

Communities Select Committee (Chairman – Cllr Y. Knight)

Work Programme 2017/18

| Item | Report Deadline/Priority | Progress/Comments | Programme of Meetings |
|--|--------------------------|---|--|
| Standard (Periodic) Items | | | |
| (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 | 20th June 2017 5th September 2017 9th October 2017 7th November 2017 11th December 2017 (cancelled) 16 th January 2018 22 nd March 2018 |
| (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) | (Safer Greener Transport Portfolio) Completed – September 2017 meeting |
| (8) 6-month Progress Report on implementation of the Ageing Population Study Action Plan | November 2017 (Low) | (Leisure and Community Services, Safer Greener Transport and Housing Portfolios) Completed - November 2017 meeting |
| (9) Presentation from Essex Police's District Commander on current policing and crime issues in the District | November 2017 (Medium) | (Safer Greener Transport Portfolio) Completed - November 2017 meeting |
| (10) Annual Report of the Community Safety Partnership | November 2017 (Medium) | (Safer Greener Transport Portfolio) Completed - November 2017 meeting |
| (11) Annual Report on the HomeOptions Choice Based Lettings Scheme | November 2017 December 2017 January 2018 (Low) | (Housing Portfolio) Scheduled - for this December 2017 meeting |
| (12) Annual Diversity Report of Housing Applicants and Lettings | November 2017 December 2017 January 2018 (Low) | (Housing Portfolio) Scheduled - for this December 2017 meeting |
| (13) Six-Month Review of the HRA Financial Plan 2017/18 | November 2017 December 2017 January 2018 (High) | (Housing Portfolio) Scheduled - for this December 2017 meeting |
| (14) Communities Key Performance Indicators (KPIs) – Quarter 2 | November 2017 December 2017 January 2018 (Low) | (Housing Portfolio) Scheduled - 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> Scheduled - 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> Completed |
| (25) Draft Housing Strategy 2017 – 2022 <i>(Comments to the Cabinet)</i> | June 2017 (High) | <i>(Housing Portfolio)</i> Completed |
| (26) Safeguarding at EFDC – current position | June 2017 (Medium) | <i>(Safer Greener Transport Portfolio)</i> Completed |
| (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> Completed 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> Not required – 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> Not required - 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) | November 2017 January 2018 (High) | (Housing Portfolio) Deferred – 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) | |
| Items added to Work Programme during the year | | | |
| (37) The Council's PREVENT Strategy. | November 2017 (Low) | (Safer Greener Transport Portfolio) Completed - November 2017 meeting | |

| | | |
|--|-----------------------|---|
| (38) Fire Safety in Council - Owned Accommodation and Park Homes | January 2017 | <i>(Housing Portfolio)</i> Scheduled - 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. |
| 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> |