

Communities Select Committee (Chairman – Cllr Knight)

Work Programme 2017/18

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
Standard (Periodic) Items			20th June 2017 5th September 2017 9th October 2017 7 th November 2017 16 th January 2018 22 nd March 2018
(1) Performance against Housing Service Standards and Review <i>(Recommendations to Housing Portfolio Holder)</i>	June 2017 (Medium)	<i>(Housing Portfolio)</i> Completed – June 2017 meeting	
(2) Communities Key Performance Indicators (KPIs) – 2016/17 Out-Turn	June 2017 (Low)	<i>(Housing Portfolio)</i> Completed – June 2017 meeting	
(3) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – 2016/17 Out-Turn	June 2017 (Low)	<i>(All Portfolios)</i> Completed – June 2017 meeting	
(4) Presentation of Communities Business Plan – 2017/18	June 2017 (Low)	<i>(All Portfolios)</i> Completed – June 2017 meeting	
(5) Communities Key Performance Indicators (KPIs) – Quarter 1	September 2017 (Low)	<i>(Housing Portfolio)</i> Completed September 2017 meeting	
(6) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 1	September 2017 (Low)	<i>(All Portfolios)</i> Completed September 2017 meeting	

(7) Attendance by Essex Police District Commander at next meeting - Discussion on issues to raise	September 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i> Completed September 2017 meeting	
(8) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	November 2017 (Low)	<i>(Leisure and Community Services, Safer Greener Transport and Housing Portfolios)</i>	
(9) Annual Diversity Report of Housing Applicants and Lettings	November 2017 (Low)	<i>(Housing Portfolio)</i>	
(10) Annual Report on the HomeOptions Choice Based Lettings Scheme	November 2017 (Low)	<i>(Housing Portfolio)</i>	
(11) Annual feedback on the success of the Crucial Crew initiative and proposals for future delivery	November 2017 (Low)	<i>(Safer Greener Transport Portfolio)</i>	
(12) Presentation from Essex Police's District Commander on current policing and crime issues in the District	November 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	
(13) Annual Report of the Community Safety Partnership	November 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	
(14) Annual feedback on the success of the Summer Holiday Activity Programme and learning points for the future	November 2017 (Low)	<i>(Leisure and Community Service Portfolio)</i>	
(15) Six-Month Review of the HRA Financial Plan 2017/18	November 2017 (High)	<i>(Housing Portfolio)</i>	

(16) Communities Key Performance Indicators (KPIs) – Quarter 2	November 2017 (Low)	<i>(Housing Portfolio)</i>	
(17) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 2	November 2017 (Low)	<i>(All Portfolios)</i>	
(18) Briefing on the proposed Council rent increase for 2018/19	January 2018 (Low)	<i>(Housing Portfolio)</i>	
(19) 6-Month Progress Report on Annual Housing Strategy Action Plan	January 2018 (Medium)	<i>(Housing Portfolio)</i>	
(20) HRA Financial Plan 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>	
(21) Communities Key Performance Indicators (KPIs) – Quarter 3	March 2018 (Low)	<i>(Housing Portfolio)</i>	
(22) Communities Key Performance Indicators (KPIs) – Targets for 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>	
(23) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 3	March 2018 (Low)	<i>(All Portfolios)</i>	
(24) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	March 2018 (Low)	<i>(Leisure and Community Services, Safer Greener Transport and Housing Portfolios)</i>	

(25) Annual Report from representatives of the Youth Council on completed and proposed activities	March 2018 (High)	<i>(Leisure and Community Service Portfolio)</i>	
Special (Planned) Items			
(26) HRA Financial Plan 2017/18	June 2017 (High)	<i>(Housing Portfolio)</i> Completed	
(27) Housing Strategy 2017 – 2022 <i>(Comments to the Cabinet)</i>	June 2017 (High)	<i>(Housing Portfolio)</i> Completed	
(28) Safeguarding at EFDC – current position	June 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i> Completed	
(29) Review of Housing Allocations Scheme after 2 years operation (with any changes effective from July 2018) <i>(Recommendations to the Cabinet)</i>	September 2017 (High)	<i>(Housing Portfolio)</i> Completed September 2017 meeting	
(30) Review and funding of Garden Maintenance Scheme for Older and Disabled Council Tenants <i>(Recommendations to Housing Portfolio Holder)</i>	November 2017 (High)	<i>(Housing Portfolio)</i> Agreed that a report be submitted direct to the Housing Portfolio Holder due to the Committee's busy Work Programme and the need for budget provision to be made.	
(31) Review of the future use of sheltered/grouped housing scheme sites <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	November 2017 (High)	<i>(Housing Portfolio)</i>	

(32) Review of annual funding to the CAB for two Debt Advisors <i>(Recommendations to Cabinet)</i>	November 2017 (High)	<i>(Housing Portfolio)</i> Agreed that a report be submitted direct to Cabinet due to the Committee's busy Work Programme and the need for budget provision to be made.	
(33) Review of Housing Service Strategy on Home Ownership and Leaseholder Services	January 2018 (Low)	<i>(Housing Portfolio)</i>	
(34) Review of Housing Assistance Policy <i>(Recommendations to Cabinet)</i>	January 2018 (Medium)	<i>(Housing Portfolio)</i>	
(35) Review of the approach to the Scheme Management Service to sheltered housing and properties designated for older people <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	January 2018 (High)	<i>(Housing Portfolio)</i>	
(36) Presentation by Epping Forest CAB on its use of EFDC funding	March 2018 (High)	<i>(Housing Portfolio)</i>	
(37) Review of Housing Service Strategy on Anti-Social Behaviour and Harassment	March 2018 (Low)	<i>(Housing Portfolio)</i>	
(38) Review of Homelessness Strategy <i>(Recommendations to Housing Portfolio Holder)</i>	March 2018 (High)	<i>(Housing Portfolio)</i>	

Items added to Work Programme during the year

(39) Receive a report on the Government's Prevent Strategy and how it related to 18 to 25 year olds.	November 2017	<i>(Safer Greener Transport Portfolio)</i>
(40) Report on fire safety on our Housing Stock.	October 2017	<i>(Housing Portfolio)</i>

Planned Items for Future Years

12-Month Progress Report on Annual Housing Strategy Action Plan	July 2018 (Medium)	<i>(Housing Portfolio)</i>
Housing Strategy Key Action Plan 2018/19 <i>(Recommendations to Housing Portfolio Holder)</i>	July 2018 (Medium)	<i>(Housing Portfolio)</i>
Review and funding of Garden Maintenance Scheme for Older and Disabled Council Tenants <i>(Recommendations to Housing Portfolio Holder)</i>	November 2018	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Tenant Participation	March 2019 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Rent Arrears and Administration	November 2019 (Low)	<i>(Housing Portfolio)</i>

Review of Housing Service Strategy on Older People's Housing	September 2020 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Housing and Neighbourhood Management	September 2020 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Empty Properties in the Private Sector	March 2021 (Low)	<i>(Housing Portfolio)</i>