves and the world.

3.5 Play Service Purpose

To offer all children using the Play Service a rich diversity of play experiences of high quality to enable them to maximise their development to adulthood.

To use partnership working to maximise the play opportunities / offer for children

To manage the Buildings and facilities for the benefit of the community

3.6 Play Service Scope

The Play service manages 6 Adventure Playgrounds in Portsmouth (52 week opening, 6 days a week). The Play sites are open access and have a qualified Play leader on site. Opening hours vary slightly with local arrangements but are basically 25 hours a week (term time) 42 hour a week during school holidays. In addition to this some special opening for specialist groups or special events are possible. The prime focus is children/young people of 6-13 years.

4.0 Staffing and Volunteers

4.1 Recruitment of Staff

All staff and volunteers in the play and youth service are required to go through Portsmouth City Council's recruitment process.

Suitable references must be received before being in the workplace.

All staff and volunteers are required to have an up to date DBS check. This is to be renewed at least every 3 years.

Whilst waiting to receive a DBS check, a risk assessment will be carried out. All new staff must work alongside a fully vetted and trained member of staff until the DBS check is completed.

In accordance with guidance a record will be kept of the DBS number, completion date and whether or not the check is satisfactory.

If a DBS check shows a disclosure then the centre manager is required to carry out a risk assessment. This must be signed off by the service managers. This is to be regularly monitored through supervision, induction and probation. Also the renewal date of the DBS may be amended to annually if this is risk assessed as appropriate.

All DBS checks are required to be signed off by two designated safeguarding lead managers.

The Youth and Play Service recruitment process includes:

- Explicit reference to intention to seek enhanced DBS disclosure in job application pack.
- A pre-disclosure form to be filled in requesting disclosure of convictions prior to DBS check.
- A statement in the job description that makes it clear the service has a commitment to safeguarding and protecting children.
- Face to face interviews with pre-planned clear questions.
- Exploration of the candidate's attitude towards children and young people. This to include a specific question regarding safeguarding.
- Questioning how the candidate will manage personal and professional boundaries.
- A question in interview which explicitly asks candidates about criminal convictions, cautions, other legal restrictions or pending cases that might affect their suitability to work with children and young people.
- Checking applicant's identity, qualifications and references provided.
- All new staff and volunteers are required to complete a 6 month probation period.

All newly appointed staff and volunteers to have a structured induction program.

4.2 Volunteers

Volunteers are to attend taster session within the service to see if they are suitable for the role. These sessions must be supervised by a fully vetted member of staff and the member of staff will be in the presence of the volunteer at all times. Following this, if the volunteering is to continue, a full DBS check must be seen by the centre manager before the volunteering commences.

Volunteers are also required to complete an induction process and to attend supervision in the same format staff do.

4.3 Staff Mandatory Training

All staff working within the youth and play service are required to carry out the following training:

Safeguarding	Via Management Learning Environment	Every 3 years
Child Sexual Exploitation	Kwango eLearning	Every 3 years
L2 Food safety in catering	Via Management Learning Environment	Every 3 years
PREVENT	https://www.elearning.prevent.homeoffice.gov.uk/la/screen1	Every 3 years

Information Governance	Via Management Learning Environment	Every 1 year
Health & safety induction	Via Management Learning Environment	Every 3 years
Fire safety	Via Management Learning Environment	Every 3 years
Equality & diversity	Via Management Learning Environment	Every 3 years
Financial rules 1+2 (including cash handling policy)	Via Management Learning Environment	Every 3 years
Anti-fraud, bribery & corruption	Via Management Learning Environment	Every 3 years
First Aid	Via Management Learning Environment	Every 3 years

In addition to this, youth and play site managers, their deputies and all level 2 youth and play workers have to complete 'Working with Vulnerable Children' and 'Child Protection' modules which is bookable through the Portsmouth Safeguarding Children's Board. This is part of their role as designated safeguarding lead.

4.4 Induction and probation

All newly appointed staff and volunteers will take part in a formal induction process.

This process will start with an induction meeting. The whole process will be recorded and the standard templates should be used to ensure compliance with the process.

All staff will take part in a period of assessment to ensure competence in their role.

4.5 Supervision

All staff are required to have regular recorded supervision sessions with their manager. These will usually be monthly however less frequent supervision may be appropriate where for example a post is only 3 hours a week. This will be agreed with the management team as necessary.

Safeguarding issues are to be discussed at every supervision session.

5.0 Designated Safeguarding Lead (DSL)

The role of the Designated Safeguarding Person was specified in the Children Act 2004 and ensured that every organisation had a "named person" for safeguarding children and young people. Prior to that, the role had frequently been known as the Child Protection Officer.

The responsibilities of the DSL are to:

- Keep their service manager, deputy and team informed of any safeguarding concerns or safeguarding referrals and any safeguarding allegations made against a member of staff. This would be done in line with the Portsmouth City Council policies and procedures and HR support throughout the process.
- Ensure if a referral is required that it is reported through the Multi Agency Safeguarding Hub (MASH) as soon as possible but must be done within 24 hours of

- a disclosure or suspicion of possible safeguarding issue.
- Make prompt contact with the police if a criminal offense is suspected or if there is a concern for a child or young person's immediate safety.
- Ensure they complete the 'Manager's Module in Safeguarding Children Training' at least every 3 years.
- Ensure that all members of staff, including newly appointed staff, are aware of the service policies and procedures relating to the safeguarding of children.
- Ensure that all members of staff are kept up to date on any changes to the policies and procedures related to the safeguarding of children.
- Ensure that the staff team and volunteers they are directly responsible for receiving regular safeguarding refresher training at least every 3 years.

The responsibilities of the management are to:

- Investigate any allegation of child abuse and/or safeguarding concern involving a member of staff or volunteer, with the support of HR and in line with policies and procedures.
- Inform the LADO of any allegation of safeguarding allegation made against a member of staff or volunteer.
- Ensure that all play and youth policies and procedures relating to safeguarding are updated in line with any revised guidelines for child protection from the LSCB.
- Ensure there are effective links with the LADO, LSCB and MASH to ensure best practice.

The DSLs for the service are every site manager and their deputies.

The management DSLs are:

Joan Fisher - Play Service Manager

Joan.fisher@portsmouthcc.gov.uk

Amanda Littlefield - Youth Services Manager

Amanda.littlefield@portsmouthcc.gov.uk

Rob Neale - Communities Coordinator

rob.neale@portsmouthcc.gov.uk

Jo Bennett - Leasehold and Commercial Services Manager

Jo.bennett@portsmouthcc.gov.uk

6.0 Portsmouth City Council Youth and Play Settings

The Youth Service has 6 clubs across the city. The details of which can be found below:

- Brook Club
Somerstown Central
River Street
Southsea
PO5 4EY

- BYAC
Garfield Road
Portsmouth
PO2 7EP
- Portsea Youth Club
John Pounds Centre
23 Queen Street
Portsmouth
PO1 3HN
- Hillside & Wymering Centre
Cheltenham Road
Paulsgrove
Portsmouth
PO6 3PY
- Learning Difficulties and Disabilities Provision
Charles Dickens Activity Centre
Lake Road
Portsmouth
PO1 4DY
- Rant Music Project
Charles Dickens Activity Centre
Lake Road
Portsmouth
PO1 4DY

The Play Service has 6 adventure playgrounds across the city. The details of which can be found below:

- Stamshaw Adventure Playground
Western Terrace
PO2 8JX
- Somerstown Adventure Playground
Waterloo Street
Southsea
PO5 4HS
- Portsea Adventure Playground
Aylward Street
Portsmouth
PO1 3PB
- Landport Adventure Playground
Arundel Street
Portsmouth
PO1 1PH

- Buckland Adventure Playground
Malins Road
Portsmouth
PO2 7BA
- Paulsgrove Adventure Playground
Marsden Road
Portsmouth
PO6 4JB

7.0 Handling Safeguarding Issues

If a member of staff has any safeguarding concerns regarding a child/family, not arising from a disclosure, then they **must** complete a safeguarding record. For example, concerns about a child's poor hygiene, a child always seeming hungry, a child displaying out of character behavior.

Once a safeguarding record has been completed, the member of staff should inform the DSL as soon as possible. Whilst individually these safeguarding records may not require any action to be taken, multiple records on the same child or family, on review, may result in a referral to MASH.

If a safeguarding concern is significant and requires immediate action the DSL will immediately refer to MASH and advise the service lead of the action taken.

Where a concern requires monitoring in order to understand if it is a safeguarding issue the following process will be used:

- Youth & play workers complete daily recorded session wash up sheets with a section for safeguarding issues this sheet is used to monitor any issues that arise during sessions.
- Weekly review of session wash up sheets by centre manager with their deputy (as part of their roles as DSLs)
- If required, referral to MASH made. If uncertain advice may be sought from MASH at any point to clarify the decision.
- If referral not required, continue to monitor and evidence.
- Service lead informed of action taken allowing for a review of the decision made.

8.0 Multi-Agency Safeguarding Hub (MASH)

The MASH is multi-agency and brings together services from social care, education, health, police and children's services. The MASH aims to work together to offer the right help at an early stage to families who need support.

If you are concerned that a child has suffered harm, neglect or abuse, you must contact MASH who can discuss this with you.

During Office Hours

0845 671 0271

pccraduty@portsmouthcc.gcsx.gov.uk

If a child is in immediate risk of harm, call the police on 999. The contact should always be followed up with a written inter-agency contact form as soon as possible.

You should seek, in general, to discuss concerns with the family and, where possible seek the family's agreement to making a referral unless this may, either by delay or the behavioral response it prompts or for any other reason, place the child or staff at increased risk of significant harm.

9.0 Portsmouth Safeguarding Children's Board

Portsmouth City Council and the Play and Youth Services operate in conjunction with PSCB, including accessing training modules and keeping up to date with safeguarding issues.

The Portsmouth Safeguarding Children Board (PSCB) brings together all the main organisations who work with children and families in Portsmouth, with the aim of ensuring that they work together effectively to keep children safe.

Contact information can be found at <http://www.portsmouthscb.org.uk>

10.0 Local Authority Designated Officer (LADO)

The LADO should be alerted to all cases in which it is alleged that a person who works or volunteers with children has:

- Behaved in a way that has harmed, or may harm a child.
- Possibly committed a criminal offence against children, or related to a child, behaved towards a child or children in a way that indicates s/he is unsuitable to work with children.

The LADO role applies to paid, unpaid, volunteers, casual, agency or anyone self-employed and they capture concerns, allegations or offences emanating from outside work.

11.0 E-Safety

The use of information technology is an essential part of all our lives. It is an intrinsic part of the experience of our children and young people, and it is greatly beneficial to all. However, it can present challenges in terms of how we use it responsibly and, if misused either by an adult or young person, can potentially be harmful to them.

The Play and Youth Service will seek to keep children and young people safe by:

- Supporting and encouraging children using our service to use the opportunities offered by mobile phone technology and the internet in a way that keeps themselves safe and shows respect for others.
- Supporting and encouraging parents/carers to do what they can to keep their children safe online when using their mobile devices and consoles.
- Informing parents and carers of incidents of concerns as appropriate.
- Ensuring that the personal information of staff, volunteers and service users are not published on our website without permission.

- Providing clear and specific directions to staff and volunteers on how to behave online and the appropriate use of ICT, linking this to the responsibilities laid out in our personal and professional boundaries policy.

12.0 Whistleblowing Policy

Please refer to Portsmouth City Council's whistleblowing policy.

13.0 4LSCB

Portsmouth City Council is part of the 4 LSCB partnership. Policies and procedures can be found using the following link:

<http://4lscb.proceduresonline.com/portsmouth/index.html>