

**HOUSING MANAGEMENT AND ALMSHOUSES SUB (COMMUNITY AND
CHILDREN'S SERVICES) COMMITTEE**
Friday, 16 July 2021

Minutes of the meeting accessible remotely at 1.45 pm:
[Housing Management and Almshouses Sub - 16/07/21 - YouTube](#)

NB. This recording will be available for 1 year from the date of the meeting

N.B. This meeting was held as an informal one, with the views reached by the Committee approved formally by the Town Clerk after the meeting, in accordance with the Court of Common Council's Covid Approval Procedure. This process reflects the current position in respect of the holding of formal Local Authority meetings and the Court's decision of 15 April 2021 to continue with virtual meetings, with formal confirmation of decisions provided through a delegation to the Town Clerk (or his nominated representative) after the informal meeting has taken place and the will of the Committee is known.

Present

Members:

Mary Durcan (Chairman)
John Fletcher (Deputy Chairman)
Randall Anderson
Marianne Fredericks
Susan Pearson
Ruby Sayed
Deputy Jamie Ingham Clark

Officers:

Mark Jarvis	- Chamberlain's Department
Paul Murtagh	- Assistant Director, Barbican and Property Services, Community and Children's Services
Jason Hayes	- Community and Children's Services
Liam Gillespie	- Community and Children's Services
Julie Mayer	- Town Clerks
Julie Fittock	- City Surveyors

1. APOLOGIES

Apologies were received from Peter Bennett, Caroline Haines, The Revd. Stephen Haines, William Pimlott and the Chair, Mary Durcan. The Deputy Chair, John Fletcher was in the Chair.

**2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN
RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

3. MINUTES

RESOLVED, That - the public minutes and non-public summary of the meeting held on 24 May 2021 be approved as a correct record.

4. OUTSTANDING ACTIONS

The Sub Committee received its Outstanding Actions list.

- Members noted that the Department of Community and Children's Services would be arranging estate visits and all Members of the Court would be invited. The Town Clerk advised that the Committee Calendar was very busy post recess but there were 3 clear slots in October on 1st, 18th and 22nd.
- The Town Clerk also reminded Members of the Annual Christmas Hamper visit to the City of London Almshouses in Lambeth on 6th December 2021 (departing Guildhall at approximately 10.30 am and returning at 1pm). All Members had received an invitation and a reminder would be sent nearer the time.

5. **HOUSING UPDATE & RISK REGISTER**

The Sub Committee received a report of the Director of Community and Children's Services which provided an update on performance and management information on key areas of work in the Housing Service. The Sub Committee received this report twice yearly, and it covered the period from 1st October 2020 to 31st March 2021. Members welcomed the new, clear format of the dashboard.

During the discussion and questions, the following points were noted:

1. The income figure only shows receipts for hall hire, it does not reflect anything else; i.e. - building running costs, which are offset against the receipts.
2. A Voids Group meets regularly to monitor individual properties and those taken out of action for works or pilot projects. The officer agreed to include a Voids KPI in the next report.
3. The Lone Working risk register entry is due for review and officers will action this"
4. Members asked for an annual oversight on the issues which are preventing the repairs targets from being achieved, as they might be able to offer support. The Assistant Director advised that issues are raised at regular contractor meetings but there are occasional access problems, which have been exacerbated by the pandemic.
5. The Deputy Chairman suggested it would be helpful if the issues were broken down into larger groups; i.e. - leakage, damp, electrical etc. The officer agreed to work with the Repairs Service to produce reports in this format and would provide an update on progress at the next meeting.

RESOLVED, that – the report be noted.

6. **MAJOR WORKS PROGRAMME (JULY 2021 UPDATE)**

The Sub Committee received a report of the Director of Community and Children's Services which updated Members on the progress made with the

Housing Major Works Programme and advised them on issues affecting progress on individual schemes.

Members noted that the report due to at the next Committee in September 2021 would identify projects added to the plan since 2017, with the new 5-year plan presented in parallel. The Assistant Director advised that it was not possible to provide dates at this stage for the works contained in the new 5-year plan, as the funding had not been identified, but the plan would align with Savill's Stock Condition Survey.

Members also noted that the Establishment Committee would be receiving a resolution this week, from the Barbican Residential Committee, in respect of the recruitment moratorium which limits new appointments beyond 6 months. The Community and Children's Services (CCSC) had raised similar concerns at their meeting last week and the Chair of the CCSC would be speaking on the Resolution, noting that the strongest candidates were likely to be attracted to permanent positions. The Assistant Director and Members commended the team for keeping all major projects on target, despite these difficulties. Additionally, projects recently completed have come in at 14% under the costs projected in the 'Gateway 5' project reports. Members noted that an external project manager had been appointed in respect of Dron House, which would keep the project on track.

In response to a question about the Housing Delivery Programme (new homes), the Assistant Director advised that, there was insufficient funding to achieve the Corporation's objective to deliver 700 new homes on its existing housing estates by 2025. He reiterated however, that funding of the new homes and, funding for the MWP are separate budgets.

RESOLVED, that – the report be noted.

7. HOUSING REVENUE ACCOUNT (HRA) COMMERCIAL TENANTS: CURRENT TENANT ARREARS AND TERMS OF REPAYMENT PLANS RELATING TO COVID-19 RENTAL SUPPORT

The Sub Committee received a report, which had been approved by the Community and Children's Services Committee, in respect of the assistance packages supporting the HRA commercial tenants during the COVID-19 pandemic for five quarters (March 2020 to March 2021). A summary of the assistance provided to tenants to date was set out in the non-public appendices at agenda item 13. The Chair asked for the Sub Committee to receive regular progress reports and for the next update to be added to November's agenda.

The City Surveyor's officer advised that there were in excess of 60 HRA tenants and, when they apply for assistance, they are asked about the other forms of assistance already applied for. Members noted that, if this wasn't the case, then it would be difficult for the City Corporation to offer assistance from the HRA, which has limited resources. The officer further advised that tenants had been reminded to apply, and a link to the web site had been included in communications. Members were asked to note that the process was not being administered by the City Surveyor's Corporate Property Group.

The Assistant Director, Barbican and Property Services had written to all tenants and would be doing so again in terms of the extension of the deadline to 31st July 2021. The Assistant Director agreed to work with the City Surveyor's officer in drafting the reminder, to include the points raised above. Members also noted that the Assistant Director had been making personal contact with local businesses but, in many cases, a manager had been on site and not the Leaseholder.

RESOLVED, that – the report be noted.

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

10. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

Items

11-18

Paragraph

3

11. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 24th May 2021 be approved as a correct record.

12. **ELECTRIC VEHICLE CHARGING POINTS - HOUSING REVENUE ACCOUNT (HRA) ESTATES**

The Sub Committee received a report of the Director of Community and Children's Services.

13. **HRA COMMERCIAL TENANTS: CURRENT TENANT ARREARS AND TERMS OF REPAYMENT PLANS RELATING TO COVID-19 RENTAL SUPPORT - NON PUBLIC APPENDICES**

The Sub Committee received 2 non-public appendices in respect of agenda item 7.

14. **HOUSING REVENUE ACCOUNT (HRA) OVERVIEW**

The Committee received a report of the Director of Community and Children's Services.

15. **MIDDLESEX STREET ESTATE - COLD WATER DISTRIBUTION SYSTEM - GATEWAY 1-5 - AUTHORITY TO START WORK**

The Sub Committee considered and approved a report of the Director of Community and Children's Services.

16. YORK WAY ESTATE - COLD WATER DISTRIBUTION SYSTEM REPLACEMENT - GATEWAY 1-5 - AUTHORITY TO START WORK

The Sub Committee considered and approved a report of the Director of Community and Children's Services.

17. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

There were no non-public questions.

18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There was no other business.

The meeting ended at 3.10 pm

Chairman

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