



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 Director of Property & Housing 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. 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.



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Signed by:
James Hill - Director of Property & Housing

Appendices:

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.

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Signed by:
Councillor Jenni Brent

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

APPENDIX B

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

ITEM NO	COSTS CENTRE	DESCRIPTION	TOTAL SCHEME COST IN 2018/2019
		Major Repairs (Dwellings)	£
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	
		HRA Assets (Non Dwellings)	
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

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

APPENDIX C**IT Capital Schemes – 2018/19 HIP Expenditure Plan**

Total provision - £285,184

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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