
TOM SHARDLOW
CHIEF EXECUTIVE
Town Hall, Nuneaton,
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Our Ref: KB

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Date: 15th January 2025

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If calling please ask for: Democratic Services

Dear Sir/Madam,

A meeting of the **Housing and Communities Overview and Scrutiny Panel** will be held in the Council Chamber, Town Hall, Nuneaton on **Thursday, 23rd January 2025 at 6.00 p.m.**

Yours faithfully,

Tom Shardlow

Chief Executive

To: All Members of the Housing & Communities Overview and Scrutiny Panel

Councillors B Hughes (Chair), M, Etienne (Vice-Chair), E. Amaechi, M. Bird, T. Cooper, S. Dhillon, W. Markham, B. Pandher and T. Venson.

A G E N D A

PART 1 – PUBLIC BUSINESS

1. ANNOUNCEMENTS AND EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

Once out of the building, please gather outside Lloyds Bank on the opposite side of the road.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - To receive apologies for absence from the meeting.

3. MINUTES - To confirm the minutes of the meeting of the Housing Overview and Scrutiny Panel held on 26th September 2024 (**Page 6**).

4. DECLARATIONS OF INTEREST/PARTY WHIP - To receive declarations of Disclosable Pecuniary and Other interests in accordance with the Members' Code of Conduct and of the Party Whip in accordance with the Overview and Scrutiny Procedure Rules 4E, Paragraph 16(b).

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made for interests that are declared regularly by members to be appended to the agenda (**Page 12**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.
2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit & Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

5. PUBLIC CONSULTATION - Members of the Public will be given the opportunity to speak on specific agenda items if notice has been received.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the chair, the speaker persists, they will be asked to stop speaking by the chair. The chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

6. QUESTIONS TO CABINET – In accordance with Overview & Scrutiny Procedure Rule 4.E.8 c) 20 minutes shall be set aside for questions to a member of the Cabinet from the Panel in relation to matters in respect of which the Panel has powers or duties.
7. INTEGRATED PERFORMANCE REPORT – QUARTER TWO 2024/25 – a summary report of the Risk Management and Performance Officer, attached **(Page 14)**. Full Integrated report available on the website only via a link in the report.
8. HOUSES IN MULTIPLE OCCUPATION - a report of the Assistant Director – Strategic Housing attached **(Page 19)**
9. HOUSING KEY PERFORMANCE INDICATORS – a report of the Assistant Director, Social Housing & Community Safety, attached **(Page 28)**.

10. ARMED FORCES COVENANT UPDATE- a report of the Assistant Director – Social Housing and Community Safety, attached (**Page 50**).
11. FORWARD PLAN – attached for information (**Page 55**).
12. WORK PROGRAMME 2024/25 – for approval, attached (**Page 65**).
13. ANY OTHER ITEMS which in the opinion of the Chair of the meeting should be considered as a matter of urgency because of special circumstances (which must be specified).

THIS PAGE IS FOR INFORMATION ONLY

Nuneaton and Bedworth Borough Council

Building A Better Borough

Nuneaton and Bedworth 2032: working in partnership, restoring pride in our borough

AIM 1: LIVE

We want to make our borough a place where our residents enjoy living and in which others choose to make their home.

Priority 1: Promote residents' health and wellbeing

Priority 2: Enable appropriate housing development

Priority 3: Sponsor a sustainable green approach

Priority 4: Prioritise community safety and empowerment

AIM 2: WORK

Using our prime location within the national road and rail networks and responding to the needs of private companies, we want to make our borough a place in which businesses choose to locate and where our residents enjoy a range of employment options.

Priority 1: Grow a strong and inclusive economy

Priority 2: Champion education and skills

Priority 3: Embrace new and emerging technology

Priority 4: Support local businesses

AIM 3: VISIT

Taking advantage of our open green spaces, our heritage, and our location within the West Midlands, we want our borough to be a vibrant destination for residents and visitors alike. A place where people and families want to spend time relaxing, socialising and taking part in leisure and cultural activities.

Priority 1: Create vibrant and diverse town centres

Priority 2: Stimulate regeneration

Priority 3: Celebrate and promote our heritage

Priority 4: Improve the physical environment

NUNEATON AND BEDWORTH BOROUGH COUNCIL

**HOUSING AND COMMUNITIES OVERVIEW
AND SCRUTINY PANEL**

26th September 2024

A meeting of the Housing and Communities Overview and Scrutiny Panel was held on Thursday, 26th September 2024 in the Council Chamber, Town Hall Nuneaton.

Present

Councillor B. Hughes (Chair)

Councillors: M. Etienne (Vice-Chair), E. Amaechi, M. Bird, T. Cooper, S. Dhillon, B. Pandher, C. Smith (substitute for Councillor W. Markham) and T. Venson.

Apologies: Councillor W. Markham

PART I – PUBLIC BUSINESS

HC9 **Minutes**

RESOLVED that the minutes of the Housing and Communities OSP held on 6th June 2024 be confirmed and signed by the Chair.

HC10 **Declarations of Interest**

RESOLVED that the declarations of interest are as set out in the Schedule attached to these minutes with the addition of Councillor C. Smith as substitute.

HC11 **Questions to Cabinet**

The portfolio holder for Housing (Councillor C. Watkins) was in attendance to answer questions from the Panel.

No questions were asked by the Panel.

HC12 **Integrated Performance Report – First Quarter 2024-25**

A report of the Risk Management and Performance Officer. The Panel were presented with a report which seeks to provide appropriate performance measures, budget information and risk data for service areas within the scope of the Panel. The report has been adapted to reduce the volume of data (as previously reported under the former scrutiny panel arrangements), whilst still providing the Panel with sufficient information to monitor results to address issues arising.

SPEAKER: Mr Peter Smith

RESOLVED that the contents of the report be noted.

HC13 **Draft Housing Strategy**

A report of the Assistant Director –Strategic Housing submitted a report to provide the Panel with the draft Housing Strategy 2024 – 2034 for comments and amendments

SPEAKER: Mr Peter Smith

The panel discussed the following points:

- The replacement of boilers with gas and not a heat pump
- The licensing surrounding Houses of Multiple Occupation (HMO) and the regulations only requiring a license if the HMO is for 5 rooms or more.
- The suggestion of the balancing of HMO's within the towns and if there is any scope to displace around the borough, however there is no planning requirement to enable this to happen at planning application stage and the current legislation is limited.
- Single and two bed properties and how this links into planning and developers. S106 monies is allocated to affordable housing and with developers the council can stipulate one/two bed properties based on this strategy.
- What the council's statutory powers are in relation to empty properties. In circumstances of the empty property being deemed as dangerous if in disrepair or causing disturbance due to anti-social behaviour the council have powers to give notices, put charges on the property, and potentially a compulsory purchase order however these are long winded and have a fraught legal process in addition to this is if there needs to be the budget to afford the capital. Prior to these options officers would be encouraged to talk to landlords in bringing their properties up to specifications. There are less than 2% privately owned empty homes in Nuneaton and Bedworth and most are turned around in 18 months/2 years.
- Difficult to let housing stock are under the Independent Living Schemes and it is mostly bedsits but this is a tiny proportion of the council's housing stock.

RESOLVED that the report be noted.

HC14 **Housing Performance – Quarter one (2024/25)**

The Assistant Director – Social Housing and Community Safety submitted a report to provide the Panel with the performance figures for the first quarter 2024/25.

The follow points were raised:

- A target to be set for Asbestos to work on for next meeting.
- Installation of smoke alarms to be completed by 1st November 2024. Carbon monoxide testing at the same time.
- More communications to residents regarding electric fires and the fire risks surrounding them. The officers are working with Citizens Advice Bureau and those in Independent Living Units.
- Pest control reporting depends on the type of property as to who has the responsibility to action the reported case.
- Housing Rent Arrears officers have moved back into the Housing team from Revenues and Benefits and so it is anticipated that performance in debt recovery will improve. The council support tenants as much as possible with their rent payments and we must show we have followed protocol especially if the council go on to evict a tenant.
- It was recommended that the total rent arrears figure be included in the next report to the panel including the totals from former and current tenants.
- The panel asked if the previous data for pest control reports be included.

- In respect of anti-social behaviour cases 30 were closed out of 107 however a case will not be closed on the system until all avenues to resolve it have been explored and if building a case for court this can take a considerable amount of time. The panel requested that the number of anti-social behaviour cases be split into wards and circulated to all members.

RESOLVED that

- a) the report be noted; and
- b) the total rent arrears figure be included in the next report to the panel including the totals from former and current tenants.

HC15 **Forward Plan**

The Forward Plan showing the key decisions that will be made in the four months commencing 1st October 2024, was provided to the Panel for information.

RESOLVED: that the Forward Plan be noted.

HC16 **Work Programme Suggestion Form**

A work programme suggestion form was received from Councillor C. Phillips in respect of Policy review for Houses of Multiple occupation.

SPEAKER: Councillor W. Hancox submitted a statement to the Chair which was read to the panel

RESOLVED that the work programme suggestion of Policy review for Houses of Multiple occupation be added to the Housing and Communities Work Programme

HC17 **Work Programme**

The Panel were presented with the Work Programme for the municipal year 2024-2025.

RESOLVED that the Work Programme be noted with the addition of Policy Review for Houses of Multiple Occupation

HC18 **Any Other Items**

None

Chair

Housing and Communities OSP – Schedule of Declarations of Interests – 2024/2025

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	E. Amaechi	<ul style="list-style-type: none"> - Employed NHS Wales Shared Services Partnership (NWSSP) - Ricky Global Consultants Ltd - Purple Dove Events Ltd - Director – Techealth Ltd 	The Labour Party (sponsorship) - Foundation Governor - Our Lady and St. Joseph Academy, Nuneaton. - Member of: - British Computer Society. - Igbo Community Coventry. - Mbaise Community, Coventry. Representative on the following Outside Bodies: - Committee of Management of Hartshill and Nuneaton Recreation Ground - EQulP: Equality and Inclusion Partnership - West Midlands Combined Audit, Risk and Assurance Committee - Pride in Camp Hill (PinCH)	
	M. Bird		<ul style="list-style-type: none"> - Life Member of National Association of British Market Authorities. - Member of the Stockingford Allotment association and Pavillion Club. 	
	T. Cooper	None		
	S. Dhillon	Employed by UHCW NHS Trust	Member (Rep) at Unison – UHCW Trust Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Warwickshire Adult 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			Social Care and Health Overview and Scrutiny Committee <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton Recreation Ground • George Eliot Hospital NHS Trust – Public/User Board • West Midlands Combined Authority Wellbeing Board 	
	M. Etienne	Employed by Network Rail	- Member of The Conservative Party and Nuneaton Conservative Association - RMT Member	
	B. Hughes	Full Time Carer	Member of the Labour Party. Member of the National Trust. Member of the Caravan and Motorhome Club Member of CAMRA Representative on the following Outside Bodies: - George Elliot Hospital NHS Foundation Trust Governors	
	W. Markham		- Governor at Ash Green School for SEND - Member of Unite Union	
	B. Pandher		- Member of Warwickshire County Council. - Member of the Conservative Party - President & Trustee of Nanaksar Gurdwara Gursikh Temple Coventry; - Coordinator of Council of Sikh Temples in Coventry; - Secretary of Coventry Indian Community; - Trustee of Sikh Monument Trust - Vice Chair Exhall Multicultural Group	
	T. Venson	Employed by Freightliner Heavy Haul	ASIEF Trade Union The Labour Party Representative on the following Outside Bodies: - Building Control Partnership Steering Group - Warwickshire Joint Overview and Scrutiny Committee	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	C. Smith (substitute)	Software Engineer – Prophet PLC	<ul style="list-style-type: none"> - Member of Labour Party and Unite - Safeguarding – Manor Park RFC Representative on the following Outside Bodies: Astley Charity	

**Housing and Communities OSP –
Schedule of Declarations of Interests – 2024/2025**

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	E. Amaechi	<ul style="list-style-type: none"> - Employed NHS Wales Shared Services Partnership (NWSSP) - Ricky Global Consultants Ltd - Purple Dove Events Ltd - Director – Techealth Ltd 	The Labour Party (sponsorship) - Foundation Governor - Our Lady and St. Joseph Academy, Nuneaton. - Member of: - British Computer Society. - Igbo Community Coventry. - Mbaise Community, Coventry. Representative on the following Outside Bodies: - Committee of Management of Hartshill and Nuneaton Recreation Ground - EQuIP: Equality and Inclusion Partnership - West Midlands Combined Audit, Risk and Assurance Committee - Pride in Camp Hill (PinCH)	
	M. Bird		<ul style="list-style-type: none"> - Life Member of National Association of British Market Authorities. - Member of the Stockingford Allotment association and Pavillion Club. 	
	T. Cooper	None		
	S. Dhillon	Employed by UHCW NHS Trust	<ul style="list-style-type: none"> -Member (Rep) at Unison – UHCW Trust -Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Warwickshire Adult Social Care and Health 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<p>Overview and Scrutiny Committee</p> <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton Recreation Ground • George Eliot Hospital NHS Trust – Public/User Board • West Midlands Combined Authority Wellbeing Board 	
	M. Etienne	Employed by Network Rail	<p>- Member of The Conservative Party and Nuneaton Conservative Association</p> <p>- RMT Member</p>	
	B. Hughes	Full Time Carer	<p>Member of the Labour Party. Member of the National Trust. Member of the Caravan and Motorhome Club Member of CAMRA</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> - George Elliot Hospital NHS Foundation Trust Governors 	
	W. Markham		<p>Governor at Ash Green School for SEND</p> <p>Member of the following bodies:</p> <ul style="list-style-type: none"> - Unite Union - Free Speech Union - Exhall Multicultural Group 	
	B. Pandher		<p>Member of:</p> <ul style="list-style-type: none"> Warwickshire County Council. Conservative Party - President & Trustee of Nanaksar Gurdwara Gursikh Temple Coventry; - Coordinator of Council of Sikh Temples in Coventry; - Secretary of Coventry Indian Community; - Trustee of Sikh Monument Trust - Vice Chair Exhall Multicultural Group 	
	T. Venson	Employed by Freightliner Heavy Haul	<p>ASIEF Trade Union The Labour Party</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> - Building Control Partnership Steering Group - Warwickshire Joint Overview and Scrutiny Committee 	

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: **Housing and Communities Scrutiny Panel, 23rd January 2025**

From: **Risk Management and Performance Officer**

Subject: **INTEGRATED PERFORMANCE REPORT SUMMARY - SECOND QUARTER 2024/25**

1. Summary

1.1 Important Note for Panel Members - Additional information

Should panel members require additional information relating to performance **not fully explained by the comments supplied**, the following process is essential for the effectiveness of the meeting (to ensure that all issues can be addressed at the meeting):

- Having reviewed the report, the panel member should ask for the relevant officer(s) to attend the meeting by contacting the Chair at their earliest opportunity
- The Chair will then advise the Committee clerks to make the necessary Arrangements

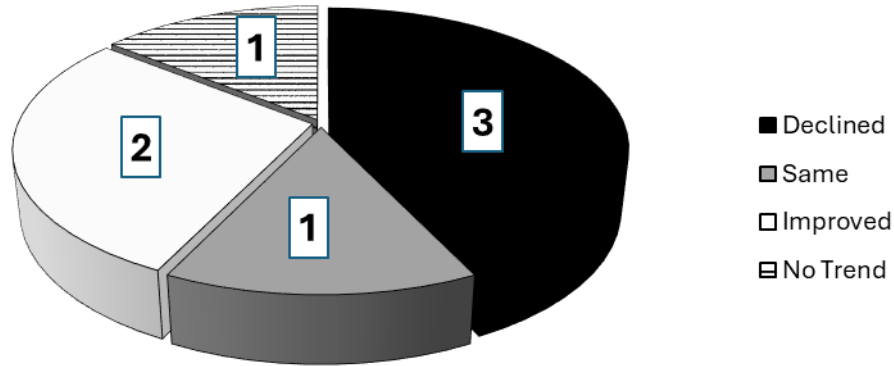
1.2 Financial Data

Each OSP should review the Forward Plan and where a decision has been made, members of the OSP should consider calling in an item if they have concerns which need discussing at a future OSP meeting. As per the December 2024 forward plan, the following financial reports are due to be considered by Cabinet in 2025

- General Fund Budget Monitoring Q3 (March Cabinet)
- HRA Budget Monitoring Q3 (March Cabinet)
- Capital Monitoring Q3 (March Cabinet)
- General Fund Revenue Outturn (July Cabinet)
- HRA Revenue Outturn (July Cabinet)
- Capital Outturn (July Cabinet)

1.3 Housing and Communities OSP Second Quarter 2024/25 Summary Charts

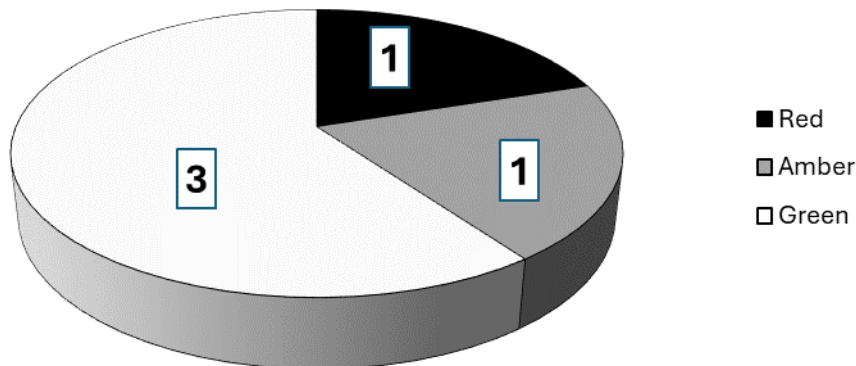
Performance Measures Summary



Freedom of Information (FOI) / Environmental Information Regulations (EIR) Requests and Complaints Summaries – End of Second Quarter

	Number Received 2024/25 (2023/24)	Completed 2024/25 (2023/24)	Late 2024/25 (2023/24)	Outstanding 2024/25 (2023/24)
FOI / EIR Requests - 20-day target	391 (396)	389 (396)	67 (82)	2 (0)
Complaints -10-day target	786 (847)	784 (841)	81 (98)	2 (6)

Strategic Risk Register Summary



Member Enquiry Forms (MEFs) Summary End of Second Quarter

Number Received	
2023/24	2024/25
275	394

Subject trends identified in the current quarter:

FOI / EIR – No trends identified.

Complaints - No trends identified.

MEFs – 59 for Housing and 86 for Leisure and Culture (37%).

1.4 Appendix A - Performance Measures

Three declined trend measures:

- **Processing Private Sector Disabled Facility Grants** (39 weeks 2023/24, 56 weeks 2024/25).
Demand continues to be high across the County and there has been a significant increase in some complex children's DFG cases which is impacting on the end to end times.
The capital Expenditure project, mentioned in the previous report, has started to deliver against the backlog but it will be several months before the impact of this additional resource is seen.
- **Removal of Private Sector Property Housing Hazards** (45 2023/24, 23 2024/25).
There have not been many properties with Category 1 hazards identified this quarter. Other hazards removed are Category 2 and low- level disrepairs. Two properties with five Category 1 hazards were prohibited with one being an emergency prohibition. Both properties are still vacant. We are working closely with the landlords to get these resolved before the properties can be reoccupied.
- **Relet of Property End to End Time (less difficult to let); General Purpose** (33 days 2023/24, 39 days 2024/25).
During this period, the Choice Based Letting team have been requested to advertise 10 vacant properties with specific requirements, in addition to the current local lettings plan that also requires properties to be allocated with specific requirements which delays the allocation process.
There have been delays due to registered providers increasing their allocation demand with a high volume of new builds. The team have also been impacted by having to readvertise a full-time post which has been partially offset from officers outside of the team.

Positive aspects:

- **Length of Stay in Bed and Breakfast Accommodation** (11 weeks in 2023/24, 10 weeks in 2024/25).
Although still under-performing against the target of 6 weeks, the trend is improved compared to the second quarter 2023/24. This is despite the Council continuing to experience high numbers of Homeless presentations requiring temporary accommodation. As at the end of September 2024, there were 147 households in temporary accommodation, 16 of which were in hotels.
- **Satisfaction with the Capital Work Programme**
All areas (electrical, kitchen and bathroom, gas installation and gas servicing work) are well above the targets of 90-95%. Satisfaction levels range between an impressive 95.55% - 99.95% across the four work areas.

1.5 Appendix B – Strategic Risk Register

There are five strategic risks within the remit of the panel. One is “net red”, one is “net amber” and three are “net green”

The “net” red risk is R1 - Potential failure to provide adequate accommodation to meet the needs of the borough with consequent impact on the lives of residents

The “net” amber risk is R25 - Noncompliance with regulations relating to Freedom of Information, Environmental Information and General Data Protection resulting in penalties applied by the Information Commissioner’s Office

1.6 Appendix C – Executive Summary of the Strategic Performance Report to Management Team

Of the 15 measures: Eight are “green”, one is “amber” and six are “red”:

“Amber” measure:

- **Business rates collection** is 55.75% against the profiled target of 58% at the end of September.

“Red” measures:

- **Processing of new benefits claims** is 37 days against the 22 days good performance benchmark (compared to 20.86 days in September 2023). It is anticipated that performance will return to normal levels in October or November.
- **Working days lost to short term sickness absence** is 2.33 days per full time equivalent (FTE) against the profiled target of 1.74 days/FTE at the end of September (2.22 days/FTE at the end of September 2023).
- **Working days lost to long term sickness absence** is 3.28 days per full time equivalent (FTE) against the profiled target of 2.63 days/FTE at the end of September (2.79 days/FTE at the end of September 2023).
- **Short term return to work interview compliance** rolling average is 36.67% within 3 days (59.05% last month). The average time to complete all interviews is 1.74 days (1.60 days last month).
- **Agency staff spend** £564,854 as at the end of September compared to £386,075 at the end of September 2023. This is netted against an estimated (£979K) salary underspend, creating a NET underspend of (£414k) across the general fund and HRA budgets.
- **Building a Better Borough (BaBB) Corporate Plan monitoring** is 70% against the 80% target at the end of the second quarter (68% last quarter).

1.7 Please click the following link to access the full report:

[Integrated Performance Report | Housing & Communities OSP | 23 January 2025](#)

2. **Recommendation**

The panel is asked to scrutinise the performance information contained in this report and make any recommendations to the relevant Cabinet portfolio holder and/or Cabinet.

The panel may decide to establish an OSP Review Working Party, proposed, voted and agreed at an OSP itself, to review a specific item/activity. This would be made up of members from the OSP and the OSP would be required to set a clear scope and remit for the review.

STEVE GORE

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Housing and Communities Overview and Scrutiny

Date: 23rd January 2025

From: Private Sector Housing Manager

Subject: Houses in Multiple Occupation Report

Portfolio: Housing

Building a Better Borough: Aim: 1, Priorities 1 and 2

OBJECTIVES OF SCRUTINY

The role of the scrutiny Committee is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

WHAT IS THE PANEL BEING ASKED TO CONSIDER?

This report is being brought to Scrutiny at the request of the Chair, to raise awareness of current policy and practice with regard to the management of HMOs in the Borough, and to better understand the legislation that exists pertaining to HMOs.

WHO CAN THE PANEL INFLUENCE?

Cabinet/Portfolio Holders

Houses in Multiple Occupation (HMOs)

The Housing Act 2004, which came into force on 6 April 2006, introduced radical reforms to private sector housing enforcement work, including a mandatory scheme to licence certain high-risk houses in multiple occupation (HMO).

The Private Sector Housing team is a regulatory service which is responsible for delivering the Council's statutory functions in the private housing sector. This includes raising housing standards in owner occupied properties, properties managed by Registered Providers (Housing Associations) and the private rented sector. The team focuses its efforts on properties where the worst housing conditions are found, which can be in HMOs. HMOs tend to be properties at the bottom end of the private rented housing market, where those on the lowest incomes and most vulnerable tenants are housed and typically where standards of management are lowest. Poor housing conditions include damp and mould growth, lack of heating, poor electrical installations inadequate fire precautions and falls within the property.

There are extra legal responsibilities that landlords are required to comply with if the home rented is an HMO to reduce the risk of fire and to make sure that people living in shared houses or flats have adequate facilities. Landlords must make sure that:

- Proper fire safety measures are in place, including working smoke alarms
- Annual gas safety checks are carried out
- Electrics are checked every 5 years
- The property is not overcrowded
- There are enough cooking and bathroom facilities for the number of people living there
- Communal areas and shared facilities are clean and in good repair
- There are enough rubbish bins/bags

HMO Definitions

A home is an HMO if both of the following apply:

- At least 3 tenants live there, forming more than 1 household
- The toilet, bathroom or kitchen facilities are shared with other tenants

A home is a large HMO if both of the following apply:

- At least 5 tenants live there, forming more than 1 household
- The toilet, bathroom or kitchen facilities are shared with other tenants

HMO Mandatory Licensing

All large HMOs where there are at least five tenants living there, forming more than one household and there is sharing of facilities, require a licence. Prior to 1 October 2018 HMO licensing requirements only applied to dwellings of 3 or more storeys. At the same time the 3 or more storey criteria was removed, the Government also introduced new mandatory conditions in HMO licences to regulate the size and use of rooms as sleeping accommodation. For all new or renewed HMO licences applied for since 1 October 2018, bedroom sizes must be at least:

- 6.51 square metres for a person aged 10 or over
- 10.22 square metres for 2 people aged 10 or over
- 4.64 square metres for a child under 10 years

Before issuing an HMO licence, the council must be satisfied that:

- the landlord of an HMO is a fit and proper person (or employs a manager who is).
- each HMO is suitable for occupation by the number of people allowed under the licence (overcrowding is eliminated).
- the standard of management of the HMO is acceptable.
- vulnerable tenants are protected.
- high-risk HMOs can be identified and targeted for improvement (such as fire safety).

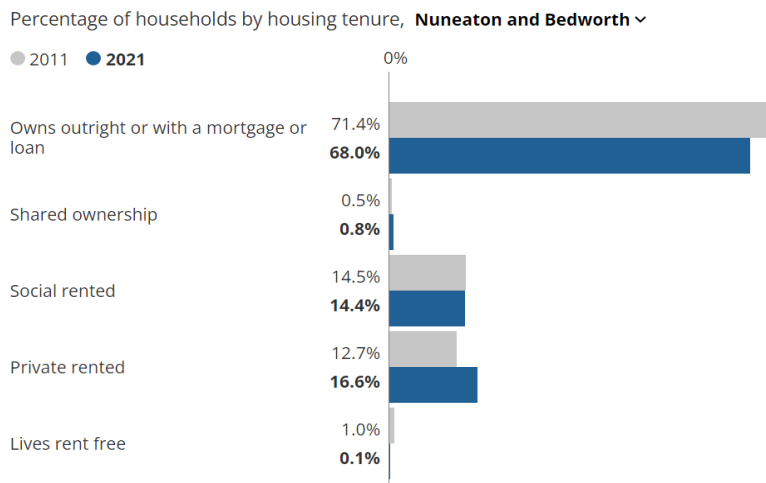
Nuneaton and Bedworth Borough Council's HMO standards and register are published on the council's website.

HMOs in Nuneaton and Bedworth

Between the last two censuses (held in 2011 and 2021), the population of Nuneaton and Bedworth increased by 7.1%, from around 125,300 in 2011 to around 134,200 in 2021. Nuneaton and Bedworth saw the West Midlands' second-largest percentage-point fall in the proportion of households that owned their home (from 71.4% in 2011 to 68.0% in 2021). As of 2021, Nuneaton and Bedworth is the 10th most densely populated of the West Midlands' 30 local authority areas, with around 12 people living on each football pitch-sized area of land.

The number of households in the private rented sector in Nuneaton and Bedworth increased between the census years of 2011 and 2021 by 3.9% from 12.7% to 16.6%. and this trend is likely to continue. These numbers include HMOs with shared facilities where for most purposes, the residents are not defined as forming a single household, as well as single people living together as a group who are defined as a single household for most purposes and individuals with lodgers.

The rate of home ownership in Nuneaton and Bedworth decreased by 3.3 percentage points.



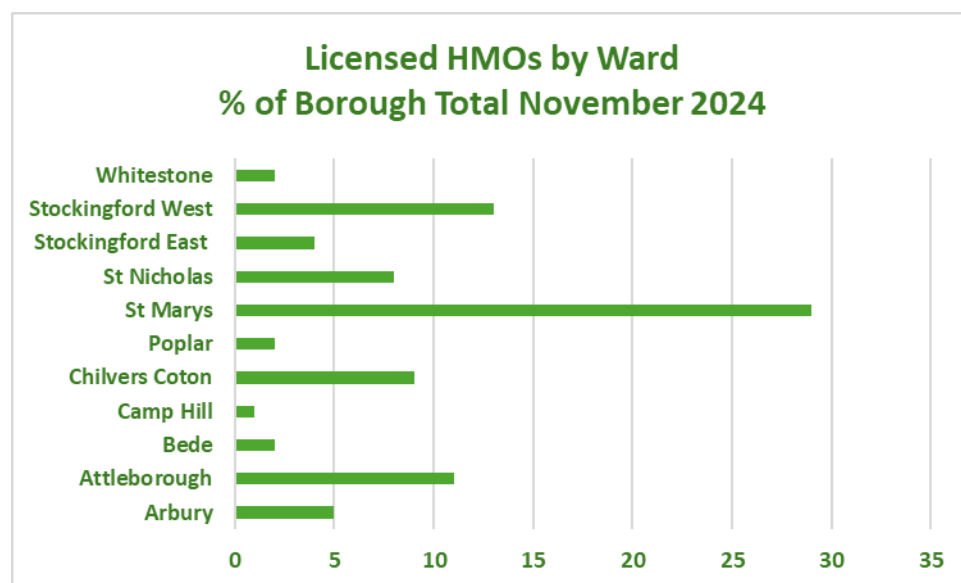
Source: Office for National Statistics – 2011 Census and Census 2021

Currently there are 92 known HMOs licensed by the Council, with approximately 64 more within the Borough that are subject to specific provisions within the Housing Act but are not currently liable for licensing. The total number of HMO's that still require licensing is unknown however, it is thought that the number of HMOs that would require a licence is likely more than the number currently licensed. Identifying those HMOs that should be licensed and dealing with licensing applications promptly are priorities for the Private Sector Housing Team.

The PSH team has seen a slight increase in the intelligence received on suspected HMOs in the Borough for example, through reporting form occupiers, planning applications, referrals from Housing Solutions. In some cases, landlords may not realise that their property is in fact licensable, and or purposely choose to avoid licensing it.

The following table shows the number of licensed (5 rooms+) HMOs per ward.

Ward Analysis	No.Licensed HMOs@ 07/11/2024	% of HMO by ward
Arbury	5	6%
Attleborough	11	13%
Bede	2	2%
Camp Hill	1	1%
Chilvers Coton	9	10%
Poplar	2	2%
St Marys	29	34%
St Nicholas	8	9%
Stockingford East	4	5%
Stockingford West	13	15%
Whitestone	2	2%



License fees

The maximum duration of a HMO licence is 5 years. The Council is permitted to levy a charge to cover all costs incurred in licensing HMO's. The fees are required to only cover the costs of licensing and cannot be used to subsidise other local authority work. The income generated must be ring-fenced to HMO licensing activity. The approved HMO licensing fee for up to 5 lets is currently £820, 6-10 lets £860 and £900 for 11+ lets. These rates have only changed since this new financial year 2024/2025. Licenses are also non-transferrable.

Improving the administration of licensing HMOs has been and continues to be a priority for the private sector housing team. A total of 18 licenses were issued between 1st April 2023 and 31st March 2024. Since April 2024 a further 39 licenses have been issued. We have a legal duty to ensure that all applications for licences are determined within a reasonable time. Twelve weeks is regarded as reasonable, and this is the target adopted by Nuneaton and Bedworth Borough Council and most other local authorities. Licence applications are being dealt with in a timely manner.

Inspections of HMOs

We are inspecting properties where:

- there is a duty to inspect because, for example, there is an imminent risk to a tenant's health due to a serious hazard e.g. no hot water or heating, pests (rats)
- a serious hazard was previously identified and may still exist
- where we have been made aware that a tenant is vulnerable, and it is not clear if conditions are hazardous.
-

The PSH team received 34 complaints related to HMOs between 1 April 2023 and 31 March 2024. Since April 2024 we have received 21 complaints. Main complaints relate to some level of disrepair and illegal eviction. Ideally all HMOs should be inspected at least once during the period of the licence however this is often not possible due to limited resources, so prioritisation of annual visits is placed on properties where there has been more than one complaint in a 6-month period. In addition, certificates for gas safety are requested on an annual basis. Electrical safety certificates last for five years.

Enforcement Action

Under the Housing Act 2004 the Council is required to take 'appropriate enforcement action' for defects found in properties which fall under either a Category 1 (duty to take action), or Category 2 (may take action). The Council may also take action under "The Management of Houses in Multiple Occupation (England) Regulations 2006", known as the Management Regulations on both licensable and un-licensable HMOs.

The Council will also work with HMO landlords to ensure that their properties are compliant with the Minimum Energy Efficiency Standards (MEES) when they grant a new tenancy to new or existing tenants.

In addition to the mandatory licencing conditions, the Council may include further conditions on a licence; these can require improvement to the standards of the HMO and its management. Licencing decisions are subject to appeal through the Residential Property Tribunal. Offences against the licencing requirements may be subject to prosecution. Also, you won't be able to serve a Section 21 if a property has not been correctly licensed and the landlord or agent (or both) could face criminal prosecution and an unlimited fine.

Councils do have the option to issue a civil penalty of up to £30,000 and a rent repayment order limited to the last 12 months rental incomes, something that would be beneficial and lucrative to councils if unlicensed properties were discovered.

Discretionary Licensing

A Local authority could consider options for discretionary licensing to raise standards and assist in deterring rogue landlords from managing private rented accommodation. Options such as:

Additional licensing – licensing can be extended to include HMOs not covered by mandatory licensing for example to cover all HMOs in a specific area or across the whole borough. Additional licensing can be introduced where the local authority believes that a significant proportion of HMOs are poorly managed and giving rise to problems for residents or the public.

Selective licensing – All privately rented properties within a selective licensing area have to be licensed, regardless of whether or not the property is an HMO. Selective licensing does not specifically relate to HMOs. Schemes may be introduced in areas of low demand housing or areas with significant anti-social behaviour problems.

Currently HMOs with three or four tenants in the city do not require a license; any potential introduction of additional licensing would therefore focus on the licensing of

some, or all of those properties not currently covered by mandatory HMO licensing criteria. Licensing is required to be cost-neutral by setting the licensing fees to cover the cost of running the scheme.

It should be noted that if the council decided to introduce additional or selective licensing, such schemes would only be introduced for a maximum period of 5 years with evidence to show a need for additional controls over HMOs locally, and that suitable alternative options have been explored. Consultation with local landlords, tenants and residents would be required as part of this process.

Planning

In planning terms, a small HMO (between 3-6 persons) falls within Use Class C4. Current legislation allows a family dwelling (Use Class C3) to change to a small HMO (Use Class C4) without planning permission, i.e. by using 'permitted development' rights. The change of use of a dwelling or 'small HMO' to a 'large HMO' with 7+ residents (Class Sui Generis) does require planning permission and is not permitted development.

Commercial buildings usually fall under Class E. Many uses that seem like they would be Class E actually fall under Class Sui Generis, including but not limited to hot food takeaways, arcades, cinemas, theatres, launderettes, betting shops, pubs - [England - Use Class Order March23.indd](#). Some changes of uses from Class E or Class Sui Generis to dwellings (and some other uses) are possible subject to 'prior approval'. 'Prior approval' applications are more a streamlined process with less considerations than full planning permission.

Where the Council is concerned about the effects of high concentrations of HMO's in certain areas, it has an option of considering imposing Article 4 Direction in these areas. This means that it is necessary to obtain planning permission to convert a single-family dwelling (Use Class C3) to a HMO with between 3 and 6 unrelated people sharing (Use Class C4).

An Article 4 Direction (A4D) allows a Council to remove specific permitted development rights in a specific area. Cllr Phillips has asked the planning policy team to explore an A4D so changes of use from dwellings to small HMOs (with less than 6 residents) would require planning permission. Rugby Council will shortly be bringing in an A4D - [Article 4 Direction - Houses in Multiple Occupation \(HMOs\) - Rugby Borough Council](#) - so the Planning Policy team would reach out to them to learn from their experience

The process for a A4D (evidence base, consultation, defining the specific area etc) can't start for several months as the Borough Plan is the priority and at an advanced stage. The A4D area would likely be based on where there are existing large numbers of HMOs and limited parking (e.g. town centre and surrounding terraced street areas)

An A4D doesn't prevent HMOs, it just means small HMOs require planning permission the same as large HMOs currently do. An A4D also doesn't affect existing HMOs.

A4Ds are not a magic solution for making HMOs 'better'. For the planning team to impose higher standards on HMO planning applications there would need to be additional specific HMO policies. In the event an A4D goes ahead, Planning Policy would highlight to Cllrs the need for robust supporting policies, so this doesn't undermine wider strategies. Some vacant buildings are likely to only be viable with a change of use to a HMO.

Implications on related council policies.

The role of the scrutiny Committee is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction. The Council's approach to HMOs contributes towards delivery of the Housing Strategy which is a key policy framework document for the Council.

The Housing Strategy includes 'improving the quality of housing' as one of its main priorities. PSH understands and identifies the following specific actions in relation to HMOs and private rented sector housing more generally:

- Prioritise dealing with licence applications swiftly and efficiently and identifying additional HMOs that require to be licensed.
- Continue to tackle poor housing conditions and facilitate improved management of high-risk properties in the private rented sector.
- Continue to use enforcement powers including Civil Penalties where appropriate and work with internal and external partners to take holistic and concerted action to deter those landlords who consistently provide poor standards of housing and management.
- Establish a proactive inspection regime to aid gather evidence regarding the prevalence of poor conditions in different parts of the private rented sector and consider the feasibility of different discretionary licensing options.

How this report benefits Nuneaton and Bedworth Borough residents

The quality of housing and its management have very significant impacts on the lives of residents.

Financial Implications

There are no direct financial implications resulting from the content of this report.

Legal Implications

None at this stage.

AGENDA ITEM NO.9

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Housing & Communities Overview & Scrutiny Panel

Date: 23rd January 2025

From: Nicola Botterill, Assistant Director – Social Housing & Community Safety

Subject: Housing Performance – Quarter two (2024/25)

Portfolio: Housing & Communities

Building a Better Borough Aim: Aim one

Building a Better Borough Priority: Priority one

OBJECTIVES OF SCRUTINY

1. To scrutinise Housing performance information provided for Quarter two (2024/2025)

WHAT IS THE PANEL BEING ASKED TO CONSIDER?

The Members of the Panel are asked to:

- a) Members note the performance report and respond accordingly.

WHO CAN THE PANEL INFLUENCE?

The Panel may wish to publicise its findings so that they are accessible to the public, other stakeholder and outside bodies. The Overview & Scrutiny Support Officer and Communications Team will support the Chair of the Panel to do this as required.

WHAT INFORMATION WILL BE PRESENTED?

The Panel is asked to consider the summary report and information in relation to the Housing (Landlord Services) performance information for the second quarter of 2024/2025.

The item relates specifically to the work of the Housing Overview & Scrutiny Panel and includes details of emerging trends.

The Assistant Director – Social Housing & Community Safety will attend the Panel to assist with technical and operational queries relating to the item.

The Overview & Scrutiny Support Officer will provide any additional information as appropriate or as requested by the Panel Members.

Appendices

The following evidence has been submitted and is appended to this paper: -

Appendix A – Performance Report Summary

Appendix B – Housing (Landlord Services) Q2 Data

Appendix A

Housing Q2 2024/25 Overview

1 Housing Performance: Background

- 1.1 This report is brought to the Scrutiny Panel to provide an overview of quarterly performance measures associated with the Housing (Landlord Services) teams.
- 1.2 Under the Transparency, Influence and Accountability Standard, set out in the Social Housing (Regulation) Act 2024 Consumer Standards, clearly states that landlords must collect and provide information to support effective scrutiny by tenants of their landlord's performance in delivering landlord services. This is currently managed through delivering the annual Tenant Satisfaction Measures but there is also a required for the Council to ensure that performance information is presented to scrutiny panels and management teams so that there is an awareness of how teams are performing, what is being done to improve performance where required and to provide overall assurance.

Housing (Landlord Services) Performance Indicators

- 2.0 For the purposes of this report, performance is highlighted in Appendix B.

3.0 Performance Quarter 2, 2024/25

The information highlights the position of Housing (Landlord Services) performance:

- **SH1 Number of Decent Homes by type**
This is a new KPI for Q2, which details what specific improvements have been made to Council properties in the last quarter.
- **SH2 No. of Aids & Adaptations by type**
This shows how many aids and adaptations have been carried out in Council properties.
- **SH3 Aids & Adaptations end to end times**
Performance has improved across all aids and adaptations in comparison to the last financial year.
- **SH6 No. of new builds completed within period.**
There have been 12 New Build properties completed in Q2. These relate to the Byford Court homes.
- **SH7 – CP12 Gas Safety compliance**
Q2 performance was 99.58% - properties have a valid gas certificate which is an increase from Q1 performance of 99.29%. All properties that do not have a valid gas certificate relate to difficult to access properties and the EPA process to gain access has commenced across all cases.

There are 856 communal appliances that need servicing and all have a valid gas certificate – therefore we are 100% compliant.

SH8 – Fire Risk Assessment compliance

100% compliance on conducting FRA’s across all of our blocks of flats.

A revised fire safety policy is currently being finalised and this will outline specific time frames for the completion of P1s/2s/3s as laid out below. This policy is scheduled for adoption by April 2025. However, the service is already working to these timeframes.

High risk actions (P1s) are defined as significant risks requiring urgent action within 3 months

The outstanding P1s that are on over 12 months old are related to compartmentation or fire door issues. These sites are top of the list for programmes of work and we aim to complete these by March 2025. The overall risk to life for these sites is moderate and our FRA contractor has confirmed that there is no need to change the evacuation policy or decant tenants whilst we complete these works

Medium risk actions (P2s) are defined as areas of concern requiring essential action to be taken to reduce the risk and should be taken within 3 to 6 months or as directed.

Low risk actions (P3s) are defined as no major additional fire precautions required, maintain existing controls or actions as recommended within a reasonable timeframe (12 to 24 month depending upon the nature of the action identified) .

Remedial actions are monitored by the dedicated Housing Safety & Compliance Team through a Fire Risk Assessment Action tracker. This is monitored on a daily basis with an officer responsible solely for following up actions to conclusion and obtaining evidence of completion. Evidence is saved on individual asset folders

This information is as at 28^h November 2025

	No. of high risk actions	No. of medium risk actions	No. of low risk actions
Overdue FRA remedial actions (<3 months)	2	91	13
Overdue FRA remedial actions (3-6 months)	0	343	65
Overdue FRA remedial actions (6-12 months)	0	871	198
Overdue FRA remedial actions (12+ months)	11	261	38

- **SH9 & SH10 Anti-Social Behaviour Cases reported.**
Trend so far is that more ASB cases are being resolved – this is due to the specialist ASB team in place and having skills and knowledge in order to deal with low level and complex ASB – performance will be monitored closely and compared each quarter.
- **SH15- SH17 – Time taken to let properties.**
The overall time to let a property in Q1 was 32 days. For Q2 this is 39 days. This is due to the increased amount of demand that has been placed on the voids team. In response to that, a decision has been made to outsource void properties to an external contractor in order to stabilise and improve performance.
- **SH18 & SH19 – Responsive Repairs Completion average no of days.**
The average number of days to complete works has increased to 91 days for Q2. The reason for this is because the older plastering jobs are being tackled so the works orders have been opened for longer which means the end to end times increase on average.
- **SH20 – SH21 Responsive Repairs**
Work is ongoing to improve performance across the responsive repairs team and continual improvements will be seen in future quarters. Works orders have now been split into trades and a senior officer is overseeing the allocation of works in order to improve productivity across the trades.

Total Outstanding works by Trade (as of 16.12.24)	
Plumbing	786
Joinery	1459
Bricklaying	497
Fencing	389
Plastering	371
Glazing	194
Roofing	502
Total	4198

Some plastering works have been batched and placed with an external contractor and are currently being programmed in for completion. Officers have contacted tenants who have reported plastering jobs to apologise for the delay in completing the works and to establish whether the works are still required, which they are. There have been no adverse responses and tenants are satisfied with the plan of action.

Joinery repairs orders - A decision has been made to remove all multi-skilled joiners from solely undertaking void property associated works and they will move across to the reactive side of the team to assist with the backlog of jobs. The void works will be moved across to an external contractor, whilst the backlog is tackled.

Guttering and roofing repairs - additional resource has been secured in order for the roofers to have more support in getting jobs completed more efficiently.

A fundamental repairs service review has now been completed by Campbell Tickell and they have recommended areas for improvement which will assist with tackling the backlog and improving performance going forward.

- SH22 – SH23 Damp and Mould Cases

The Damp and Mould Tenant Liaison Officer has been in contact with all 219 tenants where there is an open damp and mould case.

All cases are being put into a high, medium and low priority order. In the meantime, the Damp and Mould Tenant Liaison Officer is continuing to offer advice and support to tenants and damp and mould cleans/mould removal/treatment are being carried out as and when required.

If a severe damp and mould case is brought to our attention, then we will ensure that remedial works that are required are booked in order to be dealt with immediately.

This information is as at 28^h November 2025

	Number of open D&M cases
Damp and mould cases	219
	Number of overdue cases
Cases overdue by <1 month	24
Cases overdue 1-3 months	21
Cases overdue by 3-6 months	39
Cases overdue by 6+ months	135

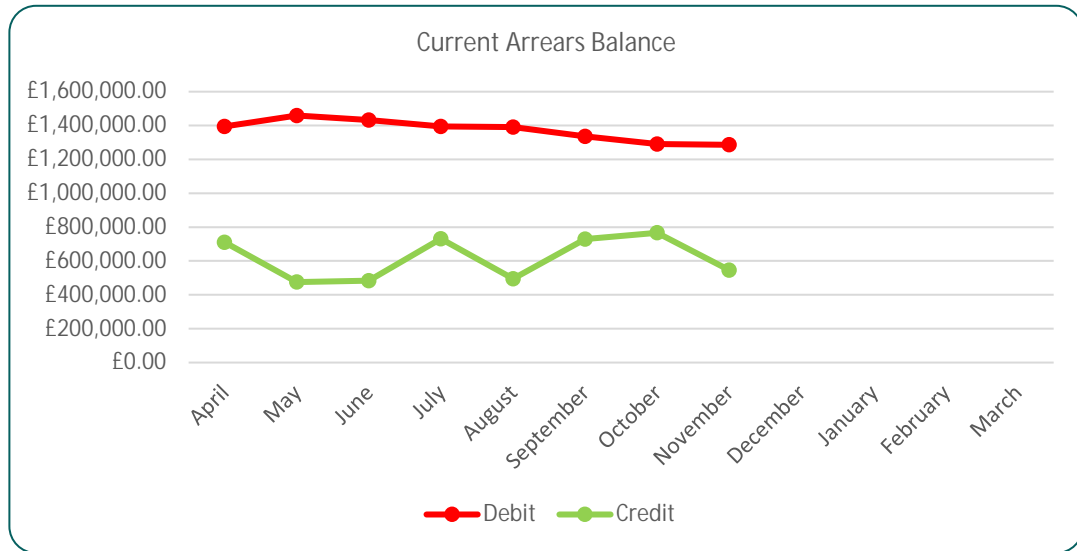
- SH25 – Number of properties acquired

No properties have been acquired within Q2.

- SH26 – SH27 Rent Collected and Arrears

Performance has improved since Q1 as below:

05/05/2024	April	£1,394,860.96
02/06/2024	May	£1,459,175.73
30/06/2024	June	£1,432,240.80
04/08/2024	July	£1,394,703.36
01/09/2024	August	£1,391,271.72
06/10/2024	September	£1,336,117.34



- **SH34 % of homes that meet the decent homes standard.**

This information is as at 28^h November 2025

	Total Number of Assets	Number Of Compliant Assets	Number of Non-Compliant Assets	COMPLIANCE (%)
Meet the Decent Homes Standard	5660	5563	97	98.29%
	Number of Assets			% of Total Number of Assets
Assets that have had a stock condition survey within the last 2 years	5160			91.17%
Assets that have had a stock condition survey within the last 5 years				0.00%
Assets that have had a stock condition survey within the last 10 years				0.00%
Assets that have had a stock condition survey over 10 years ago				0.00%
Assets that have no stock condition survey on record	500			8.83%
Total Number of Assets	5660			

The inspection programme remains ongoing until the outstanding 500 properties are completed and this is scheduled for end of Feb 2025.

However these 500 properties contain a number of extremely difficult to access homes. Any outstanding at the end of Feb 2025 will be placed on an escalation programme which may result in formal action related to the tenancy agreement.

- **SH35 No of HHSRS CAT 1 hazards identified**

For Q2, 95 hazards were identified following the stock condition surveys being carried out. However, these hazards are being reviewed as some do not meet the CAT 1 criteria. Where a CAT 1 hazard is identified, then works will take place as a priority.

- **SH36 - Number of Pest Control Orders raised: bedbugs, cockroaches, rats/mice.**

In Q2, there were 6 orders raised relating to rats at different locations across the Borough.

4 other orders related to wasps. These were situated at different locations across the Borough.

- **SH37 - Number of EICRS completed.**

This information is as at 28^h November 2025

	Total Number of dwelling units that require an electrical installation condition report	Number Of Compliant dwelling units	Number of Non-Compliant dwelling units	COMPLIANCE (%)
Domestic properties on a 5 Year EICR domestic testing cycle	5660	5149	511	91%
Domestic properties on a 10 Year EICR domestic testing cycle	0	0	0	#DIV/0!
Domestic properties that require an EICR but do not have one	511	n/a	511	n/a
Total Domestic properties	5660	5149	511	91%
For Non-compliant dwelling units:			Number of Non-Compliant dwelling units	
Dwelling unit has been non-compliant for <3 months			6	
Dwelling unit has been non-compliant for 3-6 months			0	
Dwelling unit has been non-compliant for 6-12 months			0	
Dwelling unit has been non-compliant for >12 months			505	
	Total Number of assets that require an electrical	Number Of Compliant Assets	Number of Non-Compliant Assets	COMPLIANCE (%)

	installation condition report			
Communal EICRs	178	173	5	97%
For Non-compliant assets:			Number of Non-Compliant Assets	
Asset has been non-compliant for <3 months			0	
Asset has been non-compliant for 3-6 months			0	
Asset has been non-compliant for 6-12 months			0	
Asset has been non-compliant for >12 months			5	
For both communal and domestic				
For both communal and domestic	Overdue high risk - No. of C1 (danger to life)	Overdue medium risk - No. of actions C2 (potentially dangerous)	Overdue low risk - No. of actions C3 (improvement recommended)	
Overdue electrical remedials (< 3 month)	0	0	37	
Overdue electrical remedials (3-6 months)	0	0	23	
Overdue electrical remedials (6-12 months)	0	0	4144	
Overdue electrical remedials (12+ months)	0	18	330	

Our EICR programme was due to complete in November but we have had significant problems with no access and are actively working with our contractor to complete the remaining 511 properties.

Of the 511 properties:

34 are either void or are undergoing planned improvement works where the EICR will be completed at the end of the works.

21 have appointments booked in to complete the EICR.

The remaining properties are at different stages of the no access process with a dedicated team of officers actively working towards achieving access.

If access is not achieved then breach of tenancy procedures will be initiated.

Our approach is for any C1s or C2s to be rectified whilst the contractor is on site.

The 18 C2s are rewire type jobs and were planned in to be completed with our electrical contractor by the end of December 2024.

C3s are shown for domestic and communal properties. C3s do not warrant an unsatisfactory EICR and do not need to be rectified

	Total Number of dwelling units owned within properties for which an asbestos management survey or re-inspection is required	Number Of Compliant dwelling units	Number of Non-Compliant dwelling units	COMPLIANCE (%)	Number of properties for which an asbestos management survey or re-inspection is required
Asbestos re-inspections	2480	2480	0	100.00%	172
Overdue asbestos re-inspections (< 3 months)	0				
Overdue asbestos re-inspections (3-6 months)	0				
Overdue asbestos re-inspections (6-12 months)	0				
Overdue asbestos re-inspections (12+ months)	0				

immediately and are recommendations only. These will be programmed in for completion over a rolling 5 year programme.

- **SH38 – SH40 Safety Compliance**
Asbestos – we are 100% complaint

Smoke and CO2 alarms

	Total Number of dwelling units in programme	Number Of Compliant dwelling units	Number of Non-Compliant dwelling units	COMPLIANCE (%)
Smoke alarms / detectors	5660	5303	357	93.69%
Carbon monoxide alarms / detectors	4506	4480	26	99.42%
For Non-compliant dwelling units:			Number of Non-Compliant dwelling units	
Dwelling unit has been non-compliant for <3 months			0	
Dwelling unit has been non-compliant for 3-6 months			0	
Dwelling unit has been non-compliant for 6-12 months			0	

Dwelling unit has been non-compliant for >12 months

383	
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Properties with gas heating systems are managed through the LGSR programme for testing smoke alarms and carbon monoxide alarms. Our 7 solid fuel properties are managed through the annual maintenance programme for smoke alarms and carbon monoxide alarms. Fire alarms in district heating properties are checked annually by our fire alarm contractor and do not require a Carbon Monoxide alarm. Heating and hot water is provided to the remaining properties through electric and these properties do not need a carbon monoxide alarm.

Since Q1, we have taken advice and reassessed the need for carbon monoxide alarms within our electric properties and concluded these are not required which has significantly reduced the amount of non-compliant properties. The non-compliant properties for smoke alarms are made up of properties subject to an annual check by our fire alarm contractor and a small number of houses that are heated by electric. Our fire alarm contractor is in the process of rectifying the faults identified during the annual check and the remaining 10 electrically heated houses are being checked manually by our own in-house team.

Water Safety

	Total Number of dwelling units owned for which a legionella risk assessments is required	Number Of Compliant dwelling units	Number of Non-Compliant dwelling units	COMPLIANCE (%)
Legionella risk assessments	809	808	1	99.88%
For Non-compliant dwelling units:			Number of Non-Compliant dwelling units	
Dwelling unit has been non-compliant for <3 months			0	
Dwelling unit has been non-compliant for 3-6 months			0	
Dwelling unit has been non-compliant for 6-12 months			0	
Dwelling unit has been non-compliant for >12 months			1 - this LRA is booked in for 9th Dec	
	Number of high risk overdue remedial actions	Number of medium risk overdue remedial actions	Number of low risk overdue remedial actions	
Overdue water safety remedial actions (< 3 months)				
Overdue water safety remedial actions (3-6 months)				

Overdue water safety remedial actions (6-12 months)			
Overdue water safety remedial actions (12 months+)	5	129	256

All outstanding actions have been reviewed by our responsible person who disputes the level of associated risk. To ensure a fully robust and evidential approach we have procured a new water safety contractor who will complete new LRAS for all relevant properties. These new LRAs will supersede previous LRAs and any resulting actions will be prioritised and documented accordingly. Properties with high risk actions previously identified will be prioritised for review with the new contractor by Q1 2025.

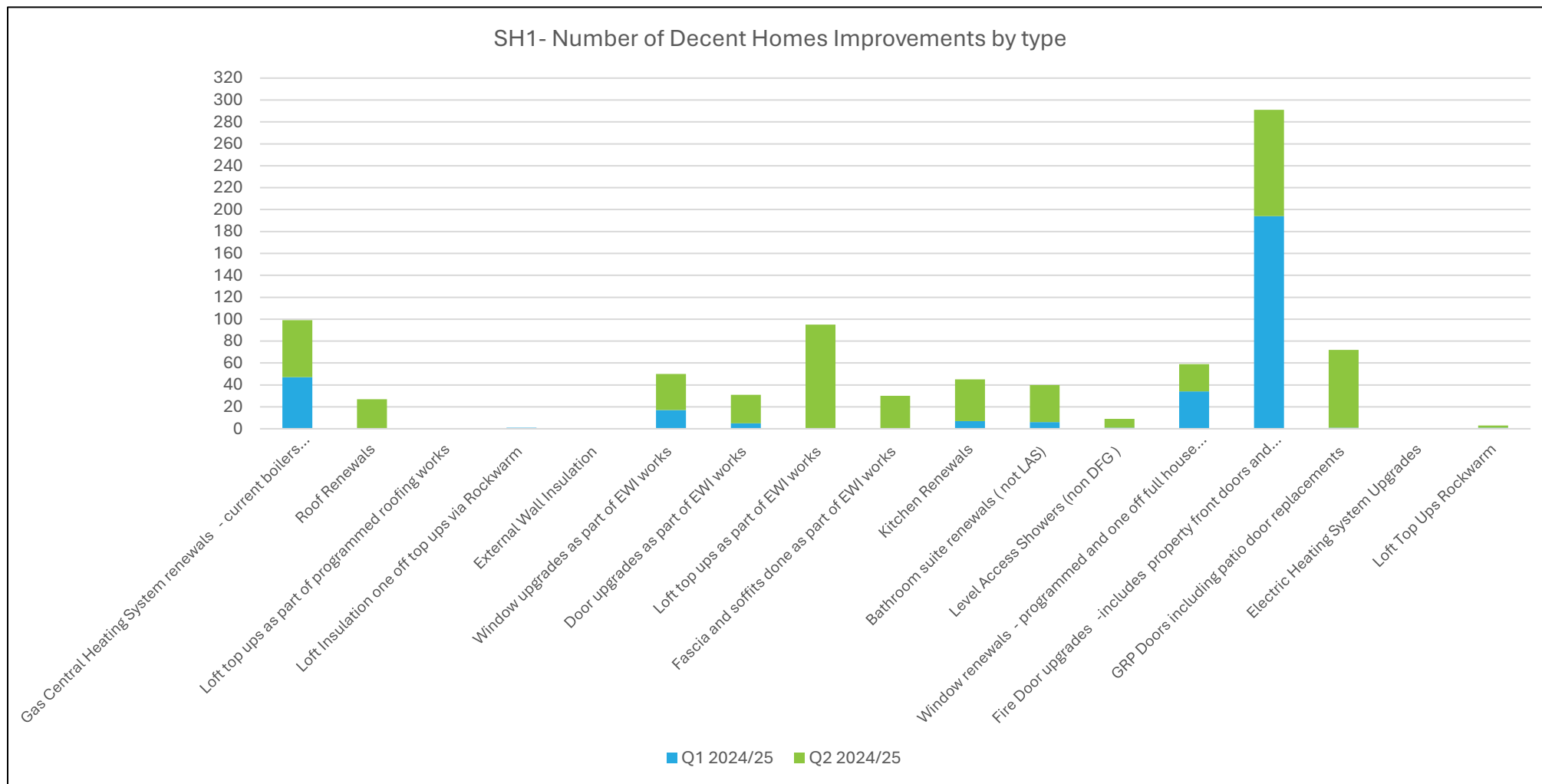
Lift Safety – We are 100% compliant

	Total number of dwelling units owned within properties with communal passenger lifts	Number Of Compliant dwelling units	Number of Non-Compliant dwelling units	COMPLIANCE (%)	Number of properties with communal passenger lifts
Passenger lifts (LOLER) servicing	459	459	0	100.00%	16

Housing & Community Safety Key Performance Indicators – as at 30th September 2024

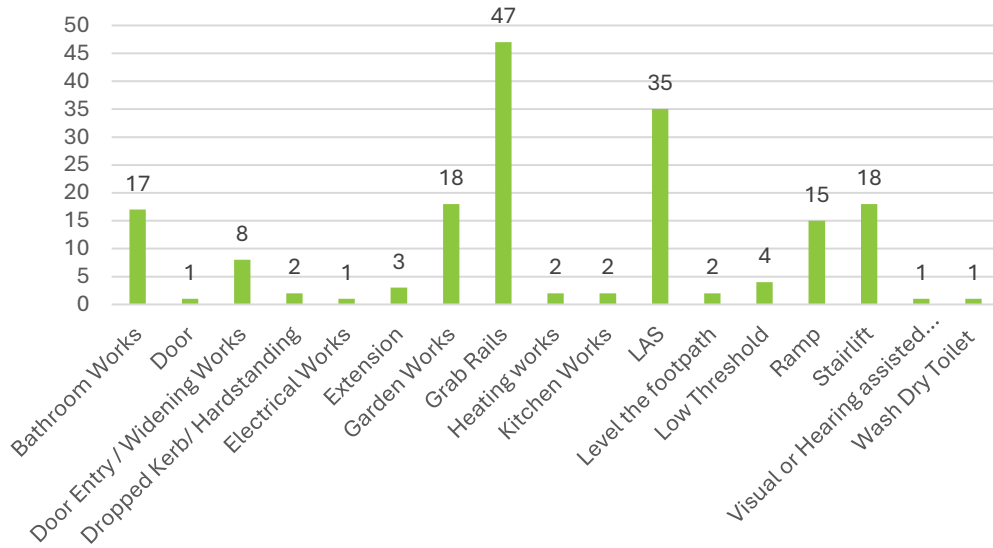
The following Key Performance Indicators¹ are presented on a quarterly basis as requested by the Chair of the Housing and Communities Overview & Scrutiny Panel and include data up the end of Quarter 2 2024/5.

1. Social Housing

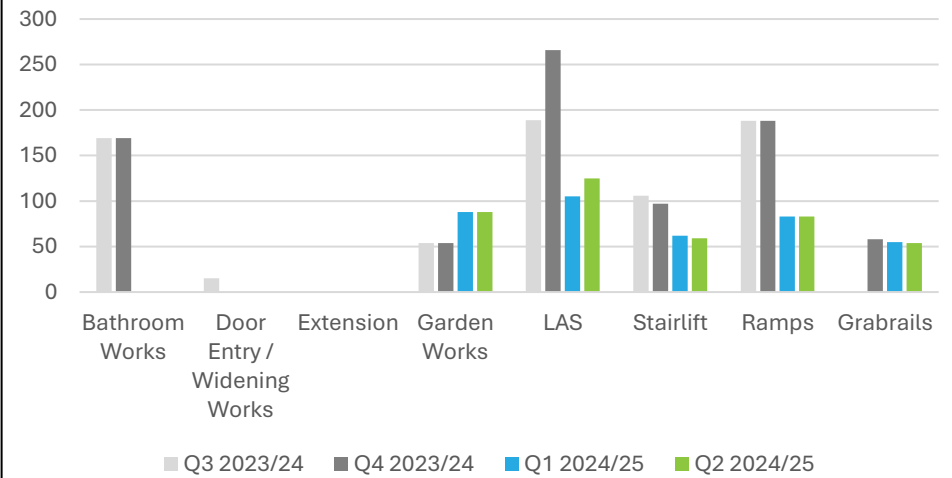


¹ Data is recorded by the Directorate for 78 Key Social Housing Performance Indicators.
Housing and Communities OSP - Thursday 23rd January 2025

SH2 - No. of Aids & Adaptations by type
Cumulative total as at 30th September 2024



SH3 - Aids & Adaptations end to end times
Average number of days - taken from the date of receipt from the HEART referral into Capital to the date reported as completed - where a completion date is recorded



SH6- New Builds completed to date 2024/25

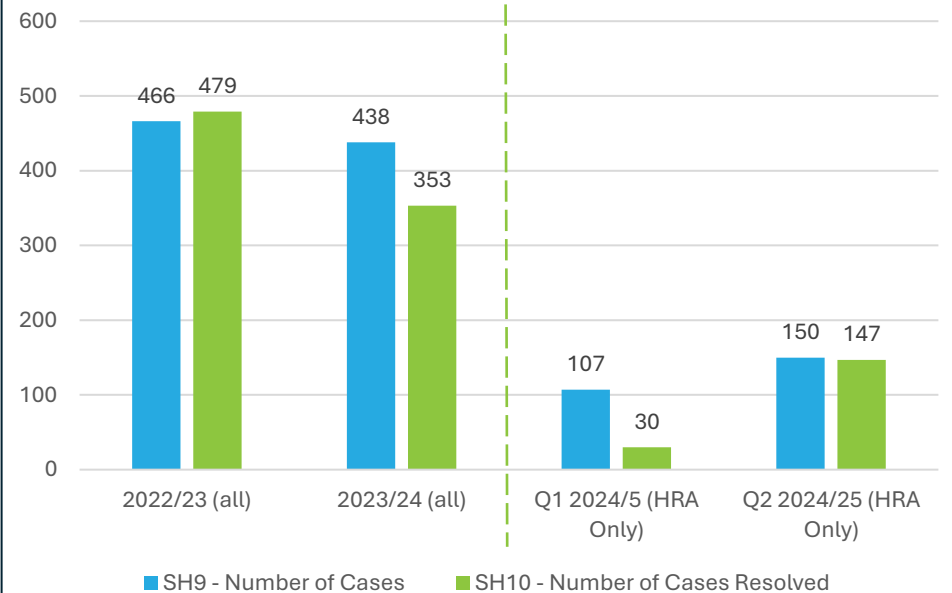


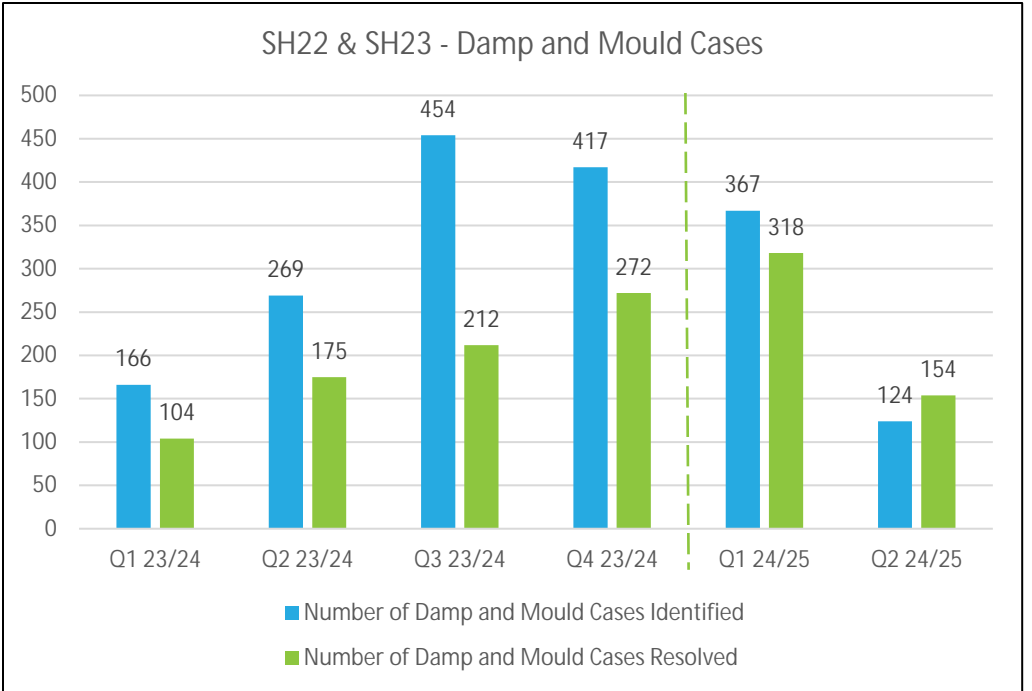
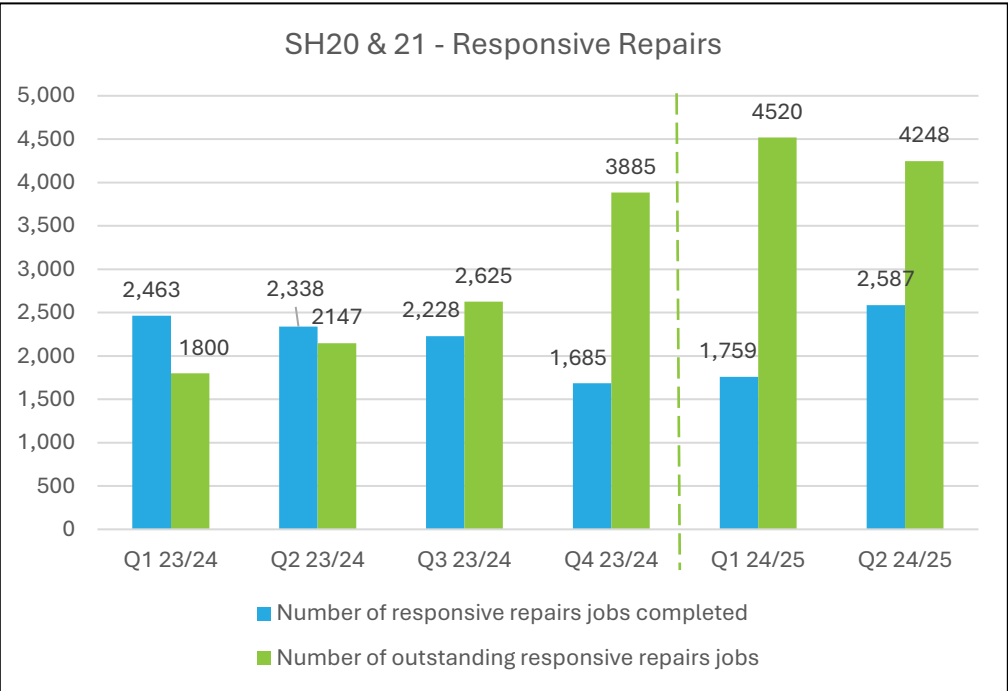
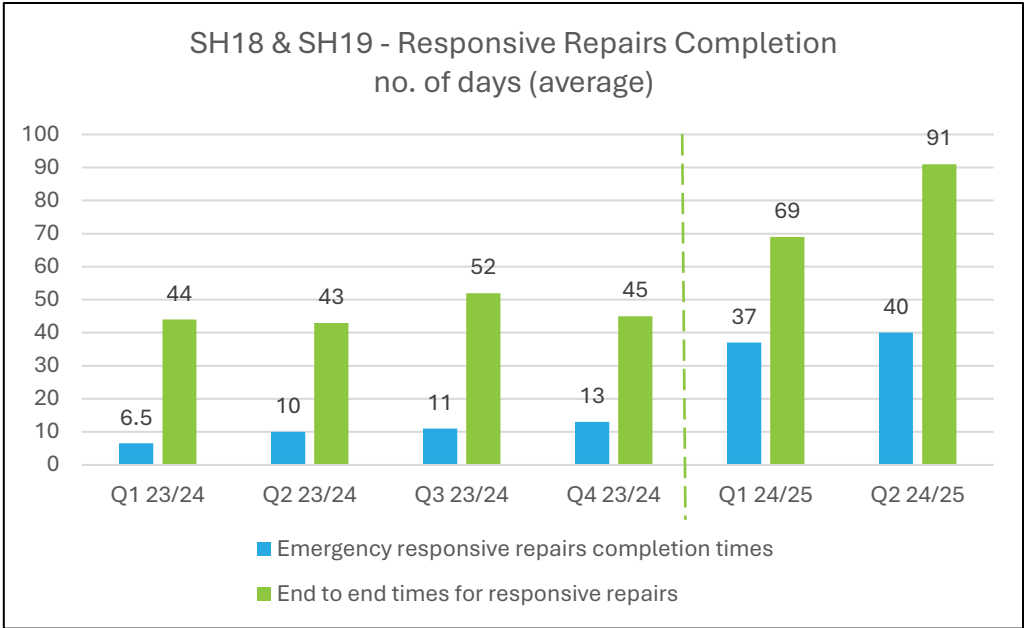
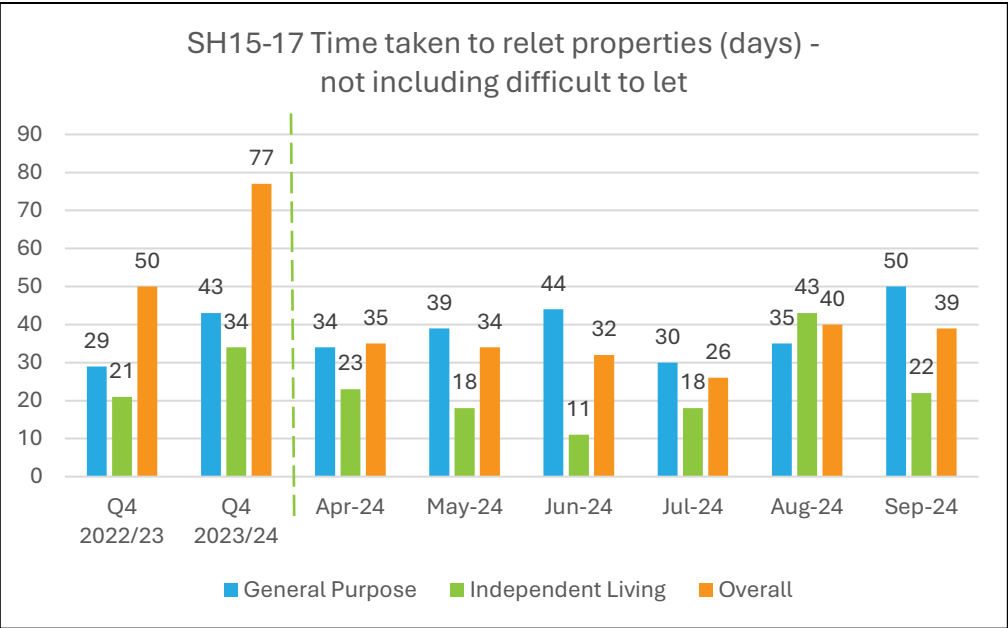
SH7

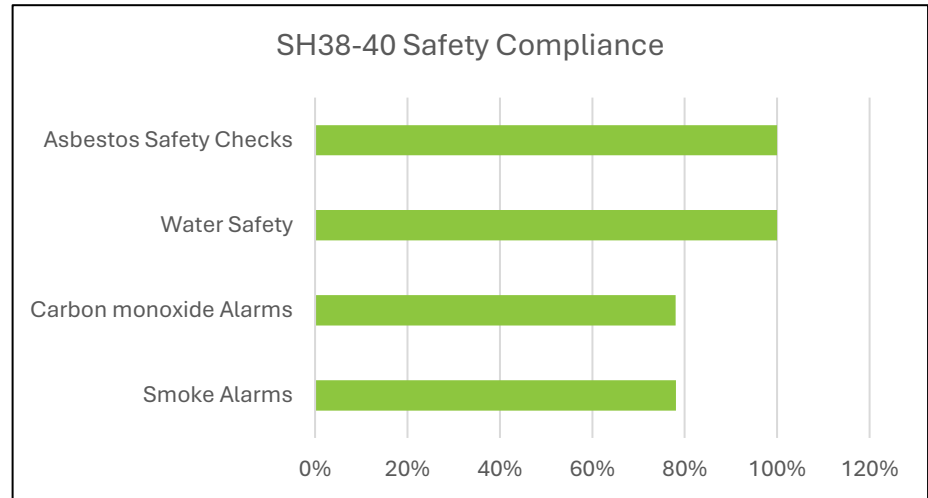
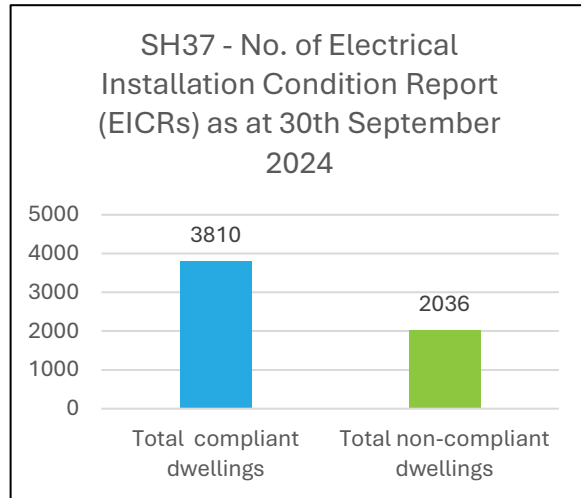
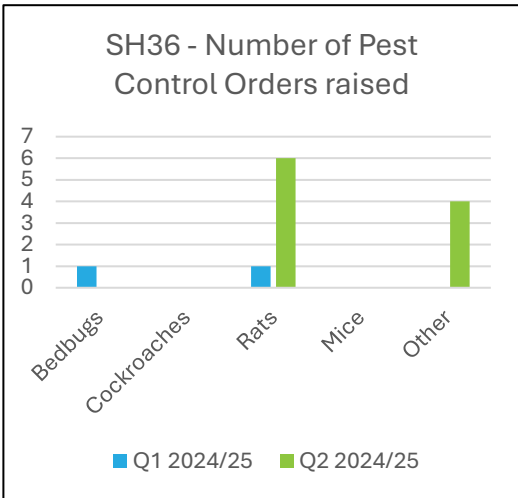
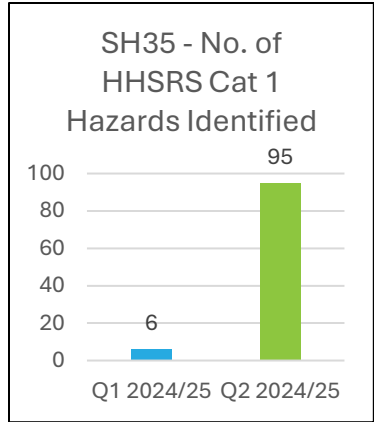
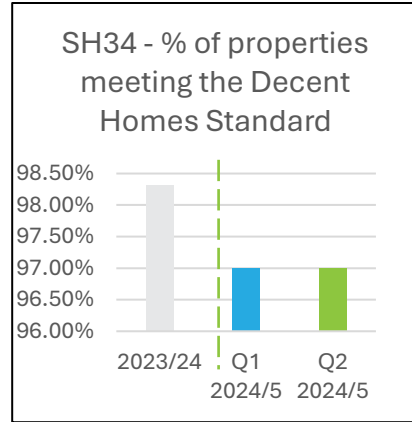
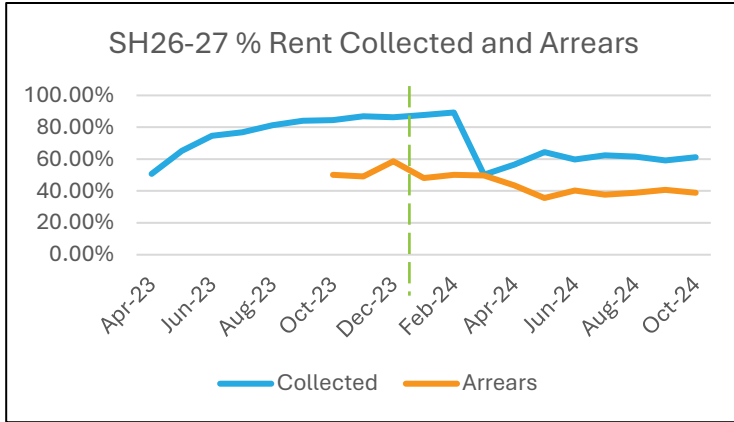
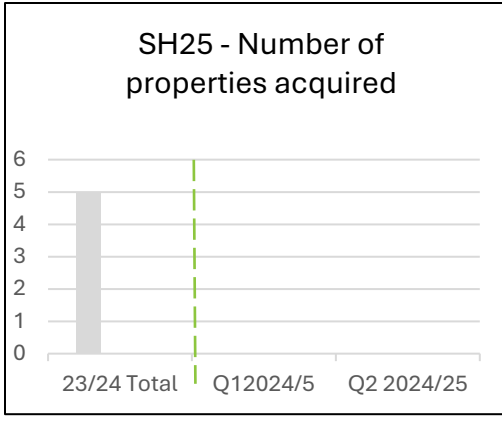
CP12 Compliance as at 31/10/2024 (proportion of homes with a gas safety certificate)

99.58%

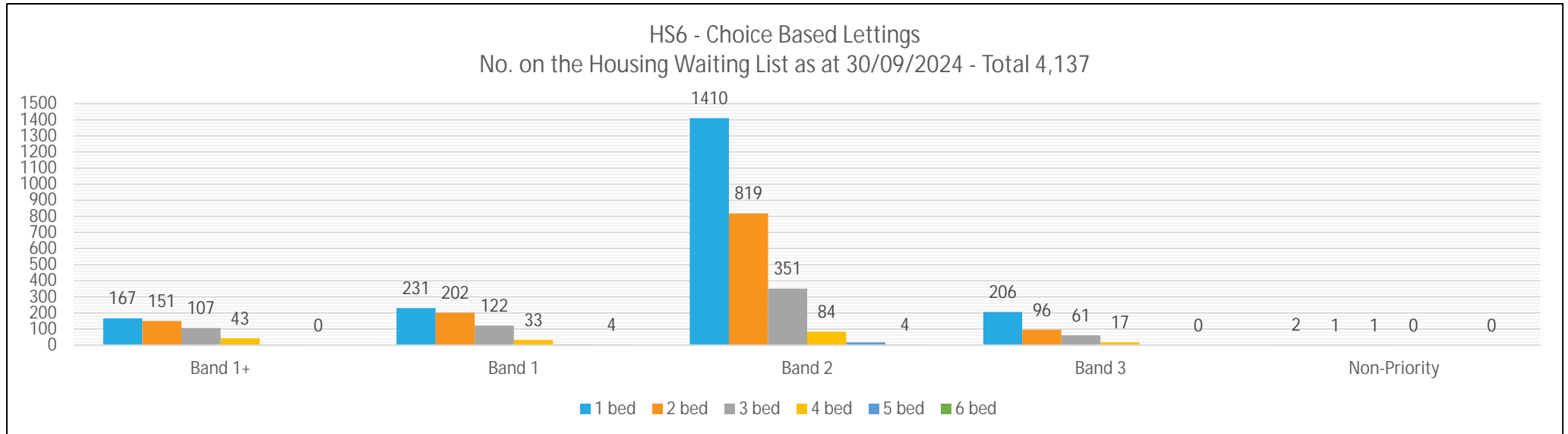
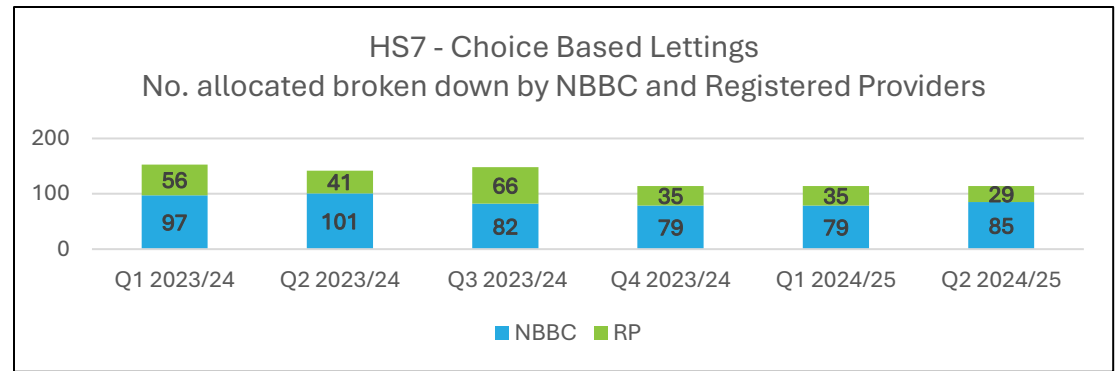
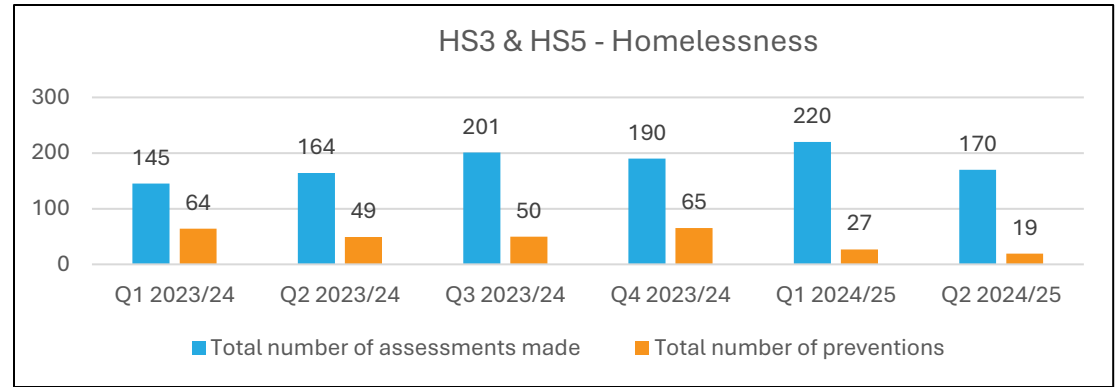
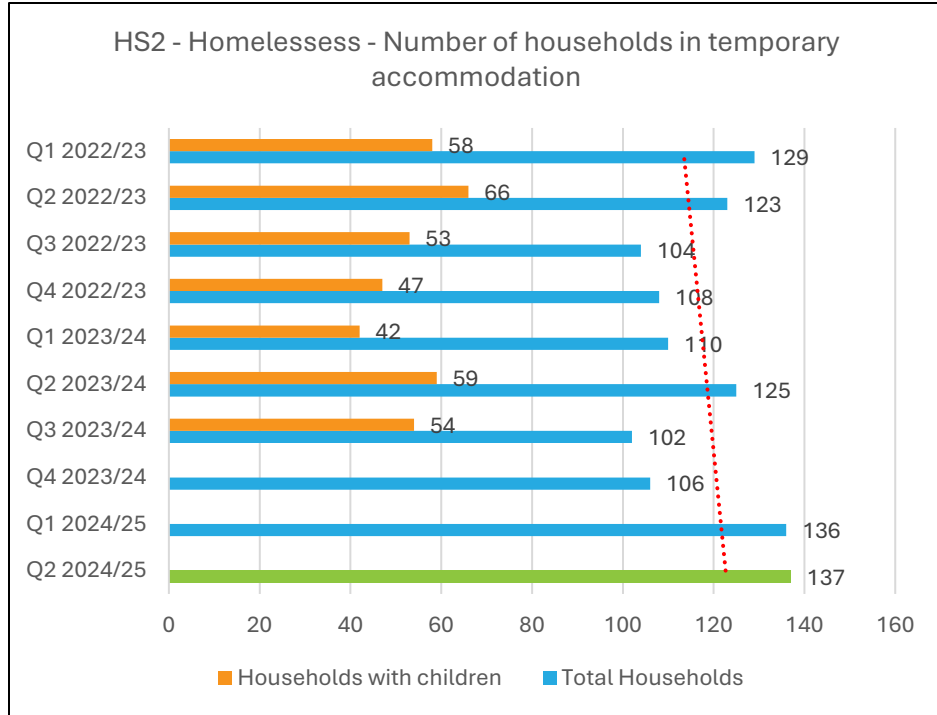
SH9 & 10 - Anti-social behaviour

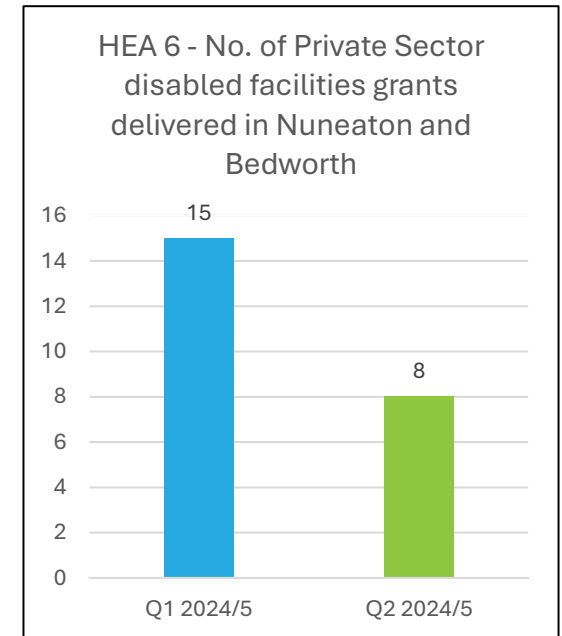
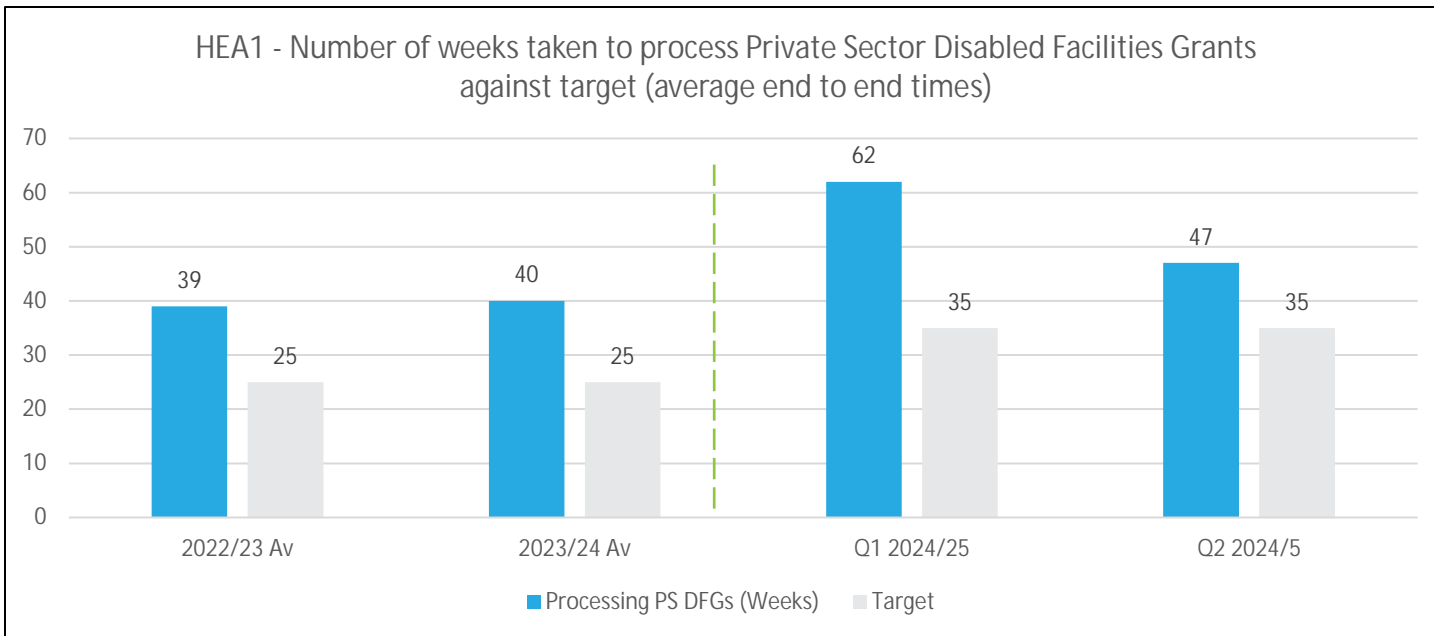
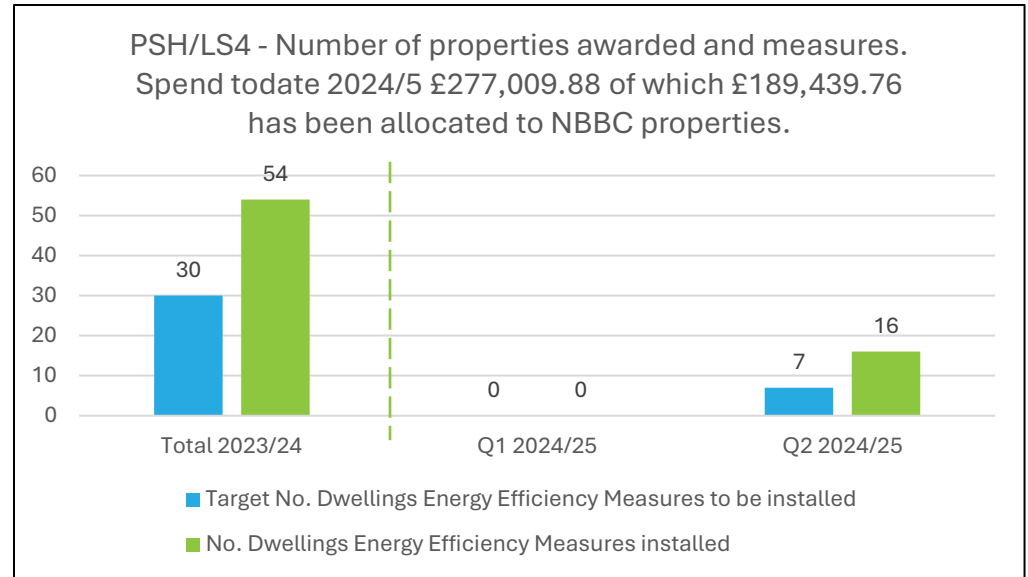
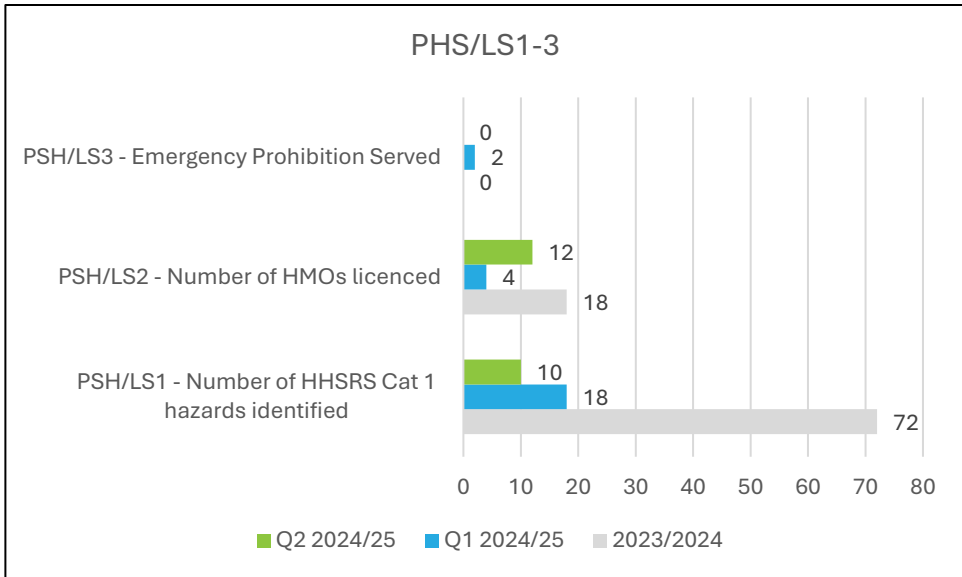




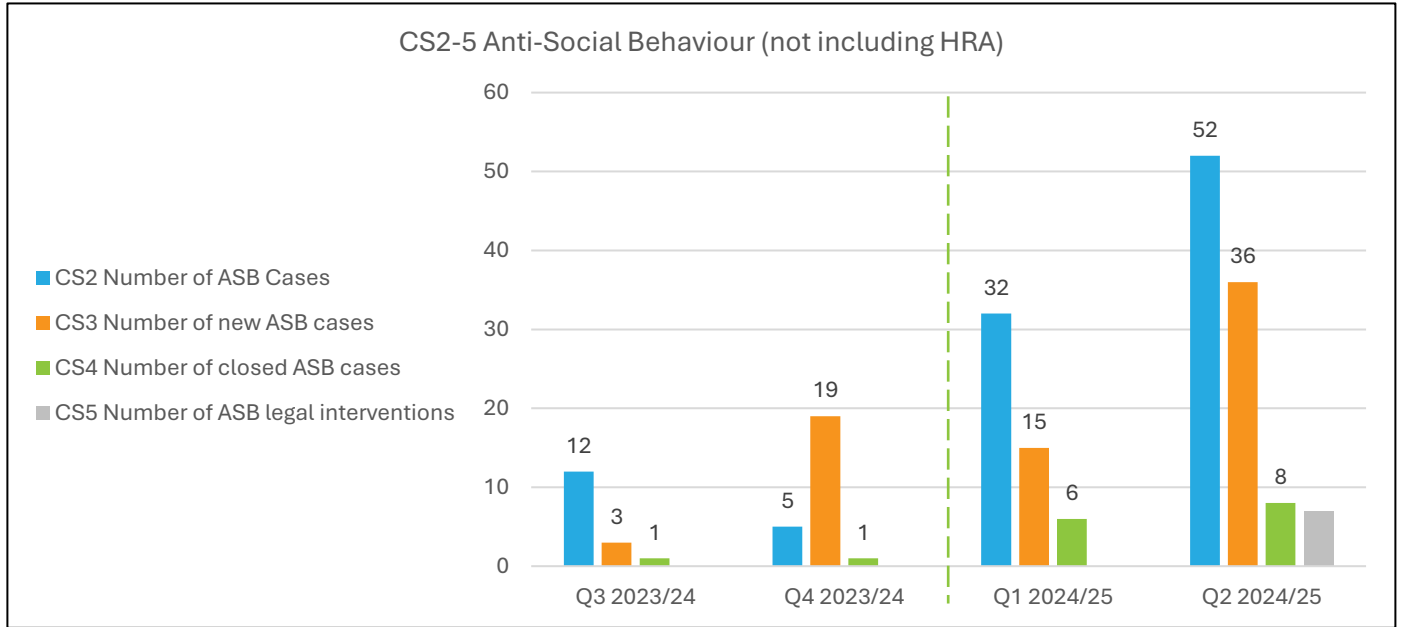
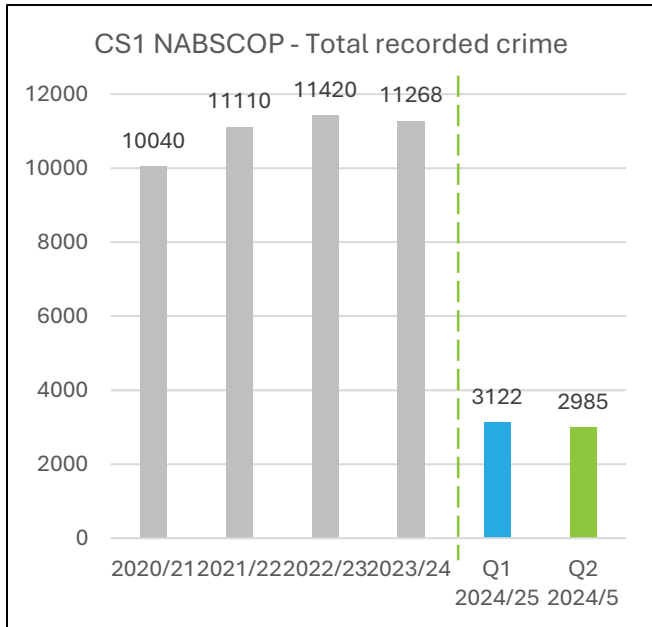


2. Housing Solutions / Private Sector Housing / HEART





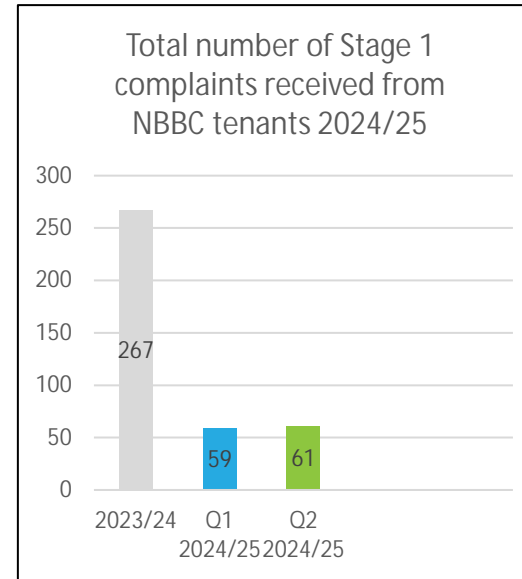
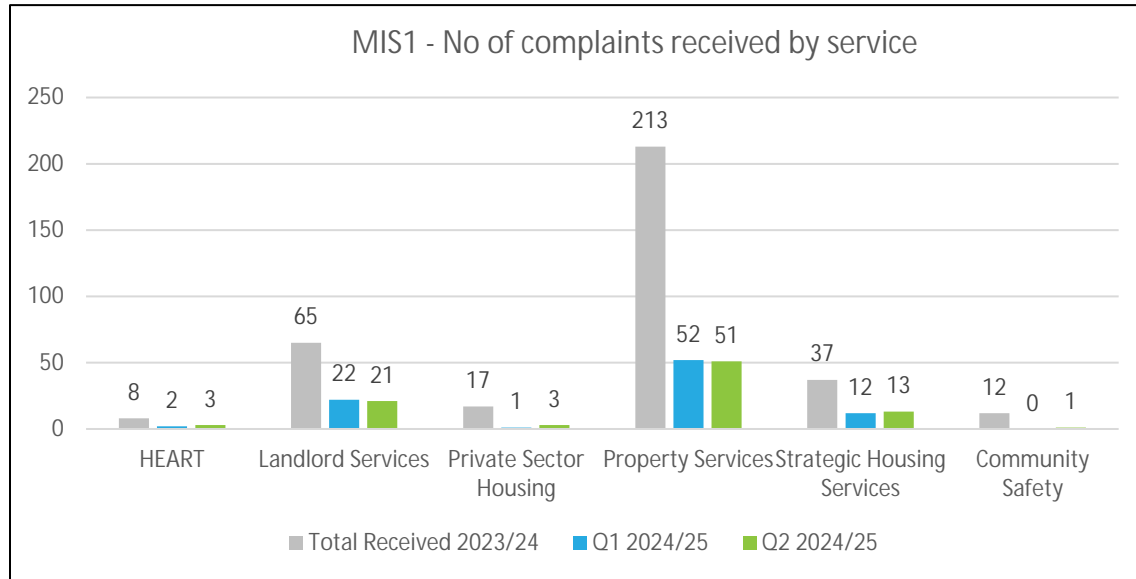
3. Community Safety



4. Complaints

Stage 1 Complaints

To date in 2024/25 the H & CS Directorate has received a total of **180** Stage 1 complaints across all services. **121** (67%) of all complaints received by the



Directorate to date were from Nuneaton and Bedworth Borough Council social housing tenants.

57% of all Stage 1 complaints received by the Directorate to date 2024/25 relate to Property Services, with **24%** relating to Landlord Services.

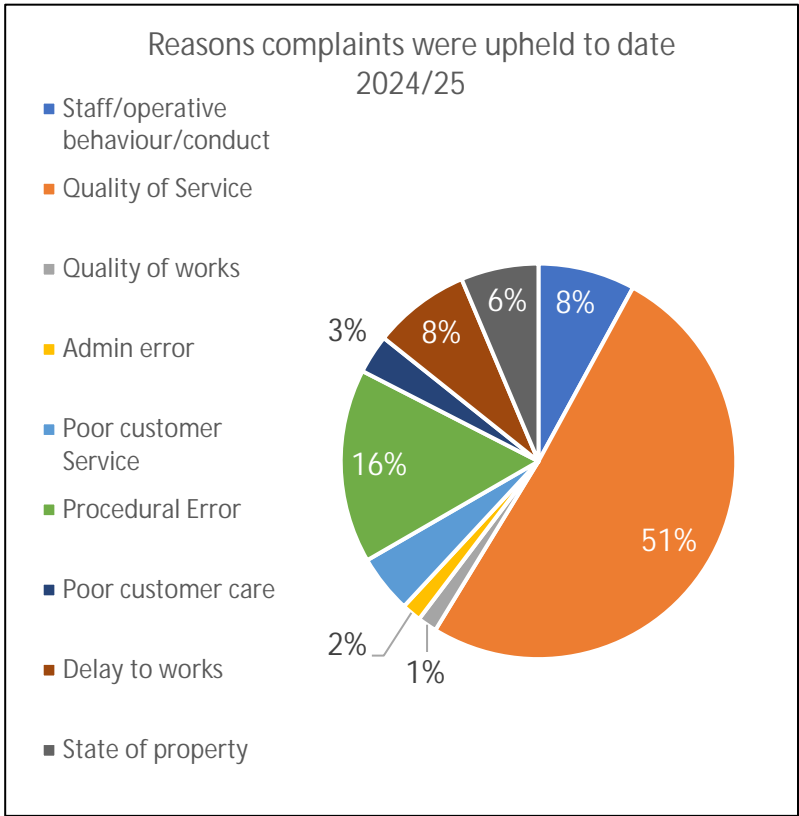
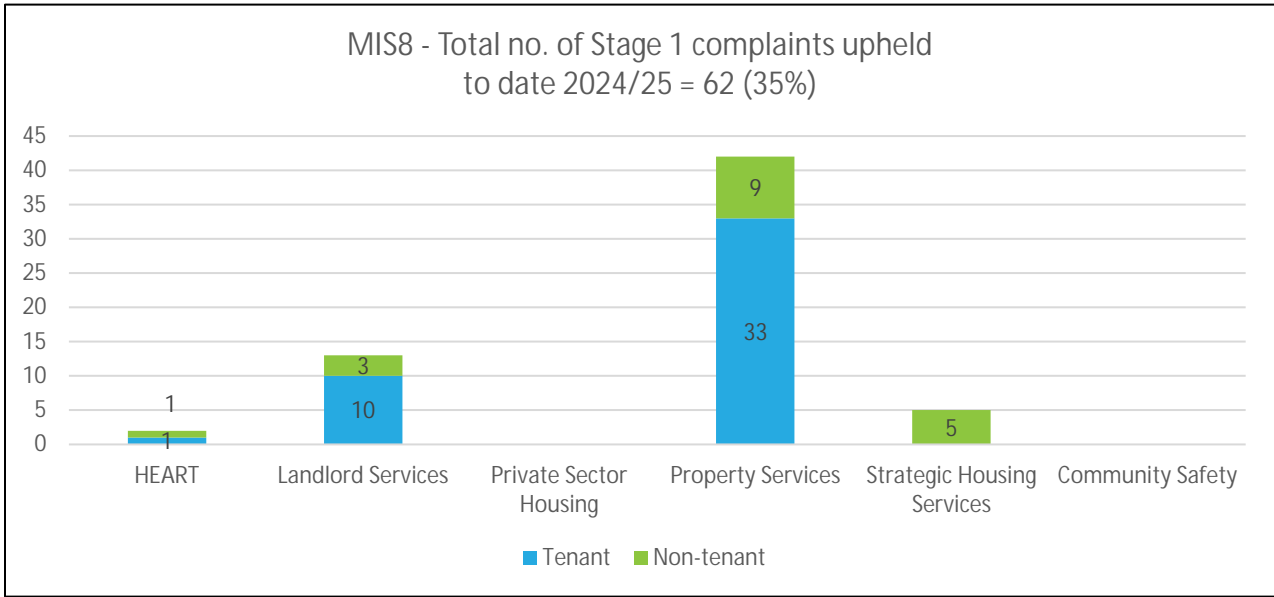
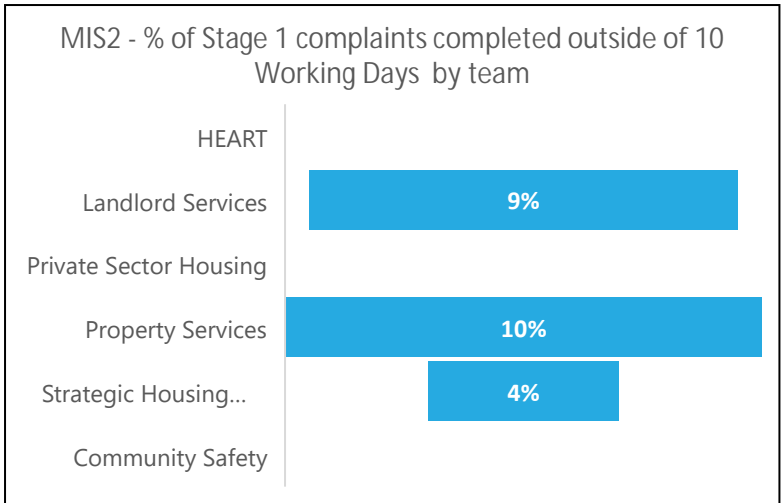
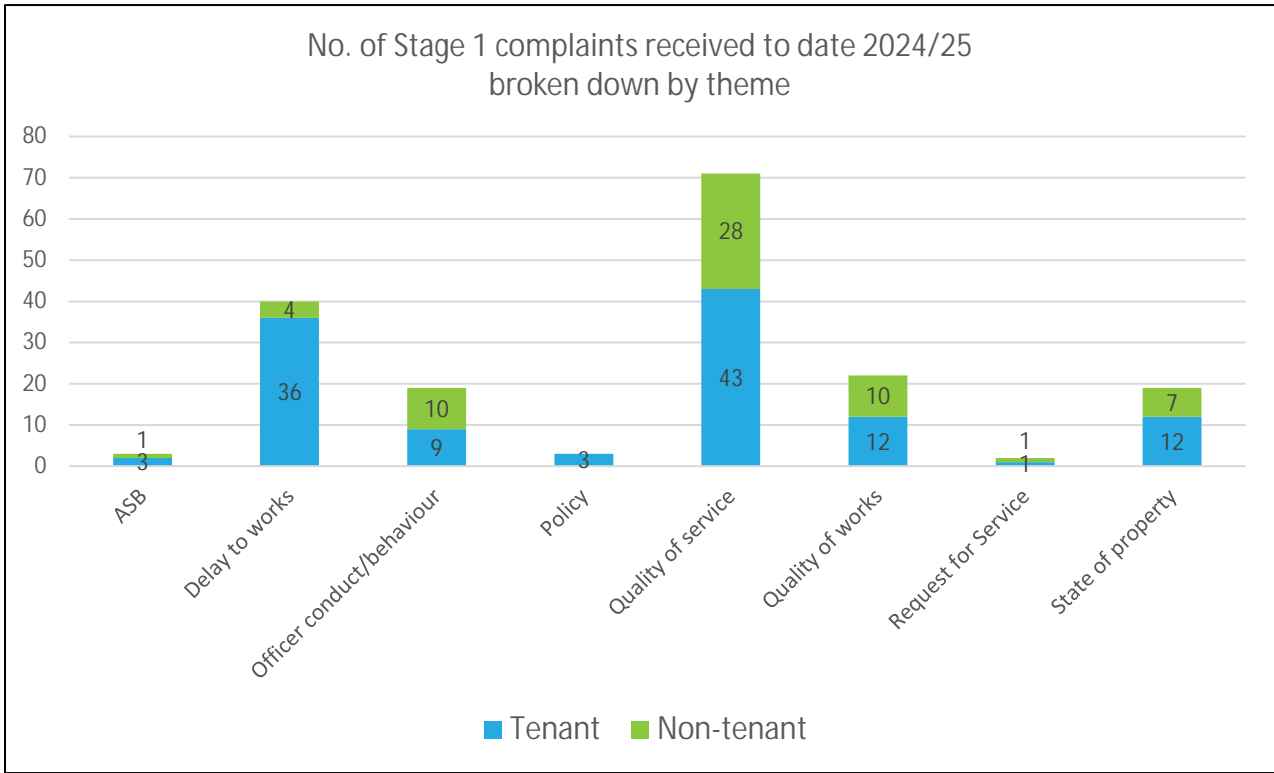
69% (123) of Directorate Stage 1 complaints related to a previous service request.

Time was extended on **11 (6%)** Directorate Stage 1 complaints.

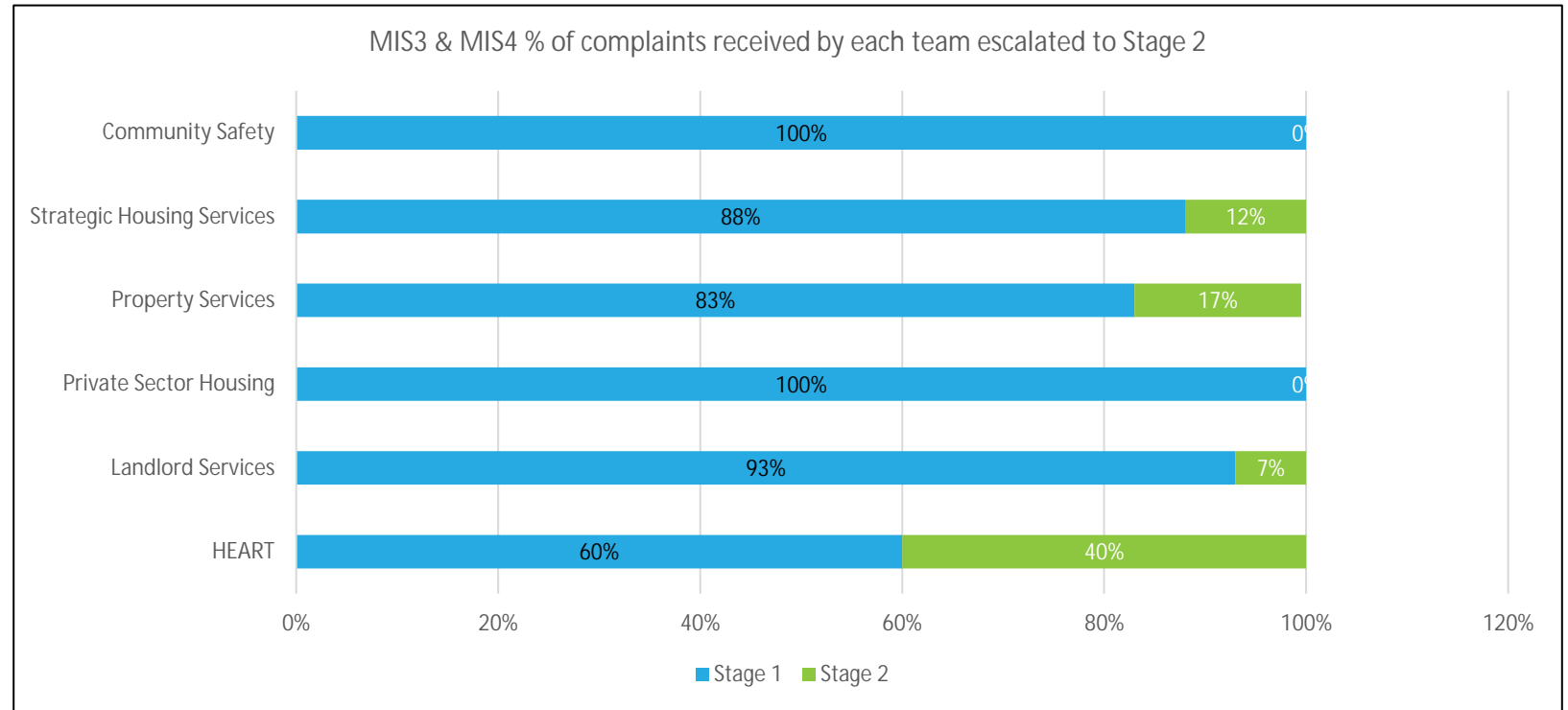
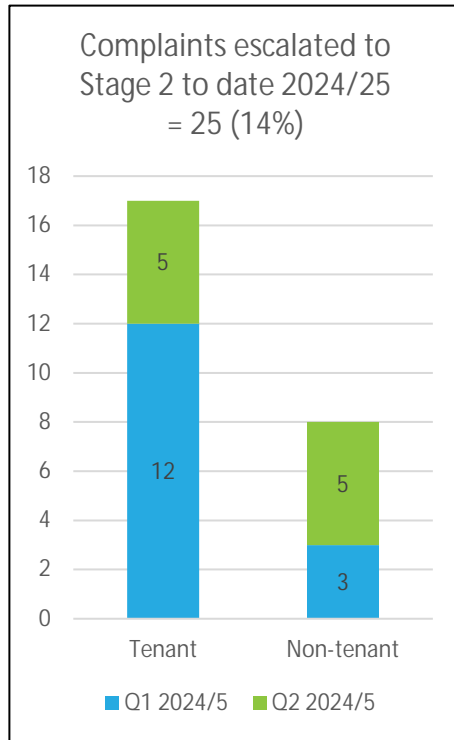
15 (8%) Directorate Stage 1 complaints were responded to outside the complaint handling code 10 working days timeframes.

62 (35%) Directorate Stage 1 complaints were upheld.

Financial outcomes:
£235 compensation.
£105 decorating vouchers.
£274 reimbursed expenses.
£25 goodwill payment.



Stage 2 Complaints



AGENDA ITEM NO.10

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Housing & Communities Overview & Scrutiny Panel

Date: 23rd January 2025

From: Nicola Botterill, Assistant Director – Social Housing & Community Safety

Subject: Armed Forces Covenant Update

Portfolio: Housing & Communities

Building a Better Borough Aim: Aim one

Building a Better Borough Priority: Priority one

OBJECTIVES OF SCRUTINY

1. To scrutinise information related to the Armed Forces Covenant

WHAT IS THE PANEL BEING ASKED TO CONSIDER?

The Members of the Panel are asked to:

- a) Members note the report and respond accordingly.

WHO CAN THE PANEL INFLUENCE?

The Panel may wish to publicise its findings so that they are accessible to the public, other stakeholder and outside bodies. The Overview & Scrutiny Support Officer and Communications Team will support the Chair of the Panel to do this as required.

WHAT INFORMATION WILL BE PRESENTED?

The Panel is asked to consider the update appended in relation to the Defence Employer Recognition Scheme and the recent Gold Award for Nuneaton and Bedworth Borough Council.

The item relates specifically to the work of the Housing Overview & Scrutiny Panel and includes details of the work undertaken to attain the Gold Award.

The Communities and Community Safety Manager will attend the Panel to assist with technical and operational queries relating to the item.

The Overview & Scrutiny Support Officer will provide any additional information as appropriate or as requested by the Panel Members.

Appendices

The following evidence has been submitted and is appended to this paper: -

Appendix A – Employer Recognition Scheme

Employer Recognition Scheme (ERS)

The Defence Employer Recognition Scheme (ERS) encourages employers to support defence and inspire others to do the same. The scheme encompasses Bronze, Silver and Gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the [Armed Forces Covenant](#).

The ERS is designed to recognise public sector organisations such as the emergency services, local authorities, NHS trusts and executive agencies are eligible to be recognised.

Gold award holders must meet the following criteria:

1. must have signed the [Armed Forces Covenant](#)
2. employers must have an existing relationship with their National Account Manager/Regional Employer Engagement Director/appropriate defence representative
3. the employer must already be accredited as a holder of ERS Silver Award and must have held it with sufficient time to develop suitable plans, policies and evidence to support the ERS Gold application
4. the employer must proactively demonstrate their forces-friendly credentials as part of their recruiting and selection processes; be engaged with the [Career Transition Partnership](#) (CTP) in the recruitment of service leavers, and have registered for the [Forces Families Jobs](#) (FFJ) portal
5. the employer must actively ensure that their workforce is aware of their positive policies towards defence people issues - e.g. an employer nominated for support to the Reserves must have an internally publicised and positive human resources policy on Reserves
6. the employer must be an exemplar within their market sector, advocating support to defence people issues to partner organisations, suppliers and customers with tangible positive results
7. within the context of Reserves the employer must have demonstrated support to mobilisations or have a framework in place, and must provide at least 10 days' additional leave for training, fully paid, to the Reservist employee
8. the employer must actively encourage a positive environment for Reservists by ensuring that positive policies in support of Reservists within the workforce are communicated to line managers
9. the employer must not have been the subject of any negative public relations or media activity
10. the employer should be an exemplar in demonstrating support to the Cadet movement, e.g. through mentoring cadets in key employment skills, by providing guaranteed interviews for cadets, by direct investment in equipment and infrastructure for a local cadet unit, or by funding and sponsoring competitions, events, and specific activities for cadets such as overseas expeditions
11. the employer promotes volunteering with the cadet forces from their workforce by providing additional leave for employees who are Cadet Force Adult Volunteers (CFAVs)

NBBC activity to date;

Colleagues from across the organisation have worked diligently to embed good practice in to ensure we continue to support our Armed Forces Community. The information below summarises the work undertaken that enabled the organisation to achieve **Gold Award**.

- We provide 10 paid additional days leave for Reservists. 1 additional paid days leave for Cadet Force Adult Volunteer (CFAV).
- We advocate to organisations in Nuneaton and Bedworth to sign the Armed forces covenant and regularly attend business network events to promote the AFC.
- We support organisations with their own ERS applications – Rugby Borough Council and Solihull Metropolitan Borough Council.
- HR policies including support for mobilised employees – we keep reserved workforce jobs open until their return and offer support regarding training and extra supervision. If an employees spouse is mobilised/redeployed, we can offer flexible working, home working and discretionary leave as required.
- We are registered with Career Transition Partnership and Forces Families Jobs.
- We offer support to cadets with mentoring them in key employment skills via our HR department. We have also made sure that all local cadet units are aware of any grant funds they may be able to apply for.
- We are starting our internal AFC network in 2025 for any employees who are veterans, CFAVs, reservists or have forces families.

Additional examples of support (pre-ERS revalidation – 2019 – 2024)

- Supporting the VCP with a partnership agreement to enable the VCP to receive £88000 of MoD funding to enhance the existing hub and to recruit a Hub Support officer to support the development and delivery of all hubs across Nuneaton, Bedworth and North Warwickshire.
- Offering training where relevant to Armed Forces Partners in the borough – We offered Suicide Prevention training to local organisations, delivered in October 2024.
- Hold a regular meeting with Armed Forces partners, includes VCP, RBL, 30 Signal regiment and Bedworth Armistice
- Specialised support around funding offered to local Armed Forces groups, Cadet groups and organisations at Gamecock Barracks
- Support to Armed Forces families around street renaming – Sgt Simon Valentine Way and Fusilier Louis Carter Drive
- Long standing offer to regiments to use Town Hall rooms free of charge for regimental events
- Membership of the regional Armed Forces Community Covenant meeting
- Attending local business networking meetings to promote the Armed Forces Covenant and the ERS scheme, explaining how it will benefit business and offering support to local businesses.
- Including questions in the staff wellbeing survey to ensure staff are aware of support we can offer to veterans, CFAVS, reservists and forces families.
- Promoting the AFC to community organisations at networking meetings with N&B
- Training 322 members of staff via mandatory Armed Forces Covenant training for new staff since its implementation in 2018
- Asking the Armed Forces question during Covid support in 2020/2021 to ensure extra support could be implemented when possible
- Nominating key local veterans for involvement in the Queens Baton relay ahead of the Commonwealth Games in 2022

- Supporting 23 members of the British Gurkha Veterans Association (BGVA) by supplying workwear
- Flag raising at the Town Hall for Armed Forces week and Reserves Day
- Supporting 30th Signal Regiment Health Fayre with information around skills development and support
- Support the Food and Faith event in conjunction with British Gurkha Veterans Association
- Recognising key local veterans with Borough Awards

Plans for 2025

- Support to 2 N&B organisations with ERS/AFC
- Funding given to 2 Gamecock Barracks orgs in Community Development funding –
- Commissioned Armed forces Mural for Remembrance Day – installed outside the town hall.
- Independent living service raised £1125 through donations at their residents christmas party, following discussion around veterans by ILO's etc - donated to VCP.

Nuneaton and Bedworth Borough Council

FORWARD PLAN SHOWING THE KEY DECISIONS THAT WILL BE MADE IN THE 4 MONTHS BEGINNING 1ST FEBRUARY 2025 AND EXEMPT INFORMATION DECISIONS THAT ARE TO BE MADE DURING FEBRUARY, 2025.

The table below shows the likely date the listed key decisions will be made and by whom and also lists the subject of decisions to be made under Exempt Information rules. Please contact the officer mentioned in the seventh column if you wish to know:-

- ◆ the groups or organisations whom the decision maker will consult before making the decision;
- ◆ how such consultation will be undertaken;
- ◆ what documents the decision maker will consider in making that decision; or
- ◆ how, and by when, you can make any representations about the proposed decision.

Items highlighted in **yellow** are new or amended items for this publication.

Date entered:	Item - Description	Committee	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	Cabinet Portfolio	OSP
05/09/24	Postage Aggregated Procurement	Cabinet	No		January 2025	Jamie Lees ☎02476 376067	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
30/09/20	Local Government Devolution	Cabinet	No		January 2025	Tom Shardlow ☎02476 376004	Tom Shardlow ☎02476376004	Business & Regeneration	Business, Regen & Planning

27/11/24	Public Space Protection Order – Anti social behaviour	Cabinet	No		January 2025	Abu Malek ☎02476 376358	Dawn Dawson ☎02476376408	Leisure, Communities & Health	Housing & Communities
27/11/24	Nuneaton and Bedworth Borough Council Corporate Colours	Cabinet	No		January 2025	Tom Shardlow ☎02476 376004	Tom Shardlow ☎02476 376004	Resources & Customer Services	Health & Corp Resources
27/11/24	Draft Corporate Plan, Consultation and Draft Delivery Plan	Cabinet	No		January 2025	Tom Shardlow ☎02476 376004	Tom Shardlow ☎02476 376004	Resources & Customer Services	Health & Corp Resources
27/11/24	Tenant Engagement Strategy	Cabinet	No		January 2025	Nicola Botterill ☎02476 376523	Dawn Dawson ☎02476376408	Housing	Housing & Communities
27/11/24	Anti-Social Behaviour Strategy	Cabinet	No		January 2025	Nicola Botterill ☎02476 376523	Dawn Dawson ☎02476376408	Housing	Housing & Communities
28/06/24	NNDR Rate Relief Policy Updates 2025/26	Cabinet	No		January 2025	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Customer Services	Health & Corp Resources

24/12/24	Council Tax Premium Charges Policy	Cabinet	No		January 2025	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Customer Services	Health & Corp Resources
16/12/24	Amendments to Local Development Scheme timetable	Cabinet	No		January 2025	Louise Hryniw ☎02476 376310	Maria Bailey ☎02476 376144	Planning and Enforcement	Business, Regen & Planning
02/01/25	Landlord Services IT System Procurement	Cabinet	No		February 2025	Nicola Botterill ☎02476 376523	Dawn Dawson ☎02476376408	Housing	Housing & Communities
07/10/24	Revocation of Leicester Road Gyrotory Air Quality Management Area	Cabinet	No		February 2025	Alastair Blunkett ☎02476 376064	Kevin Hollis ☎02476376143	Planning and Enforcement	Business, Regen & Planning
28/06/24	Grounds Maintenance Procurement	Cabinet	No		February 2025	Katie Memetovic-Bye ☎02476 376147	Kevin Hollis ☎02476376143	Leisure, Communities and Health	Env & Leisure
29/02/24	General Fund Budget 2024/25	Cabinet/Council	No		February 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources

29/02/24	HRA Budget 2024/25	Cabinet/Council	No		February 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
29/02/24	Treasury Strategy 2024/25	Council	No		February 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476 376002	Resources & Customer Services	Health & Corp Resources
29/02/24	Capital Budget 2024/25	Cabinet/Council	No		February 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
24/12/24	Procurement of a Legal Services Framework Agreement	Cabinet	No		February 2025	Matthew Wallbank ☎02476 376258	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
29/03/24	General Fund Budget Monitoring Q3	Cabinet	No		March 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476 376002	Resources & Customer Services	Health & Corp Resources
29/03/24	HRA Budget Monitoring Q3	Cabinet	No		March 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources

29/03/24	Capital Monitoring Q3	Cabinet	No		March 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
28/11/24	Corporate Plan April 2025 - March 2029	Cabinet/Council	No		April 2025	Tom Shardlow ☎02476 376004	Tom Shardlow ☎02476 376004	Resources & Customer Services	Health & Corp Resources
28/11/24	Corporate Plan Delivery Plan Approval	Cabinet/Council	No		April 2025	Tom Shardlow ☎02476 376004	Tom Shardlow ☎02476 376004	Resources & Customer Services	Health & Corp Resources
24/12/24	Borough Plan Review adoption	Cabinet	No		April 2025	Louise Hryniw ☎02476 376310	Maria Bailey ☎02476 376144	Planning and Enforcement	Business, Regen & Planning
24/12/24	Leisure Contract Procurement Update	Cabinet	No		April 2025	Katie Memetovic-Bye ☎02476 376147	Kevin Hollis ☎02476376143	Leisure, Communities and Health	Env & Leisure
05/09/24	Creative Explorer project review	Cabinet	No		April 2025	Katie Memetovic-Bye ☎02476 376147	Kevin Hollis ☎02476376143	Leisure, Communities & Health	Env & Leisure

31/03/23	Parks & Green Spaces Strategy	Cabinet	No		May 2025	David Truslove ☎02476 376569	Kevin Hollis ☎02476 376143	Leisure, Communities and Health	Env & Leisure
31/07/24	General Fund Revenue Outturn 2024/25	Cabinet	No		July 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
31/07/24	HRA Revenue Outturn 2024/25	Cabinet	No		July 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
31/07/24	Capital Outturn 2024/25	Cabinet	No		July 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
31/07/24	Collection Fund 2024/25	Cabinet	No		July 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
31/07/24	Treasury Annual Report 2024/25	Council	No		July 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources

31/05/23	Capital Strategy and Asset Management Plan	Cabinet	No		September 2025	Jonathan White/ ☎02476 376549 Liam Brown ☎02476 376275	Maria Bailey ☎02476 376144 Victoria Summerfield ☎02476376002	Business & Regeneration / Resources and Customer Services	Business, Regen & Planning/ Health & Corp Resources
23/09/24	General Fund Budget Monitoring Q1	Cabinet	No		September 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
23/09/24	HRA Budget Monitoring Q1	Cabinet	No		September 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
23/09/24	Capital Monitoring Q1	Cabinet	No		September 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
30/11/24	General Fund Budget Monitoring Q2	Cabinet	No		November 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources

30/11/24	HRA Budget Monitoring Q2	Cabinet	No		November 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources
30/11/24	Capital Monitoring Q2	Cabinet	No		November 2025	Victoria Summerfield ☎02476 376002	Victoria Summerfield ☎02476376002	Resources & Customer Services	Health & Corp Resources

Cabinet – Exempt Items									
Date entered:	Item - Description	Committee	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	Cabinet Portfolio	OSP

30/09/24	Regeneration Projects Update	Cabinet	Yes	The report will contain information relating to the financial or business affairs of any particular person (including the Authority holding the information)	February 2025	Jonathan White ☎02476 376549	Maria Bailey ☎02476 376144	Business & Regeneration	Business, Regeneration & Planning
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Individual Cabinet Member Decisions

Date entered:	Item - Description	Portfolio Holder	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	OSP

Individual Cabinet Member Decisions – Exempt Items

	None							
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Officer Decisions

Date entered:	Item - Description	Directorate	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	Cabinet Portfolio	OSP
	None								
Officer Decisions – Exempt Items									

The Cabinet Members are:

- Housing (Leader) - Councillor C. Watkins
- Environment and Public Services (Deputy Leader) - Councillor J. Sheppard
- Resources & Customer Services - Councillor S. Hey
- Leisure, Communities and Health - Councillor T. Jenkins
- Business and Regeneration - Councillor N. King
- Planning and Enforcement - Councillor R. Roze

Observer:

- Leader of the Main Opposition Group - Councillor K. Wilson

Dated: 24th December, 2024

Signed: C. Watkins (Leader of the Council)

Agenda Item 12

Housing and Communities Overview and Scrutiny Panel – Work Programme 2024/25

Meeting dates: 6th June 2024, 26th September 2024, 23rd January 2025

Date Added	Lead Officer	Title	Description	Scrutiny/ Overview	Proposed Committee Date	On Agenda 2024/25 or Briefing Note	Include in 2025/26 Work Programme ?
	Steve Gore	Integrated Performance Report	Quarterly Benchmarking Report	Scrutiny	23 rd Jan 2025		
	Nicola Botterill	Housing Key Performance Indicators	Benchmarking Report	Scrutiny	23 rd Jan 2025		
Annual	Abu Malek	Warwickshire Police and Crime Plan	To bring an update on the Police and Crime Plan.				Yes
Every two Years	Abu Malek	NABSCOP Strategic Assessment	To ensure that the Council's priorities are considered and included in the Community Safety Partnership's priorities for the area.				Yes
April 2023	Abu Malek	Armed Forces Covenant	An update including highlights about what NBBC are doing in relation to the Armed Forces Covenant.		23 rd January 2025		
	Maria Bailey / Jonathan White	Pride in Camp Hill	Annual report of PINCH to update and provide performance information for Members				Yes
	Abu Malek	Voluntary and Community Sector Performance Reports	Voluntary and Community Sector Monitoring reports. Includes audit of performance by Communities Team as part of SLA.		23 rd January 2025		
	Jane Grant	Houses of Multiple Occupation (HMO's)	Policy review for Houses of Multiple Occupation.		23 rd January 2025		