

CYNGOR SIR POWYS COUNTY COUNCIL

Portfolio Holder for Property, Buildings and Housing Cllr Rosemarie Harris
May 2017

REPORT AUTHOR: Simon Inkson - Head of Housing

SUBJECT: Housing Service – Estate Management Policy

REPORT FOR: Decision

1 Summary

- 1.1 This report seeks approval for an Estate Management Policy which will apply to all estates owned and managed by the Housing Revenue Account (HRA).
- 1.2 The report is supported by the following appendices:
- A The proposed policy
 - B Consultation response summary
 - C Impact Assessment (IA)

2 Background

- 2.1 The Council's Housing Service (the Service) is landlord of around 5,400 Council homes, 110 leasehold flats and 2,000 garages. This policy describes how the Council will manage its estates, including hardscaped and landscaped areas, as well as the communal areas in buildings in mainly blocks of flats.
- 2.2 The Service has a responsibility as landlord to manage its estates. The policy brings together several policies in one document:
- 1. Estate environment
 - 2. Property visits after concerns
 - 3. Improvements, maintenance and cleaning
 - 4. Fire safety
 - 5. Resident involvement
 - 6. Litter and waste
 - 7. Vehicles
 - 8. Pest control
 - 9. Pets and animals
 - 10. Emergency access to homes
 - 11. Items left behind in vacant property
 - 12. Rented garages
 - 13. Lease and disposal of housing land
 - 14. Encroachment on housing land
 - 15. Unauthorised occupation
- 2.3 The policy provides support to officers when taking management decisions. It also includes the opportunity for residents and other stakeholders to input in improving the estate environment during inspection visits. These estate visits take place at least once a year and will be gradually introduced.

- 2.4 The policy does provide clarity about several issues. This includes parking on estates, which has been noted as a problem on some estates. The policy will not solve all problems, but gives clarity in relation to vehicles which are/are not permitted to be parked on the estates.
- 2.5 Draft versions of the policy have been discussed with:
- Policies sub-group of the Tenants' Liaison Forum
 - Legal Services
 - Relevant Housing staff
 - Relevant Highways staff regarding vehicles on estates
 - Senior Waste Awareness Officer regarding litter and waste
 - Commercial Property Manager regarding disposal of land.
- 2.6 A public consultation was carried out. The key findings are attached to this report. The respondents give support to the policy. They find it easy to read. No one indicates that the policy discriminates.
- 2.7 The impact assessment, which is attached to this report, does not highlighted any risks or negative impacts. The policy will contribute to more clarity for staff and the public and introduce annual estate inspection visits to which residents and other stakeholders will be invited. The policy includes a change in letting garages, by giving priority to people living on the estate.

3 Proposal

- 3.1 That the report and appendices are considered and approved accordingly.

4 One Powys Plan

- 4.1 When this policy is implemented it will provide support and well managed estates providing a pleasant environment to live in.

5 Preferred Choice and Reasons

- 5.1 The preferred choice is to approve the policy to ensure consistency across the County.
- 5.2 The second choice is not to approve the policy. This would mean that management continues to be inconsistent across the County.

6 Sustainability and Environmental Issues/Equalities/Crime and Disorder/Welsh Language/Other Policies etc

- 6.1 The policy provides clarity about managing parking and vehicles on estates as well as dealing with litter and waste.

7 Children and Young People's Impact Statement - Safeguarding and Wellbeing

- 7.1 The policy does not have an impact.

8 Local Member(s)

8.1 This policy applies to all HRA owned estates in Powys.

9 Other Front Line Services

9.1 There will be no changes for other front line services.

10 Support Services (Legal, Finance, HR, ICT, BPU)

10.1 Legal - The Professional Lead –Legal recognises that it is important to have a policy in place to support this issue and for the sake of a consistent approach and confirms that the legal services will advise and assist where required.

10.2 Finance – the Finance Business Partner notes the content of the report which if the policy is adopted will ensure as the Service has a responsibility as landlord to manage its estates, that this will be consistent across the County. This will have to be undertaken within the current financial envelope.

10.3 There will be no changes to support services.

11 Local Service Board/Partnerships/Stakeholders etc

11.1. The following stakeholders have been invited to read the policy and provide comments as part of the public consultation.

- all Housing staff
- Heads of Service
- Tenants' Liaison Forum members
- Housing Services Group 100
- Powys Teaching Health Board
- PAVO
- Brecon Beacons National Park Authority
- Disability Powys
- Age Cymru Powys
- Shelter Cymru
- Tai Pawb
- Chartered Institute of Housing Cymru

11.2. Consultation responses are detailed in the consultation report, appendix B.

12 Communications

12.1 The new policy will be published on the corporate website. Individual council tenants and leaseholders will be informed of the policy through Open House Magazine and the Tenant Engagement Facebook page. The Tenants' Liaison Forum Members will be informed. There will be a link on the Council's Housing Service intranet page to the corporate website.

13 Statutory Officers

13.1 The Deputy Monitoring Officer notes the report and legal comment and has nothing further to add.

13.2 The Strategic Director Resources (S151 Officer) notes the comment made by Finance that the policy will be delivered within the current financial envelope.

Recommendation:	Reason for Recommendation:
To approve the Council Housing Estate Management Policy.	The policy and its implementation ensures consistency across the County to achieve well managed estates that provide a pleasant environment to live in.

Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All
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Person(s) To Implement Decision:	David Roffey
Date By When Decision To Be Implemented:	1 March 2017

Contact Officer Name:	Tel:	Fax:	Email:
Henk Jan Kuipers	07917172854	-	henk.jan.kuipers@powys.gov.uk

Background Papers used to prepare Report:

- Powys County Council:
 - Secure tenancy agreement 2008
 - Introductory tenancy agreement 2015
 - Garage tenancy agreement
 - Standard Right to Buy lease agreement 1996
 - Rider Right to Buy precedent
- CIH practice online

Appendices

Appendix A: Proposed policy

Appendix B: Key findings from consultation

Appendix C: Impact assessment