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Date: 2nd March 2016

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held in the **Council Chamber**, on **Thursday, 10 March 2016 at 18:00**. You are requested to attend.

Yours faithfully,

Chief Executive

To:- **Conservative Group**

Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Mrs Coe, Coe, Mrs Coyle, Harrison, Muller and Mrs Wyatt.

Labour Group

Councillors Dunn, Rhind, Richards and Taylor.



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AGENDA

Open to Public and Press

- 1** Apologies and to note any substitutes appointed for the Meeting.

- 2** To receive the Open Minutes of the Meetings held on 12th January 2016 and 4th February 2016.
Housing and Community Services Committee 12th January 2016 Open Minutes **4 - 6**
Housing and Community Services Committee 4th February 2016 Open Minutes **7 - 11**

- 3** To note any declarations of interest arising from any items on the Agenda

- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.

- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.

- 6** Reports of Overview and Scrutiny Committee

- 7** REVIEW OF TENANCY AGREEMENT **12 - 14**

- 8** SOUTH DERBYSHIRE DEMENTIA FRIENDLY COMMUNITY **15 - 17**

- 9** CORPORATE PLAN 2009-15 - PERFORMANCE MANAGEMENT REPORT 1 OCTOBER - 31 DECEMBER 2015 **18 - 43**

- 10** COMMITTEE WORK PROGRAMME REPORT **44 - 45**

Exclusion of the Public and Press:

- 11** The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be

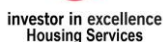
transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

- 12** To receive the Exempt Minutes of the Meetings held on 12th January 2016 and 4th February 2016.

Housing and Community Services Committee 12th January 2016 Exempt Minutes

Housing and Community Services Committee 4th February 2016 Exempt Minutes

- 13** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.



HOUSING AND COMMUNITY SERVICES COMMITTEE: SPECIAL - BUDGET

12th January 2016

PRESENT:-

Conservative Group

Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Mrs Coyle, Mrs Hall (substituting for Councillor Mrs Coe), Harrison and Mrs Wyatt.

Labour Group

Councillors Dunn, Rhind, Richards and Taylor.

HCS/58 **APOLOGIES**

Apologies for absence were received from Councillors Mrs Coe and Coe (Conservative Group).

HCS/59 **DECLARATION OF INTEREST**

Councillor Dunn declared a personal interest in Item 10 Housing New Build: Update and Proposals by virtue of being a governor at the Pingle School.

Councillor Hewlett declared a personal interest in the grants to voluntary bodies element of Item 6 Service Base Budgets 2016/2017 by virtue of being on the board of trustees for the CAB.

Councillor Mrs Coyle declared a personal interest in the grants to voluntary bodies element of Item 6 Service Base Budgets 2016/2017 by virtue of being on the board of trustees for Sharpes Pottery.

Councillor Smith declared a personal interest in the grants to voluntary bodies element of Item 6 Service Base Budgets 2016/2017 by virtue of being on the board of trustees for Homestart.

Councillor Mrs Hall declared a personal interest in the grants to voluntary bodies element of Item 6 Service Base Budgets 2016/2017 by virtue of being on the board of trustees for People Express.

HCS/60 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/61 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/62 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEEHCS/63 **SERVICE BASE BUDGETS 2016/2017**

The Director of Finance and Corporate Services presented the Report to Committee, highlighting issues relating to funding, expenditure, costs, service provision and risks, along with the proposed fees and charges.

Comments and queries raised by Members in relation to pre-tenancy service costs, the reduction in grounds maintenance expenditure and the increase in laser games fees were noted and responded to.

A proposal to limit the increase in grants to voluntary bodies to 1% was not supported by the Committee.

RESOLVED:-

- 1) That the proposed revenue income and expenditure for 2016/17 for the Committee's Services, as detailed in Appendix 1 to the report, be considered and referred to the Finance and Management Committee for approval.***
- 2) That the proposed fees and charges for 2016/17, as detailed in Appendix 3 to the report, be considered and approved.***
- 3) That grants to voluntary and community bodies be increased by 2% in 2016/17 subject to approval by the Finance and Management Committee.***

HCS/64 **HOUSING STRATEGY 2016-2021**

The Strategic Housing Project Officer delivered the report to the Committee.

Councillor Richards commented on a property in Newhall that had been refurbished with assistance from the Council but not re-let, suggesting that a condition be applied to ensure properties are let in such circumstances. The Director of Housing and Environmental Services undertook to investigate the matter and respond to the Member.

RESOLVED:-

- 1) That Members approve the Housing Strategy 2016-2021.***
- 2) That authority be given to the Director of Housing and Environmental Services, in consultation with the Chair of the***

Committee, to agree any minor amendments to the Housing Strategy.

HCS/65 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed that no questions had been received.

HOUSING NEW BUILD: UPDATE AND PROPOSALS (Paragraph 2)

The Committee approved the recommendations contained in the Report.

The Meeting terminated at 6.35pm.

COUNCILLOR J HEWLETT

CHAIRMAN

HOUSING AND COMMUNITY SERVICES COMMITTEE

4th February 2016

PRESENT:-

Conservative Group

Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Mrs Coe, Coe, Mrs Coyle, Harrison, Muller and Mrs Wyatt.

Labour Group

Councillors Dunn, Rhind and Wilkins (substituting for Councillor Richards).

In attendance

Councillors Atkin and Mrs Farrington (Conservative Group).

HCS/68 **APOLOGIES**

Apologies for absence were received from Councillors Richards and Taylor (Labour Group).

HCS/69 **MINUTES**

The Open Minutes of the Meeting held on 26th November 2015 were noted and approved as a true record and signed by the Chairman.

HCS/70 **DECLARATION OF INTEREST**

Councillor Mrs Coe declared an interest in Item 12 Housing Revenue Account Budget, Financial Plan and Proposed Rent 2016/17 by virtue of being a Member of the Overview and Scrutiny Committee.

HCS/71 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/72 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/73 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE**HCS/74 PRESENTATION OF ICON ATHLETES – SOUTH DERBYSHIRE TALENTED ATHLETES**

Hannah Peate, Sport & Health Partnership Manager, Emma Pass, Community Sport Activation Officer and Chloe Maudsley of Derbyshire Sport introduced the South Derbyshire ICON Athletes:

<i>Sam Boyle</i>	19	<i>Fencing</i>
<i>Rebecca Brayer</i>	15	<i>Triathlon</i>
<i>Eleanor Craig</i>	15	<i>Sailing & Yachting</i>
<i>Gareth Griffiths</i>	16	<i>Hockey</i>
<i>Jessica Lear</i>	14	<i>Taekwondo</i>
<i>Matthew Lear</i>	15	<i>Taekwondo</i>
<i>David Marklow</i>	18	<i>Shooting</i>
<i>Ross Orme</i>	17	<i>Canoeing</i>
<i>Lewis Richardson</i>	14	<i>Taekwondo</i>
<i>Liam Richardson</i>	16	<i>Taekwondo</i>
<i>Christopher Steeples</i>	23	<i>Swimming</i>
<i>Lewis White</i>	15	<i>Swimming</i>
<i>Caitlin Williams</i>	12	<i>Gymnastics</i>

The Members commended the athletes on their achievements to date and the Chairman thanked them for attending the Meeting.

HCS/75 STAR SURVEY 2015

The Performance and Policy Manager delivered the report to the Committee.

The Chairman praised the work of the officers involved and the results achieved.

RESOLVED:-

- 1) Members noted the findings of the recent all tenant satisfaction STAR survey.**
- 2) Members approved the follow-up actions arising out of the survey, as detailed at 3.20 in the report.**

HCS/76 NEW TENANCY AGREEMENT

The Performance and Policy Manager presented the report to the Committee.

Queries and comments raised by Members relating to tenants' access to the documentation and guidance, rent payment frequency, tenancy terminations, joint tenancies and the easy-read guides on the website were noted and responded to.

Councillor Rhind proposed that Recommendation 1.3 to the Report be amended, to the effect that the matter be returned to the next Committee to review the feedback from the consultation process and to then approve the issue of a Notice of Variation to Council tenants, therefore deferring Recommendation 1.4. The proposal was agreed by the Committee.

RESOLVED:-

- 1) ***Members noted the Council's proposed new Housing Tenancy Agreement and legal contract.***
- 2) ***Members noted that the key changes to the draft agreement have been sent out for consultation to all tenants via the serving of a Preliminary Notice of Intention to serve a Notice of Variation, pursuant to Section 103(2) of the Housing Act 1985, as contained in Appendix 1 to the report, on 25th January 2016.***
- 3) ***That Officers return to this Committee on the 10th March 2016 with feedback from the consultation process and in advance of a Notice of Variation being served on Council tenants.***

HCS/77 **CHESTNUT AVENUE COMMUNITY FACILITY**

The Director of Community and Planning Services presented the report to the Committee.

Councillor Dunn, as local ward Member, expressed his appreciation of the scheme and the phased transfer to community management, but stated that appropriate training was required to support the individuals involved. The Director confirmed that this support and engagement would be provided.

Councillor Harrison queried the lack of a community group constitution and a co-opted Member to represent the Council. The Director acknowledged these issues and confirmed that they would be resolved as the matter progressed.

Councillor Mrs Coyle queried the absence of this item in the medium term financial plan and the availability of any grants. The Director explained that the Council had received assistance with the build costs, but as a Council asset it was not eligible for many grants, although all were considered. Although the start-up costs fell to the Council, these will reduce year on year as the management transfers to the community.

RESOLVED:-

Members agreed to recommend to the Finance and Management Committee a start-up revenue budget of £32,889 in 2016/17, £16,875 in 2017/18 and £13,572 in 2018/19 to manage the Council's new community facility at Chestnut Avenue.

HCS/78 **INCOME MANAGEMENT POLICY**

The Housing Operations Manager presented the report to the Committee.

RESOLVED:-

Members approved the introduction of the South Derbyshire District Council Income Management Policy.

HCS/79 **HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN AND PROPOSED RENT 2016/17**

The Director of Finance and Corporate Services presented the report to the Committee.

Comments and queries raised by Members relating to the right to buy eligibility with regard to the new housing stock, the current position in relation to attempts to acquire properties at Rowley Court, Swadlincote and the position relating to supported housing were noted and responded to.

The Chairman proposed an amendment to Recommendation 1.1 to the Report, to the effect that the rent level, in relation to tenants in sheltered accommodation only, be deferred to the 18th February 2016 Finance and Management Committee. The proposal was agreed by the Committee.

RESOLVED:-

- 1) That Council House Rents be reduced by 1% for Tenants with effect from 1st April 2016 in accordance with provisions contained in the Welfare Reform and Work Bill 2015/16.***
- 2) That rents for tenants in Sheltered Accommodation be referred to the Finance and Management Committee on 18th February 2016, pending confirmation of regulations in the final Welfare Reform and Work Bill.***
- 3) That the proposed estimates of income and expenditure for 2016/17, together with the 10-year Financial Plan for the Housing Revenue Account, as detailed in Appendix 1 to the report, be considered and referred to the Finance and Management Committee for approval.***

HCS/80 **COMMITTEE WORK PROGRAMME 2015/16**

It was noted that the Item New Tenancy Agreement be re-entered against the 10th March 2016 Committee date.

RESOLVED:-

Members considered and approved the updated work programme.

Councillor Atkin left the Meeting at 7.15pm.

HCS/81 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

MINUTES

The Exempt Minutes of the Meeting held on 26th November 2015 were received.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed that no questions had been received.

LEASE OF WINDING HOUSE AT WOODHOUSE RECREATION GROUND TO SWADLINCOTE BOXING ACADEMY (Paragraph 3)

The Committee approved the recommendations contained in the Report.

HOUSING REVENUE ACCOUNT – REVIEW OF UNIT MANAGER STRUCTURE (Paragraph 1)

The Committee approved the recommendations contained in the Report.

The Meeting terminated at 7.20pm.

COUNCILLOR J HEWLETT

CHAIRMAN

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	10th MARCH 2016	CATEGORY: DELEGATED
REPORT FROM:	PERFORMANCE AND POLICY MANAGER	OPEN
MEMBERS' CONTACT POINT:	MARTIN GUEST (595940) martin.guest@south-derbys.gov.uk	DOC:
SUBJECT:	REVIEW OF TENANCY AGREEMENT	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCSO1

1. Recommendations

- 1.1 That Members agree the proposed changes set out in 3.4 so that the Council can finalise the new tenancy agreement following the formal consultation which took place with all tenants between 25 January and 22 February 2016.
- 1.2 That Members approve service of a Notice of Variation, pursuant to section 103 of the Housing Act 1985 on the 20 May 2016.

2. Purpose of Report

- 2.1 This report sets out the feedback from the formal consultation undertaken with all tenants and the revisions proposed for South Derbyshire District Council's Housing Tenancy Agreement. This document will affect all of South Derbyshire's existing secure and introductory tenants and will replace the current Tenancy Agreement and will be used to "sign-up" new tenants in the future.

3. Detail

- 3.1 The proposed changes to the new Tenancy Agreement, the formal consultation process and the planned timetable were outlined to Members in a report on the 4 February 2016.
- 3.2 The Council wrote to all its tenants on the 25 January 2016 to start the formal consultation process. This was through a detailed breakdown of all the proposed changes by serving a Preliminary Notice of Intention to serve a Notice of Variation pursuant to section 103(2) of the Housing Act 1985.

3.3 The Council received over 200 contacts from tenants following the receipt of this letter. Nearly all of those contacts required clarification and reassurance from Council officers about the process and what the consultation was about. Of those that responded and had comments about the proposed changes, the main points made were that they:

- Did not agree with changing from two weekly in advance to periodically in advance. Felt that the Council should have a two weekly payment cycle in place for both standing orders and direct debits.
- Had concerns regarding the pets' policy and having more than 1 pet.
- Had concerns about not being able to have a gas heater in the property.

3.4 This feedback was then discussed by tenants' representatives and officers at a meeting on the 26 February 2016. Recommendations over what changes needed to be made following this feedback were then proposed. These proposed changes with officer/tenant recommendations have been collated in Appendix 1. Following this meeting it is proposed that both the new Tenancy Agreement and the Notice of Variation are updated as below to reflect the following change:

- 6.10 - We will not normally give permission for a dog or cat in a flat that shares a communal entrance, however visiting pets would be allowed providing they didn't cause a nuisance.

Next Steps

3.5 The Council will serve a Notice of Variation, pursuant to section 103 of the Housing Act 1985, on the 20 May 2016 on all tenants. This will be served by hand by Council officers/representatives over the weekend of the 20-22 May as part of the delivery of the summer edition of Housing News. The new tenancy agreement will then come into effect on Monday 27 June which will be not less than 4 weeks after the service of this notice.

4. Financial Implications

4.1 None

5. Corporate and Community implications

5.1 Providing services that meet the needs and aspirations of customers is a key aim of the Service and Council and delivers on several Corporate Plan outcomes.

Background Papers

- Report to Housing and Community Services on the 4 February 2016 – New Tenancy Agreement
- Online consultation information contained on the South Derbyshire website <http://www.south-derbys.gov.uk/housing/consultations/default.asp>

Appendix 1 – Proposed changes to the new Tenancy Agreement following consultation with all tenants

Address	Date	Comments	Recommended change	Other action taken/further information
Swadlincote	26.01.16	Issue raised regarding payment methods. SDDC should have 2 weekly payment method in place in order to pay 2 weeks in advance and 2 weeks in arrears this will enable tenants to meet the requirement to pay fortnightly in advance for both standing orders and direct debits. Concerned about the wording under 3.4 changing from 2 weeks in advance to periodically in advance.	Following discussions with tenant representatives explaining the rationale for the change, it was agreed to proceed with the proposed changes under 3.4 of the new tenancy agreement.	<p>We are looking to bring in options for Direct Debit for our tenants to be able to pay on 4 dates a month in 2016/17. This would still be done on a monthly cycle. Standing order can be done on a weekly, fortnightly or monthly basis.</p> <p>An explanation was given to tenant representatives over the rationale for change from 2 weekly to periodic. This gives the Council the opportunity, if required, to move to monthly rents in the future in line with Universal Credit and other national policy changes.</p>
Newhall	29.01.06	Concerned regarding pets tenancy states 1 pet they have 2.	Following discussions with tenant representatives we have amended 6.10 of the new tenancy agreement to reflect the concern around friends and family with pets visiting tenants.	This is in line with the Council's existing pet conditions and the new wording gives tenants the opportunity to request permission for additional pets from the Housing Management Team.
Newhall	29.01.06	<p>a) Change from 2 pets to 1.</p> <p>b) Point 7.7 Gas Heaters are not permitted following the removal of gas fire.</p>	<p>Following discussions with tenant representatives we have amended 6.10 of the new tenancy agreement to reflect the concern around friends and family with pets visiting tenants.</p> <p>Dangerous liquids change under 7.7 of the new tenancy agreement was accepted by tenant representatives, pending any changes from Derbyshire Fire and Rescue Service.</p>	<p>This is in line with the Council's existing pet conditions and the new wording gives tenants the opportunity to request permission for additional pets from the Housing Management Team.</p> <p>The query on the heater relates to 'In particular you must not use bottled gas, paraffin, petrol or anything else that may be dangerous or a fire risk' which is different to the existing which states 'you can keep the amount of bottled gas, paraffin or other dangerous material that you reasonably need'. Tenants agreed the wording was fine subject to confirmation from the Derbyshire Fire and Rescue Service. Awaiting feedback from the Fire and Rescue Service.</p>

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	10th MARCH 2016	CATEGORY:
REPORT FROM:	DIRECTOR OF COMMUNITY AND PLANNING	OPEN:
MEMBERS' CONTACT POINT:	VICKY SMYTH 01283 595776 vicky.smyth@south-derbys.gov.uk	DOC:
SUBJECT:	SOUTH DERBYSHIRE DEMENTIA FRIENDLY COMMUNITY	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS 07

1.0 Recommendations

1.1 Members approve South Derbyshire District Council to act as a co-ordinating body for the South Derbyshire Dementia Action Alliance that will support development of a Dementia Friendly Community model in South Derbyshire.

2.0 Purpose of Report

2.1 To inform members about the Alzheimer's Society Dementia Friendly Community initiative.

2.2 To approve South Derbyshire District Council to act as a co-ordinating body for the South Derbyshire Dementia Action Alliance.

3.0 Detail

3.1 The Alzheimer's Society and others are working in partnership to support communities that want to become dementia friendly.

3.2 The latest figures for South Derbyshire show that 638 people are recorded as having dementia (0.78% of all registered GP patients). However many more may be effected by dementia that haven't been officially recorded.

3.3 South Derbyshire also has one of the fastest growing ageing populations in Derbyshire. By 2035, 26% of the population will be over 65, 13% will be over 75 and 5% will be over 85. This may increase the prevalence of dementia in the district and in turn put additional pressure on services moving forward.

3.4 Becoming a dementia friendly community will take a number of years, but will be a proactive approach to support people with dementia in South Derbyshire. This will be facilitated by forming a Dementia Action Alliance (DAA) in South Derbyshire. This is a vehicle to work towards 'Dementia Friendly Community' accreditation. The Alliance will co-ordinate work in the locality.

3.5 The Council has been approached by members of the local community that are starting to form a Dementia Action Alliance. They have asked the Council to act as the co-ordinating body for South Derbyshire accreditation. The Alliance will then work towards making South Derbyshire a Dementia Friendly Community.

3.6 Dementia friendly communities support people with dementia to enable them to live well in the community. Some ways in which this can be achieved include:-

- Shaping communities around the views of people with dementia and their carers
- Ensuring early diagnosis, personalised and integrated care is the norm
- Maintaining independence by delivering community based solutions
- Appropriate transport
- Challenging stigma and building awareness
- Befrienders helping people with dementia engage in community life
- Easy to navigate physical environment
- Ensuring that activities include people with dementia
- Businesses and services that respond to customers with dementia
- Empowering people with dementia and recognising their contribution

Building dementia friendly communities: A priority for everyone, Alzheimer's Society, 2013

3.7 This approach also links to the South Derbyshire Health and Wellbeing Group priority of 'supporting the health of older people in their own homes'. As such, Public Health are supporting the initiative with both financial support (£2,700) and significant development worker time. Additional in kind support will also be provided by South Derbyshire District Council, CVS, the Alzheimers Society and numerous local businesses.

3.8 In addition, the initiative will support new Council Corporate Plan priorities and Adult Care priorities for the district. As well as linking to other local initiatives such as the 'Trusted Befriending Network' and 'Dementia Friends'.

3.9 A South Derbyshire Dementia Action Alliance Launch event is taking place on the 24th February to promote local enthusiasm, engage local partners and establish a local action plan. This session will be followed by a 'Dementia Friends' awareness session.

3.10 Local delivery in South Derbyshire will be achieved through the work of the South Derbyshire Action Alliance with support from the Health and Wellbeing Group. The approach fits well with our existing Healthier South Derbyshire partnership brand.

4.0 Financial Implications

4.1 There will be no financial implications for the Council. Some in kind support will be offered by the Health Partnership Manager.

5.0 Corporate Implications

5.1 The services cut across many corporate agenda's and these are shown below: -

- Sustainable Growth and Opportunity

- The project supports promotion of The National Forest and opportunities available in it e.g. Walking For Health.
- Sessions are offered free to ensure good access for all.
- Sessions will be delivered in different Hub areas around the district.
- Lifestyle Choices
 - The Project promotes increased participation in physical activity and supports the development of a healthier lifestyle.
- Value for Money
 - Development of employees by up skilling the workforce.

6.0 Community Implications

- 6.1 The service proposals will have a significant impact on improving the health and wellbeing of South Derbyshire residents.

7.0 Conclusions

- 7.1 The Dementia Friendly Communities approach links to the Corporate Plan, individual service plans, the Community Strategy and the South Derbyshire Health and Wellbeing Locality Plan. It will provide an overall framework for making South Derbyshire a dementia friendly place to live and work.

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 9
DATE OF MEETING:	10th MARCH 2015	CATEGORY: DELEGATED
REPORT FROM:	DIRECTOR OF HOUSING & ENVIRONMENTAL SERVICES / DIRECTOR OF COMMUNITY & PLANNING SERVICES	OPEN
MEMBERS' CONTACT POINT:	MIKE HAYNES (ext. 5775) STUART BATCHELOR (ext. 5820)	DOC:
SUBJECT:	CORPORATE PLAN 2009-15: PERFORMANCE MANAGEMENT REPORT (1 October – 31 December 2015)	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

1.1 That progress against performance targets is considered and approved.

2.0 Purpose of Report

2.1 To report details of progress during the period 1 October to 31 December 2015, in relation to the Council's Corporate Plan 2009 –2015. These are relevant to this Committee under the 'Safe & Secure' and 'Lifestyle Choices' themes. Please note until the new Corporate Plan is reviewed and agreed, the progress for Quarter 3 is measured against performance targets set in the Council's Corporate Plan for the period 2009 –2015.

3.0 Detail

3.1 This Committee is responsible for overseeing the delivery of the following outcomes:

Safe & Secure

- *Delivering a range of housing provision and services that address community requirements*
- *Safer communities*

Lifestyle Choices

- *Delivering community based recreational and cultural activities that promote a healthier lifestyle*
- *Helping the community reduce its 'environmental footprint'*

3.2 Details are provided in the following appendices:

- Appendix A - Progress against key projects
- Appendix B - Progress against performance measures

☑ Appendix C – Managing risks

3.3 The headline performance is that all key projects and performance measures have been achieved, except for two measures and one project within the ‘*Safe and Secure*’ theme and two measures within the ‘Lifestyle Choices’ theme. These are listed below:

- SM 09 - Effectiveness of local authority actions to reduce incidents of fly tipping
- SM 11 - Reduction in the number of domestic Burglaries per 1,000 population
- LM 05 - Number of cultural activity participations
- LM 04 - Number of play scheme participations
- SP NEW – Implement new tenancy agreement

More details on the reasoning and any remedial action being taken can be found in the associated appendices.

4.0 Financial Implications

4.1 None directly

5.0 Corporate Implications

5.1 None directly

6.0 Community Implications

6.1 The Council aspires to be an “excellent” Council in order to deliver the service expectations to local communities. This report demonstrates how priorities under the ‘*Sustainable Growth & Opportunity*’ themes contribute to that aspiration.

Appendix A: Life Style Choices: Projects 2015/16 Q2

LP 01 - Support local communities in delivering cultural events across the district			
Quarter	Task	Progress	Status
1	Deliver: <ul style="list-style-type: none"> Liberation Day Festival of Leisure Deliver the Glade in The Forest programme, including: <ul style="list-style-type: none"> Dance in the Forest 	Liberation Day, Festival of Leisure and Dance in The Forest successfully delivered. Also delivered The Tale of Benjamin Bunny as part of The Glade programme.	Green
2	Deliver the Glade In The Forest programme, including: <ul style="list-style-type: none"> Last Night of the Proms Support the delivery of National Play Day.	National Play Day and Last Night of the Proms delivered.	Green
3	Deliver the Swadlincote Christmas Lights Switch On.	The lights switch on took place on Friday, November 27 as part of three days of festivities. Thousands of people enjoyed a wide variety of entertainment as well as a farmers' market and a craft fair hosted by Sharpe's Pottery Museum.	Green
4	Support the delivery of the Pancake Races. Agree 2016/17 programme.		

LP 02 - Deliver improved leisure facilities for the community.			
Quarter	Task	Progress	Status
1	Commence redevelopment works for the Grove Hall. Procure building works at Cockshut Lane, Melbourne.	Grove Active project building works commenced. Procurement continuing for clubhouse, tennis courts and Artificial Grass Pitch.	Green

Appendix A: Life Style Choices: Projects 2015/16 Q2

LP 02 - Deliver improved leisure facilities for the community.			
Quarter	Task	Progress	Status
2	Complete building works at Grove Hall. Commence building works at Cockshut Lane, Melbourne.	Clubhouse building works commenced on September 1. Artificial grass pitch construction began on September 7.	Green
3	Install youth facilities at Newhall Park.	All funding in place and contracts signed. Works due to start early 2016.	Green
4	Continue to progress building works Cockshut Lane, Melbourne.		

LP 03 - To increase levels of participation in sport and physical activities			
Quarter	Task	Progress	Status
1	Continue to deliver the 'Igniting the Legacy' project. Deliver: <ul style="list-style-type: none"> National Forest Walking Festival 	Igniting the Legacy project continues to be delivered with a range of partners. National Forest Walking Festival delivered with 74 walks and 1,111 walkers - an increase of 9 per cent on last year.	Green
2	Deliver summer play and sport schemes, including new provision.	Summer Holiday Playscheme programme successfully delivered.	Green
3	Delivery of: <ul style="list-style-type: none"> Local Sports Awards Delivery of physical Inactivity fund project 	Local South Derbyshire Awards held and support given to the County Awards. Physical Inactivity fund continues to be delivered with the Parklife project being a key success for this fund particularly.	Green

Appendix A: Life Style Choices: Projects 2015/16 Q2

LP 03 - To increase levels of participation in sport and physical activities			
Quarter	Task	Progress	Status
4	Produce a programme of activities linked to 2016 flagship sporting events.		

LP 04 - Engage people in reducing their 'environmental impact.' through the Environmental Education and Open Spaces projects			
Quarter	Task	Progress	Status
1	Deliver: <ul style="list-style-type: none"> • 4 x conservation task days • 3 x environmental events Produce Parklife leaflet. Set up Wildlife Group at Swadlincote Woodlands	Task days held at Rosliston: April 14, May 8, May 13, May 19. Environmental events: Dawn Chorus, 'Creature Features (Env Forum); Science event; 2 x wildlife watch; 2 x workshops at Festival of Leisure; 3 x heritage walks Conservation day at Appletree Meadow – April 26 Conservation days at Swadlincote Woodlands – April 7; May 5; June 2 and June 18 Parklife leaflet produced and distributed 26 week Butterfly Transect established at Swadlincote Woodlands – weekly counts undertaken	Green
2	Deliver: <ul style="list-style-type: none"> • 4 x conservation task days • 2 x environmental events Achieve Green Flag Award at Eureka Park and Maurice Lea Memorial Park.	Four conservation task days delivered at Swadlincote Woodlands and two at Coton LNR. Environmental events: Orchard Day x 2; Nightworld; 7 x Wildlife Watch; 2 x heritage walks; pond workshop (Env Forum). 1 x conservation task at Rosliston (TCV) Green Flag Awarded to Eureka Park and Maurice Lea Memorial Park in July.	Green

Appendix A: Life Style Choices: Projects 2015/16 Q2

LP 04 - Engage people in reducing their 'environmental impact.' through the Environmental Education and Open Spaces projects			
Quarter	Task	Progress	Status
3	<p>Deliver:</p> <ul style="list-style-type: none"> tree planting activities in 3 x parks 4 x conservation task days 2 x environmental events. <p>Progress Local Nature Reserve designation at Swadlincote Woodlands.</p>	<p>Tree planting has taken place in Eureka, Maurice Lea and Newhall Parks with schools and groups.</p> <p>Six conservation task days have taken place, including a community wood fuel event at Swadlincote Woodlands.</p> <p>Three Environmental events held at Rosliston and Swadlincote: Science Festival, Orchard Day (two days), Free Tree Giveaway (two days)</p> <p>Environmental task days at Rosliston for BT and Rolls-Royce.</p> <p>Contact made with Natural England to begin designation process. Draft Management Plan to be agreed.</p>	Green
4	<p>Deliver:</p> <ul style="list-style-type: none"> 4 x conservation task days 1 x Environmental Forum event 2x Environmental events <p>Submit Eureka Park and Maurice Lea Park Green Flag applications.</p>		

LP 05 - Reduce the number of vulnerable council tenants and private households experiencing fuel poverty			
Quarter	Task	Progress	Status
1		<p>The Green Deal funding stream was cancelled by the government and Solar PV and other renewables are under review. It affects both the Green Deal Loan and the Green Deal Home Investment Fund, the latter of which we were using for External Wall Insulation. The latest information is that the PV and others will have the FIT (Feed in Tariff) either removed or reduced. We are fortunate that the vast majority of our solid wall properties have now been completed under the old funding scheme. To review during Q2.</p>	Abandoned

Appendix A: Life Style Choices: Projects 2015/16 Q2

LP 06 - Deliver continuous improvement of the Council's environmental performance, through on-going accreditation to ISO 14001			
Quarter	Task	Progress	Status
1	Hold annual senior management review of EMS performance.	Annual senior management review held in Q1 with a positive attendance from SDDC and partner site management teams. Review considered the implications of pending ISO 14001 standard revisions and the full recertification audit scheduled for September 2015. Positives were taken from energy reductions across SDDC's estate and a steady improvement over the three year certification cycle in areas such a procedural control and legal evaluation.	Green
2	Prepare for and achieve accreditation to the amended ISO14001 through SGS external environmental audit.	External recertification audit to the newly revised ISO 14001 standard took place over the 2nd week in September. The audit team highlighted six non conformities to the new standard, issues which we must address. However, South Derbyshire District Council and partner sites have been successfully recommended for full certification to ISO 14001 FDIS 2015 (ISO 14001:2015) - making us one of the first organisations internationally to achieve this	Green
3	Progression of Non Conformance Reports arising from the external audit to close out	External recertification audit to the newly revised ISO 14001 standard took place over the second week in September. All identified non conformities to the new standard have been closed out / addressed, resulting in South Derbyshire District Council and partner sites being successfully certified to ISO 14001:2015.	Green
4	Ongoing programme of EMS activities. Delivery of internal audits and progression of Non Conformance Reports to close out		

Appendix A: Safe & Secure: Projects 2015/16

SP 01 - Facilitate new affordable housing for people unable to access the housing market			
Quarter	Task	Progress	Status
1	Draft Local Housing Needs Study draft report prepared.	Consultants draft report received.	Green
2	Finalise Local Housing Needs Study report.	Report finalised.	Green
3	Draft Affordable Housing Supplementary Planning document prepared.	Draft pending outcome of the Local Plan Part 1 as it is dependent on the affordable housing provisions approved in the document. The New Housing and Planning Bill will have a significant impact on the SPD. The intention is to now wait until this is finalised before consulting on a new SPD to avoid any abortive work etc.	On hold
4	Consult and finalise Affordable Housing Supplementary Planning document (subject to Local Plan Part 1 approval).		

SP 02 – Improve the condition of the current housing stock.			
Quarter	Task	Progress	Status
1	Continue to work towards the Committee approved 5 year Capital Improvements Programme. These works will include shower instalments, kitchens, bathrooms, re-wires, re-roofing and energy efficiency works.	Q1 56 kitchen replacements have been carried out, 101 new bathrooms fitted, 100 central heating upgrades and 72 electrical rewires have been undertaken, 10 roofs have been replaced and 74 shower and extractor fans have been fitted. A total of 339 properties have benefitted.	Green
2		Q1 to Q2, 113 kitchen replacements have been carried out, 230 new bathrooms installed, 187 central heating upgrades and 148 electrical rewires undertaken and 147 shower and extractor fans fitted. 519 properties have benefitted from this work.	Green

Appendix A: Safe & Secure: Projects 2015/16

SP 02 – Improve the condition of the current housing stock.			
Quarter	Task	Progress	Status
3		During Q1 to Q3 2015 (1 April to 31 December 2015), 158 kitchen replacements have been carried out, 275 new bathrooms installed, 247 central heating upgrades and 198 electrical rewires undertaken and 207 shower and extractor fans fitted.	Green
4			

SP 05 – Work with Partners to ensure diversionary activities are being delivered in 'target' locations			
Quarter	Task	Progress	Status
1	Discuss half term and summer provision at PFY group, identify hotspot areas/individuals and what activities are required.	£5,000 committed to providing summer activities in three urban parks (Newhall, Eureka and Maurice Lea). Other areas identified as hotspots where delivery is required; Etwall, Aston and Stenson.	Green
2	Commission and deliver activities for the summer holidays.	37 Summer activity sessions were held over the summer holidays at parks and recreation grounds within the urban core. Over 1,400 participants attended these sessions.	Green
3	Evaluate summer activities and identify if further sessions and activities are required during the autumn term period.	Identified a need for diversionary activities for Etwall and Swadlincote to address ongoing ASB issues. Currently looking at several options in Swadlincote, including using the Market Hall car park and opening the Rinkway Young Peoples Centre at night to allow access for young people.	Green
4	Liaise with Police and partners to identify hotspot areas for spring half term activities.		

Appendix A: Safe & Secure: Projects 2015/16

SP 06 - Ensure 'Safer Neighbourhoods' funding is being used effectively to combat local crime and disorder issues			
Quarter	Task	Progress	Status
1	Identify local issues and work with communities and partners to develop projects.	Application received for security measures at Aston Memorial Hall. Awaiting application from Friends of Newhall Park for application for funding towards Newhall Park Skate Park. Crime reduction advice visits provided to Aston Pavilion and Repton Scout Hut after a break in and damage occurred respectively. Both expected to submit applications for increased security.	Green
2		Application received and approved to provide CCTV at The Den in Repton (the base of the local Scout Group), for security shutters at Aston Rec, funding towards Newhall Sk8 Park and new locks at Aston Memorial Hall. Applications also received from Hilton School for widening the pavement for safety reasons and from Melbourne Parish Council for an upgrade to the existing CCTV system.	Green
3		Applications approved to provide CCTV at Etwall Cricket Club, widen pavement to improve safety for school users at Hilton Primary School and for CCTV in Melbourne.	Green
4			

SP 07 - Work with our Partners and communities to reduce acquisitive crime across the District			
Quarter	Task	Progress	Status
1	Programme in a number plate operation in each SNT area over summer. Deliver a shed security campaign as part of National Garden Week.	Number plate ops delivered in Hatton, Newhall and Findern Garden Centres and Melbourne. Information on shed security was given to local garden centres to give out when sheds were purchased.	Green

Appendix A: Safe & Secure: Projects 2015/16

SP 07 - Work with our Partners and communities to reduce acquisitive crime across the District			
Quarter	Task	Progress	Status
2	<p>Publicise and deliver number plate and property marking initiatives.</p> <p>React to any increase in dwelling / non-dwelling breaks by working with the Police.</p>	<p>10 number plate security ops have been carried out over the summer, with more than 300 cars secured. The ops took place all over the District, including Findern, Hatton, Melbourne, Midway, Overseal and Swadlincote.</p> <p>There has been an increase in non-dwelling thefts across Aston and Weston during the summer. Sheds and garages are being targeted, with a large number of power tools and bicycles stolen. The Safer South Derbyshire Partnership and Safer Homes scheme have leafleted the area offering free shed security visits to victims and residents.</p>	Green
3	Hold campaigns to raise awareness of Safer Homes Scheme.	New leaflets produced. These have been distributed around the District. Increase in referrals received from the new Police Vulnerability Unit.	Green
4	Plan future activity/ operations for spring and summer period.		

SP 08 - Work with Partners to promote Community Safety Campaigns locally+			
Quarter	Task	Progress	Status
1	Carry out bike marking and provide road safety information in schools as part of Bike to Work Week locally.	PCSO's attended 15 primary schools to security mark bikes and provided road safety advice as part of the SDDC Bike ability sessions.	Green
2	Attend local summer events to promote personal safety and property security.	<p>70 parents attended an awareness raising event at John Port School, Etwall, on July 7. The evening, organised jointly by the Police, MAT and the school, aimed to help parents understand issues around internet safety, sexting, legal highs and self-harming.</p> <p>PC Marriott and PCSO Beer joined Chris Smith</p>	Green

Appendix A: Safe & Secure: Projects 2015/16

SP 08 - Work with Partners to promote Community Safety Campaigns locally+			
Quarter	Task	Progress	Status
		in attending National Play Day at Maurice Lea Memorial Park in Church Gresley. The stall provided high-visibility items for children's bikes and leaflets on cycle safety. The police provided youngsters with the chance to have fingerprints taken and to dress up like a police officer.	
3	<p>Work with partners to deliver local campaign as part of National Hate Crime Awareness Week in October.</p> <p>Deliver a campaign around the Domestic Abuse 16 Days of action, including White Ribbon Day and Derbyshire Candle Lit Vigil.</p>	<p>Stop Hate UK information was distributed by SNT teams as part of Hate Crime Awareness Week.</p> <p>A candlelit vigil was held at Swadlincote Town Hall on 2 December to remember victims of Domestic Abuse. A White Ribbon Day event was also held in the town centre on 26 November. Members of the public were encouraged to sign a pledge to take a stance against Domestic Violence by signing a giant wooden white ribbon.</p>	Green
4	<p>Work with partners to deliver local campaign in schools around Safer Internet Day in February.</p> <p>Hold a local event to promote local DV and other support services as part of International Women's Day.</p> <p>Work with partners including schools to deliver local campaign around National Child Sexual Exploitation Awareness Day in March.</p>		

Appendix A: Safe & Secure: Projects 2015/16

SP NEW – Prepare Organisational response to the introduction of Universal Credits			
Quarter	Task	Progress	Status
1	Establish communication line with DWP, WRG. Schedule regular meetings with the Income Team Leader.	DWP communication lines established with regular monthly meetings. Temporary Income Team Leader appointed to help assist the delivery.	Green
2	Alternative software and effectiveness of Orchard capability.	The Orchard system has recently undergone a health check which highlighted issues that need to be addressed. We'll be undertaking the necessary work to make the improvements required to the system during Quarter three.	Green
3	Monitor and assessing impact changes.	New performance reporting process has been drafted to monitor impact. A small number of claims have been received and are being carefully managed by the Housing Team.	Green
4	N/a	N/a	N/a

SP NEW – Implement Derbyshire Careline Partnership			
Quarter	Task	Progress	Status
1	Procurement of new alarms Monitoring equipment underway. Operational arrangements under review ready for go live.	Procurement on track, responses received and evaluation to take place in late July. Operational management group have met to review operational policies and procedures to align them to the new delivery model. Met with legal representatives to review and finalise the company structure needed to deliver the partnership.	Green
2	Procurement complete and contract signed in August 2015. Work underway to set up company structure to deliver the new Careline Partnership.	Meetings have taken place with legal representatives to progress the company structure set up. The Procurement process has been completed and an implementation plan has been developed.	Green
3	Companies set up and operational arrangements finalised. System build	Derbyshire County Council has significantly reduced its funding to the project, which has raised concerns about its viability. DCC to confirm its	Amber

Appendix A: Safe & Secure: Projects 2015/16

SP NEW – Implement Derbyshire Careline Partnership			
Quarter	Task	Progress	Status
	underway to deliver on scheduled launch date.	financial position and offer before a decision is made between all parties whether to continue with the project.	
4	Soft launch of the Partnership across Bolsover, Chesterfield and South Derbyshire districts with a full go live April 1 2016.		

SP NEW – Implement new Tenancy Agreement			
Quarter	Task	Progress	Status
1	Draft amended tenancy agreement to take into account changes in legislation and policy. Produce easy read guide for current tenancy agreement.	Initial draft of tenancy agreement produced following consultation with staff and Tenants Panel. Easy read tenancy agreement produced following consultation with Tenants Panel.	Green
2	Set out timetable for implementation of new agreement.	Final version produced after consultation with staff, tenants and Legal. Preliminary Notice of Variation to be issued in October followed by Notice of Variation in December.	Green
3	Notice of Variation issued and new agreement in place. Easy read guide updated to reflect new agreement	Due to unforeseen delays with regard to the legalities, the preliminary Notice of Variation was delayed until 25 January and the Notice of Variation will now be issued in May 2016. The process will now be completed in Quarter 1 of 2016/17.	Red
4	Complete.		

Appendix A: Safe & Secure: Projects 2015/16

SP NEW – Council Housing New Build & Regeneration Programme			
Quarter	Task	Progress	Status
1	Two new build developments on site.	Pennine Way, Swadlincote, and Coton Park, Linton. are on site.	Green
2	Complete initial site appraisal for HRA/GF land.	We are now on site at Lullington Road, Overseal. Initial site appraisals have been completed and architects are working on site layout options.	Green
3	Complete site appraisals for phase two.	Three sites are now live – Pennine Way, Swadlincote, Lullington Road, Overseal and Coton Park, Linton. All site appraisals have been completed.	Green
4	Propose phase two development scheme & practically complete one new build.		

SP NEW – Housing Strategy			
Quarter	Task	Progress	Status
1	Review key housing issues and hold visioning event for internal stakeholders.	Visioning event held with key internal stakeholders and strategic outcomes agreed.	Green
2	Carry out consultation exercise on the strategic outcomes.	Consultation exercise undertaken in August with key stakeholders and partners. The draft Housing Strategy is complete, with a members briefing held.	Green
3	Finalise draft strategy for Committee Approval.	Approved at January committee.	Green
4	Complete	N/A	

Appendix B: Lifestyle Choices Performance Measures 2015/16 (October 1 – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
LO 1- Deliver community based recreational & cultural activities that promote 'healthier lifestyles'.	LM 01 - Adult participation in sport (Proxy measure)	34.6%	N/a	N/a	Proxy	35.6%	Proxy	Annual figure reported by Sport England.
	LM 02 - Number of leisure centre participations	825,616	192,654	200,112	Green	757,502	Green	Etwell – 96,543 Green Bank – 103,569
	LM 03 - Number of sport, physical activity and health development participations	31,890	6,080	7,036	Green	25,000	Green	To date 22,701
	LM 04 - Number of play scheme participations	9,088	100	90	Red	7,000	Green	In terms of the quarter, inclement weather meant some sessions had to be cancelled. Overall, we are way above target for the year with 8,376 participations.

Appendix B: Lifestyle Choices Performance Measures 2015/16 (October 1 – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
	LM 05 - Number of cultural activity participations	9,059	5,960	5,228	Red	17,830* (new benchmark)	Green	In the quarterly breakdown, all except one event exceeded targets. Due to bad weather at the Christmas Lights Switch On, we had slightly less people attend. This is reflected in the quarter figure.
LO 2 - Helping the community reduce its 'environmental footprint'.	LM 06 - Number of environmental learning activity participations	9,009	1,250	2,011	Green	5,000	Green	1,869 - EEP 142 - OSD.
	LM 07 - Energy Efficiency-average SAP (2009) rating of the Council's housing stock	62	62	62	Green	62	Green	

Appendix B: Lifestyle Choices Performance Measures 2015/16 (October 1 – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
	LM 08 - Reduction in energy consumption from the Council's own operational centres	437.37 MWh	60.30 MWh	129.20 MWh	Green	241.20 MWh/5%(KWH per m2)	Amber	Positive 9.45% reduction over Q3. Continued savings at the leisure centres as a result of refurbishment work improving building efficiency.

Appendix B : Safe & Secure Performance Measures 2015/16 (1 October – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
SO 1 - Delivering a range of housing services that address community requirements.	SM 01 - Number of homes vacant for more than six months.	285	N/a	219	Green	<344	Green	There are 219 empties over six months and 102 over two years. A list by address was sent to Matt Holford by Elaine Woolley, as requested, for the exercise he is to carry out on reducing the numbers as part of the Council's strategy.
	SM 02 - Gross number of affordable homes delivered (Proxy Measure).	62	N/a	N/a	Proxy	N/a	Proxy	33 Council new build units are on track to be delivered in quarter four.
	SM 03 - Average time (in working days) taken to re-let Council homes.	17.1 days	<21 days	17.3 days	Green	<21 days	Green	
	SM 04 - Proportion of repairs carried out 'first time' by the Council's Direct Labour Organisation.	99%	95%	Not available	Amber	95%	Green	Administration issues with Orchard system. Figures to be reported back next month.

Appendix B : Safe & Secure Performance Measures 2015/16 (1 October – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
	SM 05 - Number of homeless presentations (Proxy measure) .	134	N/a	36	Proxy	N/a	Proxy	
	SM 06 Average length of stay (in weeks) of households which are unintentionally homeless and in priority need in Bed & Breakfast accommodation (Proxy measure) .	3.96 weeks	< 8 weeks	1.3 weeks (148/16/7)	Green	< 8 weeks	Green	
	SM 07 - Number of new completed applications to join the Housing Register. (Proxy Measure) .	583	N/a	127	Proxy	N/a	Proxy	
	SM 08 - Number of households on the housing register (Proxy measure) .	1,046	N/a	1,023	Proxy	N/a	Proxy	

Appendix B : Safe & Secure Performance Measures 2015/16 (1 October – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
SO 2 - 'Safer' Communities	SM 09 - Effectiveness of local authority actions to reduce incidents of fly tipping.	Grade 1 (very effective)	Grade 1 very effective	Not Effective (Grade 3)	Red	Grade 1 (very effective)	Red	Fly tipping has increased by 38% compared to the equivalent period last year. In response, we have taken three successful prosecutions since June. Our Wardens are prioritising investigations where they find leads, have increased the deployment of surveillance cameras in hot-spots and used press and social media to encourage householders not to give 'man in van' waste operators any trade unless they can prove they are legitimate.
	SM 10 - Reduction in the number of Anti Social Behaviour (ASB) calls to service.	2,893	722	646	Green	2,888	Green	

Appendix B : Safe & Secure Performance Measures 2015/16 (1 October – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
	SM 11 - Reduction in the number of domestic Burglaries per 1,000 population.	3.69	0.92	1.41	Red	3.68	Red	Targeted work is being done in hotspot areas (Swadlincote, Newhall and Church Gresley) to leaflet drop homes promoting Safer Neighbourhoods Scheme and how to protect your property.
	SM 12 – Reduction in the number of incidents of vehicle thefts (theft of and theft from vehicles) per 1,000 population.	4.01	1.00	0.93	Green	4.00	Green	
	SM 13 – Reduction in the number of incidents of Criminal Damage per 1000 population.	6.16	1.54	1.32	Green	6.16	Green	
	SM 14 - Increase the proportion of premises that meet the Food Rating Scheme of five stars.	76.1	>75%	76.7% (451 of 588)	Green	>75%	Green	

Appendix B : Safe & Secure Performance Measures 2015/16 (1 October – 31 December 2015)

Outcome	Measure	Actual / Out turn 2014/15	Target Quarter 3 2015/16	Actual Quarter 3 2015/16	Quarter Status	Annual Target 2015/16	Status	Comments/ Remedial Action
	SM 15 - Reduce the proportion of premises that meet the Food Rating Scheme of 0 to 2 Stars.	4.1%	<5%	4.1% (24 of 584)	Green	<5%	Green	
	SM 16 - Improved street and environmental cleanliness in terms of litter, detritus, dog fouling and weeds to above grade C as defined in the Codes of Practice for Litter and Refuse.	95%	95%	97%	Green	95%	Green	
	SM17 –% of environmental disputes improved based on customer feedback.	>75%	>75%	75% (142 of 189)	Green	>75%	Green	

Appendix C: Managing Risks– As at 30 June 2015

Risk Description	Likelihood	Impact	Mitigating Action
Safe & Secure			
Loss of Homelessness Grant <i>Main Responsible Officer – Director of Housing and Environmental Services)</i>	Treat the Risk	Remains Low	Continue to lobby County Council colleagues to maintain the grant in future years.
Increase in the level of current tenant rent arrears <i>Main Responsible Officer – Director of Housing and Environmental Services)</i>	Treat the Risk	Medium	Performance management, target setting and adherence to collection procedures.
Costs of Housing Enforcement <i>Main Responsible Officer – Director of Housing and Environmental Services)</i>	Treat the Risk	Low	Adherence to procedures to ensure appropriate enforcement action is taken, recharge policy and explore framework agreement with contractors to reduce costs
Lifestyle Choices			
Failure of/or attraction of Contractor managing facilities - closure of facilities for a period. Costs of staffing and equipment. <i>Main Responsible Officer – Director of Community and Planning Services)</i>	Tolerate the Risk	Remains Low	Contracts in place. Leisure Centre contract renewed in 2011.
Litigation/claims for accidents at play areas - injury to member of public. <i>Main Responsible Officer – Director of Community and Planning Services)</i>	Treat the Risk	Remains Medium	Inspections carried out by dedicated member of staff. New play areas are designed to meet current standards. Need to arrange further back up cover for inspections when Inspector is absent.
Dilapidation of Leisure Community facilities <i>Main Responsible Officer – Director of Community and Planning Services)</i>	Treat the Risk	Remains Low	Annual review of risk

Appendix C: Managing Risks– As at 30 June 2015

Risk Description	Likelihood	Impact	Mitigating Action
Failure of Sharpe’s Pottery Museum <i>Main Responsible Officer – Director of Community and Planning Services)</i>	Treat the Risk	Remains Low	Annual review of risk
Failure of Business Plan for Rosliston Forestry Centre <i>Main Responsible Officer – Director of Community and Planning Services)</i>	Treat the Risk	Remains Medium	Annual review of risk
Poor quality performance data <i>(Main Responsible Officer – Directors and Head of Communications)</i>	Treat the risk	Low	Reviewed quarterly as part of the performance reporting process.

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	10th MARCH 2016	CATEGORY: DELEGATED
REPORT FROM:	DIRECTOR OF COMMUNITY AND PLANNING SERVICES / DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES	OPEN
MEMBERS' CONTACT POINT:	STUART BATCHELOR (EXT. 5820) / MIKE HAYNES (EXT.5775)	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME 2015/16	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

Housing and Community Services Committee – 10th March 2016
Work Programme 2015/16

Work Programme Area	Date of Committee meetings	Anticipated completion date	Submitted to Council target date	Contact Officer (Contact details)
Review of Tenancy Agreement	10 th March 2016			Martin Guest Performance & Policy Manager (01283) 595940
South Derbyshire Dementia Friendly Community'	10th March 2016			Vicky Smyth Health Partnership Manager (01283) 595776
Housing Revenue Account – Review of Unit Manager Structure (Exempt report)	10 th March 2016			Mike Haynes Director of Housing & Environmental Services (01283 595775)
Open Space, Sport and Community Facility Strategy	21 st April 2016			Zoe Sewter Open Space and Facility Development Manager (01283) 5955753