



REPORT TO: COMMUNITIES COMMITTEE ON 22 AUGUST 2017

SUBJECT: HOUSING AND PROPERTY SERVICE PLAN 2016/17

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,
PLANNING AND INFRASTRUCTURE)**

1. REASON FOR REPORT

- 1.1 This report sets out the progress achieved in implementing the actions agreed within the Housing and Property Service Plan 2016/17.
- 1.2 This report is submitted to Committee in terms of Section III (G) (2) of the Council's Scheme of Administration relating to exercising all the functions of the Council as a Housing Authority.

2. RECOMMENDATION

- 2.1 **It is recommended that the Communities Committee considers and notes the progress that has been achieved in relation to the Housing and Property Service Plan 2016/19 as detailed in Section 4 of the report.**

3. BACKGROUND

- 3.1 On 21 June 2016, the Communities Committee agreed the Housing and Property Service Plan for 2016/19 (paragraph 5 of the Minute refers). The plan identified 36 key actions to be taken forward during the year 2016/17 with progress on the plan to be reported 6 monthly to this Committee. On 8 November 2016, progress on quarters 1 and 2 were reported (paragraph 11 of the Minute refers).

4. PROGRESS ACHIEVED

- 4.1 Actions were presented within the Service Plan under four priorities -
- Increase the supply of affordable housing and industrial portfolio
 - Tackle homelessness
 - Manage our assets effectively
 - Improve service quality

APPENDIX I provides details of the progress achieved in 2016/17.

4.2 A total of 22 actions were completed during the course of the year, three actions were removed from the plan due to the level of complexity involved, and in the vast majority of the remaining actions, significant progress has been achieved.

4.3 Actions removed

4.3.1 The three separate actions removed from the plan due to their level of complexity have been targeted for completion in 2017/18. They include:

- A review of internal charges relating to Property Services and the DLO;
- A review of the Out of Hours Service; and
- A review of Property Services and Design.

4.4 Progress status

4.4.1 A total of 6 actions were deemed to be nearing completion (90% +) and a further 2 actions have made significant progress in the year (80% to 85%).

4.5 Actions not achieved

4.5.1 A total of three actions have not been achieved. These include:

- The development of a database for the lease and sale of council properties is currently viewed as “low priority” by colleagues in ICT. The project is on a waiting list and will be completed, as and when resources become available.
- The acquisition of land for development of industrial units at the Enterprise Park, Forres has involved complex negotiations as well as the need to develop a robust business case. Progress has been made during the year but any potential acquisition will be completed in 2017/18.
- A number of repair and upgrade projects to the school estate as part of the B (condition) and B (suitability) programme were not completed. This was due to tendering problems but also a lack of external contractors who were willing to take on this type of work. Some changes to the tendering processes have since been made but the willingness of contractors to take on this type of work remains a significant challenge.

5. **SUMMARY OF IMPLICATIONS**

(a) Moray 2026 A Plan for the Future and Moray Corporate Plan 2015 - 2017

The Service Plan reflects the priorities outlined in the Moray 2023 plan and the Corporate Improvement Plan. It also reflects priorities identified in the preparation of the Council's Local Housing Strategy.

(b) Policy and Legal

There are no policy and legal implications to consider.

(c) Financial implications

There are no immediate financial implications arising from this report. Any financial implications arising from implementation of specific Service Plan actions will be met within existing budgets.

(d) Risk Implications

A risk assessment has been completed by the Service. Work will be carried out by December 2017 to review sectional risk assessments.

(e) Staffing Implications

There are no staffing implications arising from this report.

(f) Property

There are no property implications arising from this report.

(g) Equalities

There are no equalities issues arising from this report.

(h) Consultations

Consultation on this report has been carried out with senior managers in the Housing and Property Service, Paul Nevin, (Senior Solicitor), Deborah O'Shea (Principal Accountant), Catriona Campbell (Research and Information Officer) and Caroline Howie (Committee Services Officer). Any comments have been incorporated in the report.

6. **CONCLUSION**

6.1 This report provides progress on the actions that were identified within the Housing and Property Service Plan in 2016/17.

Author of Report: Richard Anderson, Head of Housing and Property
Background