



Adur Homes Decent Homes work programme 2013/14

Report by the Executive Head of Adur Homes Services

1.0 Summary

The report details:

- 1.1 the requirements of the Governments Decency Standards legislation
- 1.2 Adur Homes Services Decent Home strategy
- 1.3 the Capital 2013/14 programme categories for the housing stock.
- 1.4 the budget allocations to categories of work within the programme (Appendix A)

2.0 Background

- 2.1 A decent home is one which is weather tight, warm and has modern facilities. It is defined by various Government set criteria in order to achieve a common decency benchmark ensuring all social landlords work to the same goal.

2.1.1 A Decent Home must:

1) meet safety standards set out in the Housing Health & Safety Rating System (HHSRS) - statutory minimum standards for housing.

This Decent Home requirement replaced the previous standard as defined under section 604 of the Housing Act 1985 in April 2006

The rating system is based upon the calculation of risk of harm to persons using a dwelling. A total of 29 'hazards' which constitute a threat to health and safety are included, from falls through electrical hazards and damp and mould, to overcrowding.

The hazards are arranged in four main groups reflecting the basic health requirements. The four groups are sub-divided according to the nature of the hazards to which risk assessments can be applied if required.

Hazard Groups:

- Physiological
- Psychological
- Protection against infection
- Protection against accidents

2) be in reasonable state of repair.

Homes which fail to make this criterion are those where either:

- one or more key building components are old and, because of their condition, need replacing or major repair

or

- two or more other (non key) building components are old and, because of their condition, need replacing or major repair.

3) have reasonably modern facilities and services.

Homes which fail to make this criterion are those which lack three or more of the following:

1. a reasonably modern kitchen (20 years old or less)
2. a kitchen with adequate space and layout
3. a reasonably modern bathroom (30 years old or less)
4. appropriately located bathroom and WC
5. adequate insulation against external noise, where noise is a problem in the outer environment of the building. (standard double glazing is sufficient to meet this criteria)
6. adequate size and layout of common areas for blocks of flats (if applicable)

4) have a reasonable degree of thermal comfort.

requiring homes to have both effective insulation and efficient heating.

2.1.2 The criteria give rise to the following classifications:

- Decent Home - not requiring qualifying work.
- Non Decent Home - failing one or more of the four main criteria, therefore requiring work.
- Potentially non-decent home - currently meets the standard but likely to become non-decent in the short term.

2.2 Stock condition surveys

The current total Housing stock stands at 2,658 homes.

Stock condition surveys were undertaken in 2002 on 469 homes (15% of stock) as reported to Committee on 21st January 2003 and this information structured the Decent Homes Strategy and work programme at the time. A further 1,000 homes were surveyed in 2006/7 providing a total data base of approx 55% of the stock which developed the programme further and included outline Housing Health & Safety Rating System assessments.

Given the age of the data collected in the above surveys financial provision has been made to undertake new condition surveys of building components commencing 2014/15. This will provide new information that may restructure the longer term work programmes.

2.3.1 Current Decent homes position

The following outlines the achievements to date & the measures in place to meet the Decency Standard requirements.

2.3.2 Housing Health & Safety Rating System (HHSRS)

The stock condition surveys carried out to 1,000 homes in 2006 included outline HHSRS assessments, no properties in the sample were found to fail the standard and this is believed to be representative of the entire housing stock.

Further safeguards are in place at time of void inspections, including electrical & gas tests and visual inspection to identify any asbestos risk.

2.3.3 Reasonable State of Repair: Key Components

- i) External walls, structure & re-pointing
A programme of work to undertake essential repair and re-pointing continues.
Currently no major internal effect (e.g. water ingress) has occurred it is therefore debatable whether a proportion of these properties could be considered non decent.
- ii) Roof structure
No known major defects or failures.
- iii) Roof covering.

Flat & pitched roofs generally
A programme for the full replacement of old roofs will continue. Many are nearing the end of their useful life, and if needed, patch repairs are undertaken. As repairs of leaks & failures are dealt with urgently, roofs can be considered watertight until such time as necessity dictates replacement of pitched roofs or replaced during the ongoing flat roof programme.
- iv) Windows
External doors

The window replacement programme is complete, and all homes either have double glazing, or in the case of Spring Gardens secondary double glazing.

It has become apparent that many of the windows at The Green, Southwick (Sheltered Accommodation) are beyond economic repair and therefore replacement has been included in the 2014-15 programme of work.

Replacement & repair of individual windows or doors is undertaken during routine maintenance procedures, either funded from the Housing Revenue Account (HRA) or a small Capital allocation.

At some stage a new programme of window replacements will be required as systems installed from the mid 1980's onward reach the end of their effective life.
- v) Central heating boilers
Gas systems

Annual safety checks are carried out and any necessary repairs or replacements undertaken, also tests are carried out whilst properties are void. Any faults or failures occurring outside of the annual tests are dealt with under routine maintenance.

It remains evident that the high energy efficient boilers required by Government are failing and require replacement within 8 -10 years, several years less than that achieved by former traditional boilers. Adur Homes have approximately 2,000 such boilers and it has been identified that the majority of failures experienced are from leaking water casings and resultant damage to electronic components.

The manufacturer, and model of boilers currently in use are monitored to establish their performance and longevity to ensure new boilers and future installations maximise efficiency in accordance with Government requirements and represent value for money.

vi) **Electrical Systems**

The majority of electrical tests & upgrading work has been completed. Approximately 140 homes are outstanding and require test and reports during 2013-15 and a new rolling programme of Periodic Inspection Reports (re-testing) based on a ten year cycle will then be introduced.

Tests are also carried out whilst properties are void, also any faults or failures that may generally occur are dealt with under routine maintenance.

Portable Appliance Testing (PAT) funded from the HRA takes place annually in sheltered accommodation where there are communal facilities provided by the Council e.g. kitchen and laundry equipment, communal TV's etc.

2.3.4 **Reasonable State of Repair: Non - Key Components**

- i) central heating distribution system
gas fires
storage heaters

Annual gas servicing, void inspection work, testing etc are carried out as generally described in 2.3.3.

- ii) kitchen amenities
bathing amenities

Major repair or replacement, if required, undertaken during capital programme, or during routine and void maintenance procedures

2.3.5 **Thermal Comfort – efficient heating**

The Capital programme to install effective heating has been completed. The only remaining properties are those where residents have chosen to decline the offer of upgraded, or, replacement systems. The Council are still accepting applications where tenants have previously declined works, or from new tenancies where work is necessary.

There are no known properties without reasonable levels of effective heating, some may have partial heating either by choice or as installed during the former Tenants Homes Affordable Warmth programme (THAW).

2.3.6 **Thermal Comfort – efficient insulation**

- i) Cavity wall insulation has been installed where properties are suitable throughout the housing stock, therefore meeting the requirements.
- ii) The standard requires a minimum of 50mm roof space insulation based on the use of fibre glass wool.
The Council have generally provided a minimum standard thickness of 100mm, during work programmes in the 1990's. In addition over 700 homes have 200mm or more insulation following partnerships with 'Warmfront' and Gas Board 'here to help' initiatives in the past.

- iii) A minimum of 200mm roof space insulation for properties with night storage heating systems has been achieved during the above initiatives, and also arranged during decent homes kitchen & bathroom work. Kitchen and bathroom surveys will continue to include roof space inspections and if necessary homes with night storage systems will be upgraded to a minimum of 200mm of insulation.

2.3.7 Modern Facilities: Must not be lacking in three or more of the following:

- i) Kitchen 20 years old or less.
- ii) Kitchen with adequate space and layout.
- iii) Bathroom 30 years old or less.
- iv) Appropriately located bathroom & WC.
- v) Adequate noise insulation, where external noise is a problem (double glazing sufficient).
- vi) Adequate size & layout of common entrance areas to blocks of flats.

2.3.8 There is no true definition of what can be considered 'adequate'. Generally, all Council homes can be considered decent in the following categories:

Appropriately located bathroom & WC

All homes comply with the above requirement.

e.g. there are no homes no homes with principal bathroom facilities that are:

- directly off of the kitchen area.
- accessed through a bedroom, unless an adaptation for persons with disabilities.
- externally accessed.

Adequate noise insulation

All homes have double glazing, or in the case of Spring Gardens secondary glazing inside, all therefore qualify as adequate measures.

Adequate size & layout of common entrance areas to blocks of flats.

All communal ways have sufficient circulation space and effective layouts for use by tenants & visitors.

2.3.9 Kitchen with adequate space and layout

Generally sufficient space to cook, sink facilities, storage and work surfaces, power outlets and a space for white goods is considered to exist throughout the stock, However, it may be constrained by the physical size of the kitchen and therefore be limited in scope in some cases.

2.3.10 Kitchen 20 years old or less

Bathroom 30 years old or less

Work has been carried out in priority order as identified in the stock condition surveys and then applied geographically across the district.

These include the following:

- Kitchen & / or bathroom refurbishments following pre-start surveys.
- Disabled adaptations undertaken in the last ten years where kitchen &/or bathroom facilities have been improved.
- Facilities found decent on inspection.

- Homes where residents have declined works.
The option exists for tenants to decline work under decent homes, in such cases the home can be considered decent, until such time as the tenancy changes when re-assessment will be required.

Reasons for offers being declined include:

- Tenant satisfied with current facilities.
- Tenant has upgraded their own facilities.
- Tenant not wishing for disturbance.
- No reply from tenants following several attempts for access.

2.3.11 It is considered that under the standard that:

- no homes are seriously lacking in modern facilities (age failures of facilities are the most likely cause of failure)
- there remain no identified Housing Health & Safety Rating System failures.
- thermal comfort conditions have been met or exceeded.
- significant majority of homes are in a good state of repair

It is anticipated that homes becoming non decent by way of future disrepair, or age of facilities will continue throughout foreseen work programmes. Indications being that the non decency standard will level out at approximately 3.5 % for each future year. In the majority of cases these will be related to the age of facilities, but may not render homes non-decent.

The reintroduction of homes into the programme where previous tenants had declined work has also been taken into account.

3.0 Proposals

Capital Programme 2013-2014

3.1 The Capital programme categories and priorities have been compiled from current stock condition survey information, maintenance records, 'in house' technical knowledge and in some instances residents requests, with the objective to meet and maintain Decent Homes standards. The level of Capital finance available in future years will determine the progress through the programme and the level of the Decency Standard achieved throughout the stock.

3.1.2 Given the age of the data collected in previous stock condition surveys new surveys of building components are planned commencing 2014/15. This will provide new information that may restructure the long term work programmes.

3.2 Adaptations for tenants with disabilities

This element of the capital programme is demand led and therefore no programme for work can be compiled.

Adaptations represent an ongoing commitment to improve access and facilities in Council homes to meet specific needs of individuals with disabilities. Work being carried out at the request of W.S.C.C. Occupational Therapists or Medical Practitioners. Generally the work is carried out to Disabled Facility Grant mandatory criteria and in accordance with Adur Homes Services Adaptation policy & guidelines.

Such work includes:

- revision of bathrooms.
- Installation of level access or over-bath showers.
- improved kitchen layouts.
- provision of ramped access, widening of doorways.

- installation of stair lifts in homes.
- Installation of central heating (in specific circumstances).
- Other works in consultation Occupational therapists.

3.3 Recovering of flat roofs and associated work

Continuation of an existing programme which re-covers failing roofs, or those reaching the end of their designed life. Consideration is also given to improving insulation values if appropriate.

3.4 Re-pointing

Problems are being encountered with poor and failing pointing in a growing number of locations leading to the possibility of water penetration into homes.

Re-pointing can be considered essential work under the Decency Standards in order to maintain the structure and keep buildings watertight and habitable.

Re-pointing may not necessarily be required to all elevations or walls of each building. Replacement of other failing structural elements such as lintols, wall ties, eroding bricks & concrete repairs will also be carried out within this category.

3.5 Decent Homes Kitchen & Bathroom refurbishment

Ongoing programme

- 3.5.1 Previous Committees have already recognised the need to continue the kitchen and bathroom refurbishment programme by approving funds from 2003 onwards. Whilst it might be considered desirable to carry out a full kitchen and bathroom refurbishment programme throughout the stock it has never been viable given the financial constraints imposed from the outset. Annual finance available will dictate progress through the programme.

The programme therefore focuses on the condition & suitability of kitchen facilities and bathrooms in homes. Some properties already have modern style kitchens or bathrooms by way of previous routine maintenance, refurbishment work or tenant improvements and therefore may only require minor repair and upgrading works to bring them to standard.

Surveys are undertaken in each property as the programme progresses in order to establish the condition and age of facilities and if work is required to bring the property to Decency Standard. Should it become apparent that individual properties outside of the programmed year require earlier consideration they are brought forward in the programme.

Kitchens

- full refurbishment only taking place where existing facilities are inadequate and/or greater than 20 years old with an assessed life of less than 6 years remaining. Otherwise kitchens will generally be repaired with minor improvements being carried out: this may include supplementary units and work surfaces in order to improve the kitchen working area.

Should full refurbishment be required, kitchen cabinetry & facilities will be installed in accordance with the Councils approved design guidelines. The guideline takes into account the design occupancy of the home, but may be constrained by size, shape or floor area available.

Main Bathroom & WC

- full refurbishment of facilities only if life is assessed to be less than 6 years, or two or more amenities (bath, basin, WC) require replacement.

- Otherwise bathrooms will generally be repaired with minor improvement being carried out e.g. replacing of individual parts of bathroom suites, taps etc.

In all situations residents will be given the option of over bath showers if not previously installed.

The above strategy was considered and approved by Cabinet on 3rd February 2011

- ii) It is anticipated that the new work programme will be progressed by two contracts, one East of the river (Southwick / Shoreham) the other to the West (Sompting / Lancing), with pre-start surveys applying identical set criteria. This approach will ensure progress in two locations providing a 'District wide' approach, bringing forward needed work to the East area, and spreading the risk should one contract fail.

A number of homes in the programme were last refurbished in late 1990's, or have had sufficient work undertaken whilst void or during routine maintenance. Therefore these facilities are considered modern, unless they fail in 'State of Repair' or other 'Modern Facility' categories.

Each home will be individually assessed under the decent homes criteria described earlier, inclusion in the programme does not guarantee that kitchens &/or Bathrooms will be refurbished.

Where a 'right to buy' application is in place the property will be excluded from the programme in accordance with legislation & Adur Homes Policy.

- 3.5.2 The Modern Facilities criteria requires that homes must not be lacking in three or more of six categories, therefore it is possible to refurbish only a kitchen or a bathroom in a property and still reach Decent homes status if the other facility is outdated, but in good repair.

As finance remains restricted, full refurbishment is not sustainable.

It is possible to achieve, or maintain decency standards for modern facilities for finite periods and progress more rapidly through the remaining programme:

- i) by undertaking the improvement of only one of the facilities, as long as the other meets the 'State of repair' criteria.
Tenants will be given the option to choose between kitchen & bathroom refurbishment if both are old. Should they opt for kitchen refurbishment it is recommended that they be offered an over bath shower, as it has been a standard practice to give tenants the option, on grounds of: convenience and sustainability of water resources.
- ii) on inspection, if one facility is found to be less than the age criteria, then there will be no need to refurbish the other in order to achieve decency for a period of time.
In which case no work will be necessary, other than to satisfy the 'State of Repair' requirements.

Such situations might arise because of:

- refurbishment work undertaken (e.g. during the 1990's)
- major repairs undertaken during routine maintenance or when void
- tenant improvement of a facility

- an adaptation for a tenant with disabilities that refurbish, or replace one or both of the facilities.

Any additional facility provided for a disabled residents sole use will not be included within the assessment criteria.

e.g. a separate shower area & WC for the disabled residents sole use, will still require the family bathroom to be considered for refurbishment or repair.

The above definitive measures would make the home decent in accordance with the legislation.

3.6 Environmental Improvements

This general capital works programme encompasses a range of major repair items or improvements to external communal areas & facilities as part of the Decent Homes plus (supplementary considerations)

e.g.

- estate lighting
- fencing, pathways
- defensive planting & landscaping

As with most categories there is high demand for work and the current Capital allocation for future years will not satisfy the extensive list of work that has accrued. However, essential items will be considered for early attention.

3.7 Communal Way refurbishment

Replacement of failing communal way floor coverings, Health & Safety upgrades, lighting, door entry/stairwell screen replacements. It is anticipated that the budget for this category will need to be increased in future years to allow the replacement of communal way windows & screens that for

3.8 Recovering of pitched roofs and associated work

Work includes the renewal of failing pitched roofs, including roof tiles, under-felt, fascias, soffits and rain water goods etc. - also reinforcement of roof timbers if found to be necessary. No programme is considered necessary at this stage & ad hoc replacement work is undertaken as needs arise.

3.9 Test & upgrade of electrical circuits

Testing and improvement of electrical circuits to current electrical standards in homes: including updating installations for modern day use & domestic requirements:

additional socket outlets, communal way circuits, lighting & fittings and where appropriate additional external lighting.

3.10 External Joinery & window replacement

The programme is generally complete in Council homes but will continue on a smaller scale to allow the replacement of any old double glazed windows that are reaching the end of their effective, useful life. The replacement of failing external timber doors with new thermally efficient doors and frames are also funded from this category.

The failure of old sealed double glazing units, now out of their guarantee period, will become an increasing problem and will need consideration in future years. Failure of these glazing units results in loss of energy efficiency, and unsightly condensation between the glass panes that make up the sealed units.

No major replacement contracts are planned for 2013/14, however, the full replacement of failing windows at Spring Gardens and The Green in Southwick are programmed for the 2014/15 Capital year.

3.11 Central Heating Installations

(New installations only: choice of Gas Central Heating: if a gas supply is available, or Electric Night Storage heating)

The programme is generally complete.

- 3.11.1 The budget allocation allows tenants previously declining an offer of central heating, but by change of circumstance now wish for full central heating to be fitted, or, for new incoming tenants, where the outgoing tenant previously refused the offer.

From 2013 onward fuel switching (change from electric heating to gas fired) will become a major focus, with potential financial support from Central Government and/or fuel providers and other funding and support streams becoming available.

- 3.11.2 The gas distribution company, Scotia Gas Networks (SGN) have put forward proposals to install a gas main infrastructure to 'all electric' homes in the Test Road area of Sompting at no cost to the Council. The location has attained recognition as an IMD (Index of Multiple Deprivation) area which falls into the Local Neighbourhood Improvement Area (LNIA) of Peverel Ward.

The proposal would encompass approximately 200 homes, comprising 100 Adur Homes tenanted properties and 100 private sector households.

A scoping meeting has been arranged for 13th March 2013 to bring together Council Officers, SGN and other external bodies to evaluate and discuss the potential of the proposal, identify funding streams, staff resources, external assistance and develop strategy that may bring this project to fruition within the community.

It is anticipated that should the new gas infrastructure be introduced there will be great demand from Council tenants for the installation of gas central heating in their homes. An initial Capital allocation of £166,000 has been set aside in the 2013/14 budget which will form the first part of a year on year rolling programme of installation work. However expenditure will be dependant on the progress made in developing and implementing the infrastructure project.

- 3.11.3 It is proposed that following the above scoping meeting an Individual Members Report will be put forward to The Member for Customer Services providing further information and matters for consideration and approval.

- 3.11.4 The extension of the Central heating installation programme will require systems to be annually maintained and it is evident that all new high efficiency boilers throughout the housing stock will require replacement after 8 -10 years of use at a cost of approximately £3,000 each.

3.12 Central Heating replacements

(Ongoing commitment, existing installations)

- i) Boilers, heating controls, gas fires or existing central heating systems nearing the end of their useful life are currently identified during annual gas servicing contract inspections. (as detailed 2.3.3 (v) of the report.) Any found to be failing or to be beyond economic repair are replaced.

The Council has no alternative but to replace failing boilers with the required new high efficiency condensing units as required by the Government.

ii) The replacement of old or failing electric night storage systems are also included within this category

3.13 Replacement of door entry systems

Replacement of failing door entry systems, and, if needed entrance doors/locking mechanisms throughout the district. In many cases spare parts to repair or upgrade systems are no longer available.

3.14 Upgrade / repair car park areas & garages
(Rolling programme over approx 10 -12 years)

Major repairs to garages, car park resurfacing work, miscellaneous improvements, lighting to HRA managed car parking areas and compounds etc.

3.15 Digital aerial installation

All communal TV aerial systems in flats & Sheltered Accommodation have all been successfully upgraded or replaced to receive digital broadcasts.

A small capital allowance has been allowed for the termination and removal of three old analogue TV aerial masts serving housing estates.

A number of Sheltered Accommodation sites have been basically upgraded to digital TV reception in the past. However they will require the installation of full Integrated Reception Systems (IRS) with aerials and dishes for reception of satellite broadcasts, currently programmed for 2015/16.

3.16 Fishersgate external & communal way refurbishment.

The procurement process has been completed for the remaining work at Fishersgate.

Following contractor evaluation of tender submissions and interviews in accordance with the required Most Economically Advantageous Tender (MEAT) process.

Mears Group Ltd have submitted the most advantageous bid with a tender value of £540,745 excluding contract contingency.

An overall project budget of £567,000 has been allowed as detailed in Appendix A

Work elements include: re-pointing, structural repair, paving repair, redecoration & associated pre painting maintenance, & general repairs etc. The upgrading of fire doors, installation of emergency lighting and other measures as required to satisfy the Regulatory Reform (Fire Safety) Order and resultant risk assessments has also been introduced in the new contract.

Blocks included within the contract are:

- Old Mill Close
- Laylands Court
- Laylands Rd
- Wyck Court
- Laylands Rd

In the event that the contract be approved at this Committee, resident consultation including the second stage of leasehold consultation under the Commonhold & Leasehold Reform Act will take place.

3.17 Insulation upgrade & energy efficiency works

The intention is to further increase levels of insulation to new standards or introduce other energy efficiency/environmentally related measures into resident's homes.

The work will initially be driven by the details and recommendations drawn either from Energy Performance Certificates (EPC's) carried out as part of the Choice

Based Lettings process, or as an integral part of the Central Heating programmes detailed in 3.11 & 3.12 above.

3.18 Replacement smoke detectors

3.18.1 Detectors installed throughout the housing stock in 2004-5 are nearing the end of their design life and therefore require replacement.

British Standard BS 5839: Part 6: 2004 recommends the following minimum standards;

- Single storey tenanted properties – Grade F, LD3.
 - Battery powered alarms with minimum 5 Year battery life fitted in circulation spaces.
- Two and three storey tenanted properties – Grade D, LD3.
 - Mains alarm with battery back-up fitted in circulation spaces. Alarms must be interconnected.

Product research has identified that most battery powered smoke alarms on the market, although having a 10 year battery life only carry a 5 year product guarantee, whereas selected mains powered units hold a 10 year product guarantee.

In order to establish long term value for money, competitive tenders have been sought for both battery powered and mains powered detectors with the following outcome.

Detector type	Product performance	Lowest competitive tender price submitted (excluding contingency sum)
Option A. (Battery Powered)	10 year battery life 5 year product guarantee Type: Grade F, LD3	156,986.00
Option B. (Mains Powered)	10 year guarantee Type: Grade D, LD3 wireless interconnection between units	206,445.50
	<i>Cost differential</i>	<i>49,459.50</i>

Given that the product guarantees (mains powered being twice that of battery detectors) the installation of mains powered units throughout the housing stock represents the best value for money over the longer term.

This option will also comply with, or exceed British Standards.

Sheltered Accommodation already have mains powered integral detection and alarm systems and are therefore not included within the contract.

3.18.2 It is therefore recommended that the most competitive tender to install mains powered detectors submitted by 'Telavex 97' in the sum of £206,445.50 be accepted and the capital budget be re-profiled as detailed in Appendix A to provide sufficient budget for the work.

3.19 Fire Safety Order work

The Regulatory Reform (Fire Safety) Order 2005 (FSO) is in effect with the West Sussex Fire & Rescue Service (WSFRS) enforcing the legislation.

Finance is required to administer and continue a rolling programme to undertake new Fire Risk Assessments and upgrade all communal areas to bring properties to the standards required by the FSO and WSFRS.

As previously reported and agreed by Committee the work will be carried out on a rolling 3 to 4 year prioritised programme.

4.0 Legal

- 4.1 The Council has power under section 6 of the Housing Act 1985 to provide, repair & maintain houses for rent. Under Section 151 of the Local Government Act 1972: the Council has a duty to make arrangements for the proper administration of its financial affairs.
- 4.2 The Housing capital work programme continues to progress towards and maintain the Decent Homes legislation targets. This aims to provide a minimum standard of housing conditions for all those in public sector homes.
- 4.3 The Council has the power to recover costs from Leaseholders in accordance with the Commonhold & Leasehold Reform Act, under the terms and conditions set in individual leases and the Councils standard procedures and Policies.

5.0 Financial implications

- 5.1 The finance available for the Adur Homes Services, Capital Investment Programme was approved in the report "Capital Investment Programme 2013/14-2015/16" Adur District Council, Worthing Borough Council and Joint Committee: Agenda Item No 7 Decision Ref:JSC/073/12-13.
- 5.2 The proposed restructured budget is detailed in Appendix A taking into account:
- The previously agreed budget set aside for property acquisitions which was accommodated within the 2012/13 programme.
 - The known contract value costs for the Fishersgate and Smoke detector contracts.

6.0 Recommendation

The Joint Strategic Committee is recommended to:

- i) agree the Decent Home strategy and programme as detailed within in the report;
- ii) note & agree that an Individual Members report will be prepared with regard to the potential installation of a Gas infrastructure to the Test Road area (as item 3.11.3);
- iii) agree that 'Mears Group Ltd' be appointed as the main contractor for the Fishersgate contract (as set out in para 3.16);
- iv) agree that 'Telavex 97' be appointed as the main contractor for the installation of smoke alarms (as set out in para 3.18.2);
- v) agree the re-profiled capital budgets for 2013/14 as detailed in Appendix A.

Local Government Act 1972

Background Papers:

- “Capital Investment Programme 2013/14-2015/16”
ADC/WBC Joint Committee: Agenda Item No 7 (ref:JSC/073/12-13)
(ref:JSC/073/12-13)
- Joint Strategic Committee 25th July 2011 ‘Fire Risk Assessments’ Agenda item13
(ref: JSC024 11-12)
- Cabinet Member for Customer Services report 25th January 2012 ‘Fire Risk assessments to Council Flats & Maisonettes and work to comply with statutory requirements’
(ref:CSE/017/11-12)
- Government Policy Statement ‘The Way Forward in Housing ‘ (2001)
- DTLR ‘A Decent Home - definition and guidance for implementation’ (June 2006)

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Schedule of Other Matters

1.0 Council Priority

1.1 The wide scope and impact of the housing capital investment programme provides a positive contribution to the following priorities set by the Council:

- Promoting a clean, green & sustainable environment.
- Protecting front line services.

2.0 Specific Action Plans

2.1 To meet Government set decency standards for Council housing and to maintain and improve the structure, fabric and facilities offered by the Councils' housing stock as detailed in the report.

3.0 Sustainability Issues

3.1 Investment in housing makes a positive contribution to the Council's Sustainable/ Environmental objectives of resource use, energy and waste. Ensuring that there is a supply of good quality, affordable social housing in the District to set criteria and standards.

4.0 Equality Issues

4.1 as 3.1 above

4.2 The programme includes a budget to provide facilities at home for tenants with disabilities, improving quality of life and access in and around homes and out into the community. Other aspects of access & equalities are considered at design stages of each contract or project.

5.0 Community Safety Issues (Section 17)

5.1 Consideration is given during design and preparation of projects to ensure that, where possible, the safety and security of homes and the surrounding environment are maintained or improved. Examples being: more secure windows & doors, improved estate lighting, defensive planting, door entry systems and the application of elements of security by design guidance & work required under the Fire Safety Order.

6.0 Human Rights Issues

6.1 Matter considered and no issues identified.

7.0 Reputation

7.1 Matter considered and no issues identified.

8.0 Consultations

8.1

- Adur Consultative Forum (ACF)
- Consultation with, tenants and leaseholders to take place for individual major projects or programmes of work.
- Leaseholders as required under the Commonhold & Leasehold Reform Act.
- Executive Head of Adur Homes
- Financial Services – Service Accounting
- Legal Services
- Member for Customer Services

9.0 Risk Assessment

- 9.1 Working and construction safety assessments are an integral part of project & programme management and are set out and defined for every contract for work or services. The Regulatory Reform (Fire Safety) Order 2005 (FSO) requiring Fire Safety Risk assessments to common & shared areas.

10.0 Health & Safety Issues

- 10.1 Generally as for risk assessments above.

11.0 Procurement Strategy

- 11.1 The report and Procurement Strategy for Housing Capital contracts adheres to the Adur District Council Constitution, Section 4 procurement rules, and meets the Best Value principles, including competitive quotations or tender procedures where required.

12.0 Partnership Working

- 12.1 Matter considered and no issues currently identified.

Appendix A - Adur Homes Capital Investment Programme 2013/14

Draft

report ref	code	Categories	including salary allocation		
			2013/14 Original Budget as approved by JSC (£,000)	2012/13 anticipated slippage from 2012/13 (main contracts) rounded(£,000)	2013/14 total estimated revised budget rounded(£,000)
3.1	-	General information			
3.2	18056	Adaptation for tenants with disabilities	279		279
3.3	18057	Flat roof recovering / replacement	150		150
3.4	18058	Re-pointing & structural works	134		134
3.5	18060	Decent Homes kitchen & bathroom refurb	1,290	1,165	2,455
3.6	18063	Environmental improvement	11		11
3.7	18064	Communal way refurbishment	21		21
3.8	18065	Pitch roofs recovering / replacement	32		32
3.9	18068	Test & upgrade of electrical circuits	11		11
3.10	18069	External joinery & window replacement	13		13
3.11	18070	Central heating installation	295		295
3.12	18072	Central heating replacements (boilers etc)	295		295
3.13	18073	Replacement/upgrade of door entry systems	21		21
3.14	18076	Upgrade / repair car park areas & garages	27		27
3.15	18077	Digital Aerials (remaining works)	9		9
3.16	18078	Fishersgate:External & communal areas repair	43	500	543
3.17	18501	Insulation Upgrade & energy related improvements	11		11
3.18	18504	Replacement smoke detectors	118		118
3.19	18505	Fire Safety Order works	290		290
Totals			3,050	1,665	4,715
			2013/14		

Salary assement based upon a standard 10% fee as if the service were to be provided following transfer of the AHS Surveying Service to the management of Technical Services. Should the above not occur the salary costs will require review.

2013/14 (actual work budgets)		
Budget less 10% salary allocation		
revised budget rounded(£,000)	recommended budget adjustment rounded(£,000)	realigned budget rounded(£,000)
251		251
135		135
121		121
2,210	-46	2,164
10		10
19		19
29		29
10		10
12		12
266	-100	166
266		266
19		19
24		24
8		8
489	78	567
10		10
106	118	224
261	-50	211
4,244	0	4,244
		2013/14 exc salary allocation