

## Communities Select Committee (Chairman – Cllr Y. Knight)

### Work Programme 2017/18

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
<b>Standard (Periodic) Items</b>			
(1) Performance against Housing Service Standards and Review <i>(Recommendations to Housing Portfolio Holder)</i>	June 2017 (Medium)	<i>(Housing Portfolio)</i>  <b>Completed</b> – June 2017 meeting	<del>20<sup>th</sup> June 2017</del> <del>5<sup>th</sup> September 2017</del> <del>9<sup>th</sup> October 2017</del> <del>7<sup>th</sup> November 2017</del> <del>11<sup>th</sup> December 2017</del> (cancelled) 16 <sup>th</sup> January 2018 22 <sup>nd</sup> March 2018
(2) Communities Key Performance Indicators (KPIs) – 2016/17 Out-Turn	June 2017 (Low)	<i>(Housing Portfolio)</i>  <b>Completed</b> – 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>  <b>Completed</b> – June 2017 meeting	
(4) Presentation of Communities Business Plan – 2017/18	June 2017 (Low)	<i>(All Portfolios)</i>  <b>Completed</b> – June 2017 meeting	
(5) Communities Key Performance Indicators (KPIs) – Quarter 1	September 2017 (Low)	<i>(Housing Portfolio)</i>  <b>Completed</b> - 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>  <b>Completed</b> - 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> <b>Completed</b> – 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> <b>Completed</b> - November 2017 meeting	
(9) 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> <b>Completed</b> - November 2017 meeting	
(10) Annual Report of the Community Safety Partnership	November 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i> <b>Completed</b> - November 2017 meeting	
(11) Annual Report on the HomeOptions Choice Based Lettings Scheme	<del>November 2017</del> <del>December 2017</del> January 2018 (Low)	<i>(Housing Portfolio)</i> <b>Scheduled</b> - for this December 2017 meeting	
(12) Annual Diversity Report of Housing Applicants and Lettings	<del>November 2017</del> <del>December 2017</del> January 2018 (Low)	<i>(Housing Portfolio)</i> <b>Scheduled</b> - for this December 2017 meeting	
(13) Six-Month Review of the HRA Financial Plan 2017/18	<del>November 2017</del> <del>December 2017</del> January 2018 (High)	<i>(Housing Portfolio)</i> <b>Scheduled</b> - for this December 2017 meeting	
(14) Communities Key Performance Indicators (KPIs) – Quarter 2	<del>November 2017</del> <del>December 2017</del> January 2018 (Low)	<i>(Housing Portfolio)</i> <b>Scheduled</b> - for this December 2017 meeting	

(15) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 2	November 2017 December 2017 January 2018 (Low)	<i>(All Portfolios)</i> <b>Scheduled</b> - for this December 2017 meeting
(16) Briefing on the proposed Council rent increase for 2018/19	January 2018 (Low)	<i>(Housing Portfolio)</i>
(17) 6-Month Progress Report on Annual Housing Strategy Action Plan	January 2018 (Medium)	<i>(Housing Portfolio)</i>
(18) HRA Financial Plan 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>
(19) Communities Key Performance Indicators (KPIs) – Quarter 3	March 2018 (Low)	<i>(Housing Portfolio)</i>
(20) Communities Key Performance Indicators (KPIs) – Targets for 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>
(21) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 3	March 2018 (Low)	<i>(All Portfolios)</i>
(22) 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>
(23) 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

(24) HRA Financial Plan 2017/18	June 2017 (High)	<i>(Housing Portfolio)</i> <b>Completed</b>
(25) Draft Housing Strategy 2017 – 2022 <i>(Comments to the Cabinet)</i>	June 2017 (High)	<i>(Housing Portfolio)</i> <b>Completed</b>
(26) Safeguarding at EFDC – current position	June 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i> <b>Completed</b>
(27) 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> <b>Completed</b> September 2017 meeting
(28) 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> <b>Not required</b> – 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.
(29) Review of annual funding to the CAB for two Debt Advisors <i>(Recommendations to Cabinet)</i>	November 2017 (High)	<i>(Housing Portfolio)</i> <b>Not required</b> - 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.
(30) Review of Housing Service Strategy on Home Ownership and Leaseholder Services	January 2018 (Low)	<i>(Housing Portfolio)</i>

(31) Review of Housing Assistance Policy (Recommendations to Cabinet)	January 2018 (Medium)	(Housing Portfolio)	
(32) Restructure of Older People's Housing Team (Recommendations to Cabinet / Housing Portfolio Holder)	January 2018 (High)	(Housing Portfolio)	
(33) Review of the future use of sheltered/grouped housing scheme sites (Recommendations to Cabinet / Housing Portfolio Holder)	<del>November 2017</del> January 2018 (High)	(Housing Portfolio)  <b>Deferred</b> – Due to the recent absence of the Director of Communities, who is leading this project.	
(34) Presentation by Epping Forest CAB on its use of EFDC funding	March 2018 (High)	(Housing Portfolio)	
(35) Review of Housing Service Strategy on Anti-Social Behaviour and Harassment	March 2018 (High)	(Housing Portfolio)	
(36) Review of Homelessness Strategy (Recommendations to Housing Portfolio Holder)	March 2018 (High)	(Housing Portfolio)	
<b>Items added to Work Programme during the year</b>			
(37) The Council's PREVENT Strategy.	November 2017 (Low)	(Safer Greener Transport Portfolio)  <b>Completed</b> - November 2017 meeting	

(38) Fire Safety in Council - Owned Accommodation and Park Homes	January 2017	<i>(Housing Portfolio)</i> <b>Scheduled</b> - for this December 2017 meeting
(39) MiLife (adolescent mental health & wellbeing project)	March 2018	<i>(Leisure and Community Service Portfolio)</i>
(40) Transformation Projects relevant to this Committee	As Appropriate	Details of relevant new transformation projects to be submitted to the relevant SC for scrutiny.
(41) Transformation Projects closure and benefits reports.	As Appropriate	That any directorate appropriate project closure and benefits realisation reports to be submitted to this SC for information.
<b>Planned Items for Future Years</b>		
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>