

**THE MORAY COUNCIL**  
**MINUTE OF MEETING OF THE COMMUNITIES COMMITTEE**

**TUESDAY 23 SEPTEMBER 2014**

**COUNCIL OFFICE, ELGIN**

**Present**

Councillors E McGillivray (Chair), R Shepherd (Deputy Chair), G Alexander, G Coull, G Cowie, M Howe, M McConachie and A Wright (ex-officio).

Mr S Christie and Ms K Holmes, Tenant Representatives.

**Apologies**

Apologies for absence were intimated on behalf of Councillors J Allan, S Cree, P Gowans, B Jarvis, J Mackay and S Morton.

**In Attendance**

The Head of Housing and Property, the Acting Housing Needs Manager, the Housing Strategy and Development Manager, the Building Services Manager, the Asset Manager, Mrs L Rowan, Committee Services Officer as Clerk to the Committee.

**2. DECLARATION OF GROUP DECISIONS**

In terms of Standing Order 20 and the Councillor's Code of Conduct, there were no declarations from group leaders or spokespersons in regard to any prior decisions taken on how members will vote on any item on the Agenda nor any declarations of Members Interest in respect of any item on the Agenda.

**3. EXEMPT INFORMATION**

The Meeting agreed, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, that the public and media representatives be excluded from the Meeting during consideration of the Items of Business appearing at the relevant paragraphs of this Minute as specified below so as to avoid disclosure of exempt information of the class described in the appropriate paragraph of Part I of Schedule 7A of the Act.

<u>Para No. of Minute</u>	<u>Para No. of Schedule 7A</u>
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**4. WRITTEN QUESTIONS**

The Committee noted that no written questions had been submitted.

## **5. THE AFFORDABLE HOUSING PROGRAMME IN MORAY**

Under reference to paragraph 6 of the Minute of this Committee dated 23 April 2013, there was submitted a report by the Head of Housing and Property informing the Committee on progress on the affordable housing investment programme in Moray.

Following consideration, the Committee commended the Housing Strategy and Development Manager and his team for the work carried out in relation to affordable housing programme in Moray and thereafter agreed to:-

- (i) note the progress made on the provision of affordable housing in Moray as part of the Strategic Local Programme 2012-15 as set out in Section 4 of the report;
- (ii) progress the Council house building projects at Barhill Road, Buckie and Alexandra Road, Keith for inclusion in the Strategic Local Programme 2015-18;
- (iii) the purchase of the former Forres Health Centre site by the Council for future development for affordable housing; and
- (iv) note the establishment of a Project Board to oversee the implementation of the Council's new build programme.

## **6. HOMELESSNESS IN MORAY – ANNUAL REVIEW 2013/14**

Under reference to paragraph 12 of the Minute of this Committee dated 22 October 2013, there was submitted a report by the Head of Housing and Property presenting an analysis of homelessness in Moray throughout 2013/14 and a comparison with previous years. The report further set out future actions to tackle homelessness in Moray.

Following consideration, the Committee agreed:-

- (i) to note the analysis of homelessness as set out in Appendix 1 of the report; and
- (ii) the future actions to tackle homelessness in Moray as set out in Section 6 of the report.

## **7. MORAY HOME ENERGY EFFICIENCY PROGRAMME**

Under reference to paragraph 8 of the Minute of this Committee dated 29 April 2014, there was submitted a report by the Head of Housing and Property updating the Committee with progress on the Moray Home Energy Efficiency Programme.

Following consideration, the Committee commended the team involved in taking forward the Moray Home Energy Efficiency Programme and thereafter agreed:-

- (i) to note the progress made on the delivery on the Moray Home Energy Efficiency Programme during 2013/14 as set out in Section 4 of the report;

- (ii) to note the progress made on the Moray Home Energy Efficiency Programme for 2014/15 as set out in Section 5 of the report; and
- (iii) that further reports on programme progress will be presented to this Committee.

## **8. HOUSING AND PROPERTY SERVICES BUDGET MONITORING – 31 JULY 2014**

There was submitted and noted a report by the Head of Housing and Property presenting budget monitoring for the Housing Revenue Account (HRA) and General Services Other Housing Budget for the period to 31 July 2014 as set out in Appendix I and II of the report.

## **9. HOUSING INVESTMENT 2014/15**

There was submitted and noted a report by the Head of Housing and Property informing the Communities Committee of the position to 31 July 2014 for the Housing Investment Programme for 2014/15 as at 31 July 2014.

## **10. HOUSING SUPPORT ANNUAL REPORT 2013/14**

Under reference to paragraph 12 of the Minute of this Committee dated 18 June 2013, there was submitted a report by the Head of Housing and Property providing the Committee with the third annual report on the Council's housing support services and the positive impact this work has had on homelessness in Moray.

Following consideration, the Committee agreed:-

- (i) to note the third annual report of the housing support services;
- (ii) that a further report on the Council's approach to housing options will be presented to this Committee in May 2015; and
- (iii) that the next annual report of the housing support services will be presented to this Committee in August 2015.

## **11. SCOTTISH SOCIAL HOUSING CHARTER COMPLIANCE**

Under reference to paragraph 12 of the Minute of this Committee dated 29 April 2014, there was submitted a report by the Head of Housing and Property presenting the Committee with a draft Annual Charter Performance Report for tenants and other customers to ensure compliance with the Scottish Social Housing Charter.

Following consideration, the Committee commended the staff and tenants involved in preparing the Annual Charter Performance Report and thereafter agreed:-

- (i) to approve the draft Annual Charter Performance Report as set out in Appendix I of the report;

- (ii) that the first Annual Charter Performance Report will be issued to tenants and other customers week commencing 13 October 2014; and
- (iii) to note that a further report will be presented to this Committee in November 2014 setting out the Council's performance in relation to the key charter outcomes.

## **12. COUNCIL NEW BUILD LETTINGS PLAN**

Under reference to paragraph 4 of the Minute of this Committee dated 27 August 2013, there was submitted a report by the Head of Housing and Property providing the Committee with details of allocations carried out under the new build lettings plan between 1 April and 30 June 2014.

Following consideration, the Committee agreed:-

- i) to note the detail of the allocations to new build properties between 1 April and 30 June 2014 as set out in Section 4 of the report; and
- ii) that reports relating to allocations made under phase 4 of the Council's new build programme will be reported on a quarterly basis to this Committee.

## **13. INSPECTION OF HOUSING SUPPORT SERVICE BY CARE INSPECTORATE**

Under reference to paragraph 18 of the Minute of this Committee dated 11 December 2012, there was submitted a report by the Head of Housing and Property providing the Communities Committee with details of the inspection of the Council's Housing Support Service by the Care Inspectorate.

Following consideration, the Committee commended the Housing Support Service for the sustained grades it had achieved and thereafter agreed to note:-

- (i) the Care Inspectorate report; and
- (ii) that the service will implement the areas for improvement identified by the Care Inspectorate during 2014/15.

## **14. QUESTION TIME**

Councillor Howe sought clarification as to how long it takes for a kitchen installation from start to finish.

In response, the Building Services Manager advised that the target time for a kitchen installation was 3 weeks.

Thereafter Councillor Howe stated that she was aware of a tenant whose kitchen installation was still not completed after 2½ months.

In response, the Head of Housing and Property advised that he would speak with Councillor Howe following the meeting to investigate this matter further.

#### **15. BUILDING SERVICES TRADING OPERATION BUDGET 2014/15 – BUDGET MONITORING (PARA 9)**

There was submitted a report by the Head of Housing and Property presenting the budget monitoring information for the period to 31 July 2014 for the Building Services Trading Operation.

Following consideration, the Committee agreed to note:-

- (i) the financial information as at 31 July 2014 as set out in Appendix I of the report; and
- (ii) the new financial monitoring arrangements that have been introduced in Quarter 1 of 2014/15 as set out in Section 6 of the report.